

MEMORANDUM

July 15, 2026
M1841-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 for Previous Period	New Total Contract Amount	New Contract Term	Reason for Contract Extension vs. Re-Bid
ITB-23-024-MC	Psychological Services for Select Student Populations	September 11, 2024	3 1-year	N/A	2 years	0	\$49,378 (21 months)	N/A	September 11, 2026 – September 10, 2027 (One Year)	Originating department has requested to utilize the first contract extension.

REVIEWED: *W. Anne York*
School Board Attorney

RECOMMENDED: *Charisma Montfort*
Ron Y. Steiger, Chief Financial Officer

APPROVED: *Jose L. Dotres* 8/19/2026
Dr. Jose L. Dotres
Superintendent of Schools : Jose Bueno
Designee

CM:vf

CONTRACT EXTENSION SUMMARY

Contract No.: ITB-23-024-MC

Contract Title: Psychological Services for Select Student Populations

Board Meeting Date: September 11, 2024

Agenda Item: E-141

Purpose of Contract: The purpose of this Invitation to Bid (ITB) is to establish a contract with pre-approved vendors, to provide psychological services for select student populations. Awarded vendors offering the largest number of available licensed psychologists will receive cases first, and successively cases will be assigned to the next awarded vendors offering the next highest number of available licensed psychologists.

Initial Award Amount: N/A

Initial Contract Award Period and Extension: September 11, 2024 through September 10, 2026
Two (2) years, with an option to extend for three (3) 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: September 11, 2026 through September 10, 2027
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: Three (3)

1. Perez Psychological Services Inc
2. Prosperity Social & Community Development Group, Inc.
3. PsychEd Solutions, P.A.

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 May 2026, indicated an increase of 0.5%. 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: 6/17/2026

By: 
Charisma Montfort, Chief Procurement Officer

Date: 7/15/2026