



## EXECUTIVE SUMMARY

**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**

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

**What is the purpose of this contract and why is it needed?** Scorebuilders offers review courses designed to help students pass the National Physical Therapy Examination (NPTE) to support students in their preparation for the test. These courses typically aim to enhance understanding of relevant content, provide effective study strategies, and increase the likelihood of success when taking the NPTE. The review will enhance students' understanding of key physical therapy concepts, Prepare students to meet or exceed the passing requirements for the NPTE and deliver a comprehensive review of clinical content, practice exams, and preparatory resources. The dates May 8-9, 2025 for 36 Physical Therapy students.

**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 is no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. One quote was obtained by the requesting department to identify the best value for the required commodity or service.

**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?** FD206, CC0104, 65000 Professional fees (Foundation Funds).

**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?** Yes, students are getting the preparation needed to help them pass the NPTE certification examination.

**Was that return on investment not met, met, or exceeded and how?** The return on investment was met based on the NPTE pass rates for Year 2023 1st attempt was 71.9% and 2nd attempt was 90.6%.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** This contract feeds the Social Enterprise tactic-Answer the Call for Healthcare Professionals and Actualize Employment tactics. It helps the students prepare to sit for the Federation of State Boards of Physical Therapy exam to obtain their certification.

**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: Estimated \$3,500 for PTA students. Worktags: CC0104, FD206, BU020, PG000394, GR001000 (Deluca Grant)

|                 |  |                     |
|-----------------|--|---------------------|
| <b>10/29/24</b> | <b>CC0104 · Emergency Medical Technology</b> | <b>(\$3,500.00)</b> |
|                 | GR0010000 (Deluca)                           |                     |

APPROVAL PATH: 12493 Scorebuilders (2024-2025) Review Course FSBT Examination

 **Workflow**

 Edit View

 Add Work Item

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



**Purchase Order**

**Statement of Work**

**Exhibit "A"**

**Description of Services:**

Scorebuilders LLC, will be responsible for the following services:

Scorebuilders' Review Course offers review courses designed to help student pass the NPTE examination. This course provides targeted preparation and guidance for success in the exam.

- Two-day course held on campus May 8-9
- All attendees receive a course manual that is utilized throughout the two-day course.
- 180 multiple-choice questions are answered and discussed during the course.
- The course orients students to three powerful active study tools within the course manual (i.e., Content Prompts, Clinical Application Templates, Critical Work Activities).
- Scorebuilders will provide the following resources and services such as study guides, practice exams, flashcards, online learning modules and performance analytics
- The course provides students with a series of scoring grids to analyze their performance throughout the two day course. Students are taught to use this data to direct remedial efforts.
- Students engage in meaningful interaction with the instructor throughout the two-day course
- 15 days of free access to this incredible academic review tool.

Provided service on the following dates: May 8-9, 2025

**Total Consideration Payable for the services:**

Estimated \$3,500.00