



EXECUTIVE SUMMARY

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

Presenter(s): Deborah Czubkowski, VP Facilities Management

What is the purpose of this contract and why is it needed? This vendor provides Fuel Tank Testing, required by the Florida Department of Environmental Protection (FDEP). This service is performed annually for the compliance testing and recertification of all fuel tanks collegewide that includes testing on all fuel tank monitoring devices at the College for leak detection (electronic or mechanical) and overfill protection.

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 is no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?
Yes, June 2024 approved budget.

What fund, cost center and line item(s) were used? Funds available in FD100, CC0037 (GLC 64500).

Has Broward College used this vendor before for these products or services? Yes, this service is provided annually by Discovery Tank Testing, Inc.

Was the product or service acceptable in the past? Yes.

Was there a return on investment anticipated when entering this contract? No.

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

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Not Applicable.

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: Estimated \$3,000.00 FD100, CC0037, BU201, PG000221

06/11/24 CC0037 · Building Maintenance

(\$3,000.00)

Donald Astrab

Donald Astrab, VP, Academic Operations, Analytics, & Comm

9/16/2024










APPROVAL PATH: 12159 Discovery Tank Testing, Inc. (Fuel Tank Monitoring) FY2024-2025

 **Workflow**

 Synchronize Routing

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Deborah Czubkowski	VP, Facilities Management		✔ Completed	
2	Donald Astrab	Chief Operating Officer		✔ Completed	
3	Natalia Triana-Aristizabal	Contracts Coordinator		✔ Completed	
4	Zaida Riollano	Procurement Approval		✔ Completed	
5	Rabia Azhar	CFO Review		✔ Completed	
5	Christine Sims	Budget Departmental Review		✔ Completed	
5	Legal Services Review Group	Review and Approval for Form and		✔ Completed	
6	Board Clerk	Agenda Preparation		✔ Completed	
7	District Board of Trustees	Meeting	11/12/24 11:00 AM	⌚ Pending	
8	Electronic Signature(s)	Signatures obtained via DocuSig 		⌚ Pending	
9	Natalia Triana-Aristizabal	Contracts Coordinator		⌚ Pending	



**EXHIBIT "A" to Purchase Order
STATEMENT OF WORK**

Description of Services:

Discovery Tank Testing, Inc. will provide Fuel Tank Testing required by (FL DEP) Florida Department of Environmental Protection to be performed annually for compliance testing of fuel tanks college wide. This is a required testing of all fuel tank monitoring devices for leak detection (electronic or mechanical) and overfill protection devices college wide. This PO is needed for FY 2024-2025.

Locations

Central Campus
3501 SW Davie Rd.
Davie, FL 33314

South Campus
7200 Pines Blvd.
Pembroke Pines, FL 33024

Cypress Creek Center
6400 NW 6th Way
Ft. Lauderdale, FL 33309

Total Consideration Payable for the Services:

Compensation will not exceed \$3,000 (college-wide). It shall be paid to Discovery Tank Testing, Inc.