



EXECUTIVE SUMMARY

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

Presenter(s): Priscilla Suarez,

What is the purpose of this contract and why is it needed? Membership and participation in the Miramar Pembroke Pines Regional Chamber of Commerce is essential for fostering strong ties between the college and the southwest region of Broward County. This partnership allows the college to gain valuable insights into local economic and workforce needs, allowing us to tailor academic programs and workforce training initiatives to better align with the demands of local industries. The collaboration enhances opportunities for internships, apprenticeships, and job placement for students, while also opening doors for potential funding and sponsorships for college programs. Additionally, chamber involvement allows Broward College to showcase our achievements and strengthen our reputation as a center for educational excellence and innovation.

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 competitive requirements for goods and services acquired by the College at this dollar threshold. Membership dues, per the Florida Statute 119.01(3) requires that all financial, business and membership records held by the organization in relation to the individual(s) or organization(s) for whom a purchase order is being issued are to be considered public records and shall be subject to the provisions of Florida Statute 119.07.

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

What fund, cost center and line item(s) were used? FD100, CC0616, 64502: Inst. Memberships and Sponsorships.

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? Not applicable.

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

Does this directly or indirectly feed one of the Social Enterprise tactics and how? Not applicable.

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.

Board Item
FISCAL IMPACT:

Meeting of November 12, 2024

Description: \$1,200.00 from CC0616, BU0030, PG000196, FD100

10/08/24 **CC0616 · Dean of Business Affairs South Campus**






















(\$1,200.00)

APPROVAL PATH: 12529 Miramar Pembroke Pines Regional Chamber of Commerce Membership Dues and Renewal FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

| Stage | Reviewer | Description | Due Date | Status |  |
|-------|------------------------------------|---|-------------------|---|---|
| 1 | Priscilla Suarez | Vice Provost Review | |  Completed |  |
| 2 | Jamonica Rolle | Provost and SVP of Academic Affair | |  Completed |  |
| 3 | Natalia Triana-Aristizabal | Contracts Coordinator | |  Completed |  |
| 4 | Orlando Aponte | Procurement Approval | |  Completed |  |
| 5 | Rabia Azhar | CFO Review | |  Completed |  |
| 5 | Christine Sims | Budget Departmental Review | |  Completed |  |
| 5 | Legal Services Review Group | Review and Approval for Form and | |  Completed |  |
| 6 | Board Clerk | Agenda Preparation | |  Completed |  |
| 7 | District Board of Trustees | Meeting | 11/12/24 11:00 AM |  Pending | |
| 8 | Electronic Signature(s) | Signatures obtained via DocuSig  | |  Pending | |
| 9 | Natalia Triana-Aristizabal | Contracts Coordinator | |  Pending | |



Invoice
1044809

Invoicing Date: 06/04/2024
Member ID: 1359
Invoice Due: 07/01/2024

Miramar Pembroke Pines Regional Chamber of Commerce
15800 Pines Boulevard
Suite 311
Pembroke Pines, FL 33027

Broward College (South Campus)
7200 Pines Boulevard
Pembroke Pines, FL 33024

| Description | Qty | Rate | Amount |
|---|------|----------|----------|
| Annual Chairman's Circle Membership Investment <ul style="list-style-type: none"> Includes BC South & BC Miramar West locations Priority placement in Digital & Print Directory BC logo hyperlinked on Trustee webpage BC logo on Trustee page of annual printed magazine Two complimentary Member2Member email blasts Two complimentary attendees to monthly Membership Breakfast Four complimentary attendees to monthly Net@Nite BC name listed on Breakfast event slideshow | 1.00 | 1,200.00 | 1,200.00 |

| | |
|---------------------|----------|
| Total: | 1,200.00 |
| Amt Paid: | 0.00 |
| Balance Due: | 1,200.00 |

| Member ID | Invoice | Due Date | Total Due | Total Payment Enclosed |
|-----------|---------|------------|------------|------------------------|
| 1359 | 1044809 | 07/01/2024 | \$1,200.00 | \$ |

Please verify address and provide corrections

Broward College (South Campus)
7200 Pines Boulevard
Pembroke Pines, FL 33024

Correct Address

Make checks payable to:

Miramar Pembroke Pines Regional
Chamber of Commerce
15800 Pines Boulevard
Suite 311
Pembroke Pines, FL 33027

Convenient online payment option at: www.miramarpembrokepines.org