



## EXECUTIVE SUMMARY

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 #3 with Cobblestone Software for the Contract Insight Enterprise Contract Management Software, piggybacking the Miami-Dade College contract ITN-2023-RM1-13. Estimated Contract Spend Amount: \$1,400.00, Estimated Cumulative Amount: \$68,040.00, Estimated Contract Revenue: \$0.00

**Presenter(s): Raj Mettai, Chief Information Officer**

**1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space.** The purpose of this contract amendment #3 is to remove the Public Access Gateway Portal Module, for which the College will receive a credit of \$2,856.87. This credit will be applied toward the renewal costs for year 2. Additionally, due to continued system configuration needs, we need to purchase 10 additional application configuration work sessions at a cost of \$140 p/hr, for a total of \$1,400.00.

**2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver.** The College procured this contract via bid waiver exception (piggyback) in accordance with FLDOE Rule 6A-14.0734(2)(c) and College Procedure 6AHx2-6.34, which provides exceptions to the requirement to solicit competitive offers.

**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.** No, there was no return on investment anticipated. However, the use of a reliable CLM will help streamline the contracting process while aiding in improved productivity.

**(B) How does the purchase support the Strategic Business Plan.** Not applicable.

**(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 team assembled by Procurement in the Fall of 2023 met with many vendors regarding contract lifecycle management (CLM) software. CobbleStone seemed the best overall fit for the College's needs. The College had the opportunity to piggyback on the Miami Dade College contract with CobbleStone thereby allowing the College to move faster to begin the implementation and configuration process.

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

**This Executive Summary is approved by:**

**Raj Mettai**  
**Chief Information Officer**



**AMENDMENT NO. 3 TO CONTRACT FOR SERVICES**

**THIS AMENDMENT NO. 3** (the "Amendment")  
is made and entered into as of this 31<sup>st</sup> day of January, 2025, by and between

**THE DISTRICT BOARD OF TRUSTEES OF BROWARD COLLEGE, FLORIDA**

(hereafter referred to as BC),  
a political subdivision of the State of Florida,  
whose mailing address is  
111 East Las Olas Blvd., Fort Lauderdale, Florida 33301

and

**Cobblestone Systems Corp. d/b/a Cobblestone Software**

which is located at  
428 S. White Horse Pike  
Lindenwold NJ, 08021  
(hereinafter referred to as Vendor)

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**WHEREAS**, the Parties entered into that certain Contract for Services dated February 14, 2024 for **Contract Insight Enterprise Contract Management Software**, as amended (collectively, the "Agreement"); and

**WHEREAS**, the parties desire to amend the Agreement as described herein; and

**WHEREAS**, Section 14 of the Agreement provides that the Agreement may be amended when reduced to writing and signed by both parties.

**NOW THEREFORE**, the parties agree as follows:

1. **Amendments.** The Statement of Work to the Agreement is modified to remove the Public Access Gateway Portal Module, for which the College will be credited \$2,856.87, and to add ten (10) application configuration work sessions. BC shall pay Vendor the amount of \$1,400.00 for such configuration work sessions, which cost may be credited against the credit above for the Public Access Gateway Portal Module.
2. **Authority.** Each person signing this Amendment on behalf of a party individually warrants that he or she has full legal power to execute this Amendment on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Amendment.
3. **Signatures.** This Amendment may be signed and sent electronically by the parties. All signed counterparts will be deemed originals and together shall constitute the entire Amendment.
4. **No further amendments.** All remaining terms in the Agreement remain the same.



**IN WITNESS WHEREOF**, the parties or their duly authorized representatives hereby execute this Amendment on the date first written above.

**FOR VENDOR**

COBBLESTONE SYSTEMS CORP. D/B/A COBBLESTONE SOFTWARE

By WAS Digitally signed by Wendy Angus-Anderson  
DN: cn=Wendy Angus-Anderson, o=CobbleStone Systems Corp.,  
email=wendy.angusanderson@cobblestonesoftware.com  
Date: 2025.02.06 13:07:08 -0500

Name Wendy Angus-Anderson

Title Corporate Lawyer

**FOR BC**

THE DISTRICT BOARD OF TRUSTEES OF BROWARD COLLEGE, FLORIDA

By Donald Astrab signed by:  
6DD41D98CFDA4F4...

Name Donald Astrab

Title Interim President

