

THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL UNTIL APPROVED BY THE COMMITTEE AT THE SUBSEQUENT MEETING.



Committee on Contracts and Procurement, 11:00 AM Minutes

Broward College

Tuesday, January 14, 2025 11:00 AM EST

@ Willis Holcombe Center, 111 East Las Olas Boulevard, Room 1208, Fort Lauderdale, FL 33301

Attendance

Present:

Chair Alexis Yarbrough and Trustee Michael Caschette appeared in-person for the Committee meeting. Also present were President Dr. Donald Astrab, outside counsel Kristina Raattama, the President's cabinet and other Broward College Staff. Trustee Mario Zanotti was absent. The meeting started at 11:06 a.m.

- I. APPROVAL OF THE MINUTES OF THE DECEMBER 10, 2024 CONTRACTS AND PROCUREMENT COMMITTEE MEETING

 [12.10.24 Committee on Contracts and Procurement, 11 00 AM Minutes.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Committee meeting of December 10, 2024. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti


- II. RECOMMENDATION OF CONTRACTS TO BROWARD COLLEGE DISTRICT BOARD OF TRUSTEES FOR APPROVAL

- A. \$325,000.01 and Over

1. Desire 2 Learn (D2L) - E&I CNR01467 - Add Order Form / Increase Fiscal Authority (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the request for an increase in fiscal authority with D2L, Ltd. for a cloud-based learning management system (LMS) that is used for student course delivery.

Fiscal Impact: \$200,000.00, Cumulative amount: \$2,274,883.00, Revenue: \$0.00

 [Desire 2 Learn \(D2L\) - E&I CNR01467 - Add Order Form / Increase Fiscal Authority 133.pdf](#)


Motion:

Chair Yarbrough made a motion to recommend for approval the request for an increase in fiscal authority with D2L, Ltd. for a cloud-based learning management system (LMS) that is used for student course delivery. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

2. State of Florida DMS Contract 30161700-24-SRCWL-ACS - Flooring Materials, with Related Supplies and Services (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize a Piggyback Agreement with the STATE OF FLORIDA DEPT OF MANAGEMENT SERVICES for Flooring Materials with the Related Supplies and Services by utilizing the Alternate Source Contract (ACS)# 30161700-24-SRCWLACS. Fiscal Impact: \$325,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [State of Florida DMS Contract 30161700-24-SRCWL-ACS - Flooring Materials, with Related Supplies and Services 90.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the Piggyback Agreement with the STATE OF FLORIDA DEPT OF MANAGEMENT SERVICES for Flooring Materials with the Related Supplies and Services by utilizing the Alternate Source Contract (ACS)# 30161700-24-SRCWLACS. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

- B. \$65,000.01 up to \$325,000

1. Coconut Creek Police Department - Law Enforcement Services for North Campus- Amendment 1 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the contract amendment and increase in fiscal authority with Coconut Creek Police Department for the Off-Duty Detail Request - special detail law enforcement services at North Campus by utilizing the bid waiver (sole source). Fiscal Impact: \$137,000.00 (cumulative \$236,000.00)

 [Coconut Creek Police Department - Law Enforcement Services for North 12363.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the contract amendment and increase in fiscal authority with Coconut Creek Police Department for the Off-Duty Detail Request - special detail law enforcement services at North Campus. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti


C. \$35,000.01 up to \$65,000

D. \$10,000.01 up to \$35,000

1. ACF Standby Systems LLC - City of Naples ITB 22-005 Annual Generator Maintenance and Repair Services (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the bid waiver (piggyback) with ACF Standby Systems LLC for generator maintenance and repair services utilizing the City of Naples contract ITB 22-005 - Annual Generator Maintenance and Repair Services.

Fiscal Impact: Estimated \$20,000.00

 [ACF Standby Systems LLC - City of Naples ITB 22-005 Annual Generator 12335.pdf](#)

Motion:


Chair Yarbrough made a motion to recommend for approval the bid waiver (piggyback) with ACF Standby Systems LLC for generator maintenance and repair services utilizing the City of Naples contract ITB 22-005 - Annual Generator Maintenance and Repair Services. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

2. Medical Director for Respiratory Care Program (FY2024-2027) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Memorial Healthcare Systems for the Respiratory Care Program by utilizing the bid waiver exemption (professional services).

Fiscal Impact: \$18,300, spent over 3 years

 [Medical Director for Respiratory Care Program \(FY2024-2027\) 11901.pdf](#)

This item was not voted on and will receive no recommendation from the Committee as both Chair Yarbrough and Trustee Caschette have a conflict of interest. The item will be placed on the Regular Meeting agenda for consideration by the full Board.

E. \$0 to \$10,000

1. Classward LLC - EMTprep (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard contract (purchase order) with Classward LLC for EMTprep 90-day membership codes.

Fiscal Impact: \$9,945.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Classward LLC - EMTprep 150.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard contract (purchase order) with Classward LLC for EMTprep 90-day membership codes. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

2. JRCNMT - 2025 Annual Accreditation Fees Renewal (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Joint Review Committee on Educational Programs In Nuclear Medicine Technology (JRCNMT) for the Nuclear Medicine Program for Annual Accreditation fee renewal for the Nuclear Medicine Program.

Fiscal Impact: \$4,400.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [JRCNMT - 2025 Annual Accreditation Fees Renewal 149.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with Joint Review Committee on Educational Programs In Nuclear Medicine Technology (JRCNMT) for the Nuclear Medicine Program for Annual Accreditation fee. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

3. ACEN Annual Accreditation Fee for Associate Nursing Program for 2025
(Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Accreditation Commission for Education in Nursing, Inc for membership and renewal dues for the year 2025. Fiscal Impact: \$3,100.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [ACEN Annual Accreditation Fee for Associate Nursing Program for 2025 132.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with Accreditation Commission for Education in Nursing, Inc for membership and renewal dues. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

4. Richard T Notkin - Visiting Artist Series February 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Richard T. Notkin to provide guest artist services for the Visiting Artist Series in February 2025. Fiscal Impact: \$1,200.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Richard T Notkin - Visiting Artist Series February 2025 134.pdf](#)


Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with Richard T. Notkin to provide guest artist services for the Visiting Artist Series in February 2025. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

5. Huifang Chen - Violin Concerto Performance for Broward Symphony Orchestra Guest Artist Spring 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Huifang Chen for the Broward Symphony Orchestra and the Music Program. Fiscal Impact: \$1,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Huifang Chen - Violin Concerto Performance for Broward Symphony Orchestra Guest Artist Spring 2025 146.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with Huifang Chen for the Broward Symphony Orchestra and the Music Program. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

6. Organization for Associate Degree Nursing (OADN) Annual Membership and Renewal Dues FY2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize standard agreement (purchase order) with the Organization for Associate Degree in Nursing for the membership and renewal dues for FY 2024-2025. Fiscal Impact: \$595.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Organization for Associate Degree Nursing \(OADN\) Annual Membership and Renewal Dues FY2024-2025 94.pdf](#)


Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with the Organization for Associate Degree in Nursing for the membership and renewal dues for FY 2024-2025. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

7. American Association for Paralegal Education - Membership and renewal dues 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with American Association for Paralegal Education for membership and renewal dues for the paralegal program in the Business Department. Fiscal Impact: \$545. 75, Cumulative amount: \$0.00, Revenue: \$0.00

 [American Association for Paralegal Education - Membership and renewal dues 2025 156 .pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with American Association for Paralegal Education for membership and renewal dues for the paralegal program in the Business Department. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

8. IADLEST - Membership and Renewal Dues FY2024-25 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the Standard Agreement (Purchase Order) with the International Association of Directors of Law Enforcement Standards and Training (IADLEST) for membership and renewal dues for FY2024-2025 for Public Safety Pathway/Institute of Public Safety. Fiscal Impact: \$300.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [IADLEST - Membership and Renewal Dues FY2024-25 128.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the Standard Agreement (Purchase Order) with the International Association of Directors of Law Enforcement Standards and Training (IADLEST) for membership and renewal dues. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

9. Florida Police Chiefs Association - Membership and Renewal Dues FY 2024-25 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the Florida Police Chiefs Association for membership dues and renewal for FY 2024-25 for the Public Safety Pathway/Institute of Public Safety. Fiscal Impact: \$50.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Florida Police Chiefs Association - Membership and Renewal Dues FY 2024-25 127.pdf](#)


Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with the Florida Police Chiefs Association for membership dues. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

10. National Association of Educational Procurement (NAEP) Membership and Renewal 2025 (Presenters: Rabia Azhar, Chief Financial Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the National Association of Educational Procurement (NAEP) for membership and renewal and dues for the Procurement department. Fiscal Impact: \$1,401.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [National Association of Educational Procurement \(NAEP\) Membership and Renewal 2025 186.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with the National Association of Educational Procurement (NAEP) for membership and renewal and dues for the Procurement department. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

11. Strada Collaborative LLC dba CAEL - Institutional Membership and Renewal Dues FY2024-2025 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Strada Collaborative LLC, d/b/a CAEL for Membership and Renewal dues for Workforce Education Department. Fiscal Impact: \$2,000.00, Cumulative amount: \$0.00, Revenue: \$2,000.00

 [Strada Collaborative LLC dba CAEL - Institutional Membership and Renewal Dues FY2024-2025 95.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (purchase order) with Strada Collaborative LLC, d/b/a CAEL for Membership and Renewal dues for Workforce Education Department. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti

F. Premises Use Agreements

1. Memorial Healthcare System- Contract Renewal for 2025 (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the renewal of contract with Memorial Healthcare Systems to use the Health Sciences Simulation Center for 2025.

Fiscal Impact: Estimated revenue \$12,190.00.

 [Memorial Healthcare System- Contract Renewal for 2025 12453.pdf](#)

This item was not voted on and will receive no recommendation from the Committee as both Chair Yarbrough and Trustee Caschette have a conflict of interest. The item will be placed on the Regular Meeting agenda for consideration by the full Board.

2. US Department of Justice Contract for IPS Gun Range Rental (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with the US Department of Justice for the rental of the Broward College Institution of Public Safety gun range. Fiscal Impact: \$0.00, Cumulative amount: \$0.00, Revenue: \$3,900.00

 [US Department of Justice Contract for IPS Gun Range Rental 189.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the non-standard agreement with the US Department of Justice for the rental of the Broward College Institution of Public Safety gun range. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Caschette; ABSENT: Trustee Zanotti


G. Grant/Gift Items

III. REPORT OF CONTRACTS AUTHORIZED AND EXECUTED PER POLICY 6HX2-1.14

- A. Syntech System, Inc. (Vehicle Fuel Station) Maintenance Warranty Agreement FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with

Syntech Systems, Inc. for limited maintenance agreement for the master fuel system (FUELMASTER) for the Facilities Management Department during FY2024-2025.
Fiscal Impact: Estimated \$550.00

 [Syntech System, Inc. \(Vehicle Fuel Station\) Maintenance Warranty Agreement FY2024-2025 12172.pdf](#)

- B. ProQuest Rialto (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the adoption letter agreement with ProQuest Rialto for the cloud-based library services platform, with access and use of the Rialto™ selection and ordering tools to streamline selection and acquisition for BC Libraries by providing analytics, recommendations, and a comprehensive, platform-neutral marketplace with content of all types: books, ebooks, video and more from many sources.
Fiscal Impact: None

 [ProQuest Rialto 12385.pdf](#)

- C. The Center for Legal Studies, Inc dba CLS by BARBRI (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the memorandum of understanding with The Center for Legal Studies, Inc dba CLS by BARBRI to provide flexible learning and training opportunities for healthcare professionals to expand their role and bridge the gap between medicine and the Judicial system.
Fiscal Impact: Estimated revenue \$15,000.00.

 [The Center for Legal Studies, Inc dba CLS by BARBRI 12345.pdf](#)

- D. 7taps OpCo LLC - Microlearning Platform (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with 7taps OpCo LLC for the license use of their Microlearning platform to design high-quality micro training options using AI-based interactive training for Broward College students, businesses, and the community. To market and increase student enrollment, capture leads, drive website traffic, and increase revenue.
Fiscal Impact: \$1,500.00

 [7taps OpCo LLC - Microlearning Platform 12375.pdf](#)

- E. EMSI (Lightcast) Analyst Agreement Annual Renewal 2024-2025 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with Economic Modeling LLC dba Lightcast for the 2024-2025 renewal subscription of Analyst. Analyst is a web-based software tool that assists the College in reviewing educational program and regional workforce alignment by utilizing the bid-waiver (information technology)
Fiscal Impact: \$15,000.00 (cumulative \$221,250.00)

 [EMSI \(Lightcast\) Analyst Agreement Annual Renewal 2024-2025 12518.pdf](#)

- F. Wading Bird Colony Study (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize a subrecipient agreement with the University of Florida for the project “Wading Bird Colony Location, Size, Timing, and Reproductive Success in Lake Okeechobee” Fiscal Impact: \$18,418.00, Cumulative Amount: \$92,090.00, Revenue: \$0.00

 [Wading Bird Colony Study 96.pdf](#)

- G. Patterson Dental Supply, Inc. (Subscription/Software Maintenance Renewal) FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with Patterson Dental Supply, Inc. for the software subscription services in the Dental Hygiene and Dental Assisting Program.

Fiscal Impact: Estimated \$1,434.00 (cumulative \$4,182.00)

 [Patterson Dental Supply, Inc. \(SubscriptionSoftware Maintenance Renewal\) FY2024-2025 12231.pdf](#)

- H. Flagler College Agreement 2024 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the Articulation Agreement with Flagler College for Broward College AS and AA students to transfer into the Flagler College Bachelors Program

Fiscal Impact: None

 [Flagler College Agreement 2024 11850.pdf](#)

- I. CLEVELAND CLINIC INDIAN RIVER HOSPITAL (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with CLEVELAND CLINIC INDIAN RIVER HOSPITAL to provide clinical services.

Fiscal Impact: None






 [CLEVELAND CLINIC INDIAN RIVER HOSPITAL 12348.pdf](#)

- J. Cleveland Clinic Florida/Cleveland Clinic Martin Health (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with Cleveland Clinic Florida/Cleveland Clinic Martin Health to provide clinical services .


Fiscal Impact: None

 [Cleveland Clinic FloridaCleveland Clinic Martin Health 12347.pdf](#)

- K. TrueLearn LLC - Software Subscription FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)
- Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with TrueLearn LLC for the Nursing Mastery Product (1 Year) software subscription for the TRIO Student Support Services (SSS) HSP Grant FY2024-2025.
Fiscal Impact: \$7,225.00
-  [TrueLearn LLC - Software Subscription FY2024-2025 12421.pdf](#)
- L. Digital Promise Global- FY2024-2026 - Research Study (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)
- Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the standard articulation agreement with Digital Promise Global to provide student research and data. Fiscal Impact: (revenue generating \$10,000.00)
-  [Digital Promise Global- FY2024-2026 - Research Study 12416.pdf](#)
- M. SNHU HEALTH SCIENCES AGREEMENT (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)
- Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the articulation agreement with Southern New Hampshire University (SNHU) for Broward College students to successfully matriculate to SNHU's Bachelor of Health Sciences Program and MBA program with a concentration in sustainability and environmental compliance.
Fiscal Impact: None
-  [SNHU HEALTH SCIENCES AGREEMENT 12242.pdf](#)
- N. Labster Inc. - Software Subscription FY2024-2026 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)
- Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with LABSTER INC. for a software subscription for the Science & Wellness department by utilizing bid waiver (information technology).
Fiscal Impact: \$96,000.00
-  [Labster Inc. - Software Subscription FY2024-2026 12479.pdf](#)
- O. EZ Web Enterprises, Inc.- Software Subscription (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)
- Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with EZ Web Enterprises, Inc. for annual equipment inventory software subscription for FY2024-2025 for V&PA (Visual & Performing Arts).
Fiscal Impact: \$999.78
-  [EZ Web Enterprises, Inc.- Software Subscription 12506.pdf](#)

- P. MediaNews Group, Inc. (Sun Sentinel Online) Subscription FY2024-2025
(Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement with MediaNews Group, Inc. to license the subscription to Sun Sentinel Online for 2024-2027 by utilizing the bid-waiver (information technology). Fiscal Impact \$19,059.00

 [MediaNews Group, Inc. \(Sun Sentinel Online\) Subscription FY2024-2025 12099.pdf](#)

- Q. D. Stafford & Associates LLC - Online Training for Clery Act Compliance
(Presenters: John Thornton, Vice Provost, Academic Operations)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with D. Stafford & Associates LLC for annual online training services for Clery Act compliance. Fiscal Impact: \$1,340.00.

 [D. Stafford & Associates LLC - Online Training for Clery Act Compliance 12465.pdf](#)

- R. Thomson Reuters - Tax Navigator Software (FY2024-2025) (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize a(n) Non-Standard Agreement with THOMSON REUTERS for the Tax Navigator software used to analyze immigration, tax, and treaty rules by utilizing bid-waiver (g) Information technology resources (see procedure A6Hx2-6.34 C. 1. f. for more info). Fiscal Impact: 11,127.17 (cumulative amount 110,702.46).

 [Thomson Reuters - Tax Navigator Software \(FY2024-2025\) 97.pdf](#)

- S. Cobblestone Software - Contract Lifecycle Management Software (Amendment #2) (Presenters: Raj Mettai, Chief Information Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the contract amendment with Cobblestone Software for the Contract Insight Enterprise Contract Management Software utilizing the Miami Dade College contract ITN-2023-RMI-13. Fiscal Impact: \$640.00, Cumulative amount: \$66,640.00, Revenue: \$0.00

 [Cobblestone Software - Contract Lifecycle Management Software \(Amendment #2\) 207.pdf](#)

IV. PROPOSED SOLICITATION CONTRACT RENEWALS OVER \$325K IN NEXT 12 MONTHS

 [Procurement Solicitation Expiring Contracts Report - 01142025.pdf](#)

Orlando Aponte, Associate Vice President of Procurement reviewed the Procurement Solicitation Expiring Contracts Report.

V. EXISTING SOLICITATIONS AND CONE OF SILENCE / UPCOMING SOLICITATIONS

 [Solicitations BOT Committee.pdf](#)

Orlando Aponte, Associate Vice President of Procurement reviewed existing and upcoming solicitations.

VI. EFFICIENCY DISCUSSION, NEW BUSINESS

The Committee discussed how to create efficiencies in the contract review process.
The meeting was adjourned at 12:29 p.m.

President, Broward College

Chair, Board of Trustees