

MEMORANDUM

December 8, 2025
M1743-CM
CM/995-1434

RUSH

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 for Previous Period	New Total Contract Amount	New Contract Term	Reason for Contract Extension vs. Re-Bid
ITB-20-055-MC	Pest Control Items	December 15, 2021	2 1-year	\$165,000	3 years	1	\$7,532 (9 months)	\$55,000	December 15, 2025 – December 14, 2026 (One Year)	Originating department has requested to utilize the final contract extension.

REVIEWED: _____

Alison York
School Board Attorney

RECOMMENDED: _____

Ron Y. Steiger
Ron Y. Steiger, Chief Financial Officer

APPROVED: _____

Dr. Jose L. Dotres
Superintendent of Schools

CM:js

CONTRACT EXTENSION SUMMARY

Contract No.: ITB-20-055-MC

Contract Title: Pest Control Items

Board Meeting Date: December 15, 2021

Agenda Item: E-142

Purpose of Contract: The purpose of this Invitation to Bid (ITB) is to establish contracts, at firm-fixed prices, for the purchase of pest control items, as needed through the Stores and Mail Distribution Warehouse.

Initial Award Amount: \$165,000

Initial Contract Award Period and Extension: December 15, 2021 through December 14, 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: \$55,000

Current Extension Period: December 15, 2024 – December 14, 2025

Recommended Extension Award Amount: \$55,000

Recommended Extension Period: December 15, 2025 – December 14, 2026
This is the second and final 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)

1. Siteone Landscape Supply, LLC

Additional certified firms available: Yes, see attached. ☐ No ☒

OEEA 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 September 2025, indicated an increase of 0.3%. Staff has indicated satisfactory

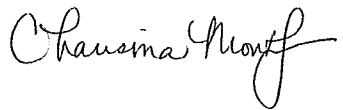
performance from the vendor(s) and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension: ☒ Approved
☐ Denied

Buyer: 
Jamia Solomon, Purchasing Agent

Date: 10/3/2025

By: 
Charisma Montfort, Chief Procurement Officer

Date: 12/8/2025