



Request for Contract Renewal (Non-Capital Projects)

▶ Date of Request 10/3/2023 ▶ Requesting Department Operations

▶ Bid/RFP Number 22-80 ▶ Current Contract Expiration Date 3/14/2024

▶ Name of Project District Wide Furniture, Fixtures & Equipment

▶ List Name of Vendors to be renewed Ernie Morris Enterprises

▶ Is a Renewal Valid for the Contract? Yes X No

▶ State the Desired One (1) Year Renewal Term: From: 3/14/2024 To: 3/14/2025

▶ Supervisor/Project Manager must answer the following questions:

- 1) Has current contractor performed in accordance with the scope of work of the contract?
Yes X No
- 2) Have the services been of an acceptable quality to warrant a renewal?
Yes X No
- 3) Have there been any invoicing issues? Yes No X
- 4) Would you recommend this contractor for a contract renewal? Yes X No

Comments:


Vendor has been exceptional in supporting the DCSD.

5) What is the anticipated Board Approval date for the renewal 1/8/24

▶ Supervisor/Project Contact Signature 

▶ Supervisor/Project Contact Name Raul Juran Date 10/3/2023

Department Head Approval

 (Sign Here)
Keith Singleton (Print Name Here)
Director, Business Services (Title)

10/3/2023
Date

Comments: _____