



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the Chopin Foundation of the United States, Inc. for the Rosemary Duffy Larson Classical Music Series and Music Program. Fiscal Impact: \$1,500.00, 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. Performance fees for Rosemary Duffy Larson (RDL) Classical Series. This is a series of classical music concerts performed for the College community and the greater south Florida area. Students are exposed to performers of world-class caliber through use of a semi-endowed fund created expressly for the purpose. Annually over 600 students take advantage of this co-curricular experience.

2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver. The procurement process Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used. There are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. Additionally, one quote was obtained, identifying 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 return on investment will be met upon the performance of the contract.

(B) How does the purchase support the Strategic Business Plan. The return on investment will be met upon the performance of the contract.

(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:

**Jeffrey Guild
Vice Provost of Academic Affairs**



EXHIBIT "A" to Purchase Order STATEMENT OF WORK

Project Title: Recital for Rosemary Duffy Larson Concert Series

Date of Performance: March 22, 2025

Location: Central Campus/Bailey Hall, 3501 Davie Rd., Davie, FL 33314

Service Provider: Chopin Foundation

Project Overview

The Chopin Foundation will provide a recital as part of the Rosemary Duffy Larson Concert Series. The performance will feature a program designed to showcase the talents of selected artists, enhancing the cultural offerings of the Visual & Performing Arts Department.

Scope of Work

- **Performance Details:**
 - A full recital featuring a repertoire that includes works by Frédéric Chopin and other classical composers.
 - Duration of the recital will be approximately 60-90 minutes.
 - The recital will include both solo and ensemble performances.
- **Logistics:**
 - Coordination with the Visual & Performing Arts Department regarding scheduling, technical requirements, and promotional materials.
 - Provision of necessary equipment, including piano and sound amplification as needed.
- **Promotion:**
 - Collaboration with the department to promote the event through social media, press releases, and other marketing channels.

Deliverables

- A successful recital on March 22, 2025, at Central Campus/Bailey Hall.
- A post-event report summarizing attendance, audience feedback, and any notable aspects of the performance.



**EXHIBIT "A" to Purchase Order
STATEMENT OF WORK**

Responsibilities

- **Chopin Foundation:**
 - Deliver a high-quality performance.
 - Ensure all logistical aspects of the recital are managed effectively.
- **Visual & Performing Arts Department:**
 - Facilitate the venue arrangements and necessary permits.
 - Assist with promotion and audience outreach.

Total Consideration Payable for the Services: \$1,500.00