

THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL UNTIL APPROVED BY THE COMMITTEE AT THE SUBSEQUENT MEETING.



Committee on Contracts and Procurement, 11:00 AM Minutes

Broward College

Tuesday, December 10, 2024 11:00 AM EST

@ Willis Holcombe Center, 111 East Las Olas Boulevard, Room 1208, Fort Lauderdale, FL 33301

Attendance

Present:

Chair Alexis Yarbrough and Trustee Michael Caschette appeared in-person for the Committee meeting. Trustee Mario Zanotti appeared virtually. Also present were President Dr. Donald Astrab, outside counsel Kristina Raattama, the President's cabinet and other Broward College Staff. The meeting started at 11:04 a.m.

I. APPROVAL OF THE MINUTES OF THE NOVEMBER 12, 2024 CONTRACTS AND PROCUREMENT COMMITTEE MEETING

[11.12.24 Committee on Contracts and Procurement, 11 00 AM Minutes.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Committee meeting of November 12, 2024. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

II. RECOMMENDATION OF CONTRACTS TO BROWARD COLLEGE DISTRICT BOARD OF TRUSTEES FOR APPROVAL

A. \$325,000.01 and Over

1. Desire2Learn (D2L) Learning Management System E&I Amendment (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize the amendment to the piggyback agreement with Desire2Learn, Ltd. under the E&I Contract CNR01467 that allows the College to participate in a 90-day pilot test of a new AI tool that simplifies content creation for faculty and instructional designers at no cost.

Fiscal Impact: None (cumulative \$2,074,883.15).

[Desire2Learn \(D2L\) Learning Management System E&I Amendment 12549.pdf](#)

Motion:

Chair Yarbrough made a motion to table the amendment to the piggyback agreement with Desire2Learn, Ltd. that allows the College to participate in a 90-day pilot test of a new AI tool, and refer it to the Committee on the IT Master Plan. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Crown Castle Fiber LLC (ITB-2019-068-JH) Amendment #2 (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize Contract Amendment #2 with Crown Castle Fiber LLC (ITB-2019-068-JH) for Internet Circuit Services in various college-wide locations to revise the College's invoice contact and extend payment terms from Net 30 to Net 60, allowing adequate time to process payments without late fees.

Fiscal Impact: 0.00 (cumulative amount \$484,540.00).

 [Crown Castle Fiber LLC \(ITB-2019-068-JH\) Amendment #2 CS 103.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval Contract Amendment #2 with Crown Castle Fiber LLC. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

3. HVAC Energy Management System Services (ITB-2021-051-EH) 1st Renewal (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the extension of the contracts with Thermal Concepts and Pilar Services for one (1) year, amending Thermal Concepts contract to increase pricing during the one (1) year renewal term, and increasing total fiscal authority under HVAC Energy Management System Services (ITB-2021-051-EH) to provide HVAC maintenance, services, and repairs to equipment collegewide.

Fiscal Impact: Estimated \$3,000,000.00 (cumulative \$9,527,000.00).

 [HVAC Energy Management System Services \(ITB-2021-051-EH\) 1st Renewal 12480.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the extension of the contracts with Thermal Concepts and Pilar Services for one (1) year, amending Thermal Concepts contract to increase pricing during the one (1) year renewal term, and increasing total fiscal authority under HVAC Energy Management System Services (ITB-2021-051-EH). Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

4. Commercial Painting Services (RFP-2019-147-EH) Contract Extension (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the contract amendment to the contract RFP-2019-147-EH with Pro Painting Enterprises, Inc. and Thousand and One Painting Corp. to provide commercial painting services and building envelope water proofing projects collegewide.
Fiscal Impact: Not seeking additional fiscal authority (Cumulative \$4,600,000.00).

 [Commercial Painting Services \(RFP-2019-147-EH\) 3rd Renewal 12537.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the amendment to the contract RFP-2019-147-EH with Pro Painting Enterprises, Inc. and Thousand and One Painting Corp. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

- B. \$65,000.01 up to \$325,000
- C. \$35,000.01 up to \$65,000
- D. \$10,000.01 up to \$35,000

1. United Rentals Inc. (Equipment Rental & Repair) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with United Rentals Inc. for rentals, repairs and maintenance of machines on as needed basis during FY2024-2025.
Fiscal Impact: Estimated \$35,000.00

[United Rentals Inc. \(Equipment Rental & Repair\) FY2024-2025 12033.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase order) with United Rentals Inc. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Charles F. Dodge City Center - 2025 Student Life Awards Banquet - Venue Rental (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with CHARLES F. DODGE CITY CENTER for the venue rental for the 2025 Student Life Awards Banquet by utilizing bid-waiver (single/source).
Fiscal Impact: Estimated \$26,472.05.

[Charles F. Dodge City Center - 2025 Student Life Awards Banquet - Venue Rental 12550.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a non-standard agreement with CHARLES F. DODGE CITY CENTER for the venue rental for the 2025 Student Life Awards Banquet. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

- E. \$0 to \$10,000

Chair Yarbrough asked Committee members if they would like to discuss any item in Section II-E. If no individual discussion, items in Section II-E will be recommended for approval by the full Board at the next Regular Meeting with one motion. A request was made that item II-E-10, City of Pembroke Pines South Campus Sports Complex MOU, be discussed; and this item was voted on individually.


Motion:

Chair Yarbrough called for a motion to recommend for approval items II-E-1, II-E-2, II-E-3, II-E-4, II-E-5, II-E-6, II-E-7, II-E-8, II-E-9, and II-E-11. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

1. Image Access, Inc. dba Digital Library Systems Group - KIC Scanner (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Image Access, Inc. dba Digital Library Systems Group for the purchase of a multi-purpose scanner for student and archival use, along with a 3-year service agreement.
Fiscal Impact: \$9,603.47

 [Image Access, Inc. dba Digital Library Systems Group - KIC Scanner 12389.pdf](#)

2. Woody's Burgers LLC - Food Truck Services - March 2025 (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

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

 [Woody's Burgers LLC - Food Truck Services - March 2025 92.pdf](#)

Motion:

Chair Yarbrough moved to reopen for individual consideration the service agreement with Woody's Burgers LLC, and that it be placed on the Action Agenda at the Regular Board of Trustees meeting for approval by the full Board. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette


3. Emergency Educational Training Institute, Inc. - Paramedic Program Training (FY2024-2025) (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Emergency Educational Training Institute, Inc. to provide Advanced Cardiac Life Support (ACLS) and Pediatric Life Support (PALS) training and certifications for Health Science Paramedic students during FY2024-2025
Fiscal Impact: Estimated \$9,975.00

 [Emergency Educational Training Institute, Inc. - Paramedic Program Training 12241.pdf](#)

4. The Commission on Accreditation for Respiratory Care (CoARC) - On Site Visit Accreditation Fee (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with COMMISSION ON ACCREDITATION FOR RSP CARE for Respiratory Care Accreditation. Fiscal Impact: \$2,754.72, Cumulative amount: \$0.00, Revenue: \$0.00

 [The Commission on Accreditation for Respiratory Care \(CoARC\) - On Site Visit Accreditation Fee CS 122.pdf](#)


5. Scribendi, Inc. - Content Editing (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with Scribendi for content editing.
Fiscal Impact: \$1,302.38

 [Scribendi, Inc. - Content Editing 12445.pdf](#)

6. National Institute of Governmental Purchasing (NIGP) Membership Renewal & Dues FY2024-2025 (Presenters: Rabia Azhar, Chief Financial Officer)


Recommendation that the Broward College Board of Trustees authorize a standard agreement (purchase order) with the National Institute of Governmental Purchasing (NIGP) for membership renewal and dues for FY2024-2025 for the Procurement department.
Fiscal Impact: \$595.00

 [National Institute of Governmental Purchasing \(NIGP\) Membership Renewal & Dues 12499.pdf](#)

7. 2025 FPELRA Membership and Renewal Dues (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Florida Public Employer Labor Relations Association (FPELRA) for membership and renewal dues for 2025 for Accessibility Resources. Fiscal Impact: \$225.00, Cumulative amount: \$225.00, Revenue: \$0.00


 [2025 FPELRA Membership and Renewal Dues 98.pdf](#)

 [-2025 FPELRA Dues Invoice - Agency Membership - Broward College \(1\).pdf](#)

8. Sullivan Electric & Pump, Inc. (Equipment, Parts and Repairs) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Sullivan Electric & Pump, Inc. for irrigation, domestic water, booster stations and sewage lift station parts repairs and service as needed collegewide for FY2024-2025.


Fiscal Impact: Estimated \$10,000.00

 [Sullivan Electric & Pump, Inc. \(Equipment, Parts and Repairs\) FY2024-2025 12104.pdf](#)

9. Rechten International Trucks, Inc. (Heavy Duty Commercial Truck Parts & Services) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with Rechten International Trucks, Inc. for Heavy Duty Commercial Truck Parts and Services on as needed basis during FY2024-2025 for the Fleet Department.

Fiscal Impact: Estimated \$10,000.00

 [Rechten International Trucks, Inc. \(Heavy Duty Commercial Truck Parts & Services\) 12491.pdf](#)

10. City of Pembroke Pines South Campus Sports Complex MOU (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees (i) authorize the Memorandum of Understanding with the City of Pembroke Pines for one (1) additional year of shared use of the South Campus Sports Complex and (ii) give authorization to the President to negotiate a longer term lease agreement with the City of Pembroke Pines, for final approval by the Board Fiscal Impact: \$0.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [City of Pembroke Pines South Campus Sports Complex MOU CS 119.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the Memorandum of Understanding with the City of Pembroke Pines for one (1) additional year of shared use of the South Campus Sports Complex and (ii) give authorization to the President to explore a longer term lease agreement with the City of Pembroke Pines, subject to Board of Trustees final approval. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

11. American Databank LLC - Clinical Compliance Solutions FY2024-2025
(Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with American Databank LLC to provide clinical compliance solutions including background checks, drug screenings, and immunization tracking, for clinical externship placements on an on-needed basis during FY2024-20205.
Fiscal Impact: Cost \$9,408.00

 [American Databank LLC - Clinical Compliance Solutions FY2024-2025 12490.pdf](#)

F. Revenue Generating; Grant/Gift Items

1. Promise Neighborhoods - Subrecipient Agreement with FAU (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize a subrecipient agreement with Florida Atlantic University for the project "Broward UP Promise Neighborhoods"

Fiscal Impact: Grant Revenue Amount: \$998,015.00 (for year 1) Cumulative Grant Revenue Amount \$3,120,648 (over three years) Cumulative Grant Cost Share/Match: \$3,120,648 (over three years)

 [Promise Neighborhoods - Subrecipient Agreement with FAU CS 124.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the subrecipient agreement with Florida Atlantic University for the project "Broward UP Promise Neighborhoods." Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Sunshine State Health Plan, Inc. - Community Partner Agreement
(Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the Community Partner Agreement with Sunshine State Health Plan, Inc., to provide student tuition and instructional materials for Continuing Education Health Sciences certification programs. Fiscal Impact: \$0.00, Cumulative Amount: \$0.00, Revenue: \$100,000.00

 [Sunshine State Health Plan, Inc. - Community Partner Agreement 151.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the Community Partner Agreement with Sunshine State Health Plan, Inc. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

G. OTHER

Chair Yarbrough asked Committee members if they would like to discuss any item in Section II-G. If no individual discussion, items in Section II-G will be recommended for approval by the full Board at the next Regular Meeting with one motion. Items individually discussed and voted on were items II-G-1 CSPi Technology Solutions, II-G-2 Barnes & Noble College Booksellers LLC, II-G-5 Battersby Golf LLC, II-G-6 Representative Marie Woodson Facility Lease Agreement, and II-G-9- Delou Africa, Inc.

Motion:


Chair Yarbrough called for a motion to recommend for approval items II-G-3, II-G-4, II-G-7, II-G-8, II-G-10, and II-G-11. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

1. CSPi Technology Solutions (ITN-2023-072-OA - IT Managed Services) Amendment 1 (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize Contract Amendment #1 with CSPi Technology Solutions (ITN-2023-072-OA- IT Managed Services) for the deployment of the Nutanix hyper-converged infrastructure, as well as for network systems, and information security support requiring specialized expertise.

Fiscal Impact: \$2,153,000.00, Cumulative amount: \$7,217,000.00.

 [CSPi Technology Solutions \(ITN-2023-072-OA - IT Managed Services\) Amendment 1 131.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval Contract Amendment #1 with CSPi Technology Solutions. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Barnes & Noble College Booksellers LLC (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the Standard Contract for Services with Barnes & Noble College Booksellers LLC for Bookstore Services and Management, online, North, Central and South Campus bookstores. Fiscal Impact: \$0.00, Cumulative Amount: \$0.00, Revenue: \$6,500,000.00

 [Barnes & Noble College Booksellers LLC 164.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the Standard Contract for Services with Barnes & Noble College Booksellers LLC. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

3. Gun Range Specialized Cleaning Services (ITB-2024-103-OA) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement with Best Technology Systems, Inc. (ITB-2024-103-OA - Gun Range Specialized Cleaning Services) to provide labor and materials for the specialized cleaning at the Institute of Public Safety (IPS) gun ranges. Fiscal Impact: \$579,780.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Gun Range Specialized Cleaning Services \(ITB-2024-103-OA\) 116.pdf](#)

4. Gun Range Equipment Services (ITS-2025-009-OA) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard contract for services with Action Target, Inc. for ITS-2025-009-OA - Gun Range Equipment Services to provide gun/firing range equipment services. Fiscal Impact: \$90,000.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Gun Range Equipment Services \(ITS-2025-009-OA\) 115.pdf](#)

5. Battersby Golf LLC (Summary of Basic Lease Information) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Authorize the President to (i) execute a non-binding Letter of Intent with Battersby related to the operation and management of a golf driving range and instruction center on the North Campus based on substantially the same terms set forth in the Executive Summary and any additional terms determined to be in the best interest of the College and (ii) negotiate a final lease agreement with Battersby based on the

Letter of Intent, for final approval by the Board. Fiscal Impact: \$0.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Battersby Golf LLC \(Summary of Basic Lease Information\) 126.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend authorizing the President to (i) negotiate a non-binding Letter of Intent with Battersby related to the operation and management of a golf driving range and instruction center on the North Campus based on substantially the same terms set forth in the Executive Summary and any additional terms determined to be in the best interest of the College and (ii) negotiate a final lease agreement with Battersby based on the Letter of Intent, subject to Board of Trustees final approval. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

6. Representative Marie Woodson Facility Lease Agreement (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the Facility Lease Agreement with Representative Marie Woodson for the use of office space, storage, and lobby area at South Campus Bldg. 73. Fiscal Impact: \$0.00, Cumulative Amount: \$0.00, Revenue: \$9,129.33

 [Representative Marie Woodson Facility Lease Agreement 171.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the Facility Lease Agreement with Representative Marie Woodson for the use of office space, storage, and lobby area at South Campus Bldg. 73. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

7. Gehring Group (RFP-2021-005-OA - Employee Benefits and Insurance/Brokerage Consulting Services) Amendment (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the contract amendment with Gehring Group, Inc. (RFP-2021-005-OA - EMPLOYEE BENEFITS AND INSURANCE/BROKERAGE CONSULTING SERVICES) to revise the statement of work and pricing based on the College transferring to the State Group


Insurance Program effective January 1, 2025. Fiscal Impact: \$3,865.00, Cumulative amount: \$0.00, Revenue: \$0.00

 [Gehring Group \(RFP-2021-005-OA - Employee Benefits and Insurance/Brokerage Consulting Services\) Amendment 167.pdf](#)

8. Philips Healthcare - Ultrasound System 5300G (ITS-2024-197-YR) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Philips Healthcare (ITS-2024-197-YR - ULTRASOUND SYSTEM) for the purchase of Philips ECompact Ultrasound System 5300G utilizing the bid waiver exception (single/sole source).

Fiscal Impact: \$71,233.76

 [Philips Healthcare - Ultrasound System 5300G \(ITS-2024-197-YR\) 11680.pdf](#)

9. Delou Africa, Inc. - Student Life Event (Black History Performance Presentation) (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the service agreement with Delou, Inc. for college wide student events for Black History Month. Fiscal Impact: \$1,500.00, Cumulative amount: \$4,500.00, Revenue: \$0.00

 [Delou Africa, Inc. - Student Life Event \(Black History Performance Presentation\) 121.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the service agreement with Delou, Inc. for college wide student events for Black History Month. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

10. AHEAD Membership and Renewal Dues FY2024-2025 (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with AHEAD (Association on Higher Education And Disability) for membership and renewal dues for FY2024-2025 for Accessibility Resources.


Fiscal Impact: \$1,775.00.

 [AHEAD Membership and Renewal Dues FY2024-2025 12561.pdf](#)

11. HealthFirst - Annual Membership Dues and Renewal (FY2024-2025)
(Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with HealthFirst for membership dues and renewal for the Dental Assisting/ Dental Hygiene Program.

Fiscal Impact: \$1,059.00

 [HealthFirst - Annual Membership Dues and Renewal \(FY2024-2025\) 12401.pdf](#)

III. REPORT OF CONTRACTS AUTHORIZED AND EXECUTED PER POLICY 6HX2-1.14

Motion:


Chair Yarbrough called for a motion to recommend that all items in Section III be advanced to the agenda for the Regular Board of Trustees meeting. Trustee Caschette made the motion with a second by Chair Yarbrough.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

A. Avaap USA LLC - Workday Support and Advisory Services (Amendment #4)
(Presenters: Raj Mettai, Chief Information Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute a Fourth Amendment to the Master Service Agreement Statement of Work with Avaap USA LLC for post-production support related to the implementation of new Workday features and enhancements to assist in College operational needs.

Fiscal Impact: \$39,775.00 (cumulative total \$117,275.00).

 [Avaap USA LLC - Workday Support and Advisory Services \(Amendment #4\) 12538.pdf](#)

B. Hyland Software, Inc. Software Subscription (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with Hyland Software, Inc. to secure technology for converting print transcripts to the OCR technology by utilizing a bid-waiver (information technology). Fiscal Impact: Estimated \$172,446.72

 [Hyland Software, Inc. Software Subscription 10347.pdf](#)

C. NVR Solutions, Inc. - Software Renewal FY2024-2025 (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order)

with NVR Solutions, Inc for the renewal delivery tracking software service during FY 2024-25 by utilizing bid-wavier (information technology)
Fiscal Impact: \$1,595.00 (Cumulative \$16,660.00)

 [NVR Solutions, Inc. - Software Renewal FY2024-2025 12411.pdf](#)

- D. Maxient LLC - Case Management Software - Renewal 2025-2029 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the renewal of the non-standard agreement with Maxient LLC for case management software by utilizing bid waiver (information technology).

Fiscal Impact: \$48,750.00 spent over 5 years (Cumulative: \$112,950.00)

 [Maxient LLC - Case Management Software - Renewal 2025-2029 11724.pdf](#)

- E. Ingmar Medical Ltd - RespiPro® Educational Package (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with INGMAR MEDICAL LTD. to purchase RespiPro® Educational Package for the Respiratory Care program (ITS-2024-179-OA - RESPIRATORY SIMULATION SOLUTION) by utilizing a bid waiver exception (single/source source).

Fiscal Impact: Estimated \$75,223.00

 [Ingmar Medical Ltd - RespiPro® Educational Package 12256.pdf](#)

- F. BC-Barry University BFA (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the articulation agreement with Barry University for a Bachelor of Fine Arts degree with a specialization in Studio Art/Bachelor of Fine Arts with a specialization in Graphic Design.

Fiscal Impact: None

 [BC-Barry University BFA 12476.pdf](#)

- G. Atlantic Physical Therapy at Atlantic Plaza (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the clinical affiliation agreement with Atlantic Physical Therapy at Atlantic Plaza for the Physical Therapist program.

Fiscal Impact: None.

 [Atlantic Physical Therapy at Atlantic Plaza 12226.pdf](#)

- H. CollegeBoard ACCUPLACER Placement Exam Units (FY2024-2025) (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order)

with CollegeBoard for ACCUPLACER exam units for collegewide placement testing for FY2024-2025 by utilizing the bid waiver (sole source).
Fiscal Impact: 45,000.00

 [CollegeBoard ACCUPLACER Placement Exam Units \(FY2024-2025\) 12407.pdf](#)

- I. Florida Virtual Campus OCLC Group License Agreement (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with Florida Virtual Campus (FLVC) for the statewide consortium OCLC Group License and renewal for FY2024-2025 for Broward College Libraries by utilizing bid waiver (Information technology).

Fiscal Impact: \$30,130.74

 [Florida Virtual Campus OCLC Group License Agreement 12483.pdf](#)

- J. Certiport - Adobe Pro Classroom, Apple Swift Classroom, and Cisco Exam Site Licenses (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with Certiport for the purchase of Adobe Pro Classroom License Full Suite, Apple Swift Classroom License and Cisco Exam Site License by utilizing bid waiver (information technology).

Fiscal Impact: \$15,003.00

 [Certiport - Adobe Pro Classroom, Apple Swift Classroom, and Cisco 12497.pdf](#)

- K. WOnline, Inc - Product Subscription FY2024 -2025 (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard agreement with WOnline, Inc. to license the annual access to the tutoring and appointment platform.

Fiscal Impact: \$3,750.00 (cumulative \$9,350.00)

 [WOnline, Inc - Product Subscription FY2024 -2025 12487.pdf](#)

- L. 240Tutoring, Inc. - Professional Development and Educational Services (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with 240Tutoring, Inc. to provide preparation and study materials for TEP students to take and pass the FTCE exams. Fiscal Impact: \$8,325.00

 [240Tutoring, Inc. - Professional Development and Educational Services 12552.pdf](#)

- M. Brevo Theatre Inc. (rental agreement) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the FACILITY RENTAL AGREEMENT with BREVO THEATRE, INC. for RENTAL OF BAILEY HALL and breakout rooms.
Fiscal Impact: Revenue \$3,000.00

 [Brevo Theatre Inc. \(rental agreement\) 12284.pdf](#)

- N. POCKET NURSE ENTERPRISES, INC. - Virtual Simulation Software (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with POCKET NURSE ENTERPRISES, INC. for software subscription of Body Interact Educational for Continuing Education Health Sciences courses.
Fiscal Impact: \$8,455.00 (Estimated Revenue \$29,982.00)

 [POCKET NURSE ENTERPRISES, INC. - Virtual Simulation Software 12482.pdf](#)


- O. Method Test Prep, Inc. dba Method Learning - Software Platform (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with Method Test Prep, Inc. dba Method Learning for Methodize Online College and Career Readiness Platform for the subscription for the Workforce Education Department. Fiscal Impact: \$7,500.00

 [Method Test Prep, Inc. dba Method Learning - Software Platform 12391.pdf](#)

- P. Florida Department of Corrections Memorandum of Agreement Renewal (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the amendment to renew the memorandum of understanding with The Florida Department of Corrections for educational opportunities for the residents at the correctional facility
Fiscal Impact: No cost to college

 [Florida Department of Corrections Memorandum of Agreement Renewal 12547.pdf](#)

- IV. PROPOSED SOLICITATION CONTRACT RENEWALS OVER \$325K IN NEXT 12 MONTHS

 [Procurement Solicitation Expiring Contracts Report - BOT Committee 12102024 Revised.pdf](#)

Orlando Aponte, Associate Vice President of Procurement reviewed the Procurement Solicitation Expiring Contracts Report.

- V. EXISTING SOLICITATIONS AND CONE OF SILENCE / UPCOMING SOLICITATIONS

 [EXISTING PROCUREMENTS AND CONES OF SILENCE; UPCOMING SOLICITATIONS.pdf](#)

Orlando Aponte, Associate Vice President of Procurement reviewed existing and upcoming solicitations.

VI. EFFICIENCY DISCUSSION, NEW BUSINESS

The Committee discussed how to create efficiencies in the contract review process.
The meeting was adjourned at 1:12 p.m.

President, Broward College

Chair, Board of Trustees