

MEMORANDUM

June 4, 2026
M1836-CM
 CM/995-1434

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

THROUGH: Ron Y. Steiger, Chief Financial Officer

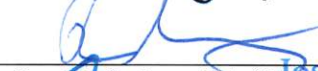
FROM: Charisma Montfort, Chief Procurement Officer *CM*
 Procurement Management Services

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	1	\$30,000 (10 months)	N/A	July 1, 2026 – June 30, 2027 (One Year)	Originating department has requested to utilize the second contract extension.

REVIEWED: 
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Dr. Jose L. Dotres
 Superintendent of Schools *6/23/2026*

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: July 1, 2025 through June 30, 2026

Recommended Extension Award Amount: N/A

Recommended Extension Period: July 1, 2026 through June 30, 2027
This is the second 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: Three (3)

1. ConnectFamilies Inc.
2. enFamilia, Inc.
3. Miami Lighthouse For The Blind And Visually Impaired, Inc.

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

OCPEBA 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 April 2026, indicated a 0.6% decrease. Staff has indicated satisfactory performance

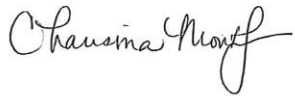
from the vendor(s) and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension: ☒ Approved
☐ Denied

Buyer: 
Vanessa Flores, Procurement District Director

Date: 5/15/2026

By: 
Charisma Montfort, Chief Procurement Officer

Date: 6/4/2026