



PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

AMENDED AGENDA • OCTOBER 17, 2023

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.

1. **MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE BY CHAIRPERSON**
2. **COMMENTS AND RECOGNITIONS**
 - A. Student Comment
Presenter: Charles McConnell
3. **AGENDA ADDITIONS/DELETIONS**
4. **APPROVAL OF BOARD MINUTES**
 - A. Approve Workshop Meeting Minutes, September 19, 2023 3:00 PM
 - B. Approve Regular Meeting Minutes, September 19, 2023 4:00 PM
5. **APPROVAL OF BOARD AGENDA**
 - A. Abstentions by Board Members
 - B. Public Comments*
Motion to Approve the Agenda
6. **APPROVAL OF CONSENT AGENDA**
 - A. Academic Affairs/Academic Innovation and Strategy/Student Services
 1. Approve the 2024-2025 Academic Calendar for Submission to the Florida Department of Education
Staff Contact: Ms. Sheila Scott-Lubin, Associate Vice President, Academic Affairs
 - B. Finance and Administration
 - C. Information Services
7. **APPROVAL ITEMS REMOVED FROM CONSENT AGENDA**
8. **TRUSTEES' COMMITTEE REPORTS**
9. **PRESIDENT'S REPORTS**
 - A. Presentations

10. INFORMATIONAL ITEMS

- A. Academic Affairs/Academic Innovation and Strategy/Student Services
 - 1. Institutional Accreditation Update
Presenter: Dr. Roger Yohe, Vice President, Academic Innovation and Strategy
- B. Finance and Administration
 - 1. Financial Review and Analysis
Staff Contact: Mr. James Duffie, Vice President, Finance and Administration
 - 2. Planning and Construction Projects Status Report Dated October 1, 2023
Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction
- C. Information Services

11. ACTION ITEMS

- A. Academic Affairs/Academic Innovation and Strategy/Student Services
- B. Finance and Administration
 - 1. Approve the College to Execute Amendment Number 4 to Sublease Number 2724-003 Extending the Lease for the Boca Campus Until January 21, 2073 and to Execute the Addendum to the Sublease Noting Additional Terms and Conditions.
Staff Contact: Mr. Kevin Fernander, General Counsel
 - 2. Approve the Contract Award with Timothy Rose Contracting, Inc. for Drainage Improvements at the Palm Beach Gardens Campus, ITB 2024-01TR \$367,400 through Project Completion
Presenters: Ms. Jennifer Alvarez, Director, Procurement and Ms. Joan Rumsey, Assistant Director, Facilities
 - 3. Approve Augmenting Campus Safety with Private Security Organization for Armed Officers
Presenter: Dr. Delsa Bush, Security and Risk Management Director
- C. Information Services
 - 1. Approval of the Contract Extension Amendment and Cost Increase with TeamDynamix that Includes the AI Chatbot Functionality. **Staff Contact:** Mr. Ken Libutti, Chief Information Officer

12. OTHER BUSINESS

- A. Approve the President's 2022-2023 Annual Performance Evaluation

Presenter: Mr. Kevin Fernander, General Counsel

- B. Approve the President's 2023-2024 Goals

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

13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- A. Registration for Spring 2024 began on October 4, 2023. The term runs from January 8, 2024, through May 7, 2024.

Spring 2024 Sessions:

-Session 1 (Full Term - 15 weeks): January 8 - May 7, 2024

-Session 2 (Express A - 7.5 weeks): January 8 - February 29, 2024

-Session 3 (12 weeks): January 29 - May 7, 2024

-Session 4 (Express B - 8 weeks): March 11 - May 7, 2024

- B. The next District Board of Trustees meeting is scheduled for Tuesday, November 21, 2023, at the Boca Raton Campus in the Humanities & Technology Building Room HT 103.

14. ADJOURNMENT

*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:

1. Complete comment card including your name, address, telephone number and agenda item number (if appropriate).
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.
3. When your name is called, approach the podium with the microphone, and state your name and address for the record.
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
Agenda Transmittal Sheet**

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the 2024-2025 Academic Calendar for Submission to the Florida Department of Education Staff Contact: Ms. Sheila Scott-Lubin, Associate Vice President, Academic Affairs

Summary:

Background/Pertinent Facts: Annually, Palm Beach State College presents its academic calendar for the following academic year for review by the District Board of Trustees for approval and submission to the Florida Department of Education.

The proposed Palm Beach State College academic calendar specifies class and faculty duties for the academic year beginning Fall 2024 and ending Summer 2025 and is attached for District Board of Trustees review and approval for submission in the state required format. Please note the new graduation date change.

Financial Impact: None

Strategic Goal(s) Addressed: Expand - Evaluate and Align

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.

Approved by DBOT: Pending
 Approved by State: Pending

FALL

CLASS MEETINGS

2024 - 2025

DRAFT

Exception: None

2024	CLASS START TIMES:						
	SUN	MON	TUE	WED	THU	FRI	SAT
Aug	--	19	20 ~ Faculty Return Planning / Mtgs**	21 ~ Faculty Return Planning/Mtgs**	22 ~ Faculty Return Planning/Mtgs**	23 ~ Faculty Return Convocation/Mtgs**	24
	25	26 15-Week Term Begins 1st 7.5-Week Term Begins	27	28	29	30	31 ~ CLOSED (Labor Day)
Sep	1 ~ CLOSED (Labor Day)	2 ~ CLOSED (Labor Day)	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16 12-Week Term Begins	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	--	--	--	--	--
Oct	--	--	1	2	3	4	5
	6	7	8 ~ Academic Dev Day Clusters**	9	10	11	12
	13	14	15	16 Last class meeting of 1st 7.5-Week Term	17 Express A Ends Makeup Exams Only Grades Due*	18	19
	20	21 2nd 7.5-Wk Term Begins	22	23	24	25	26
	27	28	29	30	31	--	--
Nov	--	--	--	--	--	1	2
	3	4	5	6	7	8	9
	10	11 ~ CLOSED (Vet's Day)	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27 Classes starting 5 PM or later are CANCELED	28 ~ CLOSED (Thxgiving)	29 ~ CLOSED (Thxgiving)	30 ~ CLOSED (Thxgiving)
Dec	1 ~ CLOSED (Thxgiving),	2	3	4	5	6	7
	8	9	10	11	12	13 ~ Commencement:** Degree & Certificate	14 ~CLOSED
	15	16 End 15-Week Term End 12-Week Term End 2nd 7.5-Week Term Makeup Exams Only due by 6pm* Grades	17 ~Faculty Planning and Professional Development**	18 ~Faculty Planning and Professional Development**	19 ~Faculty Planning and Professional Development**	--	--
	75	← # Class Meetings →	15	15	16	15	14

Faculty Return/Convocation/Cluster Meetings [Aug 20, 2024]

Faculty Meetings/Planning [Aug 20 - Aug 24, 2024]

Faculty Planning & Professional Dev end of Fall Term [Dec 16 - Dec 19, 2024]

Academic Development Day/Clusters [Oct 8, 2024]

Degree & Certificate Commencement [Dec 13, 2024]

15-Week Term (Full Term) [Aug 26 - Dec 16, 2024]

1st 7.5-Week Term (Express A) [Aug 26 - Oct 17, 2024]

12-Week Term (12 Week) [Sept 16 - Dec 16, 2024]

2nd 7.5-Week Term (Express B) [Oct 21 - Dec 16, 2024]

Final Exams are given on the last class meeting.

Grades Due: Grades are due online by 6:00pm on [10/17] for 1st 7.5-Week session and on [12/16] for 15-, 12-, and 2nd 7.5-Week sessions

~ No Class Meeting day or COLLEGE CLOSED day.

** Faculty Duty Day

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Institutional Accreditation Update Presenter: Dr. Roger Yohe, Vice President, Academic Innovation and Strategy

Summary:

Background/Pertinent Facts: PBSC is seeking permission from the United States Department of Education to change institutional accreditors. This presentation will provide the Trustees with the latest information since the August 2023 DBOT meeting update.

Financial Impact: N/A

Strategic Goal(s) Addressed: Collaboration

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: October 17, 2023
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 9/30/23.

The College continues to closely monitor revenues and expenses, paying close attention to enrollment data as it relates to revenue.

Financial Impact: N/A

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

Duration of Contract: N/A

RECOMMEND: Approval

Attachments:

Budget.Analysis.September.30.2023

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 Three Months Ending September 30, 2023

	2023/24 Proposed Budget	Year to Date 9/30/2023	% Current to Original Budget
Revenues:			
Student Tuition & Fees	\$ 71,979,043	\$ 26,934,331	37%
Less: Legislative Fee Waivers	(17,062,040)	(7,257,828)	43%
Net Student Tuition & Fees	<u>\$ 54,917,003</u>	<u>\$ 19,676,503</u>	<u>36%</u>
Dual Enrollment Fees	\$ 2,000,000	\$ 2,237	0%
State Government:			
FL College System Program Fund	\$ 65,047,135	\$ 16,261,784	25%
Lottery	13,961,552	3,490,388	25%
Performance Funding	1,524,062	381,015	25%
Other	2,396,533	375,780	16%
Total State Government	<u>\$ 82,929,282</u>	<u>\$ 20,508,967</u>	<u>25%</u>
Federal Government	551,500	349,279	63%
Private Grants/Contracts	200,000	136,881	68%
Sales and Services	1,200,000	387,314	32%
Interest and Dividends & Gain/Loss on Investments	200,000	538,908	269%
Other Revenues	390,000	41,691	11%
Non-Revenue Receipts	1,139,500	-	0%
Total Revenue	<u>\$ 143,527,285</u>	<u>\$ 41,641,780</u>	<u>29%</u>
Expenditures:			
Compensation by Employment Category			
Instruction	\$ 26,644,732	\$ 5,197,247	20%
Instructional - Overload	3,700,000	1,342,760	36%
Adjunct Instructional	12,129,000	2,397,625	20%
Instructional Management	2,459,000	625,521	25%
Institutional Management	1,505,000	314,587	21%
Executive Management	2,277,000	691,132	30%
Other Professional	19,040,000	5,164,397	27%
Staff Part Time	2,700,000	501,693	19%
Technical, Clerical Trade and Service	14,839,000	3,377,677	23%
Student Assistants	300,000	61,277	20%
Contingency - Budget Only	500,000	-	0%
Total Compensation by Categories	<u>\$ 86,093,732</u>	<u>\$ 19,673,916</u>	<u>23%</u>
Benefits	<u>23,478,627</u>	<u>6,110,006</u>	<u>26%</u>
Total Compensation and Benefits	<u>\$ 109,572,359</u>	<u>\$ 25,783,922</u>	<u>24%</u>
Current Expenses			
Professional Development, Travel, & Mileage	\$ 734,787	\$ 132,536	18%
Freight and Postage	80,706	27,315	34%
Telecommunications	207,289	61,657	30%
Printing	137,576	18,926	14%
Repairs and Maintenance	2,091,088	427,099	20%
Rentals	309,372	14,462	5%
Insurance	2,869,270	2,126,345	74%
Utilities	3,891,998	1,007,657	26%
Other Services	6,745,205	1,375,678	20%
Professional Fees	1,612,502	588,444	36%
Materials and Supplies	4,199,352	427,821	10%
Data Software - Non Capitalized	3,952,660	3,190,067	81%
Maintenance and Construction Materials	292,926	68,697	23%
Other Materials and Supplies	853,814	162,221	19%
Library Resources	663,082	153,683	23%
Scholarships and Waivers	2,562,081	902,687	35%
Other Expenses	1,001,218	6,691	1%
Contingency	500,000	-	0%
Total Current Expenses	<u>\$ 32,704,926</u>	<u>\$ 10,691,986</u>	<u>33%</u>
Total Equipment	<u>1,250,000</u>	<u>278,355</u>	<u>22%</u>
Total Expenditures	<u>\$ 143,527,285</u>	<u>\$ 36,754,263</u>	<u>26%</u>
Net Revenue (Expense)	<u>\$ -</u>	<u>\$ 4,887,517</u>	

Attachment: Budget.Analysis.September.30.2023 (5713 : 10/17/23 Fin. Review & Analysis)

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Planning and Construction Projects Status Report Dated October 1, 2023
Staff Contact: Mr. Kirk Stetson, Manager, Facilities, Planning and Construction

Summary:

Background/Pertinent Facts: This report provides a monthly overview of all Facilities District Planning and Construction projects collegewide. Project categories include Study Phase, Design Phase and Construction Phase. The following Report Summary highlights the projects that are in the Active Construction Phase. The attached Active Planning & Construction Projects – Status Report provides more detail on each project.

October 1, 2023 – Report Summary

DISTRICT

- **7 projects**
- **3 projects active construction**
 - Classroom Tech - Phase 3 (all campuses)
 - Active Learning Studios - Phase 1 (all campuses)
 - Cash Drop Boxes (all campuses)

LAKE WORTH CAMPUS

- **16 projects**
- **6 projects active construction**
 - Bldg ETA 128 – SIM Lab Remodel
 - Bldg PSD 540 – EMT Lab Remodel
 - Bldg CM 124 – HVAC Chiller #1 Replacement
 - Bldg CM 124 – HVAC Fan Coil Temp Control
 - Bldg SCA 201 – Kitchen HVAC
 - SITE – 6th Avenue Phase 1A – QUAD

PALM BEACH GARDENS CAMPUS

- 12 projects
- 2 projects active construction
 - Bldg TGL 300 – TMRW Sports
 - Bldg AD 101 – Stormwater Drainage

BELLE GLADE CAMPUS

- 2 projects
- no projects active construction

BOCA RATON CAMPUS

- 7 projects
- 3 projects active construction
 - Bldg AD 102 – Panthers Closet/Pantry Remodel
 - Bldg CB 100 - HVAC Upgrades/IAQ
 - Bldg BT 104 – Massage Therapy Lab Electric

LOX GROVES CAMPUS

- 1 project
- 1 project active construction
 - Bldg 102 – NEW Dental & Medical Tech building

45 Total projects tracking**15 Projects in construction****All contract construction projects “on Schedule” and “on Budget”**

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:

Planning and Construction Projects Schedule dated October 1, 2023

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

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

Active Planning & Construction Projects - STATUS REPORT 10/1/2023

1 Lake Worth Campus

DISTRICT

No.	Project	Building	Type	Status	Design Services	Design Cost	Design Schedule	Construction Services	Est Const Cost	Const Schedule	Funding
1	Clsrm TECH Phase 3	Multiple	ELEC	EQPT	OCI	\$ 39,275	COMPLETE	Black DIAMOND	\$ 273,658	PENDING IT/AV	CARES
2	Clsrm TECH Phase 4	Multiple	ELEC	PEND	OCI	TBD	TBD	GC Pool BID	TBD	PENDING	CARES
3	Active Lrn'g Studios PH1	Multiple	REM	EQPT	Synalovski	\$ 90,000	COMPLETE	PROCTOR Construction	\$ 429,430	PENDING IT/AV	CARES/FIPSE/F
4	Active Lrn'g Studios PH2	Multiple	REM	TempHOLD	Synalovski	\$ 90,000	COMPLETE	GC Pool BID	TBD	TBD	CARES/FIPSE/F
5	DIST-WaterCoolerReplacmnt PH2	Multiple	PLMB	DESIGN	InHouse	N/A	TBD	Sub BIDS	TBD	TBD	CARES
6	Cash Drop Boxes	Multiple	REM	CONST	InHouse	N/A	COMPLETE	Vendor/InHouse	\$ 75,000	9/2023-10/2023	DefMain
7	ERTC	BG/LG	STDY	STDY	Song & Associates	\$ 26,350	8/2023-10/2023	TBD	\$ 12,000,000	TBD	PECO

Lake Worth Campus

1	Bldg ETA 128 - SIM Lab	ETA 128	REM	CONST	Harvard Jolly	\$ 283,952	COMPLETE	LEGO-PENDING	\$ 2,800,000	HOLD - RE-BID	PECO/Donor
2	Bldg LL 113 - Remodeling	LL 113	REM/ADD	PEND	TBD - RFQ Architect		HOLD	HOLD	HOLD	HOLD	CIF/PECO
3	Bldg CF105-Re-Roofing	CF 105	ROOF	BID	Harvard Jolly	\$ 20,900	COMPLETE	TBD	\$ 350,000	HOLD - RE-BID	DefMain
4	Bldg PSD 540- EMT Lab	PSD 540	REM	CONST	Synalovski	\$ 44,000	COMPLETE	InHouse/Sub BIDS	\$ 385,000	8/2023-10/2023	CIF/PECO
5	Bldg CM124-Chiller #1Replacmnt	CM 124	HVAC	CONST	CAPE	\$ 34,187	COMPLETE	Precision Air	\$ 795,798	8/2022-10/2023	CO&DS
6	Bldg ITB118-AHU Replacement	ITB 118	HVAC	BID	JLRD	\$ 41,743	COMPLETE	MECH Pool BID	\$ 297,443	TBD	Millage+DefMn
7	Bldg CM124-FanCoil Temp Cntrl	CM 124	HVAC	CONST	CAPE	\$ 26,206	COMPLETE	Precision Air	<i>incl ABOVE</i>	PENDING	DefMain
8	Bldg FN110-AHU Replacement	FN 110	HVAC	BID	CAPE	\$ 19,536	COMPLETE	MECH Pool BID	\$ 120,000	TBD	DefMain
9	Bldg SCA 201 - Kitchen HVAC	SCA 201	HVAC	CONST	TRANE	N/A	COMPLETE	CO-OP (TRANE)	\$ 450,000	COMPLETE	CARES
10	SITE-6th Avenue Phase 1A -QUAD	SITE	SITE	CONST	WannemacherJensen	\$ 78,000	Phase 1A-DEMO	ALL-SITE Construction	\$ 450,870	8/2023-10/2023	CIF/PECO
10.1	SITE-6th Avenue Phase 1B -QUAD	SITE	SITE	BID	WannemacherJensen	\$ 238,231	Phase 1B-QUAD	ALL-SITE Construction	\$ 3,500,000	8/2023-1/2024	CIF/PECO
11	Bldg HI 100 - HISTORIC REM	HI 100	REN	DESIGN	Song & Associates	\$ 74,500	HOLD	GC Pool BID	TBD	TBD	DefMain
12	SITE-26KVA Electrical Extension	SITE	ELEC	DESIGN	OCI	\$ 12,570	COMPLETE	TBD	TBD	TBD	DefMain
13	Bldg CF105-Stdnt Welcome Cntr	CF 105	REM	FFE	InHouse	N/A	COMPLETE	InHouse/Sub Bids	TBD	COMPLETE	PECO
14	Sports Master Plan	SITE	STUDY	PLAN	HKS	\$ 54,000	7/2023-9/2023	N/A	N/A	N/A	Foundation
15	LOWES-Trades Innovation CNTR	ETA 128	STUDY	PLAN	HKS	\$ 25,000	9/2023-11/2023	RFQ for CM	TBD	TBD	Donation
16	SITE-Baseball Stormwater Drnge	SITE	STUDY	DESIGN	KEITH	\$ 39,750	HOLD	HOLD	HOLD	HOLD	DefMain

LEGEND: NEW = New Construction; REM = Remodeling; REN = Renovation; HVAC = Air Conditioning Projects; SITE = Site related Work; RED = Changes since last report

Italicized Costs represent "Estimates" \$10,000

Attachment: Planning and Construction Projects Schedule dated October 1, 2023 (5704 :

Active Planning & Construction Projects - STATUS REPORT

10/1/2023

4 Palm Beach Gardens Campus

No.	Project	Building	Type	Status	Design Services	Design Cost	Design Schedule	Construction Services	Est Const Cost	Const Schedule	Funding
L1	Bldg TGL 300 - TMRW Sports	TGL 300	NEW	CONST	O-SPORTS	N/A	COMPLETE	RR Simmons	\$ 11,000,000	5/2023-12/2023	N/A
1	Bldg AD 101 - Stormwater Drainage	AD 101	SITE	CONST	KEITH	\$ 19,500	COMPLETE	Andrea Const	\$ 367,000	TBD	DefMain
2	Bldg AD 101 - Structural STUDY	AD 101	STDY	STDY	CAPE	\$ 12,331	COMPLETE	TBD	TBD	TBD	DefMain
3	Bldg AU 108 - Structural STUDY	AU 108	STDY	STDY	CAPE	\$ 6,497	COMPLETE	TBD	TBD	TBD	DefMain
4	Bldg AA 102 - CHW Piping	AA 102	HVAC	DESIGN	CAPE	\$ 6,824	COMPLETE	TBD	TBD	TBD	DefMain
5	Bldg CM 118 - Cooling Tower REN	CM 118	REN	PEND	N/A	N/A	N/A	TBD	TBD	TBD	DefMain
6	Bldg LC 107 - Respiratory Care	LC 107	REM	DESIGN	BEA Architects	\$ 62,600	2/2023-10/2023	GC Pool BID	TBD	TBD	TBD
7	Bldg CM 103-Generator Replace	CM103	EQPT	DESIGN	SGM	\$ 10,400	4/2023-10/2023	TBD	TBD	TBD	DefMain
8	Bldg AD 101 - Structural STUDY	AD 101	STDY	STDY	CAPE	\$ 12,331	COMPLETE	TBD	TBD	TBD	DefMain
9	Bldg AD 101 - Design STUDY	AD 101	STDY	STDY	Song & Associates	\$ 10,250	PENDING	TBD	TBD	TBD	TBD
10	Bldg AU 108 - Structural STUDY	AU 108	STDY	STDY	CAPE	\$ 6,497	COMPLETE	TBD	TBD	TBD	DefMain
11	Bldg AU 108 - Re-Roof (Upper)	AU 108	ROOF	PEND	TBD	TBD	TBD	TBD	TBD	TBD	DefMain

6 Belle Glade Center

No.	Project	Building	Type	Status	Design Services	Design Cost	Design Schedule	Construction Services	Est Const Cost	Const Schedule	Funding
1	Bldg AU 103-HVAC Upgrade	AU 103	HVAC	PEND	SGM	\$ 9,640	TBD	MechPool BID	TBD	PENDING BIDS	CO&DS
2	FL Broadband Community Project	CRA 100	STDY	GRANT	InHouse	N/A	4/2023-10/2023	TBD	TBD	TBD	

9 Boca Raton Campus

No.	Project	Building	Type	Status	Design Services	Design Cost	Design Schedule	Construction Services	Est Const Cost	Const Schedule	Funding
1	Bldg BT104-HVAC Upgrade	BT 104	HVAC	BID	SGM	\$ 9,640	COMPLETE	TBD	\$ 65,000	TBD	Millage
2	Bldg AD 102-Offices	AD 102	REM	PEND	InHouse	N/A	TBD	TBD	TBD	TBD	TBD
3	Bldg AD 102Rms AD 106/107 REM	AD 102	REM	PEND	InHouse	N/A	TBD	TBD	TBD	TBD	TBD
4	Bldg AD 102-Panthers Closet/Pntry	AD 102	REM	CONST	Gurri Matute	\$ 14,765	COMPLETE	InHouse/Subs	TBD	6/2023-7/2023	Donor
5	Bldg CB 100-HVAC Upgrades/IAQ	CB 100	HVAC	CONST	SGM	\$ 13,325	COMPLETE	FASTRACK MCI	\$ 863,737	3/2023-9/2023	CARES
6	Bldg BT 104-Engineering TECH	BT 104	REM	DESIGN	Gurri Matute	\$ 18,900	2/2023-10/2023	TBD	TBD	TBD	
7	BLDG BT 104-Massage ELEC	BT 104	ELEC	CONST	OCI	\$ 3,835	COMPLETE	Jack's Electric	\$ 47,500	7/2023-9/2023	

10 Loxahatchee Groves Campus

No.	Project	Building	Type	Status	Design Services	Design Cost	Design Schedule	Construction Services	Est Const Cost	Const Schedule	Funding
1	NEW-Dental & Medical Tech Bldg	102	NEW	CONST	Zyscovich	\$ 2,517,490	COMPLETE	Kaufman Lynn	\$ 54,450,000	6/2023-1/2025	PECO-Fund 7

Attachment: Planning and Construction Projects Schedule dated October 1, 2023 (5704 :

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the College to Execute Amendment Number 4 to Sublease Number 2724-003 Extending the Lease for the Boca Campus Until January 21, 2073 and to Execute the Addendum to the Sublease Noting Additional Terms and Conditions. Staff Contact: Mr. Kevin Fernander, General Counsel

Summary:

Background/Pertinent Facts: FAU subleased a portion of its Boca Raton Campus to PBSC in 1982. With the approval of the Fourth Amendment, that sublease will be extended through January 21, 2073. The Addendum to the Sublease with FAU memorializes the terms of the extension and related services as deemed appropriate by the administration.

Financial Impact: The College will compensate the Florida Atlantic University for services provided in connection with the sublease (i.e., police, utilities, and library services) and will be responsible for proportionate concurrency impacts related to planned development.

- Prorated cost of stormwater - assessed as of June 1, 2022, at \$1,107 per month.
- Library services - \$140,000 annually for the periods July 1, 2022, through June 30, 2023, July 1, 2023, through June 30, 2024, and July 1, 2024, through June 30, 2025, and increased by 3% per year annually thereafter.
- Police/security services - \$80,000 for the period July 1, 2022, through June 30, 2023, \$85,000 for the period July 1, 2023, through June 30, 2024, and \$90,000 for the period July 1, 2024, through June 30, 2025, and increased by 3% per year annually thereafter.

Strategic Goal(s) Addressed: TRANSFORMATIONAL - Streamline the Transfer Process Simplify the students' transition to a 4-year degree by strengthening our partnerships with external and internal Bachelor programming.

Duration of Contract: Through the amended Lease Term.

RECOMMEND: Approval

Attachments:

A AID 45312 Amendment 4 to Sublease 2724-003 OGC signed

PBSC-FAU Addendum to Sublease re Improvements and Other Matters FINAL

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

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

This Amendment was prepared by:
 Amy Smith
 Bureau of Public Land Administration
 Division of State Lands
 Department of Environmental Protection, MS
 130 3900 Commonwealth Boulevard,
 Tallahassee, Florida 32399-3000
 AID# 45312
 ATSI

THE FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES

AMENDMENT NUMBER 4 TO SUBLEASE NUMBER 2724-003

THIS SUBLEASE AMENDMENT is entered into this ____ day of _____, 20__, by and between **THE FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES**, hereinafter referred to as "SUBLESSOR" and **THE DISTRICT BOARD OF TRUSTEES OF PALM BEACH STATE COLLEGE, FLORIDA**, formerly known as Palm Beach Community College Board of Trustees, hereinafter referred to as "SUBLESSEE";

W I T N E S S E T H

WHEREAS, the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida, by virtue of Section 253.03, Florida Statutes, holds title to certain lands and property for the use and benefit of the State of Florida; and

WHEREAS, on December 8th, 1982, SUBLESSOR and SUBLESSEE entered into Sublease Number **2724-003**; and

WHEREAS, SUBLESSOR and SUBLESSEE desire to amend this Sublease to extend the term to terminate with Board of Trustees of the Internal Improvement Trust Fund of the State of Florida Lease Number 2724.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. Sublease Number 2724-003 is hereby amended to extend the term to terminate on January 21, 2073.
2. It is understood and agreed by SUBLESSOR and SUBLESSEE that in each and every respect the terms of the Sublease Number **2724-003**, except as amended, shall remain unchanged and in full force and effect and the same are hereby ratified, approved and confirmed by SUBLESSOR and SUBLESSEE as of the date of this amendment; provided, however, that SUBLESSOR and SUBLESSEE may enter into addenda and/or other agreements pertaining to Sublease Number 2724-003 as long as such addenda and/or other agreements do not conflict with the terms of Sublease Number 2724-003 or the Parent Lease.
3. It is understood and agreed by SUBLESSOR and SUBLESSEE that this Amendment Number **4** to Sublease Number **2724-003** is hereby binding upon the parties hereto and their successors and assigns.
4. This sublease amendment may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed on the day and year first above written.

“SUBLESSOR”

**THE FLORIDA ATLANTIC UNIVERSITY
BOARD OF TRUSTEES**

(SEAL)

BY: _____
Stacy Volnick, Interim President

“SUBLESSEE”

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

(SEAL)

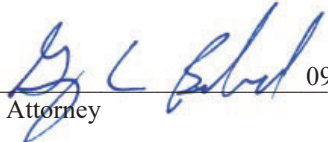
BY: _____
Ava Parker, President

Consented to by the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida on the ____ day of _____, 20____.

**BOARD OF TRUSTEES OF THE INTERNAL
IMPROVEMENT TRUST FUND OF THE STATE
OF FLORIDA**

By: _____
Callie DeHaven, Director, Division of State Lands,
State of Florida Department of Environmental
Protection, as an agent for and on behalf of the
Board of Trustees of the Internal Improvement
Trust Fund of the State of Florida

APPROVED SUBJECT TO PROPER EXECUTION

By:  09-11-2023
DEP Attorney

Attachment: A AID 45312 Amendment 4 to Sublease 2724-003 OGC signed (5805 : Boca Lease W/ FAU)

ADDENDUM TO SUBLEASE

This Addendum to Sublease (“Addendum”), dated as of _____, 2023 is by and between the Florida Atlantic University Board of Trustees (“FAU”) and Palm Beach State College Board of Trustees (“PBSC”).

WHEREAS, FAU and PBSC are parties to Sublease Agreement No. 2724-003, as amended (the “Sublease”) for the use of state lands by PBSC for a PBSC South Campus (“PBSC Campus”) on FAU’s Boca Raton Campus; and

WHEREAS, PBSC contemplates certain capital improvements on the PBSC Campus that will have certain impacts to FAU and to the City of Boca Raton; and

WHEREAS, PBSC and FAU desire to agree to certain arrangements and stipulations with regards to any PBSC improvements and current and future utility impacts; and

WHEREAS, FAU provides certain police/security and library services to the PBSC Campus, as more fully detailed in that certain Agreement for Services dated June 30, 2008, as amended and supplemented (the “Agreement for Services”); and

WHEREAS, PBSC has granted FAU a non-exclusive license to utilize certain parking areas of the PBSC Campus for overflow parking during FAU football games and other FAU stadium events, as more fully detailed in that certain Parking License Agreement dated October 4, 2011, as amended and supplemented (the “Parking License Agreement”); and

WHEREAS, FAU and PBSC desire to memorialize the agreements relating to the Sublease and the PBSC Campus as more specifically set forth in this Addendum; and

WHEREAS, all capitalized terms not defined herein shall have their meanings as ascribed in the Sublease, the Agreement for Services and the Parking License Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. PBSC shall consult with FAU on any proposed capital improvements contemplated to the PBSC Campus and seek to incorporate any reasonable change or modification suggested; provided, however, that PBSC shall obtain the written approval of FAU with regards to any improvements that impact or connect with FAU infrastructure.

2. PBSC shall be responsible for its proportionate share of all concurrency impacts to the City of Boca Raton or other applicable authorities and shall not be entitled to use any concurrency reservations already paid, held, or reserved by FAU. Concurrency impacts shall include without limitation, Palm Tran services and other transportation impacts, fire rescue services, stormwater, solid waste etc.

3. PBSC shall be responsible to FAU for its proportionate share of all utility costs and impacts associated with any existing and future improvements, including but not limited to gas and electric service, installation of new lines, water and sewer, repair or replacement of meters, maintenance and operations of the applicable lift station (based on discharge), PBSC shall be responsible for its prorated cost of storm water based on their impervious area (assessed as of June 1,

2022 at \$1,107 per month) . FAU shall invoice PBSC for its proportionate share of such charges and PBSC shall pay such invoices to FAU within 30 days. PBSC shall coordinate the need for any new or modified utility or other easements with FAU and the Florida Division of State Lands.

4. Library services as set forth in the Agreement for Services shall be \$140,000 annually for the periods July 1, 2022 through June 30, 2023, July 1, 2023 through June 30, 2024, and July 1, 2024 through June 30, 2025 and shall be increased by 3% per year annually thereafter. The parties agree to meet at least every five (5) years to discuss the fees for library services and adjust such fees as reasonably appropriate. PBSC staff and student vehicles displaying a PBSC parking decal may park in the FAU parking garage adjacent to the FAU library at no additional cost while using the FAU library. All other parking locations on FAU's campus or any vehicle without a PBSC parking decal shall be subject to FAU parking fees.

5. Police/security services as set forth in the Agreement for Services shall be \$80,000 for the period July 1, 2022 through June 30, 2023, \$85,000 for the period July 1, 2023 through June 30, 2024, and \$90,000 for the period July 1, 2024 through June 30, 2025 and shall be increased by 3% per year annually thereafter. The parties agree to meet at least every five (5) years to discuss the fees for police/security services and adjust such fees as reasonably appropriate.

6. The Parking License Agreement shall remain in full force and effect. PBSC shall consult with FAU on any proposed termination and/or work with FAU on reasonable modifications and/or a reasonable alternative location on the PBSC Campus parking lots to accommodate overflow parking for stadium events.

7. PBSC shall have an emergency management plan that addresses the shared campus of FAU and PBSC. The emergency management plan must address how coordination is executed between PBSC and FAU. The plan shall be submitted to the FAU Department of Emergency Management and updated and reshared as needed. PBSC shall communicate and coordinate directly with the FAU Department of Emergency Management in advance regarding any emergency drill, training, or exercise that is planned to occur on the shared campus of FAU and PBSC.

8. If FAU identifies potential development plans for an undeveloped portion of the PBSC Campus, PBSC agrees to work with FAU to evaluate and discuss potential comparable alternative or relocated property options to consider a swap or other arrangement to reasonably accommodate both FAU and PBSC needs and to cooperate with regards to the process for any such required approvals.

9. Except as specifically modified by this Addendum, all other provisions of the Sublease, the Agreement for Services, and the Parking License Agreement shall remain in full force and effect and shall be binding upon the parties in accordance with their terms.

10. This Addendum may be executed in any number of counterparts, each of which shall constitute an original and all of which together shall constitute but one and the same original document.

IN WITNESS OF THE FOREGOING, the parties have signed this Addendum effective as of the date first set forth above.

FLORIDA ATLANTIC UNIVERSITY
BOARD OF TRUSTEES

PALM BEACH STATE COLLEGE
BOARD OF TRUSTEES

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment: PBSC-FAU Addendum to Sublease re Improvements and Other Matters FINAL (5805 : Boca Lease W/ FAU)

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the Contract Award with Timothy Rose Contracting, Inc. for Drainage Improvements at the Palm Beach Gardens Campus, ITB 2024-01TR \$367,400 through Project Completion Presenter: Jennifer Alvarez, Director, Procurement and Joan Rumsey, Assistant Director, Facilities

Summary:

Background/Pertinent Facts: The Facilities Planning and Construction Department is requesting Board approval of the bid award of ITB 2024-01TR Drainage Improvements – Palm Beach Gardens Campus. The purpose of the contract is to replace or repair portions of the existing stormwater drainage system at the Palm Beach Gardens Campus.

The Invitation to Bid (ITB) was advertised on Demand Star and the College's Purchasing website on August 1, 2023. Six firms responded to this Invitation to Bid. Bids ranged from \$334,000 to \$964,397 as detailed below:

Close Construction Services	\$579,510.00
Mike Mann Construction, Inc.	\$588,108.88
Prince Land, Inc.	\$964,397.10
Dickerson Infrastructure, Inc.	\$577,975.00
Vortex Services, LLC	\$478,864.00
Timothy Rose Contracting, Inc.	\$334,000.00

Responses were evaluated by Procurement, Facilities, and the Engineer of Record, and Timothy Rose Contracting, Inc. was determined to be the lowest responsive, responsible bidder at \$334,000.00.

Financial Impact:

Base Bid:	\$334,000.00
Owner-controlled Contingency (10%):	<u>\$33,400.00</u>
Total:	\$367,400.00

This project is funded by local funds: Student Capital Improvement Fees

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

Duration of Contract: Until project completion; approximately 6 – 7 months.

RECOMMEND: Approval


Attachments:

Tabulation ITB 2024-01TR Drainage Improvements - PBG Campus 1

Notice of Intent to Award

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

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

 PALM BEACH STATE COLLEGE PROCUREMENT DEPARTMENT INVITATION TO BID TABULATION ITB 2024-01TR Drainage Improvements - Palm Beach Gardens Campus															
				Close Construction Services		Mike Mann Construction Inc. dba Mann Excavation		Prince Land, Inc.		Dickerson Infrastructure, Inc. dba Dickerson Florida, Inc.		Vortex Services, LLC.		Timothy Rose Contracting, Inc.	
ITEM	Description	Qty	Unit Cost \$	Total \$	Unit Cost \$	Total \$	Unit Cost \$	Total \$	Unit Cost \$	Total \$	Unit Cost \$	Total \$	Unit Cost \$	Total \$	
EQUIPMENT/SERVICES COVERED															
1	Erosion Control / Silt Fence	1	\$20,000.00	\$20,000.00	\$ 5,000.00	\$ 5,000.00	\$2,580.00	\$2,580.00	\$ 10,500.00	\$ 10,500.00	\$ 2,800.00	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	
2	Clearing/Grubbing	700	\$ 40.00	\$28,000.00	\$ 7.50	\$ 5,250.00	\$ 33.31	\$ 23,317.00	\$ 10.00	\$ 7,000.00	\$ 23.00	\$16,100.00	\$ 16.75	\$11,725.00	
3	Excavation & Pipe Removal	630	\$ 35.00	\$22,050.00	\$ 22.00	\$ 13,860.00	\$ 111.70	\$ 70,371.00	\$ 23.00	\$ 14,490.00	\$ 24.00	\$15,120.00	\$ 19.50	\$12,285.00	
4	Install 15" HDPE Pipe	74	\$ 125.00	\$ 9,250.00	\$ 85.00	\$ 6,290.00	\$ 107.15	\$ 7,929.10	\$ 155.00	\$ 11,470.00	\$ 79.00	\$ 5,846.00	\$ 118.00	\$ 8,732.00	
5	Install 18" HDPE Pipe	35	\$ 150.00	\$ 5,250.00	\$ 92.00	\$ 3,220.00	\$ 164.65	\$ 5,762.75	\$ 185.00	\$ 6,475.00	\$ 104.00	\$ 3,640.00	\$ 138.00	\$ 4,830.00	
6	Install 24" HDPE Pipe	124	\$ 200.00	\$24,800.00	\$ 109.00	\$ 13,516.00	\$ 173.00	\$ 21,452.00	\$ 167.00	\$ 20,708.00	\$ 152.00	\$18,848.00	\$ 167.00	\$20,708.00	
7	Install 30" HDPE Pipe	202	\$ 250.00	\$50,500.00	\$ 125.00	\$ 25,250.00	\$ 180.50	\$ 36,461.00	\$ 184.00	\$ 37,168.00	\$ 208.00	\$42,016.00	\$ 175.00	\$35,350.00	
8	Install 36" HDPE Pipe	55	\$ 280.00	\$15,400.00	\$ 140.00	\$ 7,700.00	\$ 217.10	\$ 11,940.50	\$ 230.00	\$ 12,650.00	\$ 264.00	\$14,520.00	\$ 190.00	\$10,450.00	
9	Install 15" CAP Pipe	20	\$ 300.00	\$ 6,000.00	\$ 97.00	\$ 1,940.00	\$ 228.40	\$ 4,568.00	\$ 207.00	\$ 4,140.00	\$ 137.00	\$ 2,740.00	\$ 148.00	\$ 2,960.00	
10	Install 18" CAP Pipe	40	\$ 250.00	\$10,000.00	\$ 105.00	\$ 4,200.00	\$ 259.75	\$ 10,390.00	\$ 219.00	\$ 8,760.00	\$ 154.00	\$ 6,160.00	\$ 145.00	\$ 5,800.00	
11	Install 24" CAP Pipe	20	\$ 400.00	\$ 8,000.00	\$ 120.00	\$ 2,400.00	\$ 254.50	\$ 5,090.00	\$ 248.00	\$ 4,960.00	\$ 213.00	\$ 4,260.00	\$ 175.00	\$ 3,500.00	
12	Install 30" CAP Pipe	30	\$ 350.00	\$10,500.00	\$ 145.00	\$ 4,350.00	\$ 320.50	\$ 9,615.00	\$ 437.00	\$ 13,110.00	\$ 299.00	\$ 8,970.00	\$ 182.00	\$ 5,460.00	
13	Install 24" RCP Pipe	40	\$ 350.00	\$14,000.00	\$ 130.00	\$ 5,200.00	\$ 250.00	\$ 10,360.00	\$ 288.00	\$ 11,520.00	\$ 212.00	\$ 8,480.00	\$ 174.00	\$ 6,960.00	
14	Insert and Pressurize 15" CIPP Liner	314	\$ 150.00	\$47,100.00	\$ 140.00	\$ 43,960.00	\$ 280.15	\$ 87,967.10	\$ 145.00	\$ 45,530.00	\$ 145.00	\$45,530.00	\$ 90.00	\$28,260.00	
15	Insert and Pressurize 24" CIPP Liner	306	\$ 250.00	\$76,500.00	\$ 250.00	\$ 76,500.00	\$ 383.35	\$117,305.10	\$ 225.00	\$ 68,850.00	\$ 235.00	\$71,910.00	\$ 145.00	\$44,370.00	
16	Insert and Pressurize 30" CIPP Liner	118	\$ 300.00	\$35,400.00	\$ 350.00	\$ 41,300.00	\$ 620.60	\$ 73,230.80	\$ 250.00	\$ 29,500.00	\$ 426.00	\$50,268.00	\$ 200.00	\$23,600.00	
17	Insert and Pressurize 36" CIPP Liner	53	\$ 400.00	\$21,200.00	\$ 450.00	\$ 23,850.00	\$ 683.50	\$ 36,225.50	\$ 345.00	\$ 18,285.00	\$ 469.00	\$24,857.00	\$ 295.00	\$15,635.00	
18	Pour 24" Concrete Collar as indicated in construction document	2	\$ 2,500.00	\$ 5,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,800.00	\$ 5,600.00	\$ 3,000.00	\$ 6,000.00	\$ 3,700.00	\$ 7,400.00	\$ 975.00	\$ 1,950.00	
19	Pour 30" Concrete Collar as indicated in construction document	3	\$ 3,000.00	\$ 9,000.00	\$ 1,500.00	\$ 4,500.00	\$ 3,425.00	\$ 10,275.00	\$ 4,000.00	\$ 12,000.00	\$ 4,500.00	\$13,500.00	\$ 1,190.00	\$ 3,570.00	
20	Construct Sand-Cemented Endwall as indicated in construction document	12	\$ 5,000.00	\$60,000.00	\$ 6,900.00	\$ 82,800.00	\$ 10,345.00	\$124,140.00	\$ 4,000.00	\$ 48,000.00	\$ 4,000.00	\$48,000.00	\$ 3,775.00	\$45,300.00	
21	Core and connect into existing drainage structure	10	\$ 3,500.00	\$35,000.00	\$ 1,000.00	\$ 10,000.00	\$ 9,175.00	\$ 91,750.00	\$ 1,700.00	\$ 17,000.00	\$ 3,200.00	\$32,000.00	\$ 425.00	\$ 4,250.00	
22	Allowance for repairs that may be required if damaged during pipe installation 1.5" Asphalt S-III 3/4" Lifts	36	\$ 150.00	\$ 5,400.00	\$ 150.00	\$ 5,400.00	\$ 64.00	\$ 2,304.00	\$ 230.00	\$ 8,280.00	\$ 89.00	\$ 3,204.00	\$ 50.00	\$ 1,800.00	
23	Allowance for repairs that may be required if damaged during pipe installation 8" Limerock Base	41	\$ 80.00	\$ 3,280.00	\$ 80.00	\$ 3,280.00	\$ 136.25	\$ 5,586.25	\$ 85.00	\$ 3,485.00	\$ 87.00	\$ 3,567.00	\$ 33.00	\$ 1,353.00	
24	Allowance for repairs that may be required if damaged during pipe installation Compacted Sub Base	48	\$ 60.00	\$ 2,880.00	\$ 80.00	\$ 3,840.00	\$ 35.00	\$ 1,680.00	\$ 78.00	\$ 3,744.00	\$ 86.00	\$ 4,128.00	\$ 24.00	\$ 1,152.00	
25	General Conditions and Mobilization	1	\$55,000.00	\$55,000.00	\$192,502.88	\$192,502.88	\$138,497.00	\$138,497.00	\$156,750.00	\$156,750.00	\$25,000.00	\$25,000.00	\$31,000.00	\$31,000.00	
			Unit Cost	Total \$	Unit Cost	Total\$	Unit Cost	Total\$	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	
CONTRACT ESTIMATED GRAND TOTAL			-	\$79,510.00	-	\$88,108.88	-	\$64,397.10	-	\$77,975.00	-	\$78,864.00	-	\$34,000.00	
Notes:	<p>***NOTE: Refer to specifications listed in the ITB. Bid is awarded as overall total lowest responsible, responsive bidder.</p> <p>In the best interest of the College, the College has reserved the right to make award by all items to one vendor.</p>														
													RECOMMENDED FOR AWARD MOST RESPONSIVE		

Attachment: Tabulation ITB 2024-01TR Drainage Improvements - PBG Campus 1 (5771 : Approval of Bid

NOTICE OF INTENT TO AWARD

September 21, 2023

RE: Invitation to Bid #ITB 2024-01TR Drainage Improvements – Palm Beach Gardens Campus

Thank you for submitting your offer for the Invitation to Bid # ITB 2024-01TR Drainage Improvements – Palm Beach Gardens Campus, dated August 1, 2023.

Responses were evaluated according to the criteria stated in the invitation. We announce our intent to award the project to:

- Timothy Rose Contracting, Inc

The following vendors also submitted a bid response:

- Close Construction Services, LLC.
- Mann Excavation
- Prince Land, Inc.
- Dickerson Infrastructure, Inc. dba Dickerson Florida, Inc.
- Vortex Service LLC.

We would like to thank each vendor for your time and efforts in preparing a response to this invitation to bid.

We invite you to contact the Procurement Department if you would like additional information or have any questions about the evaluation process.

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until a valid purchase order has been issued by Palm Beach State College's Procurement Department and a notice to proceed has been issued by the Facilities Department.

We appreciate your interest in doing business with Palm Beach State College.

Sincerely,

Tranetta Rutherford

Tranetta Rutherford
Senior Buyer
561-868-3464
rutherford@palmbeachstate.edu

Attachment: Notice of Intent to Award (5771 : Approval of Bid Award for PBG Stormwater Drainage Improvements)

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Augmenting Campus Safety with Private Security Organization for Armed Officers Presenter: Dr. Delsa Bush, Security and Risk Management Director

Summary:

Background/Pertinent Facts: This is a follow-up to the administration's efforts to maintain a safe campus environment. The College has researched various models to provide armed officers with specialized training at higher education institutions. We are presenting details of our research and the proposed solution to outsource this activity and minimize College risk.

Financial Impact: TBD

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 – contingent on future contract negotiations.

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: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approval of the Contract Extension Amendment and Cost Increase with TeamDynamix that Includes the AI Chatbot Functionality. Staff Contact: Mr. Ken Libutti, Chief Information Officer

Summary:

Background/Pertinent Facts: On April 12, 2022, the District Board of Trustees approved a 4-year contract with TeamDynamix (see MT#4653). The Information Services Department is requesting approval for a contract amendment to add a Conversational AI site License. The original contract amount is \$717,200, and the Amendment will increase the contract amount by \$169,727 for a total contract amount of \$886,927.

TeamDynamix is the tool used by the entire organization for IT and Enterprise Service Management, Project Portfolio Management, and Integration with Process Automation. It is used for reporting and tracking technology incidents, problems with hardware/software/system configurations, service requests, release and change control, asset management, knowledge management, user communication, project intake, project and portfolio management, and collaboration. It is also used to support Enterprise services such as Workday, Facilities, Event Management, CRM, and Instructional Design Technology.

TeamDynamix has recruited Palm Beach State College to be a partner in the development of their new conversational AI chatbot product. This will replace an existing product at the College and be highly integrated with our current Enterprise Service Management system and knowledge base. It will provide a high-level interface to help address some of the standard issues students face. It will be able to provide them with individualized self-help with these issues. This agreement will provide a site license and cost as much as 5 licenses for our existing product. This will enable us to provide this technology enterprise-wide.

Financial Impact: \$169,727 increase

Strategic Goal(s) Addressed: Maximize Resources

Duration of Contract: 2 years remaining contract, with an expiration of 6/30/2026

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: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the President's 2022-2023 Annual Performance Evaluation
Presenter: Mr. Kevin Fernander, General Counsel

Summary:

Background/Pertinent Facts: In accordance with the terms of PBSC President's employment, the Board of Trustees must conduct an annual performance evaluation on the implementation of the President's duties and responsibilities pursuant to Florida Statutes 1001.64, 1008.45, professional ethics, and the expressed requirements of the Board of Trustees. The Board's evaluation is to be conducted during a noticed meeting of the District Board of Trustees. The current evaluation includes goals and directives provided by the Board during Academic Year 2022-2023 at its September 20, 2022, meeting.

Evaluations were prepared individually by each Trustee and compiled for Board review by General Counsel.

Upon final District Board of Trustee acceptance of the President's performance evaluation, the report will be submitted to the Chancellor in accordance with Florida statute.

RECOMMEND: Approval

Attachments:

2022-2023_PBSC_Presidents_Annual_Evaluation_Form_to_DBOT Grid

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

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

Exhibit "A"

1012.86 Florida College System institution employment equity accountability program.—

(1) Each Florida College System institution shall include in its annual equity update a plan for increasing the representation of women and minorities in senior-level administrative positions and in full-time faculty positions, and for increasing the representation of women and minorities who have attained continuing-contract status. Positions shall be defined in the personnel data element directory of the Department of Education. The plan must include specific measurable goals and objectives, specific strategies and timelines for accomplishing these goals and objectives, and comparable national standards as provided by the Department of Education. The goals and objectives shall be based on meeting or exceeding comparable national standards and shall be reviewed and recommended by the State Board of Education as appropriate. Such plans shall be maintained until appropriate representation has been achieved and maintained for at least 3 consecutive reporting years.

(2)(a) On or before May 1 of each year, each Florida College System institution president shall submit an annual employment accountability plan to the Commissioner of Education and the State Board of Education. The accountability plan must show faculty and administrator employment data according to requirements specified on the federal Equal Employment Opportunity (EEO-6) report.

(b) The plan must show the following information for those positions including, but not limited to:

1. Job classification title.
2. Gender.
3. Ethnicity.
4. Appointment status.
5. Salary information. At each Florida College System institution, salary information shall also include the salary ranges in which new hires were employed compared to the salary ranges for employees with comparable experience and qualifications.

6. Other comparative information including, but not limited to, composite information regarding the total number of positions within the particular job title classification for the Florida College System institution by race, gender, and salary range compared to the number of new hires.

7. A statement certifying diversity and balance in the gender and ethnic composition of the selection committee for each vacancy, including a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees.

(c) The annual employment accountability plan shall also include an analysis and an assessment of the Florida College System institution's attainment of annual goals and of long-range goals for increasing the number of women and minorities in faculty and senior-level administrative positions, and a corrective action plan for addressing underrepresentation.

(d) Each Florida College System institution's employment accountability plan must also include:

1. The requirements for receiving a continuing contract.
2. A brief description of the process used to grant continuing-contract status.
3. A brief description of the process used to annually apprise each eligible faculty member of progress toward attainment of continuing-contract status.

(3) Florida College System institution presidents and the heads of each major administrative division shall be evaluated annually on the progress made toward meeting the goals and objectives of the Florida College System institution's employment accountability plan.

(a) The Florida College System institution presidents, or the presidents' designees, shall annually evaluate each department chairperson, dean, provost, and vice president in achieving the annual and long-term goals and objectives. A summary of the results of such evaluations shall be reported annually by the Florida College System institution president to the Florida College System institution board of trustees. Annual budget allocations by the Florida College System institution board of trustees for positions and funding must take into consideration these evaluations.

(b) Florida College System institution boards of trustees shall annually evaluate the performance of the Florida College System institution presidents in achieving the annual and long-term goals and objectives. A summary of the results of such evaluations shall be reported to the Commissioner of Education and the State Board of Education as part of the Florida College System institution's annual employment accountability plan, and to the Legislature as part of the annual equity progress report submitted by the State Board of Education.

(4) The State Board of Education shall submit an annual equity progress report to the President of the Senate and the Speaker of the House of Representatives on or before January 1 of each year.

(5) Each Florida College System institution shall develop a budgetary incentive plan to support and ensure attainment of the goals developed pursuant to this section. The plan shall specify, at a minimum, how resources shall be allocated to support the achievement of goals and the implementation of strategies in a timely manner. After prior review and approval by the Florida College System institution president and the Florida College System institution board of trustees, the plan shall be submitted as part of the annual employment accountability plan submitted by each Florida College System institution to the State Board of Education.

(6) Subject to available funding, the Legislature shall provide an annual appropriation to the State Board of Education to be allocated to Florida College System institution presidents, faculty, and administrative personnel to further enhance equity initiatives and related priorities that support the mission of colleges and departments in recognition of the attainment of the equity goals and objectives.

History.—s. 773, ch. 2002-387; s. 192, ch. 2011-5.

Exhibit “B”**1001.64 Florida College System institution boards of trustees; powers and duties.—**

(19) Each board of trustees shall appoint, suspend, or remove the president of the Florida College System institution. The board of trustees may appoint a search committee. The board of trustees shall conduct annual evaluations of the president in accordance with rules of the State Board of Education and submit such evaluations to the State Board of Education for review. The evaluation must address the achievement of the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the performance of the president in achieving the annual and long-term goals and objectives established in the Florida College System institution’s employment accountability program implemented pursuant to s. 1012.86.

1008.45 Florida College System institution accountability process.—

(1) It is the intent of the Legislature that a management and accountability process be implemented which provides for the systematic, ongoing improvement and assessment of the improvement of the quality and efficiency of the Florida College System institutions. Accordingly, the State Board of Education and the Florida College System institution boards of trustees shall develop and implement an accountability plan to improve and evaluate the instructional and administrative efficiency and effectiveness of the Florida College System. This plan shall be designed in consultation with staff of the Governor and the Legislature and must address the following issues:

- (a) Graduation rates of A.A. and A.S. degree-seeking students compared to first-time-enrolled students seeking the associate degree.
 - (b) Minority student enrollment and retention rates.
 - (c) Student performance, including student performance in college-level academic skills, mean grade point averages for Florida College System institution A.A. transfer students, and Florida College System institution student performance on state licensure examinations.
 - (d) Job placement rates of Florida College System institution career students.
 - (e) Student progression by admission status and program.
 - (f) Career accountability standards identified in s. 1008.42.
 - (g) Institutional assessment efforts related to the requirements of s. III in the Criteria for Accreditation of the Commission on Colleges of the Southern Association of Colleges and Schools.
 - (h) Other measures approved by the State Board of Education.
- (2) The State Board of Education shall submit an annual report, to coincide with the submission of the agency strategic plan required by law, providing the results of initiatives taken during the prior year and the initiatives and related objective performance measures proposed for the next year.

(3) The State Board of Education shall address within the annual evaluation of the performance of the executive director, and the Florida College System institution boards of trustees shall address within the annual evaluation of the presidents, the achievement of the performance goals established by the accountability process.

History.—s. 392, ch. 2002-387; s. 116, ch. 2004-357; s. 129, ch. 2007-217; s. 115, ch. 2011-5.

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

Date: October 17, 2023
To: Members of the District Board of Trustees
From: Ava L. Parker, J.D., President
Subject: Approve the President's 2023-2024 Goals

Summary:

Background/Pertinent Facts: NA

Financial Impact: NA

Strategic Goal(s) Addressed: NA

Duration of Contract: NA

RECOMMEND: Approval

Attachments: NA

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

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