



EXECUTIVE SUMMARY

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.

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

What is the purpose of this contract and why is it needed? Performance fees for Rosemary Duffy Larson (RDL) Classical Series. This is a series of classical music concerts performed for the College community and the greater South Florida area. Students are exposed to performers of world-class caliber through use of a semi-endowed fund created expressly for the purpose. Annually over 600 students take advantage of this co-curricular experience.

What procurement process or bid waiver was used and why? The procurement process for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used. There are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. Additionally, one quote was obtained, identifying 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? Yes.

What fund, cost center and line item(s) were used? FD206, CC0529, GR000889; 65000: Professional Fees.

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.

Was that return on investment not met, met, or exceeded and how? The return on investment will be met upon the performance of the contract.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? To provide students with a best-in-class learning environment.

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: \$2,000.00 against Worktags: CC0529, BU010, PG000372, GR000889 FD206 Fund 2.

10/29/24


CC0529 · Visual & Performing Arts























(\$2,000.00)

APPROVAL PATH: 12557 Lindsay Garritson (RDL Classical Series Guest Artist Spring 2025)

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Scott Miller	Dean Review (AHCD - AHD)		 Completed	
2	Jeffrey Guild	Vice Provost Review		 Completed	
3	Jamonica Rolle	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Orlando Aponte	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	11/12/24 11:00 AM	 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
EXHIBIT "A"**

Description of Work:

Lindsay Garritson will provide the Visual & Performing Arts Department a recital for Rosemary Duffy Larson concert series on February 16, 2025. Central Campus/Bailey Hall
3501 Davie Rd. Davie, FL 33314

Total Consideration Payable for the Services:

\$2000 for the performance, contracted by Lindsay Garritson.