



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with ECM Holding Group, Inc. for science lab fume hood certification on an as needed basis college wide. Fiscal Impact: Estimated \$10,000.00

Presenter(s): Deborah Czubkowski, VP Facilities Management

What is the purpose of this contract and why is it needed? The purpose of this contract is for ECM Holding Group, Inc. to provide certification for the science lab fume hoods college wide during FY2024-2025. This contract is needed so ECM Holding Group can provide a complete inspection of each science lab fume hood collegewide on an as needed basis in accordance with the American National Standards Institute ANSI/ASSP Z9.5-2022 and OSHA 1910.1450. This is imperative to the operations of the College.

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 per campus location 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 part of the 2024/2025 fiscal year's budget.

What fund, cost center and line item(s) were used? FD100, CC0145 (GLC:62500).

Has Broward College used this vendor before for these products or services? Yes, this vendor has performed fume hood inspections for college-wide science labs.

Was the product or service acceptable in the past? Yes, this vendor inspected and made sure our fume hoods were safe for our students.

Was there a return on investment anticipated when entering this contract? Yes, lab and student safety is priority.

Was that return on investment not met, met, or exceeded and how? Met, this vendor performs inspection and repair of our hoods and certify the hoods for operation.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Indirectly, by providing safe labs for our students.

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 \$10,000.00. Worktags: FD100, CC0145, BU201, PG000226, GLC62500.

Donald Astrab

Donald Astrab, VP, Academic Operations, Analytics, & Comm

5/30/2024





















APPROVAL PATH: 12144 ECM Holding Group, Inc. - Fume Hood Certification - FY2024-2025

 **Workflow**

 Synchronize Routing

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Deborah Czubkowski	VP, Facilities Management		 Completed	
2	Donald Astrab	Chief Operating Officer		 Completed	
3	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
4	Zaida Riollano	Procurement Approval		 Completed	
5	Christine Sims	Budget Departmental Review		 Completed	
6	Rabia Azhar	CFO Review		 Completed	
7	Legal Services Review Group	Review and Approval for Form and		 Completed	
8	Board Clerk	Agenda Preparation		 Pending	
9	District Board of Trustees	Meeting	09/24/24 11:00 AM	 Pending	
10	Electronic Signature(s)	Signatures obtained via DocuSig 		 Pending	
11	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	



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

Description of Services:

ECM service will provide a complete inspection of each fume hood collegewide in accordance with the American National Standards Institute ANSI/ASSP Z9.5-2022 and OSHA 1910.1450:

- Calibrate air flow sensors to maintain air flow suction above NFPA 45 recommendation of 25 CFM per interior square foot of work area.
- Inspect fume hood for signs of rust and damage.
- Inspect and test fume hood motor, blower, and fan belts for efficiency.
- Inspect and test all speed control devices, switches, and alarms.
- Inspect and test protective glass sash mobility.
- Inspect and test air containment is being maintained at 100 percent.
- Troubleshoot any performance issues found with facilities and EH&S (Environmental Health and Safety).

Fume Hoods are required to be inspected yearly collegewide by the State of Florida. The benefit of inspecting the fume hoods is to ensure students and faculty are protected from the dangerous fumes given off while performing laboratory experiments for chemistry and physical science classes. The college has 49 fume hoods over the 3 campuses and 2 sites. The yearly Testing and Inspection Service includes any possible Recertification Service needed for inspection failures at North Campus, Central Campus, South Campus, Miramar West Center, and the Downtown Center.

Total Consideration Payable for the Service:

Compensation will not exceed \$10,000 collegewide. It shall be paid to ECM Holding Group, Inc. under the terms of this agreement.