



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (purchase order) with COMMISSION ON ACCREDITATION FOR RSP CARE for Respiratory Care Accreditation. Fiscal Impact: \$2,754.72, Cumulative amount: \$0.00, Revenue: \$0.00

Presenter(s): Jeffrey Guild, Vice Provost of Academic Affairs

Describe the purpose of this purchase of goods, services, information technology, construction, or use of space. The annual accreditation fee is required by The Commission on Accreditation for Respiratory Care (CoARC) for ongoing accreditation. Accrediting bodies monitor institutions regularly to ensure continued compliance with standards. The CoARC fees support their ongoing monitoring activities, including periodic reports, data analysis, and follow-up evaluations. CoARC accreditation ensures that the Respiratory Care program meet specific educational standards and provide high-quality training to future Respiratory professionals.

Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver. Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold

1. Describe business rationale for the purchase and how it was procured.

What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. The Respiratory Care program meet specific educational standards and provide high-quality training to future Respiratory professionals.

How does the purchase support the Strategic Business Plan. Yes, this is a annual accreditation fee which feeds the Social Enterprise tactic-Answer the Call for Healthcare Professionals and Actualize.

- a. **If applicable, what is the rationale for the use of piggybacks, existing contract extensions, bid waivers in lieu of the College conducting a competitive solicitation.** Not Applicable
- b. **If a competitive solicitation process was conducted by the College, describe the process.** Not Applicable

2. Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office? The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

This Executive Summary is approved by:

**Jeffrey Guild
Vice Provost of Academic Affairs**

APPROVAL PATH: CS 122 The Commission on Accreditation for Respiratory Care (CoARC) - On Site Visit Accreditation Fee

Auto Complete - No IT Review Needed	Laurincia Dezulme	10/28/2024
Department Head 1 Review	Nora Powell	10/28/2024
Department Head 2 Review	Jeffrey Guild	10/28/2024
Department Head 3 Review	Jamonica Rolle	10/29/2024
Departments Approved-Auto Complete	Laurincia Dezulme	11/4/2024
Auto Complete-No IT Review Needed	Raj Mettai	11/4/2024
Contracts Coordinator Review	Natalia Triana-Aristizabal	11/4/2024
Procurement Review	Orlando Aponte	11/6/2024
Budget Review - Pending Fund Approvals	Christine Sims	11/7/2024
Associate Vice President, Budget Review	Christine Sims	11/7/2024
CFO Review	Rabia Azhar	11/7/2024
Attorney Review	Kristina Raattama	11/22/2024
Awaiting Contract Committee Approval	Elizabeth Beavin	12/2/2024

Commission on Accreditation for Respiratory Care
 264 Precision Blvd.
 Telford, TN 37690 US
 817-283-2835
 shane@coarc.com
 www.coarc.com

Invoice



BILL TO
 Yvonne Simone, RT Progam
 Broward College
 1000 Blvd.
 Building 41
 Coconut Creek,
 Coconut Creek, FL 33066

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
13955	05/28/2024	\$2,754.72	06/27/2024	Net 30	

	DESCRIPTION	QTY	RATE	AMOUNT
Actual OSE Ex	On Site Expense for site visit performed	1	2,754.72	2,754.72

BALANCE DUE

\$2,754.72