



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Accreditation Commission for Education in Nursing, Inc for membership and renewal dues for the year 2025. Fiscal Impact: \$3,100.00, 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 Broward College Associate in Science Nursing (ASN) program is a fully accredited program by the Accreditation Commission for Education in Nursing (ACEN). This accreditation signifies the program's commitment to providing high-quality nursing education that meets rigorous national standards. By adhering to ACEN's standards, the program ensures that graduates are well-prepared to enter the dynamic healthcare field. ACEN membership offers continuity of ACEN accreditation and provide , professional development opportunities for faculty and staff, fostering continuous improvement in teaching and learning. Moreover, the program's alignment with the Florida Board of Nursing's regulations guarantees that graduates are equipped with the necessary knowledge and skills to meet the evolving demands of the profession and provide quality patient care.

**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 Florida Statute 119.01(3) require that all financial, business, and membership records held by the organization with 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.** The annual ACEN membership for Broward College's ASN program offers significant benefits. By maintaining accreditation, the program ensures high-quality education, academic structure and support to students and faculty, and strengthens industry partnerships. The indirect benefits, such as improved student outcomes, increased enrollment, and enhanced faculty development, contribute to the program's long-term success. These factors can lead to increased tuition revenue, stronger industry connections, and a positive reputation, ultimately benefiting the college and its students.

**(B) How does the purchase support the Strategic Business Plan.** Not Applicable

**(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: 132 ACEN Annual Accreditation Fee for Associate Nursing Program for 2025

Department Head 1 Review	Antonio Navarro	11/1/2024
Department Head 2 Review	Jeffrey Guild	11/4/2024
Department Head 3 Review	Jamonica Rolle	11/7/2024
Departments Approved-Auto Complete	Giannela Haddad	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	12/19/2024
Budget Review - Associate Vice President, Budget	Christine Sims	12/19/2024
CFO Review	Rabia Azhar	12/19/2024
Contract Expiring -1 year	Antonio Navarro	12/31/2024
Contract Expiring -1 year	Jeffrey Guild	12/31/2024
Contract Expiring -1 year	Jamonica Rolle	12/31/2024
Attorney Review	Kristina Raattama	1/7/2025

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**BILL TO**

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Davie,  
Davie, FL 33314

**INVOICE 241304**

**DATE 09/16/2024 TERMS Net 30**

**DUE DATE 10/16/2024**

**CUSTOMER ID**

NEU251

DESCRIPTION	QTY	RATE	AMOUNT
Annual Accreditation Fee for Associate Nursing Program for the period Jan 1 - Dec 31, 2025	1	3,100.00	3,100.00

Pay online at [www.acenursing.org](http://www.acenursing.org).  
For ACH Payments:  
Bank Name: Bank of America  
Routing Number: 061000052  
Account Number: 334032630980  
Make a credit card or ACH payment online at [www.acenursing.org](http://www.acenursing.org).

**TOTAL DUE \$3,100.00**