



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with AIRGAS USA LLC for rental of cylinders for Oxygen in the Health Sciences Simulation Center on an-needed basis during FY2024-2025. Fiscal Impact: Estimate \$5,000.00**

**Presenter(s):** Donald Astrab, VP, Academic Operations, Analytics, & Comm

**What is the purpose of this contract and why is it needed?** The oxygen is required for training the following programs on an on-needed basis during FY 2024-2025:

- Nursing
- Paramedic
- Respiratory Therapy

We rent oxygen in cylinders from AIR GAS USA, LLC for usage during certain simulations that require oxygen for the learning session. If the Simulation Center does not provide realistic equipment for our learners, we can potentially do more harm and incorrectly train our future healthcare professionals. It is essential that they learn using the exact equipment found at the local hospitals and areas of their field of work.

**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. 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?** FD100; CC0334; GLC- 65500: Educational, Office / Department Material & Supplies.

**Has Broward College used this vendor before for these products or services?** Yes.

**Was there a return on investment anticipated when entering this contract?** The ROI is to provide proper training with the accurate equipment that mimics what the Nursing, Paramedic and Respiratory students will encounter at their clinical sites. The Simulation Center is a simulated hospital that requires oxygen to operate as a working facility, such as a hospital would. The tanks of oxygen we use have certain gauges, pressures, and very specific requirements to use. Meaning that we need to make sure no learner leaves here without knowing how to administer the correct volume of oxygen to a patient, as it can be a life-or-death situation if it were done wrong.

**Was that return on investment not met, met, or exceeded and how?** We exceeded expectations since the cylinders are not damaged due to improper use and there were no injuries, as the tanks can potentially be hazardous in the wrong hands. The Simulation Center succeeds at keeping our learners, staff/faculty safe but with the best outcome for our students. The students learn a crucial skill here in a safe setting before using it in a situation where it can go wrong, real fast if they were not trained the right way.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Not Applicable.

**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 \$5,000.00 for CC0334; BU010; FD100, PG000168.

<b>06/25/24</b>	<b>CC0344 · Sim Center Administration</b>	<b>(\$5,000.00)</b>
	Decrease from Budget for Service	

**Jeffrey Nasse**  
 Jeffrey Nasse, Provost and SVP of Academic Affairs






















6/4/2024

APPROVAL PATH: 12339 SACRAO Membership and Renewal Dues FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Lilia Chavarria	Senior Director Review		 Completed	
2	Donald Astrab	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	<b>Legal Services Review Group</b>	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	<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:** AIRGAS USA LLC will be responsible for the following services:

**Oxygen Tanks and Cylinders Supply:**

- Delivery of specified gas, oxygen in required quantities as per the Health Sciences Simulation Centers order. Routine inspection and maintenance of equipment to ensure safety and optimal performance.
- Regular monitoring of gas levels and proactive replenishment to ensure uninterrupted supply. Airgas commits to delivering gases of the highest quality and purity standards, conforming to industry regulations and specifications.

**Equipment Provision:**

- Provision of gas cylinders, tanks, regulators, and other necessary equipment as per the client's requirements.

**Emergency Response:**

- Prompt response to any emergency gas-related situations, including leaks or supply disruptions and implementation of safety protocols and coordination with relevant authorities as necessary.

**Deliverables:**

- Scheduled deliveries of industrial gases according to the agreed-upon frequency and quantities.
- Properly functioning gas cylinders, regulators, and associated equipment.
- Documentation of maintenance activities and safety inspections conducted on equipment.
- Prompt resolution of any service requests or technical issues raised by the Client.

**Delivery Schedule:**

- Delivery of oxygen and equipment shall be scheduled as needed based on the Health Sciences Simulation Centers requirements and communicated in advance.

**Compensation: Total Amount- \$5,000.00 for FY 2024-2025:**

Unit pricing for services per attached.



AIRGAS USA, LLC  
 7280 NW 58TH ST  
 MIAMI FL 33166-3719  
 T: 305-592-3840  
 F: 305-592-6827

# QUOTATION

YOU CAN PLACE THIS ORDER  
 ON [WWW.AIRGAS.COM](http://WWW.AIRGAS.COM)

**Quote For:** 3085101  
 BROWARD COLLEGE  
 HEALTH SCIENCES SIMULATION CENTER  
 BLDG BLDG 1008 RM RM 200  
 3501 DAVIE RD  
 DAVIE FL 33314-1604  
 T: 954-201-4388

**Sold To:** 1335032  
 SANDRA GANS  
 BROWARD COLLEGE  
 BLDG 1008 RM 200  
 5301 SW DAVIE RD  
 DAVIE FL 33314-1604  
 T: 954-201-5315

Quote Number	2012524748
Quote Date	05/14/2024
Prepared By	Jacob Sebrell
Contact Phone	
Account Manager	LINDSEY SPENCER
PO Number	
Release Number	
Ordered By	

Item	Material/Description	Plant	Order Qty	UM	Vol/Wt	UM	Unit Price	UM	Ext Price
10	<b>OX USP125</b> OXYGEN USP SIZE 125 CGA 540	SO50	1	CL	127	FT3	36.68	CL	36.68 (H)
20	<b>OX USP200</b> OXYGEN USP SIZE 200 CGA 540	SO50	1	CL	251	FT3	42.30	CL	42.30 (H)
30	<b>OX USPE</b> OXYGEN USP SIZE E CGA 870	SO50	1	CL	25	FT3	25.45	CL	25.45 (H)
40	<b>SECMISC</b> SERVICE CHARGE MISCELLANEOUS CPN: OX USP125 MONTHLY RENT	SO50	1	EA			14.11	EA	14.11
50	<b>SECMISC</b> SERVICE CHARGE MISCELLANEOUS CPN: OX USP200 MONTHLY RENT	SO50	1	EA			14.11	EA	14.11
60	<b>SECMISC</b> SERVICE CHARGE MISCELLANEOUS CPN: OX USPE MONTHLY RENT Energy Charge Fuel Surcharge Flat Airgas Hazmat Charge (H) - see Itemized Charges on reverse or visit <a href="http://www.Airgas.com/terms-of-sale">www.Airgas.com/terms-of-sale</a>	SO50	1	EA			10.15	EA	10.15 4.57 16.17 32.97

Incoterms	Airgas Truck
Shipping Method	Airgas Truck
Payment Terms	NET 30

<b>Quote Amount</b>	196.51
Sales Tax	0.00
<b>Quote Total</b>	196.51

**PLEASE REFER TO THIS QUOTATION WHEN ORDERING.**  
**TERMS AND PRODUCT PRICING ARE VALID UNTIL 06/12/2024**  
**SURCHARGES, TAXES & FREIGHT MAY NOT BE INCLUDED OR MAY CHANGE AT TIME OF BILLING.**  
**Airgas reserves the right to decline or cancel any order at any time prior to shipment. For more information about returns and cancellations, please visit us online at [Airgas.com/terms-of-sale](http://Airgas.com/terms-of-sale).**

Comments :



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
06/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Central, Inc. Philadelphia PA Office 100 North 18th Street 15th Floor Philadelphia PA 19103 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): (866) 283-7122      FAX (A/C. No.): (800) 363-0105		
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b> American Air Liquide Inc. Airgas, Inc. 259 N. Radnor Chester Road Radnor PA 19087-5240 USA	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Indian Harbor Insurance Company		36940
	INSURER B: Starr Indemnity & Liability Company		38318
	INSURER C: Starr Specialty Insurance Company		16109
	INSURER D:		
	INSURER E:		
INSURER F:			

Holder Identifier :

**COVERAGES**      **CERTIFICATE NUMBER: 570106711971**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1000090660241	07/01/2024	07/01/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$1,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>  <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1000635788241 AOS 1000635789241 MA	07/01/2024	07/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			1000004702 FL, MA 1000004704 WI	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

Certificate No : 570106711971

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Broward College North Campus is included as Additional Insured in accordance with the policy provisions of the General Liability policy.

**CERTIFICATE HOLDER****CANCELLATION**

Broward College North Campus 1000 Coconut Creek Parkway Building 41, Room 103D Coconut Creek FL 33066 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  <i>Aon Risk Services Central, Inc.</i>





# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Central, Inc.		NAMED INSURED American Air Liquide Inc.	
POLICY NUMBER See Certificate Number: 570106711971			
CARRIER See Certificate Number: 570106711971	NAIC CODE	EFFECTIVE DATE:	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

WC Continued / Named Insured List

Workers Compensation:

Policy No: 1000004701 (AOS)  
 Policy Period: 7/01/2024 - 7/01/2025  
 Insurer: Starr Specialty Insurance Company  
 Limits: Same as the workers Compensation and Employers Liability limits shown on the first page of the Certificate

Policy No: 1000004703 (AK, AZ, CT, IA, NC, NJ, NY, VT)  
 Policy Period: 7/01/2024 - 7/01/2025  
 Insurer: Starr Specialty Insurance Company  
 Limits: Same as the workers compensation and Employers Liability limits shown on the first page of the Certificate

Policy No: 1000004712 (USL&H)  
 Policy Period: 7/01/2024 - 7/01/2025  
 Insurer: Starr Indemnity & Liability Company  
 Limits: Same as the workers Compensation and Employers Liability limits shown on the first page of the Certificate

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 NAMED INSUREDS ON THE ABOVE-REFERENCED POLICIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING COMPANIES:

- American Air Liquide Inc.
- Air Liquide Helium America, Inc.
- Air Liquide Advanced Technologies U.S. LLC
- Air Liquide America L.P.
- Air Liquide USA LLC
- Air Liquide Large Industries U.S. LP
- Air Liquide Electronics U.S. LP
- Air Liquide Global E&C Solutions US Inc.
- Air Liquide Technical Services LLC
- Air Liquide Global E&C Solutions Mexico LLC
- Air Liquide Advanced Materials Inc.
- Air Liquide Advanced Materials LLC
- Airgas, Inc.
- Airgas Carbonic, Inc.
- Airgas Doral, Inc.
- Airgas Merchant Gases, LLC
- Airgas Priority Nitrogen, LLC
- Airgas Safety, Inc.
- Airgas Specialty Products, Inc.
- Airgas USA, LLC
- Airgas Nitrogen Services, LLC
- Nitrous Oxide Corporation
- Red-D-Arc Inc.