

THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL UNTIL APPROVED BY THE COMMITTEE AT THE SUBSEQUENT MEETING.



Committee on Contracts and Procurement, 11:00 AM Minutes

Broward College

Tuesday, November 12, 2024 11:00 AM EST

@ Willis Holcombe Center, 111 East Las Olas Boulevard, Room 1208, Fort Lauderdale, FL 33301

Attendance

Present:

Chair Alexis Yarbrough, Trustee Mario Zanotti, and Trustee Michael Caschette appeared in person for the Committee meeting. Also present were President Dr. Donald Astrab, outside counsel Kristina Raattama, the President's cabinet and other Broward College Staff. The meeting started at 11:06 a.m

I. APPROVAL OF THE MINUTES OF THE OCTOBER 8, 2024 CONTRACTS AND PROCUREMENT COMMITTEE MEETING

[10.08.24 Committee on Contracts and Procurement, 11 00 AM Minutes.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Committee meeting of October 8, 2024. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

II. RECOMMENDATION OF CONTRACTS TO BROWARD COLLEGE DISTRICT BOARD OF TRUSTEES FOR APPROVAL

A. \$325,000.01 and Over

1. Commercial Drivers License (CDL) Training Services - RFP-2024-019-OA (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (contract for services) with FleetForce LLC dba FleetForce Truck Driver Training, MB United, Inc. dba Star CDL Academy, Rock Gate Capital LLC dba 160 Driving Academy, and STVT-AAI Education Inc. dba Ancora Training (RFP-2024-019-OA - CDL TRAINING SERVICES) to provide commercial drivers license (CDL) training services in support of sustaining the Job Growth Workforce Training Grant. Fiscal Impact: Estimated \$10,000,000.00 (\$2,000,000.00/year) spend over 5 years through various funding sources.

[📄 Commercial Drivers License \(CDL\) Training Services - RFP-2024-019-OA 11548.pdf](#)

Motion:

Chair Yarbrough made a motion to recommend for approval the standard agreement (contract for services) with the two licensed vendors which are FleetForce LLC dba FleetForce Truck Driver Training and Rock Gate Capital LLC dba 160 Driving Academy. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Pro Energy Fleet Fueling LLC (Bulk Fuel, Gasoline and Diesel) 15100000-19-1 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority on the previously approved State of Florida Department of Management Services Contract 15100000-19-1 with Pro Energy Fleet Fueling LLC to provide bulk fuel, gasoline and diesel collegewide.
Fiscal Impact: Estimated \$100,000.00 (Cumulative \$420,800.00).

[📄 Pro Energy Fleet Fueling LLC \(Bulk Fuel, Gasoline and Diesel\) 15100000-19-1 12486.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval an increase in fiscal authority on the previously approved State of Florida Department of Management Services Contract 15100000-19-1 with Pro Energy Fleet Fueling LLC. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

- B. \$65,000.01 up to \$325,000

1. Medline Industries, LP. - E&I Contract CNR01385 Medical Surgical Products & Equipment (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the increase in fiscal authority with Medline Industries LP. through the E&I Contract CNR01385 for the purchase of medical surgical products and equipment by utilizing bid-waiver (piggyback).
Fiscal Impact: Estimated \$150,000.00 (cumulative \$321,877.00)

 [Medline Industries, LP. - E&I Contract CNR01385 Medical Surgical Products & Equipment 12477.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the increase in fiscal authority with Medline Industries LP. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

C. \$35,000.01 up to \$65,000

1. Advanced Control Corporation (Building Automation Control) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that Broward College District Board of Trustees authorize a standard agreement (blanket purchase order) with Advanced Control Corporation for the electrical and building automation systems maintenance of the HVAC Systems collegewide on an as-needed basis during the FY2024-2025 by utilizing a bid waiver (sole source).

Fiscal Impact: Estimated \$64,000.00

 [Advanced Control Corporation \(Building Automation Control\) FY2024-2025 12230.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (blanket purchase order) with Advanced Control Corporation. Trustee Caschette made the motion with a second by Trustee Zanotti.


The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

D. \$10,000.01 up to \$35,000

1. Eric Camarda dba No Wanna Iguana (Wildlife Removal) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase orders) with Eric Camarda dba No Wanna Iguana for wildlife trapping, relocation & removal services as needed collegewide for FY2024-2025.

Fiscal Impact: Estimated \$35,000.00

 [Eric Camarda dba No Wanna Iguana \(Wildlife Removal\) FY2024-2025 12325.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase orders) with Eric Camarda dba No Wanna Iguana. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. All Points Mobile Shredding (Document Shredding Services) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with ALL POINTS Mobile Shredding for shredding services and destruction of confidential materials collegewide for FY2024-2025.

Fiscal Impact: Estimated \$35,000.00

 [All Points Mobile Shredding \(Document Shredding Services\) FY2024-2025 12548.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase order) with ALL POINTS Mobile Shredding. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

3. CorpDeveloper Investments LLC/BCEX Accelerator Program (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the standard contract for services with CorpDeveloper Investments LLC for the development, implementation, and facilitation of the BCEX Accelerator program, a non-credit workshop.

Fiscal Impact: Estimated \$11,000.00

 [CorpDeveloper Investments LLC/BCEX Accelerator Program 12545.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard contract for services with CorpDeveloper Investments LLC. Trustee Caschette made the motion with a second by Trustee Zanotti.


The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

E. \$0 to \$10,000

1. Healthcare Environmental Services LLC - Biomedical Waste Collection and Disposal Services (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with Healthcare Environmental Services LLC for Biomedical Waste Collection and Disposal Service Collegewide during FY2024-2025.

Fiscal Impact: Estimated \$10,000.00

 [Healthcare Environmental Services LLC - Biomedical Waste Collection and Disposal Services 12158.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase order) with Healthcare Environmental Services LLC. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. Communication Access Services, Inc. - Repairs and Maintenance Services South Campus FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with Communications Access Services, Inc. to provide repair and maintenance services to the access control doors and gates, burglar alarm, CCTV, structured cabling (voice & data, WAP), public address system, bi-directional amplifier system (BDA), and video intercom for the South Regional Library on the Broward College South Campus during FY2024-2025.

Fiscal Impact: \$10,000.00

 [Communication Access Services, Inc. - Repairs and Maintenance Services South Campus FY2024-2025 12431.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase order) with Communications Access Services, Inc. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

3. Discovery Tank Testing, Inc. (Fuel Tank Monitoring) FY2024-2025
(Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with Discovery Tank Testing, Inc. for the compliance testing and recertification of all fuel tank monitoring devices collegewide for FY2024-2025.

Fiscal Impact: Estimated \$3,000.00

 [Discovery Tank Testing, Inc. \(Fuel Tank Monitoring\) FY2024-2025 12159.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (blanket purchase order) with Discovery Tank Testing, Inc. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

4. NFPA International Membership - Dues & Renewal FY2024-2025
(Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the National Fire Protection Association (NFPA International) for membership dues and renewal for FY2024-2025 for the Facilities Management Department.

Fiscal Impact: Estimated \$175.00

 [NFPA International Membership - Dues & Renewal FY2024-2025 12164.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with the National Fire Protection

Association (NFPA International). Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

5. ADP & Associates Professional Inspections.(Spring 2025) Rope Course Inspection Services (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with ADP & Associates Professional Inspectors, Inc. for the annual mandatory permit inspection of the ropes course at Tigertail Lake Center in March 2025. Fiscal Impact: \$4,000.00.

 [ADP & Associates Professional Inspections.\(Spring 2025\) Rope Course Inspection Services 12457.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval a non-standard agreement with ADP & Associates Professional Inspectors, Inc. Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

6. Darryl Nobles - DreamFocus Photography Services FY2024-2025 (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with Darryl Nobles - DreamFocus Photography for photography, editing and archiving services for General Photography Community Relations FY2024-2025. Fiscal Impact: \$2,800.00

 [Darryl Nobles - DreamFocus Photography Services FY2024-2025 12484.pdf](#)

Motion:


Chair Yarbrough made a motion to recommend for approval the standard agreement (blanket purchase order) with Darryl Nobles - DreamFocus Photography. Trustee Caschette seconded.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

7. Luiz Morizot-Leite - Lifeguard Instructor Training & Certification (FY2024-2025) (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Luiz Morizot-Leite for lifeguard instructor training and certification services at Tigertail Lake Center.

Fiscal Impact: \$2,000.00

 [Luiz Morizot-Leite - Lifeguard Instructor Training & Certification \(FY2024-2025\) 12435.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Luiz Morizot-Leite. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

8. TruBlue LLC DBA Head Rush Technologies (QuickFlight Annual Service FY2024-2025) (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with TruBlue LLC DBA Head Rush Technologies for the mandatory annual service for the QuickFlight Free Fall Devices at Tigertail Lake. Fiscal Impact: \$1,154.00

 [TruBlue LLC DBA Head Rush Technologies \(QuickFlight Annual Service FY2024-2025\) 12540.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with TruBlue LLC DBA Head Rush Technologies. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

9. Cocktail Hour Entertainment Inc. - Welcome Back Bash 2025 (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide services for the Welcome Back Bash 2025.
Fiscal Impact: Estimated \$8,400.00.

 [Cocktail Hour Entertainment Inc. - Welcome Back Bash 2025 12528.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide services for the Welcome Back Bash 2025. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

10. Esther Budebo dba Terry's Face Painting, Inc. - Collegewide Events Spring 2025 (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Esther Budebo dba Terry's Face Painting, Inc. to provide services for the college-wide events during the month of January & April 2025. Fiscal Impact: Estimated \$7,200.00

 [Esther Budebo dba Terry's Face Painting, Inc. - Collegewide Events Spring 2025 12539.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Esther Budebo dba Terry's Face Painting, Inc. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

11. Cocktail Hour Entertainment, Inc. - Student Life Awards Banquet 2025 (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide entertainment services for the Student Life Awards Banquet 2025 on April 16, 2025.

Fiscal Impact: Estimated \$6,350.00

 [Cocktail Hour Entertainment, Inc. - Student Life Awards Banquet 2025 12555.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide entertainment services for the Student Life Awards Banquet 2025 on April 16, 2025. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

12. G-Men Corp. dba South Florida Bounce & Slide - Spring 2025 Events (STUDENT ACTIVITY FEES) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with G-Men Corp dba South Florida Bounce & Slide to provide services for the Student Life Spring 2025 events in April 2025.
Fiscal Impact: Estimated \$4,110.00

 [G-Men Corp. dba South Florida Bounce & Slide - Spring 2025 Events 12531.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with G-Men Corp dba South Florida Bounce & Slide. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

13. Lindsay Garritson (RDL Classical Series Guest Artist Spring 2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Lindsay Garritson for guest artist services for the Rosemary Duffy Larson Classical Music Series and Music Program.
Fiscal Impact: \$2,000.00.

 [Lindsay Garritson \(RDL Classical Series Guest Artist Spring 2025\) 12557.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Lindsay Garritson. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

14. National Marine Electronics Association (NMEA) Membership Renewal and Dues FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with National Marine Electronics Association (NMEA) for membership renewal and dues for FY2024-2025.

Fiscal Impact: \$250.00

 [National Marine Electronics Association \(NMEA\) Membership Renewal and Dues FY2024-2025 12022.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with National Marine Electronics Association (NMEA). Trustee Zanotti made the motion with a second by Trustee Caschette.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

15. American Association of Colleges of Nursing (AACN) Membership Dues and Renewal FY2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with American Association of Colleges of Nursing (AACN) for membership dues and renewal FY2024- 2025.

Fiscal Impact: \$5,876.00

 [American Association of Colleges of Nursing \(AACN\) Membership Dues and Renewal FY2024-2025 12467.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with American Association of Colleges of Nursing (AACN). Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

16. RTS Publishing/Kettering National Seminars - CRT/RRT Review 2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard contract (purchase order) with RTS Publishing (Kettering National Seminars) to provide students with a review course to help them pass the NBRC (CRT/RRT) examination (licensure).
Fiscal Impact: \$4,830.00.

 [RTS Publishing/Kettering National Seminars - CRT/RRT Review 2024-2025 12522.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval the standard contract (purchase order) with RTS Publishing (Kettering National Seminars). Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

17. Arts28 LLC - Guest Artist Services (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Arts28 LLC for guest artist services for the Rosemary Duffy Larson Classical Music Series and Music Program.
Fiscal Impact: \$4,200.00.

 [Arts28 LLC - Guest Artist Services 12556.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval the standard agreement (purchase order) with Arts28 LLC. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

18. Matt A Clemens - Professional Music and Vocal Coaching Services (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Matt A Clemens to provide professional

music and vocal coaching services for the Spring 2025 Theatre Productions Play The Spoken Word.
Fiscal Impact: \$2,000.00

 [Matt A Clemens - Professional Music and Vocal Coaching Services 12536.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with Matt A Clemens. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

19. Airgas USA LLC - Rental Gas Cylinders - FY2024-2025 Science & Wellness Laboratories (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with AIRGAS USA LLC for rental of gas cylinders in the Science & Wellness Laboratory on an-needed basis during FY2024-2025.
Fiscal Impact: Estimated \$1,100.00

 [Airgas USA LLC - Rental Gas Cylinders - FY2024-2025 Science & Wellness Laboratories 12434.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a non-standard agreement with AIRGAS USA LLC. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

20. Michael Thomas - Art Exhibition Black Life - Spring 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Michael Thomas for an Art Exhibition Black Life: Our Heritage, Our Culture scheduled for Spring 2025 along with an Artist Lecture at South Campus.
Fiscal Impact: \$1,000.00

 [Michael Thomas - Art Exhibition Black Life - Spring 2025 12500.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with Michael Thomas. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

21. Association of Collegiate Schools of Architecture (ACSA) - Membership Dues and Renewal FY2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Association of Collegiate Schools of Architecture (ACSA) for membership dues and renewal for FY2024-FY2025 (Visual & Performing Arts). Fiscal Impact: \$808.00

 [Association of Collegiate Schools of Architecture \(ACSA\) - Membership Dues and Renewal FY2024-2025 12534.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with Association of Collegiate Schools of Architecture (ACSA). Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

22. Grandmaster Pianos Sales & Service, Inc.- Piano Tuning North Campus (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Grandmaster Pianos Sales and Service, Inc. to provide professional piano tuning for two pianos in the Music Department on North Campus.

Fiscal Impact: \$500.00.

 [Grandmaster Pianos Sales & Service, Inc.- Piano Tuning North Campus 12524.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with Grandmaster Pianos Sales and Service, Inc. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

23. Miramar Pembroke Pines Regional Chamber of Commerce Membership Dues and Renewal FY2024-2025 (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Miramar Pembroke Pines Regional Chamber of Commerce for membership and renewal dues for FY2024-2025 for Broward College South Campus.

Fiscal Impact: \$1,200.00

 [Miramar Pembroke Pines Regional Chamber of Commerce Membership Dues and Renewal FY2024-2025 12529.pdf](#)

Motion:


Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with Miramar Pembroke Pines Regional Chamber of Commerce. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

24. Florida Library Association - Membership Dues and Renewal FY2024-2025 (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Florida Library Association for membership dues and renewal for FY2024-2025 with Broward College Libraries.

Fiscal Impact: Estimated \$1,000.00

 [Florida Library Association - Membership Dues and Renewal FY2024-2025 12551.pdf](#)


Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with the Florida Library Association. Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

25. Society for Simulation in Healthcare FY2024-2025 (Sim Center) (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Society for Simulation in Healthcare Center for the membership dues and renewal for the Health Sciences Simulation Center. Fiscal Impact: \$199.00

 [Society for Simulation in Healthcare FY2024-2025 \(Sim Center\) 12496.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a standard agreement (purchase order) with the Society for Simulation in Healthcare Center. Trustee Caschette made the motion with a second by Trustee Zanotti.


The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

F. Revenue Generating; Grant/Gift Items

1. Condensed Curriculum International, Inc. (CCI) Online Services 2024-2026 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize an amendment to MT#11043 for Condensed Curriculum International, Inc. (CCI) to correct the contract term expiration date to reflect March 31, 2026 as shown on Exhibit A, and to increase the fiscal threshold providing the ability to pay invoices covering the agreed revenue share.

Fiscal Impact: Estimated expense \$345,000.00, Net revenue \$345,000.00, Cumulative total: Estimated \$345,000.00

 [Condensed Curriculum International, Inc. \(CCI\) Online Services 2024-2026 12397.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval an amendment to MT#11043 for Condensed Curriculum International, Inc. (CCI). Trustee Caschette made the motion with a second by Trustee Zanotti.

The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

2. MindEdge, Inc. - Online Services 2024-2026 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize a standard contract for services with MindEdge, Inc., for online training for workforce

skills and maintain industry certifications for Broward College students by utilizing a bid waiver (professional services).
Fiscal Impact: Estimated \$75,000.00 (Net Revenue: Estimated \$75,000.00)

 [MindEdge, Inc. - Online Services 2024-2026 12319.pdf](#)

Motion:

Chair Yarbrough called for a motion to recommend for approval a standard contract for services with MindEdge, Inc. Trustee Zanotti made the motion with a second by Trustee Caschette.


The motion passed unanimously. AYES: Chair Yarbrough, Trustee Zanotti, Trustee Caschette

G. OTHER

III. REPORT OF CONTRACTS AUTHORIZED AND EXECUTED PER POLICY 6HX2-1.14


- A. MASTER CHORALE OF SOUTH FLORIDA - rental agreement (Nov2024) (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the FACILITY RENTAL CONTRACT with MASTER CHORALE OF SOUTH FLORIDA for RENTAL OF BAILEY HALL.
Fiscal Impact: Revenue \$3,400.00

 [MASTER CHORALE OF SOUTH FLORIDA - rental agreement \(Nov2024\) 12446.pdf](#)

- B. Texthelp, Inc. FY2024-2025 Literacy Software to Students with Disabilities (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the software agreement with Texthelp, Inc. to provide literacy software to students with disabilities for FY2024-2025.
Fiscal Impact: Estimated \$16,693.22 (cumulative \$30,859.02).

 [Texthelp, Inc. FY2024-2025 Literacy Software to Students with Disabilities 12064.pdf](#)

- C. Vision Database Systems, Inc. - Subscription Renewal FY2024-2025 (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to issue a standard agreement (purchase order) with Vision Database Systems, Inc. for the annual renewal subscription software for student ID cards for the Student Services Department, utilizing a bid waiver (Information Technology).

Fiscal Impact: \$23,958.36 (cumulative \$127,080.11)

 [Vision Database Systems, Inc. - Subscription Renewal FY2024-2025 12418.pdf](#)

- D. Broward Educator Certification (BEC) (2024-2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute a non-standard agreement with the School Board of Broward County for the Broward Educator Certification (BEC) program.

Fiscal Impact: Revenue up to \$2,038.35 per student.

 [Broward Educator Certification \(BEC\) \(2024-2025\) 12367.pdf](#)

- E. Rexel USA, Inc. - Ethernet/IP Controllers (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept a non-standard purchase order with Rexel USA, Inc. for the purchase of 5 Ethernet/IP Controllers for the Engineering Technology program.


Fiscal Impact: \$3,297.15

 [Rexel USA, Inc. - Ethernet/IP Controllers 12054.pdf](#)

- F. Franklin Academy Charter Schools and BC Affiliation Agreement 2024-2027 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the affiliation agreement with Franklin Academy Charter Schools for various clinical education K-12 placement opportunities for pre-professional teachers in the Education Pathway.

Fiscal Impact: None.

 [Franklin Academy Charter Schools and BC Affiliation Agreement 2024-2027 11941.pdf](#)

- G. Dr. Federico Perez (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the affiliation agreement with Dr. Federico Perez for the Dental Hygiene and Dental Assisting Program.


Fiscal impact: None.

 [Dr. Federico Perez 12116.pdf](#)

- H. Everbridge, Inc. (State of FL DEM-D0003/RFQ-DEM-18-19-021) Piggyback Amendment (Presenters: John Thornton, Vice Provost, Academic Operations)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the quote with Everbridge, Inc. and the memorandum of understanding with the Florida Division of Emergency Management (FDEM) for the comprehensive emergency notification system through FDEM contract (DEM-D0003/RFQ-DEM-18-19-021) utilizing bid waiver (piggyback).

Fiscal Impact: \$47,500.00 spend over five years (cumulative \$86,607.98).

 [Everbridge, Inc. \(State of FL DEM-D0003/RFQ-DEM-18-19-021\) Piggyback Amendment 12373.pdf](#)

- I. OneSource Virtual, Inc. - Additional Services (Presenters: Rabia Azhar, Chief Financial Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept an increase in fiscal authority with OneSource Virtual, Inc. to cover additional services contracted from the vendor: out of state tax filings and 1099 forms by utilizing the bid waiver exception for professional services.
Fiscal impact \$18,800.00 (cumulative \$139,300.00)

 [OneSource Virtual, Inc. - Additional Services 12105.pdf](#)

- J. FLORIDA YOUTH ORCHESTRA (Nov 2024) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the STANDARD FACILITY RENTAL AGREEMENT with THE FLORIDA YOUTH ORCHESTRA for RENTAL OF BAILEY HALL.
Fiscal Impact: Revenue generating \$3150.00

 [FLORIDA YOUTH ORCHESTRA \(Nov 2024\) 12455.pdf](#)

- K. Fusion National Dance Competition (Jan-Feb 2025) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the STANDARD RENTAL AGREEMENT with FUSION NATIONAL DANCE for RENTAL OF BAILEY HALL.
Fiscal Impact: Revenue \$14,150

 [Fusion National Dance Competition \(Jan-Feb 2025\) 12462.pdf](#)

- L. Master Chorale of South Florida (Oct 2024) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the STANDARD FACILITY RENTAL AGREEMENT with MASTER CHORALE OF SOUTH FLORIDA for REHEARSAL IN BAILEY HALL.
Fiscal Impact: Revenue \$1,600.00

 [Master Chorale of South Florida \(Oct 2024\) 12515.pdf](#)

- M. Google Cloud (Workspace for Education Fundamentals) (Presenters: Raj Mettai, Chief Information Officer)

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Broward College exercised the authority delegated by the Board to accept the terms of Service with Google, for the Google Cloud and Workspace for Education Fundamentals Suite.
Fiscal Impact: None

 [Google Cloud \(Workspace for Education Fundamentals\) 12458.pdf](#)

IV. EXISTING PROCUREMENTS AND CONES OF SILENCE; UPCOMING SOLICITATIONS

 [EXISTING PROCUREMENTS AND CONES OF SILENCE; UPCOMING SOLICITATIONS.pdf](#)

Orlando Aponte, Associate Vice President of Procurement reviewed existing and upcoming solicitations.

V. NEW BUSINESS

The Committee discussed how to create efficiencies in the contract review process. The meeting was adjourned at 12:38 p.m.

President, Broward College

Chair, Board of Trustees