

# MEMORANDUM

May 5, 2025  
M1681-CM  
CM/995-1434

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                                      |
|-----------------|--------------------------|---------------------|-------------------------|--------------------------------|---------------------|----------------------|-----------------------------|---------------------------|-----------------------------------------------|-------------------------------------------------------------------------------|
| RFP-22-029-VF   | Adult Education Services | June 18, 2024       | 4 1-year                | N/A                            | 1 year              | 0                    | \$0<br>(9 months)           | N/A                       | July 1, 2025 –<br>June 30, 2026<br>(One Year) | Originating department has requested to utilize the first contract extension. |

REVIEWED: *John Philip Lafelice* 5/5/25  
School Board Attorney

RECOMMENDED: *[Signature]*  
Ron Y. Steiger, Chief Financial Officer

APPROVED: *[Signature]* 5/14/2025  
Dr. Jose L. Dotres  
Superintendent of Schools

**Jose Bueno**  
**Designee**

CM:vf

### CONTRACT EXTENSION SUMMARY

Contract No.: RFP-22-029-VF

Contract Title: Adult Education Services

Board Meeting Date: June 18, 2024

Agenda Item: E-143

Purpose of Contract: The purpose of this Request for Proposals (RFP) is to determine qualified and experienced Community and Faith-Based Organizations capable of providing adult educational programs at their principal/business address in conjunction with grant requirements.

Initial Award Amount: N/A

Initial Contract Award Period and Extension: July 1, 2024 through June 30, 2025  
One (1) year, with an option to extend for four (4) 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: N/A

Recommended Extension Period: July 1, 2025 through June 30, 2026  
This is the first extension of the contract. The awardees have agreed to extend for an additional one-year period, by letter on file.

Vendors Recommended for Contract Extension: Four (4)

1. ConnectFamilies Inc.
2. enFamilia, Inc.
3. Miami Lighthouse For The Blind And Visually Impaired, Inc.
4. Prosperity Social & Community Development Group, Inc.

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

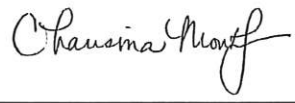
March 2025, indicated a 0.1% decrease. Staff has indicated satisfactory performance from the vendor(s) and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension: ☒ Approved  
☐ Denied

Buyer:   
Vanessa Flores, Procurement District Director

Date: 04/16/2025

By:   
Charisma Montfort, Chief Procurement Officer

Date: 5/5/2025