

THESE MINUTES ARE TENTATIVE AND WILL NOT BECOME OFFICIAL
UNTIL APPROVED BY THE BOARD AT THE SUBSEQUENT MEETING.



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

Broward College

Tuesday December 3, 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 (remote), Trustee Eileen LaMarca, Trustee Michael Caschette, President Donald Astrab, outside General Counsel Scott Cole

Absent:

Trustee Mario Zanotti

I. Call to Order

The regular meeting of the District Board of Trustees of Broward College was called to order at 11:00 a.m. on Tuesday, December 3, 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. (remote), Trustee Eileen LaMarca (physical), Trustee Michael Caschette (physical), outside General Counsel Scott Cole (physical), and President Dr. Donald Astrab (physical). Trustee Mario Zanotti was absent. Chair Yarbrough inquired whether the Board had quorum for this meeting. General Counsel Cole confirmed that the meeting has quorum.

 [Mission Statement December 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, Ms. Kandra Williams who was joining the meeting under the Student Trustee Initiative.

Chair Yarbrough asked if any Trustees would like to make preliminary comments. Hearing none, the Chair moved on to the business of the Board.

IV. Agenda and Acknowledgment of Public Notice

Chair Yarbrough stated that Florida Statute 120.525 allows the College to change the published agenda for good cause shown and based upon that authority, the College amended item 9.A.4, the standard contract for Audiovisual Communications and Installation Services (RFP-2023-138-TP) with AVI-SPL LLC, Bluum USA, Inc., High End Audio Visual, Inc., Innovate Audio Visual, Inc., One Diversified LLC dba Diversified, Solotech Sales & Integration USA, Inc., Visionworx LLC dba CCS Presentation Systems, and Smiley's Audio Visual, Inc. to update the backup documentation.

 [Amendment BOT December 2024.pdf](#)


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

Motion:


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

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 - October 29, 2024 11 00 AM Minutes.pdf](#)

 [Zachariah \(BOT 10.29.2024\) Abstention Conflict of Interest Form.pdf](#)

 [District Board of Trustees - Special Meeting - November 12, 2024 1 00 PM Minutes.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Board of Trustees Regular Meeting of October 29, 2024. Trustee LaMarca made the motion with a second by Trustee Caschette.

Motion:

Chair Yarbrough made a motion to amend the minutes to the October 29, 2024 meeting to include Vice Chair Zachariah's abstention form as an appendix to the minutes.

Trustee LaMarca 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

Motion:

Chair Yarbrough called for a motion to approve the minutes of the Board of Trustees Special Meeting of November 12, 2024. Trustee Caschette 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

VI. Public Speakers

Chair Yarbrough called on Mr. Cole for registered speakers. Mr. Cole stated that there were no registered speakers.

VII. Board Comments

Chair Yarbrough asked if any Trustees would like to make any comments. Hearing none, the Chair then moved on to Presentations.

VIII. Presentations

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

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

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


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

IX. Action Agenda

A. Administration

1. 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 and Rock Gate Capital LLC dba 160 Driving Academy (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 standard agreement (contract for services) with FleetForce LLC dba FleetForce Truck Driver Training and Rock Gate Capital LLC dba 160 Driving Academy. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

2. Resolution to Update Authorized Signers (Presenters: Rabia Azhar, Chief Financial Officer)

Recommendation that the Broward College District Board of Trustees approve a resolution to grant Rabia Azhar, Chief Financial Officer of Broward College, the authority as designated representative of the Board for purposes of executing documents necessary and desirable to revise the authorized signatories on the College's Account with PIMCO.

 [Resolution to Update Authorized Signers.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve a resolution to grant Rabia Azhar, Chief Financial Officer of Broward College, the authority as designated representative of the Board for purposes of executing documents necessary and desirable to revise the authorized signatories on the College's Account with PIMCO. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

3. Policy 6Hx2-8.01 College Network and Software Usage (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees accept the revisions to Policy 6Hx2-8.01 College Network and Software Usage.
Fiscal Impact: None.

 [6Hx2-8.01 College Network and Software Usage.pdf](#)


Motion:

Chair Yarbrough called for a motion to accept the revisions to Policy 6Hx2-8.01 College Network and Software Usage. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

4. Audiovisual Communications and Installation Services (RFP-2023-138-TP) Did not go through Contract Committee (Presenters: Raj Mettai, Chief Information Officer)

Recommendation that the Broward College District Board of Trustees authorize the standard contract for Audiovisual Communications and Installation Services (RFP-2023-138-TP) with AVI-SPL LLC, Bluum USA, Inc., High End Audio Visual, Inc., Innovate Audio Visual, Inc., One Diversified LLC dba Diversified, Solotech Sales & Integration USA, Inc., Visionworx LLC dba CCS Presentation Systems, and Smiley's Audio Visual, Inc. Fiscal Impact: \$6,000,000.00, spent over three years.

 [Audiovisual Communications and Installation Services \(RFP-2023-138-TP\) CS 139.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the standard contract for Audiovisual Communications and Installation Services (RFP-2023-138-TP) with AVI-SPL LLC, Bluum USA, Inc., High End Audio Visual, Inc., Innovate Audio Visual, Inc., One Diversified LLC dba Diversified, Solotech Sales & Integration USA, Inc., Visionworx LLC dba CCS Presentation Systems, and Smiley's Audio Visual, Inc. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

5. Storm Drain Cleaning, Repairs & Maintenance Services (RFP-2024-082-OA) Did not go through Contract Committee (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard contract for services with Shenandoah General Construction LLC for the solicitation RFP-2024-082-OA to provide Storm Drain Cleaning, Repairs, and Maintenance Services - Collegewide.

Fiscal Impact: Estimated: \$500,000.00

 [Storm Drain Cleaning, Repairs & Maintenance Services \(RFP-2024-082-OA\) 12513.pdf](#)

Motion:


Chair Yarbrough called for a motion to authorize the standard contract for services with Shenandoah General Construction LLC. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

6. Memorandum of Agreement (MOA) Regarding modifying the 2023 – 2025 UFF CBA (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation that the Broward College District Board of Trustees approve the Memorandum of Agreement (MOA) regarding modifying the 2023 – 2025 Board of Trustees of Broward College and the United Faculty of Florida – Broward College Collective Bargaining Agreement (CBA) Article 6.00 Benefits.

Fiscal Impact: None.

 [Memorandum of Agreement \(MOA\) Regarding modifying the 2023 – 2025 UFF CBA 12570.pdf](#)

Motion:

Chair Yarbrough called for a motion to approve the Memorandum of Agreement (MOA) regarding modifying the 2023 – 2025 Board of Trustees of Broward College and the United Faculty of Florida – Broward College Collective Bargaining Agreement (CBA) Article 6.00 Benefits. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

B. Academics

1. Proposed Laboratory Fee Modifications for 2025-26 (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the proposed laboratory fee modifications for the 2025-26 Academic Year.
Fiscal Impact: Decrease \$13,559.00

 [Proposed Laboratory Fee Modifications for 2025-26 12569.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the proposed laboratory fee modifications for the 2025-26 Academic Year. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

2. Curriculum Committee Recommendations (Presenters: John Thornton, Vice Provost, Academic Operations)

Recommendation that the Broward College District Board of Trustees authorize the Curriculum Committee recommendations.
Fiscal Impact: None.

 [Curriculum Committee Recommendations 12574.pdf](#)

This item was previously on the Consent Agenda as item 10-B-1, but was moved to the Action Agenda as item 9-B-2 for discussion and separate action.

Motion:

Chair Yarbrough called for a motion to authorize the Curriculum Committee recommendations. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

C. Student Activity Fees

1. Cocktail Hour Entertainment Inc. - Welcome Back Bash 2025 (STUDENT ACTIVITY FEES) (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 Cocktail Hour Entertainment, Inc. to provide services for the Welcome Back Bash 2025.

Fiscal Impact: Estimated \$8,400.00.

 [Cocktail Hour Entertainment Inc. - Welcome Back Bash 2025 12528.pdf](#)


Motion:

Chair Yarbrough called for a motion to authorize the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide services for the Welcome Back Bash 2025. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

2. Esther Budebo dba Terry's Face Painting, Inc. - Collegewide Events Spring 2025 (STUDENT ACTIVITY FEES) (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 Esther Budebo dba Terry's Face Painting, Inc. to provide services for the college-wide events during the month of January & April 2025. Fiscal Impact: Estimated \$7,200.00

 [Esther Budebo dba Terry's Face Painting, Inc. - Collegewide Events Spring 2025 12539.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the standard agreement (purchase order) with Esther Budebo dba Terry's Face Painting, Inc. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

3. Cocktail Hour Entertainment, Inc. - Student Life Awards Banquet 2025 (STUDENT ACTIVITY FEES) (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 Cocktail Hour Entertainment, Inc. to provide entertainment services for the Student Life Awards Banquet 2025 on April 16, 2025.

Fiscal Impact: Estimated \$6,350.00

 [Cocktail Hour Entertainment, Inc. - Student Life Awards Banquet 2025 12555.pdf](#)

Motion:


Chair Yarbrough called for a motion to authorize the standard agreement (purchase order) with Cocktail Hour Entertainment, Inc. to provide entertainment services for the Student Life Awards Banquet 2025 on April 16, 2025. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

4. G-Men Corp. dba South Florida Bounce & Slide - Spring 2025 Events (STUDENT ACTIVITY FEES) (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 G-Men Corp dba South Florida Bounce & Slide to provide services for the Student Life Spring 2025 events in April 2025.

Fiscal Impact: Estimated \$4,110.00

 [G-Men Corp. dba South Florida Bounce & Slide - Spring 2025 Events 12531.pdf](#)

Motion:

Chair Yarbrough called for a motion to authorize the standard agreement (purchase order) with G-Men Corp dba South Florida Bounce & Slide. Trustee LaMarca made the motion with a second by Trustee Caschette.

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

X. Consent Agenda

Chair Yarbrough said she understands Vice Chair Zachariah has a conflict of interest and needs to abstain from voting on items 10-B-2 an agreement with Medline Industries LP, 10-B-7 an agreement with Airgas USA LLC, and 10-B-8 an agreement with Michael Thomas.

Chair Yarbrough asked if anyone would like to remove any items from the Consent Agenda for separate discussion. The Chair asked that item 10-B-1, the Curriculum Committee Recommendations, be moved to the Action Agenda for separate action.

Motion:

Chair Yarbrough called for a motion to approve the Consent Agenda as amended. Trustee LaMarca made the motion with a second by Trustee Caschette. Vice Chair Zachariah is abstaining from voting on items 10-B-2 an agreement with Medline Industries LP, 10-B-7 an agreement with Airgas USA LLC, and 10-B-8 an agreement with Michael Thomas.

All items on the amended Consent Agenda received a unanimous vote of four ayes, with the only exceptions being items 10-B-2 an agreement with Medline Industries LP, 10-B-7 an agreement with Airgas USA LLC, and 10-B-8 an agreement with Michael Thomas which received three ayes, with Vice Chair Zachariah abstaining. Trustee Zanotti was absent.

A list of the items on the Consent Agenda are:

A. Administration

1. October Warrants 2024 (Presenters: Rabia Azhar, Chief Financial Officer)

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

Fiscal Impact: \$25,034,281.00

 [October Warrants 2024 12575.pdf](#)

2. Disposal Analysis - A1 Assets (September and October 2024) (Presenters: Rabia Azhar, Chief Financial Officer)

Recommendation that the Broward College District Board of Trustees authorize disposal, trade in, donation or sale by bid of surplus property assets for the month of September and October 2024.

Fiscal Impact: None.

 [Disposal Analysis - A1 Assets \(September and October 2024\) 12571.pdf](#)

3. Employment of Full-Time & Part-Time Personnel and Resignation & Termination of Personnel (Presenters: Dr. Sophia Galvin, Vice President, Human Resources, Talent and Culture)

Recommendation for 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.

 [Employment of Full-Time & Part-Time Personnel and Resignation & Termination of Personnel 12576.pdf](#)

4. Pro Energy Fleet Fueling LLC (Bulk Fuel, Gasoline and Diesel) 15100000-19-1 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize an increase in fiscal authority on the previously approved State of Florida Department of Management Services Contract 15100000-19-1 with Pro Energy Fleet Fueling LLC to provide bulk fuel, gasoline and diesel collegewide.

Fiscal Impact: Estimated \$100,000.00 (Cumulative \$420,800.00).

 [Pro Energy Fleet Fueling LLC \(Bulk Fuel, Gasoline and Diesel\) 15100000-19-1 12486.pdf](#)

5. Advanced Control Corporation (Building Automation Control) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that Broward College District Board of Trustees authorize a standard agreement (blanket purchase order) with Advanced Control Corporation for the electrical and building automation systems maintenance of the HVAC Systems collegewide on an as-needed basis during the FY2024-2025 by utilizing a bid waiver (sole source).


Fiscal Impact: Estimated \$64,000.00

 [Advanced Control Corporation \(Building Automation Control\) FY2024-2025 12230.pdf](#)

6. All Points Mobile Shredding (Document Shredding Services) FY2024-2025 (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 ALL POINTS Mobile Shredding for shredding services and destruction of confidential materials collegewide for FY2024-2025.


Fiscal Impact: Estimated \$35,000.00

 [All Points Mobile Shredding \(Document Shredding Services\) FY2024-2025 12548.pdf](#)

7. Eric Camarda dba No Wanna Iguana (Wildlife Removal) FY2024-2025 (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase orders) with Eric Camarda dba No Wanna Iguana for wildlife trapping, relocation & removal services as needed collegewide for FY2024-2025.


Fiscal Impact: Estimated \$35,000.00

 [Eric Camarda dba No Wanna Iguana \(Wildlife Removal\) FY2024-2025 12325.pdf](#)

8. Healthcare Environmental Services LLC - Biomedical Waste Collection and Disposal Services (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 Healthcare Environmental Services LLC for Biomedical Waste Collection and Disposal Service Collegewide during FY2024-2025.

Fiscal Impact: Estimated \$10,000.00

 [Healthcare Environmental Services LLC - Biomedical Waste Collection and Disposal Services 12158.pdf](#)

9. Communication Access Services, Inc. - Repairs and Maintenance Services South Campus FY2024-2025 (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 Communications Access Services, Inc. to provide repair and maintenance services to the access control doors and gates, burglar alarm, CCTV, structured cabling (voice & data, WAP), public address system, bi-directional amplifier system (BDA), and video intercom for the South Regional Library on the Broward College South Campus during FY2024-2025.


Fiscal Impact: \$10,000.00

 [Communication Access Services, Inc. - Repairs and Maintenance Services South Campus FY2024-2025 12431.pdf](#)

10. Discovery Tank Testing, Inc. (Fuel Tank Monitoring) FY2024-2025 (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 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

 [Discovery Tank Testing, Inc. \(Fuel Tank Monitoring\) FY2024-2025 12159.pdf](#)


11. NFPA International Membership - Dues & Renewal 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 the National Fire Protection Association (NFPA International) for membership dues and renewal for FY2024-2025 for the Facilities Management Department.
Fiscal Impact: Estimated \$175.00

 [NFPA International Membership - Dues & Renewal FY2024-2025 12164.pdf](#)


12. ADP & Associates Professional Inspections.(Spring 2025) Rope Course Inspection Services (Presenters: 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 ADP & Associates Professional Inspectors, Inc. for the annual mandatory permit inspection of the ropes course at Tigertail Lake Center in March 2025. Fiscal Impact: \$4,000.00.

 [ADP & Associates Professional Inspections.\(Spring 2025\) Rope Course Inspection Services 12457.pdf](#)


13. Darryl Nobles - DreamFocus Photography Services 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 (blanket purchase order) with Darryl Nobles - DreamFocus Photography for photography, editing and archiving services for General Photography Community Relations FY2024-2025. Fiscal Impact: \$2,800.00

 [Darryl Nobles - DreamFocus Photography Services FY2024-2025 12484.pdf](#)

14. Luiz Morizot-Leite - Lifeguard Instructor Training & Certification (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 Luiz Morizot-Leite for lifeguard instructor training and certification services at Tigertail Lake Center.
Fiscal Impact: \$2,000.00

 [Luiz Morizot-Leite - Lifeguard Instructor Training & Certification \(FY2024-2025\) 12435.pdf](#)

15. TruBlue LLC DBA Head Rush Technologies (QuickFlight Annual Service 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 TruBlue LLC DBA Head Rush Technologies for the mandatory annual service for the QuickFlight Free Fall Devices at Tigertail Lake.
Fiscal Impact: \$1,154.00

 [TruBlue LLC DBA Head Rush Technologies \(QuickFlight Annual Service FY2024-2025\) 12540.pdf](#)

16. CorpDeveloper Investments LLC/BCEX Accelerator Program (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize the standard contract for services with CorpDeveloper Investments LLC for the development, implementation, and facilitation of the BCEX Accelerator program, a non-credit workshop.
Fiscal Impact: Estimated \$11,000.00

 [CorpDeveloper Investments LLC BCEX Accelerator Program 12545.pdf](#)


17. MindEdge, Inc. - Online Services 2024-2026 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize a standard contract for services with MindEdge, Inc., for online training for workforce skills and maintain industry certifications for Broward College students by utilizing a bid waiver (professional services).
Fiscal Impact: Estimated \$75,000.00 (Net Revenue: Estimated \$75,000.00)

 [MindEdge, Inc. - Online Services 2024-2026 12319.pdf](#)

18. Condensed Curriculum International, Inc. (CCI) Online Services 2024-2026 (Presenters: Dr. Steven Tinsley, Vice President, Workforce Education and Strategic Partnerships)

Recommendation that the Broward College District Board of Trustees authorize an amendment to MT#11043 for Condensed Curriculum International, Inc. (CCI) to correct the contract term expiration date to reflect March 31, 2026 as shown on Exhibit A, and to increase the fiscal threshold providing the ability to pay invoices covering the agreed revenue share.
Fiscal Impact: Estimated expense \$345,000.00, Net revenue \$345,000.00, Cumulative total: Estimated \$345,000.00

 [Condensed Curriculum International, Inc. \(CCI\) Online Services 2024-2026 12397.pdf](#)

B. Academics

1. Medline Industries, LP. - E&I Contract CNR01385 Medical Surgical Products & Equipment (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the increase in fiscal authority with Medline Industries LP. through the E&I Contract CNR01385 for the purchase of medical surgical products and equipment by utilizing bid-waiver (piggyback).


Fiscal Impact: Estimated \$150,000.00 (cumulative \$321,877.00)

 [Medline Industries, LP. - E&I Contract CNR01385 Medical Surgical Products & Equipment 12477.pdf](#)

2. American Association of Colleges of Nursing (AACN) 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 Association of Colleges of Nursing (AACN) for membership dues and renewal FY2024- 2025.


Fiscal Impact: \$5,876.00

 [American Association of Colleges of Nursing \(AACN\) Membership Dues and Renewal FY2024-2025 12467.pdf](#)

3. RTS Publishing/Kettering National Seminars - CRT/RRT Review 2024-2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard contract (purchase order) with RTS Publishing (Kettering National Seminars) to provide students with a review course to help them pass the NBRC (CRT/RRT) examination (licensure).

Fiscal Impact: \$4,830.00.

 [RTS Publishing Kettering National Seminars - CRT RRT Review 2024-2025 12522.pdf](#)

4. Arts28 LLC - Guest Artist Services (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with Arts28 LLC for guest artist services for the Rosemary Duffy Larson Classical Music Series and Music Program.


Fiscal Impact: \$4,200.00.

 [Arts28 LLC - Guest Artist Services 12556.pdf](#)

5. Matt A Clemens - Professional Music and Vocal Coaching Services (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Matt A Clemens to provide professional


music and vocal coaching services for the Spring 2025 Theatre Productions Play The Spoken Word.
Fiscal Impact: \$2,000.00

 [Matt A Clemens - Professional Music and Vocal Coaching Services 12536.pdf](#)

6. Airgas USA LLC - Rental Gas Cylinders - FY2024-2025 Science & Wellness Laboratories (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a non-standard agreement with AIRGAS USA LLC for rental of gas cylinders in the Science & Wellness Laboratory on an-needed basis during FY2024-2025.

Fiscal Impact: Estimated \$1,100.00

 [Airgas USA LLC - Rental Gas Cylinders - FY2024-2025 Science & Wellness Laboratories 12434.pdf](#)

7. Michael Thomas - Art Exhibition Black Life - Spring 2025 (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)


Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Michael Thomas for an Art Exhibition Black Life: Our Heritage, Our Culture scheduled for Spring 2025 along with an Artist Lecture at South Campus.

Fiscal Impact: \$1,000.00

 [Michael Thomas - Art Exhibition Black Life - Spring 2025 12500.pdf](#)

8. Association of Collegiate Schools of Architecture (ACSA) - 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 Association of Collegiate Schools of Architecture (ACSA) for membership dues and renewal for FY2024-FY2025 (Visual & Performing Arts). Fiscal Impact: \$808.00

 [Association of Collegiate Schools of Architecture \(ACSA\) - Membership Dues and Renewal FY2024-2025 12534.pdf](#)

9. Grandmaster Pianos Sales & Service, Inc.- Piano Tuning North Campus (Presenters: Jeffrey Guild, Vice Provost, Academic Affairs)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Grandmaster Pianos Sales and Service, Inc. to provide professional piano tuning for two pianos in the Music Department on North Campus.

Fiscal Impact: \$500.00.

 [Grandmaster Pianos Sales & Service, Inc.- Piano Tuning North Campus 12524.pdf](#)

10. Miramar Pembroke Pines Regional Chamber of Commerce Membership Dues and Renewal FY2024-2025 (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with Miramar Pembroke Pines Regional Chamber of Commerce for membership and renewal dues for FY2024-2025 for Broward College South Campus.


Fiscal Impact: \$1,200.00

 [Miramar Pembroke Pines Regional Chamber of Commerce Membership Dues and Renewal FY2024-2025 12529.pdf](#)

11. Florida Library Association - Membership Dues and Renewal FY2024-2025 (Presenters: Priscilla Suarez, Vice Provost, Academic Services)

Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Florida Library Association for membership dues and renewal for FY2024-2025 with Broward College Libraries.


Fiscal Impact: Estimated \$1,000.00

 [Florida Library Association - Membership Dues and Renewal FY2024-2025 12551.pdf](#)

12. Lindsay Garritson (RDL Classical Series Guest Artist 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 Lindsay Garritson for guest artist services for the Rosemary Duffy Larson Classical Music Series and Music Program.


Fiscal Impact: \$2,000.00.

 [Lindsay Garritson \(RDL Classical Series Guest Artist Spring 2025\) 12557.pdf](#)

13. National Marine Electronics Association (NMEA) Membership Renewal and Dues 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 National Marine Electronics Association (NMEA) for membership renewal and dues for FY2024-2025.

Fiscal Impact: \$250.00

 [National Marine Electronics Association \(NMEA\) Membership Renewal and Dues FY2024-2025 12022.pdf](#)

14. Society for Simulation in Healthcare FY2024-2025 (Sim Center) (Presenters: John Thornton, Vice Provost, Academic Operations)

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 dues and renewal for the Health Sciences Simulation Center. Fiscal Impact: \$199.00

 [Society for Simulation in Healthcare FY2024-2025 \(Sim Center\) 12496.pdf](#)

XI. Information Items

A. President's Report

President Astrab reported on student and staff events around the College, leadership recognitions, and graduation. He thanked the Trustees for all they have done for the College.

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

1. Revenue Generating

a. Fusion National Dance Competition (Jan-Feb 2025) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

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 RENTAL AGREEMENT with FUSION NATIONAL DANCE for RENTAL OF BAILEY HALL.

Fiscal Impact: Revenue \$14,150

 [Fusion National Dance Competition \(Jan-Feb 2025\) 12462.pdf](#)

b. FLORIDA YOUTH ORCHESTRA (Nov 2024) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

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 FACILITY RENTAL AGREEMENT with THE FLORIDA YOUTH ORCHESTRA for RENTAL OF BAILEY HALL.

Fiscal Impact: Revenue generating \$3150.00

 [FLORIDA YOUTH ORCHESTRA \(Nov 2024\) 12455.pdf](#)

c. Master Chorale of South Florida (Oct 2024) (Presenters: Deborah Czubkowski, Vice President of Facilities Management)

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 FACILITY RENTAL AGREEMENT with MASTER CHORALE OF SOUTH FLORIDA for REHEARSAL IN BAILEY HALL.

Fiscal Impact: Revenue \$1,600.00

 [Master Chorale of South Florida \(Oct 2024\) 12515.pdf](#)

d. MASTER CHORALE OF SOUTH FLORIDA - rental agreement (Nov2024) (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 FACILITY RENTAL CONTRACT with MASTER CHORALE OF SOUTH FLORIDA for RENTAL OF BAILEY HALL.

Fiscal Impact: Revenue \$3,400.00

 [MASTER CHORALE OF SOUTH FLORIDA - rental agreement \(Nov2024\) 12446.pdf](#)

- e. Broward Educator Certification (BEC) (2024-2025) (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 the School Board of Broward County for the Broward Educator Certification (BEC) program.

Fiscal Impact: Revenue up to \$2,038.35 per student.


 [Broward Educator Certification \(BEC\) \(2024-2025\) 12367.pdf](#)

2. Expenditures

- a. Vision Database Systems, Inc. - Subscription Renewal 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 issue a standard agreement (purchase order) with Vision Database Systems, Inc. for the annual renewal subscription software for student ID cards for the Student Services Department, utilizing a bid waiver (Information Technology).


Fiscal Impact: \$23,958.36 (cumulative \$127,080.11)

 [Vision Database Systems, Inc. - Subscription Renewal FY2024-2025 12418.pdf](#)

- b. Texthelp, Inc. FY2024-2025 Literacy Software to Students with Disabilities (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 software agreement with Texthelp, Inc. to provide literacy software to students with disabilities for FY2024-2025.

Fiscal Impact: Estimated \$16,693.22 (cumulative \$30,859.02).

 [Texthelp, Inc. FY2024-2025 Literacy Software to Students with Disabilities 12064.pdf](#)

- c. Everbridge, Inc. (State of FL DEM-D0003/RFQ-DEM-18-19-021) Piggyback Amendment (Presenters: John Thornton, Vice Provost, Academic Operations)

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 quote with Everbridge, Inc. and the memorandum of understanding with the Florida Division of Emergency Management (FDEM) for the comprehensive emergency notification system through FDEM contract (DEM-D0003/RFQ-DEM-18-19-021) utilizing bid waiver (piggyback).

Fiscal Impact: \$47,500.00 spend over five years (cumulative \$86,607.98).

 [Everbridge, Inc. \(State of FL DEM-D0003 RFQ-DEM-18-19-021\) Piggyback Amendment 12373.pdf](#)

- d. OneSource Virtual, Inc. - Additional Services (Presenters: Rabia Azhar, Chief Financial 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 an increase in fiscal authority with OneSource Virtual, Inc. to cover additional services contracted from the vendor: out of state tax filings and 1099 forms by utilizing the bid waiver exception for professional services.

Fiscal impact \$18,800.00 (cumulative \$139,300.00)

 [OneSource Virtual, Inc. - Additional Services 12105.pdf](#)

- e. Rexel USA, Inc. - Ethernet/IP Controllers (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 purchase order with Rexel USA, Inc. for the purchase of 5 Ethernet/IP Controllers for the Engineering Technology program.

Fiscal Impact: \$3,297.15


 [Rexel USA, Inc. - Ethernet IP Controllers 12054.pdf](#)

3. No Fiscal Impact

- a. Franklin Academy Charter Schools 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 the affiliation agreement with Franklin Academy Charter Schools for various clinical education K-12 placement opportunities for pre-professional teachers in the Education Pathway.

Fiscal Impact: None.

 [Franklin Academy Charter Schools and BC Affiliation Agreement 2024-2027 11941.pdf](#)


- b. Dr. Federico Perez (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. Federico Perez for the Dental Hygiene and Dental Assisting Program.
Fiscal impact: None.

 [Dr. Federico Perez 12116.pdf](#)

- c. Google Cloud (Workspace for Education Fundamentals)
(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 the terms of Service with Google, for the Google Cloud and Workspace for Education Fundamentals Suite.
Fiscal Impact: None

 [Google Cloud \(Workspace for Education Fundamentals\) 12458.pdf](#)

- d. Non-MinuteTraq Bid Waivers Report 1st Quarter FY2024-2025
(Presenters: Rabia Azhar, Chief Financial Officer)

Broward College District Board of Trustees authorized the bid waivers and report pursuant to College Procedure 6Hx2.6.34 for the First Quarter of FY2024-2025.
Fiscal Impact: \$35,222.36.

 [Non-MinuteTraq Bid Waivers Report 1st Quarter FY2024-2025 12566.pdf](#)

C. Other

- 1. Faculty Led Study Abroad Programs - Spring_Summer 2025 (Presenters: Dr. David Moore, Dean, Strategy, Planning and Accreditation)

Four short-term faculty led Study Abroad Programs for the spring (March 3-7, 2025) and summer of 2025, (May 15, 2025 to June 1, 2025).
Fiscal Impact: Travel costs for both faculty-leaders are built into program cost assuming minimum enrollment is met.

 [Faculty Led Study Abroad Programs - Spring Summer 2025 12573.pdf](#)

XII. Adjournment

There being no further business and no objection to adjourn, the regular meeting was adjourned at 12:20 p.m.

Dr. Donald Astrab

President, Broward College

Alexis Yarbrough

Chair, Board of Trustees