



## EXECUTIVE SUMMARY

**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**

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

**What is the purpose of this contract and why is it needed?** This contract is for a portable mammography unit to be present at North, Central, and South campuses, for employee preventive care services.

**What procurement process or bid waiver was used and why?** Not applicable

**Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?**  
Not Applicable

**What fund, cost center and line item(s) were used?** Not Applicable

**Has Broward College used this vendor before for these products or services?** Not Applicable

**Was the product or service acceptable in the past?** Not Applicable

**Was there a return on investment anticipated when entering this contract?** The ROI, in this case, is making preventive care easy and convenient for employees, who do not need to take several hours off work for a mammogram.

**Was that return on investment not met, met, or exceeded and how?** In 2022, 48 people were able to have a mammogram at North, Central, or South campus, and employees have been inquiring on the availability for this year.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Talent Activation - supporting employees

**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 document and deemed it acceptable to proceed. The Boca Raton Regional Hospital would not agree to enter into an agreement but did provide certificates of insurance related to worker's compensation and general liability.

### **FISCAL IMPACT:**

Description: No cost to college

# **Sophia Marie Galvin**

Sophia Marie Galvin, Vice President, Talent and Culture

7/29/2024

APPROVAL PATH: 12322 2024 Mutual Service Agreement-3D MammoVan

 **Workflow**

 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     | <b>Legal Services Review Group</b> | Review and Approval for Form and  |                   |  Completed |  |
| 4     | Board Clerk                        | Agenda Preparation  |                   |  Pending   |   |
| 5     | District Board of Trustees         | Meeting   | 10/08/24 11:00 AM |  Pending   |   |
| 6     | <b>Electronic Signature(s)</b>     | Signatures obtained via DocuSig  |                   |  Pending   |   |



### 2024 Mutual Service Agreement-3D MammoVan

Thank you for allowing the Christine E. Lynn Women's Institute to provide mammography screening for your participants using the MammoVan. In order for the event to run smoothly and be successful for all parties involved, certain criteria must be met by your facility (the Client). Please take the time to review the criteria to ensure they can be met as they are required in order to commit our services to your event. After this is completed and returned, we may visit the site to survey the area to ensure there is appropriate access and parking availability for the MammoVan.

#### Client Information:

Business Name: **Broward College**

Name and Email of Event Coordinator: **Lisa Elsinger: lelsinge@broward.edu**

Site Contact's Name and Cell Phone Number: **Lisa Elsinger, 608-514-4346**

Site Contact's Email Address: **lelsinge@broward.edu**

Street Address (LOCATION OF EVENT): **Central Campus, 3501 SW Davie Rd.**

City: **Davie** State: **FL** Zip Code: **33313**

Requested MammoVan Event Date & Time Frame(s): **November 14, 2024, 9 am-2 pm**

**\*Mammovan Parking Location MUST BE INCLUDED (in parking lot): Lot P**

**CRITERIA: All 6 criteria must be met/available in order to schedule the event. If the criteria cannot be met, the MammoVan will be unable to provide the services.**

1. The event must have a **minimum of 10 participants** scheduled **7 business days** prior to the event date.
2. Restrooms must be available for our staff during the event.
3. The Client or their designee must be on-site to greet the MammoVan personnel upon arrival for the event. MammoVan will arrive on site 30 – 45 minutes before the scheduled event.
4. The MammoVan is the size of city bus so adequate clearances are required. The dimensions of the MammoVan: **Length – 41' Width – 8'-5" Height – 11'-10"**
5. The Client must ensure there is adequate space to park the MammoVan. It requires 9 parking spaces. For the day of the event, the Client must ensure that the parking spaces for the MammoVan are clearly designated by using cones, rope, or flags.
  - a. **MammoVan Parking Requirements:**
    - i. Cannot be parked on gravel or grassy areas due to the use of stability jacks. It must be parked on flat, paved surfaces
    - ii. Cannot be parked in a fire lane, in handicap parking spaces, or blocking the flow of traffic
    - iii. Cannot be parked under low-hanging tree branches that will interfere with height of van
    - iv. Cannot maneuver up steep hills or ramps
6. To ensure proper registration and flow, we require that all appointments be scheduled at least two business days prior to the event as No Same Day Add-ons are permitted. Scheduling is easy using our online tool at [www.brrh.com/mammovan](http://www.brrh.com/mammovan) or by calling our scheduling department at 561-955-2734.

\_\_\_\_\_  
Contact Signature

\_\_\_\_\_  
Date

Boca Raton Regional Hospital  
Christine E. Lynn Women's Health and Wellness Institute-Center for Breast Care  
690 Meadows Road • Boca Raton, FL • 33486  
Main 561.955.5000 • Fax 561.955.2679



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Site Contact's Name and Cell Phone Number: **Lisa Elsinger, 608-514-4346**

Site Contact's Email Address: **lelsinge@broward.edu**

Street Address (LOCATION OF EVENT): **North Campus, 1000 Coconut Creek Blvd.**

City: **Coconut Creek** State: **FL** Zip Code: **33066**

Requested MammoVan Event Date & Time Frame(s): **November 12, 2024, 9 am-2 pm**

**\*Mammovan Parking Location MUST BE INCLUDED (in parking lot): Lot J**

**CRITERIA: All 6 criteria must be met/available in order to schedule the event. If the criteria cannot be met, the MammoVan will be unable to provide the services.**

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Site Contact's Name and Cell Phone Number: **Lisa Elsinger, 608-514-4346**

Site Contact's Email Address: **lelsinge@broward.edu**

Street Address (LOCATION OF EVENT): **South Campus, 7200 Pines Blvd.**

City: **Pembroke Pines** State: **FL** Zip Code: **333024**

Requested MammoVan Event Date & Time Frame(s): **November 19, 2024, 9 am-2 pm**

**\*Mammovan Parking Location MUST BE INCLUDED (in parking lot): Lot D**

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