



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Aviation Technician Education Council (ATEC) for Aviation Maintenance Technician School (AMTS) membership renewal and ATEC annual dues 2025 for the Aviation Program. Estimated Contract Spend Amount: \$600.00, Estimated Cumulative Amount: \$0.00, Estimated Contract Revenue: \$0.00**

**Presenter(s): Dr. Jamonica Rolle, College Provost and Senior Vice President**

**1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space.** Aviation Technician Education Council membership is important for the Aviation Department in maintaining networking connections, event opportunities and scholarship for students. The organization also provides guidance on changing Federal Aviation Regulations, and advocates on behalf of all aviation maintenance training programs.

**2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver.** Small purchase for Category One (\$0.00-\$10,000) per College Procedure A6Hx2-6-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. Membership dues, per the Florida Statute 119.01 (3) requires that all financial, business and membership records held by the organization in relation to the individual(s) or organization(s) for whom a purchase order is being issued are to be considered public records and shall be subject to the provisions of Florida Statute 119.07.

**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 Aviation Technician Education Council Membership facilitates the promotion of Broward College and its programs to prospective students directly during various events as many employers attend these events which promotes relationships with Broward College.

**(B) How does the purchase support the Strategic Business Plan.** Guarantee Access to Higher Education. Accelerate Entry into College. Membership provides visibility for potential students.

**(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.** Not applicable.

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

**This Executive Summary is approved by:**

**Dr. Jamonica Rolle**  
**College Provost and Senior Vice President**

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Broward College  
7200 Pines Blvd  
Pembroke Pines, FL 33024

**INVOICE 15075**

**DATE 12/31/2024**

**DUE DATE 12/31/2024**

ACTIVITY	QTY	RATE	AMOUNT
Membership:AMTS Membership - Renewal ATEC Annual Dues	1	600.00	600.00



**TOTAL DUE**

**\$600.00**