



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Sterling Biomedical for routine maintenance services and repair on an-on-need basis during FY 2024-2025 for Science and Learning Lab. Fiscal Impact: Approximately \$23,656.50

Presenter(s): Jamonica Rolle, Vice Provost, Academic Affairs

What is the purpose of this contract and why is it needed? Sterling Biomedical provides required and necessary maintenance and repair services for the compound and stereomicroscopes in science laboratories, as well as service to miscellaneous scientific equipment such as ammeters and hotplates. These services are for Central, North, South Campuses, Miramar Center labs, Academic Success Center (ASC) tutoring, and STEM labs during FY 2024-2025. Sterling Biomedical has provided excellent service to the college in the past and offers competitive pricing.

Compound microscopes and stereomicroscopes are used to facilitate effective learning in various biological and physical science laboratory courses. These microscopes allow students an opportunity to investigate cell structure, observe the minute details of plants, animals, fungi, even rocks and minerals and are an essential teaching tool in the study of microbes. They are crucial to student learning and meeting course objectives. The college-wide deployment of these microscopes requires a comprehensive maintenance and support program to ensure their optimal functionality, contributing to a seamless educational experience for students.

What procurement process or bid waiver was used and why? Informal competitive solicitation process for purchase for Category Two (\$10,000.01 - \$35,000) per College Procedure A6Hx2-6.34, and as defined in section 287.017(2), Florida Statutes.

Three (3) quotes were obtained, and one was chosen as preferred, providing the best value for the required commodity or service. A statement of work (SOW) is included for services requested. Sterling Biomedical is a preferred vendor and has provided excellent service to the College in the past and offers competitive pricing.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting? Yes, maintenance of the microscopes is a budgeted expenditure for the science labs and the ASC.

What fund, cost center and line item(s) were used? For Science & Wellness FD101, CC0031 and business line (GLC) 62500. For ASC FD101, CC0185 and business line (GLC) 62500.

Has Broward College used this vendor before for these products or services? Yes, we have used this vendor, which has recently changed their name, formerly 3D Medical.

Was the product or service acceptable in the past? Yes, we have always had excellent quality products and good customer service for their products which are used in over 300 lab sections each semester.

Was there a return on investment anticipated when entering this contract? Yes, academic progression, standardization, and continuity, enabling all science students to have an equal learning experience on the cutting-edge equipment in the medical field.

Was that return on investment not met, met, or exceeded and how? This return on investment was exceeded in the quality of the repair and variety of the lab supplies, which resulted in consistent student engagement in scientific experimentation and study.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? This directly impacts Empower Student Development as these labs reinforce concepts and theory taught in the lecture course. Students learn valuable lessons in problem solving and critical thinking through experimentation.

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.

FISCAL IMPACT:

Description: Approximately \$23,656.50 paid through CUF fees: (CC0031/BU010/FD101 - \$7,200) - (CC0031/BU020/FD101 - \$6,010) (CC0031/BU030/FD101 - \$6,000) - (CC0031/BU011/FD101- \$2,606.50) - (CC0185/BU010/BU020/BU030/FD100 -\$1,840)

04/30/24	CC0185 · Learning Lab BU010, BU020, BU030	(\$1,840.00)
04/30/24	CC0031 · Biological Science BU011	(\$2,606.50)
04/30/24	CC0031 · Biological Science BU030	(\$6,000.00)
04/30/24	CC0031 · Biological Science BU020	(\$6,010.00)
04/30/24	CC0031 · Biological Science BU010	(\$7,200.00)
TOTAL:		(\$23,656.50)

Jeffrey Nasse

Jeffrey Nasse, Provost and SVP of Academic Affairs

4/18/2024

APPROVAL PATH: 11914: Sterling Biomedical (Cleaning and Routine Services FY 2024-2025)

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Nichole Vaughan	Dean Review		 Completed	
2	Jamonica Rolle	Vice Provost Review		 Completed	
3	Jeffrey Nasse	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Zaida Riollano	Procurement Approval		 Completed	
6	Rabia Azhar	CFO Review		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
6	Legal Services Review Group	Review and Approval for Form and		 Completed	
7	Board Clerk	Agenda Preparation		 Completed	
8	District Board of Trustees	Meeting	06/25/24 01:00 PM	 Pending	
9	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	

Exhibit “A” to Purchase Order

Statement of Work

Description of Services:

Compound microscopes and stereomicroscopes are used to facilitate effective learning in various biological science laboratory courses. They are crucial to student learning and meeting course objectives. The college-wide deployment of these microscopes requires a comprehensive maintenance and support program to ensure their optimal functionality, contributing to a seamless educational experience for students.

Compound and stereomicroscopes are used to varying degrees in all biology lab courses, as well as certain physical science lab courses. Microscopes are also essential in more advanced bachelor’s level science labs. Students utilize compound microscopes at the Academic Success Centers to study laboratory course material such as histology, anatomy and physiology, microbiology, among others. Tutors also make use of microscopes to setup mock practical exams for the anatomy, and physiology and microbiology laboratory courses which serve to enhance student success.

Science Courses Utilizing Microscopes:

- BOT2010L/BSC1005L/BSC2010L/BSC2011L/BSC2085L/BSC2086L/MCB2010L/MCB3020L/ZOO2010L
- PCB3063L

Benefits of Annual Cleaning and Preventative Maintenance Conducted by Certified Professionals:

- Ensure properly calibrated working microscopes and miscellaneous scientific equipment for consistent student learning.
- Well-maintained microscopes and equipment contribute to an optimal learning environment.
- Enhance student success through the provision of well-maintained microscopes, minimize disruptions caused by broken equipment.
- Prompt response to reported microscope issues, timely procurement and installation of replacement parts when required.

Total Consideration Payable for the Services:

\$23,656.50

Estimate



Date	Estimate #
12/7/2023	160522

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Karin Jordan
 1930 SW 145th Ave
 Miramar, FL 33027

Item	Description	Qty	Rate	Amount
Microscope -Service	* Miramar location Science Lab * Routine Service of Microscopes for 2024 & 2025 school year Olympus CX31 Microscopes Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	25	40.00	1,000.00T
Microscope -Service	* Exact quantity to be determined by facility * Olymus CX33 with Camera Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	1	40.00	40.00T
	* Exact quantity to be determined by facility *			

	Total
--	--------------

Estimate



Date	Estimate #
12/7/2023	160522

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Karin Jordan
 1930 SW 145th Ave
 Miramar, FL 33027

Item	Description	Qty	Rate	Amount
	* All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price * * No mileage or trip charge will be added * Tax Exempt Sales		0.00%	0.00

			Total	\$1,040.00
--	--	--	--------------	------------

Estimate



Date	Estimate #
12/12/2023	160523

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Wendy
 Coconut Creek
 1000 Coconut Creek Blvd Bldg 57 RM 176
 Coconut Creek, FL 33066

Item	Description	Qty	Rate	Amount
Microscope -Service	* Coconut creek location * Routine Service of Microscopes for 2024 & 2025 school year Olympus CX1 31 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	96	40.00	3,840.00T
Microscope -Service	Olympus SD-ILK Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	36	30.00	1,080.00T
Microscope -Service	Olympus CX-43 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	4	40.00	160.00T

			Total
--	--	--	--------------

Estimate



Date	Estimate #
12/12/2023	160523

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Wendy
 Coconut Creek
 1000 Coconut Creek Blvd Bldg 57 RM 176
 Coconut Creek, FL 33066

Item	Description	Qty	Rate	Amount
Microscope -Service	Olympus SX-61		30.00	30.00T
999	Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing. Miscellaneous Repair	1	500.00	500.00T
	* All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price *			
	* No mileage or trip charge will be added * Tax Exempt Sales		0.00%	0.00

			Total	\$5,610.00
--	--	--	--------------	------------

Estimate



Date	Estimate #
12/13/2023	160526

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Debbie Maxwell
 South Campus
 7200 Pines Blvd
 Pembroke Pines, FL 33024

Item	Description	Qty	Rate	Amount
Microscope -Service	<p>* South location Science Lab * Routine Service of Microscopes for 2024 & 2025 school year</p> <p>Olympus CX31 and Olmypus CH 30 Mircoscopes</p> <p>Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.</p> <p>* All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price *</p> <p>* No mileage or trip charge will be added * Tax Exempt Sales</p>	124	40.00	4,960.00T
			0.00%	0.00

Total			\$4,960.00
--------------	--	--	------------

Estimate



Date	Estimate #
12/13/2023	160527

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Heather Schaneen
 3501 Davie Rd
 Davie, FL 33314

Item	Description	Qty	Rate	Amount
Microscope -Service	<p>* Central campus location *</p> <p>Routine Service of Microscopes for 2024 & 2025 school year</p> <p>Olympus CX31, CH21 & CH30 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.</p> <p>* All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price *</p> <p>* No mileage or trip charge will be added *</p> <p>Tax Exempt Sales</p>	180	40.00	7,200.00T
			0.00%	0.00

			Total	\$7,200.00
--	--	--	--------------	------------

Estimate



Date	Estimate #
12/13/2023	160529

Sterling Biomedical LLC
14545 S Military Trail
Suite J # 326
Delray Beach, FL 33484
Service@SterlingBiomedical.com
800-417-5124

Quoted to:
Broward College
Nerine Bannet
North Campus
100 Coconut Creek Boulevard Bldg 57
Coconut Creek. FL 33066

Item	Description	Qty	Rate	Amount
999	Blanket Purchase Order for Equipment Repairs on a "as needed basis" FY 2024 -2025 (July 1st, 2024 to June 30th, 2025) Miscellaneous Repairs Replacement Parts and maintance services for college owned equipment * All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price * Tax Exempt Sales		400.00 0.00%	400.00T 0.00
Total				\$400.00

Estimate



Date	Estimate #
12/14/2023	160531

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College Academic Success Centers
 Sofia Negron
 Coconut Creek
 1000 Coconut E Creek Pkwy
 Coconut Creek, FL 33066

Item	Description	Qty	Rate	Amount
Microscope -Service	Routine Service of Microscopes for 2024 & 2025 school year Olympus CX31 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing. * All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price * * No mileage or trip charge will be added * Tax Exempt Sales	46	40.00	1,840.00T
			0.00%	0.00

			Total	\$1,840.00
--	--	--	--------------	------------

Estimate



Date	Estimate #
12/14/2023	160532

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Linda Danielsen
 Willis Holcombe Center
 111 E. Las Olas Blvd Bldg 33, RM 210
 Fort. Lauderdale, FL 33301

Item	Description	Qty	Rate	Amount
Microscope -Service	* Willis Holcombe Center * Routine Service of Microscopes for 2024 & 2025 school year Olympus CX1 31 Room 212 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	24	40.00	960.00T
Microscope -Service	Accuscope Room 209 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	23	30.00	690.00T
Microscope -Service	Olympus Room 212 Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing.	12	40.00	480.00T

			Total	
--	--	--	--------------	--

Estimate



Date	Estimate #
12/14/2023	160532

Sterling Biomedical LLC
 14545 S Military Trail
 Suite J # 326
 Delray Beach, FL 33484
 Service@SterlingBiomedical.com
 800-417-5124

Quoted to:
 Broward College
 Linda Danielsen
 Willis Holcombe Center
 111 E. Las Olas Blvd Bldg 33, RM 210
 Fort. Lauderdale, FL 33301

Item	Description	Qty	Rate	Amount
Microscope -Service	Olympus Room 209	11	30.00	330.00T
999	Routine service of laboratory microscopes on premises. Service will include the complete inspection of the mechanical, optical and electrical systems, along with the cleaning and certification of their condition in writing. ESA 6 Volt watt Microscopes Bulbs	10	14.65	146.50T
	* All services will be done in a timely fashion on site, unless repairs require service in our shop. All work that is outside the standard routine service will be approved by customer and all parts will be invoiced at 15% off of list price *			
	* No mileage or trip charge will be added * Tax Exempt Sales		0.00%	0.00

			Total	\$2,606.50
--	--	--	--------------	------------