



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with No-Nonsense Training Solutions, Inc. to provide seminar utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety (IPS) in FY2025-2026 using bid waiver exception for professional services. Fiscal Impact: \$22,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

Presenter(s): Jeffrey Guild, Vice Provost of Academic Affairs

1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space. The purpose of this contract is for the vendor to deliver the Criminal Justice Standards and Training Commission 40 hour course “Stress Management” four times, utilizing Florida Department of Law Enforcement certified instructors. The contract is needed to address the need for career development for new and prospective supervisors at Broward County criminal justice agencies.

2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver. A Bid Waiver exception for Professional Services per FLDOE Rule 6A-14.0734 and College Procedure A6Hx2-6.34 was used, where the course is required to be taught by a Criminal Justice Standards and Training Commission Certified General Instructor pursuant to subsection 11B-20.001(3), F.A.C.

3. Describe business rationale for the purchase and how it was procured.

(A) What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. The ROI is anticipated when entering this contract by utilizing the ability to hire Subject Matter Experts to facilitate classrooms for professional and executive development.

The ability to hire Subject Matter Experts who are current in their discipline leads to better outcomes in professional and executive development classes.

(B) How does the purchase support the Strategic Business Plan. This contract directly feeds the Strategic Business Plan by providing a best-in-class student experience.

(C) If applicable, what is the rationale for the use of piggybacks, existing contract extensions, bid waivers in lieu of the College conducting a competitive solicitation. A Bid Waiver exception for Professional Services per FLDOE Rule 6A-14.0734 and College Procedure A6Hx2-6.34 was used, where the course is required to be taught by a Criminal Justice Standards and Training Commission Certified General Instructor pursuant to subsection 11B-20.001(3), F.A.C.

(D) If a competitive solicitation process was conducted by the College, describe the process. Not applicable.

This Executive Summary is approved by:

Jeffrey Guild
Vice Provost of Academic Affairs



EXHIBIT "A" to Purchase Order
STATEMENT OF WORK

Description of Services:

Service Provider:	No-Nonsense Training Solutions, Inc.	
Address:	382 S. Hibiscus Ct. Plantation, FL 33317	
Service Date(s)/ Time:	September 15 to 19, 2025	8 am – 5 pm
Agreed Amount of Payment	\$5500.00	
Service Date(s)/ Time:	December 8 to 12, 2025	8 am – 5 pm
Agreed Amount of Payment	\$5500.00	
Service Date(s)/ Time:	February 16 to 20, 2026	8 am – 5 pm
Agreed Amount of Payment	\$5500.00	
Service Date(s)/ Time:	May 18 to 22, 2026	8 am – 5 pm
Agreed Amount of Payment	\$5500.00	
<u>Total Consideration Payable for the Services</u>	\$22,000.00	

The agreed fee includes all travel and other expenses incurred in providing agreed upon services.

Description of Services

Provider agrees to present a 40-hour seminar entitled "Stress Management Techniques" consistent with Criminal Justice Standards and Training Commission Advanced/Specialized Training Course 050 with a maximum class total of 40 students.

The seminar must satisfy Criminal Justice Standards and Training Commission requirements as specified in Florida Administrative Code 11B-35 and Florida State Statutes Chapter 943.

Terms

The Broward College Institute of Public Safety reserves the right to cancel this course agreement if a minimum of sixteen (16) FDLE Region XIII (Broward County) officers are not enrolled two weeks prior to the scheduled start date of the seminar.

BROWARD[®] COLLEGE

As outlined in Section 8 of the Terms and Conditions "Termination for Convenience", The College may terminate this Purchase Order with or without cause for any time for convenience upon thirty (30) calendar days' prior written notice to the Vendor.

Service Provider/Vendor will:

- Provide CJSTC Certification documentation for all participating Instructors.
 - If a participating instructor does not possess active CJSTC Instructor certification, then the Vendor must provide sufficient documentation to satisfy the requirements to complete a CJSTC-82 Form. This documentation must be received by IPS at least 30 days prior to the scheduled seminar. The final determination of issuing the CJSTC-82 Form is at the sole discretion of IPS.
- Provide Test bank of 50 questions per 40-hour seminar based on the CJSTC learning objectives for the end of course exam. Test banks should consist of a variety of question formats (multiple choice, true false, matching, short answer, etc.) that are appropriate for the respective seminar.
- Provide a Lesson Plan, Learning Objectives and Presentation Schedule.
- Provide all required texts and printed learning materials for all enrolled students.
- Ensure the Student Attendance Roster supplied by IPS is completed daily.
- Ensure the Instructor Roster supplied by IPS is completed daily.
- Ensure the seminar satisfies Criminal Justice Standards and Training Commission requirements as specified in Florida Administrative Code 11B-35 and Florida State Statutes Chapter 943.
- Assist in the completion of required CJSTC documentation.

I, Lisa Gilbert , accept Broward College's Terms and Conditions in lieu of our own, and I warrant that I have legal power to bind on its behalf.

Lisa Gilbert

Printed/Typed Name

305-987-4180

Phone Number



Signature

12/13/2024

Date Signed



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

December 17, 2024

Broward Institute of Public Safety
3501 DAVIE RD
FORT LAUDERDALE FL 33314-1604

Account Information:

Policy Holder Details :	NO-NONSENSE TRAINING SOLUTIONS Inc
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Contact Us

Need Help?

Chat online or call us at

(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



JIMMY PATRONIS
CHIEF FINANCIAL OFFICER

**STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF WORKERS' COMPENSATION**

**** CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW ****

NON-CONSTRUCTION INDUSTRY EXEMPTION

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

EFFECTIVE DATE: 6/6/2024

EXPIRATION DATE: 6/6/2026

PERSON: LISA G GILBERT

EMAIL: COACHLISA@NONONTRAINING.COM

FEIN: 823929232

BUSINESS NAME AND ADDRESS:

NO-NONSENSE TRAINING SOLUTIONS, INC.

382 S. HIBISCUS CT
FORT LAUDERDALE, FL 33317

This certificate of election to be exempt is NOT a license issued by the Department of Business and Professional Regulation. To determine if the certificate holder is required to have a license to perform work or to verify the license of the certificate holder, go to www.myfloridalicense.com.

IMPORTANT: Pursuant to subsection 440.05(13), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to subsection 440.05(11), F.S., Certificates of election to be exempt issued under subsection (3) apply only to the corporate officer named on the notice of election to be exempt. Pursuant to subsection 440.05(12), F.S., notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

DFS-F2-DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT
RULE 69L-6.012, F.A.C. REVISED 01/2023

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QUESTIONS? (850) 413-1609