



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the Florida Police Chiefs Association for membership dues and renewal for FY 2024-25 for the Public Safety Pathway/Institute of Public Safety. Fiscal Impact: \$50.00, Cumulative amount: \$0.00, Revenue: \$0.00**

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

**1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space.** The purpose and benefit of this membership is to keep up to date with the Florida Law Enforcement Agencies around the state. As a member, the Dean of the Institute can communicate directly with Florida Police Chiefs and Sheriffs around the state to determine the best course of action regarding Institute training and discuss any topics brought forth by the Florida Department of Law Enforcement and the Criminal Justice Standards and Training Commission.

**2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver.** 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.

**3. Describe business rationale for the purchase and how it was procured.**

**(A) What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated.** As in the past, the ROI has been exceeded since the knowledge and insight gained while attending member meetings is invaluable to developing the training at the Institute.

**(B) How does the purchase support the Strategic Business Plan.** This membership directly feeds the Student Development portion of the Strategic Business Plan by collaborating directly between other Florida Agencies around the state and the Institute to develop academy training to provide the best-in-class student experience.

**(C) If applicable, what is the rationale for the use of piggybacks, existing contract extensions, bid waivers in lieu of the College conducting a competitive solicitation.** Not Applicable

**(D) If a competitive solicitation process was conducted by the College, describe the process.** Not Applicable

**4. 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.

**This Executive Summary is approved by:**

**Jeffrey Guild**  
**Vice Provost of Academic Affairs**

APPROVAL PATH: 127 Florida Police Chiefs Association - Membership and Renewal Dues FY 2024-25

Review Executive Summary and Add Files	Melissa Grace	10/31/2024
Auto Complete - No IT Review Needed	Melissa Grace	10/31/2024
Department Head 1 Review	Wayne Boulier	10/31/2024
Department Head 2 Review	Jeffrey Guild	11/5/2024
Department Head 3 Review	Jamonica Rolle	11/13/2024
Departments Approved-Auto Complete	Melissa Grace	11/18/2024
Auto Complete-No IT Review Needed	Raj Mettai	11/18/2024
Contracts Coordinator Review	Natalia Triana-Aristizabal	11/18/2024
Procurement Review	Orlando Aponte	12/5/2024
Budget Review - Associate Vice President, Budget	Christine Sims	12/16/2024
CFO Review	Rabia Azhar	12/16/2024
Attorney Review	Kristina Raattama	12/18/2024



# Dues Invoice

Date	Invoice #
10/7/2024	300008551

**Dues Period: 10/1/24 - 9/30/25**

<b>Bill To</b>
Wayne Boulier Broward College Institute of Public Safety 3501 SW 64th Ave, 22/113 Davie, FL 33314 United States

<b>Member Information</b>
Dean/Director Wayne K. Boulier Broward College Institute of Public Safety 3501 SW 64th Ave, 22/113 Davie, FL 33314 United States

<b>PO Number</b>	<b>Terms</b>	<b>Due Date</b>
	30 Days	12/1/2024

Description	Amount
Management Membership Dues for 2024/2025 fy	\$50.00
<b>Total</b>	\$50.00
<b>Balance Due</b>	\$50.00

**Thank you for your support of FPCA.**

**To pay your dues online, please login to your Member Profile using your member credentials at the link below:**

**<https://fpca.site-ym.com/>**

**If you do not have your login credentials contact [info@fpca.com](mailto:info@fpca.com)**

**Once you have logged in, select "Invoices, Payment, History" and click on "Invoices".  
Once in Invoices, make sure you are on the "DUES" tab**

**Follow the instructions on the form.**

**You may also pay by check.**

**Mail to: Florida Police Chiefs Association, PO Box 14038, Tallahassee, FL 32317-4038**

**If you have any questions, please contact our Membership Department at [info@fpca.com](mailto:info@fpca.com) or by phone at 850-219-3631.**