



The District Board of Trustees of Broward College, FL Regular Meeting, 11:00 AM Minutes

Broward College

Tuesday October 29, 2024 at 11:00 AM EDT

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

Attendance

Present:

Chair Alexis Yarbrough, Vice Chair Zachariah Zachariah, Trustee Mario Zanotti, Trustee Eileen LaMarca, Trustee Michael Caschette, President Donald Astrab, outside General Counsel Scott Cole

I. Call to Order

The regular meeting of the District Board of Trustees of Broward College was called to order at 11:08 a.m. on Tuesday, October 29, 2024, by Chair Alexis Yarbrough at the Willis Holcombe Downtown Center, 111 East Las Olas Boulevard, Building 33, Room 1208, Fort Lauderdale, Florida 33301. In attendance were Chair Alexis Yarbrough (physical), Vice Chair Zachariah P. Zachariah, Jr. (physical), Trustee Mario Zanotti (physical, joined late at 11:59 a.m.), Trustee Eileen LaMarca (physical), Trustee Michael Caschette (physical), outside General Counsel Scott Cole (physical), and President Dr. Donald Astrab (physical).

Chair Yarbrough inquired whether the Board had quorum for this meeting. General Counsel Cole confirmed that the meeting has quorum.

[Mission Statement October 2024 BOT.pdf](#)

II. Pledge of Allegiance

Chair Yarbrough called on Dr. Astrab to lead in the Pledge of Allegiance.

III. Preliminaries

Chair Yarbrough thanked and recognized Student Government Association President, Mr. Zachary Whalen who was joining the meeting under the Student Trustee Initiative.

IV. Agenda and Acknowledgment of Public Notice

[Public Notice October BOT 2024.pdf](#)

Motion:

Chair Yarbrough called for a motion to accept the agenda and acknowledgment of the public notice. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

The motion passed unanimously. AYES: Chair Yarbrough, Vice Chair Zachariah, Trustee LaMarca, Trustee Caschette; ABSENT: Trustee Zanotti

V. Approval of the Board of Trustees Minutes

[District Board of Trustees - Regular Meeting - September 24, 2024 11 00 AM.pdf](#)

 [Zachariah \(BOT 9.24.2024\) Abstention Conflict of Interest Form.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Board of Trustees Regular Meeting of September 24, 2024. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

Motion:

Chair Yarbrough made a motion to amend the minutes to the September 24, 2024 meeting to include Vice Chair Zachariah's abstention form as an appendix to the minutes. Vice Chair Zachariah seconded.

The Chair then called for a vote to approve the minutes as amended.

The motion passed unanimously. AYES: Chair Yarbrough, Vice Chair Zachariah, Trustee LaMarca, Trustee Caschette; ABSENT: Trustee Zanotti

VI. Public Speakers

Chair Yarbrough called on Mr. Cole for registered speakers. Mr. Cole stated there was one registered public speaker. Mr. Robert Fernandez, Esq. spoke on behalf of 160 Driving Academy regarding agenda item 9-A-8 which recommends the Board authorize the contracts to be awarded per RFP-2024-019-OA - CDL Training Services.

VII. Board Comments

The trustees discussed that the workshop scheduled for 1 p.m. today after the Regular Meeting be postponed to a later date. The trustees also discussed progress on hiring for vacancies at the College.

VIII. Presentations

A. Update on Davie Campus Development (Presenters: Ed Pozzuoli, Chief Executive Officer, Tripp Scott)

Ed Pozzuoli, Chief Executive Officer, Tripp Scott, gave an update on the Davie Campus Development.

B. Student Information System Update (Presenters: Raj Mettai, Chief Information Officer)

Raj Mettai, Chief Information Officer, gave an update on the Student Information System.

C. Financials Update (Presenters: Rabia Azhar, Chief Financial Officer)

Rabia Azhar, Chief Financial Officer, gave the monthly financial update.

Trustee Zanotti arrived (in person) to the meeting at 11:59 a.m.

IX. Action Agenda

A. Administration

1. Temporary Budget Amendment for FY25 Due to Increase in State Funding (Presenters: Rabia Azhar, Chief Financial Officer)

Recommendation that the Broward College District Board of Trustees authorize the temporary budget amendment in the amount of \$295,987 due to an increase in Performance Based Incentive Industry Certifications (CAPE Funding) received by the State. This funding is in addition to the \$1,333,000 that was budgeted for FY25 CAPE Funding. The increase is due to a miscalculation made by the Department of Education. See attached memo and adjusted payment schedule provided by the Department of Education.
Fiscal Impact: \$295,987

 [Temporary Budget Amendment for FY25 Due to Increase in State Funding 12527.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the temporary budget amendment. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

2. Agreement with Broward College Foundation, Inc. (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Agreement with Broward College Foundation, Inc. - Foundation's revised and executed agreement

 [Amemded 2012 MOU signed by Chair RM.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the agreement with Broward College Foundation, Inc. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

3. Policy 6Hx2-1.18 Direct Support Organizations (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize revisions to Policy 6Hx2-1.18, Direct Support Organizations.

 [Policy 6Hx2-1.18.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize revisions to Policy 6Hx2-1.18. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

4. Accreditation, Higher Learning Commission (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the President to notify the US Department of Education of the College's intent to seek accreditation with the Higher Learning Commission.

 [Cordray USDOE.pdf](#)

Motion:


Chair Yarbrough called for a motion to authorize the President to notify the US Department of Education of the College's intent to seek accreditation with the Higher Learning Commission. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

5. Integrated Marketing & Communications Services (ITN-2018-007-ZR) Amendment (Presenters: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer)

Recommendation that the Broward College District Board of Trustees authorize the nine-months contract extension with Pace Communications Group, Inc. and Beber Silverstein & Partner Advertising, Inc., (ITN-2018-007-ZR - INTEGRATED MARKETING AND COMMUNICATIONS SERVICES) to continue current advertising spend, marketing services, and public relations services through June 25, 2025.

Fiscal Impact: No Additional Fiscal Increase (Cumulative 10,684,400.00)

 [Integrated Marketing & Communications Services \(ITN-2018-007-ZR\) Amendment 12394.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the contract extension with Pace Communications Group, Inc. and Beber Silverstein & Partner

Advertising, Inc. Vice Chair Zachariah made the motion with a second by Trustee Zanotti.

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

6. Broward College Office of General Counsel (Presenters: Committee on General Counsel Search)

Recommendation that the Broward College District Board of Trustees reorganize the reporting structure for the General Counsel to report directly to the Board of Trustees with a dotted line to the President.

Motion:

Chair Yarbrough called for a motion to authorize reorganizing the reporting structure for the General Counsel to report directly to the Board of Trustees with a dotted line to the President. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

7. Amerant Bank Arena - Fall 2024 Graduation Ceremony (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Amerant Bank Arena to host the December 12, 2024 Commencement Ceremony (Fall 2024 Graduation Ceremony) by utilizing bid waiver (single source). Fiscal Impact: Estimated \$161.858.68

 [Amerant Bank Arena - Fall 2024 Graduation Ceremony 12508.pdf](#)


Motion:

Chair Yarbrough called for a motion to authorize the agreement with Amerant Bank Arena to host the December 12, 2024 Commencement Ceremony. Vice Chair Zachariah made the motion with a second by Trustee LaMarca. Vice Chair Zachariah declared a conflict of interest and abstained from voting.

The motion passed. AYES: Chair Yarbrough, Trustee Zanotti, Trustee LaMarca, Trustee Caschette; ABSTAIN: Vice Chair Zachariah

8. 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 called for a motion to authorize the agreements 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. Vice Chair Zachariah made the motion with a second by Trustee Zanotti.

Motion:

Chair Yarbrough made a motion to table item 9-A-8 to authorize agreements per RFP-2024-019-OA - CDL TRAINING SERVICES. Vice Chair Zachariah seconded.


The motion to table passed unanimously. AYES: Chair Yarbrough, Vice Chair Zachariah, Trustee Zanotti, Trustee LaMarca, Trustee Caschette

B. Student Activity Fees

1. Advanced Health Strategies LLC - ITN-2024-012-OA – Behavioral Health Services (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Advanced Health Strategies LLC (ITN-2024-012-OA – BEHAVIORAL HEALTH SERVICES) to provide telehealth mental health services to students.

Fiscal Impact: Estimated \$643,500.00 spend over three years

 [Advanced Health Strategies LLC - ITN-2024-012-OA – Behavioral Health Services 12447.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the agreement with Advanced Health Strategies LLC. Vice Chair Zachariah made the motion with a second by Trustee LaMarca.

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

X. Consent Agenda

Chair Yarbrough asked if anyone would like to remove any items from the Consent Agenda for separate discussion. Hearing none, she said she understands Vice Chair Zachariah has a conflict of interest and needs to abstain from voting on items 10-A-5, an agreement with Standard Insurance Company and 10-B-3, an agreement with GE Healthcare.

Motion:

Chair Yarbrough called for a motion to approve the Consent Agenda. Trustee LaMarca made the motion with a second by Trustee Zanotti. Vice Chair Zachariah is abstaining from voting on items 10-A-5, an agreement with Standard Insurance Company and 10-B-3, an agreement with GE Healthcare.

All items on the Consent Agenda received a unanimous vote of five ayes, with the only exceptions being items 10-A-5, an agreement with Standard Insurance Company and 10-B-3, an agreement with GE Healthcare which both received four ayes, with Vice Chair Zachariah abstaining.


A list of the items on the Consent Agenda are:

A. Administration

1. Gun Range Specialized Cleaning Service (ITB-2019-106-EH) 3rd Amendment (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the amendment, extension and additional fiscal authority to the previously approved Gun Range Specialized Cleaning Service (ITB-2019-106-EH) contract with Best Technology Systems, Inc. to provide labor and materials for the specialized cleaning at the Institute of Public Safety (IPS) gun ranges.


Fiscal Impact: Estimated \$70,000.00. Cumulative \$1,331,280.00.

 [Gun Range Specialized Cleaning Service \(ITB-2019-106-EH\) 3rd Amendment 12541.pdf](#)

2. BlueGreen Aquatics (Water Feature Maintenance Service WHC) 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 BlueGreen Aquatics to provide full maintenance service to the Water Feature Fountain at the Willis Holcombe Center (Downtown Center) during FY2024-2025.

Fiscal Impact: Estimated \$2,280.00

 [BlueGreen Aquatics \(Water Feature Maintenance Service WHC\) FY2024-2025 12134.pdf](#)

3. Tropical Touch Design LLC (Interior Plant Services WHC & Cypress Creek Administrative Center) (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 Tropical Touch and Design LLC for monthly maintenance of interior plantscapes for Willis Holcombe Center (WHC) and Cypress Creek Administrative Center.

Fiscal Impact: Estimated \$10,000.00

 [Tropical Touch Design LLC \(Interior Plant Services WHC & Cypress Creek Administrative Center\) 12123.pdf](#)

4. Vera Williamson Investments LLC (IPS Safety Vehicle Repair) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Vera Williamson Investments LLC (Vera Cadillac) to furnish and perform body repair service to the Institute of Public Safety (IPS) Training Broward College Vehicle by utilizing bid waiver (single/sole source).


Fiscal Impact: Estimated \$11,964.05

 [Vera Williamson Investments LLC \(IPS Safety Vehicle Repair\) 12495.pdf](#)

5. Health, Life and Disability Insurance and Services (RFP-2023-125-OA) (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Standard Insurance Company (RFP-2023-125-OA) to provide LIFE & DISABILITY INSURANCE AND SERVICES.


Fiscal Impact: Estimated \$257,492 spent over one year.

 [Health, Life and Disability Insurance and Services \(RFP-2023-125-OA\) 12399.pdf](#)

6. Society for Human Resource Management (SHRM) - Membership Dues and Renewal for 2024-2025 (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with the Society for Human Resource Management (SHRM) for FY2024-2025 membership dues and renewal for human resources, talent and culture team members.

Fiscal Impact: \$1,056.00

 [Society for Human Resource Management \(SHRM\) - Membership Dues and Renewal for 2024-2025 12485.pdf](#)

7. 2024 Mutual Service Agreement-3D MammoVan (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Christine E. Lynn Women's Institute for onsite 3D mammography service for Broward College employees.


Fiscal Impact: None

 [2024 Mutual Service Agreement-3D MammoVan 12322.pdf](#)

8. One Identity LLC (formerly OneLogin) - RFP-2021-001-JH - Amendment 4 (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize the agreement renewal with One Identity LLC (formerly OneLogin, Inc.) (RFP-2021-001-JH) to provide multi-factor authentication, single sign-on, OneLogin delegated administrative licenses and provisioning for many enterprise applications including: Workday, D2L and Office 365.


Fiscal Impact: \$914,012.40, spent over three years (cumulative \$2,640,479.90).

 [One Identity LLC \(formerly OneLogin\) - RFP-2021-001-JH - Amendment 4 12386.pdf](#)

9. All American Commercial Laundry Inc. - Continuing Ed Health Sciences FY2024-2025 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)


Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with All American Commercial Laundry, Inc. for linen pick-up and delivery services for the Continuing Education Health Sciences department on an as-needed basis during FY2024-2025.

Fiscal Impact: \$2,500.00.

 [All American Commercial Laundry Inc. - Continuing Ed Health Sciences FY2024-2025 12505.pdf](#)

10. Rope Works, Inc. - Ropes Course Facilitators Training (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 Rope Works, Inc. for annual training and certification for ropes course facilitators at Tigertail Lake Center. Fiscal Impact: \$3,950.00. Fiscal Impact: \$3,950.00.

 [Rope Works, Inc. - Ropes Course Facilitators Training \(FY2024-2025\) 12427.pdf](#)

11. FedEx Shipping Services during 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 non-standard agreement with FedEx for shipping services on an on-needed basis during FY2024-2025.

Fiscal Impact: \$5,000.00

 [FedEx Shipping Services during FY2024-2025 12409.pdf](#)

12. September Warrants 2024 (Presenters: Rabia Azhar, Chief Financial Officer)

Recommendation that the Broward College District Board of Trustees authorize the September 2024 warrants.

Fiscal Impact: \$48,507,841.00

 [September Warrants 2024 12560.pdf](#)

B. Academics

1. Silva, Isis Professional Title Change (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a change in professional title from Professor to Senior Professor for Isis Silva.

Fiscal Impact: None

 [Silva, Isis Professional Title Change 12542.pdf](#)

2. Montesarchio, Cathileen Professional Title Change (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a change in professional title from Associate Professor to Senior Professor for Cathileen Montesarchio.

Fiscal Impact: None

 [Montesarchio, Cathileen Professional Title Change 12543.pdf](#)

3. GE Healthcare - Repair Services Radiography Lab (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with GE Healthcare for the repair services of the Eclipse Proteus Collimator in the radiography lab.


Fiscal Impact: \$23,377.00.

 [GE Healthcare - Repair Services Radiography Lab 11906.pdf](#)

4. Tommie Mabry Company (Student Development Workshop Services) 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 Tommie Mabry Company to provide remote or in-person leadership and motivation workshop services to Broward College TRIO Upward Bound grant participants during the 2024-2025 academic year.

Fiscal Impact: Estimated \$9,000.00

 [Tommie Mabry Company \(Student Development Workshop Services\) FY2024-2025 12186.pdf](#)

5. TjohnE Productions, Inc. dba ThinkFast - Collegewide Events - 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 TjohnE Productions, Inc. dba ThinkFast to provide educational entertainment services for the Student Life Spring 2025 events.
Fiscal Impact: Estimated \$6,750.00

 [TjohnE Productions, Inc. dba ThinkFast - Collegewide Events - Spring 2025 12511.pdf](#)

6. CAPTE - Annual Accreditation Renewal Fee FY2024-2025 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Commission on Accreditation in Physical Therapy Education (CAPTE) for Annual Accreditation fee renewal for the Physical Therapy Program.
Fiscal Impact: \$5,085.00

 [CAPTE - Annual Accreditation Renewal Fee FY2024-2025 12501.pdf](#)


7. CoAEMSP - Annual Accreditation Renewal (FY2024-2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP for Annual Accreditation fee renewal for the EMS/Paramedic Program.
Fiscal Impact: \$2,200.00

 [CoAEMSP - Annual Accreditation Renewal \(FY2024-2025\) 12472.pdf](#)


8. Commission on Opticianry Accreditation (COA) - Annual Accreditation Renewal (FY2024-2025) (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Commission on Opticianry Accreditation (COA) for Annual Accreditation fee renewal for the Vision Care Program.
Fiscal Impact: \$1,626.00

 [Commission on Opticianry Accreditation \(COA\) - Annual Accreditation Renewal \(FY2024-2025\) 12473.pdf](#)


9. Iconic Group - Grad Images - Graduation Photos Agreement 2024 (Presenters: Dr. Jamonica Rolle, College Provost and Senior Vice President)

Recommendation the Broward College District Board of Trustees authorize the amendment and 3rd renewal agreement with Grad Images for Broward College graduation photographs for students. Fiscal Impact: None.

 [Iconic Group - Grad Images - Graduation Photos Agreement 2024 12448.pdf](#)

10. Pembroke Pines Police Department - Law Enforcement Services for Judson A. Samuels South Campus (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize a contract amendment, increase in fiscal authority and renewal with Pembroke Pines Police Department for the Off-Duty Detail Request - special detail law enforcement services at Judson A. Samuels South Campus by utilizing a bid waiver (sole source). Fiscal Impact: \$107,000.00 (Cumulative \$189,582.50).

 [Pembroke Pines Police Department - Law Enforcement Services for Judson A. Samuels South Campus 12364.pdf](#)


11. Davie Police Department - Law Enforcement Services for A. Hugh Adams Central Campus- Amendment 1 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority with Davie Police Department for the Off-Duty Detail Request - special detail law enforcement services at A. Hugh Adams Central Campus by utilizing a bid waiver (sole source). Fiscal Impact: \$140,000.00 (cumulative \$230,750.00)

 [Davie Police Department - Law Enforcement Services for A. Hugh Adams Central Campus- Amendment 1 12362.pdf](#)

12. Clery Center for Security On Campus - Membership Dues and Renewal FY 2024-2025 (Presenters: John Thornton, Vice Provost, Academic Operations)


Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Clery Center for Security On Campus for membership dues and renewal for FY 2024-2025 for Safety, Security, & Emergency Preparedness. Fiscal Impact: \$399.00

 [Clery Center for Security On Campus - Membership Dues and Renewal FY 2024-2025 12469.pdf](#)

13. ASIS International Inc. - Membership Dues & Renewal FY2024-2025 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with ASIS International Inc. for membership dues and renewal for FY2024-2025 for Safety, Security, & Emergency Preparedness.


Fiscal Impact: \$245.00

 [ASIS International Inc. - Membership Dues & Renewal FY2024-2025 12464.pdf](#)

14. Greater Pompano Beach Chamber of Commerce Membership Dues and Renewal FY 2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Greater Pompano Beach Chamber of Commerce for Greater Pompano Beach Chamber of Commerce trustee annual renewal membership dues during FY2024-2025.

Fiscal Impact: \$2,500.00

 [Greater Pompano Beach Chamber of Commerce Membership Dues and Renewal FY 2024-2025 12523.pdf](#)

15. Scorebuilders (2024-2025) Review Course FSBT Examination (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Scorebuilders LLC to provide the PTA students a review course for their board exam/licensure.


Fiscal Impact: Estimated \$3,500.00

 [Scorebuilders \(2024-2025\) Review Course FSBT Examination 12493.pdf](#)

16. South Florida Manufacturers Association - Membership Dues FY2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the South Florida Manufacturers Association for the membership dues for FY2024-2025 for the Electronic Engineering Technology Program.

Fiscal Impact: \$1,320.00

 [South Florida Manufacturers Association - Membership Dues FY2024-2025 12076.pdf](#)

17. American Physical Therapy Association (APTA) 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 Physical Therapy Association (APTA) for membership dues and renewal for the Physical Therapist Program for FY2024-2025.


Fiscal Impact: \$540.00

 [American Physical Therapy Association \(APTA\) Membership Dues and Renewal \(FY2024-2025\) 12460.pdf](#)

18. The Broward County Chiefs of Police Association (BCCPA) 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 the Broward County Chiefs of Police Association (BCCPA) for membership dues and renewal for FY2024-2025 for Public Safety Pathway/Institute of Public Safety.


Fiscal Impact: \$375.00

 [The Broward County Chiefs of Police Association \(BCCPA\) Membership Dues and Renewal FY2024-2025 12530.pdf](#)

19. Center for Computer-Assisted Legal Instruction (CALI) - 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 Center for Computer-Assisted Legal Instruction (CALI) for membership dues and renewal for FY2024-2025 for the Business Pathway.

Fiscal Impact: \$250.00

 [Center for Computer-Assisted Legal Instruction \(CALI\) - Membership Dues and Renewal FY2024-2025 12441.pdf](#)

XI. Information Items

A. President's Report

President Astrab reported on student and volunteer events around the College, leadership recognitions, and new opportunities for the aviation programs.

B. Report of Contracts Authorized and Executed per Policy 6Hx2-1.14

1. Revenue Generating

- a. Greater Minds Inc. - DayBreak Miami 2024 (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 update the rental agreement with Greater Minds, Inc. to lease the Tigertail Lake Recreational Center for the Day Break Miami 2024 event.

Fiscal Impact: Revenue \$6,000.00.

 [Greater Minds Inc. - DayBreak Miami 2024 11989.pdf](#)

2. Expenditures

- a. Los Trigos, Inc. dba The Receptionist- Software License FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

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 Los Trigos, Inc. dba The Receptionist for the visitor check-in system software renewal that provides an additional layer of security by identifying external Facilities Management vendors and visitors.


Fiscal Impact: Estimated \$2,340.00 (cumulative \$10,738.00)

 [Los Trigos, Inc. dba The Receptionist- Software License FY2024-2025 12080.pdf](#)

- b. Biomedical Research Alliance of New York LLC dba CITI Program - Subscription FY2024-2025 (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 a non-standard agreement with Biomedical Research Alliance of New York LLC dba CITI Program for the annual-based subscription to the Collaborative Institutional Training Initiative (CITI) program.

Fiscal Impact: \$4,000.00. (cumulative \$8,000.00)

 [Biomedical Research Alliance of New York LLC dba CITI Program - Subscription FY2024-2025 12249.pdf](#)

- c. Incsub LLC - CampusPress Wordpress (2024-2027) (Presenters: Raj Mettai, Chief Information 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 bid waiver (information technology) and non-standard agreement with Incsub LLC for the purchase of WordPress CampusPress hosting services.


Fiscal Impact: \$32,400.00 (cumulative \$46,650.00)

 [Incsub LLC - CampusPress Wordpress \(2024-2027\) 12359.pdf](#)

- d. Hannon Hill Corporation - Content Management System - Amendment 4 (2024-2027) (Presenters: Raj Mettai, Chief Information 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 amendment to the agreement with Hannon Hill Corporation for a three-year renewal of their cloud hosted web content management system service and subscription, utilizing the bid waiver (information technology).


Fiscal Impact: Estimated \$107,311.83 spent over three years (cumulative \$323,036.83)

 [Hannon Hill Corporation - Content Management System - Amendment 4 \(2024-2027\) 12365.pdf](#)

- e. Cobblestone Software - Contract Lifecycle Management Software (Amendment #1) (Presenters: Raj Mettai, Chief Information 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 contract amendment with Cobblestone Software for the Contract Insight Enterprise Contract Management Software utilizing the Miami-Dade College contract ITN-2023-RM1-13.


Fiscal Impact: \$6,000.00 (cumulative contract total \$66,000.00).

 [Cobblestone Software - Contract Lifecycle Management Software \(Amendment #1\) 12380.pdf](#)

- f. Study Abroad Association (360 GLE Subscription) 2024-2028 (Presenters: Raj Mettai, Chief Information 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 bid waiver (information technology) and non-standard agreement with Study Abroad Association LLC for the 360 GLE platinum subscription to the interactive and immersive education/learning platform.

Fiscal Impact: \$10,490.00 (cumulative \$25,475.00).

 [Study Abroad Association \(360 GLE Subscription\) 2024-2028 12406.pdf](#)

- g. Certiport Certifications Site Licenses FY2024-2025 (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 agreement with Certiport, a business of NCS Pearson, Inc., to purchase Intuit QuickBooks certification licenses for students in the Business Pathway to obtain industry certifications.


Fiscal Impact: \$4,922.00

 [Certiport Certifications Site Licenses FY2024-2025 12120.pdf](#)

- h. Vintage King Audio (Music Technology Program Software Renewals) (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 issue a standard agreement (purchase order) with Vintage King Audio for the renewal of software for the music technology program.


Fiscal Impact: \$4,669.00 (cumulative \$61,200.27)

 [Vintage King Audio \(Music Technology Program Software Renewals\) 12309.pdf](#)

- i. Compansol Inc. (Blumen) Renewal Software Subscription
(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 standard agreement (purchase order) with Neeraj Seth DBA Compansol for renewal software subscription for the BC TRIO Grants for FY2024-2026 by utilizing bid-waiver (sole source)

Fiscal Impact: \$12,322.04 (cumulative \$107,178.88)

 [Compansol Inc. \(Blumen\) Renewal Software Subscription 12372.pdf](#)

- j. ASE Test Prep LLC - Subscription (Seats) FY2024-2025 (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 the non-standard agreement with ASE Test Prep LLC for prep exam certification (subscription) during FY2024-2025 for the Transportation Department.

Fiscal Impact: \$1,768.00

 [ASE Test Prep LLC - Subscription \(Seats\) FY2024-2025 12381.pdf](#)

- k. Innovative Educators - Software Subscription /Membership dues 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 accept a non-standard agreement with Innovative Educators for software subscription for FY2024-2025 (08/01/2024 to 07/31/2025) for StudentLingo workshops for Student Services. Fiscal Impact: \$7,100.00

 [Innovative Educators - Software Subscription /Membership dues FY2024-2025 12471.pdf](#)

- l. Otter.ai, Inc.- Software License Technology Transcription Services (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 non-standard agreement and renewal with Otter.ai, Inc. for real-time transcription services for students with disabilities by utilizing bid waiver (single or sole source).


Fiscal Impact: \$13,200.00 (cumulative \$23,040.00)

 [Otter.ai, Inc.- Software License Technology Transcription Services 12051.pdf](#)

- m. Edinvent Inc dba Accredible - Add-on Order Addendum (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

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 an amendment to the agreement with EdInvent, Inc. dba Accredible increasing fiscal authority to cover expenses for the new Learning Pathways – Visual Learning Journey software offered by EdInvent, Inc. dba Accredible. The new software provides unlimited auto – issuance of micro-credentials and certifications for students.

Fiscal Impact: \$14,250.00 (Cumulative \$36,466.67)

 [Edinvent Inc dba Accredible - Add-on Order Addendum 12096.pdf](#)

- n. Zoll Medical Corporation - Defibrillators (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

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 non-standard agreement with ZOLL Medical Corporation for Zoll Defibrillators to provide nursing simulation and skills practiced in Continuing Education specialized healthcare programs utilizing the bid waiver for single/sole source.

Fiscal Impact: \$61,071.03.


 [Zoll Medical Corporation - Defibrillators 12194.pdf](#)

3. No Fiscal Impact

- a. Broward Health North Broward Hospital District d/b/a Broward Health- SECOND AMENDMENT (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 North Broward Hospital District d/b/a Broward Health to provide clinical services.

Fiscal Impact: None

 [Broward Health North Broward Hospital District d/b/a Broward Health- SECOND AMENDMENT 12234.pdf](#)

- b. Dr. Helena Urrea-Feldsberg (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. Helena Urrea-Feldsberg for the Dental Hygiene and Dental Assisting Program. Fiscal impact: None

 [Dr. Helena Urrea-Feldsberg 12221.pdf](#)

- c. Dr. Jessica Baitner (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. Jessica Baitner for the Dental Hygiene and Dental Assisting Program.


Fiscal impact: None

 [Dr. Jessica Baitner 12384.pdf](#)

- d. American Heritage School 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 an affiliation agreement with American Learning Systems, INC. d/b/a American Heritage School for various internship placement opportunities.

Fiscal Impact: None.

 [American Heritage School and BC Affiliation Agreement 2024-2027 10563.pdf](#)

XII. Adjournment

There being no further business and no objection to adjourn, the regular meeting was adjourned at 12:32 p.m.

Dr. Donald Astrab

President, Broward College

Alexis Yarbrough

Chair, Board of Trustees