



## **The District Board of Trustees of Broward College, FL Regular Meeting**

Broward College

Tuesday, June 25, 2024 at 1:00 PM EDT to Tuesday, June 25, 2024 at 4:00 PM EDT

North Campus

1000 Coconut Creek Boulevard, Bldg. 46 RM. 152, Coconut Creek, FL 33066

### **Agenda**

#### **I. Call to Order**

#### **II. Pledge of Allegiance**

#### **III. Preliminaries**

#### **IV. Agenda and Acknowledgement of Public Notice**

#### **V. Approval of the Board of Trustees Minutes**

#### **VI. Public Speakers**

#### **VII. Board Comments**

#### **VIII. Presentations**

##### **A. Update on Davie Campus Development**

Presenter: Ed Pozzuoli, Chief Executive Officer, Tripp Scott

##### **B. Grant Update - Promise Neighborhoods and Operational Controls Review**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

##### **C. Deferred Maintenance Status Update**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

##### **D. Student Information System Update**

Presenter: Raj Mettai, Chief Information Officer

##### **E. Financials Update**

Presenter: Rabia Azhar, Chief Financial Officer

##### **F. FY24-25 Budget Presentation**

Presenter: Rabia Azhar, Chief Financial Officer

#### **IX. Action Agenda**

##### **A. Administration**

##### **1. FY24-25 Annual Operating, Student Activity Fees, Auxiliary and Capital Outlay Budgets**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees approve the FY24-25 Annual Operating, Student Activity Fees, Auxiliary and Capital Outlay Budgets.

## **2. Temporary Budget Amendment FY24**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the temporary budget amendment for FY24 to support an increase in enrollment of approximately 8%, resulting in the need for additional adjunct faculty hours. The increase in cost will be offset by the additional tuition and fees received in FY24.

Fiscal Impact: \$979,458

## **3. Ellucian Company L.P. (ITN-2023-123-ZR – Student Information System)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Ellucian Company, L. P. [ITN-2023-123-ZR – STUDENT INFORMATION SYSTEM] for the new Student Information System (SIS) solution.

Fiscal Impact: \$24,245,636.00

## **4. Strata Information Group, Inc. (RLI-2024-126-OA - Student Information System Implementation Partner)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the standard agreement with Strata Information Group, Inc. (RLI-2024-126-OA- Student Information System Implementation Partner) for implementation services of the new Student Information System (SIS).

Fiscal Impact: \$3,530,620.00

## **5. Software AG USA, Inc. Renewal (2024-2027) HETG + Broward College**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the amendment to the agreement with Software AG USA, Inc. for the purchase of student information software, utilizing the information technology bid waiver.

Fiscal Impact: Estimated \$1,311,000.00, spent over three years (cumulative \$2,422,631.00).

## **6. Workday Subscriptions Renewal (Learn-On-Demand + Learning Management System + Extend 2024-2025)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the contract renewal with Workday, Inc. for the Learn-On-Demand subscription that provides college-wide training for employees, Learning Management System subscription that is used for employee training, and Extend subscription used for building applications within Workday, utilizing the bid waiver (information technology).

Fiscal Impact: Estimated \$113,716.00, spent over one year (cumulative \$2,572,656.00).

**7. Contract Amendments due to Update in Legislation HB 149 - \$4 Million to \$7.5 Million**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

Recommendation that the Broward College District Board of Trustees authorize the contract amendments to continuing services contracts utilized by Facilities Management for construction services to comply with changes in State of Florida Legislation HB 149.

Fiscal Impact: Changes in legislation for continuing services contract updated from \$4M to 7.5M.

**8. Prime ABA Buyer, Inc. dba Zyscovich LLC - A&E Services for NC B56 & B57 Remodel (RFQ-2024-014-OA)**

Presenter: Deborah Czubkowski, Vice President of Facilities Management

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Prime ABA Buyer, Inc. dba Zyscovich LLC for Architectural and Engineering Services (RFQ-2024-014-OA) for Building 56 & Building 57 Remodel into STEM & Nursing Expansion Project.

Fiscal Impact: Estimated \$3,800,00.00

**9. Policy 6Hx2-3.21 Achievement Appraisals**

Presenter: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-3.21 Achievement Appraisals.

Fiscal Impact: None.

**10. Annual Request to Write-off Delinquent Accounts FY2024**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the annual write-off of delinquent accounts in accordance with College Policy 6Hx2-6.16.

Fiscal Impact: \$416,488.00.

**B. Academics**

**1. Blackboard Inc.- Contact Center Services (ITN-2018-005-ZR) Extension**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the a 1-year (12-month) contract extension with Blackboard Inc. for ITN-2018-005-ZR - Contact Center as-a-Service with Scope of Work (SOW) adjustments for the renewal of period July 1, 2024 - June 30th, 2025. Broward College intends stop usage of services after 6-months (180 days) or the 1-year (12-month) contract meaning that incidents would no longer be handled by Blackboard, Inc. after the 180 day period. (July 2024 - December 2024).

Fiscal Impact: Estimated \$815,099.98 (cumulative \$9,920,147.18)

**2. Nelnet Business Solutions, Inc. (Amendment 3 and Final Renewal)**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the contract amendment with Nelnet Business Solutions, Inc. (Contract RFP-2017-003-DD -

Integrated Payment System) to provide the guaranteed tuition payment program for students.

Fiscal Impact: \$180,000.00 (Cumulative \$1,380,000.00)

### **3. Henderson Behavioral Health, Inc. (ITN-2020-001-OA - Behavioral Health Services) Renewal**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the contract amendment and first renewal option (for three months) with HENDERSON BEHAVIOR HEALTH, INC. for ITN-2020-001-OA - BEHAVIORAL HEALTH SERVICES for face to face mental health counseling services for Broward College students.

Fiscal Impact: Estimated \$91,000.00 (cumulative\$1,330,634.00)

### **4. Policy 6Hx2-5.13 Student Life**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-5.13 Student Life.

Fiscal Impact: None.

### **5. Library Services BC-FAU Memorandum of Understanding FY2024-2025**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize the memorandum of understanding with the Florida Atlantic University Board of Trustees to share costs associated with the integration of University College Library services on A. Hugh Adams Central Campus.

Fiscal Impact: Estimated \$1,522,827.75.

### **6. Policy 6Hx2-4.33 Textbook Adoption and Course Material Affordability and Transparency**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees adopt Policy 6Hx2-4.33 Textbook Adoption and Course Material Affordability and Transparency.

Fiscal Impact: None.

## **C. Other**

### **1. Strategic Philanthropy, Inc. - RFP-2021-015-ZR - Community Relations Services - Renewal**

Presenter: Megan Cottle, Vice President, Advancement and Chief Development Officer of the Broward College Foundation

Recommendation that the Broward College District Board of Trustees authorize the contract amendment and first renewal option (on a month-to-month basis) for three months and increase in fiscal authority with STRATEGIC PHILANTHROPY, INC. for RFP-2021-015-ZR - COMMUNITY RELATIONS SERVICES.

Fiscal Impact: Estimated \$23,742.50 (cumulative \$366,892.50)

## **X. Consent Agenda**

### **A. Administration**

#### **1. April Warrants 2024**

Presenter: Rabia Azhar, Chief Financial Officer

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

Fiscal Impact: \$22,086,603.00.

#### **2. May Warrants 2024**

Presenter: Rabia Azhar, Chief Financial Officer

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

Fiscal Impact: \$22,862,472.00.

#### **3. Wells Fargo Bank (RFP-2023-058-OA - BANKING SERVICES)**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with Wells Fargo Bank (RFP-2023-058-OA - BANKING SERVICES) for commercial banking and merchant services.

Fiscal Impact: Estimated \$54,600 per year based on volume for 5 years (Cumulative \$273,000.00). Earned Credit Rate (ECR) will be used to offset service fees.

#### **4. CapFinancial Partners LLC (RLI-2024-067-OA - Investment Management Consulting Services)**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize the non-standard agreement with CapFinancial Partners LLC dba CAPTRUST Financial Advisors (RLI-2024-067-OA) to provide Investment Management Consulting Services.

Fiscal Impact: Estimated \$73,000.00 for one year. Estimated \$219,000.00 spend over three years.

#### **5. NACUBO Membership Renewal and Dues FY2024-2025**

Presenter: Rabia Azhar, Chief Financial Officer

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with NACUBO (National Association of College and University Business Officers) for membership renewal and dues for FY2024-2025 for Finance.

Fiscal Impact: \$7,095.00.

#### **6. Capital Improvement Plan (CIP 2 Report) 2025-2029**

Presenter: Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets

Recommendation that the Broward College District Board of Trustees authorize the submission of the 2025-2029 Capital Improvement Plan (CIP) Report to the Division of Florida Colleges, Florida Department of Education (FLDOE).

Fiscal Impact: None.

## **7. Disaster Recovery and Remediation Services / Debris Monitoring Piggyback-Renewal**

Presenter: Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority and the renewal of the piggyback of the Santa Fe College contract RFP #17-20C to provide Disaster Recovery and Remediation Services/ Debris Monitoring services with Disaster Program & Operations Inc. utilizing the bid waiver exemption (piggyback). Fiscal Impact: Estimated Fiscal Increase \$200,000.00 (Cumulative \$1,000,000.00).

## **8. Tree Trimming and Removal Services (ITB-2019-107-OA) 3rd Renewal & Amendment**

Presenter: Ana Ovalles, Associate Vice President, Facilities Planning & Capital Budgets

Recommendation that the Broward College District Board of Trustees authorize the contract amendment to the previously approved agreement for Tree Trimming and Removal Services (ITB-2019-107-OA) with The Green Experts, Inc. to provide tree trimming and removal services collegewide. Fiscal Impact: No Additional Fiscal Authority Requested (cumulative total: \$841,000.00).

## **9. Cay Industries, Inc. dba Print Dynamics (ITN-2021-006-EH) Amendment**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize the first renewal option of the standard contract for services with Cay Industries, Inc. dba Print Dynamics (ITN-2021-006-EH - PRINT AND GRAPHIC SERVICES) for college-wide printing services. Fiscal Impact: Estimated \$306,000.00 (Cumulative \$1,539,000.00)

## **10. T-Mobile - Broward UP - ITN-2020-070-JH - NASPO (Piggyback) (2024-2029)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the renewal agreement with T-Mobile USA, Inc. (ITN-2020-070-JH) for Broward UP computer equipment, peripherals, and wireless telecommunications devices and services, utilizing the bid waiver exception for piggybacks. Fiscal Impact: \$325,000; cumulative total \$650,000.00.

## **11. WolffPack FINANCIER Support Renewal (2024-2025)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the renewal agreement with Wolffpack, Inc. for financial aid software, utilizing the information technology bid waiver. Fiscal Impact: \$70,000.00 (cumulative total \$292,500.00). No additional fiscal authority is requested for this renewal.

## **12. ZOOM Video Communications (Enterprise License)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the increase in fiscal authority to the agreement with Zoom Video Communications, Inc. for

online conferencing solutions, utilizing the bid waiver (information technology). Fiscal Impact: \$81,285.00 (cumulative total \$337,340.00).

**13. Turnitin, LLC - Plagiarism Detection Software (RFP-2020-023-JH) (2024-2025)**

Presenter: Raj Mettai, Chief Information Officer

Recommendation that the Broward College District Board of Trustees authorize the contract amendment and second renewal option with Turnitin LLC (RFP-2020-023-JH - Plagiarism Detection Services) for grading and plagiarism services.

Fiscal Impact: Estimated \$118,299.00 (cumulative \$502,946.00).

**14. Leadership Research Institute, Inc. - FY2024-2025 - Facilitation Services**

Presenter: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with LEADERSHIP RESEARCH INSTITUTE. INC. for facilitation services for the BC LEAD program Cohorts 6 & 7 during FY2024-2025.

Fiscal Impact: \$12,500.00

**15. Employment of Full-Time & Part-Time Personnel and Resignation & Termination of Personnel**

Presenter: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture

Recommendation that the Broward College District Board of Trustees to authorize the employment of full-time and part-time personnel and resignation and termination of personnel, in alignment with Broward College Policy 6Hx2-3.25 (Resignation and Termination of Non-Instructional Personnel) and Policy 6Hx2-3.01 (Appointment of Personnel).

Fiscal Impact: None.

**B. Academics**

**1. The Able Trust**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize agreement #24-001 with The Able Trust to develop a collective impact system analysis to support students with disabilities transition to college. Fiscal Impact: Revenue \$20,000.00.

**2. Society for Simulation in Healthcare Membership Renewal & Dues FY 2024-2025 (Sim Center)**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Society for Simulation in Healthcare Center for the membership renewal and dues for the Health Sciences Simulation Center.

Fiscal Impact: \$398.00

**3. Leapfrog Technologies (RFP-2021-057-JH - CATALOG MANAGEMENT SOLUTION)**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority and 3 year renewal with Leapfrog Technologies, Inc. (RFP-

2021-057-JH - CATALOG MANAGEMENT SOLUTION) to purchase the CourseLeaf system to streamline the updating, editing, and publishing of the academic catalog. Fiscal Impact: \$94,000 spent over three years based on approved budget (cumulative \$577,980.00).

#### **4. SSIA Technologies LLC- Planetarium Projector Upgrades and Installation**

Presenter: Dr. Donald Astrab, Interim President and Executive Vice President, Chief Operating Officer

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with SSIA Technologies LLC for the Planetarium Projector Upgrades and Installation Agreement at the Buehler Planetarium.

Fiscal Impact: Estimated \$156,370 (\$150,000 covered by received donation and \$6,370 covered by operating budget)

#### **5. Demsky, Scott Professional Title Change**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

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

Fiscal Impact: None

#### **6. JE Corp of Florida dba Weight Check - FY2024-2025 - Maintenance and Repair Services**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that Broward College District Board of Trustees authorize the standard agreement (purchase order) with JE Corp of Florida dba Weight Check to provide maintenance and repair services for the biological laboratories. Fiscal Impact: Estimated \$2,825.00.

#### **7. R.L Wilson Training Consultants LLC for Line Supervision FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with R.L. Wilson Training Consultants LLC to teach two (2) – eighty-hour (80) class, approved by Florida Department of Law Enforcement / Criminal Justice Standards Training Commission, utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety. Fiscal Impact: Total Estimated cost of \$18,000.00.

#### **8. Tim Gillette for Advanced Report Writing and Review FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Tim Gillette to provide specialized Advanced Report Writing and Review training during the 2024-2025 Academic Year. This training is for Professional and Executive Development through the Institute of Public Safety using bid waiver for professional services. Fiscal Impact: Estimated \$17,000.00.



**9. Sterling Biomedical (Cleaning and Routine Services FY 2024-2025)**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Sterling Biomedical for routine maintenance services and repair on an-on-need basis during FY 2024-2025 for Science and Learning Lab. Fiscal Impact: Approximately \$23,656.50

**10. James Arendt FY2024-2025 Art Work Exhibition**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (contract for services) with James Arendt to exhibit his art work at the Rosemary Duffy Larson Gallery for the Art program during the 2024-2025 academic year. Fiscal Impact: \$2,500.00

**11. Brianna Miller (Dance Program Choreography and Masterclass) FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard contract (purchase order) for Brianna Miller to provide choreography and master class services for the summer and fall 2024 dance program. Fiscal Impact: \$2,150.00.

**12. Adrienne Khouri (Dance Program Choreography and Assistant Concert Director) FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard contract for services with Adrienne Khouri to provide choreography and assistant director services for the dance program for the Summer 2024 Dance Concert. Fiscal Impact: \$1,000.00.

**13. Gregg Rossman for IPS Classes of Various Topics FY 2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Gregg Rossman to teach seven (7) – forty-hour (40) classes, approved by Florida Department of Law Enforcement / Criminal Justice Standards Training Commission, utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety. Fiscal Impact: Total Estimated Cost of \$42,000.00.

**14. International Protective Services - Biohazard Cleaning FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with International Protective Services to clean and decontaminate the Firearms Ranges, Gymnasiums, and standard classrooms in Buildings 21 and 22 at the Institute of Public Safety for the 2024-2025 fiscal year. Fiscal Impact: Total Estimated cost of \$9,940.00.

**15. Chao Ding FY 2024-2025 Art Work Exhibition**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (contract for services) with Chao Ding to exhibit his art work at the Rosemary Duffy Larson Gallery for the Art program during the 2024-2025 academic year. Fiscal Impact: \$2,500.00

**16. RD2 Consulting LLC for Classes of Various Topics FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with RD2 Consulting LLC to teach to teach six (6) – forty-hour (40) classes, approved by Florida Department of Law Enforcement / Criminal Justice Standards Training Commission, utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety by using bid-waiver Professional Services. Fiscal Impact: Total Estimated cost of \$30,000.00.

**17. Pro Fitness Sales - Repair and Maintenance FY 2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize standard agreement (purchase order) with PRO FITNESS SALES, INC. for repair and maintenance on all exercise equipment in the gymnasiums for the Institute of Public Safety on an as-needed basis during FY2024-2025. Fiscal Impact: Estimated \$4,350.00.

**18. Alfred Clayton Photography, Inc. dba Downtown Photo - Studio Portrait**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Alfred Clayton Photography, Inc. dba Downtown Photo for photos items for use in the SBSHS pathway fundraising one-pager created by the marketing team of the Broward College Office of Advancement. Fiscal Impact: \$225.00

**19. J & J Instructional Services for Classes of Various Topics FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with J & J Instructional Services to teach seven (7) – forty-hour (40) classes, approved by Florida Department of Law Enforcement / Criminal Justice Standards Training Commission, utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety using bid-waiver Professional services. Fiscal Impact: Total Estimated cost of \$49,000.00.

**20. Richard Sessions for Injury and Death Investigations FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Richard Sessions to teach four (4) – forty-

hour (40) classes, approved by Florida Department of Law Enforcement / Criminal Justice Standards Training Commission, utilizing Florida Department of Law Enforcement certified instructor(s), for Professional and Executive Development at the Institute of Public Safety. Fiscal Impact: Total Estimated cost of \$30,000.00.

### **21. FAAC Incorporated Driving Simulator FY 24-25**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement and purchase order with FAAC Incorporated to extend the warranty for repairing and maintaining the driving simulator as needed in Building 22 at the Institute of Public Safety. Fiscal Impact: Total Estimated cost of \$5,000.00.

### **22. Monthly Student Debt Reduction**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the write-off of unpaid debt that has been deemed uncollectible for April 2024.

Fiscal Impact: \$986.19.

### **23. Monthly Student Debt Reduction**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the write-off of unpaid debt that has been deemed uncollectible for May 2024.

Fiscal Impact: \$2,034.55.

### **24. Dream Big Youth Travel, Inc. (RFP-2020-099-JH - BC TRIO College Tours) 3rd and Final Renewal**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the third and final renewal option with Dream Big Youth Travel, Inc. to provide three college tours for participants of the Broward College TRIO Upward Bound Program per RFP-2020-099-JH - BROWARD COLLEGE TRIO COLLEGE TOURS.

Fiscal Impact: \$128,000.00 (cumulative \$346,000.00)

### **25. City of Coconut Creek Seahawk Marketplace Reimbursement Grant**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize this reimbursement grant with the City of Coconut Creek for the purchasing of hygiene items for the Seahawk Marketplace Food Pantry at North Campus. Revenue (in the form of a reimbursement): \$20,000.00

### **26. State University of New York (SUNY) Membership Renewal & Dues FY2024-2025**

Presenters: Janice Stubbs, Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with State University of New York (SUNY) for membership renewal and dues FY 2024-2025 for Student Conduct & Integrity Training.

Fiscal Impact: \$5,304.50

### **27. FASFAA Membership Dues 2024**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Florida Association for Student Financial Aid Administrators (FASFAA) for annual memberships dues for 2024 for the Senior Director of Financial Aid Advising, the Director of Compliance and Training, and the Assistant Director of Financial Aid.

Fiscal Impact: \$105.00.

### **28. National Association of Student Financial Aid Administrators (NASFAA) 2024-2025 Annual Membership**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with the National Association of Student Financial Aid Administrators (NASFAA) for our annual membership for FY2024-2025.

Fiscal Impact: \$6,526.00

### **29. G-Men Corp. DBA South Florida Bounce & Slide - Fall 2024**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with G-Men Corp dba South Florida Bounce & Slide to provide services for the Student Life Fall 2024 events in September 2024. Fiscal Impact: Estimated \$7,545.00

### **30. TjohnE Productions - ThinkFast Collegewide Events - Fall 2024**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with TjohnE Productions, Inc to provide educational entertainment services for the Student Life Fall 2024 events. Fiscal Impact: Estimated \$6,750.00

### **31. Policy 6Hx2-5.23 Complaint Process for Students for Non-Instructional Issues**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-5.23 Complaint Process for Students for Non-Instructional Issues.

Fiscal Impact: None.

**32. Policy 6Hx2-5.27 Information/Notification to BC on Students Convicted of Felony Crimes, Past Discipline Problems at Other Educational Institutions, or Sexual Predator Status**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-5.27 Information/Notification to BC on Students Convicted of Felony Crimes, Past Discipline Problems at Other Educational Institutions, or Sexual Predator Status.

Fiscal Impact: None.

**33. Policy 6Hx2-5.28 Academic Standards Committee**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-5.28 Academic Standards Committee.

Fiscal Impact: None.

**34. Policy 6Hx2-5.03 Family Educational Rights and Privacy Act (FERPA)**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-5.03 Family Educational Rights and Privacy Act (FERPA).

Fiscal Impact: None.

**35. Amendment 1 to Student Apprenticeships in Aerospace Advanced Manufacturing (SA3M)**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

Recommendation that the Broward College District Board of Trustees ratify the First Amendment to the agreement with Florida International University for the Student Apprenticeships in Aerospace Advanced Manufacturing (SA3M) sponsored by the U.S. National Aeronautical and Space Administration. Fiscal Impact: Revenue \$30,555.00

**36. Convergent Technologies LLC (Sourcewell Contract 030421-CTL) Piggyback-Amendment**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority for the piggyback agreement with Convergent Technologies LLC (Sourcewell Contract 030421-CTL) for facility security software licensing by using the bid waiver (piggyback). Fiscal Impact: \$75,322.00 (cumulative \$775,322.00)

**37. Pathways to Career Opportunities Grant (PCOG) Grow Your Own Teacher (GYO) Apprenticeship Progr**

Presenter: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships

Recommendation that the Broward College District Board of Trustees authorize the grant agreement for Pathways to Career Opportunities Grant (PCOG) Grow Your Own Teacher (GYO) Apprenticeship Program. Fiscal Impact: No cost to the College. Grant award \$403,683.00

## C. Other

### **1. Steris Corporation (Maintenance Repair Autoclaves FY2024-2025)**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that Broward College District Board of Trustees authorize a non-standard agreement with STERIS CORPORATION to provide maintenance and repair services for STERIS CORPORATION autoclave machines in the biological laboratories by using the bid-waiver sole source. Fiscal Impact: Estimated \$27,597.50.

### **2. Eva-Lotta Cooper dba Lotta Cooper Photography FY2024-2025 Photography Services**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with EVA-LOTTA COOPER DBA LOTTA COOPER PHOTOGRAPHY to provide photography services for the music, dance, and theatre programs. Fiscal Impact: \$4,200.00.

### **3. Emmanuelle Estrella FY2024-2025 Videography Services**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Emmanuella Estrella to provide videography services for the dance program for fiscal year 2024-2025.

Fiscal Impact: \$3,600.00.

### **4. David White (Piano Tuning Services) FY2024-2025**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with David White to provide piano tuning and instrument maintenance services for the Fall 2024 and Spring 2025 semesters. Fiscal Impact: \$7,730.00.

### **5. Annielille Gavinol - Fall 2024 Dance Program Services**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Annielille Gavino to provide choreography and master class services for the fall 2024 dance program. Fiscal Impact: \$2,000.00.

### **6. Cheyenne Kellar FY2024-2025 Choreography Services and Master Classes**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Cheyenne Kellar to provide choreography and master class services for the Spring 2025 dance program. Fiscal Impact: \$1,075.00.

### **7. Chia Ying Kao FY2024-2025 Choreography Services and Master Classes**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Chia Ying Kao to provide choreography and master class services for the Spring 2025 dance program.

Fiscal Impact: \$2,000.00.

### **8. Joshua C. Perez FY2024-2025 Graphic Design Services**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Joshua Perez to provide graphic design services for the Fall 2024 and Spring 2025 semesters.

Fiscal Impact: \$8,500.00.

### **9. Christine Stiller dba New Horizons Coaching & Consulting - Leadership Series Webinar**

Presenter: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Christine Stiller dba New Horizons Coaching & Consulting for facilitation services for the BC LEAD program Cohorts 6 & 7.

Fiscal Impact: \$2,000.00

### **10. American Association of Collegiate Registrars & Admissions Officers Membership Renewal FY2024-2025**

Presenter: 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 the American Association of Collegiate Registrars & Admissions Officers (AACRAO) for membership renewal and dues for year 2024-2025 for the Registrar's Office.

Fiscal Impact: \$2,300.00.

### **11. FACRAO Membership Renewal Dues FY 2024-2025**

Presenter: 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 the Florida Association of Collegiate Registrars & Admissions Officers (FACRAO) for membership renewal dues for FY 2024-2025 for the Registrar's Office.

Fiscal Impact: \$250.00.

### **12. Seminole Tribe of Florida - Increased Fiscal Authority Spring 2024 Graduation**

Presenter: Janice Stubbs, Vice President of Student Services

Recommendation that the Broward College District Board of Trustees authorize increase of fiscal authority with Seminole Tribe of Florida dba Seminole Hard Rock Hotel & Casino for additional services invoiced for graduation on May 7, 2024 by utilizing the bid waiver (single source). Fiscal Impact: Estimated \$21,760.00 (Cumulative \$151,760.00).

## **XI. Information Items**

### **A. President's Report**



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

### **1. Revenue Generating**

#### **a. Makers Air**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

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 agreement with Makers Air to provide flight simulator rental. Fiscal Impact: Revenue Generating - \$10,000 (approx. per year).

#### **b. 2023-2025 Private School DE Articulation Agreements**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

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 Articulation Agreements with Broward County Private Schools for Dual Enrollment per FL State Statute 1007.271. Fiscal Impact: Revenue \$12,000 per academic year for all private schools combined

#### **c. 2024-2025 DE Charter School DE Art. Agmts**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

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 Articulation Agreement with Broward County Charter Schools for Dual Enrollment per FL State Statute 1007.271. Fiscal Impact: Revenue \$120,000.00 per Academic Year (in total for all charter schools)

#### **d. Florida Department of Health in Broward County**

Presenter: 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 agreement with the Florida Department of Health in Broward County, providing specialized healthcare skills training for employees in preparation to staff emergency shelter during hurricane season. Fiscal Impact: Estimated Revenue \$25,000.00.

#### **e. Black Rocket Productions LLC (June 2024-July 2026) STEAM Online Courses**

Presenter: 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 a two-year agreement with Black Rocket Productions LLC to provide STEAM (Science, Technology, Engineering, Art and Mathematics) online courses for students enrolled in the seasonal Workforce & Continuing Education Kids and Teens Summer College. Fiscal Impact: Estimated revenue share over the two-year term of the agreement: \$10,000.00



## 2. Expenditures

### **a. NG Web Solutions LLC FY2024-2025 - Annual Software License**

Presenter: Janice Stubbs, Vice President of Student Services

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 (purchase order) with NG Web Solutions LLC for the annual software license in the Student Financial Services Department by using the bid waiver information technology. Fiscal Impact: \$17,445.00 (Cumulative \$139,2740.00)

### **b. Assessment Technology Institute, LLC dba ATI (Amendment)**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

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 extend the contract with Assessment Technologies Institute LLC dba ATI for provide NCLEX Predictor Testing and Live Review Solution services by using a bid-waiver educational materials and supplies. Fiscal Impact: \$33,614.00 (Cumulative \$283,614.00)

### **c. CollegeBoard ACCUPLACER Placement Exam Units**

Presenter: 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 authorize the standard agreement (purchase order) with CollegeBoard to purchase ACCUPLACER exam units for collegewide placement testing for students by using the bid waiver sole source. Fiscal Impact: 45,000.00

### **d. Omnigo Software LLC (Oct 2023-Sep 2027) Report Management System**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

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 contract with Omnigo Software LLC for software licensing and support for the Safety and Security departments report management system by using the bid waiver information technology resources.

Fiscal Impact: Estimate \$140,557.31 (over four years) (Cumulative \$188,272.31)

### **e. American Medical Association (JAMA Network) - Online Amendment 1**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

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 and renewal with American Medical Association (JAMA Network) Online for JAMA subscription for library books, reference books, periodicals, and other library materials, and supplies.

Fiscal Impact: \$5,008 spent over two years.

**f. Systems Analysis LLC - HETGroup Systems Migration**

Presenter: 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 agreement with Systems Analysis LLC to migrate HETGroup systems into the Broward College internal systems, utilizing the bid waiver exemption for Information Technology. Fiscal Impact: Estimated \$12,000.00.

**g. SemperTech Student Information System-HETGroup (FY2024-2025)**

Presenter: 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 agreement with SemperTech, Inc. for the ongoing support and maintenance of the Integrow Student Information System utilizing bid waiver (information technology). Fiscal Impact: Estimated \$240,000.00.

**h. Cronus Consulting (Pty) Ltd. (Technical Services and Support)**

Presenter: 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 authorize the non-standard agreement (purchase order) with Cronus Consulting (Pty) Ltd., to provide technical services and support for all Cronus ESP products. Fiscal Impact: Estimated \$9,822.72.

**i. EOL Consulting Group, Inc. - Consulting Services FY2024-2025**

Presenter: 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 agreement with EOL Consulting Group, Inc., to provide support of the HETGroup Student Accounts system and HETGroup, utilizing the bid waiver Information Technology. Fiscal Impact: Estimated \$45,000.00.

**j. IRIS AIR PHOTO BOOTHS (ITS-2024-102-OA - PRO PHOTO BOOTH)**

Presenter: 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 Iris Photo Booth (ITS-2024-102-OA - Pro Photo Booth) for \$82,400.00 to be paid through the EMPLOYEES grant sponsored by the Community Foundation of Broward, utilizing the bid waiver (sole source). Fiscal Impact: \$82,400.00.

**k. EMSI (Lightcast): Career Coach (2024-2025)**

Presenter: 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 a renewal agreement with EMSI (Lightcast) for Career Coach Software Subscription in the

Employment Solutions Department by utilizing a bid waiver for information technology resources. Fiscal Impact: \$18,750.00 (Cumulative \$206,250.00).

### **3. No Fiscal Impact**

#### **a. Cleveland Clinic**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Jeffrey Nasse exercised the authority delegated by the Board to execute a student clinical affiliation agreement with Cleveland Clinic for the College's Health Science Programs. Fiscal Impact: None

#### **b. Vincent Luz M.D FAAP**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

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 Vincent Luz M.D FAAP for the Health Services Management Program and Health Science Navigator. Fiscal impact: None.

#### **c. Quick Family Urgent Care**

Presenter: Dr. Jamonica Rolle, Vice Provost, Academic Affairs

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 Quick Family Urgent Care for the Health Service Management Program and Health Navigator. Fiscal impact: None.

#### **d. UWF Advanced Education Agreement**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Barbara Bryan exercised the authority delegated by the Board to execute an Articulation Agreement with University of West Florida for Broward College Bachelor of Science in Education graduates to be admitted into UWF Curriculum & Instruction, M.Ed.; Exceptional Student Education/Special Education, M.A.; or Reading Education, M.Ed programs. Fiscal Impact: None.

#### **e. BC--MDC Film, Television**

Presenter: Dr. Jeffrey Nasse, Provost and Senior Vice President of Academic Affairs

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 extend the articulation agreement with the Miami Dade College Film, Television and Digital Media school. Fiscal Impact: None.

#### **f. Arthritis and Rheumatology Center of South Florida**

Presenter: 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 Standard Clinical Affiliation Agreement with Jigar Shah MD, Arthritis & Rheumatology Center of South Florida to provide on-site clinical services for

Continuing Education, Health Science students prepare for clinical externship experiential training. Fiscal Impact: None.

**g. Non-MinuteTraq Bid Waivers Reports FY2021-2022 & FY2022-2023**

Presenter: Rabia Azhar, Chief Financial Officer

Broward College District Board of Trustees authorized the bid waivers and reports pursuant to College Procedure 6Hx2.6.34 for FY2021-2022 and FY2022-2023.

Fiscal Impact: \$2,604,329.37 for FY2021-2022 and \$2,939,077.31 for FY2022-2023.

**h. 2024-2025 FISCAL YEAR BUDGET OF BROWARD COLLEGE FOUNDATION**

Presenter: Megan Cottle, Vice President, Advancement and Chief Development Officer of the Broward College Foundation

Report of the Broward College Foundation 2024-2025 Fiscal Year Budget.

Fiscal Impact: \$661,291.40

**XII. Adjournment**