



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with the Society for Human Resource Management (SHRM) for FY2024-2025 membership dues and renewal for human resources, talent and culture team members. Fiscal Impact: \$1,056.00**

**Presenter(s):** Sophia Galvin, Vice President, Talent and Culture

**What is the purpose of this contract and why is it needed?** The purpose of this membership is to provide members access to legal compliance and research information, emerging workplace trends and training materials.

**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, CC0016, GLC: 64502:Inst. Memberships and Sponsorships.

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

**Was the product or service acceptable in the past?** Yes. This membership provides resources and tools to the human resources team to improve knowledge, performance and efficiencies.

**Was there a return on investment anticipated when entering this contract?** Yes.

**Was that return on investment not met, met, or exceeded and how?** The SHRM membership provides legal and compliance information, provides updates on emerging workplace trends and news, provides research and papers on HR topics, and tools to perform various HR related analysis.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Yes, this membership indirectly supports talent activation by providing development tools and information to employees to better serve the College community.

**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?**

### FISCAL IMPACT:

Description: \$1,056 .00 for four memberships FD100, CC0016

10/29/24

CC0016 · Associate Vice President for Human Resources

(\$1,056.00)

# **Sophia Marie Galvin**

Sophia Marie Galvin, Vice President, Talent and Culture

8/29/2024

APPROVAL PATH: 12485 Society for Human Resource Management (SHRM) - Membership Dues and Renewal for 2024-2025

 **Workflow**

 Synchronize Routing

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Sophia Marie Galvin	Executive Director Review		 Completed	
2	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
3	Zaida Riollano	Procurement Approval		 Completed	
4	Rabia Azhar	CFO Review		 Completed	
4	Christine Sims	Budget Departmental Review		 Completed	
4	<b>Legal Services Review Group</b>	Review and Approval for Form and		 Completed	
5	Board Clerk	Agenda Preparation		 Pending	
6	District Board of Trustees	Meeting	10/08/24 11:00 AM	 Pending	
7	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		 Pending	
8	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	



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**8/9/2024**

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United States

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QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL	TAX
4	Professional Membership	\$264.00	\$1,056.00	\$0.00
4	SHRM HR Magazine	\$0.00	\$0.00	\$0.00

SUBTOTAL \$1,056.00

SHIPPING \$0.00

TAX TOTAL \$0.00

**TOTAL \$1,056.00**

PO NO

**AUTHORIZATION: ATTN SOCIETY FOR HUMAN RESOURCE MANAGEMENT ACCOUNTING**

We, the authorized representative of the undersigned company, on behalf of said company subscribe and agree to all terms, conditions, authorizations and covenants obtained in this Contract and Rules governing all SHRM events.