

MEMORANDUM

April 16, 2024
M1465-CM
 CM/995-2364

TO: Dr. Jose L. Dotres, Superintendent of Schools

THROUGH: Ron Y. Steiger, Chief Financial Officer


FROM: Charisma Montfort, Chief Procurement Officer *CM*
 Procurement Management Services

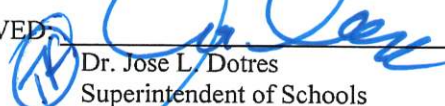
SUBJECT: SUPERINTENDENT’S EXTENSION OF CONTRACTS

The following contracts are requested to be approved as Superintendent’s Extension of Contracts, as authorized by School Board Policy 6320, Purchasing. It is the District’s established practice, for Procurement Management Services to apply the contract amount for each approved extension, during the term of the contracts. There is no obligation to purchase any amount within the contract period as set forth in the bid solicitation. It is requested that you review and approve the extensions listed below:

Contract Number	Contract Title	Board Approval Date	# of Extensions Granted	Board Approved Contract Amount	Board Approved Term	# of Extensions Used	Total Contract Expenditures	New Total Contract Amount	New Contract Term	Reason for Contract Extension vs. Re-Bid
ITB-20-047-HR	Pouch Beverages	June 23, 2021	2 1-year	\$10,500,000	3 years	0	\$8,636,274.89	\$3,500,000	July 1, 2024 – June 30, 2025 (One Year)	Originating department has requested to utilize the first contract extension.

REVIEWED:  Aili Graupera
Office of General Counsel
2024.04.22 16:16:32 -04'00'
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Dr. Jose L. Dotres
 Superintendent of Schools

CM:mc

CONTRACT EXTENSION SUMMARY

Contract No.: ITB-20-047-HR

Contract Title: Pouch Beverages

Board Meeting Date: June 23, 2021

Agenda Item: E-144

Purpose of Contract: The purpose of this Invitation to Bid (ITB) is to establish a contract, at firm unit prices, for the purchase and delivery of pouch beverages for the Department of Food and Nutrition.

Initial Award Amount: \$10,500,000

Initial Contract Award Period and Extension: July 1, 2021 through June 30, 2024
Three (3) years, with an option to extend for two (2) additional one (1) year periods.

Required Licenses and/or Certifications: Yes, see attached. No

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$3,500,000

Recommended Extension Period: July 1, 2024 – June 30, 2025
This is the first extension of the contract. The awardee has agreed to extend for an additional one-year period, by letter on file.

Vendors Recommended for Contract Extension: One (1)

Food Fantasies, Inc. dba Frozen Treats

Additional certified firms available: Yes, see attached. No

OEO Verified Yes, see attached. No

Cost Savings: No

Justification: It is considered to be in the best interest of the District to extend this contract for an additional one year period, to benefit from fixed prices and continuity of service, inasmuch as the Consumer Price Index for All Urban Consumers (CPI-U), as of March 2024, indicated an increase of 0.4%. Staff has indicated satisfactory performance from the vendor(s) and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension: Approved
 Denied

Buyer: Maritza Cozart
Maritza Cozart, Procurement Analyst

Date: April 9, 2024

By: Charisma Montfort
Charisma Montfort, Chief Procurement Officer

Date: 4/16/2024