



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Greater Pompano Beach Chamber of Commerce for Greater Pompano Beach Chamber of Commerce trustee annual renewal membership dues during FY2024-2025. Fiscal Impact: \$2,500.00**

**Presenter(s):** Jeffrey Guild,

**What is the purpose of this contract and why is it needed?** Membership and participation in the Greater Pompano Beach Lighthouse Point Chamber of Commerce is essential for fostering strong ties between the college and the north east region of Broward County. This partnership allows the college to gain valuable insights into local economic and workforce needs allowing us to tailor academic programs and workforce training initiatives to better align with the demands of local industries. The collaboration enhances opportunities for internships, apprenticeships, and job placement for students, while also opening doors for potential funding and sponsorships for college programs. Additionally, chamber involvement allows the Broward College to showcase our achievements and strengthen our reputation as a center for educational excellence and innovation.

**What procurement process or bid waiver was used and why?** 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. Membership dues, per the Florida Statute 119.01(3) requires that all financial, business and membership records held by the organization in relation to the individual(s) or organization(s) for whom a purchase order is being issued are to be considered public records and shall be subject to the provisions of Florida Statute 119.07.

**Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?**  
Yes.

**What fund, cost center and line item(s) were used?** FD100-CC0611-GLC64502.

**Has Broward College used this vendor before for these products or services?** Yes.

**Was the product or service acceptable in the past?** Yes.

**Was there a return on investment anticipated when entering this contract?** Not applicable.

**Was that return on investment not met, met, or exceeded and how?** Not applicable.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Not applicable.

**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:**

**Board Item**

Description: \$2,500.00 CC0611-BU020-FD100-PG000190

Meeting of October 8, 2024

**10/29/24**

**CC0611 · Campus President - North**

**(\$2,500.00)**

APPROVAL PATH: 12523 Greater Pompano Beach Chamber of Commerce Membership Dues and Renewal FY 2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status
1	Jeffrey Guild	Vice Provost Review		Completed
2	Jamonica Rolle	Provost and SVP of Academic Affair		Completed
3	Natalia Triana-Aristizabal	Contracts Coordinator		Completed
4	Orlando Aponte	Procurement Approval		Completed
5	Rabia Azhar	CFD Review		Completed
5	Christine Sims	Budget Departmental Review		Completed
5	<b>Legal Services Review Group</b>	Review and Approval for Form and		Completed
6	Board Clerk	Agenda Preparation		Pending
7	District Board of Trustees	Meeting	10/08/24 11:00 AM	Pending
8	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		Pending
9	Natalia Triana-Aristizabal	Contracts Coordinator		Pending

Greater Pompano Beach  
 Chamber of Commerce  
 P.O Box 2064  
 Pompano Beach, FL 33061  
 (954) 941-2940 | fax: (954) 785-8358  
 info@pompanobeachchamber.com



# Invoice

Invoice Date: 7/2/2024  
 Invoice Number: 8463728

Broward College North Campus  
 Silvia Selva  
 1000 Coconut Creek Parkway  
 Bldg. 49, Room 200  
 Coconut Creek, FL 33066

Invoice for [P963800001675\_poNumber]  
 Please remit payment at your earliest convenience.

Terms	Due Date
Payment Term	7/20/2024

Description	Quantity	Rate	Amount
Trustee Annual Renewal	1	\$2,500.00	\$2,500.00
<b>Subtotal:</b>			<b>\$2,500.00</b>
<b>Tax:</b>			<b>\$0.00</b>
<b>Total:</b>			<b>\$2,500.00</b>
<b>Payment/Credit Applied:</b>			<b>\$0.00</b>
<b>Balance:</b>			<b>\$2,500.00</b>

*Unpaid voluntary fees do not count against a member's account balance and are not automatically included on billing statements.*

Thank you for your support of the **Greater Pompano Beach Chamber of Commerce**

Please return this portion with your payment.

**Member Name:** Broward College North Campus  
**Payment Amount:** \$ \_\_\_\_\_

**Invoice #:** 8463728

**Payment Method:**  Check # \_\_\_\_\_  Credit Card

Make all checks payable to **Greater Pompano Beach Chamber of Commerce** or enter credit card information below.

*Enter Credit Card Billing Address (inc. zip code)*

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

CVV Code (3 digits on the back of card) \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_