



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Funclick USA, LLC to provide photobooth services for ArtFest 2025. Fiscal Impact: \$700.00, 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. Funclick USA, LLC will provide 3 hours of photo booth services during ArtFest 2025 on April 10, 2025, from 11 am to 2 pm. This contract will cover the entire cost of such services including any supplies used. ArtFest is an annual event that celebrates the fine arts and engages all the Broward College students and encourages them to form community while having fun. Additionally, this event aids in promoting art classes and enrollment in them. The photo booth has become one of the most popular activities during ArtFest, and its demand suggests that students would like to have this experience again. In 2024, over 200 students attended ArtFest.

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 A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. One quote was obtained by the requesting department to identify the best value for the required commodity or service.

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 benefit of the purchase will be to provide an extracurricular experience for our students to engage creatively with one another and learn more about the arts at Broward College.

(B) How does the purchase support the Strategic Business Plan. The purchase supports the Strategic Business Plan by providing students with a best-in-class learning environment.

(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. This is not applicable.

(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:

Funclick USA, LLC will provide 2.5 hours of photo booth services during ArtFest on April 10, 2025, from 11:30 am to 2 pm. This contract will cover the entire cost of such services including any supplies used. ArtFest is an annual event that celebrates the fine arts and engages all the Broward College students and encourages them to form community while having fun. In addition, this event aids in promoting art classes and enrolment. The photo booth has become one of the most popular activities during ArtFest, and its demand suggests that students would like to have this experience again. In 2024, close to 200 students attended ArtFest and many of them took photos with their friends, classmates, and professors at the photo booth.

Location:

Broward College, North Campus, courtyard of Building 46.

Total Consideration Payable for the Services:

\$700.00

For the Vendor: Please read Broward College's Terms and Conditions, then fill out and sign the following statement:

I, Jarbas Beznos (Name of Individual), accept Broward College's Terms and Conditions in lieu of our own, and I warrant that I have legal power to bind Funclick USA (Company Name) on its behalf.

Signature

Jarbas Beznos