

Purchase Order # 251115



**MT. DIABLO**  
UNIFIED SCHOOL DISTRICT

1936 Carlotta Drive  
Concord, CA 94519

- ☒ **Independent Service Contract**  
☐ **Master Contract**

Amendment No. 2 to

This Amendment is entered into between the Mt. Diablo Unified School District (MDUSD) and Exploring New Horizons (CONTRACTOR). MDUSD entered into an Agreement with CONTRACTOR for professional services on 9/12, 2024 and the parties agree to amend that Agreement as follows.

1. **Services:** (Check and complete ONE of the options below).

- ☐ CONTRACTOR agrees to provide the following amended services. (Provide full description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary).

☐ The scope of work is attached as Exhibit A (incorporated by reference to the extent that it is subordinate to and not inconsistent with this Agreement).

☒ The scope of work is unchanged.

2. **Terms:** (Check and complete ONE of the options below).

☐ The contract term is extended by an additional \_\_\_\_\_ (days/weeks/months), and the amended expiration date is \_\_\_\_\_, 20\_\_\_\_.

☒ The contract term is unchanged.

3. **Compensation:** (Check and complete ONE of the options below. This provision may only be changed if there is also a change to the above Services OR Terms of the Contract).

☐ The rate is amended by an ☐ increase of ☐ decrease of \$ \_\_\_\_\_ for \_\_\_\_\_ type of service

☒ The contract amount is amended by an ☒ increase of ☐ decrease of \$ 4455 to original contract amount.

The amended contract ☒ amount ☐ rate is now \$ 68,445

4. **Remaining Provisions:** All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. **Amendment History:** This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase/Decrease
		<u>more participants</u>	\$
			\$
			\$

6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Superintendent (or his designee).

Mt. Diablo USD

By: Martha Thomas  
Budget Administrator/Principal

Mt. Diablo USD

By: [Signature]  
Superintendent or Designee

Contractor

By: \_\_\_\_\_

Board Approval (if needed)

Docket Number: \_\_\_\_\_  
Agenda Item Number

Date: 1/17/25

Date: 2.3.25

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Samantha Allen, Chief of Ed. Services

# PURCHASE ORDER CHANGE FORM

Purchasing Department

\*\*\*\*\*THIS FORM TO BE SENT TO THE FISCAL SERVICES DEPARTMENT\*\*\*\*\*

(Fiscal will forward to Purchasing after they approve the changes)

DATE: 1/17/25

REQUESTOR NAME: Yvonne Ortega EXT. # 86201 EMAIL: ortegay @MDUSD.ORG

SITE: WAES/191

PO# 251115

VENDOR NAME: Exploring New Horizons

**CIRCLE SELECTION APPROPRIATELY:** Cancel PO Change PO (fill out applicable areas below)

REQUIRED FIELD-Reason for Change/Cancellation: adding line item, changing budget code


x        Add or Delete Line Item(s)

Line Item	Add or Delete	Quantity (if adding)	Description	Price	Budget Code to be changed::
3	add	9	adding more student participants	495	01-9010-1110-1000-43550000-191-191-5895

x        Change of Budget Code ONLY

Line Item	Change From:	Change To:	Amount
3	01-9010-1110-1000-43430000-191-191-5895	01-9010-1110-1000-43550000-191-191-5895	4455

       Change Line Item (list reason for change above)

Line Item	Quantity	New Quantity (if applies)	Description of change	Price	Budget Code to be changed::
			 Samantha Allen, Chief of Ed. Services	2/5/25	

SITE/Department Head Approval <u>Martha Thomas</u>	Date: <u>1/17/25</u>	ADJUSTED PO Grand Total \$ 68445.00
Budget Administrator Approval <u>[Signature]</u>	Date: <u>2-3-25</u>	
Fiscal Approval _____	Date: _____	

**Fwd: ENH Outdoor School Outstanding Payment**

! messages

Nicolette Mazon <mazonn@mdusd.org>  
To: Yvonne Ortega <ortegay@mdusd.org>

Mon, Jan 13, 2025 at 3:36 PM

----- Forwarded message -----

From: Daniel Beutler <daniel@exploringnewhorizons.org>  
Date: Mon, Jan 13, 2025 at 3:31 PM  
Subject: ENH Outdoor School Outstanding Payment  
To: Kristen Reamy <reamyk@mdusd.org>, Nicolette Mazon <mazonn@mdusd.org>, <lthomasms@mdusd.org>  
Cc: Yune Truong <bookkeeper@exploringnewhorizons.org>

Hi Walnut Acres Team,

Our records show that your school has an outstanding payment from their trip to Exploring New Horizons Outdoor Schools.

Walnut Acres					Amount		Open
							Balance
	07/01/2024	Pledge	3189	08/31/2024	102	63,990.00	2,955.00
	11/02/2024	Pledge	3269	11/02/2024	39	4,455.00	4,455.00
Total for Walnut Acres						\$ 68,445.00	\$ 7,410.00

If you have a record of this payment, could you please share it with us? If you need us to resend the invoice, please let us know.

I have cc'd Yune Truong from our Finance Team as well.

Thank you,

Danny



**Danny  
Beutler**

**Operations Director**



Pronouns: He/Him Email: daniel@exploringnewhorizons.org Phone: 831-200-3684

*"Inspiring, empowering, and transforming children's lives  
through outdoor education."*

Nikki Mazon  
5th Grade Teacher  
Walnut Acres Elementary

Yvonne Ortega <ortegay@mdusd.org>  
To: Martha Thomas <lthomasms@mdusd.org>

Mon, Jan 13, 2025 at 3:41 PM

FYI...for some reason I thought everything for science camp had been paid for already.



**Yvonne Ortega**  
**Walnut Acres Elementary School**  
**Office Manager**  
**925/939-1333**