

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

Wednesday, October 8, 2024 11:00 AM EDT

@ 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. Also present were President Dr. Donald Astrab, outside counsel Kristina Raattama, the President's cabinet and other Broward College Staff. Trustee Zanotti was absent. The meeting started at 11:02 a.m

- I. APPROVAL OF THE MINUTES OF THE SEPTEMBER 4, 2024 CONTRACTS AND PROCUREMENT COMMITTEE MEETING

 [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 September 4, 2024. Trustee Caschette made the motion with a second by Chair Yarbrough.

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

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

- A. \$325,000.01 and Over

1. Commercial Drivers License (CDL) Training Services - RFP-2024-019-OA (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (contract for services) with FleetForce LLC dba FleetForce Truck Driver Training, MB United, Inc. dba Star CDL Academy, Rock Gate Capital LLC dba 160 Driving Academy, and STVT-AAI Education Inc. dba Ancora Training (RFP-2024-019-OA - CDL TRAINING SERVICES) to provide commercial drivers license (CDL) training services in support of sustaining the Job Growth Workforce Training Grant.

Fiscal Impact: Estimated \$10,000,000.00 (\$2,000,000.00/year) spend over 5 years through various funding sources.

[Commercial Drivers License \(CDL\) Training Services - RFP-2024-019-OA 11548.pdf](#)

**Motion:**

Chair Yarbrough called for a motion to approve the agreement with FleetForce LLC dba FleetForce Truck Driver Training, MB United, Inc. dba Star CDL Academy, Rock Gate Capital LLC dba 160 Driving Academy, and STVT-AAI Education Inc. dba Ancora Training. Trustee Caschette made the motion with a second by Chair Yarbrough.

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

2. Integrated Marketing & Communications Services (ITN-2018-007-ZR) Amendment (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the nine-months contract extension with Pace Communications Group, Inc. and Beber Silverstein & Partner Advertising, Inc., (ITN-2018-007-ZR - INTEGRATED MARKETING AND COMMUNICATIONS SERVICES) to continue current advertising spend, marketing services, and public relations services through June 25, 2025.

Fiscal Impact: No Additional Fiscal Increase (Cumulative 10,684,400.00)

[Integrated Marketing & Communications Services \(ITN-2018-007-ZR\) Amendment 12394.pdf](#)

**Motion:**

Chair Yarbrough called for a motion to approve the nine-month contract extension with Pace Communications Group, Inc. and Beber Silverstein & Partner Advertising, Inc. Trustee Caschette made the motion with a second by Chair Yarbrough.

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

3. One Identity LLC (formerly OneLogin) - RFP-2021-001-JH - Amendment 4 (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize the agreement renewal with One Identity LLC (formerly OneLogin, Inc.) (RFP-2021-001-JH) to provide multi-factor authentication, single sign-on, OneLogin delegated administrative licenses and provisioning for many enterprise applications including: Workday, D2L and Office 365.

Fiscal Impact: \$914,012.40, spent over three years (cumulative \$2,640,479.90).

[!\[\]\(cead67df4d82d6c83effe4f8699a7d8f\_img.jpg\) One Identity LLC \(formerly OneLogin\) - RFP-2021-001-JH - Amendment 4 12386.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the agreement renewal with One Identity LLC (formerly OneLogin, Inc.). Trustee Caschette seconded.

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

4. Gun Range Specialized Cleaning Service (ITB-2019-106-EH) 3rd Amendment (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the amendment, extension and additional fiscal authority to the previously approved Gun Range Specialized Cleaning Service (ITB-2019-106-EH) contract with Best Technology Systems, Inc. to provide labor and materials for the specialized cleaning at the Institute of Public Safety (IPS) gun ranges.

Fiscal Impact: Estimated \$70,000.00. Cumulative \$1,331,280.00.

[!\[\]\(e474458956c9a37fbf9586ddb60a7fa1\_img.jpg\) Gun Range Specialized Cleaning Service \(ITB-2019-106-EH\) 3rd Amendment 12541.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the amendment, extension and additional fiscal authority to the previously approved Gun Range Specialized Cleaning Service contract with Best Technology Systems, Inc. Trustee Caschette seconded.

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

5. Advanced Health Strategies LLC - ITN-2024-012-OA – Behavioral Health Services (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 Advanced Health Strategies LLC (ITN-2024-012-OA – BEHAVIORAL HEALTH SERVICES) to provide telehealth mental health services to students.

Fiscal Impact: Estimated \$643,500.00 spend over three years

[!\[\]\(7d1d6890825e83a6a4a51febe2dcc7f3\_img.jpg\) Advanced Health Strategies LLC - ITN-2024-012-OA – Behavioral Health Services 12447.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the non-standard agreement with Advanced Health Strategies LLC. Trustee Caschette seconded.

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

B. \$65,000.01 up to \$325,000

1. Davie Police Department - Law Enforcement Services for A. Hugh Adams Central Campus- Amendment 1 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority with Davie Police Department for the Off-Duty Detail Request - special detail law enforcement services at A. Hugh Adams Central Campus by utilizing a bid waiver (sole source). Fiscal Impact: \$140,000.00 (cumulative \$230,750.00)

 [Davie Police Department - Law Enforcement Services for A. Hugh Adams Central Campus- Amendment 1 12362.pdf](#)


**Motion:**

Chair Yarbrough made a motion to approve an increase in fiscal authority with Davie Police Department for the Off-Duty Detail Request - special detail law enforcement services at A. Hugh Adams Central Campus. Trustee Caschette seconded.

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

2. Pembroke Pines Police Department - Law Enforcement Services for Judson A. Samuels South Campus (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize a contract amendment, increase in fiscal authority and renewal with Pembroke Pines Police Department for the Off-Duty Detail Request - special detail law enforcement services at Judson A. Samuels South Campus by utilizing a bid waiver (sole source). Fiscal Impact: \$107,000.00 (Cumulative \$189,582.50).

 [Pembroke Pines Police Department - Law Enforcement Services for Judson A. Samuels South Campus 12364.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve a contract amendment, increase in fiscal authority and renewal with Pembroke Pines Police Department for the Off-Duty Detail Request - special detail law

enforcement services at Judson A. Samuels South Campus. Trustee Caschette seconded.

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

3. Amerant Bank Arena - Fall 2024 Graduation Ceremony (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 Amerant Bank Arena to host the December 12, 2024 Commencement Ceremony (Fall 2024 Graduation Ceremony) by utilizing bid waiver (single source). Fiscal Impact: Estimated \$161,858.68

 [Amerant Bank Arena - Fall 2024 Graduation Ceremony 12508.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the non-standard agreement with Amerant Bank Arena to host the December 12, 2024 Commencement Ceremony. Trustee Caschette seconded.

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

C. \$35,000.01 up to \$65,000 (***No items are in this threshold on this agenda***)

D. \$10,000.01 up to \$35,000

1. GE Healthcare - Repair Services Radiography Lab (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 GE Healthcare for the repair services of the Eclipse Proteus Collimator in the radiography lab.  
Fiscal Impact: \$23,377.00.

 [GE Healthcare - Repair Services Radiography Lab 11906.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the non-standard agreement with GE Healthcare. Trustee Caschette seconded.

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

E. \$0 to \$10,000


**Motion:**

All items in Section E were approved to advance to the Board of Trustees Regular Meeting agenda. Chair Yarbrough made motions to approve the agreements in Section E, 1-22. Trustee Caschette seconded.

The motions all passed unanimously. AYES: Chair Yarbrough, Trustee Caschette


1. Tommie Mabry Company (Student Development Workshop Services) FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Tommie Mabry Company to provide remote or in-person leadership and motivation workshop services to Broward College TRIO Upward Bound grant participants during the 2024-2025 academic year. Fiscal Impact: Estimated \$9,000.00

 [Tommie Mabry Company \(Student Development Workshop Services\) FY2024-2025 12186.pdf](#)

2. Iconic Group - Grad Images - Graduation Photos Agreement 2024 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation the Broward College District Board of Trustees authorize the amendment and 3rd renewal agreement with Grad Images for Broward College graduation photographs for students. Fiscal Impact: None.

 [Iconic Group - Grad Images - Graduation Photos Agreement 2024 12448.pdf](#)


3. CoAEMSP - Annual Accreditation Renewal (FY2024-2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP for Annual Accreditation fee renewal for the EMS/Paramedic Program. Fiscal Impact: \$2,200.00

 [CoAEMSP - Annual Accreditation Renewal \(FY2024-2025\) 12472.pdf](#)

4. Commission on Opticianry Accreditation (COA) - Annual Accreditation Renewal (FY2024-2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Commission on Opticianry Accreditation (COA) for Annual Accreditation fee renewal for the Vision Care Program.  
Fiscal Impact: \$1,626.00

 [Commission on Opticianry Accreditation \(COA\) - Annual Accreditation Renewal \(FY2024-2025\) 12473.pdf](#)


5. CAPTE - Annual Accreditation Renewal Fee FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Commission on Accreditation in Physical Therapy Education (CAPTE) for Annual Accreditation fee renewal for the Physical Therapy Program.  
Fiscal Impact: \$5,085.00

 [CAPTE - Annual Accreditation Renewal Fee FY2024-2025 12501.pdf](#)

6. TjohnE Productions, Inc. dba ThinkFast - Collegewide Events - Spring 2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with TjohnE Productions, Inc. dba ThinkFast to provide educational entertainment services for the Student Life Spring 2025 events.  
Fiscal Impact: Estimated \$6,750.00

 [TjohnE Productions, Inc. dba ThinkFast - Collegewide Events - Spring 2025 12511.pdf](#)


7. FedEx Shipping Services during 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 non-standard agreement with FedEx for shipping services on an on-needed basis during FY2024-2025.  
Fiscal Impact: \$5,000.00

 [FedEx Shipping Services during FY2024-2025 12409.pdf](#)

8. Rope Works, Inc. - Ropes Course Facilitators Training (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 Rope Works, Inc. for annual training and certification for ropes course facilitators at Tigertail Lake Center. Fiscal Impact: \$3,950.00. Fiscal Impact: \$3,950.00.

 [Rope Works, Inc. - Ropes Course Facilitators Training \(FY2024-2025\) 12427.pdf](#)

9. Society for Human Resource Management (SHRM) - Membership Dues and Renewal for 2024-2025 (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

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

 [Society for Human Resource Management \(SHRM\) - Membership Dues and Renewal for 2024-2025 12485.pdf](#)

10. 2024 Mutual Service Agreement-3D MammoVan (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Christine E. Lynn Women's Institute for onsite 3D mammography service for Broward College employees.

Fiscal Impact: None

 [2024 Mutual Service Agreement-3D MammoVan 12322.pdf](#)

11. Tropical Touch Design LLC (Interior Plant Services WHC & Cypress Creek Administrative Center) (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 Tropical Touch and Design LLC for monthly maintenance of interior landscapes for Willis Holcombe Center (WHC) and Cypress Creek Administrative Center.


Fiscal Impact: Estimated \$10,000.00

 [Tropical Touch Design LLC \(Interior Plant Services WHC & Cypress Creek Administrative Center\) 12123.pdf](#)

12. BlueGreen Aquatics (Water Feature Maintenance Service WHC) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with BlueGreen Aquatics to provide full maintenance service to the Water Feature Fountain at the Willis Holcombe Center (Downtown Center) during FY2024-2025.

Fiscal Impact: Estimated \$2,280.00


 [BlueGreen Aquatics \(Water Feature Maintenance Service WHC\) FY2024-2025 12134.pdf](#)

13. Center for Computer-Assisted Legal Instruction (CALI) - 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 Center for Computer-Assisted Legal Instruction (CALI) for membership dues and renewal for FY2024-2025 for the Business Pathway.


Fiscal Impact: \$250.00

 [Center for Computer-Assisted Legal Instruction \(CALI\) - Membership Dues and Renewal FY2024-2025 12441.pdf](#)

14. South Florida Manufacturers Association - Membership Dues 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 the South Florida Manufacturers Association for the membership dues for FY2024-2025 for the Electronic Engineering Technology Program.


Fiscal Impact: \$1,320.00

 [South Florida Manufacturers Association - Membership Dues FY2024-2025 12076.pdf](#)

15. Preston Bircher Designs, Inc. - Professional Lighting Design Services - Fall 2024 & Spring 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Preston Bircher Designs, Inc. to provide professional lighting design services for the FALL 2024 and Spring 2025 main stage shows Theatre Productions.

Fiscal Impact: \$3,000.00

 [Preston Bircher Designs, Inc. - Professional Lighting Design Services - Fall 2024 & Spring 2025 12452.pdf](#)

16. American Physical Therapy Association (APTA) 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 American Physical Therapy Association (APTA) for membership dues and renewal for the Physical Therapist Program for FY2024-2025.

Fiscal Impact: \$540.00

 [American Physical Therapy Association \(APTA\) Membership Dues and Renewal \(FY2024-2025\) 12460.pdf](#)

17. Scorebuilders (2024-2025) Review Course FSBT Examination (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Scorebuilders LLC to provide the PTA students a review course for their board exam/licensure.


Fiscal Impact: Estimated \$3,500.00

 [Scorebuilders \(2024-2025\) Review Course FSBT Examination 12493.pdf](#)

18. Greater Pompano Beach Chamber of Commerce Membership Dues and Renewal FY 2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

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

 [Greater Pompano Beach Chamber of Commerce Membership Dues and Renewal FY 2024-2025 12523.pdf](#)

19. The Broward County Chiefs of Police Association (BCCPA) 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 the Broward County Chiefs of Police Association (BCCPA) for membership dues and renewal for FY2024-2025 for Public Safety Pathway/Institute of Public Safety.


Fiscal Impact: \$375.00

 [The Broward County Chiefs of Police Association \(BCCPA\) Membership Dues and Renewal FY2024-2025 12530.pdf](#)

20. ASIS International Inc. - Membership Dues & Renewal FY2024-2025 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with ASIS International Inc. for membership dues and renewal for FY2024-2025 for Safety, Security, & Emergency Preparedness.


Fiscal Impact: \$245.00

 [ASIS International Inc. - Membership Dues & Renewal FY2024-2025 12464.pdf](#)

21. Clery Center for Security On Campus - Membership Dues and Renewal FY 2024-2025 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Clery Center for Security On Campus for membership dues and renewal for FY 2024-2025 for Safety, Security, & Emergency Preparedness.

Fiscal Impact: \$399.00

 [Clery Center for Security On Campus - Membership Dues and Renewal FY 2024-2025 12469.pdf](#)

22. All American Commercial Laundry Inc. - Continuing Ed Health Sciences FY2024-2025 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with All American Commercial Laundry, Inc. for linen pick-up and delivery services for the Continuing Education Health Sciences department on an as-needed basis during FY2024-2025.  
Fiscal Impact: \$2,500.00.


 [All American Commercial Laundry Inc. - Continuing Ed Health Sciences FY2024-2025 12505.pdf](#)

- F. Revenue Generating; Grant/Gift Items (**No items are in this threshold on this agenda**)

- G. OTHER

1. Health, Life and Disability Insurance and Services (RFP-2023-125-OA) (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Standard Insurance Company (RFP-2023-125-OA) to provide LIFE & DISABILITY INSURANCE AND SERVICES.  
Fiscal Impact: Estimated \$257,492 spent over one year.

 [Health, Life and Disability Insurance and Services \(RFP-2023-125-OA\) 12399.pdf](#)

**Motion:**

Chair Yarbrough made a motion to approve the non-standard agreement with Standard Insurance Company. Trustee Caschette seconded.

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

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

- A. Zoll Medical Corporation - Defibrillators (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 non-standard agreement with ZOLL Medical Corporation for Zoll Defibrillators to provide nursing simulation and skills practiced in Continuing Education specialized healthcare programs utilizing the bid waiver for single/sole source.  
Fiscal Impact: \$61,071.03.

 [Zoll Medical Corporation - Defibrillators 12194.pdf](#)

- B. Edinvent Inc dba Accredible - Add-on Order Addendum (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 an amendment to the agreement with EdInvent, Inc. dba Accredible increasing fiscal authority to cover expenses for the new Learning Pathways – Visual Learning Journey software offered by EdInvent, Inc. dba Accredible. The new software provides unlimited auto – issuance of micro-credentials and certifications for students.

Fiscal Impact: \$14,250.00 (Cumulative \$36,466.67)

 [Edinvent Inc dba Accredible - Add-on Order Addendum 12096.pdf](#)

- C. Otter.ai, Inc.- Software License Technology Transcription Services (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, Dr. Donald Astrab exercised the authority delegated by the Board to execute the non-standard agreement and renewal with Otter.ai, Inc. for real-time transcription services for students with disabilities by utilizing bid waiver (single or sole source).

Fiscal Impact: \$13,200.00 (cumulative \$23,040.00)

 [Otter.ai, Inc.- Software License Technology Transcription Services 12051.pdf](#)

- D. Innovative Educators - Software Subscription /Membership dues 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 accept a non-standard agreement with Innovative Educators for software subscription for FY2024-2025 (08/01/2024 to 07/31/2025) for StudentLingo workshops for Student Services. Fiscal Impact: \$7,100.00

 [Innovative Educators - Software Subscription /Memebership dues FY2024-2025 12471.pdf](#)

- E. Greater Minds Inc. - DayBreak Miami 2024 (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 update the rental agreement with Greater Minds, Inc. to lease the Tigertail Lake Recreational Center for the Day Break Miami 2024 event. Fiscal Impact: Revenue \$6,000.00.

 [Greater Minds Inc. - DayBreak Miami 2024 11989.pdf](#)

- F. American Heritage School and BC Affiliation Agreement 2024-2027 (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 an affiliation agreement with American Learning Systems, INC. d/b/a American Heritage School for various internship placement opportunities.

Fiscal Impact: None.

 [American Heritage School and BC Affiliation Agreement 2024-2027 10563.pdf](#)

- G. Dr. Jessica Baitner (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 affiliation agreement with Dr. Jessica Baitner for the Dental Hygiene and Dental Assisting Program.

Fiscal impact: None

 [Dr. Jessica Baitner 12384.pdf](#)

- H. Dr. Helena Urrea-Feldsberg (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 affiliation agreement with Dr. Helena Urrea-Feldsberg for the Dental Hygiene and Dental Assisting Program. Fiscal impact: None

 [Dr. Helena Urrea-Feldsberg 12221.pdf](#)

- I. ASE Test Prep LLC - Subscription (Seats) FY2024-2025 (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 accept the non-standard agreement with ASE Test Prep LLC for prep exam certification (subscription) during FY2024-2025 for the Transportation Department.

Fiscal Impact: \$1,768.00

 [ASE Test Prep LLC - Subscription \(Seats\) FY2024-2025 12381.pdf](#)

- J. Compansol Inc. (Blumen) Renewal Software Subscription (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 a standard agreement (purchase order) with Neeraj Seth DBA Compansol for renewal software subscription for the BC TRIO Grants for FY2024-2026 by utilizing bid-waiver (sole source)


Fiscal Impact: \$12,322.04 (cumulative \$107,178.88)

 [Compansol Inc. \(Blumen\) Renewal Software Subscription 12372.pdf](#)

- K. Broward Health North Broward Hospital District d/b/a Broward Health- SECOND AMENDMENT (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 a non-standard agreement with North Broward Hospital District d/b/a Broward Health to provide clinical services.

Fiscal Impact: None

 [Broward Health North Broward Hospital District d/b/a Broward Health-SECOND AMENDMENT 12234.pdf](#)

- L. Vintage King Audio (Music Technology Program Software Renewals) (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 Vintage King Audio for the renewal of software for the music technology program. Fiscal Impact: \$4,669.00 (cumulative \$61,200.27)

 [Vintage King Audio \(Music Technology Program Software Renewals\) 12309.pdf](#)

- M. Certiport Certifications Site Licenses FY2024-2025 (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 accept a non-standard agreement with Certiport, a business of NCS Pearson, Inc., to purchase Intuit QuickBooks certification licenses for students in the Business Pathway to obtain industry certifications. Fiscal Impact: \$4,922.00

 [Certiport Certifications Site Licenses FY2024-2025 12120.pdf](#)

- N. Study Abroad Association (360 GLE Subscription) 2024-2028 (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 the bid waiver (information technology) and non-standard agreement with Study Abroad Association LLC for the 360 GLE platinum subscription to the interactive and immersive education/learning platform. Fiscal Impact: \$10,490.00 (cumulative \$25,475.00).

 [Study Abroad Association \(360 GLE Subscription\) 2024-2028 12406.pdf](#)


- O. Cobblestone Software - Contract Lifecycle Management Software (Amendment #1) (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 the contract amendment with Cobblestone Software for the Contract Insight Enterprise Contract Management Software utilizing the Miami-Dade College contract ITN-2023-RM1-13. Fiscal Impact: \$6,000.00 (cumulative contract total \$66,000.00).

 [Cobblestone Software - Contract Lifecycle Management Software \(Amendment #1\) 12380.pdf](#)

- P. Hannon Hill Corporation - Content Management System - Amendment 4 (2024-2027) (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 the amendment to the agreement with Hannon Hill Corporation for a three-year renewal of their cloud hosted web content management system service and subscription, utilizing the bid waiver (information technology). Fiscal Impact: Estimated \$107,311.83 spent over three years (cumulative \$323,036.83)

 [Hannon Hill Corporation - Content Management System - Amendment 4 \(2024-2027\) 12365.pdf](#)

- Q. Incsub LLC - CampusPress Wordpress (2024-2027) (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 the bid waiver (information technology) and non-standard agreement with Incsub LLC for the purchase of WordPress CampusPress hosting services.

Fiscal Impact: \$32,400.00 (cumulative \$46,650.00)

 [Incsub LLC - CampusPress Wordpress \(2024-2027\) 12359.pdf](#)

- R. Biomedical Research Alliance of New York LLC dba CITI Program - Subscription FY2024-2025 (Presenters: Raj Mettai, Chief Information 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 Biomedical Research Alliance of New York LLC dba CITI Program for the annual-based subscription to the Collaborative Institutional Training Initiative (CITI) program.

Fiscal Impact: \$4,000.00. (cumulative \$8,000.00)

 [Biomedical Research Alliance of New York LLC dba CITI Program - Subscription FY2024-2025 12249.pdf](#)

- S. Los Trigos, Inc. dba The Receptionist- Software License FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management )

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 Los Trigos, Inc. dba The Receptionist for the visitor check-in system software renewal that provides an additional layer of security by identifying external Facilities Management vendors and visitors.

Fiscal Impact: Estimated \$2,340.00 (cumulative \$10,738.00)

 [Los Trigos, Inc. dba The Receptionist- Software License FY2024-2025 12080.pdf](#)

#### IV. EXISTING PROCUREMENTS AND CONES OF SILENCE; UPCOMING SOLICITATIONS

 [EXISTING PROCUREMENTS AND CONES OF SILENCE; UPCOMING SOLICITATIONS 12553.pdf](#)

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

V. NEW BUSINESS

The Committee discussed how to create efficiencies in the contract review process.

The meeting was adjourned at 12:18 p.m.

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President, Broward College

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Chair, Board of Trustees