



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of trustees authorize the service agreement with Woody's Burgers LLC for Student Life Department college wide events. Estimated Cumulative amount: \$7,911.20, Revenue: \$0.00

Presenter(s): 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.** This contract with Woody's Burgers is for Student Life events in celebration of Women's History Month. As part of the event, students will engage in educational activities related to Women's History Month, participate in crafting, and enjoy food provided by Woody's Burgers. The purpose of these engagement events is to be both informative and to foster a sense of belonging for students at Broward College, which has been shown to positively impact student retention.

Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver. Small purchase per College Procedure A6Hx2-6.34 for the procurement process for items under \$10K. \$0.00 to \$10,000: There are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. The requesting department shall obtain one quote identifying the best value for the required commodity or service.

- 2. Describe business rationale for the purchase and how it was procured.**

What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. Student Life measures ROI through improved student experience, motivation, and community building. While the return on investment may not always be easily quantifiable in monetary terms, the positive impact on student engagement and institutional reputation should be considered valuable outcomes.

- a. How does the purchase support the Strategic Business Plan.** Not applicable
 - b. 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
 - c. If a competitive solicitation process was conducted by the College, describe the process.** Not applicable
- 3. Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?** The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

This Executive Summary is approved by:

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

APPROVAL PATH: CS 92 Woody's Burgers LLC - Food Truck Services - March 2025

Department Head 1 Auto Complete	N/A Auto Complete	10/3/2024
Department Head 2 Review	N/A Auto Complete	10/3/2024
Auto Complete - No IT Review Needed	Lauren Adamo	10/3/2024
Department Head 3 Review	Jamonica Rolle	10/3/2024
Departments Approved-Auto Complete	Lauren Adamo	10/28/2024
Auto Complete-No IT Review Needed	Raj Mettai	10/28/2024
Contracts Coordinator Review	Natalia Triana-Aristizabal	10/28/2024
Contracts Coordinator Review	Natalia Triana-Aristizabal	11/14/2024
Procurement Review	Orlando Aponte	11/14/2024
Budget Review - Pending Fund Approvals	Christine Sims	11/17/2024
CFO Review	Rabia Azhar	11/18/2024
Attorney Review	Kristina Raattama	11/22/2024



Statement of Work

Exhibit "A"

Woody's Burger Food Truck will supply a food truck along with the appropriate and staffing in order to supply Broward College students with the following food options: French Fries and Sweet Potato Fries & Ice Cream Sundae and Shaved Ice Station.

Services will be provided for each Broward College main campus as follows:
Central Campus, March 25, 2025, from 12 pm to 2 pm at Building 19 Patio/Lawn area.
North Campus, March 26, 2025, from 12 pm to 2 pm at the 46 Patio.
South Campus, March 27, 2025, from 12 pm to 2 pm at the Building 68 Parking lot.

Obligations of Woody's Burger:

Woody's Burger agrees with Broward College at all times during the term of this Agreement:

- a. Conduct business dutifully and in good faith and not perform any act which would or might reflect adversely upon Broward College, including the integrity or goodwill of Broward College.
- b. Deliver educational entertainment services for Broward College Student Life across all campuses. Services will be provided at each main campus in the above listed dates, times and locations.
- d. Woody's Burger is responsible for all liability, attendance, set-up, and break-down related to performance of the services.
- e. All areas must be returned to the same conditions prior to vendor leaving campus after performance of the Services.

Support Commitment:

In order to ensure the success of the efforts initiated by Woody's Burger on behalf of Broward College, Broward College agrees to provide the following support in a timely manner including but not limited to:

- a. Access to designated areas on each main campus.
 1. North Campus – Bldg.46
 2. Central Campus- Bldg.19 Patio/Lawn
 3. South Campus – Bldg.68 Parking Lot
- b. Administrative support as needed.

Compensation:

Compensation shall be paid by Broward College to Woody's Burger in the amount of:

- \$2966.70 for 300 servings at Central Campus
- \$2472.25 for 250 servings at South Campus
- \$2472.25 for 250 servings at North Campus