



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 a standard agreement (purchase order) with Pearson VUE to purchase vouchers for the FDLE mandated State Officer Certification Exam for Basic Recruit Training at the Institute of Public Safety by utilizing bid waiver -educational materials. Fiscal Impact: Total Estimated cost of \$150,000.00.

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

What is the purpose of this contract and why is it needed? FL State Law (F.S.S.943) mandates that every person admitted to a Basic Criminal Justice Officer Training Program must complete a "State Officer Certification Exam" at the end of a Basic Academy Training Program. Vouchers for the SOCE exams are ordered as needed and paid for by Broward College, then reimbursed by the sponsoring Law Enforcement Agency.

What procurement process or bid waiver was used and why? FL DOE Rule 6A-14.0734(2)(a) Educational materials and supplies and College Procedure A6Hx2-6.34 provide exceptions to the competitive solicitation process for educational tests, textbooks, instructional materials and equipment, films, filmstrips, videotapes, disc or tape recordings, or similar audio-visual materials, graphic and computer-based instructional software. A bid waiver for Educational Materials and Supplies was used, where the exam is developed by the Florida Department of Law Enforcement and is administered online by Pearson VUE, who has been designated as an approved vendor by the Criminal Justice Standards and Training Commission/FDLE.

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

Yes, The funds are provided by the Tri-Party Testing Center.

What fund, cost center, and line item(s) were used? FD601, AG0186, GLC65000.

Has Broward College used this vendor before for these products or services? Yes. The contractor provided the same service in the FY 2023-2024.

Was the product or service acceptable in the past? Yes. The Institute of Public Safety has consistently provided this service since FDLE introduced the SOCE was to be administered online in 2014 at the conclusion of each academy. Positive feedback was received regarding the service provided.

Was there a return on investment anticipated when entering this contract? The ROI was anticipated when entering this contract by utilizing the convenience of service to our client agencies of Broward County.

Was that return on investment not met, met, or exceeded, and how? The ROI was Exceeded. The ability to administer the State Officer Certification Exam online for our client agencies leads to better outcomes in basic recruit training and the ability to have more officers serving our communities faster.

Does this directly or indirectly feed one of the Social Enterprise tactics and how?

Yes. This contract directly feeds the Empower Student Development portion of the Social Enterprise Plan by

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. The agreement contains unfavorable terms; however, the client has advised that the terms and conditions are not able to be negotiated.

FISCAL IMPACT:

Description: This contract is for FY 2024-2027 (3 years at \$50,000 each year) and is paid for through the Tri-Party Testing Center. The Worktags for this contract are BU010, FD601, PG000272, GL64500. The total estimated cost is \$150,000.00

07/01/24	AG0186 · CJI Testing Center FY 2024-2025	(\$50,000.00)
07/01/25	AG0186 · CJI Testing Center FY 2025-2026	(\$50,000.00)
07/01/26	AG0186 · CJI Testing Center FY 2026-2027	(\$50,000.00)
TOTAL:		(\$150,000.00)


Jeffrey Nasse
Jeffrey Nasse, Provost and SVP of Academic Affairs










4/11/2024

APPROVAL PATH: 12035 Pearson VUE - SOCE Vouchers for FY 2024-2027 (3 years)

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Wayne Boulier	Dean Review		 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	Christine Sims	Budget Departmental Review		 Completed	
7	Rabia Azhar	CFO Review		 Completed	
8	Legal Services Review Group	Review and Approval for Form and		 Completed	
9	Electronic Signature(s)	Signatures obtained via DocuSig 		 Completed	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
11	Board Clerk	Agenda Preparation		 Completed	
12	District Board of Trustees	Meeting	08/20/24 08:30 AM	 Pending	



<http://www.fdle.state.fl.us/cms/home.aspx>

Voucher store (<https://home.pearsonvue.com/For-test-centers/Voucher-store.aspx>)

Voucher prices & order forms(<https://home.pearsonvue.com/For-test-centers/Voucher-store/pricelist.aspx>)

Contact the Voucher store (<https://home.pearsonvue.com/For-test-centers/Voucher-store/Contact-the-Voucher-store.aspx>)

Related Links

> [Testing information\(/fdle/\)](#)

Florida Department of Law Enforcement (FDLE) vouchers

When scheduling tests, most tests can be paid for by credit card or debit card. Vouchers offer another convenient way to pay for tests. Anyone can buy vouchers and redeem them later when scheduling tests. You can buy vouchers online (by credit card) singly or in volume. To redeem a voucher as payment when scheduling a test, simply indicate Voucher as the payment method and provide the voucher number.

- All vouchers are pre-paid. Vouchers are non-refundable and non-returnable.
- Vouchers expire 12 months from the date they are issued. Voucher expiration dates cannot be extended. The exam must be taken by the expiration date printed on the voucher.



Check payments If you wish to pay by check, submit the order online first. Select **Check** as the payment method. An invoice will then be sent to you confirming the address for you to send your check. Please be sure to include the order number on the check.

Step One: Check voucher prices

Please Note: Prices are subject to change without notice at the discretion of the certification sponsor.

Voucher Type	Exams	Currency	Exam Price
FDLEBAT 100% Prepaid Discount	Basic Abilities Test	USD	\$39
Florida Department of Law Enforcement Pre-Paid \$100	Law Enforcement (FCMS) Traditional Corrections Florida Corrections FL Correctional Probation (FCPO)	USD	\$100.00

Step Two: Fill out voucher order form

Download the voucher order form. Follow the instructions on the form. When asked, fill in the price and currency presented in the chart for your country/territory.

Voucher form

- Download the form, do not fill out on the web *You can change your browser to download PDFs instead of opening OR you can download the PDF when viewing it in your browser.*
- Open using Adobe Acrobat Reader (You can download this for free from Adobe).
- Fill out the form and click the "Submit" button.
- DO NOT enter any special characters (ö, ä, é, etc.) in the form.
- Please fill out **ALL** required fields that are marked with an asterisk(*).

- If you encounter an error while submitting the form online, please note that you can also submit the form via email/fax for non-credit card orders and **phone for credit card orders**. Details can be located at the top of your order form for your region.

Region	Type	Size
<u>Americas Voucher Order Form</u> (<u>https://wsr.pearsonvue.com/vouchers/americas_form.pdf</u>)	PDF	713 KB

Last updated 2019-08-14

For test-takers

Schedule your exam (<http://home.pearsonvue.com/Test-takers/Test-taker-home.aspx>)

Helpful resources / FAQs (<http://home.pearsonvue.com/Test-takers/Resources.aspx>)

Customer service (<http://home.pearsonvue.com/Test-takers/Customer-service.aspx>)

Online testing with OnVUE (<http://home.pearsonvue.com/Test-takers/OnVUE-online-proctoring.aspx>)

Test accommodations (<http://home.pearsonvue.com/Test-takers/Accommodations.aspx>)

U.S. military communities (<http://home.pearsonvue.com/Test-takers/US-military-communities.aspx>)

For test owners

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Develop and design(<http://home.pearsonvue.com/Test-owners/Develop.aspx>)

Secure and protect(<http://home.pearsonvue.com/Test-owners/Secure.aspx>)

Deliver flexibility(<http://home.pearsonvue.com/Test-owners/Deliver.aspx>)

Manage with ease (<http://home.pearsonvue.com/Test-owners/Manage.aspx>)

Grow and evolve (<http://home.pearsonvue.com/Test-owners/Grow.aspx>)

Trust our expertise (<http://home.pearsonvue.com/Test-owners/Industry-expertise.aspx>)



Become a test center

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Existing test centers (<http://home.pearsonvue.com/Test-centers/Existing-test-centers.aspx>)

Purchase vouchers (<http://home.pearsonvue.com/Test-centers/Voucher-store.aspx>)

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[trk=tyah&trkInfo=tarId%3A1409733568695%2Ctas%3Apearson%20vue%20%2Cidx%3A2-1-4](https://www.linkedin.com/company/2141?trk=tyah&trkInfo=tarId%3A1409733568695%2Ctas%3Apearson%20vue%20%2Cidx%3A2-1-4))



(<https://www.youtube.com/channel/UCy21pJcLifThj3A4t0s6Wd0>)

English ▲

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Business Hours:

7:00 am - 7:00pm CT

Form completion.

To place a voucher order, fill out the order form in its entirety. Fields with * are required.

Form Submission.

You can submit this form via fax, e-mail or online. The easiest way is to click the "Submit" button which transmits your voucher order directly to Pearson VUE. Make sure to print the completed form for your records.

Processing Time.

Orders are processed within 4 business days from the time of submission. However, vouchers are not created until payment has been approved and processed. The processing of check payment can take considerably longer. For faster service, we suggest payment by credit card.

Sponsor notes. Many sponsors require minimum voucher purchase quantities, have varying expiration dates, and/or offer discounts on high volume orders. See sponsor requirements at pearsonvue.com/vouchers

Payment. We accept VISA, Mastercard, AMEX, check and money transfers. If you are paying by check or bank transfer, you will receive an invoice confirming the order along with detailed information about how to make your payment.

Pearson VUE Voucher Sales Order

Telephone: US/Canada 800.869.4101 or Latin America +1.952.905.7447

Fax: +1.952.487.5140 **Email:** PearsonVUEVoucherStore@pearson.com

Site ID: *Order Date: PO #: _____ Restrictions apply. [Read more.](#)

Bill To: _____

Ship To: _____

This is my first voucher order with Pearson VUE.

Same as "Bill To" information.

*Company Name: _____

Company Name: _____

*Name: _____

Name: _____

*Email: _____

Email: _____

*Country: _____

Country: _____

*Full Address:

Full Address:

*Phone: _____ Fax: _____

Phone: _____ Fax: _____

Visit www.pearsonvue.com/vouchers/pricelist/ for current voucher pricing.

Please Note: CompTIA exams may no longer be ordered from this form.

QTY	Voucher Type	Unit Price	Total
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Subtotal:

Tax ID _____

Required for Canada, Chile & Mexico

*Currency:

Total Due:

METHOD OF PAYMENT

*Payment Type: AMEX MasterCard VISA Check/Bank Transfer Other

Cardholder's Name: _____

Card Number: _____ Exp Date: _____

Cardholder's Address: _____

*I authorize Pearson VUE to charge this account with the "Total Due": Yes No

***Authorized Purchaser Signature:**

DocuSigned by:
6DD41D98CFDA4F4...

Vouchers will be sent to email address provided.

