



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard contract (purchase order) with Commission on Accreditation for Respiratory Care for 2025 Annual Accreditation Fees renewal for the Respiratory program. This PO Covers period Jan 1 to Dec 31, 2025.

Fiscal Impact: \$2,800.00, 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 annual accreditation fee is required by the Commission on Accreditation for Respiratory Care on Educational Programs. Accrediting bodies monitor institutions regularly to ensure continued compliance with standards. The Commission on Accreditation for Respiratory Care fees support their ongoing monitoring activities, including periodic reports, data analysis, and follow-up evaluations. Commission on Accreditation for Respiratory Care accreditation ensures that the Respiratory program meets specific educational standards and provides high-quality training to future Respiratory therapist. 20-30 students are enrolled in the accredited Respiratory Therapy program annually. Accreditation is required so students can sit for national examination.

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.

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 Respiratory therapy program meets specific educational standards and provides high-quality training to future Respiratory therapy professionals. There is no revenue associated with this purchase. This is a budgeted item.

(B) How does the purchase support the Strategic Business Plan. Yes, this is an annual accreditation fee which feeds the Social Enterprise Tactic-Answer the Call for Healthcare Professionals and Actualize Employment Tactics.

(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.

This Executive Summary is approved by:

**Jeffrey Guild
Vice Provost of Academic Affairs**

INVOICE

Commission on Accreditation for
Respiratory Care
264 Precision Blvd.
Telford, TN 37690

shane@coarc.com
817-283-2835
www.coarc.com



Bill to

200079--Broward CC
RT Program Director
Broward College
1000 Blvd.
Building 41
Coconut Creek,
Coconut Creek, FL 33066

Ship to

200079--Broward CC
RT Program Director
Broward College
1000 Blvd.
Building 41
Coconut Creek,
Coconut Creek, FL 33066

Invoice details

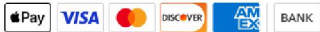
Invoice no.: 14321
Terms: Annual fees
Invoice date: 10/25/2024
Due date: 02/15/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Sales	2025 Annual Fee for Accreditation Services - Base Program (Associate, Baccalaureate, Masters, Degree Advancement, Advanced Practice)	1	\$2,800.00	\$2,800.00

Total

\$2,800.00

Ways to pay



Covers period Jan 1 to Dec 31, 2025

Note to customer

Thank you for your business!

[View and pay](#)