



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS (FAPPO) for membership renewal and dues for FY2024-2025 for the Procurement department. Fiscal Impact: \$275.00

Presenter(s): Rabia Azhar, Chief Financial Officer

What is the purpose of this contract and why is it needed? The Florida Association of Public Procurement Officials, Inc. ("FAPPO"), established in 1968, has been focused on and driven towards education, professional development, and agency collaboration and cooperation through networking. FAPPO strives to provide its members with opportunities to advance their public procurement expertise in order to convey current best practices, industry standards, and professional services to their agencies.

FAPPO has a membership of around 1,000 public procurement professionals represented by over 300 agencies throughout the State of Florida, including municipalities, counties, state, special districts and authorities, universities, colleges, school boards, public utilities and sheriff offices. The membership provides its own resource of knowledge, experience, and expertise regarding the ins and outs of public procurement and a huge source of information to the members. Access to these resources and sources of information through FAPPO provides a helpful tool for the Procurement department staff.

Procurement is requesting to renew the membership for FY2024-2024 for its current procurement staff, which includes 2 managers, 1 procurement officer and 3 buyers.

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 Statue 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 Statue 119.07.

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?

FD100, CC0229, GLC: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? The ROI is the access to a valuable source of information for the procurement staff.

Was that return on investment not met, met, or exceeded and how? Met, as membership in FAPPO provides development in the procurement career and professional future.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Staff professional development and community networking.

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: \$275.00 BU204 CC0229 FD100 PG000207

08/20/24

CC0229 · Procurement

(\$275.00)

Rabia Azhar

Rabia Azhar, CFO











7/12/2024

APPROVAL PATH: 12340 Florida Association of Public Procurement Officials (FAPPO) Membership
Renewal & Dues FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Orlando Aponte	Director Review		✔ Completed	
2	Zaida Riollano	AVP Review		✔ Completed	
3	Rabia Azhar	CFO Review		✔ 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	

Florida Association of Public Procurement Officials

P.O. Box 622612
Orlando, FL 32862-2612

INVOICE 2870



Broward College

Invoice # 2870
Invoice Date 06/28/2024
Invoice Due 06/30/2024

Amount Due	\$ 275.00
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Transactions

Description	Amount
Membership Renewal - Agency - Broward College - (through June 30, 2025) Orlando Aponte Aaron McGibbon Beau Mitchell Crystal Riollano Zaida Riollano Yolaina Ruiz	\$ 275.00

Total Amount	\$ 275.00
Amount Paid	-\$ 0.00
Amount Due	\$ 275.00