

**AMENDMENT 1
CONTRACT AGREEMENT BETWEEN
OVID SOLUTIONS, LLC
AND
THE ABLE TRUST**

On August 18, 2025, OVID Solutions, LLC (“Contractor”) and The Able Trust (“Organization”) entered into a contract for grant development services. The Organization and OVID Solutions are sometimes referred to herein individually as a “Party” and collectively as “the Parties.”

WHEREAS, Section 9 provides that this agreement may be modified or amended only by the mutual written agreement of the Parties and that any such modification or amendment shall be signed by the Parties and shall be attached to and become part of this agreement.

WHEREAS, the Parties agree to amend the Agreement as set forth herein.

NOW THEREFORE, in consideration of the mutual covenants and obligations set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the following:

1. Section 1 of the Agreement is amended to extend the contract term. The Agreement expiration date is hereby changed from August 31, 2026 to **December 31, 2026**. All other terms of Section 1 remain unchanged.
2. Exhibit A is amended to add the following additional task:

Task 2: FL DOE VR Process Improvement Consulting

At the request of the ORGANIZATION, the CONTRACTOR will provide process improvement consulting services to the Florida Department of Education (FL DOE), Division of Vocational Rehabilitation (VR), Bureau of Vendor and Contracted Services. This engagement covers the development and implementation of a Process Improvement Plan (PIP) and is structured across four phases to be completed within a 6-month period.

Scope of Services

Phase 1 — Discovery & Current State Assessment (Weeks 1–6)

OVID will conduct a focused assessment of current Bureau operations, including a kickoff meeting with Bureau leadership, structured interviews and working sessions, review of existing policies and procedures, end-to-end process mapping, performance data analysis, review of RSA monitoring reports and audit findings, and benchmarking against federal VR regulations (34 CFR Part 361) and Florida procurement rules.

Deliverables: Current State Assessment Report; Stakeholder & Staff Engagement Summary; Process Maps for all key workflows

Phase 2 — Gap Analysis & Root Cause Analysis (Weeks 5–10)

OVID will lead collaborative working sessions with Bureau leadership and staff to identify and prioritize gaps through facilitated gap analysis sessions, root cause analysis using structured tools, development of a prioritization matrix, identification of quick wins versus systemic changes, and a leadership validation meeting.

Deliverables: Gap Analysis Report with prioritized findings; Root Cause Analysis documentation; Prioritization Matrix; Leadership Validation Summary

Phase 3 — Process Improvement Plan Development (Weeks 9–18)

OVID will develop the Process Improvement Plan with Bureau leadership and staff, covering vendor credentialing, contract development, service authorization and billing, vendor performance monitoring, and compliance monitoring. Activities include facilitated SOP development sessions, definition of Key Performance Indicators (KPIs), development of updated forms and templates, a risk mitigation plan, and leadership review and approval of all draft SOPs.

Deliverables: Complete Process Improvement Plan; Revised SOPs Package; Updated forms and templates library; KPI Framework with baseline measurements and targets

Phase 4 — Implementation Support (Weeks 16–24)

OVID will support Bureau leadership and staff in rolling out approved process changes, including development of a phased Implementation Work Plan, facilitation of staff training sessions, development of vendor-facing communication materials, ongoing technical assistance during rollout, and an end-of-phase review with Bureau leadership.

Deliverables: Implementation Work Plan; Staff training curriculum and materials; Vendor communication package; Phase 4 Completion & Transition Report

Summary of Deliverables

Phase	Key Deliverables	Timeframe	Hours	Fee
Phase 1	Current State Assessment Report; Process Maps; Engagement Summary	Weeks 1–6	60 hrs	\$10,500
Phase 2	Gap Analysis Report; Root Cause Analysis; Prioritization Matrix; Leadership Validation Summary	Weeks 5–10	50 hrs	\$8,750
Phase 3	Process Improvement Plan; SOPs Package; Forms & Templates; KPI Framework	Weeks 9–18	95 hrs	\$16,625
Phase 4	Implementation Work Plan; Training Materials; Vendor Comms; Phase 4 Completion Report	Weeks 16–24	70 hrs	\$12,250
PM/Admin	Project Management & Client Communications	Ongoing	25 hrs	\$4,375
TOTAL	All Phases 1 through 4	6 months	300 hrs	\$52,500

Compensation

Compensation for this engagement shall be paid at a flat rate of \$175.00 per hour for a total of 300 hours over the 6-month engagement, for a total contract amount of \$52,500.

Compensation for monthly grant tasks shall be paid at a rate of \$8,750.00/month for a total of \$52,500 over 6 months. Hours and fees are distributed evenly across the 6-month engagement at 50 hours per month. Monthly invoices reflect the average allocation; actual hours in any given month may vary slightly based on phase activity, but the total engagement hours and contract amount remain fixed at 300 hours and \$52,500.

Invoicing

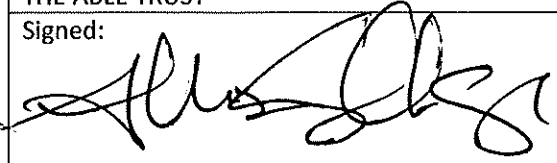
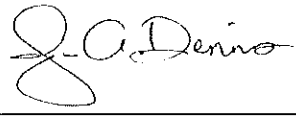
CONTRACTOR will submit monthly invoices detailing hours completed and deliverables achieved for the applicable billing period.

Rate Schedule

Labor Category	Rate
Process Improvement Consultant	\$175.00

3. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS THEREOF, by signature below, the Parties agree to abide by the terms, conditions and provisions of the Contract as amended. This Amendment is Effective as of June 1, 2026.

THE ABLE TRUST	OVID SOLUTIONS, LLC
Signed: 	Signed: 
Allison S. Chase	Julie Dennis
President & CEO, The Able Trust	CEO, OVID Solutions
Date:	Date: 5-18-26

