



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with HealthFirst for membership dues and renewal for the Dental Assisting/ Dental Hygiene Program. Fiscal Impact: \$1,059.00

Presenter(s): Jeffrey Guild, Vice Provost, Academic Affairs

What is the purpose of this contract and why is it needed? This membership with the HealthFirst Annual Program allows the Broward College Dental Clinic to have medications and other medical kit supplies replenished annually prior to expiration. This is purchased through HealthFirst at a fixed price. This subscription additionally replenishes up to two depleted medications per year at no extra cost.

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 Statute 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 Statute 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, CC00092, CC0354, 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? Yes.

Was that return on investment not met, met, or exceeded and how? Met.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Yes, this is a membership renewal with Health First which feeds the Social Enterprise tactic-Answer the Call for Healthcare Professionals and Actualize Employment tactics.

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: \$1,059.00 CC0092, CC0354 BU020, FD100, PG000065, PG000051

08/20/24

CC0092 · Dental Science

(\$529.50)

| | |
|---------------|---------------------|
| TOTAL: | (\$1,059.00) |
|---------------|---------------------|

Jamonica Rolle

Jamonica Rolle, Vice Provost, Academic Affairs

8/28/2024