



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with SIVCO, Inc. for the software renewal to service the laboratory inventory for the Science Department by utilizing bid waiver (Information technology). Fiscal Impact: Estimated \$2,100.00 (cumulative \$12,200.00).**

**Presenter(s):** Jeffrey Guild,

**What is the purpose of this contract and why is it needed?** CHEMATIX© Chemical Management Software provides modules for inventory management and resource management. Access to remotely installed production system is provided by SIVCO, Inc. Laboratory inventory tracking has no limitation of the registered or concurrent users. Annual Software-as-a-Service usage fee includes hosting, upgrade, maintenance and support for North and South Campuses science laboratories during FY2024-2025. SIVCO, Inc. has provided excellent service to the College in the past and offers competitive pricing.

This software allows our chemical inventory to be accurate, organized and informative. Every in-house chemical is barcoded and inputted in the management system. This allows lab staff and faculty to manage and coordinate relevant federal and state protocols for the safe handling and storage of chemicals. Which in turn facilitates the safe handling and use of these chemicals by our students in their various science lab courses and is crucial to student learning outcomes and meeting specific course objectives.

**What procurement process or bid waiver was used and why?** The College used the bid waiver exemption provided for the information technology resources in accordance with FLDOE Rule 6A-14.0734(2)(g) and College Procedure 6AHx2-6.34 which cites the exception to the requirement to solicit competitive offers.

**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?** FD101, CC0031,CC0218, GLC:65500:Software Subscriptions (Cloud, SaaS,PaaS,more).

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

**Was the product or service acceptable in the past?** Yes, we have always had excellent quality products and good customer service.

**Was there a return on investment anticipated when entering this contract?** Yes, academic progression, standardization, and continuity, enabling all science students to have an equal learning experience on the cutting-edge equipment in the medical field.

**Was that return on investment not met, met, or exceeded and how?** This return on investment was exceeded in the quality of the safe handling and use of these chemicals by Faculty and Staff, which resulted in consistent student engagement in scientific experimentation and study.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** This directly impacts Empower Student Development as these labs reinforce concepts and theory taught in the lecture course. Students learn valuable lessons in problem solving and critical thinking through experimentation.

**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: Approximately \$2,100.00 total. (Approx.\$400 from CC0031/FD101/BU030/PG000002 South Campus; Approx.\$850.00 from CC0031/FD101/BU020 ; Approx.\$850.00 from CC0218/FD101/BU020/PG000008

<b>06/25/24</b>	<b>CC0031 · Biological Science</b>	<b>(\$400.00)</b>
	South Campus	
<b>06/25/24</b>	<b>CC0218 · Physical Science</b>	<b>(\$850.00)</b>
	North Campus	
<b>06/25/24</b>	<b>CC0031 · Biological Science</b>	<b>(\$850.00)</b>
	North Campus	
		<b>TOTAL: (\$2,100.00)</b>

**Jo Anderson**  
Jo Anderson 8/15/2024
















APPROVAL PATH: 12415 SIVCO, Inc. - FY2024-2025 - Software as a Service Renewal

 **Workflow**

 Synchronize Routing

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Nichole Vaughan	Dean Review		Completed	
2	Jamonica Rolle	Vice Provost Review		Completed	
3	Alina Gonzalez	Review		Completed	
4	Raj Mettai	Review		Completed	
5	Jeffrey Nasse	Provost and SVP of Academic Affair		Completed	
6	Natalia Triana-Aristizabal	Contracts Coordinator		Completed	
7	Zaida Riollano	Procurement Approval		Completed	
8	Rabia Azhar	CFO Review		Completed	
8	Christine Sims	Budget Departmental Review		Completed	
8	<b>Legal Services Review Group</b>	Review and Approval for Form and		Completed	
9	Board Clerk	Agenda Preparation		Pending	
10	District Board of Trustees	Meeting	09/04/24 11:00 AM	Pending	
11	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		Pending	
12	Natalia Triana-Aristizabal	Contracts Coordinator		Pending	



**EXHIBIT "A" to Purchase Order  
STATEMENT OF WORK**

**Description of Services:**

**SIVCO, INC.**, provides CHEMATIX® Chemical Management Software with modules of Inventory Management and Resource Management. This is an annual Software-as-a-Service agreement. Service includes hosting, upgrading, maintaining, and supporting North and South Campuses.

Without this Software-as-a-Service chemical management system the safety and integrity of our science experiments would be compromised and unsafe. In summary, this provides the following:

1. Chemical Inventory Management.
2. Hazardous safety reports and protocol enabling.
3. Facilitates compliance with federal, state, and local laws and regulations.

**Location:**

North Campus  
1000 Coconut Creek Blvd  
Coconut Creek, FL 33066  
57/176

South Campus  
7200 Pines Blvd  
Pembroke Pines, FL 33024  
66/206

**Total Consideration Payable for the Services: \$2,100.00**