



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with AIRGAS USA LLC for oxygen refills to customer owned cylinders as needed throughout the fiscal year (2024-2025) for Respiratory, Dental Assisting and EMS Program in Health Sciences Department. Fiscal Impact: \$5,500.00.

Presenter(s): Jeffrey Guild,

What is the purpose of this contract and why is it needed? An oxygen refill service is necessary to replenish the existing cylinders as needed for the Respiratory Care, Dental Assisting and EMS Program in the Health Sciences department for student training on an on- needed basis during FY2024-2025.

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, this is a budgeted expenditure.

What fund, cost center and line item(s) were used? Budget Line: GLC 65500 CC0525, CC0104, CC0092, FD100.

Has Broward College used this vendor before for these products or services? Yes, several departments use oxygen gas for health sciences student training including Respiratory Therapy, Dental Assisting, and EMS.

Was the product or service acceptable in the past? Yes, service was acceptable, and they offer weekly pick up & delivery service.

Was there a return on investment anticipated when entering this contract? Yes. Health Science students need to train with actual oxygen gas present in cylinders as if they were treating actual patients in a health care setting. Some of the equipment will only function with real oxygen gas.

Was that return on investment not met, met, or exceeded and how? The return on investment was met. By training with the same equipment used by pre-hospital providers in the field, Respiratory Care, Dental Assisting and EMS students are better prepared for real world experience once they are working in the hospital setting.

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. Use of real world equipment and supplies allows the BC health science students to meet all clinical requirements, graduate, and sit for certification. This, in turn prepares students for entry level employment that will lead to permanent careers.

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 \$5,500.00 total for the 3 Health Science Programs: Respiratory Care, Dental Assisting and EMS.

Respiratory Care: \$3,000.00, CC0525, FD100, BU020, PG000049

Dental Assisting: \$1,000, CC0092, FD100, BU020, PG

EMS: \$1500, CC0104, FD100, BU020, PG000052

05/30/24	CC0092 · Dental Science	(\$1,000.00)
05/30/24	CC0104 · Emergency Medical Technology	(\$1,500.00)
05/30/24	CC0525 · Cardiorespiratory	(\$3,000.00)
TOTAL:		(\$5,500.00)

Jamonica Rolle

Jamonica Rolle, Vice Provost, Academic Affairs

8/19/2024

APPROVAL PATH: 12237 AIRGAS USA LLC - Oxgen Refills Health Sciences (FY2024-2025)

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Nora Powell	Dean Review		 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		 Pending	
8	District Board of Trustees	Board Meeting	09/24/24 11:00 AM	 Pending	
9	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	



Purchase Order
Statement of Work
Exhibit "A"

Description of Services:

Airgas, Inc. will be responsible for the following services:

Oxygen Tanks and Cylinders Supply:

- Delivery of specified gas, oxygen in required quantities as per the Health Science programs (Respiratory Care, Dental and EMS) 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 Programs requirements and communicated in advance.

Compensation: Total Amount - \$5,500 for FY 2024-2025

Unit pricing for services per attached