



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with NASM (National Association of Schools of Music) for membership and renewal dues for the Music and Music Technology Programs. Fiscal Impact: \$1,199.00.

Presenter(s): Jamonica Rolle, Vice Provost, Academic Affairs

What is the purpose of this contract and why is it needed? National Association of Schools of Music Accreditation and Membership. As full member institution, Broward College is accredited through NASM to offer Music AA, and Music Technology AS programs. This is an annual, institutional membership fee.

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, this expenditure will make use of the budget established at the upcoming June Board of Trustees meeting.

What fund, cost center and line item(s) were used? FD100, CC0529; 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.

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

Was that return on investment not met, met, or exceeded and how?

Return on investment met as department renewed accreditation status and continued membership with NASM.

Does this directly or indirectly feed one of the Social Enterprise tactics and how?

Directly feeds the student empowerment and development Social Enterprise tactic by ensuring teaching and programmatic excellence.

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: Contract is for the total amount of \$1,199.00 against Worktags: CC0529, BU010, PG000013, FD100 Fund 1.

Jeffrey Nasse
























Jeffrey Nasse, Provost and SVP of Academic Affairs 7/10/2024

APPROVAL PATH: 12326 NASM (National Association of Schools of Music) Memberships FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Scott Miller	Dean Review (AHCD - AHD)		 Completed	
2	Jamonica Rolle	Vice Provost Review		 Completed	
3	Jeffrey Nasse	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Zaida Riollano	Procurement Approval		 Completed	
6	Rabia Azhar	CFO Review		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
6	Legal Services Review Group	Review and Approval for Form and		 Completed	
7	Board Clerk	Agenda Preparation		 Completed	
8	District Board of Trustees	Meeting	08/20/24 08:30 AM	 Pending	
9	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	

National Association of Schools of Music**INVOICE**

11250 Roger Bacon Drive
Suite 21
Reston, VA 20190
Fed Id: 42-6063572

Voice: (703) 437-0700
Fax: (703) 437-6312
<https://www.arts-accredit.org>

Invoice Number: I0547-M-ACCR24

BILL TO:

Broward College
3501 Southwest Davie Road
Davie, FL 33314

Customer ID	Payment Terms	Invoice Date
I0547	Net Due	6/24/2024

Description	Cost
2024-2025 COMMUNITY COLLEGES MEMBERSHIP DUES (SEPTEMBER 1 - AUGUST 31)	\$ 1,199.00

Total	\$1,199.00
Payment	
Balance	\$1,199.00

For your convenience, you may pay your invoice
with a *Mastercard, Visa or American Express* at <http://nasm.arts-accredit.org/>
