



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

AGENDA • JUNE 18, 2024

Regular Meeting

Lake Worth Campus - DBOT

3:00 PM

Multi-Media Board Room, CE-129, 4200 Congress Avenue, Lake Worth, FL 33461

Palm Beach State College advances the economic and social growth of our community and global workforce through innovative, high-quality learning experiences that transform students' lives.

I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. COMMENTS AND RECOGNITIONS

A. Faculty Comment

Presenter: Sandy DeMauro, Associate Professor

III. AGENDA ADDITIONS/DELETIONS

IV. APPROVAL OF BOARD MINUTES

A. Approve the April 16, 2024 Regular Meeting Minutes

V. APPROVAL OF BOARD AGENDA

A. Abstentions by Board Members

B. Public Comments

VI. APPROVAL OF CONSENT AGENDA

A. Academic Affairs / Academic Innovation and Strategy / Student Services

1. Approve the 2023-2024 Continuing Contract

Staff Contact: Ms. Sheila Scott-Lubin, Associate Vice President, Academic Affairs

2. Approve the 2024-2025 Palm Beach State College Catalog

Staff Contact: Ms. Julie Sivigny, Dean, Curriculum

3. Approve the 2024-2025 Student Handbook

Staff Contact: Dr. Peter Barbatis, Vice President, Student Services and Enrollment Management

B. Finance and Administration

1. Approve 2024/2025 Unexpended Plant Fund 7 Budget

Staff Contact: Mr. James Duffie, Vice President, Finance & Administration

2. Accept Fiscal Year 2023-2024 District Fire, Casualty, and Sanitation Inspection Report.

Staff Contacts: Mr. Edgar Cintron, Director, Facilities, and Ms. Danielle Rao, District Fire Official

3. Approve \$83,600 Increase to Contract with Harvard Jolly for the Purpose of Selecting Specialized Medical Fixtures and Equipment for the Lake Worth Campus Medical Simulation Lab. This Brings the Total Contract Value to \$401,512.

Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

4. Approve the 2023 Foundation Audit

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

5. Approve Prequalification Certificates for Construction Manager at Risk Services Over a Term of Three Years, with the Option to Renew for an Additional Two Years

Staff Contacts: Mr. Edgar Cintron, Director, Facilities and Alvarez

C. Information Services

VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA

VIII. TRUSTEES' COMMITTEE REPORTS

IX. PRESIDENT'S REPORT

A. TMRW Sports Update

Presenter: Dr. Stephen Joyner, Provost and Dean, Palm Beach Gardens Campus

B. Foundation Presentation

Presenter: Mr. David Rutherford, Vice President, Institutional Advancement and CEO, The Foundation for Palm Beach State College

X. INFORMATIONAL ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Monthly Financial Review & Analysis

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

2. Foundation Annual Budget FY 24-25

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

3. District Facilities Master Projects List Dated June 3, 2024

Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

4. First Reading - Amendment to Board Policy 6Hx-18-3.49 Sexual Predator

Presenter: Dr. Delsa Bush, Director of Security, Safety and Risk Management

5. Quarterly Procurement Report January 1, 2024 through March 31, 2024

Staff Contact: Ms. Jennifer Alvarez, Procurement Director

6. Annual Surplus Asset Sales and Donations July 1, 2023 through April 4, 2024

Staff Contact: Ms. Jennifer Alvarez, Procurement Director

C. Information Services**1. Quarterly IT Contracts Report**

Presenters: Dr. Russell Kaufman, Chief Information Officer and Dr. David Edris, Director, Client Support Services

D. Human Resources**1. Quarterly Human Resources Executive Summary from January 1, 2024 to March 31, 2024**

Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

E. Office of General Counsel**1. Quarterly Litigation Report**

Staff Contact: Mr. Geovanni Denis, Associate General Counsel

XI. ACTION ITEMS**A. Academic Affairs / Academic Innovation and Strategy / Student Services****1. Approve Institutional Accreditation Update**

Presenter: Sheila Scott-Lubin, Associate Vice President, Academic Affairs

2. Approve the 2024-2026 Dual Enrollment Articulation Agreement for Palm Beach County

Presenter: Dr. Karline Prophete, Interim Dean, Student Development and Success

B. Finance and Administration**1. Approve Capital Improvement Plan and Legislative Budget Request for Fiscal Years 2025-2026 through 2027-2028**

Presenter: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

2. Approve the Fund 1 Operating Budget, 2024-2025

Staff Contact: Mr. James Duffie, Vice President of Finance and Administration

3. Approve the 2024-2025 Course User Fees

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

4. Approve the 2023-2024 Annual Write-Off of Uncollected Accounts

Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

5. Approve 2024-2025 Student Tuition

Staff Contact: Mr. James E. Duffie, Vice President, Finance and Administration

6. Ratify the Omnia Partners Contract #R191601 with BELFOR USA Group, Inc. for Disaster and Non-Disaster Restoration of Operational Services.

Staff Contacts: Ms. Jennifer Alvarez, Procurement Director, and Ms. Joan Rumsey, Assistant Director of Facilities

7. Approve Contract for Debris Monitoring Services with Disaster Program & Operations, Inc (DP&O) Utilizing Santa Fe RFP #17-20C

Staff Contacts: Ms. Joan Rumsey, Assistant Director of Facilities, and Ms. Jennifer Alvarez, Procurement Director

8. Ratify the Guaranteed Maximum Price (GMP) Amendment for LEGO Construction Co. the Construction Manager at Risk (CMAR) Contract for the Construction of the Lake Worth Medical Simulation Laboratory Remodel Training Center Interior Remodeling

Staff Contact: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

9. Ratify Contract Award for Third-Party Evaluation Services with WorkEd Consulting, LLC for \$1,275,000 Over a Term of Three Years, with the Option to Renew for an Additional Three Years

Presenters: Ms. Sheila Scott-Lubin, Associate Vice President of Academic Affairs and Ms. Jennifer Alvarez, Procurement Director

10. Ratify Contract Amendment with Follett Higher Education for Bookstore Services - \$3,000,000 Estimated Revenue Through February 28, 2029

Presenters: Ms. Jennifer Alvarez, Procurement Director and Ms. Jessica Bender, Director of Auxiliary Services

C. Information Services

1. Approve the Workday Contract Renewal

Approve the contract renewal with Workday for the College's Enterprise Resource Planning System.

Presenter: Dr. Russell E. Kaufman, Chief Information Officer & Julie Reiman, Enterprise Systems Director

D. Human Resources

1. Approve Amendment to DBOT Policy 6Hx-18-5.08 Military Leave

Staff Contact: Ms. Cheryl Hare, Director, Total Rewards

2. Approve the 2024-2025 Renewal Contracts for Administrators and Bargaining Unit Members

Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

XII. OTHER BUSINESS

A. Board Policy 6hx-18-1.02 authorizes the President to approve routine business items and administrative appointments that would have appeared on the July board meeting agenda. Should Presidential approval take place during this time, these items will be submitted for ratification at the August 20, 2024, District Board of Trustees meeting.

XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

A. The District Board of Trustees will not hold a meeting in July in order to accommodate a smooth transition into the new fiscal year which begins on July 1, 2024. The next meeting is scheduled for August 20, 2024, on the Lake Worth Campus.

XIV. ADJOURNMENT

XV. *Palm Beach State College District Board of Trustees welcomes public comments during its regular monthly meetings. Any person or group wishing to make public comments must complete a "Public Comment Card". Procedures for making public comments are as follows:

XVI.

XVII. 1. Complete comment card including your name, address, telephone number and agenda item number (if appropriate).

XVIII. 2. Submit the completed card to the executive administrative assistant to the board (seated on the right side of the dais). Anyone wishing to speak must submit a completed card prior to the start of the meeting. Comment cards will not be accepted at any other time of the meeting.

XIX. 3. When your name is called, approach the podium with the microphone, and state your name and address for the record.

XX. 4. Comments are limited to three (3) minutes. This is the opportunity for persons wishing to make public comments regarding an agenda item to speak.

Any person(s) not adhering to the Board's guidelines or who make comments which could be perceived as slanderous or disruptive may be barred from making future comments before the board.



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

MINUTES • APRIL 16, 2024

Regular Meeting

Lake Worth Campus-DBOT

4:00 PM

Multi-Media Board Room, CE-129, 4200 Congress Avenue, Lake Worth, FL 33461

Palm Beach State College advances the economic and social growth of our community and global workforce through innovative, high-quality learning experiences that transform student's lives.

Attendance

Present:

Chair Patrice Bishop, Vice Chair Omar Soto, Trustee Melissa Friedman-Levine, Trustee Daniel Z. Epstein, Trustee Jon Harrison, Student Trustee Daniel Gil-Sanchez

I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The regular meeting of the District Board of Trustees of Palm Beach State College was called to order at approximately 4:02 p.m. on Tuesday, April 16, 2024, by Chair Bishop. Chair Bishop welcomed participants to the meeting. The Chair asked Trustee Friedman-Levine to lead in the Pledge of Allegiance.

II. COMMENTS AND RECOGNITIONS

- A. Student Comment: (Presenters: Miss Savannah McAfee, Team Captain, Women's Basketball Team)

Chair Bishop introduced Miss Savannah McAfee, Women's Basketball Team Captain. Miss McAfee shared her experience on the basketball team and as a student. Savannah recognized her coaches, Maureen Smith and Mike Yousefian for their guidance and support.

- B. Women's Basketball Team Recognition (Presenters: Dr. Peter Barbatis, Vice President, Student Services & Enrollment Management)

Chair Bishop asked Dr. Barbatis to the podium to introduce the Women's Basketball team. Team Captain Savannah McAfee introduced each player sharing a brief bio, team manager, and coaches. Dr. Barbatis then presented them with a plaque for winning the Region 8 Championship.

III. AGENDA ADDITIONS/DELETIONS

NONE

IV. APPROVAL OF BOARD MINUTES

- A. Approve the February 27, 2024 Regular Meeting Minutes
- B. Approve the March 22, 2024 Special Meeting Minutes

Motion:

Approve the February 27, 2024, Regular meeting and March 22, 2024, Special meeting minutes.

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Vice Chair Omar Soto.

Approved

V. APPROVAL OF BOARD AGENDA

- A. Abstentions by Board Members

NONE

- B. Public Comments

NONE

Motion: Approve the April 16, 2024 Board Agenda

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Vice Chair Omar Soto.

Approved

VI. APPROVAL OF CONSENT AGENDA

Trustee Harrison requested item 6.A.1 be removed from this month's meeting. The item will be added to the May 21, 2024, meeting. Chair Bishop called for a vote to approve the Consent Agenda with item 6.A.1 removed.

Motion: Approve the Consent Agenda with item 6.A.1 2024-2025 Palm Beach College Catalog removed.

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Jon Harrison.

Approved

- A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Approve the Amendment to the Interlocal Wastewater Service and Wastewater Facilities Cost Sharing Agreement

Staff Contact: Ms. Joan Rumsey, Assistant Director, Facilities

 [TRMTL Amendment Wastewater Agreement MT6076 VI.B.1.docx](#)

 [First Amendment to ILA 12.14. 2023 clg V.5.docx](#)

 [Administrative Cost.pdf](#)

 [E. Regional Sewer Calculator 2024 AJ.pdf](#)

 [Revised Table of Associated Capacity.pdf](#)

C. Information Services

VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA

1. Approve the 2024-2025 Palm Beach State College Catalog

Trustee Harrison requested item 6.A.1 be removed from this month's meeting. The item will be added to the May 21, 2024 meeting.

 [6040-1004 Transmittal.doc](#)

 [6040-1004 .doc](#)

 [2023-24 PBSC 2024-25pbsc StudServSections redline.docx](#)

 [2024-2025 Palm Beach State College Catalog - DRAFT.docx](#)

 [2023-24 PBSC 2024-25PBSC redline LEGAL240320 032824-1.docx](#)

VIII. TRUSTEES' COMMITTEE REPORTS

Trustee Friedman-Levine shared the Foundation's Cornerstone Fundraising goal of \$100M has reached \$70M to date. She also shared the success of the STEAM event earlier in the day.

IX. PRESIDENT'S REPORT

- A. Spring 2024 Enrollment Update

Dr. Peter Barbatis, Vice President, Student Services & Enrollment Management, shared an extensive overview of the spring enrollment. Dr. Barbatis disaggregated the data by FTE, modality, ethnicity, full-time/part-time, and gender. Dr. Barbatis shared the many enrollment campaigns currently utilized to grow enrollment. He provided preliminary summer

enrollment numbers and details on the Spring Commencement taking place on May 7, 2024. Chair Bishop asked if the dual enrollment increase was due to the advisors in high schools. Dr. Barbatis stated he believed the embedded advisors were the reason. Chair Bishop also asked if the retaining students were students on campus, and Dr. Barbatis agreed that was the case. Trustee Harrison questioned if there was data showing employment details on students in the different modalities. Dr. Barbatis acknowledged they didn't have this information. President Parker asked Dr. Barbatis and IRE to track this information and report back to the Board.

B. Legislative Session Wrap-up

Ms. Abby Ross, Executive Director, Community Engagement & Special Assistant to the President, provided a brief update on the appropriations for the Florida College System and for the College specifically. Ms. Ross mentioned the legislative approval of the State Group Health Insurance program that is pending and waiting for the Governor's signature, and updated the Board on some of the bills as it relates to higher education. Trustee Harrison asked for additional information on the College's legislative request be shared with Trustees.

 [4.16.24 DBOT Legislative Wrap Up \(1\).pdf](#)

C. Expansion of Engineering Program

Ms. Kim Lea, Dean, Workforce Education and Development, Dr. Roy M. Vargas, Dean, Academic Affairs, and Dr. Bob O'Dea, Associate Dean, Workforce Education shared an update on the expansion of the Engineer Technology program on the Boca Campus. They shared the vision of the Engineering Technology program, how it affects the larger picture in enrollment, and the needs of the employers who are hiring our students. Vice Chair Soto inquired about the level of positions the graduates are entering into these hiring companies. Dean Lea remarked that these students fill the gap between entry-level and engineers. Trustee Harrison inquired about the cadence of the employer engagement. Dean Lea provided details on how the workforce team handles the engagement. Trustee Epstein touched on the federal administration's authorized \$200M for registered apprenticeship programs and if PBSC has such programs. Dean Lea mentioned the College currently has two through the trade

industry in HVAC and electric. President Parker also mentioned that the College was just awarded \$1.7M from the Department of Labor to strengthen the Workforce programs, which will be utilized in the HVAC program and we were also awarded 4.5M Federal Grant for the expansion of the Electronic Vehicle program.

X. INFORMATIONAL ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Financial Review and Analysis

Mr. James E. Duffie, Vice President, Finance and Administration, provided an overview of the budget and the third-quarter standings. Chair Bishop asked a clarifying question on non-revenue receipts. Mr. Duffie provided a brief explanation. Trustees had no further questions or concerns.

 [MT 5719-10.B.1.doc](#)

 [Budget.Analysis.March.31.2024.pdf](#)

2. Annual Financial Statement Audit for the Fiscal Year Ending June 30, 2023

Mr. James E. Duffie, Vice President, Finance and Administration, shared the findings of the Annual Financial Statement Audit, highlighting there were no audit findings. Trustees had no questions or concerns.

 [MT 6038-10.B.2.doc](#)

 [MT 6038-10.B.2.doc](#)

 [PBSC-AFRAudited2022-23.pdf](#)

3. District Facilities Master Projects List Dated April 1, 2024

Mr. Kirk Stetson, Manager, Facilities, Planning and Construction, provided an overview of this monthly report. Trustee Harrison inquired about plan B for the Lake Worth Library if the funds are not provided by the appropriations. President Parker responded with a brief history of the original request, the Governor's budget for this project, and the Senate and House funding \$1M less than the

Governor's budget. President Parker stated that the College is considering going back and requesting the extra \$1M, working with the Foundation to raise the funds, or finding the savings in other resources or donors. Mr. Stetson provided an approximate mid-June opening for 6th Avenue. Mr. Duffie stated the plaza would be ready, with the exception of the Cube, by July. Trustees had no further questions or concerns.

 [TRMTL Apr ConstStatus MT5908 X.B.3.doc](#)

 [NEW-MASTER-PROJECT-DBOT-STATUS 4-1-2024.pdf](#)

 [TRMTL Apr ConstStatus MT5908 X.B.4.doc](#)

C. Information Services

D. Human Resources

1. First Reading - Revision to DBOT Policy 5.08 Military Leave

Ms. Cheryl Hare, Director of Total Rewards, provided a First Reading on Amending Human Resources Policy 5.08 "Military Leave" to include rights, duration, notice and reporting under USERRA. Chair Bishop asked if veterans were reinstated where they left off upon return. Ms. Hare stated they picked up where they left off when they were called to service. Trustees had no further questions or concerns.

 [OnBoard Transmittal 10.D.1.pdf](#)

 [5.08 Military Leave First Reading v2.pdf](#)

 [Military Leave Presentation.pdf](#)

 [Military Leave.pptx](#)

XI. ACTION ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Ratify the Contract with Andrea Construction, RTB 2024-02TR Engineering Technology Lab Remodel – Boca Raton Campus; \$392,983 through Project Completion

Ms. Jennifer Alvarez, Director of Procurement, and Mr. Kirk Stetson, Manager, Facilities Planning and Construction, provided a brief overview of the project. Trustees had no questions or concerns.

[!\[\]\(21199eb166cc97331a0c54c649195dcc_img.jpg\) TRMTL Andrea Construction Engineering Tech Lab Remodel MT5991 XI.B.1.doc](#)

[!\[\]\(2bdfe261b986065ee0ac76460d6528c9_img.jpg\) Tabulation ITB 2024-02TR Engineering Technology Remodel.pdf](#)

[!\[\]\(dfbd6b3763a6d1d9afaa974f64e2e4b5_img.jpg\) AGREEMENT BETWEEN OWNER AND GENERAL CONTRACTOR BR EngineeringTechnologyLab FullyExecuted.pdf](#)

Motion: Ratify the Contract with Andrea Construction, RTB 2024-02TR Engineering Technology Lab Remodel – Boca Raton Campus; \$392,983 through Project Completion

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

Approved

2. Approve Purchase of the Palm Beach Gardens Generator Replacement in the Amount of \$620,609 Utilizing Trane, Under Omnia Contract #3341 for HVAC Products, Installation, Labor Based Solutions and Related Products and Services

Ms. Joan Rumsey, Assistant Director, Facilities, and Ms. Jennifer Alvarez, Director, Procurement, provided a brief overview of this item. Vice Chair Soto asked if the generator would run on LP gas and diesel. Ms. Rumsey stated the generator would run on natural gas. Chair Bishop inquired if the generator would cover the entire campus. Ms. Rumsey responded that it would be used for emergency power. Trustees had no further questions or concerns.

[!\[\]\(aa53ad6fea213b8b2226d3077e30533a_img.jpg\) TRMTL Trane PBG Generator Replacement MT6047 XI.B.2revised.doc](#)

[!\[\]\(dd161862f9164df98f62b726e9846241_img.jpg\) PROP Trane\(Generator Installlation Proposal Omnia\\$382,690withAlternates\) 3-25-24.pdf](#)

[!\[\]\(758ebdf4629c903da74c2e079717ae32_img.jpg\) PROP Trane\(GeneratorEquipment \\$199,650\) 3-25-24.pdf](#)

[!\[\]\(fe3aebe81acea8d45108cd2768939da7_img.jpg\) Trane Executed Piggyback Letter 042523.pdf](#)

 [TRMTL Trane PBG Generator Replacement MT6047 XI.B.3revised.doc](#)

Motion: Approve Purchase of the Palm Beach Gardens Generator Replacement in the Amount of \$620,609 Utilizing Trane, Under Omnia Contract #3341 for HVAC Products, Installation, Labor Based Solutions and Related Products and Services

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

Approved

3. Approve Contract with Nycom, Inc for Dental Surgical Equipment at the Loxahatchee Groves New Dental Medical Building

Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction provided a thorough overview of this item. Trustees had no questions or concerns.

 [Transmittal Nycom Agreement MT 6057.doc](#)

 [Nycom Proposal 3.21.2024 - PBSC Dental Surgical Tech REV 1.pdf](#)

 [Nycom Proposal 3.15.2024 - PBSC Dental Science 24-12-0380 REV 1.pdf](#)

 [Nycom Inc Piggyback-Cooperative Letter.pdf](#)

 [Nycom Piggyback Agreement.pdf](#)

Motion: Approve Contract with Nycom, Inc. Utilizing VASCUPP Cooperative Contract Number UVA 1906999 for Laboratory Casework, Fume Hoods, and Accessories in the Amount of \$1,573,096 through Project Completion and Authorize the President to Execute the Contract Documents


Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

Approved

4. Ratify Contract with Patterson Dental for Dental Supplies, Equipment and Related Services at the Loxahatchee Groves Dental and Medical Services Technology Building

Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction provided a brief overview of this item. Trustees had no questions or concerns.

 [Agenda Transmittal Patterson Dental MT6000 R.doc](#)

 [PBSC Patterson Dental Piggyback Agreement 03.28.24 - Partially Executed.pdf](#)

 [PROPOSAL PATTERSON DENTAL EQUIPMENT 6.14.2024 \\$3,540,269.44.pdf](#)

 [PROPOSAL PATTERSON DENTAL MIDMARK CABINETS-REV.2.27.2024 \\$701,542.pdf](#)

 [Agenda Transmittal Patterson Dental MT6000.doc](#)

 [PBS Synthesis Non Standard Countertop 2-14-24 D240149-2-Elevations.pdf](#)

Motion: Ratify Contract with Patterson Dental Utilizing E & I Cooperative Services Contract Number EI00077 for Dental Supplies, Equipment and Related Services at the Loxahatchee Groves Dental and Medical Services Technology Building in the Amount of \$4,241,812 through Project Completion

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

Approved


5. Ratify Increase of \$1,127,776 to Convergent Technologies LLC Agreement for Access Control at the Loxahatchee Groves New Dental Medical Building


Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction, provided a brief overview of this item. Trustee Harrison requested further discussion on a holistic security approach. President Parker requested that Mr. Duffie and Dr. Bush

plan to provide an update to the Guardians Security currently in place on the College campuses. Trustees had no further questions or concerns.

 [Agenda Transmittal Convergent Increase MT6005.doc](#)

 [Convergent Piggyback Authorization Letter Executed.pdf](#)

 [QUOTE CONVERGINT Access Control LG DMST BLDG \\$596,377.74 Revised 4 1 24.pdf](#)

 [QUOTE CONVERGINT Video Surveillance LG DMST BLDG \\$531,398.90 Revised 4 1 24.pdf](#)

 [Convergent Technologies Contract 030421 \(1\).pdf](#)

 [Agenda Transmittal Convergent Increase MT6005.doc](#)

 [RFP and Addendums-Facility Security 030421 \(1\).pdf](#)

Motion: Ratify Increase of \$1,127,776 to Convergent Technologies LLC Agreement Using the Sourcewell Cooperative Contract #030421 for Facility Security Systems, Equipment, and Software with Related Services at the Loxahatchee Groves New Dental Medical Building

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

Approved

6. Approve Waiver of Board Policy 6Hx-18-5.11 Temporary Duty Elsewhere Regarding Out-of-State Remote Work

President Parker provided a brief overview of why the waiver for one employee was being requested. Chair Bishop inquired about a succession plan in place for this position as well as any workers comp or payroll tax repercussions with the employee being out of state. Mr. Duffie and Mr. Pustizzi stated they are working with the consortium in regard to the employees working out of state. Trustee Harrison stated the College should not cover any travel for the employee and asked if an outside firm was being utilized to recruit for the position. Mr. Pustizzi advised that the College is working with internal resources first and will use outside resources if they are unsuccessful.

 [11.B.6 OnBoard Transmittal.docx](#)

 [Board Policy 6Hx-18-5.11.pdf](#)

Motion: Approve Waiver of Board Policy 6Hx-18-5.11 Temporary Duty Elsewhere Regarding Out-of-State Remote Work

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

Approved

C. Information Services

D. Human Resources

1. Approve the Second Reading of Revised DBOT Policy 5.44 Grounds for Termination of Employment

Mr. Mike Pustizzi provided a brief explanation of why the policy is being revised. Trustees had no questions or concerns.

 [OnBoard Transmittal 11.D.1.pdf](#)

 [DBOT Policy 5.44 PDF with Redlines Second Reading \(1\).pdf](#)

Motion: Approve the Second Reading of Revised DBOT Policy 5.44 Grounds for Termination of Employment

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

Approved

2. Approve the Second Reading to Repeal DBOT Policy 5.68 Dismissal

Mr. Mike Pustizzi provided a brief explanation of why the policy is being repealed. Trustees had no questions or concerns.

 [OnBoard Transmittal 11.D.2.pdf](#)

 [Repeal of DBOT Policy 5.68 Dismissal \(1\).pdf](#)

Motion: Approve the Second Reading of Repeal DBOT Policy 5.68 Dismissal

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

Approved

XII. OTHER BUSINESS

Chair Bishop made changes to the Board Committees due to having two new Trustees on the Board.

- Facilities Committee: Chair Patrice Bishop
- Professional Services Committee: Vice Chair Soto
- College Investment and Finance Committee: Trustee Daniel Z. Epstein
- Foundation Investment Committee, Executive Board, Board of Directors Liaison: Trustee Melissa Friedman-Levine
- Innovation Technology Committee: Trustee Jon Harrison

XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- A. Spring 2024 Commencement will be conducted on Tuesday, May 7, 2024, at Cacti Park (formally known as Ballpark of the Palm Beaches) at 9:00 AM.

XIV. ADJOURNMENT

Chair Bishop called for the meeting to be adjourned at 5:56 pm.

Motion: Motion to Adjourn the April District Board of Trustees Regular Meeting at 5:56 pm.

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

Approved

ATTEST: _____

Patrice G. Bishop, Chairperson

Ava L. Parker, J.D., President

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: 2023-2024 Continuing Contract Presenter: Sheila Scott-Lubin, Associate Vice President, Academic Affairs

Summary:

Background/Pertinent Facts: Per the District Board of Trustees Policy 6Hx-18-5.31, continuing contracts may be awarded to instructional employees per Florida Statutes and based on the criteria set forth within the State Board of Education Rules. Recommending faculty for continuing contracts is crucial to Palm Beach State College's commitment to academic excellence. Our process ensures consistency, fairness, and transparency in all appointment decisions and maintains the upward trajectory of faculty excellence at the College. This year, we had three cohorts: 2017, 2018, and 2019. The 2017, 2018, and 2019 are under a new process. The continuing contract process consists of four steps: 1) Annual review of the faculty portfolios by the Supervisor, 2) Associate Dean/Dean recommendation for Continuing Contract, 3) Faculty submits their portfolio for review by the College-wide Committee, and the final step, 4) A College-wide committee recommends faculty for continuing contract. The Vice President of Academic Affairs reviews the College-wide committee's recommendations and provides a contract recommendation for each continuing contract candidate to the President.

The following faculty will be approved for continuing contract: Michael Pagan, Shadreck Chitsonga, Kacey Bishop, Shalon Bull, Damian Chacon, Joshua Filina, Matthew Kachlany, Lawanna McCoy, Jennifer Medina, Terri Speights, Stefania Volpe, Michelle Winkler.

After an extensive review of the College-wide committee results, the President will give the District Board of Trustees recommendations for approval.

Financial Impact: N/A

Strategic Goal(s) Addressed: **Excel** We will amplify our impact on the community, leading with talented people, innovative practices, and performance excellence.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the 2024-2025 Palm Beach State College Catalog Staff Contact:
Dr. Roger Yohe, Vice President, Academic Innovation and Strategy

Summary:

Background/Pertinent Facts: The annual College Catalog provides comprehensive information on academic programs, courses, and regulations that govern admission, enrollment, and completion. The Catalog is an online document accessed primarily via the web for optimal search capabilities, referencing, linking, and updating. It can be accessed via the link below.

Financial Impact: n/a

Strategic Goal(s) Addressed: Completion, Collaboration, Culture

Duration of Contract: 1 year

RECOMMEND: Approval

Attachments:

Link(s):

<https://www.palmbeachstate.edu/documents/2023-24-PBSC-2024-25PBSC-redline2-4-29.pdf>

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the Academic Year 2024-2025 Student Handbook Staff Contact:
Peter Barbatis, Vice-President, Student Services and Enrollment
Management

Summary:

Background/Pertinent Facts: The annual publication of the Palm Beach State College Student Handbook is updated, reviewed by the District Board of Trustees, and posted each Fall.

2024/25 Student Handbook review resulted in no major changes.

Financial Impact: N/A

Strategic Goal(s) Addressed: Completion, Collaboration, Culture

Duration of Contract: 1 Year

RECOMMEND: Approval

Attachments:

Link(s):

[Student-Handbook_Final Draft 2024-2025_incl_legal edits_June5_RedLine_ForApproval](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approval of Unexpended Plant Fund 7 Budget for the 2024/2025 Fiscal Year
Staff Contact: Mr. James E. Duffie, Vice President, Finance & Administration

Summary:

Background/Pertinent Facts: Budget revenue and expense for the 2024/2025 Unexpended Plant Fund projects. This includes detailed analysis of revenues and expenditures. This budget includes unspent and unencumbered funds from previous years as well as estimated fees.

Financial Impact: See Unexpended Plant Fund 7 Documents

Strategic Goal(s) Addressed: We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

2024-2025 Unexpended Plant Fund 7 Budget

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Palm Beach State College
 Budget Summary
 Fiscal Year: 2024-2025

	Unexpended Plant Fund 7
Funds Balance, July 1	\$ 36,192,001.36
Add: 2024-2025 Estimated Revenues	6,560,000.00
Total Available	42,752,001.36
Deduct: Budgeted Expenditures	26,604,382.35
Estimated Fund Balance, June 30, 2025	\$ 16,147,619.01

Palm Beach State College Budget Summary Fiscal Year: 2024-2025

	Unexpended Plant Fund 7
Fund Balance, July 1	\$ 36,192,001.36
Add: 2024/25 Estimated Revenues	
Local Funds (Estimate) Fees and Interest	6,140,000.00
License Tag Fees (Estimate)	420,000.00
Public Education Capital Outlay (Deferred Maintenance)	0.00
	6,560,000.00
Total Available	42,752,001.36
Deduct: Budgeted Expenditures	26,604,382.35
Unallocated Balance Anticipated as of June 30, 2025	\$ 16,147,619.01

***PALM BEACH STATE COLLEGE
ANALYSIS OF PLANT FUND EXPENDITURES
FOR THE 2024/2025 FISCAL YEAR***

RECAPITULATION BY SOURCE

	<i>TOTAL FUNDS</i>	<i>OTHER</i>	<i>LICENSE TAG FEES</i>	<i>STUDENT CAPITAL FEES BOND</i>	<i>CAPITAL BONDS</i>	<i>PECO FUNDS</i>
BEGINNING BALANCE 7/01/2024	36,192,001.36	17,947,657.94	902,977.88	0.00	0.00	17,341,365.54
BOND PROCEEDS/RESERVE	0.00			0.00	0.00	
ADD: REVENUE	6,560,000.00	6,140,000.00	420,000.00			
TRANSFER IN	0.00					
TRANSFER OUT	0.00					
DED: EXPENDITURES	(26,604,382.35)	(11,440,728.35)	(147,670.96)	0.00		(15,015,983.04)
ENDING BALANCE 6/30/2025	16,147,619.01	12,646,929.59	1,175,306.92	0.00	0.00	2,325,382.50

**PALM BEACH STATE COLLEGE
ANALYSIS OF PLANT FUND EXPENDITURES
FOR THE 2024-2025 FISCAL YEAR**

EXPENDITURES BY PROJECT AND SOURCE

	TOTAL FUNDS	OTHER	LICENSE TAG FEES	STUDENT CAPITAL FEES BOND	CAPITAL BONDS	PECO FUNDS
#02 - LOCAL FUNDS - Master Planning, Deferred Maint, Security Initiatives	1,230,492.86	1,230,492.86				
#02 - LOCAL FUNDS - Renovation & Remodel	1,646,298.90	1,646,298.90				
#02 - LOCAL FUNDS - Technology Refresh	386,471.25	386,471.25				
#02 - LOCAL FUNDS - Landscape Improvements	2,306.35	2,306.35				
#02 - LOCAL FUNDS - Loxahatchee Medical Dental	185,428.32	185,428.32				
#47 - STUDENT CAPITAL IMPROVEMENT FEES - Master Planning	242,310.59	242,310.59				
#47 - STUDENT CAPITAL IMPROVEMENT FEES - Landscape Improvements	60,955.10	60,955.10				
#47 - STUDENT CAPITAL IMPROVEMENT FEES - Renovation/Remodel	4,411,595.78	4,411,595.78				
#47 - STUDENT CAPITAL IMPROVEMENT FEES - DENTAL at Loxahatchee	660,925.16	660,925.16				
#47 - STUDENT CAPITAL IMPROVEMENT FEES - Deferred Maintenance	1,234,799.56	1,234,799.56				
Private Foundation Donation - Renovation & Remodel	1,323,933.28	1,323,933.28				
Private Foundation Donation - Lox Medical/Dental	4,250.45	4,250.45				
#17 - Public Education Capital Outlay - FY18 DENTAL HEALTH Loxahatchee	0.00					
#17 - Public Education Capital Outlay - FY24 Emergency Response Training Center	2,876,035.65					2,876,035.65
#63 - GENREN/REN/M&R/SITE IMP (SUM OF DIGITS)	0.00					
State Fical Recovery Fund - FY23 DENTAL HEALTH Loxahatchee	0.00					
State Fiscal Recovery Fund - FY23 Deferred Maintenance	12,139,947.39					12,139,947.39
Capital Outlay & Debit Service (License Tag Fees) - Master Planning	1,298.10		1,298.10			
Capital Outlay & Debit Service (License Tag Fees) - Loxahatchee	146,372.86		146,372.86			
L-731 - EQUIPMENT ALL DEPARTMENTS	18,762.67	18,762.67				
L-90x - CAMPUS BEAUTIFICATION	32,198.08	32,198.08				
TOTAL	26,604,382.35	11,440,728.35	147,670.96	0.00	0.00	15,015,983.04

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Accept Fiscal Year 2023-2024 District Fire, Casualty, and Sanitation Inspection Report.
 Staff Contacts: Mr. Edgar Cintron, Director of Facilities, and Ms. Danielle Rao, District Fire Official

Summary:

Background/Pertinent Facts: Florida Statute 1013.12 requires that a fire, safety, casualty, and sanitation inspection be performed by District Facilities and a report submitted to the District Board of Trustees annually. This report lists all noted sanitation, safety, and fire deficiencies and includes a correction time frame and estimated total cost for both fire and sanitation items noted. All life safety deficiencies are to be corrected within ninety (90) days of inspection; spot re-inspections will begin May 15, 2024.

The total number of deficiencies reported in 2023-2024 is 299, with a repair value estimated at \$21,623.00, compared to 2022-2023, which reported 231 deficiencies with a repair value estimated at \$23,824.00.

The following chart shows the location, number of fire and sanitation deficiencies, and the total estimated cost of needed corrections. This full report is on file in the Facilities Planning Office.

FISCAL YEAR 2023 - 2024				
CAMPUS	Fire Deficiencies	Amount	Sanitation Deficiencies	Amount
Belle Glade	23	\$1,000	3	\$100
Boca Raton	40	\$5,100	6	\$223
Historical Building	2	\$0	0	\$0
Lake Worth	79	\$8,600	17	\$5,800
Loxahatchee Groves	9	\$400	4	\$0
Palm Beach Gardens	111	\$400	5	\$0
TOTAL	264	\$15,500	35	\$6,123

There were no significant findings or major deficiencies noted.

Financial Impact: \$21,623.

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Link(s):

[2024 Fire and Sanitation Inspection Rpt - Signed](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024

To: Members of the District Board of Trustees

From: Ava L. Parker, J.D., President

Subject: Approve \$83,600 Increase to Contract with Harvard Jolly for the Purpose of Selecting Specialized Medical Fixtures and Equipment for the Lake Worth Campus Medical Simulation Lab. This Brings the Total Contract Value to \$401,512.
Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

Summary:

Background/Pertinent Facts: In 2021, following a full and open Request for Qualifications process, Harvard Jolly, Inc. was selected to provide Architectural/Engineering services for the Lake Worth Campus Medical Simulation Lab Remodeling project. The original Harvard Jolly agreement for these services was issued in the amount of \$293,952 under administrative authority. The agreement was subsequently increased by \$23,960 in 2023 to change from a multi-phase project to a two-phase project, bringing the agreement total to \$317,912.

This Board item requests an additional increase of \$83,600 for the purpose of Harvard Jolly's assistance in selecting specialized medical Fixtures and Equipment for this Medical Simulation Lab. Harvard Jolly will work with suppliers holding State of Florida contracts to the greatest extent feasible. This \$83,600 increase will bring the contract total to \$401,512, requiring Board approval.

The proposal also lists an option for Furniture Design and Procurement Coordination at a cost of an additional \$26,400. This option was not selected.

This Board item relates to June 2024 Board item XI.B.8 (via MT6120) to Ratify the Guaranteed Maximum Price (GMP) Amendment for LEGO Construction Co. Construction Manager at Risk (CMAR) Contract for the Lake Worth Medical Simulation Laboratory Remodel project.

Financial Impact: Hourly, Not to Exceed \$83,600

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: Through project completion

RECOMMEND: Approval

Attachments:

PROP_HarvardJolly(\$83,600 CO2_PO013126)_5-9-24

PO_HarvardJolly(\$317,912 PO013126 CO1)_6-27-23

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

May 9, 2024

VIA: Email

Mr. Kirk Stetson
Manager of Facilities Planning & Construction
Palm Beach State College
4200 Congress Avenue – MS#35
Lake Worth, Florida 33461

**Re: Palm Beach State College – Medical Simulation Suite
Additional Services #2 for Owner Assistance in Selection and Preparation of the F/F/E Package**

Dear Mr. Stetson,

Pursuant to your request, Harvard Jolly | PBK is pleased to submit the following fee proposal to provide Furniture / Fixture / Equipment (F/F/E) assistance in the selection and package preparation for PBSC Procurement and Facilities Department for the above-mentioned project.

Our proposal contains the following:

- 1.0 Project Understanding
- 2.0 Scope of Services
- 3.0 Proposal Assumptions
- 4.0 Compensation

1.0 Project Understanding:

We understand the project scope to be the design and coordination for procurement of the F/F/E Summary for the OFOI (Owner Furnished / Owner Installed) and OFCI (Owner Furnished / Contractor Installed) for the new Medical Simulation Suite designed by Harvard Jolly. The project scope shall assist PBSC selected representatives in the selection of the F/F/E based on an Owner provided / Not to Exceed budget per category. The selection shall utilize the approved 100% Construction Documents for a baseline inventory. Owner shall prioritize specialized F/F/E items to be included in this phase. The current F/F/E summary as prepared and included in the 100% Construction Documents is attached for reference. Items and/or quantities not in budget shall be considered future / not in scope. The IT/AV Equipment and CAE Simulation Equipment and Trainers (mannequins) are not included in this scope of work. Inventory of existing equipment to be utilized shall be provided by Owner and has not been included.

2.0 Scope of Services:

The project scope shall be divided into Fixture / Equipment and Furniture planning, placement, selection, and coordination for procurement for PBSC to purchase through the State of Florida bid list.

2.1 Fixture / Equipment:

- 2.1 a) HJ|PBK shall meet with PBSC representatives to vet and finalize the basic goals and objectives for the Fixture / Equipment Summary. This will consist of in-person and video conference calls for HJA to determine which manufactures and equipment is required vs. future installation.
- 2.1 b) HJ|PBK shall produce an updated summary chart including required fixture / equipment and edited floor plans based on discussions with PBSC representatives to comply with the Budget.
- 2.1 c) HJ|PBK shall produce an updated / final summary package upon selection and approval of products to proceed with final selections. This package will include product cut sheets and finish options. Review of the manufacturer's requirements with the owner and coordination

with construction plans. The package will include the final specifications for the selected products.

- 2.1 d) HJ|PBK will assist PBSC Procurement and provide the 100% Fixture / Equipment Package for distribution to owner approved vendors/dealers upon notice to proceed from owner.
- 2.1 e) Our scope shall include review of final quotes/bids from vendors with the owner.
- 2.2 f) During installation, HJ|PBK shall be available to assist PBSC representatives in supervision of the installation as necessary, coordinate and answer questions from the manufacturer / vendor/dealer.

2.2 Furniture:

- 2.2 a) HJ|PBK shall meet with PBSC representatives to vet and finalize the basic goals and objectives for the furniture package. This will consist of a video conference call for HJ|PBK to present options of types and styles of the understood basis of design furniture. The furniture for this project has been color coded in pink on the attached floor plans for reference.
- 2.2 b) HJ|PBK shall request manufacturer's product samples of the specific products decided upon by the PBSC representatives and Facilities.
- 2.2 c) HJ|PBK shall produce a package including product illustrations and edited floor plans based upon the selected and approved products from the initial discussions with the PBSC representatives. HJ|PBK shall meet with PBSC representatives to present finish options and review of the manufacturer's product samples with the owner. This will consist of one in-person meeting.
- 2.2 d) HJ|PBK shall produce an updated / final package of the selected and approved products for final approval by PBSC representatives. The package will include the furniture schedule of specifications for the selected products.
- 2.2 e) HJ|PBK will assist PBSC Procurement and provide the 100% Furniture Documents Package for distribution to owner approved vendors/dealers upon notice to proceed from owner.
- 2.2 f) Our scope shall include review of furniture quotes/bids from vendors with the owner.
- 2.2 g) During installation, HJ|PBK shall be available to assist in supervision of the installation as necessary, coordinate and answer questions from the vendor/dealer, and act as the owner's advocate during vendor/dealer punch list visit, providing report for owner.

3.0 Proposal Assumptions:

- 3.1 PBSC shall provide a preferred vendor or vendors for HJ|PBK to work with.
- 3.2 Number of onsite meetings shall be 3 to 4 with additional 4-6 meetings being virtual.
- 3.3 Conference calls as needed between meetings or to adequately convey design intent.

4.0 Compensation:

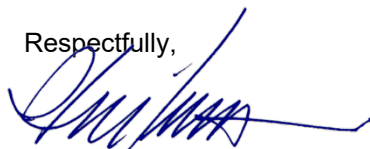
Fixture / Equipment Design and Procurement Coordination..... \$83,600.00

Furniture Design and Procurement Coordination..... \$26,400.00

Scope of services shall include furniture design and coordination of procurement by PBSC approved vendor from existing State Bid lists. The Scope includes furniture for the spaces of the Medical Simulation Suite. Furniture will be coordinated with architectural and electrical documents.

We look forward to working with your team on this project. We are committing the resources to meet your expectations. Please let us know if you have any questions.

Respectfully,



René Tercilla, AIA, ALEP
Executive Vice President | Principal

Cc: D. Wilkinson and W. Davidson – HJ|PBK

Room	Location Name	New Qty	Equip. #	Item Description	HRS
228.1	SIM - HOME HEALTH SUITE	1	1	APPLIANCE - REFRIGERATOR / FREEZER - FULL RESIDENTIAL	4
233	STAFF BREAKROOM	1	1	APPLIANCE - REFRIGERATOR / FREEZER - FULL RESIDENTIAL	4
228.1	SIM - HOME HEALTH SUITE	1	1D	APPLIANCE - MICROWAVE	4
233	STAFF BREAKROOM	1	1D	APPLIANCE - MICROWAVE	4
228.1	SIM - HOME HEALTH SUITE	1	1E	APPLIANCE - WASHER / SIMULATION ONLY	4
228.1	SIM - HOME HEALTH SUITE	1	1F	APPLIANCE - DRYER / SIMULATION ONLY	4
228.1	SIM - HOME HEALTH SUITE	1	1H	APPLIANCE - RANGE / SIMULATION ONLY	4
228.1	SIM - HOME HEALTH SUITE	1	1J	APPLIANCE - DISHWASHER / SIMULATION ONLY	4
226	NURSING SKILLS LAB	8	5	BED - HOSPITAL	30
227.2	SIM ICU SUITE	1	5	BED - HOSPITAL	
227.5	SIM MED / SURGE	1	5	BED - HOSPITAL	
227.7	SIM MED / SURGE	1	5	BED - HOSPITAL	
230	NURSING SKILLS LAB	6	5	BED - HOSPITAL	
227.16	SIM LDRP	1	5A	BED - BIRTHING w/HEADBOARD	12
227.18	SIM LDRP	1	5A	BED - BIRTHING w/HEADBOARD	
227.16	SIM LDRP	1	5E	BED - BASSINET	12
227.18	SIM LDRP	1	5E	BED - BASSINET	
227.23	SIM AMBULANCE BOX	1	9	BOX - ARTICULATING AMBULANCE	32
226	NURSING SKILLS LAB	1	15A	CART - SOILED LINEN	6
227.2	SIM ICU SUITE	1	15A	CART - SOILED LINEN	
227.4	SIM ER / TRAUMA	1	15A	CART - SOILED LINEN	
227.12	SOILED UTILITY	1	15A	CART - SOILED LINEN	
227.16	SIM LDRP	1	15A	CART - SOILED LINEN	
227.18	SIM LDRP	1	15A	CART - SOILED LINEN	
227.11	CLEAN UTILITY	1	15B	CART - ROLLING STORAGE - CLEAN LINEN CART	6
226	NURSING SKILLS LAB	4	15C	CART - MEDICATION ADMIN CART / LAPTOP	6
227.2	SIM ICU SUITE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	12
227.4	SIM ER / TRAUMA	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.5	SIM MED / SURGE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.7	SIM MED / SURGE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.13	SIM. PEDIATRIC	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.15	SIM. PEDIATRIC	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.16	SIM LDRP	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.18	SIM LDRP	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
230	NURSING SKILLS LAB	3	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)	
227.4	SIM ER / TRAUMA	1	15E	CART - SUPPLY	6
227.2	SIM ICU SUITE	1	15F	CART - TRAY TABLE	4
227.4	SIM ER / TRAUMA	1	15F	CART - TRAY TABLE	
227.16	SIM LDRP	1	15F	CART - TRAY TABLE	
227.18	SIM LDRP	1	15F	CART - TRAY TABLE	
227.2	SIM ICU SUITE	1	15G	CART - CODE / CRASH	8
227.4	SIM ER / TRAUMA	1	15G	CART - CODE / CRASH	
228.2	SIM - BEDROOM	1	17H	CHAIR - WHEELCHAIR	6
246	NURSING SKILLS LAB	1	17H	CHAIR - WHEELCHAIR	
247	NURSING SKILLS LAB	1	17H	CHAIR - WHEELCHAIR	
226	NURSING SKILLS LAB	1	17J	CHAIR - PHLEBOTOMY	8
226	NURSING SKILLS LAB	4	24	CLOCK	0 Owner
227.2	SIM ICU SUITE	4	24	CLOCK	
227.3	CONTROL ROOM	4	24	CLOCK	
227.4	SIM ER / TRAUMA	4	24	CLOCK	
227.5	SIM MED / SURGE	4	24	CLOCK	
227.7	SIM MED / SURGE	4	24	CLOCK	
227.13	SIM. PEDIATRIC	4	24	CLOCK	
227.15	SIM. PEDIATRIC	4	24	CLOCK	
227.16	SIM LDRP	4	24	CLOCK	
227.18	SIM LDRP	4	24	CLOCK	
227.24	CONTROL ROOM	4	24	CLOCK	
227.22	CONTROL ROOM	4	24	CLOCK	
227.23	SIM AMBULANCE BOX-	4	24	CLOCK	
228.1	SIM - HOME HEALTH SUITE	4	24	CLOCK	
228.2	SIM - BEDROOM	4	24	CLOCK	
230	NURSING SKILLS LAB	4	24	CLOCK	
234	CLASSROOM / DEBRIEF	4	24	CLOCK	
235	CLASSROOM / DEBRIEF	4	24	CLOCK	
246	NURSING SKILLS LAB	4	24	CLOCK	
247	NURSING SKILLS LAB	4	24	CLOCK	
227.2	SIM ICU SUITE	1	26A	DEVICE - DEFIBRILLATOR	6
227.4	SIM ER / TRAUMA	1	26A	DEVICE - DEFIBRILLATOR	
227.5	SIM MED / SURGE	1	26A	DEVICE - DEFIBRILLATOR	

Room	Location Name	New Qty	Equip. #	Item Description	HRS
227.7	SIM MED / SURGE	1	26A	DEVICE - DEFIBRILLATOR	
227.15	SIM. PEDIATRIC	1	26A	DEVICE - DEFIBRILLATOR	
227.2	SIM ICU SUITE	1	26B	DEVICE - ECG MACHINE	6
227.4	SIM ER / TRAUMA	1	26B	DEVICE - ECG MACHINE	
227.5	SIM MED / SURGE	1	26B	DEVICE - ECG MACHINE	
227.7	SIM MED / SURGE	1	26B	DEVICE - ECG MACHINE	
227.16	SIM LDRP	1	26C	DEVICE - FETAL MONITOR w/CART and CASE (Case goes to Storage)	6
227.18	SIM LDRP	1	26C	DEVICE - FETAL MONITOR w/CART and CASE (Case goes to Storage)	
227.16	SIM LDRP	1	26E	DEVICE - INFANT STIMULATOR	6
227.15	SIM. PEDIATRIC	1	26F	DEVICE - INFANT WARMER	6
227.16	SIM LDRP	1	26F	DEVICE - INFANT WARMER	
227.5	SIM MED / SURGE	1	26G	DEVICE - INTERMITTENT COMPRESSION	6
227.7	SIM MED / SURGE	1	26G	DEVICE - INTERMITTENT COMPRESSION	
227.13	SIM. PEDIATRIC	1	26J	DEVICE - PEDIATRIC CODE CART	6
227.15	SIM. PEDIATRIC	1	26J	DEVICE - PEDIATRIC CODE CART	
227.2	SIM ICU SUITE	1	26K	DEVICE - PAP MACHINE	6
227.4	SIM ER / TRAUMA	1	26K	DEVICE - PAP MACHINE	
227.5	SIM MED / SURGE	1	26K	DEVICE - PAP MACHINE	
227.7	SIM MED / SURGE	1	26K	DEVICE - PAP MACHINE	
227.15	SIM. PEDIATRIC	1	26L	DEVICE - PEDIATRIC "SYRINGE"	4
227.16	SIM LDRP	1	26L	DEVICE - PEDIATRIC "SYRINGE"	
226	NURSING SKILLS LAB	8	26M	DEVICE - PULSE OXIMETRY UNIT	6
227.2	SIM ICU SUITE	1	26M	DEVICE - PULSE OXIMETRY UNIT	
227.4	SIM ER / TRAUMA	1	26M	DEVICE - PULSE OXIMETRY UNIT	
227.5	SIM MED / SURGE	1	26M	DEVICE - PULSE OXIMETRY UNIT	
227.7	SIM MED / SURGE	1	26M	DEVICE - PULSE OXIMETRY UNIT	
227.15	SIM. PEDIATRIC	1	26M	DEVICE - PULSE OXIMETRY UNIT	
227.16	SIM LDRP	2	26M	DEVICE - PULSE OXIMETRY UNIT	
230	NURSING SKILLS LAB	6	26M	DEVICE - PULSE OXIMETRY UNIT	
226	NURSING SKILLS LAB	8	26N	DEVICE - PUMP - IV AND POLE	6
227.2	SIM ICU SUITE	1	26N	DEVICE - PUMP - IV AND POLE	
227.4	SIM ER / TRAUMA	1	26N	DEVICE - PUMP - IV AND POLE	
227.5	SIM MED / SURGE	1	26N	DEVICE - PUMP - IV AND POLE	
227.7	SIM MED / SURGE	1	26N	DEVICE - PUMP - IV AND POLE	
227.15	SIM. PEDIATRIC	1	26N	DEVICE - PUMP - IV AND POLE	
227.16	SIM LDRP	2	26N	DEVICE - PUMP - IV AND POLE	
230	NURSING SKILLS LAB	6	26N	DEVICE - PUMP - IV AND POLE	
226	NURSING SKILLS LAB	8	26P	DEVICE - PUMP FEEDING	6
230	NURSING SKILLS LAB	6	26P	DEVICE - PUMP FEEDING	
227.2	SIM ICU SUITE	1	26Q	DEVICE - PUMP - PCA	6
227.4	SIM ER / TRAUMA	1	26Q	DEVICE - PUMP - PCA	
227.5	SIM MED / SURGE	1	26Q	DEVICE - PUMP - PCA	
227.7	SIM MED / SURGE	1	26Q	DEVICE - PUMP - PCA	
227.15	SIM. PEDIATRIC	1	26Q	DEVICE - PUMP - PCA	
227.16	SIM LDRP	1	26Q	DEVICE - PUMP - PCA	
227.2	SIM ICU SUITE	1	26R	DEVICE - VENTILATOR	6
227.4	SIM ER / TRAUMA	1	26R	DEVICE - VENTILATOR	
227.5	SIM MED / SURGE	1	26R	DEVICE - VENTILATOR	
227.7	SIM MED / SURGE	1	26R	DEVICE - VENTILATOR	
227.15	SIM. PEDIATRIC	1	26R	DEVICE - VENTILATOR	
226	NURSING SKILLS LAB	8	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	6
227.2	SIM ICU SUITE	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
227.4	SIM ER / TRAUMA	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
227.5	SIM MED / SURGE	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
227.7	SIM MED / SURGE	1	26S	DEVICE - VITAL SIGN MONITOR AND POLE	6
227.15	SIM. PEDIATRIC	1	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
227.16	SIM LDRP	3	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
230	NURSING SKILLS LAB	6	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)	
227.16	SIM LDRP	1	30.3	HEADWALL - HORIZONTAL UNIT 3'	4
227.18	SIM LDRP	1	30.3	HEADWALL - HORIZONTAL UNIT 3'	
226	NURSING SKILLS LAB	8	30.5	HEADWALL - HORIZONTAL UNIT 5'	4
230	NURSING SKILLS LAB	6	30.5	HEADWALL - HORIZONTAL UNIT 5'	
247	NURSING SKILLS LAB	4	30.5	HEADWALL - HORIZONTAL UNIT 5'	
227.5	SIM MED / SURGE	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	4
227.7	SIM MED / SURGE	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	
227.13	SIM. PEDIATRIC	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	
227.15	SIM. PEDIATRIC	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	
227.16	SIM LDRP	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	
227.18	SIM LDRP	1	30.7	HEADWALL - HORIZONTAL UNIT 7'	

Room	Location Name	New Qty	Equip. #	Item Description	HRS	
227.2	SIM ICU SUITE	1	30.8	HEADWALL - HORIZONTAL UNIT 8'	4	
227.4	SIM ER / TRAUMA	1	30.8	HEADWALL - HORIZONTAL UNIT 8'	4	
226	NURSING SKILLS LAB	8	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.2	SIM ICU SUITE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.4	SIM ER / TRAUMA	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.5	SIM MED / SURGE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.7	SIM MED / SURGE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.15	SIM. PEDIATRIC	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
230	NURSING SKILLS LAB	6	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
246	NURSING SKILLS LAB	4	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
247	NURSING SKILLS LAB	4	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT	6	
227.2	SIM ICU SUITE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT	6	
227.4	SIM ER / TRAUMA	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT	6	
227.5	SIM MED / SURGE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT	6	
227.7	SIM MED / SURGE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT	6	
227.15	SIM. PEDIATRIC	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT	6	
227.2	SIM ICU SUITE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT	6	
227.4	SIM ER / TRAUMA	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT	6	
227.5	SIM MED / SURGE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT	6	
227.7	SIM MED / SURGE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT	6	
227.15	SIM. PEDIATRIC	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT	6	
227.2	SIM ICU SUITE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT	6	
227.4	SIM ER / TRAUMA	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT	6	
227.5	SIM MED / SURGE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT	6	
227.7	SIM MED / SURGE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT	6	
227.15	SIM. PEDIATRIC	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT	6	
227.4	SIM ER / TRAUMA	1	33A	LIGHT - EXAM	24	
227.25	CORRIDOR	2	40	MEDICATION - AUTOMATED DISTRIBUTION CABINET (OMNICELL)	20	
227.4	SIM ER / TRAUMA	1	53	STRETCHER - EMS w/ STRAPS	12	
227.23	SIM AMBULANCE BOX	1	53	STRETCHER - EMS w/ STRAPS	12	
230	NURSING SKILLS LAB	1	53	STRETCHER - EMS w/ STRAPS	12	
236	MOULAGE / EQUIP. STORAGE	1	53	STRETCHER - EMS w/ STRAPS	12	
228.1	SIM - HOME HEALTH SUITE	1	54	STAIR / STEP TRAINER	8	
227	LOBBY	1	55	SIGN - BRANDING / LOGO - ILLUMINATED	24	
227.1	NURSE STATION	1	55	SIGN - BRANDING / LOGO - NON-ILLUMINATED	12	
227.13	SIM. PEDIATRIC	1	51A	SCALE - INFANT	6	
227.15	SIM. PEDIATRIC	1	51A	SCALE - INFANT	6	
227.13	SIM. PEDIATRIC	1	51B	SCALE - DIAPER	6	
227.15	SIM. PEDIATRIC	1	51B	SCALE - DIAPER	6	
				Fixture / Equipment Estimated Manpower Per:	418	\$83,600.00
	FURNITURE IN PINK					
227.8	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable	8	
227.9	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable	8	
227.10	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable	8	
231	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable	8	
232	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable	8	
227	LOBBY	2	17C	CHAIR - LOUNGE	8	
228.1	SIM - HOME HEALTH SUITE	1	17C	CHAIR - LOUNGE	8	
226	NURSING SKILLS LAB	24	17D	CHAIR - STUDENT TASK	8	
227.8	DEBRIEF	10	17D	CHAIR - STUDENT TASK	8	
227.9	DEBRIEF	10	17D	CHAIR - STUDENT TASK	8	
227.10	DEBRIEF	10	17D	CHAIR - STUDENT TASK	8	
230	NURSING SKILLS LAB	16	17D	CHAIR - STUDENT TASK	8	
231	DEBRIEF	10	17D	CHAIR - STUDENT TASK	8	
232	DEBRIEF	10	17D	CHAIR - STUDENT TASK	8	
234	CLASSROOM / DEBRIEF	32	17D	CHAIR - STUDENT TASK	8	
235	CLASSROOM / DEBRIEF	20	17D	CHAIR - STUDENT TASK	8	
226	NURSING SKILLS LAB	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.1	NURSE STATION	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.3	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.6	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.14	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.17	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.20	STORAGE	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.21	CONTROL ROOM	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
227.22	CONTROL ROOM	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
230	NURSING SKILLS LAB	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
234	CLASSROOM / DEBRIEF	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	
235	CLASSROOM / DEBRIEF	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT	8	

Room	Location Name	New Qty	Equip. #	Item Description	HRS	
228.1	SIM - HOME HEALTH SUITE	2	17F	CHAIR - TASK CHAIR / STOOL - COUNTER HEIGHT	6	
227.5	SIM MED / SURGE	1	17G	CHAIR - WAITING / VISITOR	8	
227.7	SIM MED / SURGE	1	17G	CHAIR - WAITING / VISITOR		
227.13	SIM. PEDIATRIC	1	17G	CHAIR - WAITING / VISITOR		
227.15	SIM. PEDIATRIC	1	17G	CHAIR - WAITING / VISITOR		
227.16	SIM LDRP	1	17G	CHAIR - WAITING / VISITOR		
227.18	SIM LDRP	1	17G	CHAIR - WAITING / VISITOR		
228.1	SIM - HOME HEALTH SUITE	1	18	COUCH	8	
228.2	SIM - BEDROOM	1	25	DRESSER	6	
236	MOULAGE / EQUIP. STORAGE	10	41	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 12"d - width varies	16	
227.11	CLEAN UTILITY	1	41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d - width varies		
236	MOULAGE / EQUIP. STORAGE	4	41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d - width varies		
236	MOULAGE / EQUIP. STORAGE	2	41B	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 24"d - width varies		
236	MOULAGE / EQUIP. STORAGE	3	41C	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 30"d - width varies		
228.2	SIM - BEDROOM	1	5A	BED - TWIN - STANDARD	24	
228.2	SIM - BEDROOM	1	5B	BED - SIDE TABLE AND LAMP	16	
226	NURSING SKILLS LAB	8	61A	TABLE - HOSPITAL BEDSIDE	4	
227.5	SIM MED / SURGE	1	61A	TABLE - HOSPITAL BEDSIDE		
227.7	SIM MED / SURGE	1	61A	TABLE - HOSPITAL BEDSIDE		
227.13	SIM. PEDIATRIC	1	61A	TABLE - HOSPITAL BEDSIDE		
227.15	SIM. PEDIATRIC	1	61A	TABLE - HOSPITAL BEDSIDE		
227.16	SIM LDRP	1	61A	TABLE - HOSPITAL BEDSIDE		
227.18	SIM LDRP	1	61A	TABLE - HOSPITAL BEDSIDE		
230	NURSING SKILLS LAB	6	61A	TABLE - HOSPITAL BEDSIDE		
226	NURSING SKILLS LAB	8	61B	TABLE - HOSPITAL OVERBED	4	
227.5	SIM MED / SURGE	1	61B	TABLE - HOSPITAL OVERBED		
227.7	SIM MED / SURGE	1	61B	TABLE - HOSPITAL OVERBED		
227.13	SIM. PEDIATRIC	1	61B	TABLE - HOSPITAL OVERBED		
227.15	SIM. PEDIATRIC	1	61B	TABLE - HOSPITAL OVERBED		
227.16	SIM LDRP	1	61B	TABLE - HOSPITAL OVERBED		
227.18	SIM LDRP	1	61B	TABLE - HOSPITAL OVERBED		
230	NURSING SKILLS LAB	6	61B	TABLE - HOSPITAL OVERBED		
228.1	SIM - HOME HEALTH SUITE	1	61C	TABLE - COFFEE	4	
231	DEBRIEF	4	61D	TABLE - CONFERENCE	8	
232	DEBRIEF	1	61D	TABLE - CONFERENCE		
228.1	SIM - HOME HEALTH SUITE	1	61E	TABLE - SQUARE 48" w/ 2 CHAIRS	16	
233	STAFF BREAKROOM	2	61E	TABLE - ROUND 48" w/ CHAIRS	4	
227	LOBBY	1	61F	TABLE - END, ROUND 12"	4	
228.1	SIM - HOME HEALTH SUITE	1	61F	TABLE - END ROUND 12"	4	
226	NURSING SKILLS LAB	12	61K	TABLE - 60" X 24"	4	
227.8	DEBRIEF	4	61K	TABLE - 60" X 24"		
227.9	DEBRIEF	4	61K	TABLE - 60" X 24"		
227.10	DEBRIEF	4	61K	TABLE - 60" X 24"		
230	NURSING SKILLS LAB	8	61K	TABLE - 60" X 24"		
234	CLASSROOM / DEBRIEF	16	61K	TABLE - 60" X 24"		
235	CLASSROOM / DEBRIEF	10	61K	TABLE - 60" X 24"		
Furniture Estimated Manpower Per:					176	\$26,400.00

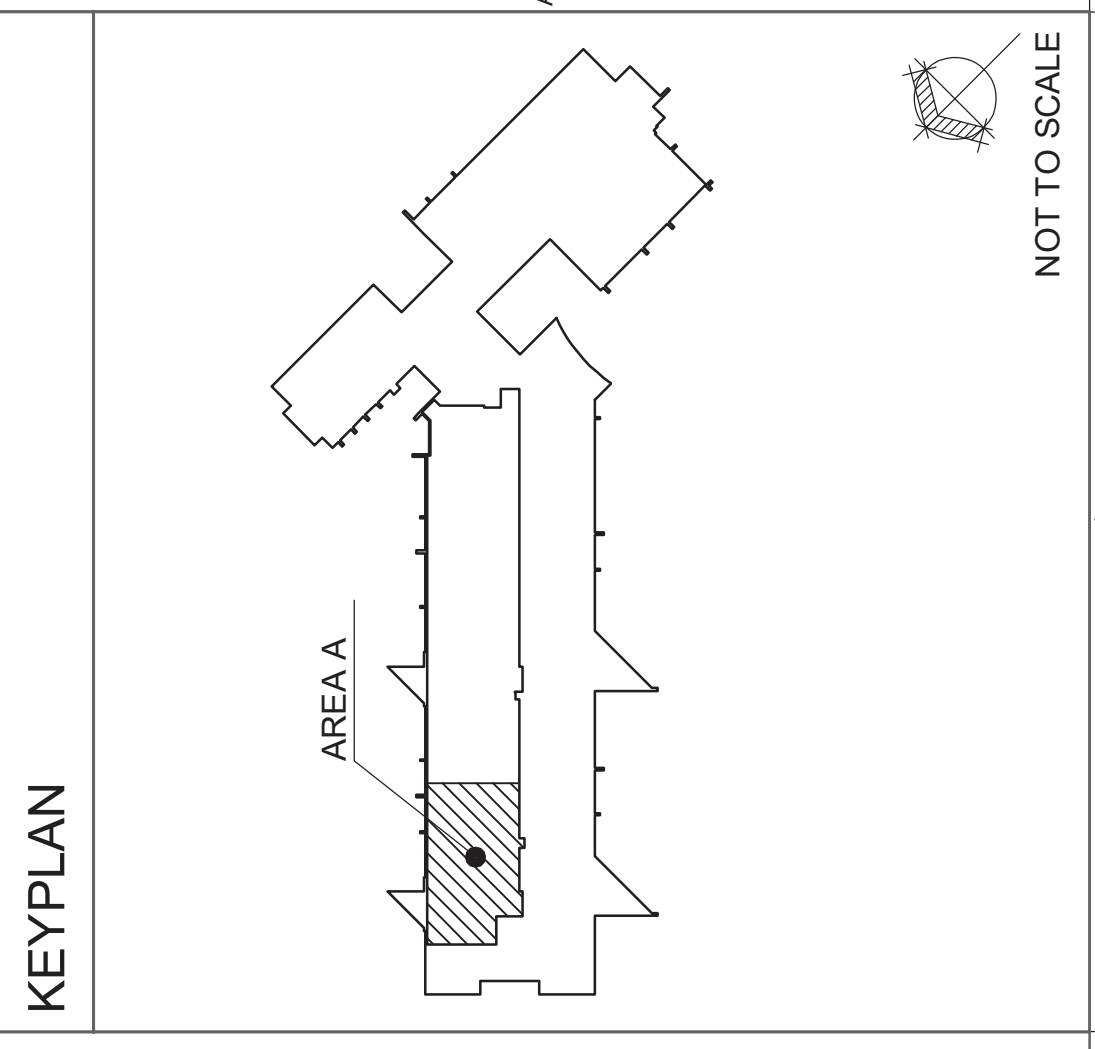
Revisions	
No.	Date

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Rene Tercilla, AIA, ALEP
 AR0015566

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PARTIAL SECOND FLOOR EQUIPMENT PLAN AREA A

A-121



PARTIAL PLAN AREA A
01 SECOND FLOOR EQUIPMENT PLAN
 SCALE: 1/4" = 1'-0"



Comm. No: 21085.00
 Date: 03/24/23
 Drawn:

Revisions	
No.	Date

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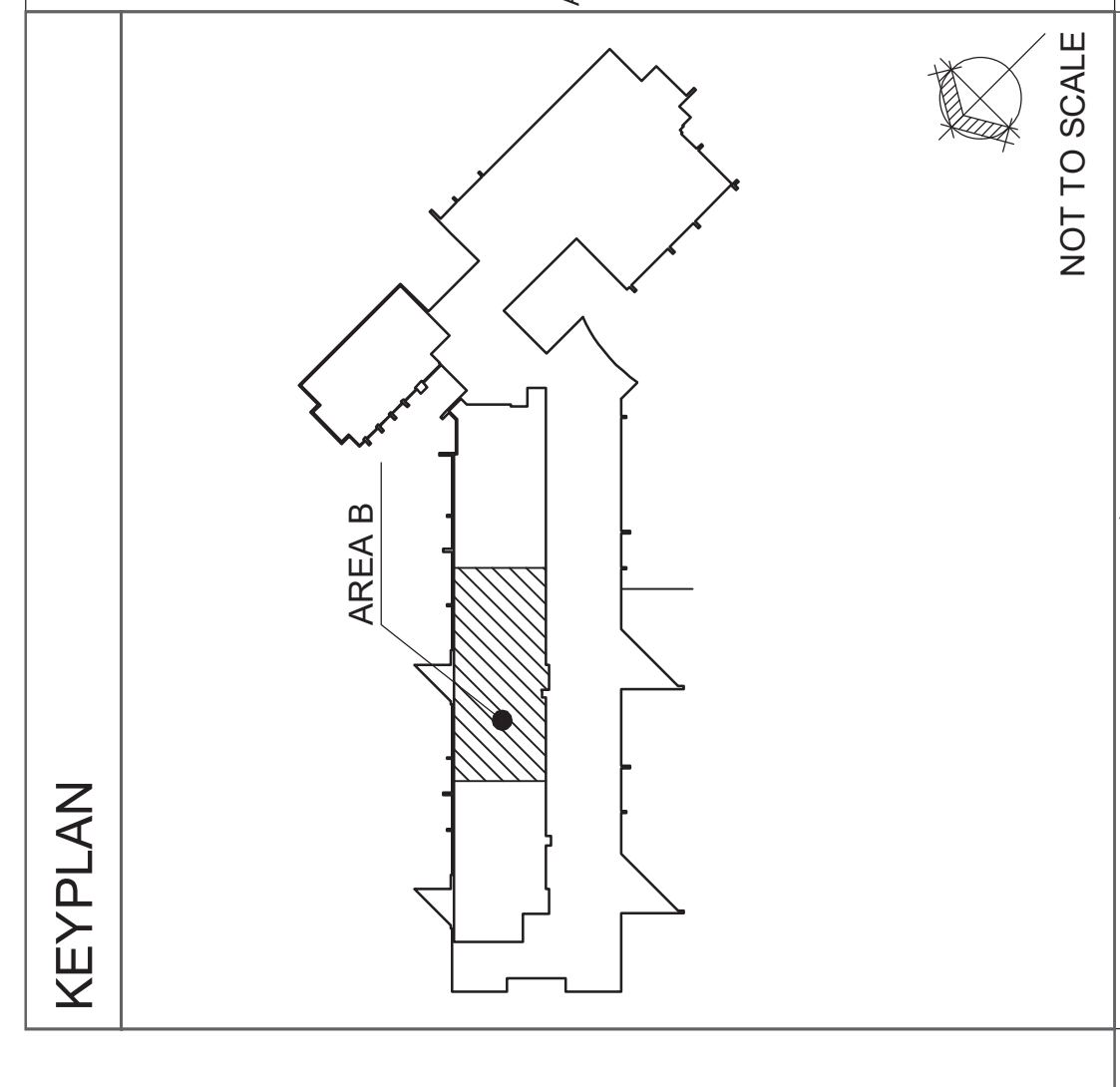
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PARTIAL SECOND FLOOR EQUIPMENT FLOOR AREA B

A-122



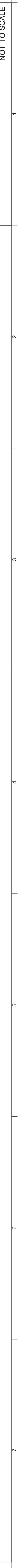
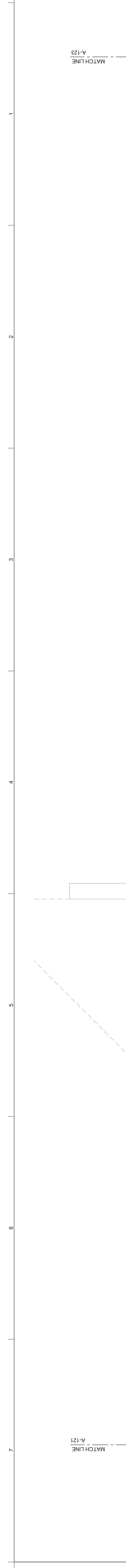
PARTIAL PLAN AREA B
01 SECOND FLOOR EQUIPMENT PLAN
 SCALE: 1/4" = 1'-0"



NOT TO SCALE

MATCH LINE
A-123

MATCH LINE
A-121

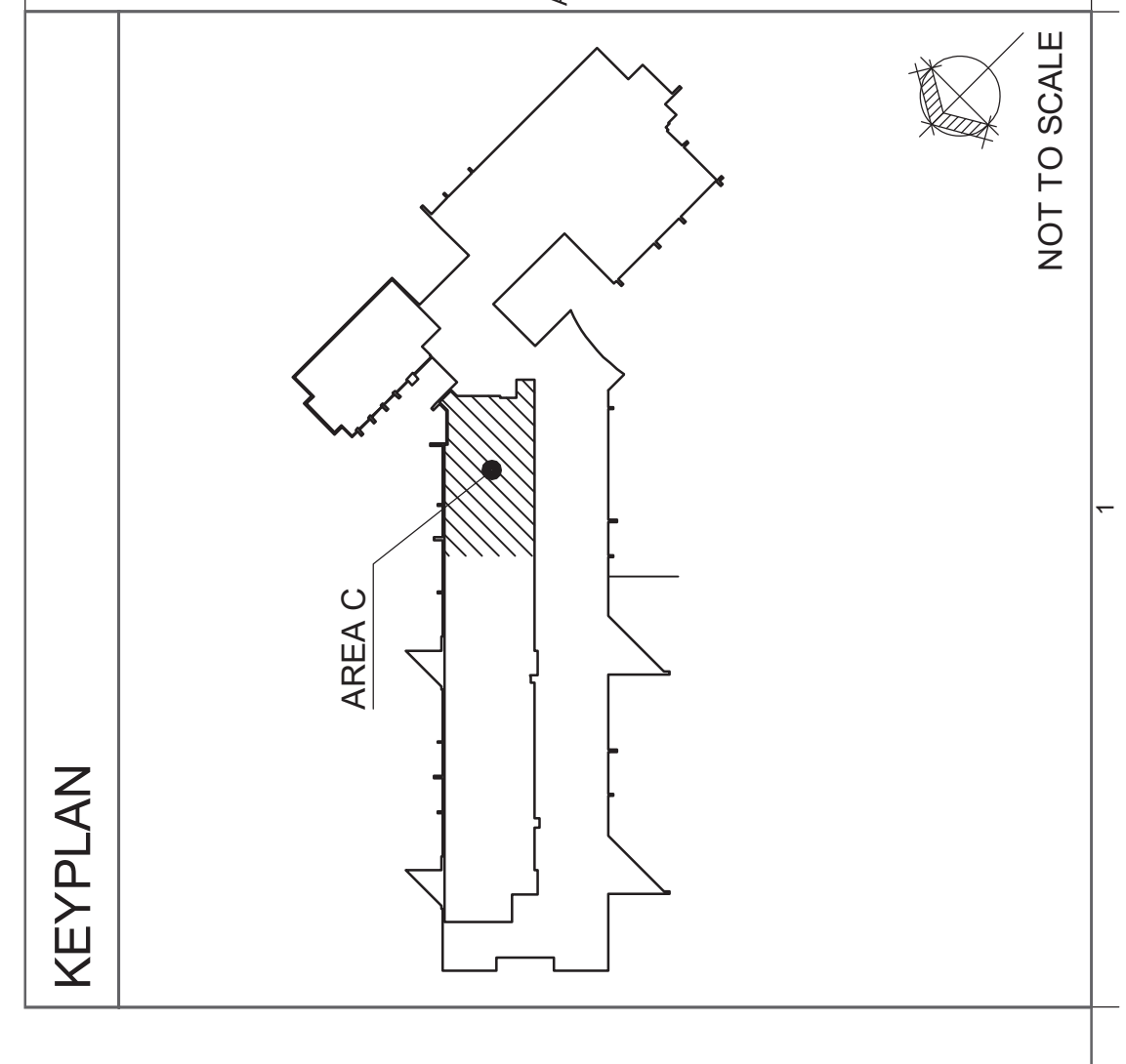


Revisions	
No.	Date

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PARTIAL PLAN AREA C
01 SECOND FLOOR EQUIPMENT PLAN
 SCALE: 1/4" = 1'-0"



NOT TO SCALE

FURNITURE / FIXTURE / EQUIPMENT SUMMARY		RESPONSIBILITY			CM INSTALL / COORD.		
ITEM	DESCRIPTION	CFCI	OFOI	OFCl	POWER	DATA	WATER
A - B							
1	APPLIANCE - REFRIGERATOR / FREEZER - FULL RESIDENTIAL		X		X		X
1D	APPLIANCE - MICROWAVE		X		X		
1E	APPLIANCE - WASHER / SIMULATION ONLY		X		N/A		N/A
1F	APPLIANCE - DRYER / SIMULATION ONLY		X		N/A		
1H	APPLIANCE - RANGE / SIMULATION ONLY		X		N/A		
1J	APPLIANCE - DISHWASHER / SIMULATION ONLY		X		N/A		N/A
5	BED - HOSPITAL		X		X	X	
5A	BED - BIRTHING w/HEADBOARD		X		X	X	
5B	BED - TWIN / STANDARD w/HEADBOARD		X				
5C	BED - SIDE TABLE w/LAMP		X		X		
5E	BED - BASSINET		X				
6A	BOARD - MARKER BOARD 4' X 6'	X					
8	BUILT-IN - CASEWORK - SEE DETAILS	X			X	X	X
9	BOX - ARTICULATING AMBULANCE		X		X	X	
C							
14B	CABINET - CREDENZA - 60" w X 18" d / Lockable		X				
15A	CART - SOILED LINEN		X				
15B	CART - ROLLING STORAGE - CLEAN LINEN CART		X				
15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)		X				
15E	CART - SUPPLY		X				
15F	CART - TRAY TABLE		X				
15G	CART - TREATMENT		X				
15H	CART - CODE / CRASH		X				
17C	CHAIR - LOUNGE		X				
17D	CHAIR - STUDENT - CASTERS		X				
17E	CHAIR - TASK CHAIR - DESK HEIGHT		X				
17F	CHAIR - TASK CHAIR / STOOL - COUNTER HEIGHT		X				
17G	CHAIR - WAITING / VISITOR		X				
17H	CHAIR - WHEELCHAIR		X				
17J	CHAIR - PHLEBOTOMY		X				
18	COUCH - SIZE PER PLAN		X				
20	CURTAIN - PRIVACY w/ TRACK	X					
21	CLOCK		X				
D - G							
25	DRESSER		X		X		
26B	DEVICE - ECG MACHINE		X		X		
26C	DEVICE - FETAL MONITOR w/CART and CASE (Case goes to Storage)		X		X		
26F	DEVICE - INFANT WARMER		X		X		
26G	DEVICE - INTERMITTENT COMPRESSION		X		X		
26J	DEVICE - PEDIATRIC CODE CART		X		X		
26K	DEVICE - PAP MACHINE		X		X		
26M	DEVICE - PULSE OXIMETRY UNIT		X		X		
26N	DEVICE - PUMP - IV AND POLE		X		X		
26P	DEVICE - PUMP FEEDING		X		X		
26Q	DEVICE - PUMP - PCA		X		X		
26R	DEVICE - VENTILATOR		X		X		
26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)		X		X		
H - L							
30.3	HEADWALL - HORIZONTAL UNIT 3'			X	X	X	
30.5	HEADWALL - HORIZONTAL UNIT 5'			X	X	X	
30.7	HEADWALL - HORIZONTAL UNIT 7'			X	X	X	
30.8	HEADWALL - HORIZONTAL UNIT 8'			X	X	X	
30C	BLOOD PRESSURE WALL MOUNT		X		X	X	
30D	OTOSCOPE / OPHTHALMIC SCOPE WALL MOUNT		X		X	X	
30E	THERMOMETER ORAL / RECTAL WALL MOUNT		X		X	X	
30F	THERMOSCAN EAR WALL MOUNT		X		X	X	
34	LOCKERS - STUDENT / BACKPACK	X					
33A	LIGHT - EXAM	X			X		
M - R							
40	MEDICATION - AUTOMATED DISTRIBUTION CABINET (OMNICELL)		X		X	X	
41	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 12"d - width varies		X				
41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d - width varies		X				
41B	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 24"d - width varies		X				
41C	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 30"d - width varies		X				
S							
51A	SCALE - INFANT		X		X		
51B	SCALE - DIAPER		X		X		
53	STRETCHER - EMS w/ STRAPS		X				
54	STEP TRAINER		X		X	X	
55	SIGN - BRANDING / LOGO		X				
T - Z							
61A	TABLE - HOSPITAL BEDSIDE		X				
61B	TABLE - HOSPITAL OVERBED		X				
61C	TABLE - COFFEE TABLE		X				
61D	TABLE - CONFERENCE (Size Varies)		X		X	X	
61E	TABLE - ROUND 36"- 48" / or SQUARE w/ CHAIRS (Qty as Shown)		X				
61F	TABLE - END, ROUND 12"		X				
61K	TABLE - 60" X 24"		X		X	X	
63	TRAINER - Refer to CAE Owner Vendor Documents		X		X	X	
AV SUB-INSERT - See AV Summary for Full List							
AV1	COMPUTER - STANDARD		X		X	X	
AV4	MONITOR - FLAT SCREEN (75")		X		X	X	
AV8A	PRINTER / COPIER (Countertop or undercounter)		X		X	X	
AV9	PODIUM - INSTRUCTOR UNIT		X		X	X	
AV10	RACK - EQUIPMENT		X		X	X	

PBSC FURNITURE AND EQUIPMENT				
Room	Location Name	New Qty	Equip. #	Item Description
226	NURSING SKILLS LAB	8	5	BED - HOSPITAL
226	NURSING SKILLS LAB	1	15A	CART - SOILED LINEN
226	NURSING SKILLS LAB	4	15C	CART - MEDICATION ADMIN CART / LAPTOP
226	NURSING SKILLS LAB	24	17D	CHAIR - STUDENT TASK
226	NURSING SKILLS LAB	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT
226	NURSING SKILLS LAB	1	17J	CHAIR - PHLEBOTOMY
226	NURSING SKILLS LAB	1	21	CLOCK
226	NURSING SKILLS LAB	8	26M	DEVICE - PULSE OXIMETRY UNIT
226	NURSING SKILLS LAB	8	26N	DEVICE - PUMP - IV AND POLE
226	NURSING SKILLS LAB	8	26P	DEVICE - PUMP FEEDING
226	NURSING SKILLS LAB	8	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
226	NURSING SKILLS LAB	8	30.5	HEADWALL - HORIZONTAL UNIT 5'
226	NURSING SKILLS LAB	8	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
226	NURSING SKILLS LAB	8	61A	TABLE - HOSPITAL BEDSIDE
226	NURSING SKILLS LAB	8	61B	TABLE - OVER BED
226	NURSING SKILLS LAB	12	61K	TABLE - 60" X 24"
227	LOBBY	2	17C	CHAIR - LOUNGE
227	LOBBY	1	55	SIGN - BRANDING / LOGO - ILLUMINATED
227	LOBBY	1	61F	TABLE - END, ROUND 12"
227.1	NURSE STATION	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.1	NURSE STATION	1	55	SIGN - BRANDING / LOGO - NON-ILLUMINATED
227.2	SIM ICU SUITE	1	5	BED - HOSPITAL
227.2	SIM ICU SUITE	1	15A	CART - SOILED LINEN
227.2	SIM ICU SUITE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.2	SIM ICU SUITE	1	15F	CART - TRAY TABLE
227.2	SIM ICU SUITE	1	15G	CART - CODE / CRASH
227.2	SIM ICU SUITE	1	21	CLOCK
227.2	SIM ICU SUITE	1	26A	DEVICE - DEFIBRILLATOR
227.2	SIM ICU SUITE	1	26B	DEVICE - ECG MACHINE
227.2	SIM ICU SUITE	1	26K	DEVICE - PAP MACHINE
227.2	SIM ICU SUITE	1	26M	DEVICE - PULSE OXIMETRY UNIT
227.2	SIM ICU SUITE	1	26N	DEVICE - PUMP - IV AND POLE
227.2	SIM ICU SUITE	1	26Q	DEVICE - PUMP - PCA
227.2	SIM ICU SUITE	1	26R	DEVICE - VENTILATOR
227.2	SIM ICU SUITE	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
227.2	SIM ICU SUITE	1	30.8	HEADWALL - HORIZONTAL UNIT 8'
227.2	SIM ICU SUITE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
227.2	SIM ICU SUITE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT
227.2	SIM ICU SUITE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT
227.2	SIM ICU SUITE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT
227.3	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.3	CONTROL ROOM	1	21	CLOCK
227.4	SIM ER / TRAUMA	1	15A	CART - SOILED LINEN
227.4	SIM ER / TRAUMA	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.4	SIM ER / TRAUMA	1	15E	CART - SUPPLY
227.4	SIM ER / TRAUMA	1	15F	CART - TRAY TABLE
227.4	SIM ER / TRAUMA	1	15G	CART - CODE / CRASH
227.4	SIM ER / TRAUMA	1	21	CLOCK
227.4	SIM ER / TRAUMA	1	26A	DEVICE - DEFIBRILLATOR
227.4	SIM ER / TRAUMA	1	26B	DEVICE - ECG MACHINE
227.4	SIM ER / TRAUMA	1	26K	DEVICE - PAP MACHINE
227.4	SIM ER / TRAUMA	1	26M	DEVICE - PULSE OXIMETRY UNIT
227.4	SIM ER / TRAUMA	1	26N	DEVICE - PUMP - IV AND POLE
227.4	SIM ER / TRAUMA	1	26Q	DEVICE - PUMP - PCA
227.4	SIM ER / TRAUMA	1	26R	DEVICE - VENTILATOR
227.4	SIM ER / TRAUMA	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
227.4	SIM ER / TRAUMA	1	30.8	HEADWALL - HORIZONTAL UNIT 8'
227.4	SIM ER / TRAUMA	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
227.4	SIM ER / TRAUMA	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT
227.4	SIM ER / TRAUMA	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT
227.4	SIM ER / TRAUMA	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT
227.4	SIM ER / TRAUMA	1	33A	LIGHT - EXAM
227.4	SIM ER / TRAUMA	1	53	STRETCHER - EMS w/ STRAPS

PBSC FURNITURE AND EQUIPMENT				
Room	Location Name	New Qty	Equip. #	Item Description
227.5	SIM MED / SURGE	1	5	BED - HOSPITAL
227.5	SIM MED / SURGE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.5	SIM MED / SURGE	1	17G	CHAIR - WAITING / VISITOR
227.5	SIM MED / SURGE	1	21	CLOCK
227.5	SIM MED / SURGE	1	26A	DEVICE - DEFIBRILLATOR
227.5	SIM MED / SURGE	1	26B	DEVICE - ECG MACHINE
227.5	SIM MED / SURGE	1	26K	DEVICE - PAP MACHINE
227.5	SIM MED / SURGE	1	26G	DEVICE - INTERMITTENT COMPRESSION
227.5	SIM MED / SURGE	1	26M	DEVICE - PULSE OXIMETRY UNIT
227.5	SIM MED / SURGE	1	26N	DEVICE - PUMP - IV AND POLE
227.5	SIM MED / SURGE	1	26Q	DEVICE - PUMP - PCA
227.5	SIM MED / SURGE	1	26R	DEVICE - VENTILATOR
227.5	SIM MED / SURGE	2	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
227.5	SIM MED / SURGE	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.5	SIM MED / SURGE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
227.5	SIM MED / SURGE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT
227.5	SIM MED / SURGE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT
227.5	SIM MED / SURGE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT
227.5	SIM MED / SURGE	1	61A	TABLE - HOSPITAL BEDSIDE
227.5	SIM MED / SURGE	1	61B	TABLE - OVER BED
227.6	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.7	SIM MED / SURGE	1	5	BED - HOSPITAL
227.7	SIM MED / SURGE	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.7	SIM MED / SURGE	1	17G	CHAIR - WAITING / VISITOR
227.7	SIM MED / SURGE	1	21	CLOCK
227.7	SIM MED / SURGE	1	26A	DEVICE - DEFIBRILLATOR
227.7	SIM MED / SURGE	1	26B	DEVICE - ECG MACHINE
227.7	SIM MED / SURGE	1	26K	DEVICE - PAP MACHINE
227.7	SIM MED / SURGE	1	26G	DEVICE - INTERMITTENT COMPRESSION
227.7	SIM MED / SURGE	1	26M	DEVICE - PULSE OXIMETRY UNIT
227.7	SIM MED / SURGE	1	26N	DEVICE - PUMP - IV AND POLE
227.7	SIM MED / SURGE	1	26Q	DEVICE - PUMP - PCA
227.7	SIM MED / SURGE	1	26R	DEVICE - VENTILATOR
227.7	SIM MED / SURGE	1	26S	DEVICE - VITAL SIGN MONITOR AND POLE
227.7	SIM MED / SURGE	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.7	SIM MED / SURGE	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
227.7	SIM MED / SURGE	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT
227.7	SIM MED / SURGE	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT
227.7	SIM MED / SURGE	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT
227.7	SIM MED / SURGE	1	61A	TABLE - HOSPITAL BEDSIDE
227.7	SIM MED / SURGE	1	61B	TABLE - OVER BED
227.8	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable
227.8	DEBRIEF	10	17D	CHAIR - STUDENT TASK
227.8	DEBRIEF	4	61K	TABLE - 60" X 24"
227.9	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable
227.9	DEBRIEF	10	17D	CHAIR - STUDENT TASK
227.9	DEBRIEF	4	61K	TABLE - 60" X 24"
227.10	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable
227.10	DEBRIEF	10	17D	CHAIR - STUDENT TASK
227.10	DEBRIEF	4	61K	TABLE - 60" X 24"
227.11	CLEAN UTILITY	1	15B	CART - ROLLING STORAGE - CLEAN LINEN CART
227.11	CLEAN UTILITY	1	41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d - width varies
227.12	SOILED UTILITY	1	15A	CART - SOILED LINEN
227.13	SIM. PEDIATRIC	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.13	SIM. PEDIATRIC	1	17G	CHAIR - WAITING / VISITOR
227.13	SIM. PEDIATRIC	1	21	CLOCK
227.13	SIM. PEDIATRIC	1	26J	DEVICE - PEDIATRIC CODE CART
227.13	SIM. PEDIATRIC	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.13	SIM. PEDIATRIC	1	51A	SCALE - INFANT

PBSC FURNITURE AND EQUIPMENT				
Room	Location Name	New Qty	Equip. #	Item Description
227.13	SIM. PEDIATRIC	1	51B	SCALE - DIAPER
227.13	SIM. PEDIATRIC	1	61A	TABLE - HOSPITAL BEDSIDE
227.13	SIM. PEDIATRIC	1	61B	TABLE - HOSPITAL OVERBED
227.14	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.15	SIM. PEDIATRIC	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.15	SIM. PEDIATRIC	1	17G	CHAIR - WAITING / VISITOR
227.15	SIM. PEDIATRIC	1	21	CLOCK
227.15	SIM. PEDIATRIC	1	26A	DEVICE - DEFIBRILLATOR
227.15	SIM. PEDIATRIC	1	26F	DEVICE - INFANT WARMER
227.15	SIM. PEDIATRIC	1	26J	DEVICE - PEDIATRIC CODE CART
227.15	SIM. PEDIATRIC	1	26L	DEVICE - PEDIATRIC "SYRINGE"
227.15	SIM. PEDIATRIC	1	26M	DEVICE - PULSE OXIMETRY UNIT
227.15	SIM. PEDIATRIC	1	26N	DEVICE - PUMP - IV AND POLE
227.15	SIM. PEDIATRIC	1	26Q	DEVICE - PUMP - PCA
227.15	SIM. PEDIATRIC	1	26R	DEVICE - VENTILATOR
227.15	SIM. PEDIATRIC	1	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
227.15	SIM. PEDIATRIC	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.15	SIM. PEDIATRIC	1	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
227.15	SIM. PEDIATRIC	1	30D	HEADWALL - OTOSCOPE / OPTHAMLIC SCOPE WALL MOUNT
227.15	SIM. PEDIATRIC	1	30E	HEADWALL - THERMOMETER ORAL / RECTAL WALL MOUNT
227.15	SIM. PEDIATRIC	1	30F	HEADWALL - THERMOSCAN EAR WALL MOUNT
227.15	SIM. PEDIATRIC	1	51A	SCALE - INFANT
227.15	SIM. PEDIATRIC	1	51B	SCALE - DIAPER
227.15	SIM. PEDIATRIC	1	61A	TABLE - HOSPITAL BEDSIDE
227.15	SIM. PEDIATRIC	1	61B	TABLE - HOSPITAL OVERBED
227.16	SIM LDRP	1	5A	BED - BIRTHING w/HEADBOARD
227.16	SIM LDRP	1	5E	BED - BASSINET
227.16	SIM LDRP	1	15A	CART - SOILED LINEN
227.16	SIM LDRP	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.16	SIM LDRP	1	15F	CART - TRAY TABLE
227.16	SIM LDRP	1	17G	CHAIR - WAITING / VISITOR
227.16	SIM LDRP	1	21	CLOCK
227.16	SIM LDRP	1	26C	DEVICE - FETAL MONITOR w/CART and CASE (Case goes to Storage)
227.16	SIM LDRP	1	26E	DEVICE - INFANT STIMULATOR
227.16	SIM LDRP	1	26F	DEVICE - INFANT WARMER
227.16	SIM LDRP	1	26L	DEVICE - PEDIATRIC "SYRINGE"
227.16	SIM LDRP	2	26M	DEVICE - PULSE OXIMETRY UNIT
227.16	SIM LDRP	2	26N	DEVICE - PUMP - IV AND POLE
227.16	SIM LDRP	1	26Q	DEVICE - PUMP - PCA
227.16	SIM LDRP	3	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
227.16	SIM LDRP	1	30.3	HEADWALL - HORIZONTAL UNIT 3'
227.16	SIM LDRP	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.16	SIM LDRP	1	61A	TABLE - HOSPITAL BEDSIDE
227.16	SIM LDRP	1	61B	TABLE - HOSPITAL OVERBED
227.17	CONTROL ROOM	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.18	SIM LDRP	1	5A	BED - BIRTHING w/HEADBOARD
227.18	SIM LDRP	1	5E	BED - BASSINET
227.18	SIM LDRP	1	15A	CART - SOILED LINEN
227.18	SIM LDRP	1	15C	CART - MEDICATION ADMIN CRASH CART / LAPTOP (w/ Software)
227.18	SIM LDRP	1	15F	CART - TRAY TABLE
227.18	SIM LDRP	1	17G	CHAIR - WAITING / VISITOR
227.18	SIM LDRP	1	21	CLOCK
227.18	SIM LDRP	1	26C	DEVICE - FETAL MONITOR w/CART and CASE (Case goes to Storage)
227.18	SIM LDRP	1	30.7	HEADWALL - HORIZONTAL UNIT 7'
227.18	SIM LDRP	1	30.3	HEADWALL - HORIZONTAL UNIT 3'
227.18	SIM LDRP	1	61A	TABLE - HOSPITAL BEDSIDE - 18"x24"
227.18	SIM LDRP	1	61B	TABLE - HOSPITAL OVERBED
227.20	STORAGE	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.21	CONTROL ROOM	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.21	CONTROL ROOM	1	21	CLOCK

PBSC FURNITURE AND EQUIPMENT				
Room	Location Name	New Qty	Equip. #	Item Description
227.22	CONTROL ROOM	2	17E	CHAIR - TASK CHAIR - DESK HEIGHT
227.22	CONTROL ROOM	1	21	CLOCK
227.23	SIM AMBULANCE BOX	1	9	BOX - ARTICULATING AMBULANCE
227.23	SIM AMBULANCE BOX	1	21	CLOCK
227.23	SIM AMBULANCE BOX	1	53	STRETCHER - EMS w/ STRAPS
227.25	CORRIDOR	2	40	MEDICATION - AUTOMATED DISTRIBUTION CABINET (OMNICELL)
228.1	SIM - HOME HEALTH SUITE	1	1	APPLIANCE - REFRIGERATOR / FREEZER - FULL RESIDENTIAL
228.1	SIM - HOME HEALTH SUITE	1	1D	APPLIANCE - MICROWAVE
228.1	SIM - HOME HEALTH SUITE	1	1E	APPLIANCE - WASHER / SIMULATION ONLY
228.1	SIM - HOME HEALTH SUITE	1	1F	APPLIANCE - DRYER / SIMULATION ONLY
228.1	SIM - HOME HEALTH SUITE	1	1H	APPLIANCE - RANGE / SIMULATION ONLY
228.1	SIM - HOME HEALTH SUITE	1	1J	APPLIANCE - DISHWASHER / SIMULATION ONLY
228.1	SIM - HOME HEALTH SUITE	1	17C	CHAIR - LOUNGE
228.1	SIM - HOME HEALTH SUITE	2	17F	CHAIR - TASK CHAIR / STOOL - COUNTER HEIGHT
228.1	SIM - HOME HEALTH SUITE	1	18	COUCH
228.1	SIM - HOME HEALTH SUITE	1	21	CLOCK
228.1	SIM - HOME HEALTH SUITE	1	61C	TABLE - COFFEE
228.1	SIM - HOME HEALTH SUITE	1	61E	TABLE - SQUARE 48" w/ 2 CHAIRS
228.1	SIM - HOME HEALTH SUITE	1	61F	TABLE - END ROUND 12"
228.1	SIM - HOME HEALTH SUITE	1	54	STAIR / STEP TRAINER
228.2	SIM - BEDROOM	1	5A	BED - TWIN - STANDARD
228.2	SIM - BEDROOM	1	5B	BED - SIDE TABLE AND LAMP
228.2	SIM - BEDROOM	1	21	CLOCK
228.2	SIM - BEDROOM	1	25	DRESSER
228.2	SIM - BEDROOM	1	17H	CHAIR - WHEELCHAIR
230	NURSING SKILLS LAB	6	5	BED - HOSPITAL
230	NURSING SKILLS LAB	3	15C	CART - MEDICATION ADMIN CART / LAPTOP
230	NURSING SKILLS LAB	16	17D	CHAIR - STUDENT TASK
230	NURSING SKILLS LAB	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT
230	NURSING SKILLS LAB	1	21	CLOCK
230	NURSING SKILLS LAB	6	26M	DEVICE - PULSE OXIMETRY UNIT
230	NURSING SKILLS LAB	6	26N	DEVICE - PUMP - IV AND POLE
230	NURSING SKILLS LAB	6	26P	DEVICE - PUMP FEEDING
230	NURSING SKILLS LAB	6	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
230	NURSING SKILLS LAB	6	30.5	HEADWALL - HORIZONTAL UNIT 5'
230	NURSING SKILLS LAB	6	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
230	NURSING SKILLS LAB	1	34	LOCKERS - STUDENT / BACKPACK (See Elevations)
230	NURSING SKILLS LAB	1	53	STRETCHER
230	NURSING SKILLS LAB	6	61A	TABLE - HOSPITAL BEDSIDE
230	NURSING SKILLS LAB	6	61B	TABLE - OVER BED
230	NURSING SKILLS LAB	8	61K	TABLE - 60" X 24"
231	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable
231	DEBRIEF	10	17D	CHAIR - STUDENT TASK
231	DEBRIEF	4	61D	TABLE - CONFERENCE
232	DEBRIEF	1	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable
232	DEBRIEF	10	17D	CHAIR - STUDENT TASK
232	DEBRIEF	1	61D	TABLE - CONFERENCE
233	STAFF BREAKROOM	2	61E	TABLE - ROUND 48" w/ CHAIRS
233	STAFF BREAKROOM	1	1	APPLIANCE - REFRIGERATOR / FREEZER - FULL RESIDENTIAL
233	STAFF BREAKROOM	1	1D	APPLIANCE - MICROWAVE
234	CLASSROOM / DEBRIEF	32	17D	CHAIR - STUDENT TASK
234	CLASSROOM / DEBRIEF	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT
234	CLASSROOM / DEBRIEF	1	21	CLOCK
234	CLASSROOM / DEBRIEF	16	61K	TABLE - 60" X 24"
235	CLASSROOM / DEBRIEF	20	17D	CHAIR - STUDENT TASK
235	CLASSROOM / DEBRIEF	1	17E	CHAIR - TASK CHAIR - DESK HEIGHT
235	CLASSROOM / DEBRIEF	1	21	CLOCK
235	CLASSROOM / DEBRIEF	10	61K	TABLE - 60" X 24"

PBSC FURNITURE AND EQUIPMENT				
Room	Location Name	New Qty	Equip. #	Item Description
236	MOULAGE / EQUIP. STORAGE	10	41	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 12"d - width varies
236	MOULAGE / EQUIP. STORAGE	4	41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d - width varies
236	MOULAGE / EQUIP. STORAGE	2	41B	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 24"d - width varies
236	MOULAGE / EQUIP. STORAGE	3	41C	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 30"d - width varies
236	MOULAGE / EQUIP. STORAGE	1	53	STRETCHER - EMS w/ STRAPS
246	NURSING SKILLS LAB	4	5	BED - HOSPITAL
246	NURSING SKILLS LAB	4	15A	CART - SOILED LINEN
246	NURSING SKILLS LAB	2	15C	CART - MEDICATION ADMIN CART / LAPTOP
246	NURSING SKILLS LAB	24	17D	CHAIR - STUDENT TASK
246	NURSING SKILLS LAB	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
246	NURSING SKILLS LAB	4	17H	CHAIR - WHEELCHAIR
246	NURSING SKILLS LAB	4	21	CLOCK
246	NURSING SKILLS LAB	4	26S	DEVICE - VITAL SIGN MONITOR (Wall Mount)
246	NURSING SKILLS LAB	4	30	HEADWALL - HORIZONTAL UNIT
246	NURSING SKILLS LAB	4	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
246	NURSING SKILLS LAB	4	34	LOCKERS - STUDENT / BACKPACK (See Elevations)
246	NURSING SKILLS LAB	4	61A	TABLE - HOSPITAL BEDSIDE
246	NURSING SKILLS LAB	4	61B	TABLE - OVER BED-
246	NURSING SKILLS LAB	12	61K	TABLE - 60" X 24"
247	NURSING SKILLS LAB	4	5	BED - HOSPITAL
247	NURSING SKILLS LAB	4	15A	CART - SOILED LINEN
247	NURSING SKILLS LAB	2	15C	CART - MEDICATION ADMIN CART / LAPTOP
247	NURSING SKILLS LAB	24	17D	CHAIR - STUDENT TASK
247	NURSING SKILLS LAB	4	17E	CHAIR - TASK CHAIR - DESK HEIGHT
247	NURSING SKILLS LAB	4	17H	CHAIR - WHEELCHAIR
247	NURSING SKILLS LAB	4	21	CLOCK
247	NURSING SKILLS LAB	4	30.5	HEADWALL - HORIZONTAL UNIT 5'
247	NURSING SKILLS LAB	4	30C	HEADWALL - BLOOD PRESSURE WALL MOUNT
247	NURSING SKILLS LAB	4	34	LOCKERS - STUDENT / BACKPACK (See Elevations)
247	NURSING SKILLS LAB	4	61A	TABLE - HOSPITAL BEDSIDE
247	NURSING SKILLS LAB	4	61B	TABLE - OVER BED-
247	NURSING SKILLS LAB	12	61K	TABLE - 60" X 24"
247.1	STORAGE	9	41	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 12"d (36"w)
247.1	STORAGE	6	41A	METAL SHELVES - HEAVY DUTY, Adjustable 7'h X 18"d (48"w)
248	DEBRIEF	14	17D	CHAIR - STUDENT TASK
248	DEBRIEF	6	61K	TABLE - 60" X 24"
248	DEBRIEF	4	14B	CABINET - CREDENZA - 60"w X 18"d / Lockable



Purchase Order Number	PO013126
Purchase Order Date	Dec 9, 2021
Payment Terms	Net 30
Payment Type	Check
Buyer	Tranetta Rutherford
Phone Number	+1 (561) 868-3464
Email	purchasing@palmbeachstate.edu

Supplier
Harvard Jolly Incorporated Suite 100 2047 Vista Parkway West Palm Beach, FL 33411 United States of America +1 (561) 4784457 g.tercilla@harvardjolly.com

Ship To
Palm Beach State College 4200 Congress Avenue Central Campus Receiving Lake Worth Beach, FL 33461 United States of America

Department Requisition Initiator
Lisa A MacMullen Facilities Planning Specialist Facilities Planning, MS 35 +1 (561) 8683482 macmulll@palmbeachstate.edu

Bill To
Palm Beach State College Accounts Payable MS#59 4200 Congress Avenue Lake Worth Beach, FL 33461 United States of America +1 (561) 868-3094 (Landline) payables@palmbeachstate.edu Federal ID: 59-1216000 Tax Exemption ID: 85-8016364267C-6

Memo
Change order to include additional architectural services Current Sum: \$293,952.00 Increase Amt: \$23,960.00 New Sum: \$317,912.00 Per Designing Architect Contract signed by President Parker Proposal dated 11/29/21 - Simulation Lab - Lake Worth Campus

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	\$ 317,912.00	\$ 0.00	\$ 317,912.00

Line #	Item Name and Description	Start Date	End Date	Amount
3	Coordination and design efforts required to change the 95% Construction Documents, designed as a three (3) Phase Package, to a one (1) phase delivery package. Harvard Jolly \$8,960 ONM&J No Impact			\$ 8,960.00
4	coordination and design efforts required to change the 95% Construction Documents, designed as a three (3) Phase Package, to a one (1) phase delivery package. SDM \$15,000			\$ 15,000.00
1	Professional services to develop the original Medical Simulation Lab Study. Scope includes further design development, construction docs inclusive of coordination with equipment suppliers, bidding assistance, and construction administrative services.			\$ 28,460.00



Purchase Order Number	PO013126
Purchase Order Date	Dec 9, 2021
Payment Terms	Net 30
Payment Type	Check
Buyer	Tranetta Rutherford
Phone Number	+1 (561) 868-3464
Email	purchasing@palmbeachstate.edu

Line #	Item Name and Description	Start Date	End Date	Amount
2	Reimbursable Expenses			\$ 10,000.00

Messages

College Summer Hour Announcement Starting the week of Monday, May 8 and through Friday, August 4, 2023, the College will be open Monday through Thursday from 7:00am – 5:00pm and closed every Friday.

THE NONDISCRIMINATION CLAUSE CONTAINED IN SECTION 202 OF EXECUTIVE ORDER 11246. AS AMENDED BY EXECUTIVE ORDER 11375, RELATIVE TO EQUAL EMPLOYMENT OPPORTUNITY FOR ALL PERSONS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, OR NATIONAL ORIGIN, AND THE IMPLEMENTING RULES AND REGULATIONS PRESCRIBED BY THE SECRETARY OF LABOR INCORPORATED HEREIN.

- 1) All correspondence/shipments must reflect the PO number
- 2) This PO is subject to terms and conditions found at: <https://www.palmbeachstate.edu/purchasing/Documents/TermsConditionsPO.pdf>
- 3) Submit separate invoice for each Purchase Order to expedite payment

Thank you!

Vice President of Finance and Administration
Palm Beach State College

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approved 2023 Palm Beach State Foundation, Inc. Financial Audit Staff
Contact: Mr. James E. Duffie, Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: The 2023 audited Foundation financials are being submitted to the Palm Beach State College District Board of Trustees in compliance with section 1004.70(6) of Florida Statutes. The audit was performed by the independent CPA's -Berman, Hopkins, Wright & LaHam CPA's and Associates, LLP in accordance with generally accepted auditing standards and the standards applicable to financial audits as contained in Governmental Accounting Standards Board (GASB) issued by the Comptroller General of the United States. There were no findings for the 2023 audit.

Financial Impact: A clean audit reaffirms the financial integrity of the Foundation and assists in strengthening donor confidence.

Strategic Goal(s) Addressed: We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Link(s):

[PBSC Foundation Inc., Financial Statement 2023-2022](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve Prequalification Certificates for Construction Manager at Risk Services Over a Term of 3 Years, with the Option to Renew for an Additional Two Years. Staff Contacts: Mr. Edgar Cintron, Facilities Director and Ms. Jennifer Alvarez, Procurement Director

Summary:

Background/Pertinent Facts: The Facilities Department at Palm Beach State College frequently engages construction management firms to manage a variety of college-wide construction projects. To streamline this process and address the growing project list, college administration finds it beneficial to establish a pre-certification process, allowing for our Facilities Department to contract, under agreed terms, with a prequalified construction management firm as projects are funded. Contract award recommendations exceeding Florida Administrative Code thresholds (currently \$325,000) for these projects will be negotiated and presented to the District Board of Trustees for approval.

On April 9, 2024, the Procurement Department issued Solicitation No. 2024-05DC – Construction Manager at Risk Under a Continuing Contract. The aim of this Request for Qualifications was to assess responses from construction management firms and select firms for construction management services under a continuing contract (or prequalification certification). This solicitation, in compliance with Florida Statute 287.055 and State Requirements for Educational Facilities Chapter 4 (SREF), will provide the Facilities Department with a pool of qualified Construction Management firms so that projects can be assigned based on the firm's strengths in particular construction, the firm's availability, and the firm's bonding capacity. A total of twenty-two (22) proposals were received, one proposal was deemed non-responsible.

The College Evaluation Committee for this solicitation was composed of the following members:

Kirk Stetson, Facilities Planning Manager, Facilities Administration Department
John Ebel, Campus and Offsite Facilities Manager, Facilities Department
Holly Thompson, Computer Resources Manager, Information Technology Department
Eligio Marquez Veray, Associate Dean, Trade and Industry, Academic Affairs
Steve Faurot, Budget Manager, Finance & Budget Department

The College Evaluation Committee conducted a comprehensive evaluation of the proposals received and their final scoresheet is attached to this recommendation. The committee unanimously recommend the following eight firms to receive certification letters. Firms are listed below in the order of their final ranking.

Kaufman Lynn Construction, Inc.
Wharton-Smith, Inc.
Lebolo Construction Management Inc
Pirtle Construction Company
D. Stephenson Construction, Inc.
Proctor Construction Company
KAST Construction
LEGO Construction Co

Financial Impact: The Facilities Department will use approved budgeted funding for construction management projects as needed.

Strategic Goal(s) Addressed: The College aims to promote and practice operational efficiencies in all areas.

Duration of Contract: The Term of the proposed contractor pool will have an initial term of three (3) years with the option to renew for two additional one-year periods. Certification renewals will comply with SREF Chapter 4 guidelines and require annual renewal. All project contracts with prequalified firms will be negotiated, drafted, and presented to the District Board of Trustees for approval on a project by project basis.

RECOMMENDATION FOR APPROVAL: District Board of Trustees approval is requested to certify the recommended firms with an initial term of three years and the option for two additional one-year renewals for projects not exceeding values stipulated in Florida Statute 287.055. Certifications will be issued out of the Procurement Department. A sample certification is attached to this recommendation.

RECOMMEND: Approval

Attachments:

Prequalification Certification CMAR

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.



Certificate of Prequalification

This Certifies that

has fulfilled the Palm Beach State College prequalification requirements. Contractor's prequalification is limited to projects with an estimated construction value/size as defined below:

Allowed Maximum Dollar Value of One Project

\$ _____

And

Allowed Maximum Dollar Value under Contract At any one time \$ _____

Prequalification is for a one-year time period _____

Note: Values indicated above reflect current financial information on file from the Contractor's surety. Contracts awarded will conform to limits established by Florida Statutes.

Contractor's prequalification status can be suspended or revoked by the College pursuant to State Requirements for Educational Facilities (SREF) (2014), Chapter 4, Section #4.1.

Palm Beach State College Authorized Representative:

Jennifer Alvarez, MPA, CPPO
Procurement Director

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Financial Review and Analysis Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: This agenda item provides a snapshot of the month-end budget and actual revenues and expenses as of 05/31/2024.

The College continues to closely monitor revenues and expenses, paying close attention to enrollment data as it relates to revenue. Continued year end estimates are being made with data subsequent to this agenda report to model next year's budget planning to be presented in the annual budget workshop.

Financial Impact: Annual Planning and Reporting to the State.

Strategic Goal(s) Addressed: Excel - Organizational Vitality.

Duration of Contract: N/A: Annual Planning.

RECOMMEND: Approval

Attachments:

Budget.Analysis.May.31.2024

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Palm Beach State College
For the Eleven Months Ending May 31, 2024

	2023/24 Proposed Budget	Year to Date 5/31/2024	% Current to Original Budget
Revenues:			
Student Tuition & Fees	\$ 71,979,043	\$ 67,190,074	93%
Less: Legislative Fee Waivers	(17,062,040)	(18,063,400)	106%
Net Student Tuition & Fees	<u>\$ 54,917,003</u>	<u>\$ 49,126,674</u>	89%
Dual Enrollment Fees	\$ 2,000,000	\$ 1,880,134	94%
State Government:			
FL College System Program Fund	\$ 65,047,135	\$ 59,626,540	92%
Lottery	13,961,552	12,798,089	92%
Performance Funding	1,524,062	1,397,057	92%
Other	2,396,533	2,715,999	113%
Total State Government	<u>\$ 82,929,282</u>	<u>\$ 76,537,685</u>	92%
Federal Government	551,500	775,979	141%
Private Grants/Contracts	200,000	446,350	223%
Sales and Services	1,200,000	948,511	79%
Interest and Dividends & Gain/Loss on Investments	200,000	674,119	337%
Other Revenues	390,000	153,563	39%
Non-Revenue Receipts	1,139,500	355,859	31%
Total Revenue	<u>\$ 143,527,285</u>	<u>\$ 130,898,874</u>	<u>91%</u>
Expenditures:			
Compensation by Employment Category			
Instruction	\$ 26,644,732	\$ 20,504,355	77%
Instructional - Overload	3,700,000	3,950,782	107%
Adjunct Instructional	12,129,000	11,254,272	93%
Instructional Management	2,459,000	2,409,474	98%
Institutional Management	1,505,000	1,214,899	81%
Executive Management	2,277,000	2,433,635	107%
Other Professional	19,040,000	20,287,687	107%
Staff Part Time	2,700,000	2,091,456	77%
Technical, Clerical Trade and Service	14,839,000	12,887,794	87%
Student Assistants	300,000	357,956	119%
Contingency - Budget Only	500,000	-	0%
Total Compensation by Categories	<u>\$ 86,093,732</u>	<u>\$ 77,392,310</u>	90%
Benefits	23,478,627	23,225,852	99%
Total Compensation and Benefits	<u>\$ 109,572,359</u>	<u>\$ 100,618,162</u>	92%
Current Expenses			
Professional Development, Travel, & Mileage	\$ 734,787	\$ 607,608	83%
Freight and Postage	80,706	78,672	97%
Telecommunications	207,289	251,086	121%
Printing	137,576	43,454	32%
Repairs and Maintenance	2,091,088	1,538,269	74%
Rentals	309,372	150,419	49%
Insurance	2,869,270	2,579,156	90%
Utilities	3,891,998	3,278,497	84%
Other Services	6,745,205	4,436,283	66%
Professional Fees	1,612,502	2,170,384	135%
Materials and Supplies	4,199,352	1,941,697	46%
Data Software - Non Capitalized	3,952,660	5,313,115	134%
Maintenance and Construction Materials	292,926	311,313	106%
Other Materials and Supplies	853,814	1,299,832	152%
Library Resources	663,082	572,778	86%
Scholarships and Waivers	2,562,081	2,174,138	85%
Other Expenses	1,001,218	7,635	1%
Contingency	500,000	-	0%
Total Current Expenses	<u>\$ 32,704,926</u>	<u>\$ 26,754,336</u>	82%
Total Equipment	1,250,000	858,062	69%
Total Expenditures	<u>\$ 143,527,285</u>	<u>\$ 128,230,560</u>	<u>89%</u>
Net Revenue (Expense)	<u>\$ -</u>	<u>\$ 2,668,314</u>	

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Direct Support Organization-Foundation Annual Budget 2024-2025 Fiscal Year Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: We are seeking approval for the use of college resources that support the Palm Beach State College Direct Support Organization (Foundation). The annual budget will be presented in this format during the annual budget for the College going forward.

This will satisfy the operational audit recommendation to have the information clearly identified and separated out for clarification to the District Board of Trustees.

Financial Impact: \$1,213,584

Strategic Goal(s) Addressed: Collaboration - We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Annual-Foundation-Budget-FY-24-25

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
Direct Support Organization Foundation
Fiscal Year 2024-2025**

<u>Ledger Account</u>	<u>Ledger Description</u>	<u>Budget Amount</u>
5xxxx	Personnel-Salaries and Wages	\$ 923,949
59xxx	Benefits	277,185
6xxxx	Travel and Materials	12,450
	Total Budget CC0700	<u>\$ 1,213,584</u>

<u>Position</u>	<u>Position Title</u>	<u>Status</u>	<u>Time Type</u>
8258	Advancement Communications Manager	Filled	Full time
AA8100	Alumni Engagement and Annual Giving Manager	Filled	Full time
P5268	Associate Vice President Advancement	Filled	Full time
P4013	Campaign and Special Gifts Manager	Filled	Full time
0160	Chief Executive Officer, Foundation	Filled	Full time
2511	Corporate Partnerships Director	Filled	Full time
P4961	Data and Prospect Research Analyst	Filled	Full time
P3084	Director, Donor Relations and Advancement Events	Filled	Full time
AA6131	Executive Administrative Assistant	Filled	Full time
1614	Gift Processing Specialist	Filled	Full time
1144	Major Gifts Development Officer	Filled	Full time
1644	Foundation Finance Manager	Open	Full time
P5917	College Events Director	Open	Full time

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: District Facilities Master Projects List Dated June 3, 2024
Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

Summary:

Background/Pertinent Facts: This report provides a monthly overview of all Facilities Planning and Construction projects collegewide. The following Report Summary highlights the projects that are in the Active Construction Phase on each campus.

June 3, 2024 – Report Summary

LAKE WORTH CAMPUS

- LW CF105 Cafeteria Re-Roof
- LW 6th Avenue Master Landscape Plans Phase 1B – QUAD

PALM BEACH GARDENS CAMPUS

- PBG SC116 Phoenix Controls Upgrade
- PBG - SITE - Berm Restoration & Fencing
- PBG Eissey Theater Building Envelope

BELLE GLADE CAMPUS

- No projects in active construction

BOCA RATON CAMPUS

- No projects in active construction

LOX GROVES CAMPUS

- LG DMST Building - NEW Construction

Financial Impact: Not Applicable to this report. Impact to construction and maintenance funding is significant and estimated for each project reported.

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: Not Applicable to this report, which is updated weekly for submission and review by Finance and Administration.

RECOMMEND: Approval

Attachments:

District Facilities Master Projects List_6-3-2024

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

District Facilities MASTER PROJECTS LIST

Monday, June 3, 2024

General PROJECT Information			FUNDING Information			SCHEDULE Information	
Project NAME	Type	Status	FUNDING	Project Budget	CONST Cost	CONST Start	CONST End
DIST - Active Learning Classrooms - Phase 2	REMODEL	BID	PLANT LOCAL	\$ 445,000.00	TBD	est 6/10/2024	11/1/2024
DIST - Exterior Entry Door Electronic Access Control	ELECTRIC	DESIGN	SFRF	\$ 2,000,000.00	TBD	est 5/10/2024	est 12/31/2026
Historic Building Remodeling/Renovation	REMODEL	DESIGN	PLANT LOCAL	\$ 1,507,447.83	TBD	est 8/1/2024	est 12/31/2024
LW TC117 Graphics Lab Remodeling (Rm TC 104N)	REMODEL	COMPLETE	PLANT LOCAL	TBD	TBD	4/1/2024	5/31/2024
LW CM124 Cooling Tower 2 Refurbishment	HVAC	CLOSEOUT	CIF	\$ 290,000.00	\$ 247,597.97	COMPLETE	COMPLETE
LW CF105 Cafeteria Re-Roof	ROOF	CONSTRUCTION	DEF MAINT	\$ 724,500.00	\$ 675,000.00	2/26/2024	est 6/30/2024
LW 6th Avenue Master Landscape Plans Phase 1B - QUAD	SITE	CONSTRUCTION	CIF	\$ 3,845,188.76	\$ 2,322,467.49	8/1/2023	9/1/2024
LW ETD158 Cosmetology Electrical Upgrade/Remodeling	ELECT/REMO	PRE-CONST	CIF	\$ 33,775.00	\$ 25,485.00	5/1/2024	6/10/2024
LW ETA128 Medical Simulation Training Center Remodeling	REMODEL	PRE-CONST	CIF/DONOR	\$ 4,934,319.42	\$ 4,178,636.08	est 6/30/2024	est 2/9/2025
LW FN110 AHU Replacement	HVAC	PERMIT	SFRF	\$ 200,000.00	\$ 154,942.00	Pending PreCon	TBD
LW LL113 Library Renovation/Remodeling/Addition	REMO/ADDIT	REQ FOR QUAL	PECO/LOCAL	\$ 12,000,000.00	TBD	TBD	TBD
LW NS501 Equipment Roof Cover	ROOF	DESIGN	TBD	TBD	TBD	TBD	TBD
LW BK129 E-Sports (SAC) Remodeling	REMODEL	DESIGN	CIF	\$ 94,824.00	TBD	TBD	TBD
LW SITE - Master Utility Plan UPDATES	STUDY	DESIGN	TBD	N/A	N/A	TBD	TBD
LW - Domestic Water Loop Repairs & Replacement	PLUMBING	DESIGN	DEF MAINT	\$ 71,991.00	\$ 66,694.00	On-going	TBD
LW DW335 - District Warehouse Roof Replacement	ROOF	PLAN	DEF MAINT	\$ 193,233.00	\$ 193,233.00	TBD	TBD
LW TC117 - HVAC Replacement	HVAC	STUDY	SFRF	\$ 3,254,479.00	TBD	TBD	TBD
LW CJB107 - OCPA-Production Studio Renovation	RENOVATION	PENDING	TBD	TBD	TBD	TBD	TBD
LW TC117 - OCPA Remodeling/Furniture	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD
LW CS - Counseling Staff Relocations	FURNITURE	PENDING	TBD	TBD	TBD	TBD	TBD
LW ITB118 AHU Replacement	HVAC	HOLD	TBD	TBD	TBD	TBD	TBD
PBG Stormwater Drainage Improvements	SITE	CLOSEOUT	CIF	\$ 487,140.00	\$ 487,140.00	12/15/2023	COMPLETE
PBG SC116 Phoenix Controls Upgrade	EQUIPMENT	CONSTRUCTION	DEF MAINT	\$ 743,403.00	\$ 743,403.00	6/1/2023	TBD
PBG - SITE - Berm Restoration & Fencing	SITE	CONSTRUCTION	CIF	\$ 163,000.00	\$ 159,662.00	3/15/2024	TBD
PBG Eissey Theater Building Envelope	RENOVATION	CONSTRUCTION	SFRF	\$ 1,010,272.55	\$ 1,010,272.55	2/5/2024	10/7/2024
PBG CM Chiller 2 Replacement	HVAC	PERMIT	SFRF	\$ 735,298.00	\$ 601,423.00	TBD	TBD
PBG Underground CHW Piping -AA102	HVAC	PRE-CONST	SFRF	\$ 240,000.00	\$ 237,872.00	Pending PreCon	TBD
PBG CM Generator Replacement	ELECTRIC	PERMIT	SFRF	\$ 640,000.00	\$ 620,609.00	TBD	TBD
PBG Eissey Theater Roof Replacement	ROOF	PRE-CONST	SFRF	\$ 1,693,327.15	\$ 1,693,327.15	est 6/10/2024	est 11/1/2024
PBG LC107 Respiratory Care Lab Remodeling	REMODEL	BID	GRANT	\$ 700,000.00	TBD	TBD	TBD
PBG - SITE - Floating Dock Relocation	SITE	DESIGN	PLANT LOCAL	\$ 30,000.00	TBD	TBD	TBD
PBG Concrete Spalling AA & AD Stair Towers	REPR	DESIGN	SFRF	\$ 3,560,000.00	TBD	TBD	TBD
PBG Eissey Theater - Structural Repairs (Stair Replacement)	RENOVATION	DESIGN	SFRF	\$ 960,000.00	TBD	TBD	TBD
PBG Roof Replacement Exterior Covered Walkways	ROOF	DESIGN	SFRF	\$ 480,000.00	TBD	TBD	TBD
PBG TMRW Sports - Owner related scope	NEW	DESIGN	LOCAL	\$ 96,600.00	TBD	5/1/2024	est 12/31/2024
PBG Underground CHW Piping Replacement	HVAC	PLAN	SFRF	\$ 1,960,000.00	TBD	TBD	TBD
PBG LL104 CTLE remodeling	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD
PBG MOD 254 HVAC Lab Remodeling	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD

LEGEND: FUNDING - CIF = CAPITAL IMPROVEMENT FUND; DEF MAINT = DEFERRED MAINTENANCE; PECO = PUBLIC EDUCATION CAPITAL OUTLAY; SFRF = STATE FISCAL RECOVERY FUND

District Facilities MASTER PROJECTS LIST Cont'd

Monday, June 3, 2024

General PROJECT Information			FUNDING Information			SCHEDULE Information	
Project NAME	Type	Status	FUNDING	Project Budget	CONST Cost	CONST Start	CONST End
BG - FI Broadband Community Project	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD
BG - SITE - PBCounty - Fiber Extension	ELECTRIC	COMPLETE	N/A	N/A	N/A - PBC	4/15/2024	COMPLETE
BR BT104 Engineering Lab Remodeling	REMODEL	PRE-CONST	CIF	\$ 550,000.00	\$ 392,983.00	5/13/2024	8/1/2024
BR CB100 HVAC Upgrades 1st Floor	HVAC	PRE-CONST	DEF MAINT	\$ 942,529.95	\$ 906,736.73	5/1/2024	8/5/2024
BR AD102 E-Sports Remodeling	REMODEL	DESIGN	CIF	\$ 46,000.00	TBD	TBD	TBD
BR CA101 & CB100 Roof Replacement	ROOF	PLAN	SFRF	\$ 1,000,000.00	\$ 984,950.00	TBD	TBD
BR AD102 CTLE Remodeling	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD
BR CB100 Research Lab Prep Rm CB117.1 Remodeling	REMODEL	PENDING	TBD	TBD	TBD	TBD	TBD
BR BT104 HVAC Upgrade	HVAC	HOLD	TBD	TBD	TBD	TBD	TBD
LG DMST Building - NEW Construction	NEW	CONSTRUCTION	PECO/SFRF	\$ 62,149,663.30	\$ 54,782,076.00	5/8/2023	2/25/2025
LG LGA101 Medical Assistant Lab Remodeling	REMODEL	PERMIT	N/A	N/A	\$ -	5/1/2024	7/1/2024
LG ERTC Master Planning Study BG & LG	SITE	STUDY	PECO/LOCAL	\$ 3,000,000.00	TBD	TBD	TBD

District Facilities CAPITAL PROJECTS PLANNING LIST

General PROJECT Information			FUNDING Information			SCHEDULE Information	
Project NAME	Type	Status	FUNDING	Project Budget	CONST Cost	CONST Start	CONST End
LW Lowes Construction Trades Innovation Center	NEW	STDY	GRANT	\$ 1,000,000.00	TBD	TBD	TBD
LW Campus Sports Master Plan	SITE	STDY	TBD	\$ -	TBD	TBD	TBD
LW SITE - 26KVA Electrical Extension	SITE	STDY	TBD	\$ 15,000.00	TBD	TBD	TBD
LW 6th Avenue Master Landscape Plans Phase 2 - ENTRY BOULEVARD	SITE	PENDING	TBD	\$ 3,000,000.00	TBD	TBD	TBD
LW HU120 - Shade Sails on East Plaza	SITE	PENDING	TBD	TBD	TBD	TBD	TBD
PBG - NEW - Trades Center Building	NEW	PENDING	TBD	\$ -	TBD	TBD	TBD

LEGEND: FUNDING - CIF = CAPITAL IMPROVEMENT FUND; DEF MAINT = DEFERRED MAINTENANCE; PECO = PUBLIC EDUCATION CAPITAL OUTLAY; SFRF = STATE FISCAL RECOVERY FUND

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: First Reading - Amendment to Board Policy 6Hx-18-3.49 Sexual Predator or Offender Information Notification/Publication
Staff Contact: Dr. Delsa Bush, Director of Security, Safety and Risk Management

Summary:

Background/Pertinent Facts: The current Board Policy 6Hx-18-3.49, Sexual Predator or Offender Information Notification/Publication, is being recommended for amendment. Below are the following changes:

- Updated College Employee titles.
- Added language to define the Florida Department of Law Enforcement (FDLE) guidelines as aligned with the college policy.
- Removed procedural processes.

Financial Impact: N/A

Strategic Goal(s) Addressed: Culture - We will create a learning environment committed to the success of every student and employee.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Final Proposal for Sexual Predator or Offender Information Notification-Publication Policy 6Hx-18-3.49

DBOT Policy 3.49 - Sexual Predator or Offender Information Notification/Publication

Link(s): _____

[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

TITLE	Sexual Predator or Offender Information Notification/Publication	NUMBER 6Hx-18-3.49
LEGAL AUTHORITY	1001.64, 775.21 , & 943.0435 , Florida Statutes	PAGE 1 of <u>1</u>
DATE ADOPTED/AMENDED	Adopted 3/11/2003, Amended XX/YY/2024	

- ~~1. The College shall publish resource information for those interested in contacting respective law enforcement agencies having jurisdiction for a particular Palm Beach State College campus, the FDLE hotline or the FDLE website for information concerning sexual predators or offenders.~~
- ~~2. Upon receipt of notification from local law enforcement the information shall be delivered to the attention of the President, who shall then forward it to the Vice President of Student Services or Director of Human Resources, depending on the status of the registrant, and Supervisor of Safety and Security. The Vice President of Student Services will notify the appropriate Dean of Student Services.~~
- ~~3. If the registrant is a student, the Dean of Student Services for the identified campus will arrange a conference, which will include a designee from that office, the Supervisor of Safety and Security, and the registrant. Based on this conference and the severity of the offense the parties present may become involved in further action which includes but is not limited to: (1) consultation with legal counsel, (2) notification of campus Security Departments for purposes of monitoring the activity of the offender, and/or (3) notification of the Campus Provost, program director, classroom instructor, immediate supervisor or others as appropriate.~~
- ~~4. If the registrant is an employee, the Director of Human Resources will arrange a conference, which will include a designee from that office, the Supervisor of Safety and Security, and the registrant. Based on this conference and the severity of the offense the parties present may become involved in further action which includes but is not limited to: (1) consultation with legal council, (2) notification of campus Security Departments for purposes of monitoring the activity of the offender, (3) notification of the offender's immediate supervisor, and (4) notification of the Campus Provost.~~
- ~~5. The conference referenced above shall be conducted in a confidential manner.~~
 - ~~a. A student registrant will be advised of the appropriateness of the program in which they are enrolled, the resources available on campus to help ensure success in reaching their respective academic goals, and the need to comply with all aspects of the existing Student Code of Conduct as published in the Student Handbook. Failure to comply with the Student Code of Conduct will result in disciplinary action~~

~~b. An employee registrant will be advised to comply with the law and College rules and procedures. Failure to comply will result in disciplinary action that may include but is not limited to termination or other punishment as provided by applicable law.~~

Purpose

To provide information to students, employees, and the College community about persons that are enrolled at or employed by the College, and who are also registered as sexual predators or sexual offenders with local law enforcement agencies and the Florida Department of Law Enforcement (FDLE).

Policy:

In accordance with 775.21, F.S., (“The Florida Sexual Predators Act”) and 943.0435, F.S., convicted sex offenders in Florida must register with the Florida Department of Law Enforcement (FDLE). The FDLE makes information concerning the presence of registered sexual offenders/predators available to local law enforcement officials. It is the responsibility of the county sheriff to notify the College if an offender or predator is enrolled, employed, or carrying on a vocation at the College.

The College will publish information that students and employees can use to search for sexual predators and offenders who have registered with the local law enforcement agency with jurisdiction. Students or employees may also access this information by visiting the FDLE website: <https://offender.fdle.state.fl.us/offender/sops/home.jsf>, or calling the FDLE hotline (1-888-357-7332).

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: 3RD Quarter Purchase Order Report January 1, 2024 through March 31, 2024 Staff Contact: Ms. Jennifer Alvarez, Director, Procurement

Summary:

Background/Pertinent Facts: DBOT Policy **6Hx-18-1.31(7b)**, Contracting Authority, specifies the President or designee's authority to sign or otherwise execute contracts for commodities and services the total value of which is under \$325,000 (the threshold amount noted in Florida Statue 287.017 Category Five). Pursuant to the same Policy **6Hx-18-1.31(8)**, administration will provide quarterly reports of the contracts executed to the board.

The attached quarterly reports represent all purchase orders and supplier contracts for the quarter ending March 31, 2024 for commodities and services based on the results of various competitive processes:

- Purchase Order Report by Supplier – Lists all Suppliers issued Purchase Orders for the quarter, the total amount of those orders for each Supplier, and the number of orders for each Supplier.
- Supplier Contract Report – Lists all Supplier Contracts for the quarter and is sorted by amount.

An annual 'quarter to quarter' comparison of purchase orders and supplier contracts is provided below. For the quarter, the top fifty suppliers account for about 84% of the total college purchase orders.

3rd QUARTER PURCHASE ORDER COMPARISON		
DATE	TOTAL TRANSACTIONS	TOTAL
FY23 <small>(01/01/2023 – 03/31/2023)</small>	916	\$9,726,428
FY24 <small>(01/01/2024 – 03/31/2024)</small>	941	\$9,847,737

3rd QUARTER SUPPLIER CONTRACT COMPARISON		
DATE	NUMBER OF CONTRACTS	TOTAL
FY23 (01/01/2023 – 03/31/2023)	39	\$770,834
FY24 (01/01/2024 – 03/31/2024)	19	\$7,782,113

Financial Impact: All Purchase Orders and Supplier Contracts included in the quarterly reports were approved in the FY2024 Budget appropriations or were authorized by the DBOT.

Strategic Goal(s) Addressed: Expand: Ensure growth by attracting and retaining students through effective alignment of programs, services, and resources for a changing marketplace.

Duration of Contract: Purchase Orders reported do not extend beyond June 30, 2024 (except for some Grant Funded encumbrances where the grant term ends after June 30, 2024).

RECOMMEND: Approval

Attachments:

Find_Purchase_Orders_(PBSC_FIN) (28) 3rd Quarter FY24

Find_Purchase_Orders Jan 1 2023 - Mar 31 2023

Find_Supplier_Contracts - Jan 1 2024 - March 31 2024

Find Supplier Contracts Jan 1 2023 - Mar 31 2023

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Purchase Order Report 3rd Quarter FY2023

Item	Suppliers	Sum of Purchase Orders	Count of Purchase Orders	Percent of Total Spend
1	Cae Healthcare	\$1,548,468.13	2	15.92%
2	Santa Fe College	\$907,563.99	5	9.33%
3	Envelop Critical Environments	\$733,028.00	1	7.54%
4	Weatherproofing Technologies, Inc.	\$603,466.02	2	6.20%
5	Ten-8 Fire Equipment, Inc.	\$474,454.32	1	4.88%
6	Black Diamond General Contracting, Inc.	\$273,658.06	1	2.81%
7	Presidio Networked Solutions LLC	\$266,158.10	2	2.74%
8	Wannemacher Jensen Architects, Inc.	\$238,231.00	1	2.45%
9	Compuquip Technologies LLC	\$237,645.00	3	2.44%
10	Workday Inc	\$172,468.00	4	1.77%
11	Lucas-Nuelle, Inc.	\$169,561.00	1	1.74%
12	Kaplan Companies Inc.	\$158,465.00	5	1.63%
13	Carestream Health, Inc.	\$156,694.40	1	1.61%
14	Shi International Corp	\$145,315.29	5	1.49%
15	FI Air Conditioning Apprentiship Assoc.	\$143,925.00	2	1.48%
16	J & J, Inc. d/b/a Eagle Painting	\$139,927.83	1	1.44%
17	Mohawk Carpet Distribution, Inc	\$139,890.52	5	1.44%
18	Cdw Computer Systems, Inc.	\$123,160.49	8	1.27%
19	EdCERT, LLC dba ACUE	\$120,000.00	1	1.23%
20	Cox Media Group LLC dba Ideabar	\$111,398.38	7	1.15%
21	Atrium Campus LLC	\$97,401.17	2	1.00%
22	Matheson Tri-Gas Inc	\$93,019.42	2	0.96%
23	Bluum USA, Inc	\$92,033.29	6	0.95%
24	Tarkett USA Inc.	\$82,629.86	4	0.85%
25	Smiley's Audio Visual, Inc.	\$75,762.85	1	0.78%
26	Amazon.com Services, Inc.	\$70,427.22	201	0.72%
27	Independent Electrical Contractors, Inc. - F.E.C.C.	\$70,425.00	1	0.72%
28	Precision Air Systems, Inc.	\$70,027.93	2	0.72%
29	Grammarly, Inc.	\$64,400.00	1	0.66%
30	BEA Architects, Inc.	\$62,600.00	1	0.64%
31	Innovate Audio Visual, Inc.	\$62,506.00	3	0.64%
32	THE HANOVER RESEARCH COUNCIL LLC	\$59,500.00	1	0.61%
33	Getinge USA Sales, LLC	\$51,256.96	2	0.53%
34	Zoom Video Communications, Inc.	\$50,750.00	1	0.52%
35	Elsevier-Hesi	\$48,787.49	4	0.50%
36	W. W. Grainger, Inc.	\$47,218.58	26	0.49%
37	ODP Business Solutions LLC	\$46,663.20	130	0.48%
38	Howard Industries Inc.	\$44,928.00	2	0.46%
39	Gubener Plastinate GmbH	\$44,800.00	1	0.46%
40	CMS-Construction Management Services, Inc.	\$43,283.80	1	0.45%
41	Canon Medical Systems USA	\$41,280.00	1	0.42%
42	Img Artists LLC	\$37,875.00	3	0.39%
43	B & H Photo-Video, Inc.	\$36,086.37	6	0.37%
44	Bertram Pender	\$31,306.39	4	0.32%
45	Home Depot U.S.A., Inc.	\$30,249.90	1	0.31%
46	Fisher Scientific Company LLC	\$30,085.17	35	0.31%
47	TyrrellTech, Inc.	\$26,708.00	1	0.27%
48	H & J Contracting, Inc.	\$26,575.89	1	0.27%
49	Commonwealth Ammunition	\$25,000.00	1	0.26%
50	Dimensions Dance Theater of Miami, Inc.	\$25,000.00	1	0.26%
	Total Top 50 Suppliers	\$8,452,066.02	504	86.90%
	Total Other Suppliers	\$1,274,361.82	412	13.10%
	Total for 3rd Quarter	\$9,726,427.84	916	100.00%

Supplier Contract Report 3rd Quarter FY2023

Item	Supplier	Total Contracts	Total Number of Contracts
1	Enterprise FM Trust	\$240,593.32	1
2	Independent Electrical Contractors, Inc. - F.E.C.C.	\$159,488.00	1
3	FI Air Conditioning Apprentiship Assoc.	\$133,673.00	1
4	Payfactors Group LLC	\$52,800.00	2
5	Windstream Services, LLC	\$33,952.39	1
6	Florida Media Group LLC	\$27,950.00	2
7	Terminix International	\$23,126.17	1
8	Kaufman-Daenzer Instruments	\$19,755.00	1
9	Eagles, Benefits By Design, Inc	\$18,500.00	1
10	Presidio Networked Solutions LLC	\$9,000.00	1
11	Iprep4Life DBA Rockell Bartoli	\$8,500.00	1
12	Jack Hammer Live Audio	\$8,160.00	1
13	United Data Technologies	\$8,000.00	1
14	Jennifer Sardone-Shiner LLC	\$6,430.00	1
15	CA Florida Holdings, LLC	\$4,156.25	1
16	Sweet Boo Incorporated	\$4,000.00	1
17	Clean Harbors Environmental Services Inc	\$3,848.09	1
18	Redishred Acquisition Dba Proshred Security	\$2,622.00	14
19	T-Mobile USA, Inc	\$1,613.76	1
20	Robinson Entertainment LLC	\$1,400.00	1
21	Tobias R. Hamilton, Inc.	\$1,110.00	1
22	LIGHTBOX LLC	\$988.00	1
23	Thomas C Servinsky	\$750.00	1
24	Baxter Adventures, Inc. D/B/A Fastsigns	\$417.75	1
Total Supplier Contracts 3rd Quarter		\$770,833.73	39

Purchase Order Report 3rd Quarter FY2024

Item	Supplier	Sum of Purchase Orders	Count of Purchase Orders	Percent of Total Spend
1	Weatherproofing Technologies, Inc.	\$1,693,327.15	1	17.20%
2	Advanced Roofing, Inc.	\$986,448.92	2	10.02%
3	GMS Southeast, Inc. DBA Gator Gypsum, Inc.	\$609,363.00	1	6.19%
4	Jurney & Associates Inc	\$462,024.00	1	4.69%
5	Nashville Tempered Glass	\$366,394.77	1	3.72%
6	Daikin Applied Americas Inc	\$355,900.00	2	3.61%
7	Trane U S Inc	\$347,557.00	2	3.53%
8	Presidio Networked Solutions LLC	\$253,349.15	2	2.57%
9	Song & Associates, Inc.	\$205,460.00	1	2.09%
10	EAB Global, Inc.	\$194,961.00	1	1.98%
11	Florida State University / Northwest Regional Data Center	\$173,281.37	1	1.76%
12	Roberts Oxygen Company, Inc.	\$167,682.00	4	1.70%
13	Follett Higher Education Group, LLC	\$166,665.34	6	1.69%
14	Shi International Corp	\$124,153.42	6	1.26%
15	Atrium Campus LLC	\$117,991.17	1	1.20%
16	Seaman Corporation	\$112,203.16	1	1.14%
17	Lenovo (United States) Inc	\$108,532.00	11	1.10%
18	YKK AP America Inc	\$106,201.00	1	1.08%
19	Penny Loafer Productions Incorporated	\$99,500.00	9	1.01%
20	FAAC Incorporated	\$94,985.00	1	0.96%
21	Anatomage, Inc.	\$91,150.00	1	0.93%
22	B & H Photo-Video, Inc.	\$90,215.46	18	0.92%
23	Amazon.com Services, Inc.	\$80,397.37	235	0.82%
24	Financial Aid Experts Inc	\$68,185.00	1	0.69%
25	PROTEC, INC.	\$65,000.00	1	0.66%
26	Grammarly, Inc.	\$64,400.00	1	0.65%
27	Kaufman-Daenzer Instruments	\$62,785.90	3	0.64%
28	Santa Fe College	\$62,749.45	2	0.64%
29	THE HANOVER RESEARCH COUNCIL LLC	\$59,500.00	1	0.60%
30	Sid Tool Company Inc	\$56,774.20	3	0.58%
31	Benjamin Solutions Group	\$55,000.00	2	0.56%
32	Workday Inc	\$52,249.00	1	0.53%
33	Palm Beach County Sheriff's Office	\$52,132.50	3	0.53%
34	Zoom Video Communications, Inc.	\$50,750.00	1	0.52%
35	EdCERT, LLC dba ACUE	\$50,000.00	1	0.51%
36	Andrea Construction	\$48,610.00	2	0.49%
37	Terry L Gray, LLC	\$48,520.00	1	0.49%
38	Renishaw, Inc.	\$44,997.56	1	0.46%
39	Chatham Steel Corporation	\$44,184.92	1	0.45%
40	AA Fences Done Right LLC	\$42,000.00	1	0.43%
41	Conti	\$40,138.95	1	0.41%
42	Lincoln Electric Company	\$38,518.51	5	0.39%
43	Enterprise FM Trust	\$38,441.88	1	0.39%
44	Sperber Landscape Companies of FL, LLC dba Top Cut Lawn Service	\$38,320.50	2	0.39%
45	Incline Alchemy	\$38,250.00	1	0.39%
46	Daktronics Inc	\$34,040.00	1	0.35%
47	Odums Sod Inc.	\$31,000.00	1	0.31%
48	Cathy Pruzan DBA Dance Arts Associates, LLC	\$30,330.00	1	0.31%
49	Selby Artists Mgmt LLC	\$30,000.00	1	0.30%
50	Compass Group Usa Inc	\$29,865.06	20	0.30%
Total Top Fifty Suppliers		\$8,284,485.71	369	84.13%
Other Suppliers		\$1,563,252.05	572	15.87%
Total 3rd Quarter FY2024 Purchase Orders		\$9,847,737.76	941	100.00%

Supplier Contract Report 3rd Quarter FY2024

Item	Supplier	Total	Total Number of Contracts
1	Patterson Dental Supply, Inc.	\$4,241,812	1
2	Sharp Electronics Corporation	\$1,508,532	1
3	Trane U S Inc	\$1,013,423	1
4	Andrea Construction	\$393,983	1
5	Song & Associates, Inc.	\$205,460	1
6	Incline Alchemy	\$112,500	1
7	Modern Campus USA, Inc.	\$91,760	1
8	Grammarly, Inc.	\$64,400	1
9	Cathy Pruzan DBA Dance Arts Associates, LLC	\$34,500	1
10	Odums Sod Inc.	\$31,000	1
11	United Data Technologies	\$19,061	1
12	Omnigo Software, LLC	\$15,003	1
13	Bond Entertainment, LLC	\$13,000	1
14	Maxient LLC	\$10,000	1
15	Public Consulting Group LLC	\$10,000	1
16	ModernThink LLC	\$6,379	1
17	Jupiter Stadium, Ltd.	\$5,000	1
18	Miriam Joueidi dba Precious Time L.L.C	\$3,300	1
19	Ilene Greenfield	\$3,000	1
Total Supplier Contracts 3rd Quarter FY2024		\$7,782,113	19

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Accept Report - Surplus Property Sales and Donations July 1, 2023 through April 4, 2024 Staff Contact: Jennifer Alvarez, Procurement Director

Summary:

Background/Pertinent Facts: District Board of Trustees Policy 4.46 authorizes the administration to maintain procedures to declare tangible personal property as obsolete, worn out, broken beyond repair, or excess surplus and approve its disposition. The President or designee shall track inventory and maintain records of certain property in accordance with Florida Statute 274.02. The disposition action of property will be provided to the District Board of Trustees at least on an annual basis.

The Director of Procurement reviewed the surplus equipment and determined that the attached items be sold for auction or donation.

Total surplus sold at auction for the period July 1, 2023 through April 4, 2024 - \$38,656.

Financial Impact: The obsolescence and ultimate disposition of this equipment had no financial impact for the 2023/2024 fiscal year. All the inventory listed has been previously depreciated to a book value of zero through the prior fiscal years.

Strategic Goal(s) Addressed: Culture: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: N/A

Attachments:

Surplus Year to Date Auction Sales

Surplus Year to Date Transferred to Non-Profits

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

RECOMMEND: Approval

Attachments:

Surplus YTD Auction Sales 7/1/23 - 4/4/2024

Surplus YTD Donations 7/1/2023 - 4/4/2024

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Fiscal Year 2023 - 2024
Surplus Year to Date Transferred to Non-Profit Organizations
(Non-Profit Status Verified and Filed by Finance Dept.)

Date	Items	Organization
08/18/23	2 bicycles	Jack The Bike Man, Inc.
09/11/23	4 Office chairs w/wheels and no arms	Palm Beach School for Autism
10/31/23	2 Hospital beds (17146 & 17136)	Antioch Missionary Baptist Church of Miami Gardens
10/31/23	1 Hospital bed	Antioch Missionary Baptist Church of Miami Gardens

**Fiscal Year 2023 - 2024
Surplus Year to Date Auction Sales**

Date	Bar Code	Type	Sales Type	Amount
07/03/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 27.00
07/03/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 27.00
07/05/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 125.00
07/05/23	Non Asset	Furniture/Furnishings	GovDeals	\$ 12.00
07/05/23	Non Asset	Computers, Parts, and Supplies	GovDeals	\$ 50.00
07/05/23	Non Asset	Office Equipment/Supplies	GovDeals	\$ 28.00
07/20/23	Non Asset	Building Maintenance	GovDeals	\$ 25.00
07/20/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 50.00
07/20/23	Non Asset	Building Maintenance	GovDeals	\$ 212.00
07/24/23	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 25.00
07/24/23	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 25.00
07/31/23	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 25.00
07/31/23	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 25.00
07/31/23	Non Asset	Building Maintenance	GovDeals	\$ 52.00
08/01/23	Non Asset	Printers, Scanners, and Copiers	GovDeals	\$ 27.00
08/28/23	Non Asset	Furniture/Furnishings	GovDeals	\$ 50.00
08/28/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 25.00
09/04/23	41020	Furniture/Furnishings	GovDeals	\$ 10.00
09/04/23	Non Asset	Furniture/Furnishings	GovDeals	\$ 10.00
09/12/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 20.00
09/12/23	Non Asset	Industrial Equipment, General	GovDeals	\$ 56.00
09/12/23	24513	Building Maintenance	GovDeals	\$ 220.00
09/12/23	Non Asset	Computers: Desktops and All-In-Ones	GovDeals	\$ 35.33
09/12/23	Non Asset	Furniture/Furnishings	GovDeals	\$ 320.00
09/12/23	Non Asset	Industrial Equipment, General	GovDeals	\$ 202.00
09/18/23	Non Asset	Furniture/Furnishings	GovDeals	\$ 10.00
09/25/23	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 37.00
09/25/23	Non Asset	Printing and Binding Equipment	GovDeals	\$ 25.00
10/09/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 155.66
10/09/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 151.33
10/09/23	Non Asset	Printing and Binding Equipment	GovDeals	\$ 100.00
10/16/23	Non Asset	School Equipment	GovDeals	\$ 25.00
10/16/23	35843	Welding Equipment	GovDeals	\$ 175.00
10/16/23	35846	Welding Equipment	GovDeals	\$ 175.00
10/16/23	35844	Welding Equipment	GovDeals	\$ 195.00
10/16/23	35845	Welding Equipment	GovDeals	\$ 175.00
10/19/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 125.00
10/19/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 59.33
10/19/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 20.00
10/25/23	Non Asset	Industrial Equipment, General	GovDeals	\$ 150.00
10/25/23	32871	Furniture/Furnishings	GovDeals	\$ 230.00
11/26/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 107.00
11/26/23	Non Asset	Office Equipment/Supplies	GovDeals	\$ 25.00
11/26/23	Non Asset	Audio/Visual Equipment	GovDeals	\$ 31.00
11/26/23	Non Asset	Televisions	GovDeals	\$ 37.00

11/26/23	Non Asset	Televisions	GovDeals	\$ 32.00
11/26/23	Non Asset	Commodities / General Merchandise	GovDeals	\$ 20.00
11/26/23	Non Asset	School Equipment	GovDeals	\$ 70.00
11/26/23	Non Asset	Arts, Crafts, and Collectibles	GovDeals	\$ 380.00
11/26/23	Non Asset	Arts, Crafts, and Collectibles	GovDeals	\$ 410.00
11/26/23	Non Asset	Arts, Crafts, and Collectibles	GovDeals	\$ 430.00
01/14/24	21693	Trucks, Heavy Duty 1 ton and Over	GovDeals	\$ 4,850.00
01/14/24	26506	Trucks, Light Duty under 1 ton	GovDeals	\$ 3,494.00
01/17/24	Non Asset	Industrial Pumps and Compressors	GovDeals	\$ 165.00
01/18/24	Non Asset	Audio/Visual Equipment	GovDeals	\$ 32.00
01/18/24	Non Asset	Audio/Visual Equipment	GovDeals	\$ 102.00
01/25/24	32614	Printers, Scanners, and Copiers	GovDeals	\$ 1.00
01/25/24	31258	Printers, Scanners, and Copiers	GovDeals	\$ 1.00
01/26/24	Non Asset	Medical Equipment and Supplies	GovDeals	\$ 725.00
02/14/24	Non Asset	School Equipment	GovDeals	\$ 215.00
02/15/24	Non Asset	Audio/Visual Equipment	GovDeals	\$ 31.00
02/15/24	Non Asset	Computers, Parts, and Supplies	GovDeals	\$ 78.00
02/15/24	Non Asset	Televisions	GovDeals	\$ 80.00
02/22/24	33434	Golf Carts	GovDeals	\$ 1,358.33
02/22/24	33727	Golf Carts	GovDeals	\$ 1,675.00
02/29/24	25563	Trucks, Light Duty under 1 ton	Enterprise	\$ 4,860.00
02/29/24	20344	Cargo Van, Commercial	Enterprise	\$ 6,230.00
02/29/24	20345	Cargo Van, Commercial	Enterprise	\$ 2,775.00
03/11/24	23670	Trucks, Light Duty under 1 ton	Enterprise	\$ 2,847.00
03/18/24	23672	Trucks, Light Duty under 1 ton	Enterprise	\$ 3,783.50
04/02/24	36367	Printers, Scanners, and Copiers	GovDeals	\$ 320.00

Fiscal Year Total Received for Fully Depreciated Surplus

\$38,656.48

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Quarterly IT Purchase Contracts Report

Summary: This is a quarterly report of IT contract progress and spend

Background/Pertinent Facts: The DBOT requested quarterly updates on IT contracts that received spend authority at the August 2023 DBOT meeting.

Financial Impact: NA

Strategic Goal(s) Addressed: EXCEL-Organizational Vitality

Duration of Contract: Various

RECOMMEND: Approval

Attachments:

Link(s):
[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Agenda Item: 10.D.1
Informational**

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Quarterly Human Resources Executive Summary from January 1, 2024 to March 31, 2024.

Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

Summary:

Background/Pertinent Facts: The Human Resources Quarterly Report provides a summary of appointments, transfers, promotions, demotions, retirements, departures, and temporary assignments from January 1, 2024, to March 31, 2024, for the District Board of Trustees review.

Financial Impact: The report contains replacement positions, which have been approved during the budget process.

Strategic Goal(s) Addressed: The College will advance a constant commitment to excellence in teaching and learning.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments: Exec Summary May 2024

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Executive Summary

Human Resource Actions | Board Agenda

May 21, 2024

Review for the District Board of Trustees of Palm Beach State College for January 01, 2024 – March 31, 2024

The Human Resource Actions provides information on all appointments, transfers, promotions, retirements, and departures for Board approval.

New Employees of The College

The following is a total of regular new employees. Below is the breakdown by position category.

Category	# of Employees
Administrator	2
Faculty	6
Staff	34
Total	42

Current Employees of The College

The following is a total of employees who were either promoted, transferred or demoted. Below is the breakdown by position category.

Category	# of Employees
Administrator	3
Faculty	0
Staff	15
Total	18

The employment status change breakdown is below:

Category	# of Employees
Promotion	16
Lateral transfer	2
Demotion	0
Total	18

Employee Departures

Below is the total of employees who departed from the College. The reason for separation of employment is listed below.

Category	# of Employees
Retirement	14
Resignation	18
Dismissed or resignation in lieu of termination, Reduction in force	1
Deceased	0
Total	33

Supplemental Temporary Assignments

The following is a total of employees who have a supplemental assignment as shown below.

Category	# of Employees
Department Chair	85
Overload	256
Student Club/Organization Advisor	3
Total	344

Temporary Assignments

The following is a total of temporary employees who have assignments as shown below.

Category	# of Employees
Adjunct Instructor	1294
Athletic Coach	1
Total	1295

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Quarterly Litigation Report
Staff Contact: Mr. Geovanni Denis, Associate General Counsel

Summary:

Background/Pertinent Facts: This Quarterly Litigation Update reports the College's pending liability claims as of April 30, 2024.

The College settled a lawsuit for nuisance value and is monitoring two Equal Employment Opportunity Commission claims.

Financial Impact: This report contains the legal fees incurred in defense of the College. These funds were allocated during the annual budget process.

Strategic Goal(s) Addressed: N/A

Duration of Contract: N/A

RECOMMEND: Approval

Attachments: Litigation Report 02/01/24 – 04/30/24

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Palm Beach State College District Board of Trustees Meeting



Quarterly Litigation Update

Geovanni Denis, Esq.

Office of the General Counsel

June 18, 2024

REPORTING PERIOD

02/01/2024 – 04/30/2024





Claims Per Fiscal Year Professional and General Liability

Fiscal Year	Admin Claims (OCR/EEOC/FCHR)	Letter of Representation	Notice of Intent	Summons & Complaints	Total Opened	Total Closed
2021 - 2022	3	1	2	2	8	5
2022 - 2023	2	0	0	2	4	2
2023 - 2024	1	0	0	2	3	4
Total					15	11



Litigation Summary

Claudia Mileydi Gomez Sanchez and Francisca Sanchez (Invitees) – On June 24, 2021, Claimants served a 768.28 Claim for damages via Certified Mail on PBSC DBOT, regarding an incident at the Palm Tran Bus Stop on Campus on May 5, 2021. The claim involves a student identified as a potential attacker. The claimant’s counsel issued the necessary notice under 768.28, F.S., and requested insurance information, which Johns Eastern provided. As of now, there has been no further action by the Claimants. Pursuant to F.S. 95.11(3)(a), Claimants have a 4-year window from the date of the incident to initiate legal proceedings.

Paul Seal v. PBSC (Visitor) – The plaintiff filed a lawsuit on March 21, 2023, alleging injuries from a trip and fall on February 16, 2022, at Eissey Campus Theater. The initial damages claim was served on February 24, 2022, and denied by our third-party administrator. Defense counsel was assigned on April 28, 2023. Discovery requests were exchanged, including a site inspection on September 13, 2023. The College later proposed a settlement of \$2,750, which Plaintiff accepted. The Settlement Agreement and General Release were finalized. *The Court issued an Agreed Order on April 16, 2024, dismissing the entire action with prejudice, including all claims that were or could have been asserted against PBSC. The matter is closed.*



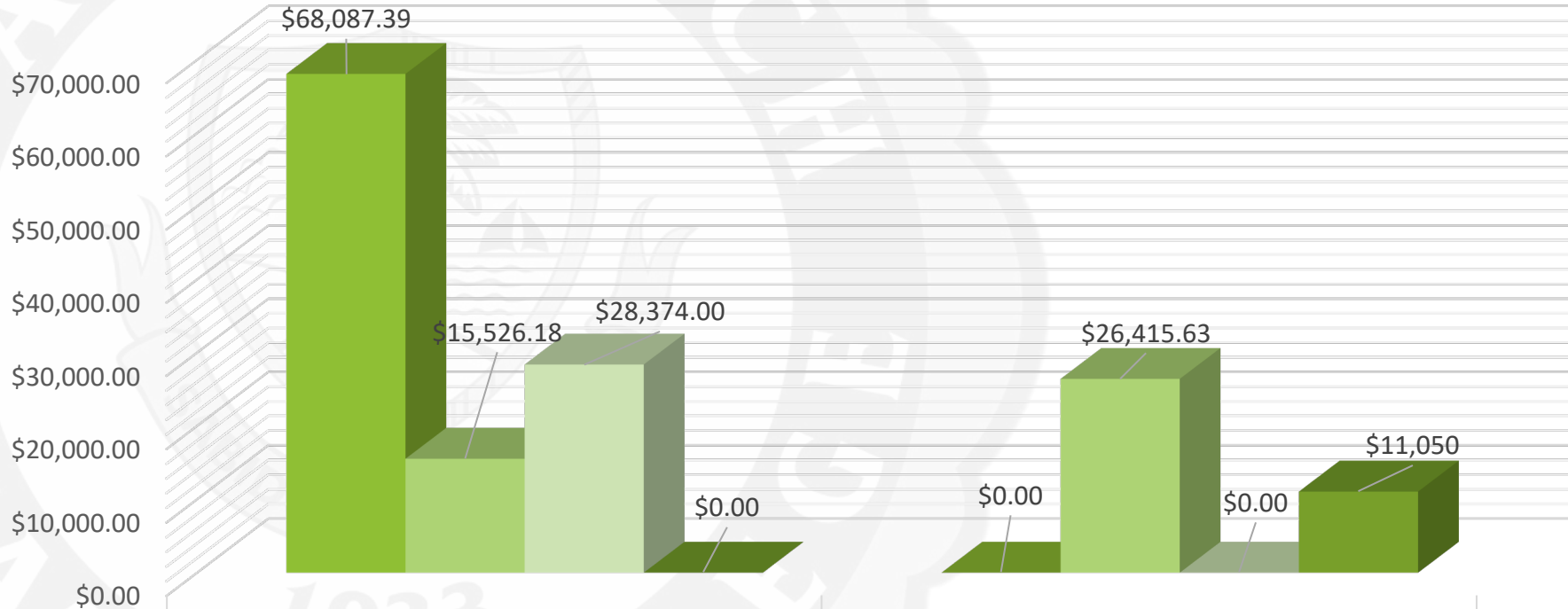
Agency Review Summary

Faziltun Zilani v. PBSC (Employee)- On March 15, 2023, a complaint of employee employment discrimination was filed with Palm Beach County Office of Equal Opportunity (OEO), alleging violation of Title VII of the Civil Rights Act. Based on the information provided by the complainant, the complaint was referred for investigation and further processing by the EEOC. The EEOC investigation of the claim is still pending. Currently, no action is necessary from the college.

Felisia Hill v. PBSC (Employee) – On November 3, 2023, the college was notified of a charge of employment discrimination filed with the EEOC by Felisia C. Hill under the Americans With Disabilities Act of 1990. Allegations include discrimination based on disability and retaliation, with issues related to reasonable accommodation and discharge, purportedly occurring around January 30, 2023. The College filed its position statement with EEOC on November 28, 2023. Currently, no action is necessary from the college.



Total Incurred 20-21, 21-22, 22-23 & 23-24



	OCR/EEOC	Summons/ Complaints
2020-2021	\$68,087.39	\$0.00
2021-2022	\$15,526.18	\$26,415.63
2022-2023	\$28,374.00	\$0.00
2023-2024	\$0.00	\$11,050

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Institutional Accreditation Presenter: Dr. Roger L. Yohe, Vice President of Academic Innovation and Strategy

Summary:

Background/Pertinent Facts: On May 2, 2024, President Ava Parker was notified by the United States Department of Education, granting permission to PBSC to change institutional accreditors from the Southern Association of Schools and Colleges-Commission on Colleges (SACSCOC) at the Higher Learning Commission (HLC). This presentation will provide an overview of the process to change institutional accreditors.

Financial Impact: N/A

Strategic Goal(s) Addressed: Collaboration & Culture

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Reasonable Cause Determination Letter_Palm Beach State College_00151200_05.02.2024

Link(s):

[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.



May 2, 2024

Ms. Ava L. Parker
President
Palm Beach State College
4200 Congress Avenue
Lake Worth, FL 33461-4796

sent via email to: Parkera@palmbeachstate.edu

Re: Reasonable Cause Determination for Changing Accrediting Agencies - Palm Beach State College (OPE ID: 00151200)

Dear President Parker:

The U.S. Department of Education, Office of Federal Student Aid (“Department”) has conducted a Reasonable Cause Determination for Palm Beach State College’s (“PBSC”) request to change accrediting agencies as required by section 496(h) of the Higher Education Act of 1965, as amended, 20 U.S.C. § 1099b(h). PBSC is currently accredited by the Southern Association of Colleges and Schools Commission on Colleges (“SACSCOC”) and seeks to change its institutional accrediting agency to the Higher Learning Commission (“HLC”).

As described more fully below, the Department has determined that PBSC has established reasonable cause to change its institutional accrediting agency to HLC.

Background on Reasonable Cause Determination Process

Under 20 U.S.C. § 1099b(h), an institution seeking to change accrediting agencies or maintain institutional accreditation by multiple agencies must first receive approval from the Department. The Department provides such approval if it determines there is a reasonable cause for the change or accreditation by more than one agency. *See* 34 C.F.R. § 600.11(a)-(b). Without approval, the Department will be unable to recognize the accreditation or preaccreditation of the institution while in the process of changing agencies or maintaining accreditation by multiple agencies. *See* 34 C.F.R. § 600.11(a)-(b). This can result in the institution being ineligible for Title IV funding. To avoid a loss of eligibility, an institution must provide the required information and obtain Department approval prior to submitting an application to a new accrediting agency.

This requirement helps prevent an erosion of accrediting agency standards and provides critical protections for students and taxpayers by ensuring that institutions do not switch accrediting agencies simply to evade accountability, avoid open inquiries, or seek approval from an agency with less rigorous standards.

Upon receiving a submission of information from an institution, the Department engages in an analysis of the reasons provided to determine if there is reasonable cause for the change in accreditation or multiple accreditation. In evaluating reasonable cause, the Department considers the institution's history of compliance, past accrediting agency action, open inquiries, and the rationale provided. A further listing of the factors the Department considers are explained in Section II.

As required by 34 C.F.R § 600.11(a)(1), an institution wishing to change accrediting agencies must submit documents and materials related to its current accreditation or preaccreditation, and all materials demonstrating reasonable cause for such change. If an institution has not been subject to negative action by its current accrediting agency over the past 24 months, the Department will review the specific circumstances of the institution to determine if there is reasonable cause. The Department cannot find reasonable cause if an institution has had its accreditation "withdrawn, revoked, or otherwise terminated for cause" (and not been rescinded by the agency) or has been subject to a "probation or equivalent, show cause order, or suspension order" within the past twenty-four months, unless the agency did not provide the institution the required due process, the agency applied its standards inconsistently or failed to respect the institution's mission. *See* 34 C.F.R. § 600.11(a)(1)(ii) and (a)(2).

I. INFORMATION RECEIVED BY THE DEPARTMENT

In an Electronic Announcement published on August 15, 2016, the Department issued guidance, which reminded institutions of the requirements for seeking the Department's approval of a change of accrediting agency, including the documentation an institution must submit to the Department in support of this request. The Department also specified the procedures for submitting such documentation. This guidance was updated by the Department on July 19, 2022, and again on September 26, 2022. *See* Dear Colleague Letter ("DCL") GEN-22-10 and DCL GEN-22-11. The updated guidance also specifically addresses multiple accreditation.

As directed by this guidance, PBSC submitted a notification of its intent to change its accrediting agency from SACSCOC to one of the three accrediting agencies identified by the Florida State Board of Education ("FSBE") which allowed compliance with Florida Statutes 1008.47. PBSC submitted a notification letter dated August 23, 2023 advising of its intent to be in compliance with Florida Statutes 1008.47 and seeking approval to pursue accreditation with HLC, one of the three accrediting agencies which were deemed eligible by the FSBE for consideration. The institution advised it would take next steps toward pursuing a new accrediting agency subsequent to the Department approving its request to move forward.

On August 31, 2023, the Department sent a letter to PBSC to request additional information to support the request to change accreditors. Specifically, it asked PBSC provide all communications with SACSCOC since its last reaffirmation of accreditation, including its complete Reaffirmation Committee Report, all documentation that its college accreditation team used to determine which accreditation agency it would pursue, and all substantive correspondence or communications with HLC, including any materials received while attending the HLC Annual Conference.

Following the Department's August 31, 2023 letter, PBSC submitted responsive documents and additional information on September 12, 2023 and October 3, 2023, which provide additional materials the Department requested regarding its request to change accrediting agencies, including the materials received at the HLC Conference which was attended by PBSC administrators on March 25-28, 2023.¹ This information received is discussed below in Section II.B.

- June 30, 2022—SACSCOC reaffirmed PBSC's accreditation until 2032. No conditions, limitations, monitoring or additional reporting were imposed, other than the agency's standard requirement that a summary of the institution's Quality Enhancement Plan ("QEP") be submitted by August 15, 2022, with a report thereon to be submitted as part of the institution's mid cycle review.
- July 5, 2022—One Page Executive Summary of QEP for new reaffirmation period submitted to SACSCOC to comply with August 15, 2022 deadline.
- September 29, 2022—SACSCOC correspondence to PBSC regarding the Virtual Verification Follow-Up Visit Report and Summary conducted subsequent to reaffirmation visit October 11-14, 2021. The Reaffirmation Committee Report was approved September 24, 2022. Based on the visit, SACSCOC validated that PBSC was in compliance and advised no additional action required.
- December 9, 2022—PBSC Institutional Accreditation Leadership Team Met to review accreditors in relation to Department's accreditation list in comparison to Florida approved agencies.
- February 14, 2023—PBSC Institutional Accreditation Leadership Team Meeting to review three agencies identified and to begin an analysis of which best suited PBSC.

After its receipt of these documents, the Department followed up to obtain all communications between PBSC and FSBE relating to Florida Statutes 1008.47 and PBSC request to change accrediting agencies. PBSC provided copies of the requested correspondence as well as copies of quarterly reports it provided to FSBE for the period of October 2022 through June 2023 to the Department on October 3, 2023.

II. DEPARTMENT'S REASONABLE CAUSE DETERMINATION

The Department must make a reasonable cause determination regarding an institution's request to change accrediting agencies or obtain multiple accreditation as required by 34 C.F.R. §

¹ The handout documents from the HLC conference are the following: Seeking Accreditation Workshop; Overview of the Role of Accreditation Liaison Officers; Building and Maintaining Quality Distance Delivery Programs; 2023 Resource Guide; Demonstrating "Reasonable Cause" to Change Accrediting Agencies; Accelerated Process for Initial Accreditation Process Overview; and Standard Pathway Overview of Pathway Elements.

600.11. To make this determination, the Department engages in a review of the specific circumstances of the institution and its current and proposed accreditation. The Department must first determine if the institution has been the subject of any negative actions by its current accrediting agency over the past 24 months. *See* 34 C.F.R. § 600.11(a)(1)(ii)(A)-(B) and (b)(2)(i)(A)-(B). If the institution has been subject to a negative action, there can be no finding of reasonable cause unless an exception has been met. *See* 34 C.F.R. § 600.11(a)(2), (b)(2)(ii). If the institution has not been subject to a negative action or meets an exception, the Department then examines an institution's specific circumstances, including consideration of additional factors (as relevant to the institution), to determine if there is reasonable cause to change accrediting agencies.

A. Institution's Status with its Current Accrediting Agency

Based on the information provided to the Department, PBSC has not been the subject of any of the negative actions identified in 34 C.F.R. § 600.11(a)(1)(ii)(A) or (B).

B. Additional Factors for Consideration

As described in the Department's "Reasonable Cause" DCL GEN-22-10, the Department may consider factors such as:

- Whether the proposed change or multiple accreditation involves an accrediting agency that has been subject to Department action;
- The institution's history of past compliance with the requirements of its accrediting agency, the Department, and other oversight agencies;
- Whether the proposed change or multiple accreditation would strengthen institutional quality;
- Whether the new agency and its standards are more closely aligned with the institution's mission than the current agency;
- Whether the institution is seeking the change or multiple accreditation to lessen oversight or rigor, evade inquiries or sanctions, or the risk of inquiries or sanctions by its existing accrediting agency;
- Whether there is any indication the request to change agencies or have multiple accreditation is motivated by the institution's weak or deteriorating financial condition, or a desire to move to an agency with less rigorous financial standards;
- Whether, if the decision is approved by the Department and the accrediting agency, the institution's membership would be voluntary, as required for recognition of the accrediting agency under 34 C.F.R. § 602.14(a); and
- Other reasons stated by the institution for the proposed change or multiple accreditation and other information about the institution available to the Department.

In its August 23, 2023 notification letter, PBSC identified the Department's recent regulatory change eliminating the distinction between regional and national accrediting agencies, as well as FS 1008.47, as its rationale for the requested change, advising it had selected HLC to be its new accrediting agency with FS 1008.47.

PBSC explained that its President had begun the process of reviewing accrediting agencies in September 2022 after FSBE had identified three potential agencies that were suitable agencies for Florida two-year institutions in the Florida College system. Before selecting HLC, PBSC's internal accreditation team conducted research and determined that HLC accreditation would promote "further self-examination, academic innovation, and renewed attention to excellence in student outcomes." PBSC ultimately concluded that HLC's mission and values were well aligned with PBSC's mission, vision, and values. PBSC also specifically cited HLC's emphasis on quality improvement through the agency's Open Pathways review process² and its belief that HLC would support innovation at PBSC.

Additionally, PBSC expressed its belief that to remain in compliance with state regulations and ensure it avoided simultaneously spending significant time and resources on both an application for accreditation with HLC and preparations for the fifth-year interim report with SACSCOC due in 2027 it needed to begin pursuing the accreditation change now despite the recent accreditation process being finalized in 2022 to minimize impact on operations and opportunity losses.

Based on the reasons PBSC has given for the change, the documentation provided by PBSC, the consideration of the above listed factors, and the absence of any factor suggesting that PBSC's request to change to HLC is not reasonable, the Department is satisfied that PBSC is not seeking to change accrediting agencies to lessen oversight or rigor, evade inquiries or sanctions or risk the inquiries or sanctions by its current accrediting agency. The Department is also satisfied that PBSC's membership in HLC would be voluntary as required by 34 C.F.R. § 602.14(a), subject to HLC's consideration of the same issue. The Department has determined there is reasonable cause for PBSC to change to HLC as its institutional accrediting agency.

III. NEXT STEPS

Once PBSC has secured accreditation by HLC it must use the electronic Application for Approval to Participation in the Federal Student Financial Aid Programs (E-App) located inside FSA Partner Connect to notify the Department. PBSC must select the application purpose of "Update/Report Information," and further select the specific update purpose of "Accreditation and State Authorization." In Section B, PBSC should follow the directions to add a new accreditor. Click the drop-down menu to display the list of choices and select the listing that corresponds to HLC. Next, PBSC should enter the year that HLC granted initial accreditation in Question 1a, indicate for how many years the accreditation is granted in Question 1b, and place a checkmark in the primary accreditor box and Institution-wide Accreditor boxes as part of Questions 1c and 1d. Additionally, PBSC must submit HLC's approval letter as part of the supporting documentation provided to the Department through the Partner Connect portal as well provide a copy of this reasonable cause determination letter.

² HLC's website describes the Open Pathways process as "one of two options institutions have for maintaining their accreditation with HLC. It follows a 10-year cycle and, like the Standard Pathway, is focused on quality assurance and institutional improvement. The Open Pathway is unique in that its improvement component, the Quality Initiative, affords institutions the opportunity to pursue improvement projects that meet their current needs and aspirations."

Note: An institution that is seeking to change accrediting agencies should not withdraw from its current accreditation until after the new agency has granted accreditation (or preaccreditation if applicable) to the institution, and the Department has provided written notice that it acknowledges the new accrediting agency as the institution's primary accrediting agency or the multiple accreditation. When an institution maintains multiple accreditation, an institution may not change its primary accrediting agency to a secondary agency, or withdraw from accreditation from the primary agency without submitting a request for a new reasonable cause determination regarding that change.

Failure to comply with these procedures may result in the institution's accreditation status not being recognized by the Secretary and could result in a loss of Title IV eligibility.

If you have any questions, please send your questions to kathy.feith@ed.gov .

Sincerely,



Chris Miller
Division Chief

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
The Higher Learning Commission (HLC)
Florida Department of Education, Division of Florida Colleges
osd.pentagon.ousd-p-r.mbx.vol-edu-compliance@mail.mil
Incoming.VBAVACO@va.gov
CFPB_ENF_Students@cfpb.gov

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approval of 2022-2024 Dual Enrollment Articulation Agreement for Palm Beach County Presenter: Dr. Karline Prophete

Summary:

Background/Pertinent Facts: Dual enrollment (DE) is an acceleration mechanism that allows students to pursue an advanced curriculum relevant to their individual postsecondary interests.

Financial Impact: Assuming DE enrollment remains the same as 2022-2024, the College will continue to generate \$1,695,183.26 in revenue from tuition and fees, per academic year.

Strategic Goal(s) Addressed: We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: 2024-2026 Academic Years, 2-year agreement

RECOMMEND: Approval

Attachments:

Link(s):

[Articulation Agreement - PBSC FAU 5.24.24.pm rev \(3\)](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve Capital Improvement Plan and Legislative Budget Request for Fiscal Years 2025-2026 through 2027-2028
Presenter: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

Summary:

Background/Pertinent Facts: The annual Capital Improvement Plan (CIP) and Legislative Budget Request (LBR) are prepared to report the College's top priority capital project needs for Fiscal Years 2025-26 through 2027-28 (3 years). The CIP is Approved by the Board of Trustees and signed by the President and must be submitted to the State by July 1, 2024.

The Capital_Improvement_Plan_2024_CIP2_Priority_Order (a summary of all projects) is attached for Board review and approval.

The CIP TRANSMITTAL-2024 is attached for President Parker's signature following Board approval.

Financial Impact: As noted in the CIP report.

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

A-CIP Transmittal-2024 (Signature Page)
Capital_Improvement_Plan_2024_CIP2_Priority_Order

Link(s):

[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.



**FLORIDA COLLEGE SYSTEM
CAPITAL IMPROVEMENT PLAN &
LEGISLATIVE BUDGET REQUEST
FY 2025-26**

TRANSMITTAL FORM

COLLEGE PALM BEACH STATE COLLEGE

APPROVED BY BOARD OF TRUSTEES JUNE 18, 2024
(DATE)

SIGNATURE OF PRESIDENT OR DESIGNEE _____

PRINT NAME AVA L. PARKER, J.D.

TITLE PRESIDENT

DATE JULY 1, 2024

CONTACT PERSON NAME KIRK STETSON

TELEPHONE 561-868-3481

E-MAIL stetsonk@palmbeachstate.edu

**FLORIDA COLLEGE SYSTEM
CIP 2 SUMMARY
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST
2025-26 through 2027-28**

CIP 2

COLLEGE: Palm Beach State College

REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	THREE YEAR TOTAL			TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
					2025-26	2026-27	2027-28				
1	2017	Remodel	REM AD 102 - Student Enrollment Center, BR	9	\$4,379,412			\$4,379,412	\$1,000,000	\$5,379,412	YES
2	2023	New Const	Emergency Response Training Center	6,10	\$28,667,570			\$28,667,570	\$3,000,000	\$32,167,570	YES
3	2024	New Const	NEW Construction Trades Innovation Center, LW	1	\$9,263,150			\$9,263,150	\$2,000,000	\$11,263,150	PENDING
4	2006	New Const	NEW Student Services Center Building, LW	1	\$39,444,940			\$39,444,940	\$8,250,000	\$47,694,940	YES
5	2020	New Const	NEW Addition to AU 131 - Duncan Theatre, LW	1	\$17,707,382			\$17,707,382	\$6,300,000	\$24,007,382	YES
6	2006	Site Improvement	NEW Campus Entry with Student Engagement & Events Quad, LW	1	\$2,099,875			\$2,099,875	\$5,000,000	\$7,099,875	YES
7	2013	New Const	NEW Student Services Center Building, PBG	4	\$27,375,854			\$27,375,854	\$2,650,000	\$30,025,854	YES
8	2020	Site Improvement	NEW Site - Competition Soccer Field, LW	1	\$2,982,458			\$2,982,458	\$1,350,000	\$4,332,458	YES
TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS					\$131,920,641	\$0	\$0	\$ 131,920,641			

*Total Project Cost includes funding from all sources

MAINTENANCE, REPAIR & RENOVATION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	THREE YEAR TOTAL			TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
					2025-26	2026-27	2027-28				
9	2024	Maint/Repair	Electronic Door Access Control - Multiple Buildings	1,4,6,9	\$4,108,360			\$4,108,360		\$4,108,360	
10	2021	Maint/Repair	District-wide Paving Repairs & Replacement	1,4,6,9	\$4,925,000	\$3,600,000	\$2,350,000	\$10,875,000		\$10,875,000	
11	2021	Maint/Repair	Roof Replacements - Multiple Buildings	1,4,6,9	\$3,653,600	\$2,973,000	\$1,561,000	\$8,187,600		\$8,187,600	
12	2021	Maint/Repair	District-wide Energy Management System (EMS)	1,4,6,9	\$2,520,000	\$2,646,000	\$2,778,300	\$7,944,300		\$7,944,300	
13	2022	Maint/Repair	Lake Worth Domestic Water Loop Replacement	1	\$850,000	\$900,000	\$940,000	\$2,690,000		\$2,690,000	
14	2022	Maint/Repair	Lake Worth Primary Electrical Service Upgrades	1	\$500,000			\$500,000		\$500,000	
15	2021	Maint/Repair	HVAC Improvements - Multiple Buildings	1,4,9	\$3,370,000	\$2,225,000	\$815,000	\$6,410,000		\$6,410,000	
16	2022	Maint/Repair	Lake Worth Chiller #3 Replacement	1	\$925,000			\$925,000		\$925,000	
17	2021	Renovation	Restroom Renovations - Multiple Buildings	1,4,6,9	\$604,000	\$670,000	\$335,000	\$1,609,000		\$1,609,000	
18	2020	Renovation	Elevator Modernizations - Lake Worth & Palm Beach Gardens	1,4	\$767,025	\$643,965	\$705,275	\$2,116,265		\$2,116,265	
19	2024	Renovation	Palm Beach Gardens AU108 Catwalk	4	\$150,000			\$150,000		\$150,000	
TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS					\$ 22,372,985	\$13,657,965	\$ 9,484,575	\$ 45,515,525			

*Total Project Cost includes funding from all sources

GRAND TOTAL OF ALL PROJECTS \$154,293,626 \$13,657,965 \$9,484,575 \$177,436,166

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve Fiscal Year 2024-2025 Annual Fund 1 Operating Budget Staff
Contact: Mr. James Duffie, Vice President of Finance and Administration

Summary:

Background/Pertinent Facts: The College is recommending a budget that expends our anticipated revenues in line with our priorities as identified by our strategic plan, program reviews, and budget committees' recommendations. The details of the budget are the same as the details presented at the June 11, 2024 budget workshop.

Financial Impact: Annual College-wide revenue and expenditure estimates.

Strategic Goal(s) Addressed: We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Link(s):

[2024-2025.Fund1.OperatingBudget.PBSC](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve Updated Course Associated Fees for 2024-2025 Fiscal Year
Presenter: Mr. James E. Duffie, Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: Student fees shall be established, published, collected, and budgeted in accordance with State Board of Education rules and upon approval of the District Board of Trustees.

Course additional fees and user fee updates may be recommended based upon established review of costs, particularly those charges, such as insurance, and student classroom consumables.

The Fee Schedule presented is a compilation subject to a minimum annual review to help satisfy state and auditor guidance, regardless of any changes. This annual review and approval for the 2024-2025 Fee Schedule includes minimal course additional fees to cover consumable costs or user fees to cover costs. (Summary provided)

Financial Impact: Annual Review of Fee Schedule with related Course / Usage fees.

Strategic Goal(s) Addressed: COLLABORATION - We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

FeeScheduleBookletSummary-of-CHANGES_2024-2025

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Fee Schedule Booklet summary of changes for 2024-2025

Description	page	change	change amount	proposed new amount
Transcript Fee (per request; electronic or paper)	3	Increase	\$1.00	\$6.00
Duplicate Diploma/Certificate	3	Increase	\$40.00	\$50.00
PantherCard Replacement (Access control card)	3	New		\$20.00
Testing: Florida Civic Literacy Exam (retakers)	4	New		\$10.00
Handicapped Violation	5	Decrease	-44.10	\$250.00
Dental Hygiene Care Center Appointment Fee: Adult (Age 18 and older)	17	Increase	\$5.00	\$50.00
Dental Hygiene Care Center Appointment Fee: Screening appointment with radiographs	17	New		\$20.00
Commercial Tabling	20-23	New		\$50.00

Course changes typically would have already gone through Curriculum Committee and then to DBOT for final approval throughout the year. Those changes are now being picked up in this annual Fee Schedule booklet. **APPENDIX A**

Course Increases	page	change	change amount	Revised fee amount
CET 2113C - Digital Electronics	40	Decrease	-0.25	\$23.75
EET 1215C - Introduction to Electronics	42	Decrease	-0.75	\$23.00
FFP 0011 - Fire Standards I	54	Increase	\$127.45	\$142.45
FFP 0013 - Fire Standards 3	54	Decrease	-2.20	\$140.25

Community Course Fees – APPENDIX B

Course Increases	page	change	change amount	Revised fee amount
DSO 0139-LOCAL ANESTHESIA (Part B) (course material fee)	58	Increase	\$6.40	\$591.40
DSO 0139-LOCAL ANESTHESIA (Part B) (course medical/liability insurance fee)	58	Decrease	-2.35 / -4.05	2.40 / 4.10
MLO 0190- PHLEBOTOMY (course material fee)	60	Increase	226.4	\$591.40
MLO 0190- PHLEBOTOMY (course medical/liability insurance fee)	60	Decrease	-2.35 / -4.05	2.40 / 4.10
NSO 0559-IV THERAPY (course material fee)	60	Increase	125.00	180.00
NSO 0559-IV THERAPY (course medical/liability insurance fee)	60	Decrease	-2.35 / -4.05	2.40 / 4.10
TIO 0326 - AutoCAD Intermediate	60	Increase	10.00	105.00

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: 2023-2024 Annual Write-Off of Uncollected Accounts Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: Removal of unrecoverable accounts receivable as required by generally accepted accounting principles (GAAP), Auditor General's Office and good business practices. This is an annual accounting process, and an allowance has been made for this entry. Uncollected accounts are deemed unrecoverable after two years per policy. The College uses traditional internal collections efforts. See attached summary for comparison purposes.

Financial Impact: Uncollected accounts receivable removed from active, per policy 6hx-18-4.50, and as attached detail provides: Student related \$331,908.82; Customer related \$3,691.71; total is \$335,600.53 as of March 2024. Year 2022 total was \$1,046,416.91. No write offs were submitted for 2023 since CARES funding was used to offset uncollected accounts.

Strategic Goal(s) Addressed: Collaboration - We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: Not applicable. Auditing Standards, Board Policy Requirement.

RECOMMEND: Approval

Attachments:

FINAL_BOARD_WRITE_OFF_FILE_4.22.24

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

List of Uncollected Receivables
Dated prior to March 31, 2022

DATE	STUDENT ID	NAME	AMOUNT	EXPLANATION
11/30/2021	C13660436	NAME REMOVED FOR PRIVACY	\$ 224.76	STUDENT FINANCIAL AID RELATED
7/30/2021	C15403496	NAME REMOVED FOR PRIVACY	\$ 893.72	STUDENT FINANCIAL AID RELATED
11/30/2021	C15629124	NAME REMOVED FOR PRIVACY	\$ 346.84	STUDENT FINANCIAL AID RELATED
11/30/2021	C15846611	NAME REMOVED FOR PRIVACY	\$ 711.90	STUDENT FINANCIAL AID RELATED
3/30/2022	J11516200	NAME REMOVED FOR PRIVACY	\$ 896.00	STUDENT FINANCIAL AID RELATED
7/1/2021	J13054481	NAME REMOVED FOR PRIVACY	\$ 1,569.00	STUDENT FINANCIAL AID RELATED
11/30/2021	J15800030	NAME REMOVED FOR PRIVACY	\$ 4,765.00	STUDENT FINANCIAL AID RELATED
10/21/2021	J16015836	NAME REMOVED FOR PRIVACY	\$ 222.00	STUDENT FINANCIAL AID RELATED
1/13/2022	J16015836	NAME REMOVED FOR PRIVACY	\$ 339.00	STUDENT FINANCIAL AID RELATED
1/14/2022	J16334542	NAME REMOVED FOR PRIVACY	\$ 66.72	STUDENT FINANCIAL AID RELATED
2/18/2022	J16334542	NAME REMOVED FOR PRIVACY	\$ 94.52	STUDENT FINANCIAL AID RELATED
1/31/2022	J16334542	NAME REMOVED FOR PRIVACY	\$ 122.32	STUDENT FINANCIAL AID RELATED
2/1/2022	J16334542	NAME REMOVED FOR PRIVACY	\$ 167.60	STUDENT FINANCIAL AID RELATED
8/26/2021	J16334542	NAME REMOVED FOR PRIVACY	\$ 2,705.84	STUDENT FINANCIAL AID RELATED
3/21/2022	J17344607	NAME REMOVED FOR PRIVACY	\$ 313.00	STUDENT FINANCIAL AID RELATED
11/30/2021	M13320635	NAME REMOVED FOR PRIVACY	\$ 748.00	STUDENT FINANCIAL AID RELATED
7/1/2021	M14292270	NAME REMOVED FOR PRIVACY	\$ 228.53	STUDENT FINANCIAL AID RELATED
8/31/2021	M15935109	NAME REMOVED FOR PRIVACY	\$ 303.00	STUDENT FINANCIAL AID RELATED
11/30/2021	N14051890	NAME REMOVED FOR PRIVACY	\$ 944.00	STUDENT FINANCIAL AID RELATED
7/1/2021	S15496516	NAME REMOVED FOR PRIVACY	\$ 753.00	STUDENT FINANCIAL AID RELATED
Sub Total Uncollected Receivables > \$50 Student Related Prior to 3/31/22			\$ 16,414.75	

Sub Total Uncollected Receivables < \$50 Student Related Prior to 3/31/23	\$ 315,494.07	APPLICATION FEES/BOOKS/FINES/FIN AID
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Total Student Related **\$ 331,908.82**

6/1/2022	CI035299	NAME REMOVED FOR PRIVACY	\$ 839.12	CUSTOMER PRIOR EMPLOYEE INSURANCE
2/1/2023	CI040219	NAME REMOVED FOR PRIVACY	\$ 2,182.60	CUSTOMER PRIOR EMPLOYEE INSURANCE
1/1/2022	CI032173	NAME REMOVED FOR PRIVACY	\$ 669.99	CUSTOMER PRIOR EMPLOYEE INSURANCE

Total Customer Related **\$ 3,691.71**

Total Uncollected Receivables **\$ 335,600.53**

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve 2024-2025 Student Tuition Staff Contact: Mr. James E. Duffie,
Vice President, Finance and Administration

Summary:

Background/Pertinent Facts: Student fees shall be established, published, collected, and budgeted in accordance with State Board of Education rules and upon approval of the District Board of Trustees.

The Credit Hour Rates are subject to a minimum annual review to help satisfy state and auditor guidance, regardless of any changes.

This annual review and approval for the 2024-2025 Credit Hour rates includes **no new fees or changes at this time**. Note the Credit Hour rates in effect remain unchanged since the 2015 academic year. These fees will be in effect for the 2024 Fall Term and be included in the fee schedule.

Financial Impact: Rates listed on attached schedule.

Strategic Goal(s) Addressed: We will cultivate dynamic collaborations that leverage our student's impact on our community's economic and social growth.

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

2024-2025-Board-Tuition-Rates

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Tuition and Fees
Comparison Between 2024 and 2025

Credit Programs:

Advanced & Professional
Postsecondary Vocational
College Preparatory
Educator Preparatory
(Per Credit Hour)

	<u>Resident</u>				<u>Non-Resident</u>			
	2023/24	2024/25	\$ Change	%	2023/24	2024/25	\$ Change	%
Tuition In-State	\$76.92	\$76.92	\$0.00	0.0%	\$76.92	\$76.92	\$0.00	0.0%
Tuition Out-of-State	\$0.00	\$0.00	\$0.00		\$226.65	\$226.65	\$0.00	0.0%
Student Fin. Aid Fee	\$3.84	\$3.84	\$0.00		\$15.15	\$15.15	\$0.00	
Student Activity Fee	\$5.78	\$5.78	\$0.00		\$5.78	\$5.78	\$0.00	
Capital Improvement Fee	\$10.62	\$10.62	\$0.00		\$23.35	\$23.35	\$0.00	
Technology Fee	\$3.84	\$3.84	\$0.00		\$15.15	\$15.15	\$0.00	
Totals	\$101.00	\$101.00	\$0.00	0.0%	\$363.00	\$363.00	\$0.00	0.0%

Credit Programs:

Baccalaureate Studies
(Per Credit Hour)

	<u>Resident</u>				<u>Non-Resident</u>			
	2023/24	2024/25	\$ Change	%	2023/24	2024/25	\$ Change	%
Tuition In-State	\$91.79	\$91.79	\$0.00	0.0%	\$91.79	\$91.79	\$0.00	0.0%
Tuition Out-of-State	\$0.00	\$0.00	\$0.00		\$435.15	\$435.15	\$0.00	0.0%
Student Fin. Aid Fee	\$4.59	\$4.59	\$0.00		\$4.59	\$4.59	\$0.00	
Student Activity Fee	\$9.18	\$9.18	\$0.00		\$9.18	\$9.18	\$0.00	
Capital Improvement Fee	\$12.70	\$12.70	\$0.00		\$12.70	\$12.70	\$0.00	
Technology Fee	\$4.59	\$4.59	\$0.00		\$4.59	\$4.59	\$0.00	
Totals	\$122.85	\$122.85	\$0.00	0.0%	\$558.00	\$558.00	\$0.00	0.0%

Non-Credit Programs:

Postsecondary Adult Vocational/Career
Certificate Adult Basic
Adult Secondary Vocational Preparatory
(Per Credit Hour)

	<u>Resident</u>				<u>Non-Resident</u>			
	2023/24	2024/25	\$ Change	%	2023/24	2024/25	\$ Change	%
Tuition In-State	\$69.90	\$69.90	\$0.00	0.0%	\$69.90	\$69.90	\$0.00	0.0%
Tuition Out-of-State	\$0.00	\$0.00	\$0.00		\$204.30	\$204.30	\$0.00	0.0%
Student Fin. Aid Fee	\$6.90	\$6.90	\$0.00		\$27.30	\$27.30	\$0.00	
Capital Improvement Fee	\$3.30	\$3.30	\$0.00		\$12.90	\$12.90	\$0.00	
Technology Fee	\$3.30	\$3.30	\$0.00		\$12.90	\$12.90	\$0.00	
Totals	\$83.40	\$83.40	\$0.00	0.0%	\$327.30	\$327.30	\$0.00	0.0%

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Ratify the Omnia Partners Contract #R191601 with BELFOR USA Group, Inc. for Disaster and Non-Disaster Restoration of Operational Services.
Staff Contacts: Jennifer Alvarez, Procurement Director, and Joan Rumsey, Assistant Director of Facilities

Summary:

Background/Pertinent Facts: The College is seeking approval from the District Board of Trustees to ratify Omnia Contract #R191601 for Disaster and Non-Disaster Restoration of Operational Services with Belfor USA Group, Inc. to provide comprehensive strategies designed to reduce the overall risk and vulnerabilities in the wake of a disaster or non-disaster that requires immediate restoration. This includes but is not limited to: Assessment and monitoring of damaged structures, moisture reading, water cleanup and drying, smoke and odor removal, electronic restoration structural cleaning and refinishing, construction/reconstruction services, environmental responses such as mold removal and abatement, debris removal, and Industrial Hygiene services.

The College had previously held a Contract with Belfor USA Group, Inc, facilitated through the Florida College Risk Management Consortium (FCRMC). However, that contract was not renewed, and expires April 30, 2024. It is imperative that a new contract be in place before the start of hurricane season. Having a “pre-positioned” competitive contract approved for use in advance of a disaster is recommended by the Federal Emergency Management Agency (FEMA). As such, approval is recommended.

The use of this contract complies with 6A-14.0734(2)(c) Florida Administrative Code, purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law of buying cooperatives.

Ratify the contract with Belfor USA Group Inc. for Omnia Contract #R191601 Disaster and Non-Disaster Restoration of Operational Services; and authorize the President to execute the contract documents.

Financial Impact: Disaster remediation services are on an as-needed basis. The pricing is per BELFOR USA Group, Inc. hourly rates and material rates as included in the attached submittal.

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: Through April 30, 2025

RECOMMEND: Approval

Attachments:

BELFOR R&M Pricing Jan 2022

Piggyback_Agreement_Belfor_FullyExecuted_6-6-24

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

§ I.

RATES AND INVOICE CONDITIONS

CODE ITEMIZED SCHEDULED LABOR CLASSIFICATIONS REGULAR RATE / HR

PROJECT MANAGEMENT:^{1,3}

APM	Assistant Project Manager	\$	80.00
PM	Project Manager	\$	119.00
PE	Project Estimator	\$	129.00
SPM	Senior Project Manager	\$	146.00
PC	Project Coordinator	\$	178.00

GENERAL CLASSIFICATIONS:^{1,2,3}

GL	General Labor	\$	43.50
AA	Administrative Assistant	\$	44.00
LF	Labor Foreman	\$	45.00
MS	Mobilization Support	\$	48.00
TD	Truck Driver	\$	57.00
DMT	Demolition Technician	\$	57.00
RCO	Resource Coordinator (Supply Technician)	\$	59.00
PA	Project Auditor (Documentation Clerk)	\$	65.00
EO	Equipment Operator	\$	68.00
HSO	Health & Safety Officer	\$	101.00

RESTORATION SERVICES (General):^{1,2,3}

RT	Restoration Technician	\$	59.00
RS	Restoration Supervisor	\$	65.00
DT	Dehumidification Technician	\$	77.00
MT	Mold Technician (Remediation Technician or Supervisor)	\$	77.00

RECONSTRUCTION SERVICES:^{1,2,3}

PT	Painter	\$	74.00
DP	Drywall Installer/Finisher	\$	80.00
CR	Carpenter (Framer/Finish)	\$	86.00
TF	Trade Foreman (Commercial Supervision)	\$	89.00

TECHNICAL SERVICES:^{1,2,3}

(Dehumidification, Documents/Media, Electronics, HVAC, Machinery, Mold)

TN	Technician	\$	83.00
TS	Technical Specialist	\$	91.00
TL	Team Leader	\$	105.00
TMR	Technician, Machinery Rebuild	\$	112.00

SEMICONDUCTOR SERVICES:^{1,2,3}

DTA	Decon Technician Assistant	\$	77.00
DC	Decon Technician	\$	91.00
DTL	Decon Team Leader	\$	105.00
DE	Decon Engineer	\$	181.00

ENVIRONMENTAL SERVICES:^{1,2,3}

HT	Hazmat/Asbestos Technician	\$	77.00
HLT	Hazmat/Asbestos Lead Technician	\$	86.00
HEO	Hazmat/Asbestos Equipment Operator	\$	91.00
HS	Hazmat/Asbestos Supervisor	\$	100.00
HPM	Hazmat/Asbestos Project Manager	\$	119.00

CONSULTING SERVICES:

CVP	President & Vice President	\$	275.00
CSC	Senior Consultant	\$	225.00
CCE	Consultant / Consulting Estimator	\$	195.00
CWP	Clerk of the Works-Production Person	\$	120.00
CAD	Administrative	\$	75.00
COC	Outside Consultants		Actual Billing + 10%
CLG	Deposition, Legal Work, & Court Testimony	\$	400.00
CFE	Appraisal & Umpire fees	\$	350.00

¹ In New York City, Cape Cod, Martha's Vineyard, Nantucket, AK, HI, Latin America, and the Caribbean, a multiplier of 1.35 will be applied to the regular hourly rate. Note: The NYC rate applies to a seventy five mile radius from the borough of Manhattan and all of Long Island.

² In the states of CA and WA a multiplier of 1.25 will be applied to the regular hourly rate.

³ Work performed in the Washington D.C. Metropolitan area is entitled to an additional 5% markup that will be applied to the total of all scheduled labor, scheduled equipment, scheduled consumables and 5% will be added to the markup for all vendors, unscheduled equipment, unscheduled material invoices.

§ I. II. **LABOR CALCULATION POLICY**

The guidelines for labor invoicing are as follows: The first eight hours worked on any scheduled shift Monday through Friday will be charged at the regular hourly rate. Any hours worked in excess of eight hours on any scheduled shift Monday through Friday will be charged at 1.5 times the regular hourly rate. All hours worked on Saturday and Sunday will be at 1.5 times the regular hourly rate. All hours worked on Holidays (see §I.III Item 4 for recognized holidays) will be charged at 2 times the regular hourly rate. OT applies to all labor classifications regardless if salary or hourly.

After Hours Emergency Services: In the event that BELFOR personnel are required for emergency services after normal BELFOR business hours (Weekdays 5:00 p.m.-7:00 a.m.), 1.5 times the regular hourly rate will be charged.

§ I. RATES AND INVOICE CONDITIONS

§ I.III LABOR CONSIDERATIONS

- 1). Work performed under a particular contract that is subject to Federal and State wage and hour laws, prevailing wages, and/or collective bargaining agreements may require negotiated changes to the above stated rates. If necessary, adjustments will be made to the hourly rates and other labor provisions.
- 2). When circumstances beyond our control require BELFOR personnel to stand-by at the job site, a minimum stand-by charge of 6 hours at the regular hourly rate (no overtime) will be charged.
- 3). National holidays recognized by BELFOR for rate (not payroll) purposes are New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.
- 4). The hourly Scheduled Labor rates will be charged portal to portal for all BELFOR personnel, labor subcontractors, and subcontractors fulfilling any Labor Classifications.
- 5). If a meeting is requested by the client that involves travel BELFOR will bill for travel expenses at documented cost plus 15%. Labor hours will be charged at the applicable Rate Classification

§ I.IV CONSULTING EXPENSES

- 1). Reproduction of actual drawings at \$4.50 per SF
- 2). Automobile mileage at IRS approved rate
- 3). Tolls at cost with receipts over \$25.00
- 4). Photocopies at \$0.15 per page
- 5). Color copying at \$1.50 per page or actual cost if Kinko's or other service
- 6). Airfare, hotels, rental car rates and other travel expenses are billed at cost + 15%
- 7). Daily per diem rate at \$65.00 a day/based on (8) hour day

Note: *Fees for deposition and trial appearances are for a minimum four hours @ \$400/hr for all consultants

§ II. SCHEDULED EQUIPMENT CHARGES (see § II.I Itemized Scheduled Equipment)

- 1). The Daily Rental Rate is charged for each calendar day equipment is utilized on a project, whether a partial day or complete day.
- 2). Small Tools Charge: Items such as shovels, ladders, demolition carts, extension cords, small hand tools, etc..., which are provided by BELFOR but are not included in the Scheduled Equipment list will be charged at 3% of total labor charges for all hands-on personnel (EO, GL, LF, RT, RS, DTA, DC, DTL, DMT, DT, MT, PT, DP, CR, TN, TS, HT, HLT, HEO). Any specialty items purchased for a project may be charged as per Section IV.
- 3). The Safety Equipment Packages (Personal Protection Equipment - PPE, Personal Fall Protection - PFP, and Personal Respiratory Protection - PRP) are inclusive of the reusable components of each package as well as any training, medical, or certification expenses related to their use. They do not include the disposable items within the Scheduled Consumables list.
- 4). During the course of performance of the work BELFOR may add additional equipment to the schedule.

§ III. SCHEDULED CONSUMABLES (see § III.I Itemized Scheduled Consumables)

- 1). Any scheduled consumables purchased locally where the unit price exceeds 80% of the rate, the item will be invoiced at documented cost plus Contractor's 10% Overhead / 10% Profit (21%).
- 2). During the course of performance of the work BELFOR may add additional consumables to the Rate Schedule.
- 3). BELFOR reserves the right to change the unit rate of scheduled consumables affected by market conditions.
- 4). Scheduled consumables are charged on a "per unit" basis whether consumed by the unit or not.

§ IV. VENDORS, UNSCHEDULED MATERIALS & UNSCHEDULED EQUIPMENT

- 1). Contractor's 10% overhead plus 10% profit (21%) will be added to the total of all documented costs for Unscheduled Materials, Unscheduled Equipment, and Subcontractors / Vendors (including DUCTZ HVAC and BELFOR Environmental Services) who are not fulfilling a scheduled Labor Classification.

§ V. REIMBURSABLES

- 1). Contractor's 15% mark-up will be added to the total of all reimbursables.
- 2). Standard per diem rates are \$55 per person per day (2019 GSA base rate). The 1.35 multiplier will be applied for NYC, Cape Cod, Martha's Vineyard, Nantucket, AK, HI, Latin America, and the Caribbean (\$74.25). The 1.25 multiplier will be applied for CA and WA (\$68.75). Per Diem will be charged for all traveling personnel in **§ I. Itemized Scheduled Labor Classification**. BELFOR charges this daily rate whether the per diem is paid directly to the person, is charged to BELFOR as a separate charge, or is included with other compensation considerations. For multiple jobs on a single day, per diem will be prorated accordingly.
- 3). Per Diem reimbursement is subject to certain limitations regarding deductibility governed by the Internal Revenue Service, Code of 1986, Section 274(n)(1). Please consult your tax advisor on the appropriate treatment of these costs on your project as it is our policy that any deductibility limitation for income tax purposes is the responsibility of the customer.
- 4). BELFOR shall be reimbursed for travel expenses (airfare, lodging, rental cars, per diem) for personnel at documented costs plus markup (see item 1).
- 5). Lodging will be charged in accordance with the published GSA lodging allowance in effect at the time of the stay (<https://www.gsa.gov/travel/plan-book/per-diem-rates/>) plus applicable fees and taxes. As is the case with the Federal Travel Regulations, actual expense reimbursement is allowed when the lodging allowance is insufficient to meet the necessary expenses.
- 6). An optional methodology for lodging charges is to apply a lodging allowance as follows: Lodging may be charged at the average nightly rate of up to three hotels that house project personnel (BELFOR and/or subcontractors). The full average nightly rate will be charged for single occupancy and 50% of the average nightly rate per person will be charged for double occupancy.

§ VI. DOCUMENT DRYING AND RECOVERY SERVICES

Freeze drying charges will range from \$45 to \$85 per cubic foot based on the volume of documents to be dried, the type of document (bound or loose paper), and the moisture saturation.

The above rates represent the charges for freeze drying only. Labor, equipment, materials and other document treatments performed will be billed in accordance with the rates herein and any project specific quotations.

Other recovery service charges will be determined per job, based on the following relevant factors:

* Nature of Damage * Degree of soot/char * Intended Use of Document * Moisture Saturation * Mold Contamination * Odor

Because the type and level of contamination may vary so greatly and thus affect the resultant recovery protocol required, these additional services will be quoted after examining a sample of the affected documents.

§ VII. CAT CONSIDERATIONS (Based on Property Claim Services assigning a CAT Serial Number)

- 1). A 6% fee will be added to the total of each invoice. This fee will cover all of the indirect charges that must be allocated to each job in the CAT. Examples of these charges would be CAT management, CAT office, admin support, warehousing, etc...

§ VIII. BILLING AND PAYMENT

- 1). Invoices generated in accordance with the BELFOR Rate and Materials Schedule will be submitted periodically for work that has been performed. As such, all invoices are due and payable upon receipt and will be considered late 30 days after receipt of the invoice. If there are any disputed charges on any invoice these should be clearly identified in writing within 30 days and an additional 30 days will be allowed to resolve disputed charges. Interest charges will begin to accrue after 30 days for undisputed charges and after 60 days for the disputed charges at the rate of: 1) 1% per month or 2) as specified in the terms and conditions of the applicable contract.

The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits and orders incident to performance of the work.

ITEMIZED SCHEDULED EQUIPMENT³

EQUIPMENT DESCRIPTION	UNIT	RATE
AIR MOVERS/COMPRESSORS/ACCESSORIES		
Air compressor, gas/electric	Ea / Day	\$ 45.00
Air compressor, tow behind	Ea / Day	\$ 143.00
Air movers/Carpet blowers	Ea / Day	\$ 36.00
Otidry Bag or Direct it In (attachment)	Ea / Day	\$ 36.00
Injectidry Unit	Ea / Day	\$ 158.00
Manometer	Ea / Day	\$ 100.00
BLAST/POWER WASH UNITS		
Blasting Unit, Agri/Soda	Ea / Day	\$ 784.00
Dry Ice Blaster w/Accessories	Ea / Day	\$ 1,178.00
Soda Blaster	Ea / Day	\$ 1,169.00
Washer, High Pressure (cold)	Ea / Day	\$ 121.00
Washer, High Pressure (hot)	Ea / Day	\$ 151.00
CLEANING/VACUUMS/EXTRACTION		
Buffer, Floor	Ea / Day	\$ 45.00
Carpet Cleaning Machine	Ea / Day	\$ 91.00
Dry Cleaning Unit (portable)	Ea / Day	\$ 173.00
Extraction Unit (portable)	Ea / Day	\$ 188.00
Extraction Unit (Truck or Trailer mount)	Ea / Day	\$ 680.00
Floor cleaning system (walk behind)	Ea / Day	\$ 287.00
HEPA Filtration Unit / Air Scrubber	Ea / Day	\$ 172.00
Ion Air Cleaning System	Ea / Day	\$ 57.00
Steam Cleaner (Trailer)	Ea / Day	\$ 294.00
Upholstery Machine/Lady Vac (steam cleaner)	Ea / Day	\$ 76.00
Vacuum, HEPA	Ea / Day	\$ 110.00
Vacuum, Insulation Machine	Ea / Day	\$ 109.00
Vacuum, Upright, Wet/Dry or Canister	Ea / Day	\$ 42.00
Zip Poles, Set of 6	Ea / Day	\$ 33.00
LIGHTS		
Light, Balloon	Ea / Day	\$ 133.00
Light, Tower Mobile (400 WT diesel)	Ea / Day	\$ 188.00
Light, Wobble (37 inches)	Ea / Day	\$ 53.00
MISC.		
Heat Gun, Shrink Wrap	Ea / Day	\$ 91.00
Ride on Flooring Stripper (includes blades)	Ea / Day	\$ 1,452.00
Saw, Demo	Ea / Day	\$ 129.00
Saw, Kett	Ea / Day	\$ 43.00
X-Ray Dryer	Ea / Day	\$ 188.00
X-Ray Separation Tank	Ea / Day	\$ 565.00
ODOR CONTROL/DISINFECTION		
Fogger, Commercial	Ea / Day	\$ 136.00
Fogger, ULV / Thermal (electric)	Ea / Day	\$ 48.00
Ozone Generator	Ea / Day	\$ 151.00
Smoke Machines (small)	Ea / Day	\$ 121.00
Vapor Shark	Ea / Day	\$ 48.00
POWER		
Electrical Distribution (Spider Box)	Ea / Day	\$ 91.00
Generator (portable)	Ea / Day	\$ 151.00
PUMPS		
Pump, Sump / Flood	Ea / Day	\$ 42.00
Pump, Trash with Hose, 2"	Ea / Day	\$ 168.00
DRYING/TEMP/HUMIDITY CONTROL		
Moisture Meter	Ea / Day	\$ 25.00
Camera, IR	Ea / Day	\$ 28.00
Dehumidification, Dehumidifier -100 to 140 AHAM Pints	Ea / Day	\$ 165.00
Dehumidification, Desiccant - 500/600 cfm	Ea / Day	\$ 491.00
Dehumidification, Desiccant - 2000/2250 cfm	Ea / Day	\$ 690.00
Dehumidification, Desiccant - 3500 cfm	Ea / Day	\$ 1,216.00
Dehumidification, Desiccant - 5000-6000 cfm	Ea / Day	\$ 1,647.00
Dehumidification, Desiccant - 10000 / 12000 cfm	Ea / Day	\$ 2,587.00
Dehumidification, Desiccant - 15000 cfm	Ea / Day	\$ 4,440.00
Dehumidification, Desiccant - 25000 cfm	Ea / Day	\$ 7,027.00
Dehumidification/Cooling - 1 Ton Spot Cooler	Ea / Day	\$ 196.00
Dehumidification/Cooling - DX Unit -20 / 30 ton	Ea / Day	\$ 1,568.00
Dehumidification/Cooling - DX Unit -60 / 70 Ton	Ea / Day	\$ 2,471.00
Dehumidification/Cooling - Chiller 100 to 400 Ton	Ton / Day	\$ 32.00
Dehumidification, Heater - 20 KW	Ea / Day	\$ 194.00
Dehumidification, Heater - 50 KW	Ea / Day	\$ 432.00
Dehumidification, Heater - 100 KW	Ea / Day	\$ 589.00
Dehumidification, Heater - 150 KW	Ea / Day	\$ 705.00
Dehumidification, Heater, Indirect Fired up to 500,000btu + fuel	Ea / Day	\$ 1,137.00
Heater, Electric -1500 watt	Ea / Day	\$ 19.00
Heater, Propane/Torpedo-direct fired + fuel	Ea / Day	\$ 67.00
Electrostatic Sprayer	Ea / Day	\$ 165.00

EQUIPMENT DESCRIPTION	UNIT	RATE
TRUCKS, VEHICLES, TRAILERS (rate does not include fuel)		
BELFOR Command Center	Ea / Day	\$ 605.00
Mobile Office	Ea / Day	\$ 79.00
Mobile Warehouse (Trailer Only)	Ea / Day	\$ 188.00
Trailer, Freezer	Ea / Day	\$ 182.00
Truck, Dump Service (Pickup Truck)	Ea / Day	\$ 116.00
Truck, Dump-Trip Charge	Ea / Day	\$ 182.00
Truck, Moving/Box/Board up	Ea / Day	\$ 188.00
Truck (Cab) or Trailer (Flatbed, Transfer, etc)	Ea / Day	\$ 151.00
Vehicle, Pickup, SUV or Car	Ea / Day	\$ 84.00
Vehicle, Truck 1 Ton 4x4 Lift gate	Ea / Day	\$ 200.00
Vehicle, Van (1 per 10 Passenger or Cargo)	Ea / Day	\$ 136.00
DUMPSTERS & STORAGE		
Dumpster, 20 yd (max weight 4 Tons)	Per Load	\$ 666.00
Dumpster, 30 yd (max weight 6 Tons)	Per Load	\$ 847.00
Dumpster, 40 yd (max weight 8 Tons)	Per Load	\$ 1,029.00
BELFOR Pods 8'x7' 12' x 7'	Per Month	\$ 285.00
BELFOR Pods (set up & breakdown)	Per Pod	\$ 363.00
Storage Vaults	Per Month	\$ 152.00
ELECTRONICS / MECHANICAL		
Cart, Electronic Decontamination	Ea / Day	\$ 76.00
Cleaning Room, HEPA filtered	Ea / Day	\$ 1,184.00
Crane, A-Frame (1 ton)	Ea / Day	\$ 168.00
Crane, Overhead (2 Ton, monorail 38 feet)	Ea / Day	\$ 935.00
Decon Room	Per Project	\$ 624.00
DI Water System	Ea / Day	\$ 48.00
Documentation Kit (digital camera/photo printer)	Ea / Day	\$ 84.00
Electrical Distribution (120 Amp Panel)	Ea / Day	\$ 227.00
Electrical Test Equipment (Megger, HI-Pot, Grounding Cables)	Ea / Day	\$ 498.00
Electronic Dehumidification Unit/Heating (KHT)	Ea / Day	\$ 272.00
Gas Detector, ATI PortaSens II	Ea / Day	\$ 371.00
HEPA Filtered Hood	Ea / Day	\$ 187.00
HEPA Water Displacement Unit	Ea / Day	\$ 113.00
Oven, Convection Drying (ULT)	Ea / Day	\$ 529.00
Oven, Vacuum Drying	Ea / Day	\$ 754.00
Quality Control Kit, (scientific instruments)	Ea / Day	\$ 227.00
Reflectoquant Test Device	Ea / Day	\$ 124.00
Sealer, Vacuum	Ea / Day	\$ 330.00
Spray Booth with 2 sinks (portable)	Ea / Day	\$ 227.00
Sprayer, Airless H.P. (Wagner)	Ea / Day	\$ 99.00
Tool Handling Charge	Per Project	\$ 561.00
Ultrasonic Bath, Portable	Ea / Day	\$ 393.00
Ultrasonic Bath, Bench Top	Ea / Day	\$ 227.00
Ultrasonic Dip Line, Industrial Multi-step	Ea / Day	\$ 4,072.00
Vacuum, Clean Room	Ea / Day	\$ 187.00
Wet Bench (portable)	Ea / Day	\$ 228.00
Workstation (table, chair, lights, ESD)	Ea / Day	\$ 30.00
ENVIRONMENTAL		
Cascade Breathing Air System	Ea / Day	\$ 206.00
Chemical Hose, Hazmat	Ea / Day	\$ 274.00
Confined Space Entry System	Ea / Day	\$ 250.00
Decontamination Shower/Filter	Ea / Day	\$ 175.00
Jerome Mercury Vapor Analyzer	Ea / Day	\$ 306.00
Mini-Rae (PID)	Ea / Day	\$ 218.00
MSA Passport (O2, LEL, CO, H2S)	Ea / Day	\$ 250.00
Personal Sample Pump	Ea / Day	\$ 35.00
Pump, Diaphragm 1", Hazmat	Ea / Day	\$ 250.00
Pump, Diaphragm 2", Hazmat	Ea / Day	\$ 374.00
Self-Contained Breathing Apparatuses (SCBA-30Min)	Ea / Day	\$ 175.00
Self-Contained Breathing Apparatuses (SCBA-5Min)	Ea / Day	\$ 138.00
Trailer, Emergency Response, Hazmat	Ea / Day	\$ 374.00
HVAC		
HVAC, High Volume Tornado System	Ea / Day	\$ 116.00
HVAC, Mobile Resource Unit	Ea / Day	\$ 188.00
HVAC, Power and Manual Hand Tools	PP/Day	\$ 31.00
HVAC, Rotary Brush Duct Cleaning System	Ea / Day	\$ 55.00
HVAC, Service Vehicle / Trailer Combo	Ea / Day	\$ 151.00
HVAC, High CFM HEPA Vacuum Collection System	Ea / Day	\$ 237.00
HVAC Video / Tool Robotic Inspection System	Ea / Day	\$ 611.00
HVAC, Viper Duct Cleaning System	Ea / Day	\$ 55.00
SAFETY		
Personal Fall Protection (PFP)	PP / Day	\$ 10.00
Personal Protection Equipment (PPE)	PP / Day	\$ 6.00
Personal Respiratory Protection (PRP)	PP / Day	\$ 10.00
Respirator, PAPR	Ea / Day	\$ 100.00

The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approval permits, licenses and orders incident to performance of the work. 106 its,

ITEMIZED SCHEDULED CONSUMABLES ³

CONSUMABLE DESCRIPTION	UNIT	RATE	CONSUMABLE DESCRIPTION	UNIT	RATE	
BAGS			ELECTRONICS / MECHANICAL			
Bags, Environmental Trash Bags	Ea.	\$ 3.60	BELFOR-AC 14 Alkaline Cleaner 14	Gal	\$ 41.00	
Bags, Insulation Machine (Vacuum)	Ea.	\$ 37.00	BELFOR-AC 12 Alkaline Cleaner 12	Gal	\$ 56.00	
Bags, Trash (each)	3 mil \$ 1.00 6 mil	\$ 2.00	BELFOR-CD 04-C Complex Deruster 04 C	Gal	\$ 88.00	
CLEANING-GENERAL			BELFOR-CD 13 Complex Deruster 13	Gal	\$ 139.00	
Disinfectant-Bioesque	Gal	\$ 50.00	BELFOR-EC 12 Electronics Cleaner	Gal	\$ 36.00	
BELFOR-All Natural Citrus Solvent Cleaner	Gal	\$ 41.00	BELFOR-ESL Label Protection Lacquer	Ounce	\$ 21.00	
BELFOR-All Purpose Cleaner	Gal	\$ 13.00	BELFOR-FC 10 Energized Cleaner	Gal	\$ 999.00	
BELFOR-All Purpose Spotter	Gal	\$ 28.00	BELFOR-GC General Cleaner	Gal	\$ 34.00	
BELFOR-Carpet Rinse & Neutralizer	43.5	\$ 22.00	BELFOR-HD 01 Hand Deruster 01	Gal	\$ 47.00	
BELFOR-CIF Citrox Lemon Scent	Ounce	\$ 1.20	BELFOR-LP 40 Light Preserver 40	Gal	\$ 88.00	
BELFOR-Concentrated Odor Counteractant & Smoke Elim.	Gal	\$ 37.00	BELFOR-MPP Metal Polishing Paste	Ounce	\$ 19.00	
BELFOR-Extra Duty Cleaner Deareaser	Gal	\$ 21.00	BELFOR-NC CR Neutral Cleaner CR	Gal	\$ 149.00	
BELFOR-Glass Cleaner	Gal	\$ 10.00	BELFOR-NK One Step Cleaner and Preserver (electrical)	Pint	\$ 15.00	
BELFOR-Hand Cleaning Wipes	Tub	\$ 50.00	BELFOR-OC24 Organic Cleaner 24	Gal	\$ 56.00	
BELFOR-Multi-Enzyme Spotter-Deodorizer-Protector	Gal	\$ 37.00	BELFOR-OC62 Organic Cleaner 62	Gal	\$ 39.00	
BELFOR-Multi-Purpose Restroom Cleaner	Gal	\$ 17.00	BELFOR-O-SW Oil Black (Elect. Contacts Only)	Ounce	\$ 41.00	
BELFOR-Oil Preserver	Gal	\$ 56.00	BELFOR-PM Polish Milk	Ounce	\$ 6.60	
BELFOR-Quarry & Hard Tile Cleaner	Gal	\$ 21.00	BELFOR-SD 02 Sulfide Defroster	Gal	\$ 64.00	
BELFOR-Rug & Upholstery / Traffic & Bonnet Cleaner	Gal	\$ 31.00	BELFOR-WP Wax Preserver	Gal	\$ 95.00	
Adhesive, Remover	Can	\$ 18.00	Nitric Acid, Ultra Pure	Quart	\$ 187.00	
Alcohol, Isopropyl	Gal	\$ 96.00	Apron, Chemical	Ea.	\$ 6.60	
Blocks, Odor Counteractant	Ea.	\$ 9.00	Arm Sleeves, Chemical	Ea.	\$ 4.80	
Boot Covers, Latex	Per Pair	\$ 13.00	Arsenic Test Kit	Per Test	\$ 6.60	
Brush, Scrub	Ea.	\$ 14.00	Bags, Anti Static	Ea.	\$ 4.80	
Brushes, Pipe	Ea.	\$ 37.00	Brady Cards	Ea.	\$ 8.80	
Brushes, Wire	Small \$ 5.50 Large	\$ 9.00	Brush, Dispersion (Each)	Small \$ 5.50 Large	\$ 17.00	
Cleaner, Stainless Steel	Can	\$ 19.00	Brush, Non Conduct	Ea.	\$ 13.00	
Disinfectant, Antimicrobial	Gal	\$ 62.00	Chloride Quick Test Strips	Ea.	\$ 1.50	
Fogger, Thermo Deodorizer	Gal	\$ 43.00	Cleaning / Decon Sticks	Ea.	\$ 1.70	
Mop Heads	Ea.	\$ 17.00	Non-Conduct Scrubbers, Green (#7447)	Box	\$ 34.00	
Pad, Floor Buffer	Ea.	\$ 15.00	Non-Conduct Scrubbers, Maroon (#96)	Box	\$ 95.00	
Pad, Foam Scrubbing	Pak	\$ 63.00	Non-Conduct Scrubbers, White (#98)	Box	\$ 57.00	
Sponge, Particulate Removal (1.5"x3"x6")	Ea.	\$ 4.80	Tape, Clean Room	Roll	\$ 30.00	
Sponge, Particulate Removal (3/4"x3"x6")	Ea.	\$ 2.40	Wipes, Lint Free	Pak	\$ 43.00	
Steel wool	Ea.	\$ 1.30	Wipes, Presaturated IPA/DI	Pak	\$ 25.00	
Thinner, Paint/Mineral Spirits	Gal	\$ 28.00	Wipes, Standard Clean Room	Pak	\$ 35.00	
Vapor Shark Membrane	Ea.	\$ 64.00	Wipes, Ultra Clean Room	Pak	\$ 75.00	
Wipes, Cotton Cloth/Workshop Rags	Lb.	\$ 6.60				
Wipes, Wipe All	Pak	\$ 15.00				
CONTENTS/PACK-OUT/STORAGE			ENVIRONMENTAL			
BELFOR-Fabric Protector	Gal	\$ 48.00	Asbestos Glove Bag	Ea.	\$ 41.00	
BELFOR-Lemon Oil Furniture Polish	Gal	\$ 6.60	Breathing Air, Type K Bottle	Ea.	\$ 67.00	
BELFOR-Liquid Laundry Detergent	Gal	\$ 21.00	Cartridge, MSA Combination	Ea.	\$ 20.00	
BELFOR-Premium Dish Detergent	Quart	\$ 7.70	Protective Suits (Acid)	Ea.	\$ 102.00	
Boxes, Book	Ea.	\$ 6.60	Protective Suits (Level A, fully encapsulating)	Ea.	\$ 1,901.00	
Boxes, Dish Pack	Ea.	\$ 7.70	Protective Suits (PolyPro Asbestos)	Ea.	\$ 10.00	
Boxes, Slip Covers	Ea.	\$ 3.60	Protective Suits (Saranex Chemical)	Ea.	\$ 37.00	
Boxes, Wardrobe/Specialty	Ea.	\$ 43.00	Sorbent Boom	Ea.	\$ 81.00	
Cloths, Masslinn	Ea.	\$ 1.70	Sorbent Pad	Ea. \$ 11.50 Bale	\$ 122.00	
Foam Blocks	Ea.	\$ 1.70	Sorbent Pillows	Ea.	\$ 31.00	
Inventory Tags	Ea.	\$ 1.70	DRUMS			
Tape, Poly Box	Roll	\$ 3.60		15g	30g	55g
Wrap, Bubble/Anti Static	Roll	\$ 102.00	Drum, Poly Closed Top	Ea. \$ 51.00	\$ 60.00	\$ 85.00
Wrap, Stretch	Roll	\$ 72.00	Drum, Poly Open Top	Ea. \$ 55.00	\$ 65.00	\$ 92.00
			Drum, Steel Closed Top	Ea. \$ 40.00	\$ 48.00	\$ 67.00
			Drum, Steel Open Top	Ea. \$ 44.00	\$ 57.00	\$ 81.00
			Drum, Steel Salvage, 85 Gallon	Ea.	\$ 185.00	
			Drum, Poly Overpack, 95 Gallon	Ea.	\$ 283.00	
			Drum, Steel Overpack, 110 Gallon	Ea.	\$ 555.00	
FILTERS			HVAC			
Filter, Charcoal (Carbon Activated)	Ea.	\$ 79.00	HVAC Air Blast Nozzle, Replacement	Ea.	\$ 61.00	
Filter, HEPA	Ea.	\$ 279.00	HVAC Air Whip, Multi Head, Replacement	Ea.	\$ 79.00	
Filter, Pleated	Ea.	\$ 25.00	HVAC BBJ Freshduct / Microbiocide	15oz	\$ 61.00	
Filter, Poly (Secondary)	Ea.	\$ 8.80	HVAC Cleaner Degreaser	Gal	\$ 21.00	
SHEETING/PLASTIC/FLOOR PROTECTION			HVAC Closed Cell Foam Insulation Tape 1/8"x2"x30'	Roll	\$ 30.00	
Duct, Lay Flat (500') with hog rings	Roll	\$ 565.00	HVAC Coil Cleaner	Gal	\$ 58.00	
Plastic Sheeting, 1.5 mil (24 x 200)	Roll	\$ 53.00	HVAC Collection Machine Filters (Pleated & Bag)	Ea.	\$ 70.00	
Plastic Sheeting, 3 mil (20 x 100)	Roll	\$ 66.00	HVAC Collection Machine HEPA Filter	Ea.	\$ 411.00	
Plastic Sheeting, 6 mil (20 x 100)	Roll	\$ 99.00	HVAC Duct Liner 1" - 3'x100'	Roll	\$ 484.00	
Plastic Sheeting, 6 mil-Fire Retardant / Anti Static (20 x 100)	Roll	\$ 386.00	HVAC Duct Mastic	Gal	\$ 35.00	
Plastic Sheeting, 6 mil-Fire Retardant-Black (20 x 100)	Roll	\$ 479.00	HVAC Encapsulant, Antimicrobial (Foster)	Gal	\$ 99.00	
Plastic Sheeting, Carpet Protector	Roll	\$ 99.00	HVAC Fiberlock	Gal	\$ 87.00	
Ram Board, (38" X 100')	Roll	\$ 185.00	HVAC HEPA Vac Collection Bag & Filter Protector	Ea.	\$ 12.00	
Red Rosin Paper (200 ft. roll)	Roll	\$ 30.00	HVAC HEPA Vac Filters (Dacron Filter Bag & Impaction)	Ea.	\$ 73.00	
Scrim-Fire Rated (60"x100')	Roll	\$ 2,988.00	HVAC HEPA Vac HEPA Filter	Ea.	\$ 345.00	
Sticky Mat (26"x32")	Ea.	\$ 108.00	HVAC Propane Fill Charge	Cylinder	\$ 55.00	
SHRINK WRAP			HVAC Rotary Brush Head, Replacement	Ea.	\$ 139.00	
Strapping, Woven HD	LF	\$ 0.15	HVAC Rotary Brush System, Replacement Core	Ea.	\$ 48.00	
Tape, Heat Shrink 2"	Roll	\$ 20.00	HVAC Sheetmetal Blank	Ea.	\$ 21.00	
Tape, Heat Shrink 4"	Roll	\$ 40.00	HVAC Sheetmetal Screw	Box 100	\$ 26.00	
Tape, Heat Shrink 6"	Roll	\$ 59.00	HVAC Spray Adhesive	Can	\$ 29.00	
Wrap, Shrink, 7 mil (45' x 145")	Roll	\$ 987.00	HVAC Unibit	Ea.	\$ 99.00	
Wrap, Shrink, 12 mil (32' x 180")	Roll	\$ 1,834.00	HVAC Vacuum Brush Head - Replacement	Ea.	\$ 29.00	
TAPE/ADHESIVE			SAFETY			
Adhesive, Spray	Can	\$ 9.00	Boots, Chemical PVC	Per Pair	\$ 55.00	
Tape, 2-way (2" x 60')	Roll	\$ 36.00	Dust Mask	Ea.	\$ 2.40	
Tape, Barricade-Banner Guard (Caution, Danger, etc...)	Roll	\$ 34.00	Gloves, Cotton (includes liners)	Per Pair	\$ 2.80	
Tape, Duct (2"x 60')	Roll	\$ 9.00	Gloves, Latex (Surgical)	Box 100	\$ 50.00	
Tape, Global	Roll	\$ 30.00	Gloves, Leather	Per Pair	\$ 9.90	
Tape, Painters-blue/red	Roll	\$ 10.00	Gloves, Nitrile	Per Pair	\$ 9.40	
			Gloves, Nylon Inspection	Per Pair	\$ 0.60	
MISC			Protective Suits (Tyvek)	Ea.	\$ 33.00	
Disposable Decontamination Unit	Ea.	\$ 504.00	Respirator, N95	Ea.	\$ 13.00	
Encapsulant, Antifungicidal	Gal	\$ 99.00	Respirator, P100	Ea.	\$ 13.00	
Encapsulant, Antimicrobial (Zinsser)	Gal	\$ 91.00	Respirator, HEPA + Particulate Replacement Filter	Ea.	\$ 44.00	
Encapsulant, Soot	Gal	\$ 53.00	Respirator, HEPA Replacement Pancake Filter	Ea.	\$ 10.00	
Fasteners, Misc / Lock & Hasp	Ea.	\$ 36.00				
Floor Dry (40#)	Bag	\$ 19.00				
Lock Box	Ea.	\$ 55.00				
Soda, Soda Blaster Material	Bag	\$ 43.00				
Zipper (containment)	Ea.	\$ 14.00				

The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits, licenses incident to performance of the work.

MASTER CONTRACTOR/SERVICES AGREEMENT

THIS AGREEMENT is made by and between the District Board of Trustees of Palm Beach State College (hereinafter referred to as “College”), and Belfor USA Group, Inc., a National Corporation, (hereinafter referred to as “Contractor”), authorized to do business in Florida, whose address is 10416 New Berlin Rd. Suite #8, Jacksonville, FL, 32225, this 30th day of May, 2024.

WHEREAS, the College desires to purchase Disaster and Non-Disaster Restoration of Operational Services; and

WHEREAS, the College desires to procure these services from Contractor, utilizing existing contract prices provided to Omnia Partners, pursuant to its solicitation number 10-16 by Region 4 Education Service Center (ESC), for Disaster and Non-Disaster Restoration of Operational Services; and

WHEREAS, in accordance with solicitation number 10-16 Region 4 ESC, Omnia Partners entered into a 2 year agreement with Contractor for services effective May 1, 2020 through April 30, 2022, with the option to renew for an additional 3 years (the “Contract”); and

WHEREAS, the College desires to purchase services from Contractor on the same terms, conditions, and pricing provided under the Contract, subject to the terms and conditions of this Agreement, the College’s Purchasing policies, and Florida law; and

WHEREAS, the Contractor agrees to extend the terms, conditions, and pricing of the Contract, to the College, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration of which the parties hereto acknowledge, the parties agree as follows:

1 The above recitals are true and correct and are incorporated herein by reference.

2 The Contractor shall provide to the College for Disaster and Non-Disaster Restoration of Operational Services for the College, in accordance with and pursuant to the same terms, conditions, and pricing of the Contract (subject to the terms of any renewals and/or amendments between the Contractor and Omnia Partners).

3 This Agreement shall terminate on April 30, 2025, unless Contract #R191601 is renewed by Omnia, in which case the College will have sole discretion to renew the Agreement.

4 The College, at its sole discretion, reserves the right to terminate this Agreement with or without cause immediately upon providing written notice to Contractor. Upon receipt of such notice, the Contractor shall not incur any additional costs under the Agreement. The College shall be liable only for reasonable costs incurred by Contractor prior to the date of the notice of termination in accordance with the pricing in the Contract.

5 The Contractor shall indemnify and hold harmless the College and its officers, employees, agents, and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the College or its officers, employees, agents, or instrumentalities may incur as a result of claims, demands, suits, causes of actions, or proceedings of any kind or nature arising out of, relating to, or resulting from the performance of the agreement by the Contractor or its employees, agents, servants, partners, principals, or subcontractors, except that Contractor will not be responsible for any liability, losses or damages, including attorney's fees and costs of defense, to the extent the same is attributable to the Contractor's negligence and/or fault. The Contractor shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits, or actions of any kind or nature in the name of the College, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the College or its officers, employees, agents, and instrumentalities as herein provided the obligations of this section shall survive the term of this Agreement.

6 Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party.

7 This Agreement shall be construed in accordance with the laws of the State of Florida. Any dispute relating to this Agreement shall only be filed in a court of competent jurisdiction in Palm Beach County, Florida, and each of the parties to this Agreement submits itself to the jurisdiction of such court.

8 IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COLLEGE'S OFFICE OF THE GENERAL COUNSEL AT 561-868-3139, DENISG@PALMBEACHSTATE.EDU, 4200 S. CONGRESS AVENUE, MS # 18, LAKE WORTH, FLORIDA 33461.

- a. Contractor shall comply with public records laws, specifically to:
 - i. Keep and maintain public records required by the College to perform the service.
 - ii. Upon request from the College's custodian of public records, provide the College with a copy of the requested records or allow the records to be

inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statute or as otherwise provided by law. Notwithstanding anything to the contrary, Contractor will be under no obligation to provide its confidential information and/or records, and/or any records unrelated to the work performed for the College.

- iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Contractor does not transfer the records to the College.
- iv. Upon completion of the Agreement, transfer, at no cost, to the College all public records in possession of the Contractor or keep and maintain public records required by the College to perform the service. If the Contractor transfers all public records to the College upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the College, upon request from the College's custodian of public records, in a format that is compatible with the information technology systems of the College.
- v. If the Contractor does not comply with this section, the College shall enforce the contract provisions in accordance with the contract and may unilaterally cancel this contract in accordance with state law.

9 The continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Florida law.

10 The documents listed below are a part of this Agreement and are hereby incorporated by reference. In the event of inconsistency between the documents, unless otherwise provided herein, the terms of the following documents will govern in the following order of precedence:

- a. Terms and conditions as contained in this Agreement.
- b. Terms and Conditions of Omnia Contract #R191601, Region 4 ESC solicitation number 10-16.
- c. Contractor's response to solicitation number 10-16 Region 4 ESC and any subsequent information submitted by Contractor during the evaluation and negotiation process.

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IN WITNESS WHEREOF, the College and the Contractor executed this Agreement as of the day and year first above written.

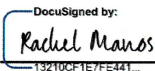
PALM BEACH STATE COLLEGE

By: 

Print Name: Ava L. Parker, J.D.

Title: President

CONTRACTOR

By: 

Print Name: Rachel Manos

Title: GC

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**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve Contract for Debris Monitoring Services with Disaster Program & Operations, Inc (DP&O) Utilizing Santa Fe RFP #17-20C
Staff Contacts: Ms. Joan Rumsey, Assistant Director of Facilities, and Ms. Jennifer Alvarez, Procurement Director

Summary:

Background/Pertinent Facts: Palm Beach State College is a member of the Florida College System Risk Management Consortium, a program authorized by the Florida Legislature, which allows the Florida College System in the state of Florida to join together to develop and implement a statewide cooperative system of risk management under one comprehensive plan.

As a member of the Consortium, Santa Fe College solicited a Request for Proposals (RFP #17-20C) for Debris Monitoring Services. The intent of the RFP was to select firms for use by the Consortium member colleges to handle the monitoring of debris removal for all types and sizes of disasters, and document eligible debris quantities and reasonable expenses. The Santa Fe District Board of Trustees approved the contract award for the Debris Monitoring Agreements on April 21, 2021, and recently extended the contract with Disaster Program & Operations, Inc (DP&O) through April 30, 2026.

Palm Beach State College would like to utilize this contract for debris monitoring in the event of an emergency or disaster. Debris monitoring documentation is critical to verify that debris operations meet all FEMA Public Assistance policies and guidelines, costs are reasonable, quantification of the debris is accurate, and the tracking of the debris to its final location is recorded and in compliance with all regulatory requirements.

College Administration is seeking Board approval of this contract for Debris Monitoring Services with DP&O, Inc. and to authorize the President or designee to execute the contract documents.

Financial Impact: Debris Monitoring services are on an as needed basis. Pricing is per the hourly rates provided by DP&O, Inc., included in the Agreement.

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: Through April 30, 2026

RECOMMEND: Approval

Attachments:

PBSC DPO Agreement for Debris Monitoring

Links:

[PBSC DPO Agreement for Debris Monitoring - Exhibits](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Agreement for Debris Monitoring Services
Between
The District Board of Trustees of
Palm Beach State College
and
Disaster Program & Operations, Inc.

This Agreement is entered into by The District Board of Trustees of Palm Beach State College, Florida, hereinafter referred to as "College" and Disaster Program & Operations, Inc., a Florida company, registered and authorized to do business in the State of Florida, hereinafter referred to as "Contractor". The Request for Proposal Number 17-20C: Disaster Recovery and Remediation Services/Debris Monitoring and any addenda thereto are hereinafter referred to as the "RFP." The Contractor's Proposal, identified as: Disaster Program & Operations, Inc. Response to RFP 17-20C: Disaster Recovery and Remediation Services/Debris Monitoring is hereinafter referred to as the "Proposal."

This Agreement results from a solicitation created in collaboration with the Florida College System Risk Management Consortium for the benefit of the 28 colleges in the Florida College System. Palm Beach State College, as one of the Florida College System colleges, may use these services when desired to comply with the solicitation and performance requirements of the Federal Emergency Management Administration (FEMA).

Only Debris Monitoring Services are covered under this Agreement. The attached RFP (Exhibit I) and Proposal (Exhibit II) are incorporated in their entirety by reference and made a part of this Agreement, with the exception of Sections 2.2, 3.0-3.4, and 5.0 of Exhibit I and Exhibit II, which refer to Disaster Recovery and Remediation services, which are not part of this Agreement. Federal requirements/agreements are detailed in Exhibits I and II. The Florida College System Risk Management Consortium (FCSRMC) and the 27 other colleges in the Florida College System (FCS) are not parties to this Agreement, and any references to other institutions will not be binding on the other institutions for purposes of this Agreement. For purposes of this Agreement, Exhibit I and Exhibit II are deemed to be for the benefit of the College notwithstanding any references to the FCSRMC or other FCS institutions.

This is an indefinite quantity contract with no usage requirements by College and no minimum spend guarantees.

I. TERM AND TERMS/CONDITIONS

Contractor shall commence performance of the conditions of this Agreement on June 18, 2024 and shall complete performance of this Agreement to the satisfaction of College through April 30, 2026. Contractor agrees to perform in accordance with the terms and conditions set forth in Exhibit I (excluding Sections 2.2, 3.0- 3.4, and 5.0 of Exhibit I, which are not applicable to this Agreement) and Exhibit II (excluding Sections 2.2, 3.0-3.4, and 5.0 of Exhibit II, which are not applicable to this Agreement). The parties agree that this Agreement controls in the event of any inconsistencies with Exhibit I and Exhibit II, and Exhibit I controls in the event of inconsistencies with Exhibit II.

II. ACCOUNTING

Contractor shall keep accurate records as to performance of all services required pursuant to this Agreement, and of all transactions relating to this Agreement.

III. SERVICE LOCATIONS

This Agreement is available for use in connection with all properties owned, operated or managed by College.

IV. CONTRACTOR'S PERFORMANCE

Contractor shall perform all services and furnish all labor at Contractor's risk, assuming full responsibility for completion of the services and providing the deliverables required herein.

V. PAYMENT

College shall pay Contractor within thirty (30) days after receipt of an acceptable invoice in accordance with the terms and conditions of this Agreement. Invoices for services shall be submitted in detail sufficient for proper pre-audit and post-audit reviews. In the case of an error on the part of Contractor, the thirty (30) day period shall begin upon receipt by College of a corrected invoice or other remedy of the error.

VI. AVAILABILITY OF FUNDS

The College's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature.

VII. DEFAULT

The failure of either party to comply with any provisions of this Agreement shall place that party in default. Prior to terminating this Agreement, the non-defaulting party shall notify the defaulting party in writing, stating the provision or provisions which give rise to the default. The defaulting party shall be entitled to a period of thirty (30) days from the receipt of the Notice of Default to cure the default. In the event said default is not timely cured, the non-defaulting party may immediately terminate this Agreement by written notice. The failure of either party to exercise this right shall not be construed as a waiver of such right in the event of further default or non-compliance.

VIII. PUBLIC RECORDS

To the extent that Contractor meets the definition of "contractor" under Section 119.0701, Florida Statutes, in addition to other contract requirements provided by law, Contractor must comply with public records laws, including the following provisions of Section 119.0701, Florida Statutes:

(a) Keep and maintain public records required by College to perform the service.

(b) Upon request from College's custodian of public records, provide College with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the agreement if the Contractor does not transfer the records to College.

(d) Upon completion of the Agreement, transfer, at no cost, to COLLEGE all public records in possession of the Contractor or keep and maintain public records required by College to perform the service. If the Contractor transfers all public records to College upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to College, upon request from College's custodian of public records, in a format that is compatible with the information technology systems of College.

(e) IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE OFFICE OF THE GENERAL COUNSEL AT (561) 862-4387, denisg@palmbeachstate.edu, Palm Beach State College, 4200 Congress Ave, MS18, Lake Worth, FL 33461.

(f) THE CONTRACTOR ACKNOWLEDGES THAT PALM BEACH STATE COLLEGE CANNOT AND WILL NOT PROVIDE LEGAL ADVICE OR BUSINESS ADVICE TO CONTRACTOR WITH RESPECT TO ITS OBLIGATIONS PURSUANT TO THIS SECTION RELATED TO PUBLIC RECORDS. THE CONTRACTOR FURTHER ACKNOWLEDGES THAT IT WILL NOT RELY ON PALM BEACH STATE COLLEGE OR ITS COUNSEL TO PROVIDE SUCH BUSINESS OR LEGAL ADVICE, AND THAT IT HAS BEEN ADVISED TO SEEK PROFESSIONAL ADVICE WITH REGARD TO PUBLIC RECORDS MATTERS ADDRESSED BY THIS AGREEMENT. THE CONTRACTOR ACKNOWLEDGES THAT ITS FAILURE TO COMPLY WITH FLORIDA LAW AND THIS AGREEMENT WITH RESPECT TO PUBLIC RECORDS SHALL CONSTITUTE A MATERIAL BREACH OF THIS AGREEMENT AND GROUNDS FOR IMMEDIATE TERMINATION.

In addition, this Agreement may be unilaterally canceled by College for refusal by Contractor to allow public access to all documents, papers, letters or other materials subject to the provisions of Chapter 119, Florida Statutes, and made or received by Contractor in conjunction with this Agreement. Moreover, all written records received by the College in connection with the transaction of official business may be deemed public records and are subject to the provisions of Ch. 119, F.S.

IX. INDEPENDENT CONTRACTOR

It is understood and agreed that nothing contained herein is intended or should be construed as in any way creating or establishing the relationship of partners between the parties hereto, or in any way making Contractor the agent or representative of the College for any purposes in any manner whatsoever. Contractor is, and shall remain, an independent contractor with respect to all services performed under this Agreement.

X. FORCE MAJEURE

No default, delay, or failure to perform on the part of Contractor or College shall be considered a default, delay or failure to perform otherwise chargeable hereunder, if such default, delay or failure to perform is due to causes beyond either party's reasonable control including, but not limited to: strikes, lockouts, or inactions of governmental authorities, epidemics, war, embargoes, fire, earthquake, acts of God, or default of common carrier. In the event of such default, delay or failure to perform, any date or times by which either party is otherwise scheduled to perform shall be extended automatically for a period of time equal in duration to the time lost by reason of the excused default, delay or failure to perform.

XI. SEVERABILITY

In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, or by an administrative hearing officer in accordance with Chapter 120, Florida Statutes, such holding shall not invalidate or render unenforceable any other provision hereof. However, where a breach of the Agreement goes to the whole of the Agreement, the Agreement is unenforceable.

XII. ASSIGNMENT

Contractor shall not assign (by operation of law, change of control or otherwise) any part of this Agreement without the prior written consent of College.

XIII. GOVERNING LAW AND VENUE

This Agreement and any disputes hereunder, shall be governed by and construed in accordance with the laws of the State of Florida and the rules and regulations of the Florida Department of Education and College, and any provisions herein in conflict therewith shall be void and of no effect. Contractor and College hereby agree that venue shall be in Palm Beach County, Florida.

XIV. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties, and no addition, modification or amendment hereto shall be effective unless in writing and executed by the parties hereto.

XV. DISCLAIMER

This Agreement is not binding upon the College until it has been signed by a person with a specific delegation of authority to sign on the College's behalf.

XVI. TERMINATION FOR CONVENIENCE

Either party may terminate this Agreement for any reason upon 90 days written notice to the other party. Termination under this clause will not affect any financial obligations incurred prior to termination.

XVII. ATTORNEYS' FEES AND COSTS

Each party shall be responsible for its own attorneys' fees and costs in the event of a dispute arising from this Agreement except in the event that a court or other judicial body awards fees or costs in accordance with F.S. §57.105 (sanctions for raising unsupported claims or defenses).

XVIII. GRAMM LEACH BLILEY ACT

The Contractor will implement and maintain appropriate safeguards for any customer or student information that comes into its possession as a result of its business relationship with the College as described in this Agreement.

XIX. FERPA

The Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g et seq., 34 CFR Part 99, and Florida Statute section 1002.225, protect the privacy of students' education records. If Contractor, who may be considered a school official for purposes of this Agreement, gains possession of records in the process of performing services under this Agreement, Contractor will not use, share, or further disclose such records, and Contractor will promptly return records to College.

XX. CONFLICT OF INTEREST

Contractor hereby certifies that it and its directors and/or principal officers are not employed by and/or affiliated with the College.

XXI. COMPLIANCE WITH LAWS AND VERIFICATION OF EMPLOYMENT STATUS

Each party shall comply with all applicable federal and state laws, codes, rules, and regulations in performing its duties, responsibilities, and obligations pursuant to this Agreement.

Contractor agrees to comply with all applicable provisions of Fla. Stat. s. 448.095. Contractor and its subcontractors, if any, will register with and use the E-Verify system to verify the work authorization status of all newly hired employees. Contractor will provide appropriate evidence of enrollment to College. Contractor will require subcontractors, if any, to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor will maintain a copy of such affidavits for the duration of its contract with College. College, Contractor, and subcontractors who have a good faith belief that a person or entity with which it is contracting has knowingly violated Fla. Stat. s. 448.09(1) shall terminate the contract with that person or entity. This termination is not a breach of contract and may not be considered as such. Contractor will be liable for any additional cost or expense incurred by College as a result of such termination of a contract. If College has a good faith belief that a subcontractor knowingly violated this section, but the Contractor otherwise complied with the relevant law, College will promptly notify the Contractor and direct the Contractor to immediately terminate the contract with the subcontractor. This termination is not a breach of contract and may not be considered as such. Contractor will be liable for any additional costs or expenses incurred by College as a result of such termination of a contract.

XXII. COUNTERPARTS

This Agreement may be executed in multiple parts (by facsimile transmission, email, or otherwise) and each counterpart shall be deemed an original, and all of which together shall constitute but one agreement. Electronic signatures will be considered originals.

CONTRACTOR:

DISASTER PROGRAM & OPERATIONS, INC.

By: Gabrielle Benigni Date 5/24/2024

Print/Type Name, Title: Gabrielle Benigni/President

COLLEGE:

THE DISTRICT BOARD OF TRUSTEES OF PALM BEACH STATE COLLEGE, FLORIDA

By: _____ Date _____

Ava L. Parker, JD
President

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Ratify the Guaranteed Maximum Price (GMP) Amendment for LEGO Construction Co. Construction Manager at Risk (CMAR) Contract for the Construction of the Lake Worth Medical Simulation Laboratory Remodel Training Center Interior Remodeling
Presenter: Mr. Kirk Stetson, Manager, Facilities Planning and Construction

Summary:

Background/Pertinent Facts: On November 21, 2023, LEGO Construction Co. was approved by the Palm Beach State College District Board of Trustees for the provision of Construction Manager at Risk (CMAR) pre-construction and construction services, for the Lake Worth Medical Simulation Laboratory Remodel, following a rigorous selection process.

Nearing the completion of design efforts, the College engaged LEGO Construction Co. to provide a Guaranteed Maximum Price (GMP) for this project. The CMAR warrants to the owner that the project will be built at a price not-to-exceed the GMP. If the cost is approved by the College, award of the construction phase contract to the CMAR would occur and the CMAR assumes the risk of meeting the GMP. Approval of the GMP allows LEGO Construction Co. to proceed with the improvements as specified in the agreement and as provided for in the construction design documents/plans.

The GMP is determined based on the plans, labor and material costs, and specifications at the time of the GMP with some reasonable assumptions and a contingency allowance is included. This contingency may be used to address potential price increases due to volatility of markets. Any necessary changes to the GMP contract, such as an increase in the maximum price or an extension of the timeline, can be made through change orders in accordance with Article 10 of the CMAR Contract. These changes may be necessary due to unforeseen issues, price escalations or material changes to the scope of work. If such changes occur beyond the contingency, they will be presented to the Board for approval.

Board approval is requested to ratify the amendment to the CMAR Agreement with LEGO Construction Co. to cover construction services pertaining to the Lake Worth Medical Simulation Laboratory Remodel and approve the Guaranteed Maximum Price (GMP) of \$4,178,636.08. Furthermore, authorization is requested for the President or

designee to take all necessary actions to finalize the agreement.

Financial Impact: The projected construction expense for this project is \$4,178,636.08.

Strategic Goal(s) Addressed: The College will promote and practice operational efficiencies in all areas.

Duration of Contract: The Construction Manager must achieve Substantial Completion of the Applicable Work on or before January 9, 2025. Final completion of the Applicable Work must be achieved no later than Thirty (30) days following the date of Substantial Completion in accordance with Article 6 of the Agreement.

RECOMMEND: Approval

Attachments:

GMP Amend to Construction Agreement LEGO - Med Sim Lab_FullyExecuted_6-6-24
Memorandum Delegation of Authority

Links:

[GMP-SIM-Lab EXHIBIT-A \(Summary of Work\) 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-B GMP-PriceSummary 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-C Clarification 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-D DetailedEst 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-E BidTabulations 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-F Schedule 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-G SPEC-Contents 4-5-2024](#)

[GMP-SIM-Lab EXHIBIT-H Index-DWG 4-5-2024](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

GMP AMENDMENT NO. 1
TO
CONSTRUCTION AGREEMENT

This **GMP Amendment No. 1** (this “GMP Amendment”) amends the Construction Agreement dated **November 21, 2023**, between Palm Beach State College (“Owner”) and **LEGO Construction Co.** (“Construction Manager”) for the Project known as **Medical Simulation Lab Training Center Interior Remodeling**.

In consideration of the mutual covenants and promises set forth in the Contract as amended hereby, Owner and Construction Manager agree as follows:

- 1) Applicable Work. The Work applicable under this GMP Amendment (the “Applicable Work”) is the entire Work under the Contract, as further described by the Drawings, Specifications and Addenda incorporated into the Contract by this GMP Amendment.
- 2) Date of Commencement. Except as specifically authorized in accordance with Article 6 of the Agreement, Construction Manager shall not commence the Applicable Work until a date to be established by Owner in a written notice to proceed.
- 3) Contract Time. The Construction Manager must achieve Substantial Completion of the Applicable Work on or before **January 9, 2025**, (the “Contract Time”). Final completion of the Applicable Work must be achieved no later than Thirty (30) days following the date of Substantial Completion in accordance with Article 6 of the Agreement.
- 4) Guaranteed Maximum Price. Regardless of the amount of the Cost of the Work attributable to the Applicable Work, the Contract Sum for the Applicable Work is guaranteed by the Construction Manager not to exceed **Four Million One Hundred Seventy-Eight Thousand Six Hundred Thirty-Six and 08/100 DOLLARS (\$4,178,636.08)** (the “Guaranteed Maximum Price” or the “GMP”), subject only to adjustment by Change Orders issued in accordance with Article 10 of the Agreement. To the extent the Drawings and Specifications are expected to require further development, the Construction Manager has provided in this Guaranteed Maximum Price for such development consistent with the Contract Documents and reasonably inferable therefrom.
- 5) Construction Manager’s Fee. The Construction Manager’s Fee for the Applicable Work is **Two Hundred Sixty-Seven Thousand Nine Hundred DOLLARS (\$267,900.00)**.
- 6) Overhead Fee. The Overhead Fee for the Applicable Work is **Two Hundred Sixty-Six Thousand Eight Hundred Twenty-Six and 66/100 DOLLARS (\$266,826.66)**.
- 7) General Contingency Allowance. The General Contingency Allowance for the Applicable Work is **One Hundred Thousand DOLLARS (\$100,000.00)**.

8) Allowances. All of the allowances required by the Contract Documents and those otherwise accepted by the Owner, including the General Contingency Allowance stated above, are included in the Guaranteed Maximum Price.

9) Unit pricing. Unit pricing attached hereto as an exhibit or otherwise specified in the Contract Documents is included only for the purpose of pricing changes in the Work and those portions of the Work covered by an allowance unless otherwise specifically provided in the Contract.

10) Contract Documents. The Contract Documents added by this GMP Amendment are as follows:

- a) Specifications, which are included in the project manual prepared by the Architect titled **Medical Simulation Lab Training Center Interior Remodeling** and dated **April 5, 2024**; attached hereto as Exhibit G;
- b) Drawings, which are the drawings compiled by the Architect into a set or sets titled **Medical Simulation Lab Training Center Interior Remodeling** and dated **April 5, 2024**, consisting of the drawings listed in the Index of Drawings attached hereto as Exhibit H;
- c) Exhibits, which include:
 - i. Exhibit A: Summary of Work dated **April 5, 2024**;
 - ii. Exhibit B: GMP Price Summary (to include Construction Authorization & Tax Savings) dated **April 5, 2024**;
 - iii. Exhibit C: Scope Clarifications and Assumptions dated **April 5, 2024**;
 - iv. Exhibit D: Detailed Estimate dated **April 5, 2024**;
 - v. Exhibit E: Bid Tabulations and Recommendations dated **April 5, 2024**;
 - vi. Exhibit F: Construction Schedule dated **April 5, 2024**;
 - vii. Exhibit G: Specification List dated **April 5, 2024**;
 - viii. Exhibit H: Index of Drawings dated **April 5, 2024**

[Remainder of page intentionally left blank]

The Contract Documents include only the documents specifically enumerated in the Agreement, this paragraph and other GMP Amendments.

11) Clarifications. The only assumptions, exclusions or qualifications to the Contract Documents, if any, relied upon by the Construction Manager in its determination of the Guaranteed Maximum Price attached hereto as Exhibit C.

IN WITNESS WHEREOF, the parties hereto have executed this **GMP Amendment No. 1** as of the date set forth below:

CONSTRUCTION MANAGER

LEGO Construction Co.

Signature

Luis Garcia

Printed Name

President

Title

GENERAL COUNSEL

Approval as to Legal Form for
Palm Beach State College

Signature

Geovanni J. Denis

Printed Name

Associate General Counsel

Title

Date

6/4/24

OWNER

PALM BEACH STATE COLLEGE

Signature

Ava L. Parker, J.D.

Printed Name

President

Title

Date

6/6/2024

END OF DOCUMENT



MEMORANDUM

Date: March 26, 2024

To: James E. Duffie, Vice President, Finance and Administration
Jennifer Alvarez, Procurement Director

From: Ava L Parker, J.D., President 

Re: Delegation of Authority

In accordance with Palm Beach State College Board Policies 1.31 and 4.11, the President may delegate the authority to execute contracts and approve award recommendations or reject bids and proposals to appropriate College staff up to the amount specified in Section 287.017, Florida Statutes, for Category Five.

Execution of Contracts

Contracts previously awarded pursuant to Board Policy may be executed by the staff noted below:

- Contracts of all values awarded by the District Board of Trustees may be executed by the President or designee.
- Contracts valued between \$65,001 and \$325,000 may be executed by the Vice President of Finance and Administration.
- Contracts valued up to \$65,000 may be executed by the Procurement Director.

Recommendations for Award or Rejection

Recommendations to award or reject contracts up to the amount specified in Section 287.017, Florida Statutes, for Category Five may be approved by the Procurement Director.

Authorization to Issue Purchase Orders

The Procurement Director is hereby authorized to approve all purchasing requisitions and purchase orders once appropriate approvals are granted pursuant to Policy. The Procurement Director may further delegate approval authority of requisitions and purchase orders to staff as appropriate.

Emergency Procurement

The Procurement Director is hereby authorized, up to the amount specified in Section 287.017, Florida Statutes, for Category Five to waive solicitation requirements in emergencies when there

is an imminent threat to students, employees, or public safety, or to prevent damage to the facilities caused by unexpected circumstances, or to ensure continuity of operations.

The President may authorize the waiver of solicitation requirements and approve necessary procurement actions valued above the amount specified in Section 287.017, Florida Statutes, for Category Five in emergencies when there is an imminent threat to students, employees, or public safety, or to prevent damage to the facilities caused by unexpected circumstances, or to ensure continuity of operations.

President's Designee during Absence

During absences from office, the Vice President of Finance and Administration is my authorized designee to execute all authorities enumerated herein.

Previous Delegations Rescinded

All previous delegations of authority related to procurement actions are hereby rescinded and superseded by this delegation.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024

To: Members of the District Board of Trustees

From: Ava L. Parker, J.D., President

Subject: Approve Contract Award for Third-Party Evaluation Services with WorkEd Consulting, LLC for \$1,275,000 Over a Term of 3 Years, with the Option to Renew for an Additional Three Years

Summary:

Background/Pertinent Facts: On March 15, 2024, the Procurement Department released Solicitation No. 2024-04LC, seeking proposals for Third-Party Evaluation Services. This request aimed to engage a firm to conduct impartial evaluations for the Florida Partnership for Minority and Underrepresented Student Achievement (MUSA) project. PBSC sought qualified professionals to conduct external annual evaluations, focusing on assessing the efficacy of activities and services in enhancing student achievement and increasing successful completion of advanced course examinations, particularly in underperforming middle and high schools. Three proposals were submitted.

The MUSA project's primary goals encompass:

1. Providing teacher training and professional development to boost student enrollment in advanced courses.
2. Augmenting the number of students who successfully complete and pass advanced course examinations.
3. Elevating students' skills and readiness for postsecondary education admission and completion.

The College Evaluation Committee for this solicitation was composed of the following members:

- Maureen Capp, Resource and Grant Development Director
- Sheila Scott-Lubin, Associate Vice President, Academic Affairs
- David Weber, Executive Director, Institute Research

The College Evaluation Committee conducted a comprehensive evaluation on April 30, 2024. They unanimously recommended WorkEd Consulting, LLC for the contract award.

Pursuant to District Board of Trustees Policy 1.02, the contract was executed during the May District Board of Trustees meeting recess under the President's authority. As such, District Board of Trustees ratification of the contract award is requested.

Financial Impact: There will be no financial impact since this project is funded by grants and is designed to benefit the School Districts in Florida. The grant amount totals \$3,920,000.

Strategic Goal(s) Addressed: Engage: Strengthen internal and external relationships through engaging and high-quality experiences.

Duration of Contract: Contracts will have an initial term of three (3) years after the Agreement's execution. The agreement may be renewed for an additional three (3) year term.

RECOMMENDATION FOR APPROVAL: The District Board of Trustees is requested to approve the award of Third-Party Evaluation Services to WorkEd Consulting, LLC, totaling \$1,275,000 over a three-year term, with the possibility of a three-year extension and authorizing the President to execute any amendments and/or renewals thereto and take any and all action necessary to effectuate the agreement.

Attachments:

RFP 2024-04LC- Third-Party Evaluation Services Agreement

Links:

[WorkEd Proposal](#)

[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

AGREEMENT

THIS AGREEMENT is hereby made and entered into this ____ day of _____, 2024, (the “effective date”) by and between the District Board of Trustees of Palm Beach State College (“College”), whose address is 4200 Congress Avenue, Lake Worth, Florida 33461, and WorkEd Consulting, LLC., a corporation (hereafter referred to as “Contractor”), whose address is 5230 Lighthorne Rd. Burke, VA 22015-1726

WHEREAS the College desires to retain the services of the Contractor to provide the goods and services in accordance with the College’s Request for Proposals No. 2024-04LC and the Contractor’s response thereto, all of which are incorporated herein by reference.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereafter set forth, the Contractor and the College agree as follows:

ARTICLE 1. INCORPORATION OF REQUEST FOR PROPOSALS

The terms and conditions of this Agreement shall include and incorporate the terms, conditions, and specifications set forth in the College’s Request for Proposals No. 2024-04LC and the Contractor’s response thereto, including all documentation required thereunder.

ARTICLE 2. DESCRIPTION OF GOODS OR SCOPE OF SERVICES

The Contractor shall provide the goods and/or perform those services identified in the specifications accompanying the College’s Request for Proposals, which are incorporated herein by reference.

ARTICLE 3. COMPENSATION

The College shall pay to the Contractor, in compliance with the Pricing Schedule attached hereto and incorporated herein as Exhibit A, according to the terms and specifications of the referenced Request for Proposals.

ARTICLE 4. MISCELLANEOUS PROVISIONS

a. Notice Format. All notices or other written communications required, contemplated, or permitted under this Agreement shall be in writing and shall be hand delivered, telecommunicated, or mailed by registered or certified mail (postage prepaid), return receipt requested, to the following addresses:

- i. As to the College: Palm Beach State College
4200 Congress Avenue
Lake Worth, Florida 33461
Attn: Maureen Capp, Resource and Grant Development
Director cappm@palmbeachstate.edu
- ii. As to the Contractor: WorkED Consulting, Inc.
5230 Lighthorne Rd.

Burke, VA 22015-1726
Attn: Mason M. Bishop, Owner
mason@workedconsulting.com

b. Headings. The headings contained in this Agreement are for convenience of reference only and shall not limit or otherwise affect in any way the meaning or interpretation of this Agreement.

c. Effective Date. The effective date of this Agreement shall be as of the date it has been executed by both the parties hereto.

ARTICLE 5. CONTRACT TERM

The Contract and Agreement shall be effective for three (3) years as of the effective date of this Agreement. This Agreement may be renewed for an additional three (3) year term.

(The remainder of this page is intentionally left blank)

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates hereinafter written.

CONTRACTOR

By: _____

Mason M. Bishop

Printed Name

Owner

Title

COLLEGE

By: _____

Ava L. Parker, J.D.

Printed Name

President

Title

Exhibit A



ADDITIONAL INFORMATION

WorkED proposes to conduct the MUSA evaluation, including all of the activities and deliverables outlined in this proposal and utilizing the staff expertise indicated in Section 1, for an annual cost of \$425,000 and three-year total of \$1,275,000.

WorkED proposes that this total be a fully-loaded fixed price contract, inclusive of all costs of labor, fringe benefits, supplies, and travel. WorkED does not charge indirect costs to the grant, ensuring that all funds budgeted are used for direct service costs for the project.

WorkED's proposed labor rate, which includes costs of labor, fringe benefits and supplies, is \$200 per hour. We estimate that the annual labor costs will be approximately \$400,000, which represents 2,000 hours of work, roughly 1.0 FTE hours annually.

The other \$25,000 is estimated to cover travel costs. These costs include in-state mileage for site visits, meetings with MUSA staff, and meetings with PBSC officials. Funds allocated also include quarterly onsite trips from the Washington, DC metropolitan area to West Palm Beach by Mason Bishop to participate in observational analysis, meet with PBSC officials, and provide any updates or presentations to MUSA staff and stakeholders.

While these are the proposed budget costs, WorkED reserves the right to shift funds between labor and travel as needed to meet PBSC requirements and successfully complete all evaluation activities and deliverables.

WorkED proposes billing a fixed price monthly amount provided upon submission of a monthly invoice by WorkED and approval of such monthly invoice by PBSC. Each invoice shall detail activities conducted during that month and any other details as required by PBSC.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Ratification of the Follett Bookstore Services Renewal Amendment

Summary:

Background/Pertinent Facts: In February 2015, as the result of a competitive solicitation process, the College entered into a 5-year contract for bookstore management services with Follett Higher Education, with 2 additional 5-year terms available. At the time of entering into the contract, the anticipated annual revenue from this contract was \$850,000 - \$1,000,000.

The landscape of bookstore services has changed dramatically since the start of this agreement and required re-negotiating the financial terms. The Pandemic brought a new focus to the use of digital course materials and a decrease in the number of physical books used in the classroom.

In Spring 2023, the College launched the Follett Access program, in an effort to reduce the cost of course materials for students and to make accessing the materials more convenient. Students are charged for the materials at the time of registration and then have access to the materials on day one of classes. This program started with 79 course sections in Spring 2023 and has grown to 791 course sections in Spring 2024. All the course materials in this program are digital. The College expects that the Follett Access program will continue to grow.

Under the terms of the current contract, the College receives commission on the net for digital course materials, instead of the gross, as is the case with physical course materials. The enrollment decline, coupled with the increased use of digital course materials led to a significant decrease in commissions received from Follett.

Commission history:

- 2015-2016: \$1,255,673.91
- 2016-2017: \$1,314,242.07
- 2017-2018: \$1,325,760.79
- 2018-2019: \$1,273,177.28
- 2019-2020: \$1,189,579.08
- 2020-2021: \$650,775.33

- 2021-2022: \$628,252.08
- 2022-2023: \$577,784.94
- 2023-2024: \$520,006.44

If PBSC continued with the current contract terms, the College would continue to experience large declines in commissions. In order to stabilize commissions, a new model is needed. Under the proposed renewal terms, the revenue from commissions is expected to increase by approximately \$80,000 as compared to current levels. This represents an estimated increase of \$400,000 over the five year renewal term. As such, approval of the contract renewal under the renegotiated terms is recommended.

Commissions from bookstore operations support numerous College operations, including, hospitality, campus dining operations, a portion of executive salaries, and a variety of other operational items.

Pursuant to District Board of Trustees Policy 1.02, the contract was executed during the May District Board of Trustees meeting recess under the President's authority. As such, District Board of Trustees ratification of the contract award is requested.

Financial Impact: The anticipated revenue from this 5-year renewal:

- Commission: \$3,000,000 (\$600,000 annually)
- One-time payment to the College: \$230,000
- Textbook scholarships: \$25,000 (\$5,000 annuals)
- General Scholarship (awarded through the Foundation): \$125,000 (\$25,000 annually)
- Total Revenue Value: \$3,380,000

Strategic Goal(s) Addressed: CULTURE: We will create a learning environment committed to the success of every student and employee.

Duration of Contract: The contract renewal is effective through February 28, 2029.

RECOMMEND: Approval

Attachments:

Follett Bookstore renewal amendment draft

Link(s):

[Follett agreement 2015 and 3 amendments](#)
[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

AMENDMENT #4 TO BOOKSTORE OPERATING AGREEMENT

This Fourth Amendment ("Amendment") is made as of May 14, 2024 between Palm Beach State College ("School") and Follett Higher Education Group, LLC, f/k/a Follett Higher Education Group, Inc., ("Follett").

WHEREAS: School and Follett are parties to a certain Contract for Services (Bookstore Operating Agreement) dated March 1, 2015 and as amended by a First Amendment dated July 28, 2017, a Second Amendment dated December 17, 2018, and by a Third Amendment dated February 1, 2020. The parties desire to amend the Agreement in certain respects more specifically set forth herein. All defined terms used herein shall have the meaning as set forth herein or in the Agreement.

NOW, THEREFORE, for good and valuable consideration as described herein, the sufficiency and receipt of which is hereby acknowledged, intending to be legally bound, School and Follett agree, effective March 1, 2024:

1. Per section 2 of the Agreement, School and Follett agree to exercise the renewal option for a period of five (5) years. This extension will be in effect beginning March 1, 2024 and ending on February 28, 2029.

2. Section 6.17 of the Agreement is amended by deleting and inserting in its place the following:

Follett will provide **\$5,000** annually in Textbook scholarships for each full contract year during the term of this Agreement as an accounts receivable account. In the event there is a partial contract year, the payment will be prorated according to the contract year. Such scholarship must be applied within the academic year in which it is granted, and cannot roll over into future academic years.

3. Section 6 of the Agreement is amended by adding the following new Section 6.18:

Follett will provide **\$25,000** annually in General scholarships for each full contract year during the term of this Agreement as an accounts receivable account. In the event there is a partial contract year, the payment will be prorated according to the contract year. Such scholarship must be applied within the academic year in which it is granted, and cannot roll over into future academic years.

4. Section 10.1 of the Agreement is amended by deleting and inserting in its place the following:

Commission on Course Material Sales

10.0% of all Course Material Commissionable Sales

Course Material Commissionable Sales are defined as all collected revenue (in compliance with generally accepted accounting principles) for all physical print course material products and course related supplies generated through the Store or the Store website, less Digital product revenue, voids, refunds, sales tax, campus debit card fees, discounted sales to authorized School faculty, staff, departments and others as may be mutually agreed to under this Agreement, associated Follett-funded scholarships, handling fees associated with non-return of rental textbooks, pass-through income and merchandise sales at less than an inherent 20% margin (i.e., computer hardware and software).

Commission on **Digital Revenue**

7.0% of all Digital Commissionable Sales

Digital Commissionable Sales are defined as all collected revenue (in compliance with generally accepted accounting principles) for all digital content generated through the Store or the Store website, including Inclusive Access, less Equitable Access revenue, voids, refunds, sales tax, campus debit card fees, discounted sales to authorized School faculty, staff, departments and others as may be mutually agreed to under this Agreement, associated Follett-funded scholarships and pass-through income.

Commission on **General Merchandise Sales**

15.0% of all Commissionable Sales up to **\$5,000,000**; plus
16.0% of any part Commissionable Sales over **\$5,000,000** but less than **\$7,000,000**; plus
17.0% of any part of Commissionable sales over **\$7,000,000**

General Merchandise Commissionable Sales are defined as all collected revenue (in compliance with generally accepted accounting principles) for all general merchandise products generated through the Store or the Store website, less course related supplies associated with an Inclusive or Equitable Access program, voids, refunds, sales tax, campus debit card fees, discounted sales to authorized School faculty, staff, departments and others as may be mutually agreed to under this Agreement, associated Follett-funded scholarships, pass-through income and merchandise sales at less than an inherent 20% margin (i.e., computer hardware and software).

5. Section 10.2 of the Agreement is amended by deleting in its entirety.
6. Section 10 of the Agreement is amended by adding the following new section 10.5:

10.5 Follett shall provide a one-time payment of **\$230,000** within 180 days of the execution of this amendment. On any termination, expiration or non-renewal of this Agreement, School shall pay Follett the unamortized book value of this payment

The book value shall be calculated on the straight-line method, from the date the payment is made by Follett, over the greater of 8 years or until expiration of this Agreement.
7. Section 10 of the Agreement is amended by adding the following new section 10.6:

10.6 Follett shall provide a one-time payment of **\$100,000** within 180 days of the implementation of an Equitable Access Program. On any termination, expiration or non-renewal of this Agreement, School shall pay Follett the unamortized book value of this payment.

The book value shall be calculated on the straight-line method, from the date the payment is made by Follett, over the greater of 8 years or until expiration of this Agreement.
8. Except as specifically amended hereby, the Agreement shall continue in full force and effect in all respects. In the event of any conflict between the Agreement and this Amendment Four, this Amendment shall govern and control.

IN WITNESS WHEREOF, School and Follett have caused this Amendment to be executed by their authorized officers as of the date first written above.

**FOLLETT HIGHER EDUCATION
GROUP, LLC**

Signed by:
By: *Ryan Petersen*
Name: Ryan Petersen
Title: President
Date: 5/20/2024

PALM BEACH STATE COLLEGE

By: _____
Name: Ava L. Parker, J.D.
Title: President
Date: _____

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024

To: Members of the District Board of Trustees

From: Ava L. Parker, J.D., President

Subject: Approve Contract Renewal with Workday for the College's Enterprise Resource Planning System
Staff Contact: Dr. Russell E. Kaufman, Chief Information Officer

Summary:
The Workday contracts are up for renewal. These Core (Human Capital Management (HCM), Finance) and Student modules are the foundational modules in the College's Enterprise Resource Planning (ERP) system, Workday. The HCM and Finance modules are set to expire on December 13, 2024 and Workday Student is set to expire on July 13, 2024.

Background/Pertinent Facts:

Palm Beach State College (PBSC) implemented Workday, a comprehensive cloud-based enterprise resource planning (ERP) system, in 2016. Workday unifies student services, financials, spend management, human capital management, payroll, contracts, budgeting, planning, and analytics into one central core system. Since its implementation, PBSC has invested in staff to integrate and support the system while also investing in rebuilding workflows, focusing on optimizing Workday's functionality to meet the college's mission.

The Workday system was acquired via a competitive solicitation process, with the contract awarded by the District Board of Trustees at its meeting of December 13, 2016 (MT #1189). The system has been deemed the College's Standardized ERP system. This contract renewal complies with Florida Administrative Code 6A-14.0734(2)(h): Single source procurements for purposes of economy or efficiency in standardization of materials or equipment and exempt from the requirement to solicit competitive offers. It is recommended that the Board authorize a five-year renewal for HCM and Finance and the Student modules through December 13, 2029 in the amounts noted below.

Financial Impact: Financial Impact: HCM and Finance

1	December 14, 2024 through December 13, 2025	\$750,574
2	December 14, 2025 through December 13, 2026	\$793,613
3	December 14, 2026 through December 13, 2027	\$875,601
4	December 14, 2027 through December 13, 2028	\$924,601
5	December 14, 2028 through December 13, 2029	\$976,465
Total Subscription Fee		\$4,320,854

Financial Impact: Workday Student

1	July 14, 2024 through July 13, 2025	\$627,442
2	July 14, 2025 through July 13, 2026	\$665,088
3	July 14, 2026 through July 13, 2027	\$704,993
4	July 14, 2027 through July 13, 2028	\$747,293
5	July 14, 2028 through July 13, 2029	\$792,130
6	July 14, 2029 through December 13, 2029	\$349,860
Total Subscription Fee		\$3,886,806

Strategic Goal(s) Addressed: Completion, Collaboration, Culture

Duration of Contract: This is a 5-year contract valid until 12/13/29

RECOMMEND: Approval

Attachments:

Workday - Student Order Form 00442409.0 5 years to 12-13-29.pdf

Workday - HCM and Finance Order Form 00442399.0 5 years to 12-13-29.pdf

Link(s):

[DBOT PowerPoint Presentation](#)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.



ORDER FORM 00442399.0

Customer Name	The District Board of Trustees of Palm Beach State College
Workday Entity	Workday, Inc. 6110 Stoneridge Mall Road Pleasanton, CA 94588
MSA Effective Date	December 15, 2016
Order Effective Date	December 14, 2024
Order Term	December 14, 2024 through December 13, 2029
Currency	USD
Total Subscription Fee	4,320,854

Payment Schedule Table

Payment #	Payment Due Date	Payment Amount
1	Due in accordance with the MSA, invoiced upon Order Effective Date	750,574
2	Due on First anniversary of the Order Term start date	793,613
3	Due on Second anniversary of the Order Term start date	875,601
4	Due on Third anniversary of the Order Term start date	924,601
5	Due on Fourth anniversary of the Order Term start date	976,465
	Total Payment Amount	4,320,854

For the avoidance of doubt, the Payment Schedule Table will be used for invoicing purposes.

Subscription Fees Table

Subscription Period	Date Range	Subscription Fee
1	December 14, 2024 through December 13, 2025	750,574
2	December 14, 2025 through December 13, 2026	793,613
3	December 14, 2026 through December 13, 2027	875,601
4	December 14, 2027 through December 13, 2028	924,601
5	December 14, 2028 through December 13, 2029	976,465
	Total Subscription Fee	4,320,854

Customer understands that the Subscription Fees above reflects Customer’s planned phased deployment, and any adjustment to the deployment timeline will not result in changes to the Payment Schedule or Subscription Fees.

Subscription Rights Table

SKU	Service	Pricing Metric	Annual Subscription Rights
LDPHCM	Core Human Capital Management - LDP	FSE*	Full Enterprise (incl. Former Workers with Access)
LDPUSP**	Payroll for United States - LDP	FSE*	United States-based Employees only
LDPBEN	Benefits - LDP	FSE*	Full Enterprise
LDPCCB	Cloud Connect for Benefits - LDP	FSE*	Full Enterprise
LDPLRN	Learning - LDP	FSE*	Full Enterprise
MCNF	Media Cloud - No Fee	FSE*	Full Enterprise
LDPCCLRN	Cloud Connect for Learning - LDP	FSE*	Full Enterprise
LDPREC	Recruiting - LDP	FSE*	Full Enterprise
LDPPD	Performance and Development - LDP	FSE*	Full Enterprise
LDPSP	Succession Planning - LDP	FSE*	Full Enterprise
LDPFIN	Core Financials - LDP	FSE*	Full Enterprise
LDPGM	Grants Management - LDP	FSE*	Full Enterprise
LDPPLNF	Financial Planning - LDP	FSE*	Full Enterprise
LDPTT	Time Tracking - LDP	FSE*	Full Enterprise
LDPAM	Absence Management - LDP	FSE*	Full Enterprise
LDPEXP	Expenses - LDP	FSE*	Full Enterprise
LDPPRO	Procurement - LDP	FSE*	Full Enterprise



LDPSRCINT	Strategic Sourcing Intake - LDP	Flat Fee	Unlimited intake events
LDPSRCCNT	Strategic Sourcing Contracts - LDP	Flat Fee	Unlimited contract events
XTND	Extend Essentials	Application	Up to 3 Applications
XTND-APP-3PK***	Extend Additional Apps	Application	Up to 3 Additional Applications

*For Pricing Metric details see the Full-Service Equivalent (“FSE”) Count Table below.

**Customer agrees that the number of FSE Workers for all Workday Payroll applications and LDPCCTPP will always be equal to the total number of FSE Workers for LDPHCM minus Former Workers with Access.

***XTND-APP-3PK starts December 14, 2026.

Full-Service Equivalent (“FSE”) Count Table

FSE Population Category	Baseline FSE Count
Full Enterprise (incl. Former Workers with Access)	1,375
United States-based employees	1,375
Full Enterprise	1,375

Customer Contact Information

	Billing, In Care of
Contact Name	Sothreaksa Denton
Street Address	4200 Congress Avenue
City/Town, State/Region/County, Zip/Post Code, Country	Lake Worth, FL 33461 United States
Phone/Fax #	(561) 868-3106
Email (required)	payables@palmbeachstate.edu

Customer Information	Initial Named Developer Site Admin
Contact Name	Russell Kaufman
Phone/Fax #	561-868-3239
Email (required)	kaufmanr@palmbeachstate.edu

For customers based in the U.S., certain portions of the Service included in this Order Form can be used with optional downloadable software components (“**Downloadable Components**”). Any applicable tax for Downloadable Components will be separately presented on the invoice based on a valuation attributed to the Downloadable Components. As of the Order Effective Date, there is no value attributed to any of the Downloadable Components.

This Order Form is only valid and binding on the parties when executed by both parties and is subject to the terms in the MSA and attached Addendums. In the event of a conflict, the provisions of this Order Form take precedence over the MSA and its exhibits and attachments. Any Service SKU described in this Order Form is a Covered Service under the Workday Universal DPE and Workday Universal Security Exhibit. The parties acknowledge and agree that Order Forms #299150, with an Order Effective date of December 14, 2021, #324961, with an Order Effective date of April 27, 2022, #349983, with an Order Effective date of April 29, 2022, and #401684, with an Order Effective Date of June 22, 2023, between Customer and Workday, expires the day before the Order Effective Date stated above. Immediately upon such expiration, this Order Form will govern Customer’s use of the Service, as defined above.

All remittance advice and invoice inquiries shall be directed to Accounts.Receivable@workday.com.



IN WITNESS WHEREOF, this Order Form is entered into as of the Order Effective Date.

The District Board of Trustees of Palm Beach State College Workday, Inc.

Signature	Signature
Name	Name
Title	Title
Date Signed	Date Signed

ADDITIONAL ORDER FORM TERMS ADDENDUM

1. General.

Unless otherwise defined herein, capitalized terms used in this Order Form have the same meaning as set forth in the MSA. The Total Subscription Fee is based on the maximum indicated in the Subscription Rights Table and any use in excess of such maximum(s) indicated will be subject to the Growth and Expansion section herein. Annual Subscription Rights limits may not be decreased during the Order Term.

2. FSE Metric Calculation and Worker Category Definitions.

The total FSE Count is calculated by categorizing each Worker to one of the Worker Categories below, multiplying the applicable number of Workers by the Applicable Percentage, and then adding the FSE Count for each Worker Category.

FSE Calculation Table:

Worker Category	Total Workers	Applicable Percentage	FSE Count
Full Time Employees	1,187	100.0%	1,187
Part-Time Employees	32	25.0%	8
Associates	1,440	12.5%	180
Former Workers with Access	0	2.5%	0
Total FSE Count:	2,659		1,375

The Service may be used by Customer only for the Worker Categories listed above and as defined below.

“Full-Time Employee” is an employee of Customer regularly scheduled for more than twenty hours per week regardless of the method of payment or actual hours worked, whether or not such employee is eligible to receive employee benefits in accordance with Customer’s internal standard practices. A Full-Time Employee will be considered non-temporary if they are hired to work for a period of more than 3 months in a given year.

“Part-Time Employee” is an employee of Customer regularly scheduled for twenty hours per week or less regardless of the method of payment or actual hours worked, whether or not such employee is eligible to receive employee benefits in accordance with Customer’s internal standard practices. A Part-Time Employee will be considered non-temporary if they are hired to work for a period of more than 3 months in a given year.

“Associate” is an individual not counted as a Full-Time or Part-Time Employee but in one of the following categories: temporary employees, independent contractors and affiliated non-employees including, but not limited to, volunteers and vendors whose Active Records are in the Service.

“Former Worker with Access” is a former worker that continues to have access to the Service through the Employee Self-Service features. Former Workers with Access are only included in the Subscription Rights for the Human Capital Management Service.

Former Workers with Static Records shall be excluded from the FSE calculation but may continue to be maintained in the Service. **“Static Records”** are records in the Service for workers with whom Customer has no further relationship and to whom Customer does not provide self-service access. Static Records include former worker records used solely for historical reference. All other worker records are **“Active Records”**.

3. Additional Metric Definition(s).

Additional Metric Definition Table

	Metric	Definition
XTND	Application	An Extend App that has been promoted by a Developer to production. Each Extend App that has been promoted by a Developer to production is perpetually counted against Customer's Extend Subscription Right.

4. Growth and Expansion.

A. Annual Reporting Obligation.

Customer will report to subscriptions@workday.com no earlier than 90 days and no later than 60 days (**“Annual Reporting Period”**) based on the number of Active FSE Worker Records and Additional Metrics provided below.

as applicable, as of 90 days (“**Count Date**”) prior to each anniversary of the Order Term start date. Customer agrees to pay fees for any excess Subscription Rights at the Expansion Rates described below to cover the period from the anniversary of the Order Term start date immediately following the Annual Reporting Period through the subsequent anniversary date (each a “**Reporting Cycle**”). Customer understands that an order form will be required to document any annual fees due pursuant to this section in its entirety. Such order form must be executed no later than 30 days prior to each anniversary of the Order Term start date until the Renewal (as defined below), at which time the Annual Reporting Obligation will be incorporated into the Renewal Term.

a. FSE Metric Reporting.

Reporting for Active FSE Worker Records is based on the additional FSE Workers which are defined as any Active FSE Worker records exceeding the Baseline FSE Count.

FSE Expansion Table

SKU	Annual FSE Expansion Rate
All Service SKU(s) with the FSE Pricing Metric in the Subscription Rights Table unless stated otherwise within this table	379.94
LDPHCM	83.75
LDPUSP	51.88

B. Growth Discount

Notwithstanding the foregoing, Customer may reduce the FSE Expansion Rate (“**Growth Discount**”) in the event that Additional FSE Workers result in an increase of the Baseline FSE Count by ten percent (10%) or more. Customer will be entitled, at Customer’s request, to the Growth Discount on the fees for those Additional FSE Workers through the next Subscription Period. Customer must request the Growth Discount via subscriptions@workday.com on the Annual Reporting Date for the Growth Discount to apply. The Growth Discount will not be retroactively applied to any growth Order Form executed prior to such request.

Increase in FSE Workers over Baseline FSE Count	Discount (%)
10.00% - 19.99%	2%
20.00% - 29.99%	4%
30.00% - 39.99%	6%
40.00% - 49.99%	8%
50% or more	10%

Subscription Fees for Additional FSE Workers are due in accordance with the terms of the Agreement. An Order Form will be required to document annual fees due pursuant to this section.

a. Additional Metric Reporting based on total cumulative number.

Reporting for the following SKU(s) is based on the total cumulative number set forth in the Subscription Rights Table for the 12-month period preceding the Count Date. For avoidance of doubt, reporting at the end of Year 1 is based on Customer’s full annual entitlement outlined in the Subscription Rights Table.

i. Additional Metric Expansion Table

SKU	Additional Metric Increase	Annual Expansion Rate for Additional Metric Increase
XTND-APP-3PK	Each increment of 3 additional Applications	37,147

C. Growth Event Reporting Obligation.

In addition to the Annual Reporting Obligation, if Customer exceeds any Subscription Rights by 5% or more (“**Growth Event**”) as a result of any one-time addition of Workers (e.g., M&A), Customer must report the excess Subscription Rights to subscriptions@workday.com within 30 days of the Growth Event. Customer agrees to pay

the applicable annual fees from the start date of the Growth Event through the subsequent anniversary date which will be documented under a separate order form.

5. Renewal.

Customer may renew its subscription for the Service by notifying Workday prior to the end of the Order Term and Workday will generate a new Order Form for a single three-year renewal term (“**Renewal Term**”) at the below pricing. Such order form must be executed no later than 30 days prior to the end of this Order Term.

Renewal Table

Renewal Term Years	Annual Renewal Subscription Fees
1st year of Renewal Term	Base Subscription Fee x (1+ (2% Innovation Index + Renewal Term CPI))
2nd year of Renewal Term	Previous Year Subscription Fee x (1+ (2% Innovation Index + Renewal Term CPI))
3rd year of Renewal Term	Previous Year Subscription Fee x (1+ (2% Innovation Index + Renewal Term CPI))

The “**Base Subscription Fee**” means the Subscription Fee for the final Subscription Period listed in the Subscription Fees Table in the final Subscription Period. If the final Period is a partial year, Base Subscription Fee is the annualized value of the final Annual Period Subscription Fee. The Expansion Rates for the Renewal Term shall be increased by the same percentage as the Annual Renewal Subscription Fees per year in the Renewal Table. Fees for the Renewal Term are due by the first day of each corresponding year of the Renewal Term. Individual payments shall match the Annual Renewal Subscription Fee as defined in the Renewal Table above. If Customer wishes to procure any additional SKUs or Subscription Rights for a Renewal Term that are not included in the Base Subscription Fee, fees for those items will be in addition to the fees anticipated under this section.

6. Additional Definitions (as applicable).

“**CPI**” means the consumer price index established by the United States Department of Labor for All Urban Consumers, US City Average, All Items (change in annual average).

“**Renewal Term CPI**” means CPI established for the calendar year prior to the most recent February 1 preceding the Renewal Term, if a positive number.

“**Innovation Index**” means the fixed annual rate of increase in Subscription Fees based on improved Service functionality and performance that is a result of Workday’s efforts and investment in product development and infrastructure.

WORKDAY SERVICE SKU DESCRIPTIONS ADDENDUM

Customer may only use the Service SKUs subscribed to as indicated in the body of this Order Form.

Service	Description
Core Human Capital Management - LDP	Core HCM includes management of the unified worker system of record; organization management; staffing management; basic compensation management; safety incident tracking; business asset tracking; management of business plans. Core HCM supports the organization’s onboarding through new hire tasks; calls attention to the on-boarding process; guides workers through a checklist of actions; and enables communication of relevant corporate and job-related information. Core HCM also enables the creation of electronic Form I-9s for U.S. employment verification and the ability to distribute documents to new hires and track acknowledgements or electronic signatures. Core HCM includes Workday Foundation elements such as dashboards, reporting, analytics, Business Process Framework and self-service. Workday HCM includes connectors that facilitate integration to select Workday partners that provide capabilities including: recruiting, learning, time and attendance, and user account provisioning (LDAP/Active Directory).
Cloud Connect for Benefits - LDP	Cloud Connect for Benefits extends Workday HCM by providing integration to a growing catalog of benefits providers, including: health insurance, health and flexible spending accounts, retirement savings plans, life insurance, AD&D insurance, and COBRA administrators.
Benefits - LDP	Benefits enables the set-up of benefit plans, benefit groups, eligibility rules and benefit rates; maintenance of enrollment event and cross plan rules for benefit plans; management of benefit and open enrollment events, evidence of insurability, and individual rates for workers; and tracking of beneficiaries and dependents.
Payroll for United States - LDP	Workday Payroll for US supports the creation and management of Payroll for U.S. employees. Configure earnings, deductions, accumulations, and balances. Identify tax authorities each company wishes to withhold for. Manage worker tax data, payment elections, involuntary withholding orders, and payroll input. Calculate, review/audit, and complete payrolls and settlement runs. Configure and calculate payroll commitments. Workday Payroll includes connectors that facilitate integration to select Workday partners that provide capabilities, including: time and attendance, tax filing, check printing, and direct deposit.
Learning - LDP	Workday Learning supports an organization in training and developing its workforce. This includes the ability to manage, organize and deliver learning content using Media Cloud, and to leverage Workday HCM data to create targeted learning campaigns. A variety of learning content is supported - including but not limited to video, packaged third-party content, and user-generated content. Workday Learning also offers the ability to manage certifications and instructor-led course enrollments, and to gather feedback and analytics relating to the learning experience.
Media Cloud - No Fee	Workday Media Cloud is a media content management system that consists of Workday's storage, encoding, caching, playback, streaming, and related service components as provided by Workday for customers of the Workday Service. A variety of learning content is supported by Media Cloud, including but not limited to video, packaged third-party content, and user-generated content.
Cloud Connect for Learning - LDP	Cloud Connect for Learning extends Workday Learning by providing integrations to third party content providers. This includes the ability to search third party learning course information, access learning courses, and, if and when available, track and retain records. This SKU requires an active subscription to Workday Learning. It also requires customers to

	maintain an active subscription to Innovation Services and opt in to the corresponding Innovation Service.
Recruiting - LDP	Workday Recruiting supports an organization in its talent acquisition process. It is designed to help hiring managers and recruiters identify, hire and onboard the right talent for their business. Workday Recruiting supports the hiring process, including pipeline management, requisition management, job posting distribution, interview management, offer management, as well as supports local data compliance and pre-employment activities. Workday Recruiting also offers hiring teams tools to proactively source, nurture and track internal and external prospective candidates throughout the recruiting process.
Performance and Development - LDP	Performance and Development enables performance reviews, performance improvement plans, development plans, and disciplinary actions. It enables the set-up of reviews to be sent to additional reviewers. It enables actions for allowing employees to get feedback on themselves and other employees. Performance and Development enables the management of individual goals and linkage to organization goals. It enables the creation and viewing of talent matrix reports. Performance and Development also enables the set-up of competencies at different levels including management level and job family. It supports the comparison of competency assessments for workers with the competencies required for their jobs, as well as the management of career development items, and the management of the overall talent review process.
Succession Planning - LDP	Succession Planning enables the management of succession plans, creation and management of talent pools, performance of talent assessment and talent identification. It enables the search for talent and talent comparison.
Core Financials - LDP	Core Financials includes financial management and accounting, banking and settlement management, cash management, customer management, supplier management, financial consolidation, business asset accounting, capital projects and project tracking. Core Financials includes Workday Foundation elements such as dashboards, reporting, analytics, Business Process Framework and self-service. Core Financials includes connectors that facilitate integration to select Workday partners that provide capabilities, including customer relationship management, electronic payments, and customer payments via credit card.
Grants Management - LDP	Workday Grants Management enables organizations to administer and report on awards from the federal government, foundations, or other funding institutions. Workday Grants Management includes functionality to track and manage sponsors, awards, grants, and grant hierarchies. It also includes capabilities to calculate facilities and administration costs, and to bill and report to sponsors.
Financial Planning - LDP	Financial Planning provides the ability for Customer to create financial planning models for the purpose of supporting the financial planning process. Workers may interact with the financial planning model for the purposes of data entry, forecasting, reporting, and analysis.
Time Tracking - LDP	Workday Time Tracking enables the collection, processing, and distribution of time data for a global workforce. The Workday Time Tracking module is unified with Workday HCM and Workday Payroll and includes basic time scheduling, time entry (hourly, time in/time out), approvals, project tracking, and configurable calculation rules.
Absence Management - LDP	Absence Management supports the management of leave of absences and time off. It enables the set up and administration of leave plans; the definition of the impact a leave has on employee compensation, as well as whether employees can request leave types directly. It enables viewing of leave results for a worker or organization; set up and administration of time off plans, and whether time off can be requested

	directly by the employee. Absence Management enables the viewing of time off plan balances including projections.
Expenses - LDP	Workday Expenses supports employee expense processing. Workday Expenses includes self-service and administrative functions to support employee expense reporting and reimbursement, including expense reports, global expense rules, approvals, reimbursement, credit card integration, spend analytics and project tracking. Workday Expenses also includes connectors that facilitate integration to partners that provide capabilities, including corporate card transactions, and support for 'punchout' to suppliers.
Procurement - LDP	Workday Procurement includes procure to pay functionality to address spend for goods and services. Manage suppliers, supplier contracts, requisitions, purchase and change orders, receipts, and goods and services sourcing. Maintain purchase items, catalogs, and a supplier portal. Create receipt accruals for approved, but not yet invoiced receipts. Workday Procurement includes connectors that facilitate integration to partners that provide capabilities, including: corporate card transactions, and support for 'punchout' to suppliers.
Strategic Sourcing Intake - LDP	Streamline project requests to drive enterprise-wide alignment on a single sourcing platform. Features include templated intake requests; automated routing; bidirectional status updates; collaborative reporting; requirements gathering; and message center.
Strategic Sourcing Contracts - LDP	Single contract source repository; contract searching and reporting; track contract approvals; templated contracts. Includes connectors that facilitate integration to partners that provide electronic signature, document authoring, and revision tools.
Extend Essentials	Workday Extend enables organizations to use extensions to Workday Service applications and to use custom applications with Workday Service applications, provided such extensions and applications were created under the Workday Extend Developer Program.

WORKDAY LEARNING ADDENDUM

1. Permitted Scope of Use

Customer may use Workday Learning only for the internal business purposes of Customer and its Affiliates for training and developing its internal workforce limited to its Employees or Workers having an Active Record in the HCM Service and that are included in the number of FSE Workers in a current Order Form. Learning includes unlimited storage for Media Cloud Content (defined in the Workday Media Cloud Addendum) for Customer's learning programs and unlimited bandwidth. All use of Media Cloud, both with Learning and with any other Service applications, is subject to the terms and conditions set forth in the Workday Media Cloud Addendum.

2. Course Content

Workday Learning provides Customer with the opportunity to build and promote to its workforce customized learning programs, lessons, and campaigns created through use of the Workday Learning Service ("Courses"). Courses may include links to or otherwise incorporate Media Cloud Content. Customer is solely responsible for all content of Courses it creates in Workday Learning, including any related Media Cloud Content ("Course Content"). Customer must obtain and maintain all necessary rights, consents, permissions and licenses to transfer, convert, input or upload Course Content into Workday Learning and to publish, broadcast, and otherwise make any such Course Content available to its users. Customer is responsible for obtaining all applicable licenses and authorizations for streaming or displaying Course Content to its users in any and all locations from which Customer's users access the Workday Service. To the extent Customer is not the sole owner of any Course Content, Customer is solely responsible for complying with the content owner's applicable terms of use and all Laws applicable to use of such Course Content, both from where Course Content is accessed and where Course Content is displayed. Customer agrees to indemnify and hold harmless Workday, its service providers and subcontractors, and its and their Affiliates, from any losses arising out of or relating to any third-party claim concerning Course Content or Customers' violation of the applicable Acceptable Use Policies (defined in the Workday Media Cloud Addendum). Customer grants Workday, its service providers and subcontractors, and its and their Affiliates, all right and licenses to access, publish and use Course Content for the purposes of providing the Learning Service and/or to comply with the Laws or requests of a governmental or regulatory body.

WORKDAY MEDIA CLOUD ADDITIONAL TERMS AND CONDITIONS ADDENDUM

These Workday Media Cloud Additional Terms and Conditions (the “**Media Cloud Terms**”), which are subject to and governed by the MSA except as otherwise set forth herein, apply exclusively to Media Cloud and Media Cloud Content. Capitalized terms, unless otherwise defined, have the same meaning as in the primary Service subscription agreement between Workday and Customer (the “**MSA**”).

1. Provision of Media Cloud. “**Media Cloud**” consists of Workday’s storage, encoding, caching, playback, streaming, and related service components for Media Cloud Content as provided by Workday for customers of the Service. Media Cloud components are hosted or delivered by third party service providers as described on Workday’s Subprocessor List at <https://www.workday.com/en-us/legal/subprocessors.html> (collectively, “**Media Cloud Subprocessors**”). Workday may change its Media Cloud Subprocessors or move portions of Media Cloud into a Workday hosted co-location data center. Workday shall provide prior notice of a change to any Media Cloud Subprocessor through its standard customer communication methods (i.e. Workday’s Subprocessor List, Community posts, etc.). Workday is not required to escrow third-party source code that is used in providing Media Cloud.

2. Media Cloud Content. Media Cloud Content is Confidential Information subject to the MSA. “**Media Cloud Content**” means:

- (1) all video, audio, live stream and packaged e-learning content (such as SCORM, AICC, xAPI, CMI-5 or other formats) (referred to herein as “**Packaged Media Content**”) either (A) uploaded by or for Customer to Media Cloud through any Service application including Workday Drive, (B) recorded or created by or for Customer within a Service application using any Media Cloud features, or (C) auto-generated by Media Cloud in connection with items (1)(A) or (1)(B);
- (2) any images, thumbnails, closed-captions, text transcripts, presentation slides, tracking data, annotations, questions, responses, and other metadata related to any Media Cloud Content listed in Section 2, item (1); and
- (3) all content retrieved by Media Cloud from a third-party API that is either publicly available or for which Customer has obtained and provided valid credentials to the Service to import such content into Media Cloud.

3. Player for Packaged Media Content. Workday Media Cloud offers an optional “**Player for Packaged Media Content**”. The Player for Packaged Media Content is not part of the Service and is not covered under Workday’s existing audit reports, security exhibits, data processing terms, or the Workday Customer Audit Program. Workday shall provide support for the Player for Packaged Media Content consistent with Workday’s standard support policy. Customer is licensed to use the Player for Packaged Media Content solely in support of Customer’s use of the Learning Service.

4. Customer Rights and Obligations. Customer shall use Media Cloud only in connection with authorized use of the Service for the benefit of Customer, its Affiliates, and its Authorized Parties covered under a current subscription agreement. Customer shall use Media Cloud only in accordance with these Media Cloud Terms. Customer shall: (1) maintain all licenses, consents, rights, permits, and authorizations necessary for transferring, uploading, publishing, broadcasting, streaming and displaying Media Cloud Content in all locations from which Customer’s or its Affiliate’s users access the Service and for the public use of external sites as referenced above; (2) to the extent Customer is not the sole owner of any Media Cloud Content, comply with the content owner’s applicable terms of use; (3) comply with, and ensure its Affiliates, Authorized Parties, and all of their users comply with, the Media Cloud AUPs; (4) comply with, and ensure its Affiliates, Authorized Parties, and all of their users comply with, all Laws applicable to use of Media Cloud Content, both from where Media Cloud Content is accessed and where Media Cloud Content is displayed; and (5) be responsible for the transfer of personal data or other sensitive data to Media Cloud. Customer acknowledges that Media Cloud is not intended for storage or transmission of sensitive personal data or credit card data. Customer shall not upload or transmit Protected Health Information as defined in 45 C.F.R. §160.103 (“**PHI**”) in or to Media Cloud, and Customer shall indemnify and hold Workday, its service providers and subcontractors, and its and their Affiliates, harmless from any losses arising out of or relating to any third-party claim concerning Media Cloud Content or violation of the Media Cloud AUPs by Customer, its Affiliates, Authorized Parties, or its users. Customer acknowledges that content provided by Workday and third

parties, as well as content catalog listing information, is not part of the Service, and Customer shall use such content in accordance with the content provider's terms of use and privacy policies.

5. Media Cloud AUPs. “Media Cloud AUPs” means Workday’s Learning and Media Cloud AUP, which also incorporates by reference Acceptable Use Policies of each applicable Media Cloud Subprocessor. The current version of the Media Cloud AUPs can be found at <https://community.workday.com/aup-learning> and is subject to change at the discretion of Workday and each applicable Media Cloud Subprocessor at any time. Workday may suspend Customer’s access to Media Cloud at any time if Workday or a Media Cloud Subprocessor reasonably believes Customer has violated, or intends to violate, the Media Cloud AUPs or these Media Cloud Terms. To the extent practicable, Workday will only suspend Customer’s right to access or use the instances, data (including Media Cloud Content), or portions of Media Cloud that caused the suspension. Any such suspension will not be deemed a breach of the MSA by Workday. Customer shall cooperate with Workday and its Media Cloud Subprocessors in the investigation of any actual or alleged violation of the Media Cloud AUPs.

6. Ownership and Reservation of Rights. As between Workday and Customer, Customer retains all ownership in the Media Cloud Content uploaded to Media Cloud by any Authorized Party of Customer. Notwithstanding the foregoing, Workday or its suppliers retain all ownership in Media Cloud Content that it makes available for Customer use. Workday is granted the rights specified in these Media Cloud Terms and all other rights remain vested in Customer. Workday and its suppliers retain all ownership in all components of Media Cloud. Customer is granted the rights specified in these Media Cloud Terms and all other rights remain vested in Workday.

7. Security. Workday shall comply with the Workday Universal Security Exhibit at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index/exhibits.html> to protect Media Cloud Content against accidental or unlawful destruction, loss, alteration, or unauthorized disclosure or access. Media Cloud leverages a third-party Content Delivery Network to deliver Media Cloud Content to Customer end users. Packaged Media Content and other Media Cloud Content will not be considered Customer Data (or equivalent term in the MSA).

8. Data Processing Terms. All Personal Data (as defined in the Workday Universal DPE) will be processed in accordance with the Workday Universal Data Processing Exhibit at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index/exhibits.html> (the “Workday Universal DPE”).

9. Support. Customer acknowledges that (1) Workday may provide support for Media Cloud from Canada and other Workday support locations, including access to Customer’s Media Cloud Content in connection with such support and (2) to the extent Customer elects to use any third party tool or website to diagnose and troubleshoot any issues with Customer’s Media Cloud Content or use of Media Cloud, even if recommended by Workday, Customer will be solely responsible and shall indemnify Workday its service providers and subcontractors, and their Affiliates, against all losses arising out of or relating to Customer’s use of any such third party tool or website.

10. Media Cloud Term and Termination. Notwithstanding anything to the contrary in the MSA or the Order Form to which this Addendum is attached, unless earlier terminated as provided herein, these Media Cloud Terms shall commence on the Order Effective Date and continue through the end of the term of the MSA. Unless Customer has a subscription to use the Learning Service, then Customer may terminate these Media Cloud Terms by providing formal written notice in accordance with the notice requirements in the MSA. As of the effective date of termination of these Media Cloud Terms: (1) Customer shall immediately cease accessing and otherwise utilizing Media Cloud; (2) Customer will no longer provide any Media Cloud Content; and (3) Workday will delete all of Customer’s Media Cloud Content in a timely manner. Except for Customer’s right to use Media Cloud, the provisions herein will survive any termination or expiration of these Media Cloud Terms. Customer acknowledges that Media Cloud Terms must be in place for Customer to use certain features of other Service applications, such as Learning.

WORKDAY PLANNING ADDENDUM

This Workday Planning Addendum (“**Planning Terms**”) supplements and amends the MSA only for the Workday Adaptive Planning SKU(s) listed on this Order Form (“**PLNSKU**”) and does not amend the terms of the MSA for other SKUs purchased by Customer under an Order Form. Unless otherwise defined, capitalized terms used in these Planning Terms have the same meaning as set forth in the MSA.

1. **Documentation.** The Documentation for PLNSKU (<https://adaptiveplanning.doc.workday.com>) applies in lieu of any other Workday Documentation.
2. **Support.** Support for PLNSKU is provided as set forth in the SLA for Planning (currently located at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index.html>). Unless otherwise stated in the Workday Service SKU Descriptions Addendum included in this Order Form, 24x7 Support (formerly “Premier Support”) will apply. The Workday SLA does not apply to PLNSKU.
3. **Planning Instances and Administrators.**
 - (a) PLNSKU uses Planning Instances for Customer Data rather than Customer’s Tenant. A “**Planning Instance**” is a unique instance of the Service with a separate set of Customer Data held in a logically separated database (i.e. a database segregated through password-controlled access) that Customer may link to other Planning Instances. Following Customer retrieval of data, Workday shall, unless legally prohibited, delete all Customer Data by deleting Customer’s Planning Instance consistent with the Tenant deletion terms in the MSA.
 - (b) PLNSKU uses Administrators. “**Administrators**” mean those Authorized Party users who are designated by Customer to have administrative rights to Customer’s account for the Service, whereby such users will be responsible for administering and controlling access to and use of the Service by other Authorized Parties.
4. **Universal Security Exhibit & Universal Data Processing Exhibit.** Except as set forth herein, the Universal Security Exhibit and Universal Data Processing Exhibit (currently located at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index.html>) shall govern PLNSKU. PLNSKU is a Covered Service under the Universal Security Exhibit and Universal Data Processing Exhibit.
5. **Subprocessor List.** “**Subprocessor List**” means the list (currently located at <https://www.workday.com/en-us/legal/subprocessors.html>) identifying the Subprocessors that are authorized to Process Personal Data for PLNSKU.
6. **Audit Report.** The audit report applicable to PLNSKU is the current Service Organization Controls 2 Type II audit report for Workday Adaptive Planning or successor third-party audit report (“**Planning SOC2**”). For PLNSKU, Workday maintains a security program that conforms to the Security Exhibit and is further described in the Planning SOC2. All background checks will be conducted pursuant to the Planning SOC2. PLNSKU has separate ISO 27001, ISO 27018, and ISO 27701 certifications that apply in lieu of Workday ISO certifications.
7. **Protected Information.**
 - (a) Customer acknowledges that PLNSKU is designed with security and access management for processing non-Protected Information, and Customer agrees that neither Customer (nor its Affiliates or Authorized Parties) shall include Protected Information in its Customer Data.
 - (b) “**Protected Information**” means, to the extent any of the following relates to an identified or identifiable natural person, (i) Protected Health Information as defined in the U.S. Health Insurance Portability and Accountability Act or other health information regulated under Data Protection Laws applicable to Customer; (ii) Cardholder Data, as described in the Payment Card Industry data security standards; or (iii) special categories of personal data regulated under Article 9 of the General Data Protection Regulation.

WORKDAY EXTEND ADDENDUM

This Workday Extend Addendum (these “**Extend Terms**”), which is subject to and governed by the MSA, applies uniquely to Workday Extend and Extend Data and does not amend the terms of the MSA. Unless otherwise defined herein, capitalized terms used in these Extend Terms have the same meaning as set forth in the MSA or in the Developer Program Terms.

- 1. Extend Apps.** “**Extend App(s)**” means the metadata, code, component definitions, and configuration information that define the way a Workday Service application extension or customization will function. Extend Apps must be developed in accordance with the Developer Program Terms, are not part of the Service, and are not Extend Data. Workday supports only the Service SKUs as delivered by Workday and described in the Workday Documentation. Workday does not support or have responsibility for the other products, services, data, sites, or other materials that Customer connects to the Service or are incorporated into Extend Apps. Workday may use Extend Apps to (i) provide, improve, and support Customer’s use of Extend and the Service, (ii) prevent or address service or technical problems, (iii) verify compliance with applicable terms of use, and (iv) verify Service Improvements.
- 2. Developer Program Terms and Conditions.** Customer understands that (i) use of Workday Extend is dependent on Customer developing its own Extend Apps, (ii) Extend App development and use of the Developer Materials is governed by the Workday Extend Developer Program Terms and Conditions found at <https://developer.workday.com/terms/developerprogram> (“**Developer Program Terms**”), (iii) Developer Materials are provided to Customer at no charge, and (iv) Development Tenants are not part of the Service, are not included in the scope of Workday’s Audit Reports and are subject to the Developer Program Terms. Workday reserves the right to limit usage, throttle usage, reject Extend Apps, and otherwise restrict use of Workday Extend as stated in this Order Form or on the Developer Site.
- 3. Permitted Scope of Use.** Customer may use Workday Extend only in accordance with the MSA and this Order Form. Customer shall not submit any Protected Information to Workday Extend nor deploy any Extend App in a manner where it is relied upon for High Risk Activities. “**Protected Information**” means (i) Protected Health Information as defined in the U.S. Health Insurance Portability and Accountability Act or other health information regulated under Data Protection laws applicable to Customer; (ii) Cardholder Data, as described in the Payment Card Industry data security standards; or (iii) special categories of personal data regulated under Article 9 of the General Data Protection Regulation. “**High Risk Activities**” means uses where the use or failure of Workday Extend could lead to death, personal injury, or environmental damage, such as operation of air traffic control, life support, or nuclear facilities. Customer shall not use Workday Extend in any way that will (i) pose a security risk to Workday or any third party, (ii) subject Workday, its Affiliates, or any third party to material liability, or (iii) be detrimental to the performance or operation of Workday Extend or any other Workday products or services. Workday Extend features (and related APIs) may be given an Availability Status defined at <https://developer.workday.com/terms/availabilitystatuses>. Customer shall limit its use of Workday Extend to the population of Authorized Parties and FSE Workers covered by Customer’s current Service subscription.
- 4. Workday Extend Data.** “**Extend Data**” is data that is submitted by Customer to Workday Extend. Extend Data is not considered Customer Data (or such equivalent term in the MSA) but will be treated as Confidential Information under the MSA and protected as described in these Extend Terms, the Workday Universal Security Exhibit, and the Workday Universal DPE.
- 5. Security.** Workday shall maintain appropriate technical and organizational measures designed to protect Extend Data against accidental or unlawful destruction, loss, alteration, unauthorized disclosure, or access as set forth in the Workday Universal Security Exhibit at www.workday.com/content/dam/web/en-us/documents/legal/workday-universal-security-exhibit.pdf (the “**Workday Universal Security Exhibit**”). It is Customer’s sole responsibility to test Extend Apps to ensure that all data processed outside of Workday-provided environments is secure and processed in an appropriate manner. Workday may suspend access to Workday Extend or a specific Extend App if Workday in good faith reasonably determines that Customer’s use is not in compliance with this Order Form, the MSA, or the Developer Program Terms.
- 6. Data Processing Terms.** All Personal Data (as defined in the Workday Universal DPE) will be processed in accordance with the Workday Universal Data Processing Exhibit at www.workday.com/content/dam/web/en-us/documents/legal/workday-universal-data-processing-exhibit.pdf (the “**Workday Universal DPE**”).

7. **Order of Precedence/Miscellaneous.** In the event of any conflict between these Extend Terms, the MSA, and the Developer Program Terms, as relates to use of the Workday Extend Service, this Order Form controls and, as relates to the use of the Developer Materials, the Developer Program Terms control. Workday has no obligation to deposit code for Workday Extend into any source code escrow.

WORKDAY STRATEGIC SOURCING ADDENDUM

This Workday Strategic Sourcing Addendum (this “**Sourcing Addendum**”) supplements and amends the MSA only for the Strategic Sourcing SKU(s) listed on this Order Form (“**Sourcing**”) and does not amend the terms of the MSA for other SKUs purchased by Customer under an Order Form. Unless otherwise defined, capitalized terms used in this Sourcing Addendum have the same meaning as set forth in the MSA.

1. **Sourcing Data.** The electronic data or information submitted to Customer’s Sourcing Instance (as identified by Sourcing SKU) by Customer or Authorized Parties is “**Sourcing Data**”. The terms applicable to Customer Data in the MSA will apply to Sourcing Data except to the extent otherwise indicated in this Sourcing Addendum.
2. **Sourcing Instances.** Sourcing uses Sourcing Instances for Sourcing Data rather than Customer’s Tenant. A “**Sourcing Instance**” is a unique separate set of Sourcing Data held in a logically separated database (i.e. a database segregated through password-controlled access). Following Customer retrieval of data after termination, Workday shall, unless legally prohibited, delete Sourcing Data consistent with the then-current Sourcing deletion policy.
3. **Universal Security Exhibit & Universal Data Processing Exhibit.** The Universal Security Exhibit and Universal Data Processing Exhibit at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index/exhibits.html> (“**USE**” and “**UDPE**”, respectively) shall apply to Sourcing. “**Subprocessor List**” means the list accessible through Workday’s customer website identifying the Subprocessors that are authorized to Process Personal Data for Sourcing.
4. **Audit Report.** The audit report applicable to Sourcing is the current Service Organization Controls 2 Type II audit report for Workday Strategic Sourcing or successor third-party audit report (“**Sourcing SOC2**”), provided that Workday will not materially diminish the controls set forth in the Sourcing SOC2. For Sourcing, Workday maintains a security program that conforms to the USE and is further described in the Sourcing SOC2 and all background checks will be conducted pursuant to the Sourcing SOC2.
5. **Support.** Support for Sourcing is provided as set forth in the Production Support and Service Level Availability Policy for Strategic Sourcing at <https://www.workday.com/en-us/legal/contract-terms-and-conditions/index.html>. The Workday SLA does not apply to Sourcing. Any data provided for the purposes of support or feedback is not Sourcing Data.
6. **Account Information.** For clarity, information that an end user provides to register for an account such as name, email and password which is not stored in Customer’s Sourcing Instance is not Sourcing Data.
7. **Protected Information.** Customer acknowledges that Sourcing is designed with security and access management for processing non-Protected Information, and Customer agrees that neither Customer (nor its Affiliates or Authorized Parties) shall include Protected Information in its Sourcing Data. “**Protected Information**” means, to the extent any of the following relates to an identified or identifiable natural person (i) Protected Health Information as defined in the U.S. Health Insurance Portability and Accountability Act or other health information regulated under Data Protection Laws applicable to Customer; (ii) Cardholder Data, as that term is defined in the Payment Card Industry data security standards; or (iii) special categories of personal data as described in Article 9 of the General Data Protection Regulation.
8. **Additional Definitions.** “**Stakeholder**” means an end user of Sourcing with specific limited access rights that has been invited to use Customer’s Sourcing Instance by an Authorized Party. “**Supplier**” means a third-party user of Sourcing in connection with Customer’s use of Sourcing hereunder. “**Supplier End Users**” means users who are authorized by a Supplier to use Sourcing. Workday will not be liable to Customer for any act or omission of any Supplier or Supplier End Users, or with regard to a Supplier and Supplier End User’s use of the Customer’s Sourcing Instance or Sourcing Data, including use, misuse or disclosure of Sourcing Data.



ORDER FORM #00442409.0

Customer Name	The District Board of Trustees of Palm Beach State College
Workday Entity Name	Workday Inc. 6110 Stoneridge Mall Road Pleasanton, CA 94588
MSA Effective Date	December 15, 2016
Order Effective Date	July 14, 2024
Order Term	July 14, 2024 through December 13, 2029
Currency	USD
Underlying Order Forms	114467 (as amended), 299150, 324961, 349983, 401684, 418172, and if applicable, any related renewal Order Form(s) then in effect.
Total Subscription Fee	3,886,806

Payment Schedule Table

Payment #	Payment Due Date	Payment Amount
1	Due in accordance with the MSA, invoiced upon Order Effective Date	627,442
2	Due on First anniversary of the Order Term start date	665,088
3	Due on Second anniversary of the Order Term start date	704,993
4	Due on Third anniversary of the Order Term start date	747,293
5	Due on Fourth anniversary of the Order Term start date	792,130
6	Due on Fifth anniversary of the Order Term start date	349,860
Total Payment Amount		3,886,806

For the avoidance of doubt, the Payment Schedule Table will be used for invoicing purposes.

Subscription Fees Table

Subscription Period	Date Range	Subscription Fee
1	July 14, 2024 through July 13, 2025	627,442
2	July 14, 2025 through July 13, 2026	665,088
3	July 14, 2026 through July 13, 2027	704,993
4	July 14, 2027 through July 13, 2028	747,293
5	July 14, 2028 through July 13, 2029	792,130
6	July 14, 2029 through December 13, 2029	349,860
Total Subscription Fee		3,886,806

Subscription Rights Table

SKU	Service	Pricing Metric	Annual Subscription Rights
WSS	Workday Student Service	FTE***	All enrolled Students

*** For Pricing Metric details see the Workday Student Service Count Table below.

Full Time Equivalent (“FTE”) Count Table

FTE Population Category	Baseline FTE Count
All enrolled students	18,000

1. FTE Students and Total Student Population Definition. The total FTE Count is calculated by categorizing students to one of the Student Categories below, multiplying the applicable number of Students by the Applicable Percentage, and then adding the FTE Count for each Student Category.

FTE Student Calculation Table

Student Category	Applicable Number	Applicable Percentage	FTE Student Calculation
Full Time Equivalent Students reported to IPEDS	18,000	100.0%	18,000
Students not reported to IPEDS	0	25.0%	0
Total FTE Count:	18,000		18,000

“**Full Time Equivalent Students reported to IPEDS**” is the total of the Full Time Equivalent Students most recently reported to the United States Department of Education through the IPEDS survey, utilizing the higher of the IPEDS FTE calculated using the instructional hours and full-time and part-time reporting methods calculation for IPEDS FTE. In the event that the IPEDS report is discontinued or Customer ceases reporting to IPEDS, Full Time Equivalent Students reported to IPEDS shall be calculated for all students who are physically present at Customer’s facilities or enrolled in a degree-seeking course with instructional hours by utilizing the most recent instructional hours IPEDS FTE calculation.

“**Students not reported to IPEDS**” is the total of individual students whose records are in active status in the Service and who are not included in the IPEDS reporting.

2. Growth and Expansion.

Customer will report to subscriptions@workday.com as specified in the Underlying Order Form(s) for the metrics as provided below. Due to the Add-On Services shown in the Subscription Rights Table, the Expansion Rate(s) in the Underlying Order Form(s) are incrementally increased as provided below:

a. FTE Student Reporting

Reporting for Additional FTE Students is based on the additional FTE Students which are defined as any Full Time Equivalent Students reported to IPEDS or Students not reported to IPEDS exceeding the Baseline FTE Student Count.

FTE Metric Expansion Table

SKU	Annual FTE Expansion Rate
WSS	46.65

3. Additional Terms Applicable to Workday Student Service. Workday may introduce additional components that will be sold separately for additional fees; the subscription to Student does not include those additional, separately sold and priced components. If Workday divides the core features listed in the Workday Student Service SKU description in the Workday Service SKU Description Addendum attached hereto, Customer shall receive the rights to use such separate SKUs at no additional fee. A separate Order Form may be required to document such changes. Notwithstanding the foregoing, Customer shall not receive the rights to any new or separate components of the Service that were not a part of the Service described on this Order Form and for which Workday charges its customers an additional fee. Customer understands that the ability to track information about its faculty members and other workers is delivered through the features in the Workday HCM product, which requires a separate subscription. In all places in the MSA where the term “Authorized Parties” is used, it is agreed that Authorized Parties for use of Workday Student can include enrolled students of Customer, prospective students, applicants, parents of students, parents of applicants, former students, and alumni. The counting of FTE Students includes only enrolled students and does not include prospective students, applicants, parents, former students, or alumni.

Customer Information	Billing Contact, In Care of
Contact Name	Sothreaksa Denton
Street Address	4200 Congress Avenue
City/Town, State/Region/County, Zip/Post Code, Country	Lake Worth, FL 33461 United States
Phone/Fax #	(561) 868-3106
Email (required)	payables@palmbeachstate.edu



The Total Subscription Fee is based on the maximum indicated in the Subscription Rights table, and any use in excess of the maximums indicated will be subject to the terms in the Underlying Order Form(s), if applicable. Customer understands that the Base Subscription Fee for the Renewal Term of this Order Form is 839,658. These fees are incremental to the Base Subscription Fees in the associated Underlying Order Form(s).

This Order Form is only valid and binding when executed by both parties and is subject to the additional terms in the above-referenced MSA, the Underlying Order Form(s), or related renewal Order Form in effect, and any Addendums and Exhibits attached hereto. In the event of a conflict, the provisions of this Order Form take precedence over the MSA and its exhibits and attachments. Capitalized terms not defined herein shall have the same meaning as the Underlying Order Forms. An active LDPHCM subscription is required for use of the Service applications listed herein. Any Service SKU described in this Order Form is a Covered Service under the Workday Universal DPE and Workday Universal Security Exhibit. All remittance advice and invoice inquiries shall be directed to Accounts.Receivable@workday.com.

WORKDAY SERVICE SKU DESCRIPTIONS ADDENDUM

Customer may only use the Service SKUs subscribed to as indicated in the body of this Order Form.

Service	Description
Workday Student Service	Workday Student supports academic institutions in student recruiting, student application processing and admissions, managing courses, programs, enrollment and student records, academic advising, tracking financial aid, and managing student financial accounts. Workday Student includes dashboards and reports to support institutional effectiveness.

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve District Board of Trustees Policy 5.08, "Military Leave"
Staff contact: Cheryl Hare – Director of Total Rewards

Summary:

Background/Pertinent Facts: The College is seeking District Board of Trustees approval of the revision of District Board of Trustees Policy 6Hx-18-5.08, "Military Leave" to include rights, duration, notice, and reporting under the Uniformed Services Employment and Reemployment Rights Act "USERRA" to ensure clarity for employees and supervisors as well as continuity of operations.

Financial Impact: None

Strategic Goal(s) Addressed: Capabilities and Culture

Duration of Contract: N/A

RECOMMEND: Approval

Attachments: 5.08 Military Leave Second Reading (PDF with markup)

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

Palm Beach State College

Board Policy

TITLE	Military Leave	NUMBER 6Hx-18-5.08
LEGAL AUTHORITY	115.09 FS, 115.14 FS, 295.09 FS, 1012.855 FS, 6A-14.0432 FAC 38 U.S.C.A. § 4312	PAGE 1 of 12
DATE ADOPTED/AMENDED	P005.00; Readopted 2/27/1975; Amended 2/20/1977, 12/22/1977, 6/19/2001, 5/12/2009; 6/18/2024	

Policy Statement:

The College recognizes and supports the contributions of faculty and staff that have chosen to serve in the military.

Scope of Policy:

This policy is established to inform and provide leave and benefits afforded to service members in the National Guard or reserve component of the Armed Forces of the united states.

Pay and Benefits:

Military leave shall be granted to eligible employees, in accordance with Federal Law and Florida Statutes; ~~who are ordered to:~~

- A. ~~Federal active or inactive duty; or training due to membership in the military reserve, including the National Guard.~~ The first thirty (30) days of such leave for deployment, training, or active duty shall be paid. per year shall be with pay. Leave beyond the thirty (30) days shall be without pay. An employee may choose to use accrued time off beyond the 30 days.

- B. ~~State active duty due to membership in the Florida National Guard. Such leave not exceeding thirty (30) days at any one time shall be with pay. Leave beyond the thirty (30) days at one time shall be without pay.~~ Employees granted military leave are entitled to the same rights and privileges as an employee granted other types of leaves of absences.

- C. Vacation and sick days do not accrue after thirty (30) days of paid time.
- D. The balance of any unused accumulated leave shall be retained while employed.

Notice Requirements:

The employee (or an appropriate officer of the uniformed service in which such service is performed) must give advance written or oral notice of service leave to the employer. An employee shall provide notice as soon as it foreseeable. The advance notice requirement shall be waived if deemed "military necessity" as defined in regulations of the Secretary of Defense as "a mission, operation, exercise or requirement that is classified, or pending an ongoing mission, operation exercise or requirement that may be compromised or otherwise adversely affected by public

knowledge”. (32 CFR 104.3) Advance notice shall be waived if the giving of notice is otherwise impossible or unreasonable as cited under Section 4312(a)(1)/20CFR 1002.85.

A copy of the applicable orders or applicable documentation requiring service shall be provided for each leave request.

Failure to provide advance notice or applicable documentation may result in disciplinary action up to and including termination.

Return and Reemployment Requirements:

An employee may return to work or apply for reemployment if the employee meets the reemployment requirements:

- 1) The employee has not exceeded USERRA’s five-year cumulative limit as determined by documentation submitted for leave.
- 2) The employee reports back to work or applies for reemployment in a timely manner as set forth in USERRA as follows:
 - 1-30 days of service – report the next scheduled work day after safe travel and 8 hours rest;
 - 31-180 days of service – notify the college within 14 days after completion of service;
 - 181+ days of service – notify the college within 90 days after completion of service.
- 3) The employee’s separation from service was not one of the following:
 - Separation from service with a dishonorable or bad conduct discharge,
 - Separation from service under other than honorable conditions as set forth in regulations of the military branch.
 - Dismissal of a commissioned officer in certain situations involving court martial. (Section 1161(a) of Title 10)
 - Dropping an individual from the rolls when the individual has been absent without authority for more than 3 months or is imprisoned by a civilian court. (Section 1161(b) of Title 10.)

An employee on military leave for 31 days or longer must provide documentation such as discharge papers, endorsed orders, or a letter from a proper military authority for verification. If the employee does not provide satisfactory documentation because it is not readily available or does not exist, the College will still reemploy the employee to their former position and pay. The College has the right to request information via the online database if the employee does not have or does not supply documentation.

If, after reemploying the employee, documentation becomes available that shows one or more of the reemployment requirements were not met, the College may discipline the employee up to and including termination as well as terminating any rights or benefits that may have been granted. Section 4312(f)(3)(A)/ 20 CFR 1002.122

**Palm Beach State College
District Board of Trustees
Agenda Transmittal Sheet**

Date: June 18, 2024
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: 2024-2025 Contracts for Administrators and Bargaining Unit Members
Staff Contact: Mr. Michael Pustizzi, Chief Human Resources Officer

Summary:

Background/Pertinent Facts: The request is for the approval and the authorization for the President to execute the administrators and bargaining unit members recommended for a contract. Administrators and bargaining unit members on the list will receive a contract during fiscal year 2024-2025.

Financial Impact: N/A

Strategic Goal(s) Addressed: The College will advance a constant commitment to excellence in teaching and learning.

Duration of Contract: Varies.

RECOMMEND: Approval

Attachments: 2024-2025 Contracts for Administrators and Bargaining Unit Members

Approval: Ava L. Parker, J.D., President

This item has been approved electronically by the appropriate executive and/or supervisor.

ADMINISTRATIVE AND PROFESSIONAL APPOINTMENTS

The following appointments are recommended for an administrative and professional contract for 2024-2025:

<u>Number</u>	<u>Name</u>	<u>Title</u>	<u>Location</u>
P1719	Alexander, Andraes	Associate Dean	Belle Glade Campus
P2087	McNeal, Latanya	Executive Dean, Center	Belle Glade Campus
6269	Denis, Geovanni	Associate General Counsel	Boca Raton Campus
AA1111	Hamadeh, Dana	Associate Dean	Boca Raton Campus
154	Marx, Lourdes	Associate Dean	Boca Raton Campus
1555	Stukes, Karine	Associate Dean	Boca Raton Campus
AA0109	Vargas, Roy	Dean, Academic Affairs	Boca Raton Campus
0008A	Williams, Van	Provost and Dean	Boca Raton Campus
P2487	Alvarez, Jennifer	Procurement Director	Lake Worth Campus
AA0004	Barbatis, Peter	Vice President, Student Services and Enrollment Management	Lake Worth Campus
AA0130A	Bierster, Susan	Dean, Academic Affairs	Lake Worth Campus
P5132	Bond-Philo, Susan	Head Coach, Women's Golf	Lake Worth Campus
1653	Chong, Jehu	Associate Dean, Online and International Education	Lake Worth Campus
AA0203	Cintron, Edgar	Facilities Director	Lake Worth Campus
0010A	Cipriano, Barbara	Provost and Dean	Lake Worth Campus
1571	Clarke, Carol	Associate Dean, Nursing	Lake Worth Campus
AA0003	Coleman-Ferrell, Tunjarnika	Vice President, Academic Affairs	Lake Worth Campus
AA1120	Crincoli Harrington, Angela	Chief Communications and Public Affairs Officer	Lake Worth Campus
AA0152	Dixon, Germany	Associate Dean, Public Safety	Lake Worth Campus
AA0002	Duffie, James	Vice President, Finance and Administration	Lake Worth Campus
AA4401	Forbes, Kyle	Head Coach, Baseball	Lake Worth Campus
AA1400	Garwood, David	College Registrar	Lake Worth Campus
155	Hadley, John	Dean, Business and Computer Science	Lake Worth Campus
AA0200A	Harrison, Pamela	Controller	Lake Worth Campus
AA0105	Hokien, Deborah	Associate Dean, Math and Science	Lake Worth Campus
P3397	Johnson, Jennifer	Student Learning Center Director	Lake Worth Campus
AA1554	Karran-McCoy, Kathleen	Dean, Student Development	Lake Worth Campus
AA0005	Kaufman, Russell	Chief Information Officer	Lake Worth Campus
AA0204	Krull, Robert	Library Learning Resource Center Director	Lake Worth Campus
AA0140	Lea, Kimberly	Dean, Workforce Education and Development	Lake Worth Campus
AA0220A	Malave, Ronnie	Dean, Student Services	Lake Worth Campus
AA0150	Marquez Veray, Eligio	Associate Dean, Trade and Industry	Lake Worth Campus
AA0106	Martinez-White, Susana	Associate Dean	Lake Worth Campus
AA0110	Mouradian, Belinda	Associate Dean, Health Sciences	Lake Worth Campus
AA4404	Norwood, Kunta	Head Coach, Basketball	Lake Worth Campus
AA0201	Pustizzi, Michael	Chief Human Resources Officer	Lake Worth Campus
AA6170	Ross, Abby	Executive Director, Community Engagement and Special	Lake Worth Campus
160	Rutherford, David	Chief Executive Officer, Foundation	Lake Worth Campus
AA8000	Scarpino, John	Athletics Director	Lake Worth Campus
0162TMP	Scott-Lubin, Sheila	Associate Vice President, Academic Affairs	Lake Worth Campus
AA1112A	Sivigny, Julie	Dean, Curriculum	Lake Worth Campus
AA4400	Smith, Maureen	Head Coach, Women's Basketball	Lake Worth Campus
P5268	Torres, Kareen	Associate Vice President, Advancement	Lake Worth Campus
159	Tracey, Juliett	Associate Dean	Lake Worth Campus
AA0208	Viera, Elieser	Executive Director, Financial Aid	Lake Worth Campus
AA0210	Weber, David	Executive Director Institute Research	Lake Worth Campus
153	Wiley, Edward	Dean, Health Sciences	Lake Worth Campus
P3660	Yohe, Roger	Vice President, Academic Innovation and Strategy	Lake Worth Campus
1598	Echeverria, Jessica	Library Learning Resources Center Director	Loxahatchee Groves Campus
AA0230A	Lancaster, Kimberly	Executive Dean, Center	Loxahatchee Groves Campus
0007A	Joyner, Stephen	Provost and Dean	Palm Beach Gardens Campus
AA0108	McClendon, Jyrece	Dean, Academic Affairs	Palm Beach Gardens Campus
AA0113	Mercer, Becky	Associate Dean	Palm Beach Gardens Campus
1254	O'Dea, Robert	Associate Dean, Workforce Development	Palm Beach Gardens Campus
AA1118	Pena, David	Associate Dean	Palm Beach Gardens Campus

BARGAINING UNIT MEMBER APPOINTMENTS

The following bargaining unit personnel are recommended for 12-month librarian positions and contractual status for the 2024-2025 year as indicated:

<u>Number</u>	<u>Location</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
4214	Palm Beach Gardens Campus	Campbell, Danielle	Librarian/Associate Professor	Annual
3378	Belle Glade Campus	Gabbard, Donald	Librarian/Associate Professor	Annual
4213	Lake Worth Campus	Melicia, Michael	Librarian/Associate Professor	Annual
4201C	Lake Worth Campus	Seymour, Lisa	Librarian/Associate Professor	Annual
4211	Palm Beach Gardens Campus	Spencer, Alia	Librarian/Professor I	Annual
4215	Lake Worth Campus	Allen, Robbie	Librarian/Professor I	Continuing Contract
4203	Lake Worth Campus	Chacon, Damian	Librarian/Professor I	Continuing Contract
4212	Palm Beach Gardens Campus	Hogan, Lisa	Librarian/Professor I	Continuing Contract
4200A	Lake Worth Campus	Naughton, Janet	Librarian/Professor I	Continuing Contract

The following bargaining unit personnel are recommended for 168-day faculty positions and contractual status for the 2024-2025 year as indicated:

Belle Glade

<u>Number</u>	<u>Discipline</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
3289	Composition	Cuthbertson, Charles	Associate Professor	Annual
3385	Mathematics	Johnson, Alvin	Associate Professor	Annual
3403	Mathematics	Maxwell, Gregory	Professor I	Annual
3313	Political Science	Coakley, Kevin	Professor II	Annual
3290	Biology	Walker, Candace	Associate Professor	Continuing Contract
3158	Business AS	Capute, Ronald	Professor I	Continuing Contract
3160	Composition	Gatlin, Mark	Professor III	Continuing Contract
3152	Education	Berry, Esther	Professor III	Continuing Contract
3295	Mathematics	Siassi, Tony	Professor I	Continuing Contract
3304	Physical Science	Stemle, Steven	Associate Professor	Continuing Contract
3396	Sociology	Fleischman, Luis	Professor II	Continuing Contract
3376	Speech	Montero, Catherine	Associate Professor	Continuing Contract

Boca Raton

<u>Number</u>	<u>Discipline</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
3292	Biology	Ammons, Archie	Professor III	3 Year
3257	Composition	Pumphrey, Christopher	Professor I	3 Year
3193	History	Dillon, Rodney	Associate Professor	3 Year
3372	Accounting	Pernick, Jonathan	Professor I	Annual
3235	Architecture	Zammit, Larisa	Associate Professor	Annual
3178	Biology	Chaitin, Hersh	Professor I	Annual
3177	Biology	Suthakaran, Nirthieca	Professor I	Annual
3162	Business AS	Bergan, Nicholas	Associate Professor	Annual
3180	Business AS	Ford, Frederick	Associate Professor	Annual
3357	Composition	Allen, Cassandra	Associate Professor	Annual
3320	Composition	Bosworth, R. Anne	Associate Professor	Annual
3386	Composition	Hall, Sherry	Professor I	Annual
3186	Composition	Stefanovic, Patricia	Associate Professor	Annual
3090	Composition	Walsh, Brendan	Professor I	Annual
3387	Composition	Wilson, Paula	Associate Professor	Annual
3296	Computer Science - Credit	Manati, Muzhgan	Associate Professor	Annual
3256	English For Academic Purposes	Helo, Gabrielle	Associate Professor	Annual
3169	Mathematics	Bostic-Roach, Kitty	Professor I	Annual
3334	Mathematics	Francois, Jacques-Olcy	Associate Professor	Annual
3171	Mathematics	Katyal, Anurag	Professor I	Annual
3163	Mathematics	Lukacs, Olimpia	Professor I	Annual
3240	Mathematics	Lurie, Anna	Professor III	Annual
3270	Physical Science	Cisneros, Julie	Associate Professor	Annual
3173	Physical Science	Miner, William	Professor II	Annual
3190	Psychology	Parcells, Dax-Andrew	Professor II	Annual
3319	Student Life Skills	Davis, Jonathan	Professor II	Annual
3305	Architecture	Patel, Dharmesh	Professor I	Continuing Contract
3252	Art	Boyers, Kristal	Professor I	Continuing Contract
3196	Art	Salzinger, Samantha	Professor I	Continuing Contract
3176	Biology	Filina, Joshua	Associate Professor	Continuing Contract
3352	Biology	Volpe, Stefania	Associate Professor	Continuing Contract
3331	Chemistry	Rines, Marina	Professor III	Continuing Contract
3188	Composition	Abbondanza, David	Associate Professor	Continuing Contract
3187	Composition	Fine, Africa	Associate Professor	Continuing Contract

3185	Composition	Frishman, Stephen	Professor III	Continuing Contract
3241	Composition	Johnson, Bradley	Professor I	Continuing Contract
3181	Composition	Klass, Traci	Professor III	Continuing Contract
3341	Composition	McDermott, Rachel	Associate Professor	Continuing Contract
3184	Composition	Pagan, Michael	Professor I	Continuing Contract
3405	Computer Science - Credit	Mcrae, Michelle	Associate Professor	Continuing Contract
3230	Developmental	Ruffin, Derrick	Professor III	Continuing Contract
3042	Education	Waldon, Kalisha	Professor II	Continuing Contract
3194	Foreign Language	Mendez-Hasselmann, Wendy	Professor I	Continuing Contract
3179	Health Education	Myslivecek, Paula	Associate Professor	Continuing Contract
3314	Health Education	Sharlin, Judith	Professor III	Continuing Contract
3223	Mathematics	Abbondanza, Zalmond	Professor III	Continuing Contract
3167	Mathematics	Finamore, Timothy	Associate Professor	Continuing Contract
3272	Mathematics	Heath, Laura	Professor III	Continuing Contract
3166	Mathematics	Knysh, Nataliya	Associate Professor	Continuing Contract
3371	Mathematics	McCallister, Laura	Associate Professor	Continuing Contract
3172	Mathematics	Talebi, Massoud	Professor I	Continuing Contract
3175	Political Science	Randolph, Terrell	Professor I	Continuing Contract
3189	Sociology	Raza, Asif	Professor III	Continuing Contract
3183	Speech	Rossman, David	Associate Professor	Continuing Contract
3227	Speech	Trust-Schwartz, Rhonda	Professor III	Continuing Contract

Lake Worth

<u>Number</u>	<u>Discipline</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
3291	Nursing ADN	Vassell, Winsome	Professor III	3 Year
3092A	Student Life Skills	Sullivan, Jeannette	Professor III	3 Year
3003	Art	Miller, Kristin	Professor I	Annual
3062	Biology	Destefano, John	Professor I	Annual
3057	Biology	Gharti-Chhetri, Gokarna	Professor III	Annual
3061	Biology	Royer, Steven	Associate Professor	Annual
3036A	Composition	Marzelli, Michael	Professor I	Annual
3091	Composition	Mitchell, Carmencita	Professor I	Annual
3082	Composition	Ruiz, Oscar	Associate Professor	Annual
3392	Composition	Russell, Sophia	Professor II	Annual
3112	Computer Science - Credit	Ross, Iwain	Associate Professor	Annual
3107A	Computer Science - Credit	Thapa, Bijayita	Associate Professor	Annual
3277	Criminal Justice	Frankenhauser, Paul	Professor I	Annual
3359	Criminal Justice	Jones, Mark	Professor II	Annual
3016	Dental	Carlson, Kimberly	Assistant Professor	Annual
3328	Early Childhood Education	Wilbanks, Cassandra	Associate Professor	Annual
3076A	Economics	El Khayat, Samar	Professor I	Annual
3068	Education	Greenwell, Sabrina	Professor III	Annual
3382	Emergency Medical Services	Cardenas, Daniel	Professor I	Annual
3248	Emergency Medical	Rivera, David	Assistant Professor	Annual
1137	Emergency Medical Services	Tolbert, Samuel	Assistant Professor	Annual
3253	Film/TV Production	Cznarty, Thomas	Professor I	Annual
AA2008	Fire Science	Parr, Sean	Associate Professor	Annual
3005A	Graphic Design	Durbak, David	Associate Professor	Annual
3311	Health Information Management	Johnson, Anthony	Professor I	Annual
3099	Hospitality	Livingston, Laird	Professor II	Annual
3266	Human Services	LaMotte, Selena	Professor I	Annual
3254	Human Services	Sicilia, Judy	Professor II	Annual
3402	Information Management BAS	Elliott, Dwight	Professor I	Annual
3324	Information	Hernandez, Hector	Associate Professor	Annual
3318	Information Management BAS	Owusu, Theo	Professor II	Annual
3211	Interior Design	Albert, Nancy	Associate Professor	Annual
3047A	Mathematics	Alexandre, Cynthia	Associate Professor	Annual
3258	Mathematics	Dieu-Conservé, Fils	Professor I	Annual
3051	Mathematics	Gordon, Jermaine	Associate Professor	Annual
3048	Mathematics	Millan, Zenaida	Professor III	Annual
3053	Mathematics	Pick, Joseph	Professor I	Annual
3297	Mathematics	Theodores, George	Associate Professor	Annual
3094	Medical Assisting	Knight, Penny	Associate Professor	Annual
3156A	Nursing ADN	Braithwaite, Joy	Professor I	Annual
8216	Nursing ADN	Campbell, Candace	Associate Professor	Annual
3021A	Nursing ADN	Diaz, Julieta	Professor I	Annual
3030A	Nursing ADN	Joseph, Marie-Alix	Professor I	Annual
3026B	Nursing ADN	Pulido, Joanne	Associate Professor	Annual
3027	Nursing ADN	Robinson, Carol	Associate Professor	Annual

3029B	Nursing ADN	Urresta, Monica	Associate Professor	Annual
3033	Nursing BS	Beugre, Petrina	Associate Professor	Annual
3214	Nursing BS	Florial, Agnolite	Associate Professor	Annual
3023	Nursing BS	Markle, Bernadette	Associate Professor	Annual
3032	Nursing BS	Pierre Toussaint, Nathacha	Associate Professor	Annual
8208	Nursing BS	Sathyapalan, Manju	Professor I	Annual
3022	Nursing BS	Scialdo, Antonia	Professor II	Annual
3031	Nursing BS	Wilson, Lorna	Professor II	Annual
3055	Physical Science	Prasad, Shivangi	Professor II	Annual
3075	Political Science	Cerphy, Hendel	Associate Professor	Annual
3067A	Political Science	Mancusi, Phillip	Associate Professor	Annual
3072	Psychology	Chung, Jade	Associate Professor	Annual
3069A	Sociology	Marsala, Miles	Professor I	Annual
3035A	Speech	Tomei-Jameson, Megan	Professor I	Annual
3354	Supervision & Mgmt BAS	Blair, Roger	Professor III	Annual
3306	Supervision & Mgmt	Charles, George	Professor II	Annual
P1658	Supervision & Mgmt	Coslett, Brooke	Associate Professor	Annual
3367	Supervision & Mgmt BAS	Creed, Daniel	Professor II	Annual
3284	Surgical Technology	Cota, Jo Lana	Assistant Professor	Annual
3114	Accounting	D'Agati, Robin	Associate Professor	Continuing Contract
3105A	Accounting	Danso, Emmanuel	Professor I	Continuing Contract
3088E	Biology	Aviles, Hernan	Professor III	Continuing Contract
3058A	Biology	Carrasco, Emilio	Professor II	Continuing Contract
3063	Biology	Christensen, Cheryl	Professor III	Continuing Contract
3064A	Biology	Kachlany, Matthew	Professor I	Continuing Contract
3065	Biology	Liang, Lee	Associate Professor	Continuing Contract
3103	Biology	Rudayeva, Yelena	Professor III	Continuing Contract
3337	Business AS	Beres, Debbie	Associate Professor	Continuing Contract
3111	Business AS	Montonen, Jane	Professor III	Continuing Contract
3039	Chemistry	Chow, Emma	Associate Professor	Continuing Contract
3300	Chemistry	Gupta, Sapna	Professor III	Continuing Contract
3037	Chemistry	Sellars, Trineshia	Associate Professor	Continuing Contract
3040	Chemistry	Wanderley, Marcela	Professor I	Continuing Contract
3338	Composition	Benham, Timothy	Professor I	Continuing Contract
3081	Composition	Katz, Marcy	Professor I	Continuing Contract
3080A	Composition	Klauza, Matthew	Professor III	Continuing Contract
3353	Composition	Larocca, Nicholas	Professor I	Continuing Contract
3083	Composition	Martin Buchanan, Valrie	Associate Professor	Continuing Contract
3077A	Composition	McDonald, Patricia	Associate Professor	Continuing Contract
3409	Composition	Pelosi, Faye	Professor I	Continuing Contract
3007A	Composition	Shepardson, Richard	Professor III	Continuing Contract
3365	Composition	Thompson, Carrie	Professor I	Continuing Contract
3087B	Composition	Tierney, Patrick	Associate Professor	Continuing Contract
P1659	Composition	Winkler, Michelle	Professor II	Continuing Contract
3113	Computer Science - Credit	Carneiro de Paula, Virginia	Professor III	Continuing Contract
3106	Computer Science - Credit	Hammond, Scott	Professor II	Continuing Contract
3109	Computer Science - Credit	Horvath, Elizabeth	Professor III	Continuing Contract
3205	Computer Science - Credit	Sibayan, Kharis Kerby	Professor II	Continuing Contract
3014A	Criminal Justice	Peter, Dawn	Professor I	Continuing Contract
3100	Culinary Management	Ladika-Cipolla, Heidi	Associate Professor	Continuing Contract
3015	Dental	Bradshaw, Colleen	Associate Professor	Continuing Contract
3018	Dental	Duffey, Lydia	Associate Professor	Continuing Contract
3393	Dental	Lietzke, Corey	Assistant Professor	Continuing Contract
3017	Dental	McCauley, Judith	Associate Professor	Continuing Contract
3019	Dental	Medina, Jennifer	Professor I	Continuing Contract
3231	Developmental Education	Alonso-Sheldon, Rita	Assistant Professor	Continuing Contract
3089	Developmental	Butler, Reginald	Associate Professor	Continuing Contract
3239	Developmental	Chernekoff, Carleton	Assistant Professor	Continuing Contract
3232	Developmental	Lazzara, Valerie	Assistant Professor	Continuing Contract
3255	English For Academic Purposes	Bailey, Mary	Professor I	Continuing Contract
3115	Film/TV Production	Seminerio, Michael	Professor III	Continuing Contract
3002A	Graphic Design	Martin, Victoria	Professor I	Continuing Contract
3095	Health Education	Bull, Shalon	Professor I	Continuing Contract
3098A	Health Education	Ciucci, Tracy	Professor II	Continuing Contract
3093	Health Education	Haney, Kanathy	Professor II	Continuing Contract
3013	Health Education	Rajcoomar, Bhagwandatt	Professor III	Continuing Contract
3236	History	Middleton, Sallie	Professor III	Continuing Contract
3073	Human Services	Blair, Edward	Professor III	Continuing Contract
3101A	Human Services	Duff, Suzanne	Professor III	Continuing Contract

3000	Interior Design	Espinosa, Zenaida	Associate Professor	Continuing Contract
3050	Mathematics	Basant, Garfield	Associate Professor	Continuing Contract
3381	Mathematics	Chan, Kenny	Associate Professor	Continuing Contract
3242	Mathematics	Ivanova, Elka	Professor III	Continuing Contract
3407	Mathematics	Johns, Tamara	Associate Professor	Continuing Contract
3049	Mathematics	Langston, Marie	Associate Professor	Continuing Contract
3052	Mathematics	Opritsa, Alex	Professor I	Continuing Contract
3046	Mathematics	Piccolino, Anthony	Professor III	Continuing Contract
3375	Mathematics	Rodrigues, Justin	Associate Professor	Continuing Contract
3389	Mathematics	Speights, Terri	Professor II	Continuing Contract
3038	Mathematics	Wilson, Rose	Associate Professor	Continuing Contract
3025	Nursing ADN	Goegelman, Cindy	Associate Professor	Continuing Contract
8208	Nursing ADN	Osavio, June	Associate Professor	Continuing Contract
3056	Physical Science	Bang, Jang-Young	Professor III	Continuing Contract
3102A	Psychology	Adame-Smith, Angela	Professor I	Continuing Contract
3071	Sociology	Seenath, Lystra	Professor I	Continuing Contract
3327	Speech	Biferie, Michelle	Professor I	Continuing Contract
3011	Speech	Crane, Lorie	Associate Professor	Continuing Contract
3012B	Speech	Pachter, Marcie	Associate Professor	Continuing Contract
3326	Student Life Skills	Byard, Lisa	Professor II	Continuing Contract
3350	Student Life Skills	Demauro, Sandra	Associate Professor	Continuing Contract
3243	Student Life Skills	Hamlin, Monica	Professor III	Continuing Contract
3316	Student Life Skills	Mason-Egan, Pamela	Professor III	Continuing Contract
3261	Student Life Skills	Munro, Sophia	Professor III	Continuing Contract
3342	Supervision & Mgmt BAS	Tiggle-Stephenson, Michele	Professor III	Continuing Contract
3010	Theatre	Hyland, David	Professor I	Continuing Contract

Loxahatchee Groves

<u>Number</u>	<u>Discipline</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
3153	Biology	Stashenko, Vetaley	Professor II	3 Year
3339	Composition	Nosworthy, Allan	Associate Professor	Annual
3226	History	Degorge, Barbara	Professor III	Annual
3161	Mathematics	Castaneda, Gilberto	Associate Professor	Annual
3351	Composition	Clouse, Laura	Professor I	Continuing Contract
3228	Computer Science - Credit	Murcia, Jeanne	Associate Professor	Continuing Contract
1256	Health Information	Bishop, Kacey	Associate Professor	Continuing Contract
8294	Health Information Management	Chiacchiero, Colette	Associate Professor	Continuing Contract
3322	Nursing ADN	Collins, Tina	Professor III	Continuing Contract

Palm Beach Garden

<u>Number</u>	<u>Discipline</u>	<u>Name</u>	<u>Position Title</u>	<u>Contract Type</u>
3202	Biology	Sullivan, James	Professor I	Annual
3330	Chemistry	Daniel, Nelson	Professor III	Annual
3209	Composition	Brockway, Arthur	Associate Professor	Annual
3121	Composition	Irizarry, Adella	Professor I	Annual
3125	Composition	Snowberger, Deborah	Professor I	Annual
3262	Composition	Walsh, Gaynor	Professor II	Annual
3237	Education	Mukherjee, Eliana	Professor III	Annual
3137	Mathematics	Erdogan, Abdullah	Professor II	Annual
3134	Mathematics	McDonald, Carrie	Associate Professor	Annual
3336	Ophthalmic Medical Technology	Hernandez, Cindy	Professor III	Annual
3355	Paralegal	Benjamin, Gentry	Professor I	Annual
3108	Paralegal	Van Treese II, Jeffery	Professor I	Annual
3150	Physical Science	Stacco, Jacques	Associate Professor	Annual
3145	Political Science	Bruno, Alexander	Associate Professor	Annual
3143	Psychology	Kiefer, John	Associate Professor	Annual
3245	Respiratory Therapy	Kopp, George	Associate Professor	Annual
3244	Sonography	Wisuri, Eva	Assistant Professor	Annual
3233	Student Life Skills	Sullivan, Erin	Associate Professor	Annual
3366	Supervision & Mgmt BAS	Joyner, Zara	Professor I	Annual
3147	Accounting	Pate, Glenn	Associate Professor	Continuing Contract
3138	Art	De Beaufort, Jacques	Professor I	Continuing Contract
3128	Biology	Clementz, Mark	Professor II	Continuing Contract
3059	Biology	Miles, Jessica	Professor III	Continuing Contract
3149	Biotechnology	Fairbanks, Tod	Professor III	Continuing Contract
3298	Biotechnology	Gorgevska, Alexandra	Professor III	Continuing Contract
3151	Chemistry	Judd, Cynthia	Professor I	Continuing Contract
3358	Composition	Chambers, Lauren	Professor I	Continuing Contract
3333	Composition	Fiedler, Robin	Associate Professor	Continuing Contract

3340	Composition	Osterman, Patricia	Professor I	Continuing Contract
3273	Composition	Skolnick, Jenifer	Associate Professor	Continuing Contract
3329	Composition	Stewart, Zachary	Associate Professor	Continuing Contract
3122	Composition	Stonecipher, Melissa	Associate Professor	Continuing Contract
3159	Computer Science - Credit	Martin, Tommy	Associate Professor	Continuing Contract
3224	Developmental	Brown, Ralston	Assistant Professor	Continuing Contract
3280	Electrical Power	Andric, Oleg	Professor II	Continuing Contract
3370	Engineering	Suarez, Eva	Professor II	Continuing Contract
3130	Foreign Language	Alvarado, Emmanuel	Professor III	Continuing Contract
3249	Health Education	Findley, Brian	Professor III	Continuing Contract
3302	Health Education	Goldman, Barbara	Professor II	Continuing Contract
3197	Mathematics	Boulware, Roy	Associate Professor	Continuing Contract
3388	Mathematics	Chitsonga, Shadreck	Professor III	Continuing Contract
3238	Mathematics	Librun, Witny	Associate Professor	Continuing Contract
3335	Mathematics	Porro, Ana	Professor III	Continuing Contract
3131	Mathematics	Rogers, Bridget	Associate Professor	Continuing Contract
3136	Mathematics	Rosenthal, Ira	Professor I	Continuing Contract
3135	Mathematics	Siniscalchi, Timothy	Associate Professor	Continuing Contract
3132	Mathematics	Sullivan, Clark	Associate Professor	Continuing Contract
3380	Mathematics	Thomasson, Kathryn	Associate Professor	Continuing Contract
3406	Mathematics	Zatto, Lauren	Professor I	Continuing Contract
3361	Nursing BS	Biderman, Mary	Professor III	Continuing Contract
3360	Nursing BS	DiFederico-Yates, Adina	Professor III	Continuing Contract
3323	Nursing BS	Sirota, Nadine	Professor III	Continuing Contract
3368	Ophthalmic Medical Technology	McKay, Mark	Assistant Professor	Continuing Contract
3129	Physical Science	Jordan, Lillian	Professor II	Continuing Contract
3408	Political Science	Maclachlan, Shari	Professor III	Continuing Contract
3139	Psychology	Cascio, Edward	Professor II	Continuing Contract
3246	Radiography	Latimer, Michael	Professor I	Continuing Contract
3247	Radiography	Shaver, Vicki	Professor III	Continuing Contract
3127	Respiratory Therapy	Latimer, Nancy	Professor III	Continuing Contract
3144	Sociology	Naylor, Heather	Professor I	Continuing Contract
3391	Speech	Darling, Shauna	Associate Professor	Continuing Contract
3126	Speech	Escoffery, Leonie	Associate Professor	Continuing Contract
3119	Student Life Skills	McCoy, Lawanna	Professor II	Continuing Contract