EXECUTIVE SUMMARY

Pursuant to Broward College Policy 6Hx2-1.14 and Procedure A6Hx2-1.14, Dr. Donald Astrab exercised the authority delegated by the Board to execute the contract amendment with Cobblestone Software for the Contract Insight Enterprise Contract Management Software utilizing the Miami Dade College contract ITN-2023-RM1-13. Fiscal Impact: $640.00, Cumulative amount: $66,640.00, Revenue: $0.00

Presenter(s): Raj Mettai, Chief Information Officer

1.Describe the purpose of this purchase of goods, services, information technology, construction, or use of space. Add technical configuration services for department level approvals of non-contract items in the "Requests" module in CobbleStone. This will provide a custom workflow configuration of department head review for non-contract requests for Board approval.

2.Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver. The College procured this contract via bid waiver exception (piggyback) in accordance with FLDOE Rule 6A-14.0734(2)(c) and College Procedure 6AHx2-6.34, which provides exceptions to the requirement to solicit competitive offers.

3.Describe business rationale for the purchase and how it was procured.
(A) What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. No, there was no return on investment anticipated. However, the use of a reliable CLM will help streamline the contracting process while aiding in improved productivity.

(B) How does the purchase support the Strategic Business Plan. Not applicable.

(C) 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. A team assembled by Procurement in the Fall of 2023 met with many vendors regarding contract lifecycle management (CLM) software. CobbleStone seemed the best overall fit for the College's needs. The College had the opportunity to piggyback on the Miami Dade College contract with CobbleStone thereby allowing the College to move faster to begin the implementation and configuration process.

(D) If a competitive solicitation process was conducted by the College, describe the process. Not applicable.

4.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:

Raj Mettai
Chief Information Officer

APPROVAL PATH: 207 Cobblestone Software - Contract Lifecycle Management Software (Amendment #2)

Attaching Required IT Document(s)	Elizabeth Beavin	12/10/2024
Review Executive Summary and Add Files	Elizabeth Beavin	12/10/2024
Auto Complete - Budget Information Added	Contract Admin	12/10/2024
Department Head 2 Review	Elizabeth Beavin	12/10/2024
Department Head 3 Review	Donald Astrab	12/11/2024
IT Department Review - CBO	Alina Gonzalez	12/11/2024
IT Department Review - CIO	Raj Mettai	12/11/2024
Contracts Coordinator Review	Natalia Triana-Aristizabal	12/11/2024
Procurement Review	Orlando Aponte	12/12/2024
Budget Review - Associate Vice President, Budget	Christine Sims	12/12/2024
CFO Review	Rabia Azhar	12/12/2024
Attorney Review	Kristina Raattama	12/18/2024
Contract Committe - Auto Completing Task	Elizabeth Beavin	1/2/2025

BROWARD COLLEGE

AMENDMENT NO. 2 TO CONTRACT FOR SERVICES

THIS AMENDMENT NO. 2 (the "Amendment")
is made and entered into as of this _____day of November, 2024, by and between

THE DISTRICT BOARD OF TRUSTEES OF BROWARD COLLEGE, FLORIDA
(hereafter referred to as BC),
a political subdivision of the State of Florida,
whose mailing address is
111 East Las Olas Blvd., Fort Lauderdale, Florida 33301

and

Cobblestone Systems Corp. d/b/a Cobblestone Software
which is located at
428 S. White Horse Pike
Lindenwold NJ, 08021
(hereinafter referred to as Vendor)

WHEREAS, BC and Cobblestone Systems Corp. d/b/a Cobblestone Software entered into that certain Contract for Services dated February 14, 2024 for **Contract Insight Enterprise Contract Management Software**, as amended (collectively, the "Agreement"); and

WHEREAS, the parties desire to amend the Agreement as described herein; and

WHEREAS, Section 14 of the Agreement provides that the Agreement may be amended when reduced to writing and signed by both parties.

NOW THEREFORE, the parties agree as follows:

1. **Amendments**. The Statement of Work to the Agreement is modified to add the services described on Exhibit A attached hereto and incorporated herein by reference. BC shall pay Vendor the amounts set forth on Exhibit A for such services.

2. **Authority**. Each person signing this Amendment on behalf of a party individually warrants that he or she has full legal power to execute this Amendment on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Amendment.

3. **Signatures.** This Amendment may be signed and sent electronically by the parties. All signed counterparts will be deemed originals and together shall constitute the entire Amendment.

4. **No further amendments**. All remaining terms in the Agreement remain the same.

IN WITNESS WHEREOF, the parties or their duly authorized representatives hereby execute this Amendment on the date first written above.

FOR VENDOR

COBBLESTONE SYSTEMS CORP. D/B/A COBBLESTONE SOFTWARE

By _Bradford Jones_

Signed: Monday, November 25, 2024

Name Bradford Jones

Title VP Sales

FOR BC

THE DISTRICT BOARD OF TRUSTEES OF BROWARD COLLEGE, FLORIDA

By _Donald Astrab_
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Name Donald Astrab

Title Interim President

COBBLESTONE
software

November 12, 2024

Supplier
CobbleStone Software
428 S. White Horse Pike
Lindenwold NJ, 08021
(866) 330-0056

Customer
Broward College
6400 NW 6th Way
Fort Lauderdale, FL 33309

Thank you for using CobbleStone Software systems for your team. Below are the terms and pricing for the products or services you requested. Please contact your CobbleStone Software account representative with any questions or requested changes.

SaaS: Contract Insight Enterprise Edition Contract Management Software (annual hosted)	Amount
Technical Configuration Services - Department Configuration	$640.00
Total for Items Above (Travel not included in pricing)	**$640.00**

Terms and Conditions
Pricing offer is valid for 60 days and subject to re-pricing thereafter. CobbleStone Software reserves the right to perform its obligations direct or via its partners or subcontractors.

Technical Configuration Scope

- 3 Fields to be created in Departments and Requests Area. (Completed)
- Upon insert/update of a Request Record, the Department Head fields will pull from the Department Head field in the Departments area.
- Some Fields will be listed as blanks in which the Workflow created will auto trigger the next step.
- For Reporting, rather than showing only the Department Head ID, client would like to see Employee Name.
- Departments: u_DepartmentHead1,u_DepartmentHead2,u_DepartmentHead3 are Employee Dropdowns and will be updated shortly with the correct Users for all departments.
- RequestDetails:u_DepartmentHead1,u_Department2Name,u_DepartmentHead3' are the Fields the Tech Config will pull into.
- Upon Entry or Update of a Request Record, based on the Department selected, the Department Heads Listed on that Department should pull into the Request Details screen.
  *A workflow will then trigger to notify those individuals sequentially.

COBBLESTONE software

The undersigned is a duly authorized purchasing agent of the above referenced Customer and is authorizing the purchase of this order.

Signed by:

Donald Astrab   11/20/2024

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Signature / Date

Donald Astrab   Interim President

Printed Name / Title