



EXECUTIVE SUMMARY

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.

Presenter(s): Jamonica Rolle, Vice Provost, Academic Affairs

What is the purpose of this contract and why is it needed?

This purpose of this contract with David White Piano Tuning Services is to provide necessary and routine annual tuning and maintenance to the fleet of thirty-two non-Steinway pianos located on Central Campus. Tuning is required of all instruments prior to the start of each major academic term for student practice, recital and performance.

What procurement process or bid waiver was used and why?

Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal requirements for goods and services acquired by the College at this dollar threshold. One quote was obtained by the requesting department to identify the best value for the required commodity or service.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?

This item makes use of the annual budget established during the July Board of Trustees meeting.

What fund, cost center and line item(s) were used? CC0530, FD101 Fund 101 CUF, GLC 62500 and CC0531, FD101 Fund 101, GLC 62500.

Has Broward College used this vendor before for these products or services? Yes.

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

Was there a return on investment anticipated when entering this contract?

Yes, the return on investment anticipated will be the upkeep and maintenance of our thirty-two non-Steinway fleet of pianos for student and faculty use.

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

It will be met upon the execution of services outlined in the standard service agreement.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Yes, this service provides a best-in-class learning environment for our students.

Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?

The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

FISCAL IMPACT:

Description: \$7,480.00 against Worktags: CC0530, BU0101, PG000014, FD101

05/28/24	CC0529 · Visual & Performing Arts	(\$1,400.00)
	Piano Tunings for Bailey Hall as needed.	
05/28/24	CC0529 · Visual & Performing Arts	(\$3,040.00)
	Fall Term Piano Tunings	
05/28/24	CC0529 · Visual & Performing Arts	(\$3,040.00)
	Spring Term Piano Tunings	
06/11/24	CC0531 · Music Technology	(\$250.00)
	Repair of Baldwin Grand Piano for Music Tech. Program	
TOTAL:		(\$7,730.00)

Jeffrey Nasse

Jeffrey Nasse, Provost and SVP of Academic Affairs4/30/2024

APPROVAL PATH: 12098: David White (Piano Tuning Services) FY2024-2025



Workflow

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Stage	Reviewer	Description	Due Date	Status	
1	Scott Miller	Dean Review (AHCD - AHD)		Completed	
2	Jamonica Rolle	Vice Provost Review		Completed	
3	Jeffrey Nasse	Provost and SVP of Academic Affair		Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		Completed	
5	Zaida Riollano	Procurement Approval		Completed	
6	Rabia Azhar	CFO Review		Completed	
6	Christine Sims	Budget Departmental Review		Completed	
6	Legal Services Review Group	Review and Approval for Form and		Completed	
7	Board Clerk	Agenda Preparation		Completed	
8	District Board of Trustees	Meeting	06/25/24 01:00 PM	Pending	
9	Electronic Signature(s)	Signatures obtained via DocuSig		Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		Pending	



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

Description of Work:

David White is contracted by Broward College to provide the Visual & Performing Arts
name of vendor name of department/pathway
with piano tuning services for the Fall 2024 and Spring 2025 semesters.
service(s) provided title of event and/or semester and/or program

Total estimated compensation to be paid by Broward College: \$ 7,730.00
amount quoted from vendor

David White agrees to begin services when a purchase order is issued, and dates are
name of vendor
subject to change.

Vendor Signature: David H. White

David White
P.O. Box 4448
Fort Lauderdale, FL 33338
954-232-7378
davwhi_22@comcast.net

QUOTE

QUOTE #1
DATE: MAY 6, 2024

TO:
Broward College
3501 Davie Road
Davie, FL 33314
(954) 201-6840

FOR:
Piano tuning services for the 2024 – 2025 school year.

DESCRIPTION	AMOUNT
Fall Term 2024 – Tune 32 Pianos @ \$95.00 each. (Music Program)	\$3,040.00
Fall Term 2024 - Repair of Baldwin Grand Piano (Music Tech. Program)	\$250.00
Spring Term 2025 – Tune 32 Pianos @ \$95.00 each. (Music Program)	\$3,040.00
Piano Tunings for Bailey Concert Hall as needed. Fall Term 2024 and Spring Term 2025 @ \$140.00 per tuning call.	\$1,400.00
TOTAL	\$7,730.00

Thank you for your business!