



# PALM BEACH STATE COLLEGE

DISTRICT BOARD OF TRUSTEES

AGENDA • SEPTEMBER 19, 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 provides accessible student-centered teaching and learning experiences in academic, technical, and life-long learning to transform lives and strengthen our community.*

**1. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE BY CHAIRPERSON**

**2. COMMENTS AND RECOGNITIONS**

A. Faculty Comment

**Presenter:** Dr. Dwight T. Elliot, MS. J.D., Professor, Information Management, Cybersecurity & Law

B. Lake Worth Campus Update

**Presenter:** Ms. Barbara Cipriano, Provost and Dean Lake Worth Campus

New Faculty Introductions

**Presenter:** Ms. Susan Bierster, M.H.S.S., Dean, Academic Affairs

**3. AGENDA ADDITIONS/DELETIONS**

**4. APPROVAL OF BOARD MINUTES**

A. Minutes of August 15, 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 2023-24 PBSC Catalog Addenda

**Staff Contact:** Dr. Roger Yohe, Vice President, Academic Innovation and Strategy

B. Finance and Administration

1. Recommendation that the Palm Beach State College District Board of Trustees Authorize Amendment No. 4 to the General, Unrestricted, Operating Fund (Fund 1) Reclassifying Budget Expenditures from Current Operating Expense to Compensation Expense for the Fiscal Year 2022-23.

**Staff Contact:** Mr. James Duffie, Vice President, 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

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 September 1, 2023

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

C. Information Services

D. Human Resources

1. Medical and Dental Insurance Rates for the 2024 Calendar Year

**Presenter:** Ms. Cheryl Hare, Director Total Rewards

**11. ACTION ITEMS**

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

1. Approve the Panther Strong 2026 Strategic Plan of Palm Beach State College for FY2024-2026

**Presenter:** Mr. David Weber, Executive Director, Institute Research

2. Ratify the Contract Approval with Cyberbit - Online Curriculum and Learning System for the Cyber Security Curriculum of the Computer Science Program

**Presenter:** Mr. John Hadley, Interim Associate Dean, Computer Science

- B. Finance and Administration
1. Approve Carryforward Spending Plan and Review Annual Financial Report for the 2022-2023 Fiscal Year  
**Presenter:** Mr. James Duffie, Vice President, Finance and Administration
  2. Approve a Contract Increase of \$4,000,000 Using E&I Contract #EI00059 Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services  
**Staff Contact:** Ms. Joan Rumsey, Assistant Director of Facilities and Ms. Jennifer Alvarez, Procurement Director
- C. Information Services
1. Approve Omnia Partners Region 14 RFP #45-22 Not to Exceed \$6,155,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent  
**Presenters:** Mr. Kenneth Libutti, Chief Information Officer and Ms. Jennifer Alvarez, Director, Procurement
  2. Approve Increase of \$9,255,000 to Spend Authorization Under State of Florida Alternate Contract Source No. 43220000-NASPO-19-ACS with Quarterly Reporting to the Board Detailing the Total Amount Spent  
**Presenters:** Mr. Ken Libutti, Chief Information Officer and Ms. Jennifer Alvarez, Director, Procurement
  3. Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed \$2,040,000 with Quarterly Reporting to the Board Detailing Total Amount Spent  
**Presenters:** Dr. David Edris, Director, Client Support Services and Ms. Jennifer Alvarez, Director, Procurement
  4. Approve E&I Cooperative Services Contract # EI00049 with AVI-SPL, LLC Not to Exceed \$3,800,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent  
**Presenters:** Dr. David Edris, Director, Client Support Services and Ms. Jennifer Alvarez, Director, Procurement
  5. Approve E&I Cooperative Services Contract #EI00221 with B & H Photo and Electronics Corp Not to Exceed \$1,395,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent  
**Presenters:** Dr. David Edris, Director, Client Support Services and Jennifer Alvarez, Director, Procurement

- D. Human Resources
  - 1. Approve Amendment to Board Policy 6Hx-18-5.301, Salary Schedules: Renaming Salary Schedule to Classification and Compensation Program - Second Reading

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

## 12. OTHER BUSINESS

- A. 2023-2024 President's Goals

## 13. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

- A. Register now for the Palm Beach State College Foundation's 2023 Golf Classic to benefit student scholarships. The tournament will be held on Friday, October 20, 2023, at PGA National Resort & Spa. For more information visit: [palmbeachstate.edu/Foundation/Golf](http://palmbeachstate.edu/Foundation/Golf).
- B. The College will be closed for Development Day on Tuesday, October 17, 2023.
- C. Community Service: Palm Beach County Food Bank, Boutwell Road, Lake Worth on Friday, September 22, from 9:00-12:00.
- D. The next District Board of Trustees meeting is scheduled for Tuesday, October 17, 2023, on the Lake Worth Campus.

## 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:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve the 2023-24 PBSC Catalog Addenda Staff Contact: Dr. Roger Yohe, Vice President Academic Innovation and Strategy

**Summary:**

**Background/Pertinent Facts:** The 2023-24 PBSC Catalog Addenda contains 2 course and 2 program revisions. No policy sections have been revised.

**Financial Impact:** n/a

**Strategic Goal(s) Addressed:** Expand, Excel

**Duration of Contract:** n/a

**RECOMMEND:** Approval

**Attachments:**

2023-24 Palm Beach State College Addenda\_Final draft

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

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

# 2023-24 Palm Beach State College Catalog Addenda

## Overview:

2 course revisions:

~~MVJ1217R~~ to **MVJ1214R** Applied Instruction Bass Guitar Freshman

~~MVJ1317R~~ to **MVJ1314R** Music-applied-private Instruction Bass Guitar Sect F

2 Program revisions:

Diagnostic Medical Sonography AS

Public Safety Telecommunications CCP

*Please note ~~red strike through~~ font indicates information that will be removed from the catalog and **blue font** indicates information that will be added to the catalog.*

### Diagnostic Medical Sonography AS

*Justification:* Program revised by replacing HSC2531, Medical Terminology, with MCB2010, Microbiology to align with the general education course requirements within the bachelor's degree in Medical Imaging.

#### Diagnostic Medical Sonography Overview (2313) Limited Access

*Addendum 2023 (action based on curriculum minutes dated March 23, 2023)*

#### Required courses:

General Education (Credits: ~~19~~ 22)

BSC2085	Anatomy and Physiology 1 (AA)	3 Credits
BSC2085L	Anatomy and Physiology 1 Lab (AA)	1 Credit
MAC1105	College Algebra (AA)	3 Credits
ENC1101	College Composition 1 (AA)	3 Credits
PHY1020	Fundamentals of Physics (AA)	3 Credits
AMH2020	United States History from 1865 to Present (AA)	3 Credits
	Choose Any Humanities Area II, Tier 1 course	3 Credits
<b>MCB2010</b>	<b>Microbiology (AA)</b>	<b>3 Credits</b>

Attachment: 2023-24 Palm Beach State College Addenda\_Final draft (5740 : Approve the 2023-24 PBSC Catalog Addenda)

MAC1105: or higher course from Mathematics - Area III

PHY1020: or equivalent

Technical Core Requirements\* (Credits: ~~58~~ 55)

<del>HSC2531</del>	<del>Medical Terminology (AA)</del>	<del>3 Credits</del>
SON1004L	Sonographic Hospital Procedures (AS)	2 Credits
SON1311	Sonography Cross-Sectional Anatomy (AS)	2 Credits
SON1100L	Principles and Protocols of Sonography Lab (AS)	3 Credits
SON1614	Medical Sonographic Physics 1 (AS)	3 Credits
SON1111	Abdominal Sonography 1 (AS)	3 Credits
SON1121	Sonographic OB/Gyn 1 (AS)	3 Credits
SON1000	Practical Aspects of Sonography 1 (AS)	3 Credits
SON1804L	Clinical Sonography 1 (AS)	2 Credits
SON1618	Medical Sonographic Physics 2 (AS)	3 Credits
SON1112	Abdominal Sonography 2 (AS)	3 Credits
SON1122	Sonographic OB/Gyn 2 (AS)	3 Credits
SON1814L	Clinical Sonography 2 (AS)	2 Credits
SON1171	Vascular Sonography 1 (AS)	3 Credits
SON1171L	Vascular Sonography Lab (AS)	1 Credit
SON1001	Practical Aspects of Sonography 2 (AS)	3 Credits
SON1214L	Practical Aspects of Sonography Lab (AS)	2 Credits
SON1175	Vascular Sonography 2 (AS)	3 Credits
SON1824L	Clinical Sonography 3 (AS)	3 Credits
SON2834L	Clinical Sonography 4 (AS)	3 Credits
SON2844L	Clinical Sonography 5 (AS)	3 Credits
SON2061	Seminar in Sonography (AS)	2 Credits

\* Technical Core courses must be taken sequentially.

**Total: 77**

## Public Safety Telecommunications CCP

*Justification: FLDOE changed the way the course is delivered to accommodate working students and dual enrollment high school students that cannot attend a 232-clock hour course in one semester, the original course was broken up into two courses, CJK0700 and CJK700L.*

### Public Safety Telecommunications Overview (5455)

*Addendum 2023 (action based on curriculum minutes dated September 28, 2023)*

#### Required courses:

Required Courses (Clock Hours: 232)

<del>EMS0000</del>	<del>Public Safety Telecommunicator (CCP)</del>	<del>232</del>
CJK0700	911 Public Safety Telecommunications	120
CJK0700L	911 Public Safety Telecommunications Lab	112

**Total: 23**



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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Recommendation that the Palm Beach State College District Board of Trustees Authorize Amendment No. 4 to the General, Unrestricted, Operating Fund (Fund 1) Reclassifying Budget Expenditures from Current Operating Expense to Compensation Expense for the Fiscal Year 2022-23. Staff Contact: Mr. James Duffie, Vice President, Finance and Administration

**Summary:**

**Background/Pertinent Facts:** Palm Beach State College's overall expenses are under budget but, there is a need to transfer budget from Current Operating Expense to Compensation expense to cover the increase in instructional salary costs. This is a non-cash, budget transfer between expenditure types of \$196,000.

**Financial Impact:** None.

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

**Duration of Contract:** N/A

**RECOMMEND:** Approval

**Attachments:**

Fund.1.Amendment.FY2023

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

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

## BUDGET AMENDMENT REQUEST

### PALM BEACH STATE COLLEGE

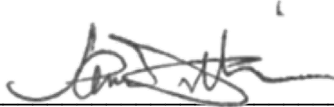
Fiscal Year: 2022-2023  
 Month: June  
 Amendment: 4

Be it resolved that the District Board of Trustees, Palm Beach State College, in meeting assembled, pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative Code, hereby requests the Florida College System to approve amendments to the state college budget for the fiscal year as follows:

Fund Name: General Operating Fund  
 Number: 1

CATEGORY	CURRENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
Beginning Fund Balance	36,643,739.03			36,643,739.03
Revenues (Detail Attached)	134,966,341.00			134,966,341.00
Total to be Accounted for	171,610,080.03	0.00	0.00	171,610,080.03
Compensation (Detail Attached)	104,558,659.00	196,000.00		104,754,659.00
Current Expenses (Detail Attached)	29,407,682.00		196,000.00	29,211,682.00
Capital Outlay (Detail Attached)	1,000,000.00			1,000,000.00
Total to be Accounted for	134,966,341.00	196,000.00	196,000.00	134,966,341.00
Ending Fund Balance	36,643,739.03	0.00	0.00	36,643,739.03
Total to be Accounted for	171,610,080.03	196,000.00	196,000.00	171,610,080.03

Justification: SEE ATTACHED

Certified:   
 Vice President of Finance and Administration

Date: 08/28/2023

Attachment: Fund.1-Amendment.FY2023 (5706 : Fund 1 Amendment No. 4, FY2023)

**AMENDMENT #4 RECAP  
FY 2022-23**

**Source:**

Current Operating Expense	\$ 196,000.00
	<b><u>\$ 196,000.00</u></b>

**Use:**

Compensation Expense	\$ 196,000.00
	<b><u>\$ 196,000.00</u></b>

**Justification:**

The College overall expenses are under budget but there is a need to transfer budget from Operating Expense to Salary Expense to cover compensation expense. This is a non-cash, technical accounting expense of \$196,000.

Attachment: Fund.1-Amendment.FY2023 (5706 : Fund 1 Amendment No. 4, FY2023)

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

**Date:** September 19, 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:** The College continues to finalize official reports for the fiscal year ending on June 30, 2023. The State required Annual Financial Report (AFR) worksheets were submitted within their timeline. Other related reports are due in September as well. The major year-end review and entries are completed in our systems to produce the additional various annual reports, including the AFR with notes and supplemental information that will be the source of the annual financial audit.

For the August 2023 budget vs. actual statement note that the first 2 months of activity have wide variability as we start the fiscal year, Fall Term, and return to campus with the revenue spike, lower than usual payroll - until the semester starts, and a spike in procurement activity to start the academic year.

Final unaudited statements will be provided to the District Board of Trustees upon completion. We anticipate the audit of FY22-23 will be released between January and March of 2024.

**Financial Impact:** N/A

**Strategic Goal(s) Addressed:** Maximize Resources.

**Duration of Contract:** N/A

**RECOMMEND:** Approval

**Attachments:**

Budget.Analysis.August.31.2023

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

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

**10.B.1**

**Palm Beach State College**  
**For the Two Months Ending August 31, 2023**

	<b>2023/24 Proposed Budget</b>	<b>Year to Date 8/31/2023</b>	<b>% Current to Original Budget</b>
<b>Revenues:</b>			
Student Tuition & Fees	\$ 71,979,043	\$ 27,062,796	38%
Less: Legislative Fee Waivers	(17,062,040)	(6,961,949)	41%
Net Student Tuition & Fees	<u>\$ 54,917,003</u>	<u>\$ 20,100,847</u>	<u>37%</u>
Dual Enrollment Fees	\$ 2,000,000	\$ -	0%
State Government:			
FL College System Program Fund	\$ 65,047,135	\$ 10,841,189	17%
Lottery	13,961,552	2,326,925	17%
Performance Funding	1,524,062	254,010	17%
Other	2,396,533	262,756	11%
Total State Government	<u>\$ 82,929,282</u>	<u>\$ 13,684,880</u>	<u>17%</u>
Federal Government	551,500	219,387	40%
Private Grants/Contracts	200,000	25,561	13%
Sales and Services	1,200,000	308,579	26%
Interest and Dividends & Gain/Loss on Investments	200,000	86,135	43%
Other Revenues	390,000	35,041	9%
Non-Revenue Receipts	1,139,500	-	0%
<b>Total Revenue</b>	<u><b>\$ 143,527,285</b></u>	<u><b>\$ 34,460,430</b></u>	<u><b>24%</b></u>
<b>Expenditures:</b>			
Compensation by Employment Category			
Instruction	\$ 26,644,732	\$ 3,193,719	12%
Instructional - Overload	3,700,000	1,116,370	30%
Adjunct Instructional	12,129,000	1,334,948	11%
Instructional Management	2,459,000	409,133	17%
Institutional Management	1,505,000	215,133	14%
Executive Management	2,277,000	474,767	21%
Other Professional	19,040,000	3,341,053	18%
Staff Part Time	2,700,000	320,571	12%
Technical, Clerical Trade and Service	14,839,000	2,231,353	15%
Student Assistants	300,000	39,856	13%
Contingency - Budget Only	500,000	-	0%
Total Compensation by Categories	<u>\$ 86,093,732</u>	<u>\$ 12,676,903</u>	<u>15%</u>
Benefits	23,478,627	4,041,662	17%
Total Compensation and Benefits	<u>\$ 109,572,359</u>	<u>\$ 16,718,565</u>	<u>15%</u>
Current Expenses			
Professional Development, Travel, & Mileage	\$ 734,787	\$ 100,798	14%
Freight and Postage	80,706	18,282	23%
Telecommunications	207,289	40,661	20%
Printing	137,576	2,051	1%
Repairs and Maintenance	2,091,088	337,365	16%
Rentals	309,372	13,952	5%
Insurance	2,869,270	2,055,306	72%
Utilities	3,891,998	605,396	16%
Other Services	6,745,205	554,632	8%
Professional Fees	1,612,502	383,917	24%
Materials and Supplies	4,199,352	198,860	5%
Data Software - Non Capitalized	3,952,660	2,616,148	66%
Maintenance and Construction Materials	292,926	44,392	15%
Other Materials and Supplies	853,814	94,757	11%
Library Resources	663,082	107,819	16%
Scholarships and Waivers	2,562,081	805,907	31%
Other Expenses	1,001,218	6,867	1%
Contingency	500,000	-	0%
Total Current Expenses	<u>\$ 32,704,926</u>	<u>\$ 7,987,110</u>	<u>24%</u>
Total Equipment	1,250,000	(28,413)	-2%
<b>Total Expenditures</b>	<u><b>\$ 143,527,285</b></u>	<u><b>\$ 24,677,262</b></u>	<u><b>17%</b></u>
<b>Net Revenue (Expense)</b>	<u><b>\$ -</b></u>	<u><b>\$ 9,783,168</b></u>	

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Planning and Construction Projects Status Report Dated September 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.

**September 1, 2023 – Report Summary**

**DISTRICT**

- **7 projects**
- **2 projects active construction**
  - Classroom Tech - Phase 3 (all campuses)
  - Cash Drop Boxes (all campuses)

**LAKE WORTH CAMPUS**

- **18 projects**
- **7 projects active construction**
  - Bldg ETA 128 – SIM Lab Remodel
  - Bldg DH 115 - HVAC Upgrades
  - Bldg CM 124 – HVAC Chiller #1 Replacement
  - Bldg CM 124 – HVAC Fan Coil Temp Control
  - Bldg SCA 201 – Kitchen HVAC
  - SITE – 6<sup>th</sup> Avenue Phase 1A – QUAD
  - Bldg PSD 540 – EMT Lab Remodel

**PALM BEACH GARDENS CAMPUS**

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

**BELLE GLADE CAMPUS**

- 1 project
- 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

**46 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:** EXPAND: Ensure growth by attracting and retaining students through effective alignment of programs, services, and resources for a changing marketplace

**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 September 1, 2023

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**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

9/1/2023

## 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	Clstrm TECH Phase 3	Multiple	ELEC	CONST	OCI	\$ 39,275	COMPLETE	Black DIAMOND	\$ 273,658	PENDING IT/AV	CARES
2	Clstrm 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	7/2023-9/2023	DefMain
7	Building Envelope Improvements	Multiple	REN	DESIGN	N/A	N/A	PENDING	WTI	\$ 353,731	7/2022-8/2023	

### 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	HOLD	CIF/PECO
3	Bldg CF105-Re-Roofing	CF 105	ROOF	BID	Harvard Jolly	\$ 20,900	COMPLETE	TBD	\$ 350,000	PENDING COOP	DefMain
4	Bldg DH115-HVAC Upgrades	DH 115	HVAC	CONST	SGM	\$ 10,740	COMPLETE	Precision Air	\$ 36,720	COMPLETE	CO&DS
5	Bldg CM124-Chiller #1Replacmnt	CM 124	HVAC	CONST	CAPE	\$ 34,187	COMPLETE	Precision Air	\$ 795,798	8/2022-8/2023	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	incl ABOVE	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	6/2023-8/2023	CARES
10	SITE-6th Avenue Phase 1A -QUAD	SITE	SITE	CONST	WannemacherJensen	\$ 78,000	Phase 1A-DEMO	ALL-SITE Construction	\$ 450,870	8/2023-1/2024	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 REN	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	11/2022-9/2023	TBD	TBD	TBD	DefMain
13	Bldg CF105-Stdnt Welcome Cntr	CF 105	REM	FFE	InHouse	N/A	COMPLETE	InHouse/Sub Bids	TBD	FFE-PENDING	PECO
14	Bldg PSD 540- EMT Lab	PSD 540	REM	CONST	Synalovski	\$ 44,000	COMPLETE	InHouse/Sub BIDS	TBD	TBD	
15	Sports Master Plan	SITE	STUDY	PLAN	HKS	\$ 54,000	7/2023-9/2023	N/A	N/A	N/A	Foundation
16	LOWES-Trades Innovation CNTR	ETA 128	STUDY	PLAN	TBD - RFQ Architect	TBD	TBD	TBD	TBD	TBD	Donation
17	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 September 1, 2023 (5687 :

# Active Planning & Construction Projects - STATUS REPORT

9/1/2023

## 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	CAA ICON	N/A	1/2023-9/2023	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	TBD	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	PEND	BEA Architects	\$ 62,600	2/2023-9/2023	GC Pool BID	TBD	TBD	TBD
7	Bldg CM 103 - Generator Replace	CM103	EQPT	DESIGN	SGM	\$ 10,400	4/2023-8/2023	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

## 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	2/2023-9/2023	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 September 1, 2023 (5687 :

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Medical and Dental Insurance Rates for the 2024 Calendar Year  
Presenter: Ms. Cheryl Hare, Director Total Rewards

**Summary:**

**Background/Pertinent Facts:** The College participates with the Florida College System Risk Management Consortium (FCSRMC) to leverage economies of scale and to minimize claims experience impact with other Florida two-year colleges.

The College medical premiums will increase 5.75% on average which is below the projected national average increase of 7%. The rates were reviewed and adopted by the FCSRMC Operations Committee and the Council of Presidents.

The fully insured PPO dental will increase 4% as negotiated in a multi-year contract by the FCSRMC. Fully insured HMO dental will have no change in premium.

**Financial Impact:**

Medical rate fiscal impact to the College is approximately \$243,462 for fiscal year 2023-2024. (The overall increase for calendar year 2024 is approximately \$486,924)

There is no fiscal impact for dental rates to the College for fiscal year 2023-24.

**Strategic Goal(s) Addressed:** Grow Talent

**Duration of Contract:** N/A

**RECOMMEND:** Approval

**Attachments:**

2024 Medical and Dental Insurance Premiums

2024 Medical and Dental Premiums

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

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

**10.D.1**

### 2024 Medical and Dental Insurance Premiums

Medical HMO	2023 Total Monthly	2023 Employer	2023 Employee	2024 Total Monthly	2024 Employer	2024 Employee	Count
Employee Only	734	719	15	776	760	16	316
Employee+ spouse	1543	819	724	1632	860	772	23
Employee+ child(ren)	1322	870	452	1398	910	488	58
Family	2131	969	1162	2254	1010	1244	22

Medical PPO	2023 Total Monthly	2023 Employer	2023 Employee	2024 Total Monthly	2024 Employer	2024 Employee	Count
Employee Only	719	719	0	760	760	0	485
Employee+ spouse	1510	819	691	1597	860	737	25
Employee+ child(ren)	1294	870	424	1368	910	458	37
Family	2085	969	1116	2205	1010	1195	26

Dental PPO	2023 Total Monthly	2023 Employer	2023 Employee	2024 Total Monthly	2024 Employer	2024 Employee	Count
Employee Only	24.85	12.68	12.17	25.84	12.68	13.16	389
Employee+ spouse	52.19	12.68	39.51	54.28	12.68	41.60	63
Employee+ child(ren)	52.70	12.68	40.02	54.81	12.68	42.13	67
Family	87.37	12.68	74.69	90.86	12.68	78.18	49

Dental HMO	2023 Total Monthly	2023 Employer	2023 Employee	2024 Total Monthly	2024 Employer	2024 Employee	Count
Employee Only	12.68	12.68	0	no change	no change	no change	340
Employee+ spouse	22.20	12.68	9.52	no change	no change	no change	29
Employee+ child(ren)	26.65	12.68	13.97	no change	no change	no change	45
Family	37.42	12.68	24.74	no change	no change	no change	41

No change to DHMO rate = no change to Employer cost

Attachment: 2024 Medical and Dental Insurance Premiums (5709 : 2024 Calendar Year Medical and Dental Insurance Rates)

# Palm Beach State College District Board of Trustees Meeting



## 2024 Medical & Dental Premiums

Cheryl Hare

Director of Total  
Rewards

September 19, 2023





# Impacts

- College participates in the Florida College System Risk Management Consortium
- Medical premiums will increase 5.75% on average
  - Projected national average is 7%
- Increase of \$486,924 for calendar year 2024 (\$243,462 for FY 23-24)
- Dental PPO premiums will increase 4% (year 3 of multi-year contract)
  - No change to dental HMO premiums
  - No change to budget (College pays DHMO employee only)





Medical HMO	2023 Total Monthly	2023 Employer	2023 Employee	2024 Total Monthly	2024 Employer	2024 Employee	Count
Employee Only	734	719	15	776	760	16	316
Employee+ spouse	1543	819	724	1632	860	772	23
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Attachment: 2024 Medical and Dental Premiums (5709 : 2024 Calendar Year Medical and Dental Insurance

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Employee Only	24.85	12.68	12.17	25.84	12.68	13.16	389
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Family	37.42	12.68	24.74	no change	no change	no change	41

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve the Panther Strong 2026 Strategic Plan of Palm Beach State College for FY2024-2026 Presenter: David Weber, Executive Director Institute Research

**Summary:**

**Background/Pertinent Facts:** The proposed strategic plan, entitled Panther Strong 26 for support by the District Board of Trustee's:

The District Board of Trustee's approves Panther Strong 26 as the Strategic Plan of Palm Beach State College for the period spanning Fiscal Years 2024, 2025, and 2026, on this day Tuesday, September 19, 2023.

**Financial Impact:** as budgeted

**Strategic Goal(s) Addressed:** New goals identified: Completion, Collaboration, and Culture

**Duration of Contract:** n/a

**RECOMMEND:** Approval

**Attachments:**

Panther Strong 26 for DBOT Meeting 9-19-23rev

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**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



## Panther Strong 26

**Dave Weber**

Executive Director

Planning, Research and Effectiveness

September 19, 2023

**DRAFT**



11.A.1.a



Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther



# Panther Strong 26

## Palm Beach State College's Strategic Plan

**DRAFT**

11.A.1.a

Our Goals

### Our Vision

PBSC is our community's first-choice college. We commit to every learner's success by fostering excellence, cultivating dynamic collaborations, and leveraging new technologies.



### Our Mission

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.

### Completion

**We will**

Increase the completion and transfer rates of all students

### Collaboration

**We will**

Cultivate dynamic collaborations that leverage our students' impact on our community's economic and social growth.

### Culture

**We will**

Create a learning environment committed to the success of every student and employee.

### Our Big Ideas (Strategies)



Degree and Credential Completion



Student Success



Transfer and Bachelor's Attainment



Capabilities and Culture



Workforce Outcomes



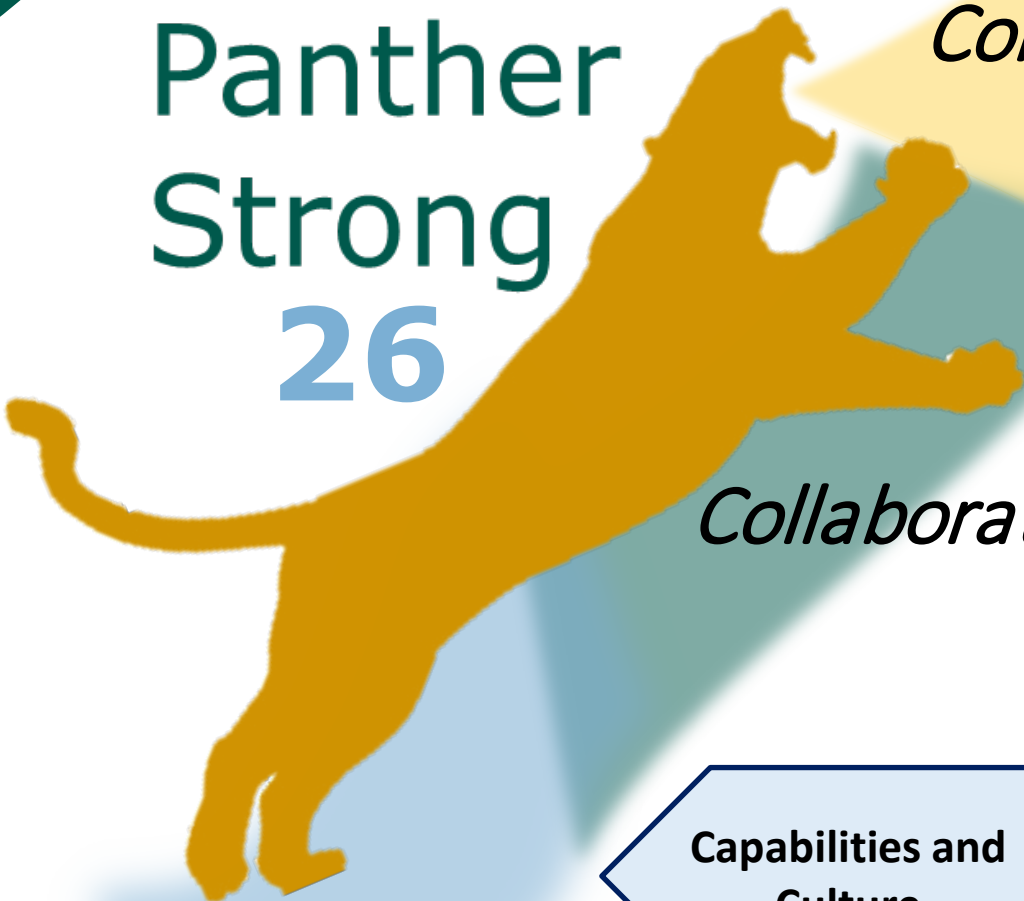
Teaching and Learning Excellence

Plan Scope- 3 years

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther

**DRAFT**

# Panther Strong 26



## *Completion*

**Degree and Credential Completion**

Dr. Coleman-Ferrell  
Dana Hamadeh  
Dr. Destiny Keen

11.A.1.a

**Transfer and Bachelor's Attainment**

Dr. Peter Barbatis  
Dr. Stephen Joyner  
Dr. Don Gladney

## *Collaboration*

**Workforce Outcomes**

Barbara Cipriano  
Kim Lea

**Teaching and Learning**

Dr. Roger Yohe  
Dr. Joshua Kanies

## *Culture*

**Capabilities and Culture**

Mike Pustizzi  
Angela Harrington

**Student Success**

Van Williams  
Sheila Scott-Lubin  
Juanita Benjamin

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther

# **DRAFT** The Big Ideas

Degree and Credential Completion

## **Start Strong Finish Panther Stronger**

Celebrate student milestones and facilitate degree completion through data-informed high-impact engagement practices.

Student Success

## **Expansion of the PALS program**

(Panther Academic Learning Support)



Provide greater student support in gateway math courses.

Teaching and Learning

## **Cultivate Excellence Together**

Cultivate high-impact teaching practices and immersive education experiences that empower every student in their own academic and career success.

Transfer and Bachelor's Attainment

Simplify the students' transition to a 4-year-degree by strengthening our partnerships with external and internal Bachelor programming.

## **Streamline the Transfer Process**

Workforce Outcomes

## **Design and Open the FAB LAB**

Build a state-of-the-art maker space for workforce cross-collaboration, grow our apprenticeship programs, and connect all college programming to workforce opportunities and initiatives.

Capabilities and Culture

## **Create an Exceptional Panther First Experience**

through Grow Your Own, Level Up Talent Programming, and student reach-out activities

# Start Strong. Finish Panther Stronger.

## Big Idea Statement

The *Start Strong, Finish Panther Stronger* campaign aims to enhance student success rates in MAC1105, MGF1106, and ENC1101 while remaining dedicated to upholding a culture of completion. By the year 2026, our goal is to achieve a steady increase of 3% points each year in these courses. Additionally, students will be required to complete at least one of the above general education mathematics and communication courses within their initial 20 college credits (*where applicable*).

**Team:**  
Degree and Credential  
Completion

**Champion:**  
Dr. Coleman-Ferrell  
Dana Hamadeh  
Dr. Destiny Keen

**Members:**  
Dr. Karline Prophete  
Latisha Myrick  
Ken Badaracco

## Supporting Data:

**DRAFT**  
11.A.1.a

1. Students who **attend the summer after high school graduation** or participate in summer bridge programs complete at higher rates than students who do not (**44% vs. 32%**).
2. Students who **pass both college-level Math and English courses in year 1** complete at higher rates than students who pass neither (**58% vs. 5%**).
3. Students who participate in **dual enrollment** complete at higher rates than students who do not (**74% vs. 31%**).

## Overview of Key Tactics:

- Develop intentional support services such as the Math & English Refresher Program (similar to Math Jump with support of work-study facilitators), PBSC First-Choice Program (admitting SDPBC senior class early), and collaborate with Summer Bridge and PALS programs.
- Review and update existing Pathway Maps to support students being on-path for completing Mathematics (MAC1105 or MGF1106) and English (ENC1101) within the first 20 credits.
- Utilize EAB Navigate for ongoing communication with students: celebratory milestones, kudos, tutoring nudges, advising reminders, etc.
- Build a collaborative culture and strengthen relationships with internal and external stakeholders (OCPA, IRE, Panther Strong 2026 Teams, etc.).
- Design accelerated degree-completion plans.
- Build a Withdrawal awareness campaign (i.e., Withdrawal Request).

## Challenges:

### Timeline

These support programs will not be ready to launch by Fall '23.

### Fear of Mandates

Requiring students to register for a Gen. Ed. Math and English course within their first 20 credits.

### EAB Readiness

This plan relies heavily on the EAB Navigate implementation process as a critical communication tool.

Packet Pg. 32



Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Completion Rate							

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Student success in MAC1105, MGF1106, and ENC1101 in first term	IRE to provide.						
Percent of students repeating MAC1105, MGF1106, and ENC1101 in first term	IRE to provide.						
Participation Rate of Student Experience Challenge	IRE to provide.	500	N/A	250	350		
Completion of Refresher Program (1-week)	0%	100	N/A			Budget \$500/Student	
Reduction in Withdrawals	IRE to provide.						

# Streamline the Transfer Process

## Big Idea Statement

Palm Beach State College aims to retain current and prospective transfer students by prioritizing the establishment of relationships with community partners and upper-division stakeholders, expanding and rebranding program offerings, and implementing a tracking system to monitor student progress from enrollment to completion and up to at least one year after leaving the college.

Team:  
Transfer and Bachelor's  
Attainment

Champion:  
Dr. Peter Barbatis  
Dr. Stephen Joyner  
Dr. Don Gladney

Members:  
Keana Roberts  
Laura Babooram  
Julie Sivigny  
Dr. Thomas Nguyen  
Dr. Kathy Karran-McCoy

## Supporting Data:

DE 11.A.1.a

1. IRE data shows that **48%** of PBSC AA graduates **transfer to a Bachelor's program within one year of graduating.**
2. Only **28%** of our AA students **attain their Bachelor's degree within two years of graduating**, and **73%** attain their Bachelor's degree after four years of graduating.
3. Job openings for business administration, management, and operations are high in Palm Beach County (**5,558 jobs**), but **our graduates were ineligible** for them without having a bachelor's degree level of education.

## Overview of Key Tactics:

- Work with University partners to establish a framework for tracking the success of transfer students.
- Gather data benchmarks from IRE surveys, focus groups, and other tools.
- Design and implement a transfer webpage.
- Process map the current transfer experience for students and reengineer the transfer experience as appropriate.
- Expand Certificate, Associate, and Baccalaureate programs to meet workplace demand.
- Revise & Increase transfer articulation agreements with 10 universities over the next three years.
- Identify academic program alignments between PBSC and partner institutions.
- Refine data tracking methodologies.
- Brand and package the transfer process and experience to support enrollment from Certificate to AA to bachelor's.
- Review transfer agreements and revise MOUs.

## Challenges:

### Comparative Data

Obtaining comparison data from competitive institutions is difficult.

### Tracking System

Developing a tracking system that collects student data after transferring or completing will take time.

### Communication

Strong communication campaigns are required to help students shift their perspective on turning their 2-year degrees into PBSC.

Packet Pg. 34

# Strategy Team Dashboard:

# Transfer and Bachelors Attainment

**DRAFT** 11.A.1.a

Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Graduation Rate at Transfer Institutions (All Versus PBSC Students)							
Completion Rate of Students With 30+ Credits (Overall)							

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Interaction Rate: Weekly/Semesterly By Tasks (Academic Support, Transfer Fair, Advisors, etc.)							
Alumni Engagement and Satisfaction							
Transfer Rate to Partnering Institutions (Percent of All Graduates)							
Transfer Rate of Students Entering PBSC from Other Institutions							
Retention Rate at Transfer Institutions (All Versus PBSC Students) By Program							
Surveys by Program - Alumni - Graduate							
- Performance in Pre-Requisite program courses at PBSC							

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther

# Cultivating Excellence Together

Team:  
Teaching and Learning

Champion:  
Dr. Roger Yohe  
Dr. Joshua Kanies

Members:  
Ken Libutti  
Iva Bergeron  
Dr. Traci Klass

## Big Idea Statement

Cultivate high-impact teaching practices and immersive educational experiences that empower every student in their own academic and career success.

## Supporting Data:

**DRAFT**  
11.A.1.a

1. Investing in instructional quality **improves student retention, persistence, and success rates**, which may positively affect net revenue (Brown and Kurzweil 2017).
2. Results suggest that **145 fewer students received DFW grades** in their courses thanks to ACUE training conducted at the University of Arkansas Pulaski Tech in 2018.
3. ACUE research from 2020 at Waubensee Community College found that the predicted probability of course completion for **students of ACUE Certified faculty was 1.5 percentage points higher** in the post period than otherwise expected had faculty not earned the ACUE certificate.

## Overview of Key Tactics:

- Increase faculty usage of the EAB Navigate Early Alert System.
- Improve effective teaching practices by certifying faculty through ACUE.
- Raise the ITIQ of faculty and students.
- Implement Ai Across the Curriculum (AiATC).
- Imbue principles of andragogy in 2000-level courses.
- Improve participation of Deans and Associate Deans in data coordination efforts related to the Quality Learning Improvement process.
- Determine the most significant needs to improve student learning at the College.
- Develop best practices for entrance readiness assessments.

## Challenges:

### Leadership Participation

Developing a rigorous process for Quality Learning Improvements requires buy-in from all academic deans.

### Fear of Mandates

Convincing faculty to input grades on Canvas every two weeks to generate the data needed to create early alerts is viewed as an attack on teaching freedom by some professors.

### Philosophical Differences

Defining excellence as a measurable concept requires lengthy conversation and debate. Incorporating differing ideas and making some decisions at the cost of others may be necessary.

Packet Pg. 36

Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Success Rates of Certified Versus Non-Certified Faculty in Targeted Courses							

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
<p><b>ACUE Certification:</b></p> <ul style="list-style-type: none"> <li>Enroll 100 faculty in the Fall 2023</li> <li>Enroll 100 faculty in the Spring 2024</li> <li>Enroll 100 faculty in the Fall 2024</li> <li>Enroll 100 faculty in the Fall 2025</li> </ul> <p>The current number certified in the summer of 2023 is 226.</p>							
<p><b>EAB Navigate Early Alert Use:</b></p> <p>Twenty percent more faculty will use the EAB Navigate Early Alert System and encourage student participation.</p>							
<p><b>AI Credentialing:</b></p> <p>Enroll 200 faculty in the University of Florida short courses.</p>							
<p><b>Participation in Quality Learning Assessment:</b></p> <p>Increase Dean and Associate Dean participation in both annual assessment and program review by 80%.</p>							

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther

Design and Open the

# FAB LAB

A Makerspace for Workforce Cross-collaboration

Team:  
Workforce Outcomes

Champion:  
Barbara Cipriano  
Kimberly Lea

Members:  
John Hadley  
Belinda Mouradian  
Kimberly Lancaster  
Eligio Marquez

## Big Idea Statement

By the Fall of 2026, PBSC will open its first FAB Lab, an interdisciplinary hub for students, faculty, industry leaders, and community members to explore experiential work opportunities and develop a culture of entrepreneurial excellence.

The center will provide postings for apprenticeships, externships, internships, mentorships, and job shadowing. It will also allow visitors to experiment with innovative technology and build the hands-on skills they need to succeed in our rapidly evolving workforce.

1. Completion rates for college credit certificates (66.7%), CCP/PSAV certificates (64.1%), and apprenticeships (77.8%) are significantly higher than completion rate for AA (40.3%) and AS (27.6%) degrees at Palm Beach State College according to 2019 FDOE Graduation Rate Survey.

## Overview of Key Tactics:

- Teach faculty how to tie work-based learning into their courses and use the FAB LAB as a resource for their coursework.
- Develop a matchmaking process for students with different skill sets to partner on business initiatives.
- Use Lightcast Alumni Pathways data to create a report of available community internships, externships, apprenticeships, and other experiential work opportunities.
- Streamline the pathway maps to include stacked credentials and showcase them in the FAB LAB.
- Re-establish the leadership of partnership advisory councils/groups.
- Partner with Career Center to provide smooth transitions between workforce training and workforce entrance.
- Develop a marketing plan that makes PBSC's workforce preparation a key element and showcases opportunities available within the FAB LAB.

## Challenges:

### Forging Partnerships

It will take time and resources to find partners and create processes to build an active and well-funded maker space

### Rebranding the Definition of Workforce

A cultural shift is required to help faculty and students understand that all programs must have some tangible connection to workforce outcomes.

### Mapping

Streamlining and incorporating stackable credentials into Pathway Maps is a huge undertaking involving collaboration with all academic departments

Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Premier leader in Workforce Development Measure – Stakeholder Rating							

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Employee Engagement and Satisfaction with the FAB Lab							
Rating of Work Readiness and Entrepreneurial Mindset of Graduates							
Engagement of Business Advisory Councils							
Re-enrollment of Workforce Students							
Rating of Academic and Technology Proficiency of Graduates							



Team:  
Culture and Collaboration

Champion:  
Mike Pustizzi  
Angela Harrington

Members:  
Barb Matias  
Nicole Camacho  
Michail Roytshayn  
Jernae Thomas  
Luli Marx

### Big Idea Statement

By 2026, the college will develop high-performing, motivated, and impactful employees who focus their roles on student and employee experiences. We will increase employee engagement through communication, career opportunities, college events, and professional learning. We will increase student retention through participation in clubs and organizations, internships, and process improvement.

1. Programs that improve communication and the well-being of employees would be **well-received** based on the Great Colleges to Work For 2022 survey data at Palm Beach State College. The survey ranks confidence in leadership and the faculty experience as poor, and collaboration and communication as warranting attention.
2. Students are **80% more likely to complete** if they **participate in one college activity**.
3. Succession planning is important because over half of our full-time faculty are age 55 and older, and the average faculty age is 52.

### Overview of Key Tactics:

- Develop communication etiquette norms with PBSC Connects.
- Implement a shared governance model for Academic Affairs.
- Organize process improvement contests and team awards.
- Create the Grow Your Own program to increase workplace learning for students through work-study and internships.
- Create the “Panther First” learning and training experiences.
- Shift employee mindset to focus on servicing students and enhancing the experience at PBSC.
- Design a student ambassador training program.
- Implement performance indicators of customer service.
- Ensure all students engage in at least one student activity.
- Design Level Up Talent program and increase engagement by senior leadership.

### Challenges:

**Culture Changes in Practice**

We must research and develop models to help us implement the many cultural changes our strategic teams need to make across our college.

**Communication Outcomes**

We must communicate our efforts to address Great College to Work for issues and showcase our progress to faculty and staff.

**Commitment**

Obtaining commitment from specific departments to improve the student experience through process improvement techniques.

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther



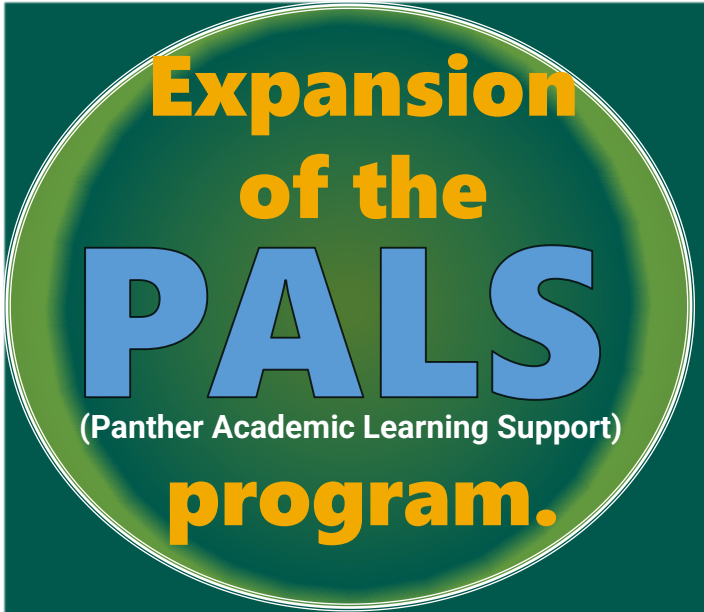
# Strategy Team Dashboard: Capabilities and Culture

**DRAFT** 11.A.1.a

Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Recognition Awards from Top Workplaces Survey	61% 2022 GCTWF		63% 2018 GCTWF				

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
<b>Improve Communications:</b> Communication Satisfaction Rate – Include in Employee Survey	54% GCTWF		56% 2018 GCTWF				
<b>Employee Experience:</b> Percent of Employees Utilizing Workday Gigs	NA		NA				
<b>GYOT:</b> Percent of Internal Recruitment Mobility							
<b>Foster Student Engagement:</b> Percent of Students Engaged in One or More Events/Activities – Include in Student Survey	45% vs. 55% 2022 Student Experience Survey		45% vs. 55% 2022 Student Experience Survey				
<b>Process Improvement:</b> Percent of Student Satisfied with the Student Handoff – Include in Student Experience Survey	NA		NA				

Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther



Team: Student Success

Champion: Sheila Scott-Lubin, Van Williams, Juanita Benjamin

Members: Jennifer Johnson, Ronnie Malave, Susy Martinez-White, Rachel McDermott

### Big Idea Statement

By 2026, we will increase equitable access for (PALS) support for MAT1033c and MAC1105 to over 800 students. Full implementation of this strategy will result in an increase of course sections supported by 25% and an increase of participating students (3 or more visits) success rates by 20%.

## Supporting Data:

1. The Student Learning Center reported that **77.27% of students** who participated in a PALS group passed their class with an A, B, or C, compared to 56% of students who took the same course but did not participate in a PALS group in the Fall of 2021.
2. The mean final GPA for students in a PALS group was **2.62 compared with 1.78** for non-participants.

## Overview of Key Tactics:

- Build a larger pool of OPS candidates for tutor recruitment.
  - a. Marketing plan for faculty to recruit students
  - b. Review SLC hourly wages
- Add a full-time math tutor to the online schedule.
- Reevaluate and revise the PALS program for English classes (Year 2).
- Professional Development for faculty on how and when to use the Navigate early alert system to identify student need intervention earlier in the semester. (Consider adding an alert for PALS MAT1033c & MAC1105 to Navigate)
- Implement Navigate Progress Report Campaign (week 3) for targeted populations to include (MAT1033c & MAC1105) (Consider adding an alert for PALS MAT1033c & MAC1105 to Navigate).
- Create an SLC/CTLE partnership to provide professional development and training for faculty and advisors regarding the PALS program.

## Challenges:

<b>Funding</b>	Without proper funding, the PALS program cannot expand.	<b>Hiring/ Recruitment</b>	Hiring additional PALS tutors with the subject matter expertise necessary to guide students successfully is essential.	<b>Early Alert Training</b>	Faculty/advisors must use EAB early alerts early enough in the semester to intervene before it is too late. This also means faculty need to input grades to Canvas early in the semester.
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Attachment: Panther Strong 26 for DBOT Meeting 9-19-23rev (5739 : Approve the Panther

Outcome	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Student Success – 20% Improvement							

Leading Measure	Baseline	Target Goal 2026	Historical High	Milestone 2024	Milestone 2025	Comparison 1	Comparison 2
Equity Measures From Dashboard							
Withdrawal Data (Gateway Courses) - MAT1100 and MAT1033c (Year 1) - - ENC 1101 (Year 2)							
Student Success in First Three Weeks or Mid-Term - MAT1100 and MAT1033c (Year 1) - ENC 1101 (Year 2)							
Student Success – 20% Improvement							
MAT1100 & MAT1033c Repeating Rate (Year 1)							
ENC 1101 Repeating Rate (Year 2)							
Intervention Effectiveness – SLC – PALS Engagement – 25% increase in participation (3 or more visits)							
Percentage of students who attended group tutoring who earned a C or better in MAT1100 & MAT1033c							

**Fall 23**

**Spring 24**

**Summer 24**

<b>Degree and Credential Completion</b>	<ul style="list-style-type: none"> <li>Develop Start Strong, Finish Panther Stronger campaign (Branding, Refresher Program)</li> <li>Develop the EAB alert process for students approaching their first 20 credits without English and Math</li> <li>Review and update existing Pathway Maps to ensure they include MAC1105 or MGF1106, and ENC1101 within first 20 credits</li> </ul>
<b>Transfer and Bachelor's Attainment</b>	<ul style="list-style-type: none"> <li>Create a process map from application to transfer/graduation</li> <li>Submit grant proposal</li> <li>Develop 5 new partnerships with sister institutions/universities</li> </ul>
<b>Workforce Outcomes</b>	<ul style="list-style-type: none"> <li>Define workforce and communicate this definition to internal stakeholders</li> <li>Re-establish leadership of partnership advisory councils/groups</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>Launch Hanover ACUE study</li> <li>Implement ITIQ</li> <li>Develop training for EAB Navigate Early Alert System</li> <li>Coordinate data of Deans and Associate Deans for the Quality Learning Improvement Process.</li> </ul>
<b>Capabilities and Culture</b>	<ul style="list-style-type: none"> <li>Develop a communication plan to support all strategy teams with their marketing.</li> <li>Implement a tracking system to document the number of events each student participates in that integrates with advising platforms.</li> <li>Launch PBSC Connects (communication etiquette)</li> <li>Research best practices of programs similar to the programs we want to launch</li> <li>Utilize RiSE as an entry to Panther first</li> </ul>
<b>Student Success</b>	<ul style="list-style-type: none"> <li>Create a plan to increase PALS tutors</li> <li>Identify baseline data through Equity dashboards</li> <li>Make sure PALS math courses are offered systemically and equitably for Summer and Fall semesters.</li> </ul>

<b>Degree and Credential Completion</b>	<ul style="list-style-type: none"> <li>Implement Start Strong, Finish Panther Stronger campaign</li> <li>Implement EAB alert process for students without English and Math in first 20 credits</li> <li>Collaborate with Academic Communities to increase student engagement</li> <li>Launch the PBSC First Choice Program (admit senior class early campaign)</li> </ul>
<b>Transfer and Bachelor's Attainment</b>	<ul style="list-style-type: none"> <li>Design and implement a transfer center webpage</li> <li>Begin early identification of struggling students in Bachelor programs</li> <li>Propose 3 new Baccalaureate degrees to FLDOE</li> </ul>
<b>Workforce Outcomes</b>	<ul style="list-style-type: none"> <li>Host two advisory council meetings.</li> <li>Publish a schedule of monthly events that help students see the connection between their curriculum and the workforce.</li> <li>Develop a marketing plan.</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>Identify math faculty interested in experimenting with new models for teaching math.</li> <li>200 faculty complete ACUE</li> <li>Open 15 Active Learning Studios</li> <li>Title V: VISTA Curriculum Implementation 90-Faculty Trained</li> <li>22 faculty members trained in AiAtC</li> </ul>
<b>Capabilities and Culture</b>	<ul style="list-style-type: none"> <li>Implement an employee and student experience plan to be used at all campuses.</li> <li>Implement Buddy System</li> <li>Start performance distribution/distinguish performance ratings</li> <li>Design GYOT model</li> <li>Analyze Academic Affairs shared government model</li> </ul>
<b>Student Success</b>	<ul style="list-style-type: none"> <li>Hire three SLC tutors</li> <li>Implement CTLE/SLC PALS training for advisors and faculty</li> </ul>

<b>Degree and Credential Completion</b>	<ul style="list-style-type: none"> <li>Launch the Math &amp; English Refresher Program</li> <li>Data collection and analysis</li> </ul>
<b>Transfer and Bachelor's Attainment</b>	<ul style="list-style-type: none"> <li>Report on other institutions' transfer and bachelor outcomes to the strategy council.</li> <li>Design and implement stackable credentials and robust credit for prior learning programs</li> </ul>
<b>Workforce Outcomes</b>	<ul style="list-style-type: none"> <li>Secure funding for FABLAB</li> <li>Develop four intern partnerships with community businesses</li> <li>SWOT- Revise organizational structure</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>Host monthly faculty best-practice exchange meetings at the CTLE.</li> <li>Bring andragogy to 2000-level courses</li> </ul>
<b>Capabilities and Culture</b>	<ul style="list-style-type: none"> <li>Offer professional development to help employees connect their roles to student outcomes through the CTLE, HR, Student Success, and SLC.</li> <li>Revise Work Study application to include student pathway</li> </ul>
<b>Student Success</b>	<ul style="list-style-type: none"> <li>Implement CARE group in EAB Navigate</li> </ul>

*Celebrate our momentum!*

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Ratify the Contract Approval with Cyberbit - Online Curriculum and Learning System for the Cyber Security Curriculum of the Computer Science Program Presenter: Mr. John Hadley, Interim Associate Dean, Computer Science

**Summary:**

**Background/Pertinent Facts:** As cybersecurity threats intensify, advanced education tools become paramount. Our current reliance on virtual machine systems limits our training capabilities. Hence, we suggest integrating the Cyberbit platform.

**Core Insights:**

1. Cyberbit offers a real-world cybersecurity training environment.
2. It has unique simulations targeting present-day cloud and hybrid vulnerabilities.
3. The platform integrates industry-standard tools like Splunk SIEM.
4. Operates on corporate-grade virtual networks for an enhanced learning experience.
5. In-depth reporting tools evaluate student progression.

Adopting Cyberbit will not only refine our curriculum but also prepare students more effectively for professional roles. While data security meets industry standards, a thorough review is recommended.

This acquisition is in line with the Florida Administrative Code: 6A-14.0734, circumventing typical bid requirements. Considering grant deadlines, the contract seeks trustee ratification as per District Board of Trustees Policy 1.02.

**Financial Impact:** Totaling \$677,500 across three years:

- Year 1: 150 licenses = \$195,000.
- Year 2: 150 licenses = \$202,500.
- Year 3: 200 licenses = \$280,000.

A notable feature is the one-year exit clause, allowing for flexibility.

**Strategic Goal(s) Addressed:** The Cyberbit proposal aligns with our broader objectives of resource optimization and revenue generation. The total expenditure, with additional costs for remote training and the Cyberbit Cloud SaaS, reaches \$735,500 over three years. However, revenue from external MSP Training Days can substantially offset these expenses.

Endorsed as a 'Single Source' by the Procurement Department, this Cyberbit-exclusive platform aligns with non-competitive procurement conditions per CFR 200.320.

**Duration of Contract:** Spanning three years, each year's license count and terms vary, with provisions for periodic assessments. External training initiatives aim to counterbalance the expenditure, making this an academically and financially prudent choice.

**RECOMMEND:** Approval

**Attachments:**

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**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:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve Carryforward Spending Plan and Review Annual Financial Report for the 2022-2023 Fiscal Year Presenter: Mr. James Duffie, Vice President, Finance and Administration

**Summary:**

**Background/Pertinent Facts:** The Annual Financial Report (AFR) for the 2022-2023 fiscal year that ended on June 30, 2023, shows Palm Beach State College's net position and activities. Revenue in the current unrestricted funds, Funds 1 and 3, was over \$139 million. Current restricted fund revenues, Fund 2 - Grants, Student Activities and Athletics, were approximately \$33 million.

The College also expended approximately \$61 million in financial aid, Fund 5 - Scholarships, and over \$7 million in Fund 7 - Capital Improvement and Construction. Fund 1, Unrestricted operating expenses were \$157 million.

Once the state audit is underway for the 2023 fiscal year, the audited financial statements will be released subsequent to the audit. Summary information can be found on pages 12-16 of the report.

The full report can be found on the Palm Beach State College website at:  
<https://www.palmbeachstate.edu/finance/documents/AnnualFinancialReport2022-2023.pdf>

**Financial Impact:** N/A

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

**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.*



**CERTIFICATION OF FINANCIALS  
AS REPORTED ON THE ANNUAL FINANCIAL REPORT  
FISCAL YEAR 2022 - 2023**

**College: PALM BEACH STATE COLLEGE**

Reserve for Performance Based Incentive Funds	\$	-
Reserved for Academic Improvement Trust Funds	\$	-
Reserved for Other Required Purposes	\$	-
Reserved for Staff & Program Development	\$	-
Reserved for Student Activities Funds	\$	-
Reserved for Matching Grants	\$	-
Fund Balance - Board Designated	\$	-
Fund Balance - College	\$	17,095,708.05
<b>Total Unallocated Fund Balances</b>	\$	<b>17,095,708.05</b>
<b>Total Funds Available</b>	\$	<b>174,550,908.02</b>
<b>Unallocated Fund Balance as % of Total Funds Available</b>		<b>9.7941%</b>

**CERTIFIED AS  
APPROVED BY  
CFO:**



\_\_\_\_\_  
**Chief Financial Officer**  
James Duffie, CPA  
Vice President of Finance and Administration

09/08/2023

\_\_\_\_\_  
**APPROVAL DATE:**

Section 11.45(2), Florida Statutes, the Auditor General shall: (c) Annually conduct financial audits of all state universities and Florida College System institutions and verify the accuracy of the amounts certified by each state university and Florida College System institution chief financial officer pursuant to ss. 1011.45 and 1011.84.

Section 1011.84(3)(e) If at any time the unencumbered balance in the general fund of the Florida College System institution board of trustees approved operating budget goes below 5 percent for a Florida College System institution with a final FTE less than 15,000 for the prior year, or below 7 percent for a Florida College System institution with a final FTE of 15,000 or greater for the prior year, the president shall provide written notification to the State Board of Education. By September 30 of each year, the chief officer of each Florida College System institution shall certify the unexpended amount of state funds remaining in the general fund of an institution as of June 30 of the previous fiscal year.

**Please complete and return this form to [collegereporting@fldoe.org](mailto:collegereporting@fldoe.org) by 9/29/2023**  
**Please note a hard copy is not required to be submitted to the Florida College Budget Office.**

Attachment: Certification\_of\_Financials 2022-2023 (5725 : Annual Financial Report (AFR) 2022-2023)

Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY2023-24	Project Timeline			Comments/Explanations
				Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1.	(e) Operating expenditures	Continuation of strategic initiatives carryover-prior spending plans.	1,990,560	Multi	3	2024	Non Grant Funded technology, operating, and non capital academic projects
2.	(e) Operating expenditures	Security initiatives	1,200,000	Multi	2	2025	Containing or completing safety and security initiatives per internal replacement plans or official reports.
3.	(e) Operating expenditures	Training, employee development, non recurring employee benefits	1,686,584	1	1	2024	Nonrecurring program(s).
4.							
5.							

**Total as of July 1, 2023: \***      \$      **4,877,144**

**Amount Requiring Spending Plan**      \$      **4,877,144**

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approval of Contract Increase of \$4,000,000 Using E&I Contract #EI00059 Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services Staff Contact: Ms. Joan Rumsey, Assistant Director of Facilities and Ms. Jennifer Alvarez, Procurement Director

**Summary:**

**Background/Pertinent Facts:**

The E&I Cooperative Contract #EI00059-2021MA with Weatherproofing Technologies Inc. (WTI) was first approved by the District Board of Trustees (Board) in June 2022 for Building Envelope Improvements as part of the Healthy Building Program and funded through CARES. The Board approved this contract in the amount of \$1,000,000.

Since this initial approval, the College has received State Fiscal Recovery Funds (SFRF) for the College's priority Deferred Maintenance projects. College Administration is seeking Board approval to utilize the WTI E&I agreement up to a spend limit of \$4,000,000 to address some of these Deferred Maintenance projects. These projects include the following:

- Palm Beach Gardens Eissey Theater Building Envelope Improvements: The exterior walls show signs of moisture and cracking at multiple locations. Building Envelope improvements include concrete and stucco repairs at walls, cracks repairs, waterproofing coating at walls, new sealant at windows, coat metal supports and sheeting, cove and control joints replacement and deck coating at walkways and entrance. Estimated budget: \$850,000
- Palm Beach Gardens Eissey Theater Roof Replacement: The existing roof at the Eissey Theatre, AU108, is over 30 years old and past its useful life. The scope of work includes complete roof replacement, parapet repair, new copings, and new lightning protection. The estimated cost for this project is \$1,350,000.
- Other roof replacement and building envelope improvements, which may include Palm Beach Gardens exterior walkway roofs, Boca Raton CA/CB building, and roof repairs as needs arise. The total for these additional roof and building envelope repairs not to exceed \$1,800,000.

The use of this cooperative 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 or buying cooperatives.

**Financial Impact:** \$4,000,000 funded by State Fiscal Recovery Funds (SFRF) for Deferred Maintenance, and local funds.

**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:** The E&I contract is effective through February 28, 2026.

**RECOMMEND:** Approval

**Attachments:**

Fully Executed WTI PALM BEACH STATE COLLEGE E&I Piggyback Letter 2023

MT 4751 WTI-Canam Building Envelope EI Contract\_signed

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**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

4200 Congress Avenue  
Lake Worth, FL 33461

561.868-3459 Office  
561-868-3460 Fax

August 15, 2023

Craig Nelson, Vice President of WTI GC Strategy  
Weatherproofing Technologies, Inc.  
3735 Green Road  
Beachwood, OH 44122  
Telephone: 216-496-0209  
Email: cnelson@wtiservices.com

Subject: E&I Contract # EI00059-2021MA Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services

Dear Mr. Nelson,

The rules and regulations of Palm Beach State College (hereinafter referred to as the "College") allow for the purchase of goods and services at the same terms, conditions and pricing established in competitively solicited contract awards by other public agencies or cooperatives. The College would like to utilize contract No. EI00059-2021MA Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services awarded by E&I (hereinafter referred to as "the Contract"), effective through February 28, 2026, to acquire these items and related services for the college campuses.

By signing below, Weatherproofing Technologies, Inc. (WTI) an affiliate of Tremco CPG Inc., agrees that it will extend to the College the same pricing for all items or services awarded pursuant to the Contract, and further agrees that all transactions relating to the College's acquisition of said items or services shall be governed by the terms and conditions of the Contract and the College's Purchase Order. Additionally, WTI agrees to accept Purchase Orders issued by the college to authorize work under this Contract.

If you have any questions, please contact me at 561-868-4221 or alvarezj@palmbeachstate.edu.

Sincerely,

Jennifer Alvarez, M.P.A., CPPO  
Procurement Director

COMPANY NAME: Weatherproofing Technologies, Inc.	AUTHORIZED REPRESENTATIVE: JK Milliken, President
SIGNATURE: <i>JK Milliken/ss</i>	DATE SIGNED: August 22, 2023

20200925PiggybackLetterKAFApproved



**MASTER CONTRACTOR/SERVICES AGREEMENT**  
**Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services**  
**Contract number EI00059-2021MA**

**THIS AGREEMENT** is made by and between the District Board of Trustees of Palm Beach State College (hereinafter referred to as "College") a political subdivision of the State of Florida, whose address is 4200 Congress Avenue, Lake Worth, Florida 33461 and Weatherproofing Technologies, Inc. an affiliate of Tremco CPG Inc., a Delaware Corporation, (hereinafter referred to as "Contractor"), authorized to do business in Florida, whose address is 3735 Green Road, Beachwood, Ohio, 44122-5705, this 7th day of June, 2022.

**WHEREAS**, the College desires to purchase Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services; and

**WHEREAS**, the College desires to procure these services from Contractor, utilizing existing contract prices provided to Educational and Cooperative Services, Inc., pursuant to its solicitation number 683478, for Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services; and

**WHEREAS**, in accordance with Contract number EI00059-2021MA, Educational and Cooperative Services, Inc., entered into an agreement with Contractor for services effective March 1, 2021 through February 28, 2026, with the option to renew for an additional five years; and

**WHEREAS**, the College desires to purchase services from Contractor on the same terms, conditions, and pricing provided under Contract number EI00059-2021MA, subject and subordinate to the terms and conditions of this Agreement, the College's Procurement policies, and Florida law; and

**WHEREAS**, the Contractor agrees to extend the terms, conditions, and pricing of Contract number EI00059-2021MA 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 Roofing Systems, Exterior Building Maintenance, Products, Supplies and Related Services for the College, in accordance with and pursuant to the same terms, conditions, and pricing of Contract number EI00059-2021MA procured by Educational and Cooperative Services, Inc.
- 3 This Agreement shall terminate on February 28, 2026, unless Contract number EI00059-2021MA is renewed by Educational and Cooperative Services, Inc., in which case this Agreement will renew at the College's discretion.
- 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. The College shall be the sole judge of "reasonable costs."

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. 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 is primary and 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 Whenever either Party desires to give notice to the other, such notice must be in writing, sent by certified United States Mail, postage prepaid, return receipt requested, or sent by commercial express carrier with acknowledgement of delivery, or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the Parties designate the following:

For COLLEGE:  
 Palm Beach State College  
 District Facilities  
 4200 Congress Avenue  
 Lake Worth, FL 33431  
 Attn: Robert J. Priolo, PE – Director of Facilities

For CONTRACTOR:  
 Weatherproofing Technologies, Inc, an affiliate of Tremco CPG Inc.  
 3735 Green Road,  
 Beachwood, Ohio, 44122-5705  
 Attn: Jane Krivos – Director of Cooperative Programs

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

8 This Agreement shall be construed in accordance with the College's Procurement Policies and 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.

9 The relationship between College and Contractor is that of independent contractors. Neither Party shall be deemed to be the legal representative of the other Party nor will anything contained in this Agreement create or imply an agency, joint venture, partnership or other fiduciary relationship between the College and Contractor. Neither Party's agents, employees or servants shall

be considered an agent, employee or servant of the other Party. Each Party agrees to assume complete responsibility for its own employees with regard to federal or state employer's liability and withholding taxes, worker's compensation, social security, unemployment insurance, and occupational health and safety requirements and other federal, state and local laws.

**10 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- 3143, fernandk@palmbeachstate.edu, 4200 S. Congress Avenue, MS # 21, 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.
  - 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.

11 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.

12 "Force Majeure" means the occurrence of an event or circumstance that prevents or impedes a party from performing one or more of its contractual obligations under the contract, if and to the extent that that party proves:

- a that such impediment is beyond its reasonable control; and
- b that it could not reasonably have been foreseen at the time of the conclusion of the contract; and
- c that the effects of the impediment could not reasonably have been avoided or overcome by the affected party.



In the absence of proof to the contrary, the following events affecting a party shall be presumed to fulfil conditions (a) and (b) of the paragraph above:

- a war (whether declared or not), hostilities, invasion, act of foreign enemies, extensive military mobilization or act of terrorism;
- b act of authority whether lawful or unlawful, declarations of emergency, compliance with any law or governmental order or restrictions, expropriation, or requisition;
- c plague, epidemic, pandemic, weather/natural disaster or extreme natural event;
- d explosion, fire, destruction of real property or equipment, prolonged break-down of telecommunication, information system or energy;
- e general labor disturbance such as boycott, strike and lock-out, or occupation of premises.

A party successfully invoking this Clause is relieved from its duty to perform its obligations under the contract and from any liability in damages or from any other contractual remedy for breach of contract, from the time at which the impediment causes inability to perform, provided that the notice thereof is given without delay. If notice thereof is not given without delay, the relief is effective from the time at which notice thereof reaches the other party. Any payments previously tendered for goods/services/performances not rendered prior to the Force Majeure will be promptly refunded. Where the effect of the impediment or event invoked is temporary, the above consequences shall apply only as long as the impediment invoked impedes performance by the affected party. Where the duration of the impediment invoked has the effect of substantially depriving the contracting parties of what they were reasonably entitled to expect under the contract, either party has the right to terminate the contract by notification within a reasonable period to the other party. Unless otherwise agreed, the parties expressly agree that the contract may be terminated by either party if the duration of the impediment exceeds 120 days.

13 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 Educational and Cooperative Services, Inc. Contract number EI00059-2021MA.
- c. Contractor's response to solicitation number solicitation number 683478 and any subsequent information submitted by Contractor during the evaluation and negotiation process.

[Remainder of page intentionally left blank]

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: James E. Duffie, C.P.A.

Title: Vice President for Finance and Administration

CONTRACTOR Weatherproofing Technologies, Inc.

By: Thomas Cummings/ss

Print Name: Thomas Cummings

Title: President

June 9, 2022

Attachment: MT 4751 WTI-Canam Building Envelope El Contract\_signed (5677 : Contract Increase with WTI/Tremco Using E&I Contract)

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve Omnia Partners Region 14 RFP #45-22 Not to Exceed \$6,155,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent  
Presenter: Mr. Kenneth Libutti, Chief Information Officer and Ms. Jennifer Alvarez, Director, Procurement

**Summary:**

**Summary:** Subject to legal's final review and approval, Board approval is requested to utilize Contractors awarded under the Omnia Partners through a cooperate contract via the Region 14 Education Service Center (ESC), Request for Proposals (RFP) #45-22 for various Technology Solutions, Products, and Services.

On October 4, 2022, Omnia Partners released Request for Proposals (RFP) #45-22, inviting submissions for a diverse range of Technology Solutions, Products, and Services. The RFP aimed to identify vendors capable of providing high-quality offerings to meet the organization's requirements. After careful evaluation and selection, the following vendors were awarded contracts under this solicitation:

1. Best Buy Stores, L.P.
2. Bluum USA, Inc. (Formerly Troxell Communications, Inc.)
3. Dell Marketing L.P.
4. GovConnections, Inc.
5. Howard Technology Solutions
6. Lenovo
7. Lenovo Global
8. MNJ Technologies Direct, Inc.
9. Trafera LLC
10. United Data Technologies Inc. dba UDT
11. Zones, LLC

These vendors demonstrated their competence and capacity to fulfill the technology

needs outlined in the RFP, making them valuable partners for Omnia Partners.

The Region 14 Education Service Center (Region 14) is an established regional education service center in Texas, assisting schools and charter schools for improved efficiencies and student performance. The service center has pre-negotiated the contract for this purchase, making it available to other public organizations in the United States through the Omnia Partners Cooperative.

**Background/Pertinent Facts:** The approved contracts will be used to procure various technology equipment and services such as digital signage displays, classroom technology equipment, computers, laptops for student checkout and faculty use, peripherals, and network infrastructure items, software, and installation services.

**Dell** – To purchase network servers, routers, and related equipment to support the College's technology infrastructure used in classrooms, learning spaces, offices, and all campuses.

**Lenovo** – To purchase computers, monitors, soundbars, docking stations, keyboards, mice and equipment maintenance for use in classrooms, learning spaces and offices. Laptops for student checkout to support online and hybrid modalities, as well as laptops for faculty and staff to support remote instruction.

**Howard** – To purchase classroom technology equipment, such as projectors, cameras, and microphones to support remote instruction and learning. Enables faculty to stream and record audio and video during class sessions for distribution to students.

**Trox/Bluum** - To purchase technology equipment to support classrooms and learning spaces. Digital signage displays are mounted within common areas, corridors, and offices to communicate information and events.

The use of this cooperative 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.

### **Anticipated AV Installation and Equipment Projects for this budget year FY 23-24**

Computer Equipment for Boca Campus Engineering Classrooms

Replace Computers not compatible with Windows 11

Active Learning Classrooms

Replace Computer monitors and large displays.

AV Equipment College-Wide

AI and Robotics Classrooms

eSports Arena Equipment

Other Departments Technology purchases

Replace SQL Server Clusters

Replace VMWare for backups and stand-alone Servers.

Replace VMWare on outer campuses.  
Replace SAN Switches  
Replace SAN for primary and backups.  
Purchase VMWare License

2 Lists of Purchases are attached.

**Financial Impact:** Not to exceed \$6,155,000 through November 30, 2027. Quarterly, IT will provide a report to the DBOT detailing the total amount spent to date, the overall budget, and the progress of the work for each project included in this approval.

**Strategic Goal(s) Addressed:** Innovation - The items purchased from this contract support remote instruction and College communications.

**Duration of Contract:** The contract is valid through November 30, 2025, with an option to renew for two (2) additional one-year periods to November 30, 2027.

**RECOMMEND:** Approval

**Attachments:**

List of Purchase Omnia MT5666  
List of Purchase Omnia MT5666-2  
IT Purchase Contracts DBOT

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

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

<b>Contract Omnia Partners</b>	<b>MT5636</b>	<b>MT5636</b>	<b>MT5636</b>	<b>Funding Source</b>	<b>Project Code</b>
<b>Vendor -&gt;</b>	<b>Bluum</b>	<b>Howard</b>	<b>Lenovo</b>		
<b>Project</b>					
SIM debrief rooms Installation				SIM Lab Project	
Boca engineering classrooms equipment and installation			\$65,000.00	Engineering Project	PR0465
EMT Equipment and Installation				EMT Project	
Respiratory Equipment and installation				Respiratory Project	
Win 11 PC replacements			\$150,000.00	Initiatives Funding	
FIPSE Equipment & Installation	\$5,000.00	\$5,000.00		FIPSE	
Replacement Large Displays & Monitors	\$25,000.00		\$60,000.00	Initiatives Funding	
Network Switches				Project or IT	
UPS replacements				Project or IT	
Other IT AV Projects	\$100,000.00	\$50,000.00	\$75,000.00	TBD	
Spare/Repair equipment			\$75,000.00	Initiatives Funding	
Historic Equipment & Installation Estimate				Historic Project	
Hadley Project Estimate (Robotics and AI classrooms)	\$10,000.00			Grant	
Boca Other AV Estimate	\$5,000.00	\$10,000.00	\$5,000.00	TBD	
eSports Equipment Estimate	\$10,000.00		\$70,000.00	Initiatives Funding	
AR/VR Grant Estimate				Community Funds Grant	
PBG Other AV Estimate	\$5,000.00	\$10,000.00	\$5,000.00	TBD	
LW Other AV Estimate	\$5,000.00	\$10,000.00	\$5,000.00	TBD	
Lox 1 (LGA139/140) Estimate	\$5,000.00	\$5,000.00		TBD	
Lox 2 PC & Monitor Estimate			\$200,000.00	Building Fund	
Other College Departments Estimate	\$50,000.00	\$25,000.00	\$75,000.00	TBD	
<b>Annual Amount</b>	<b>\$220,000.00</b>	<b>\$115,000.00</b>	<b>\$785,000.00</b>		
<b>Total Contract Amount - 4 years to 11/30/2027</b>	<b>\$880,000.00</b>	<b>\$460,000.00</b>	<b>\$3,140,000.00</b>		
<b>Grand Total</b>	<b>\$4,880,000.00</b>				

Attachment: List of Purchase Omnia MT5666 [Revision 1] (5666 : Approve Omnia Partners Region 14

<b>Contract Omnia</b>		<b>MT5636</b>			
<b>Dell</b>					
<b>Item</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>Total</b>
Replace SQL Cluster	\$ 90,656.00				\$ 90,656.00
Replace VMWare for backups and stand-alone servers	\$ 118,700.10				\$ 118,700.10
Replace Vmware on outer campuses	\$ 233,550.21				\$ 233,550.21
Replace SAN switches	\$ 52,000.00				\$ 52,000.00
Replace SAN for primary and backups		\$ 500,000.00			\$ 500,000.00
VMWare licensing	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 280,000.00
<b>Total</b>	<b>\$ 564,906.31</b>	<b>\$ 570,000.00</b>	<b>\$ 70,000.00</b>	<b>\$ 70,000.00</b>	<b>\$ 1,274,906.31</b>

# Palm Beach State College District Board of Trustees Meeting

# IT Project Contracts

Ken Libutti

Chief Information Officer

Dr. David Edris

Client Support Services Director

September 19<sup>th</sup>, 2023



Attachment: IT Purchase Contracts DBOT (5666 : Approve Omnia Partners Region 14 RFP# 45-22 Not to





# Project Details - Infrastructure

- Network Equipment
  - Approximately ten years old.
  - Over 1,100 items require replacement.
  - We have spent about \$1.2 M on core switches.
  - Campus Core & Closet Switches replaced
  - WiFi Access Point replacements
  - SmartNet Renewal for Phone and Network – Annually
- Servers & Operating Systems
  - Replace SQL Server Clusters
  - Replace VMWare for backups and stand-alone Servers.
  - Replace VMWare on outer campuses.
  - Replace SAN Switches
  - Replace SAN for primary and backups.
  - Purchase VMWare License



Attachment: IT Purchase Contracts DBOT (5666 : Approve Omnia Partners Region 14 RFP# 45-22 Not to



# Project Details - Infrastructure

- UPS Replacement for obsolete equipment in data closets
- Replacement Computers – Windows 11 compatibility





# Contract Detail - New Projects

- Classroom Project
  - FIPSE Grant to create active learning studios
  - Boca Campus Engineering Classrooms
  - Lox Groves - LGA139/140
  - Sim Lab Equipment
  - Respiratory Classroom
  - AI Robotics Classroom
- eSports



Attachment: IT Purchase Contracts DBOT (5666 : Approve Omnia Partners Region 14 RFP# 45-22 Not to



# Contract Vendors

Cisco	AVI-SPL	B&H Photo	Best Buy Stores, L.P.	Bluum USA, Inc. (Formerly Troxell Communications, Inc.)
CDW-G	Dell Marketing L.P.	GovConnections, Inc.	Howard Technology Solutions	Lenovo
Lenovo Global	MNJ Technologies Direct, Inc.	Trafera LLC	United Data Technologies Inc. dba UDT	Zones, LLC





# Recommendation\*

- Approval of Item 11.C.1 for Cisco Contract through Alternate Contract Source No. 43220000-NASPO-19-ACS – \$9.3 M Increase through 2026
- Approval of Item 11.C.2 for Omnia Partners contract through Omnia Partners Request for Proposals (RFP) #45-22 – \$6.2M Increase through 2027
- Approval of Item 11.C.3 for CDW-G through E&I Cooperative Services Contract #CNR01439 - Not to Exceed \$2.04M
- Approval of Item 11.C.4 for AVI-SPL through E&I Cooperative Services Contract #EI00049 - Not to Exceed \$3.8 M Increase
- Approval of Item 11.C.5 for B & H Photo and Electronics Corp through E&I Cooperative Services Contract #EI00221 – Not to Exceed \$1.395 M

\*Based on Available Funding



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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve Increase of \$9,255,000 to Spend Authorization Under State of Florida Alternate Contract Source No. 43220000-NASPO-19-ACS with Quarterly Reporting to the Board Detailing the Total Amount Spent  
Presenters: Mr. Ken Libutti, Chief Information Officer and Ms. Jennifer Alvarez, Procurement Director

**Summary:**

**Background/Pertinent Facts:** The Information Services Department is requesting the District Board of Trustees approve a spend authorization increase with Cisco Systems through a cooperative contract via the State of Florida Alternate Contract Source No. 43220000-NASPO-19-ACS for Data Communications Products and Services. The original spend authorization for \$1,400,000 was approved by the District Board of Trustees at its meeting of April 12, 2022., MT4669.

The current request seeks approval for a spend authorization increase of \$9,255,000 through 2026, bringing the total spend authorization to \$10,655,000. This increase is necessary to continue the network replacement project, wireless expansion, and support ongoing classroom modernization projects.

At present, the College uses Cisco network equipment and phone systems campus-wide. Maintenance and support for this equipment are annually renewed through Cisco or their approved resellers. This support ensures that all operating system updates are received and Cisco software licenses across the college are maintained. Additionally, the Information Technology Department is replacing outdated routers and switches, which may be purchased through this competitive contract. By increasing the spend authorization, the college aims to ensure continuity of operations for support, software, licenses, and equipment through Cisco-authorized partners under the contract. Any procurement needs will be met by obtaining competitive quotes from state-approved Cisco Resellers (list attached) and issuing Purchase Orders under the approved spend authorization.

On October 1, 2019, Cisco Systems, Inc. was awarded a five-year contract for Data Communications Products and Services by the State of Utah, acting through the National Association of State Procurement Officials (NASPO) ValuePoint. Subsequently, on July 13, 2020, the State of Florida Department of Management Services entered into

a participating addendum with NASPO and awarded Alternate Contract Source No. 43220000-NASPO-19-ACS to Cisco Systems.

This purchase is requested in compliance 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 or buying cooperatives.

<https://www.palmbeachstate.edu/documents/MT5670-Cisco-Price-Catalog.pdf>

**Anticipated Projects and Renewals:**

SmartNet Renewal for Phone and Network - Annually

Network Core Switch Replacement for Lake Worth Campus – Equipment, License, and Support and Labor.

Network Data Closets Switch Replacement College-Wide – Equipment, License, and Support and Labor.

Access Point Replacement College-Wide – Equipment, License, and Support and Labor.

Equipment for Lox Groves, Building 2 – Equipment, License and Support and Labor

Network Switch and Access Point Growth College-Wide

A list of anticipated purchases is attached.

**Financial Impact:** The approval will increase the existing spend authorization of \$1,400,000 by an additional \$9,255,000 through September 30, 2026, resulting in a total approved spend authorization of up to \$10,655,000. Quarterly, IT will provide a report to the DBOT detailing the total amount spent to date, the overall budget, and the progress of the work for each project included in this approval.

**Strategic Goal(s) Addressed:** This initiative supports the college's strategic goal of continuous improvement.

**Duration of Contract:** Upon approval through September 30, 2024, with two one-year renewal options through September 30, 2026

**RECOMMEND:** Approval

**Attachments:**

Cisco Systems Resellers

List of Anticipated Purchases Cisco MT5670

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

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





**CISCO Contract MT5637**

Items	Year 1	Year 2	Year 3	Total
Current annual SmartNet (Phone and Network)	\$ 235,000.00	\$ 245,000.00	\$ 255,000.00	\$ 735,000.00
<i>Subtotal</i>	\$ 235,000.00	\$ 245,000.00	\$ 255,000.00	\$ 735,000.00
LW Core switch replacements - Equipment	\$ 300,000.00	N/A	N/A	\$ 300,000.00
LW Core switch replacements - Licensing & Support	\$ 110,000.00	N/A	N/A	\$ 110,000.00
LW Core switch replacements - Labor	\$ 102,500.00	N/A	N/A	\$ 102,500.00
<i>Subtotal</i>	\$ 512,500.00			\$ 512,500.00
Closet switch replacements - Equipment	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 2,700,000.00
Closet switch replacements - Licensing & Support	\$ 533,334.00	\$ 533,333.00	\$ 533,333.00	\$ 1,600,000.00
Closet switch replacements - Labor	\$ 225,000.00	\$ 225,000.00	\$ 225,000.00	\$ 675,000.00
<i>Subtotal</i>	\$ 1,658,334.00	\$ 1,658,333.00	\$ 1,658,333.00	\$ 4,975,000.00
AP replacements - Equipment	\$ 275,625.00	\$ 275,625.00	\$ 673,750.00	\$ 1,225,000.00
AP replacements - Licensing & Support	\$ 158,625.00	\$ 158,625.00	\$ 387,750.00	\$ 705,000.00
AP replacements - Labor	\$ 108,450.00	\$ 108,450.00	\$ 265,100.00	\$ 482,000.00
<i>Subtotal</i>	\$ 542,700.00	\$ 542,700.00	\$ 1,326,600.00	\$ 2,412,000.00
Lox Groves Building 2 - Equipment	\$ 190,000.00	N/A	N/A	\$ 190,000.00
Lox Groves Building 2 - Licensing & Support	\$ 90,000.00	N/A	N/A	\$ 90,000.00
Lox Groves Building 2 - Labor	\$ 70,000.00	N/A	N/A	\$ 70,000.00
<i>Subtotal</i>	\$ 350,000.00			\$ 350,000.00
Switch & AP growth	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 270,000.00
<i>Subtotal</i>	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 270,000.00
<b>Total</b>	<b>\$ 3,388,534.00</b>	<b>\$ 2,536,033.00</b>	<b>\$ 3,329,933.00</b>	<b>\$ 9,254,500.00</b>

Attachment: List of Anticipated Purchases Cisco MT5670 [Revision 1] (5670 : Approve Increase of

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed \$2,040,000 with Quarterly Reporting to the Board Detailing Total Amount Spent Presenters: Dr. David Edris, Director, Client Support Services and Ms. Jennifer Alvarez, Director, Procurement

**Summary:**

**Summary:** Board approval is requested, subject to final General Counsel review, to utilize the E&I Cooperative Services Contract #CNR01439 with CDW Government LLC in the amount not to exceed \$2,040,000 to purchase Computer Equipment and Related Hardware, Software, Services, and Support.

This contract was previously reviewed under MT2854.

CDW Government LLC is the contractor awarded as a result of RFP #683385 for Computer Equipment and Related Hardware, Software, Services, and Support.

**Background/Pertinent Facts:** Computers, tablets, monitors and related peripherals, such as headsets, webcams, storage drives and battery back-up units for use in classrooms, learning spaces, offices and alternative work sites. Network switches, equipment and cables to support the College's infrastructure. Ergonomic keyboards and mice for specific faculty and staff requests. Software and Services.

The use of this cooperative 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.

**Anticipated Projects for this budget year FY 23-24**

FIPSE Grant to create active learning studios. Will need Networking and AV Equipment.

Network Switches to replace 10 year old equipment

UPS Replacement for obsolete equipment in data closets

Purchase AV Equipment for Classroom projects College-Wide

Purchase Computers that cannot be repaired and replacement of Computers 8 year old.

Purchase of AV and Networking for Historic Building remodeling

AV Equipment for Boca Campus Engineering Classrooms

Computer Equipment for eSports

Community Funds Grant AR/VR Equipment

Lox Grove Equipment for LGA139/140

Other Departments Technology purchases

List of potential purchases is attached.

**Financial Impact:** The total contract amount shall not exceed \$2,040,000 for the duration of the agreement which will end July 31, 2027. Quarterly, IT will provide a report to the DBOT detailing the total amount spent to date, the overall budget, and the progress of the work for each project included in this approval.

**Strategic Goal(s) Addressed:** Innovation - The items purchased from this contract support the use of essential as well as innovative technology for students, faculty and staff.

**Duration of Contract:** Contract is valid through July 31,2027.

**RECOMMEND:** Approval

**Attachments:**

Amendment 5 Adding Professional Services

List of Purchase E and I CNR01439 MT5667

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

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



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

This **AMENDMENT NUMBER FIVE** ("Amendment") is made between **Educational & Institutional Cooperative Services, Inc.**, 2 Jericho Plaza, Suite 309, Jericho, New York 11753 ("E&I") and **CDW Government LLC**, 230 N. Milwaukee Avenue, Vernon Hills, IL 60061 ("Supplier").

**WHEREAS**, E&I and Supplier are parties to an Agreement for Computer Equipment and Related Hardware, Software, Services and Support, dated August 1, 2017 ("Agreement"); and

**WHEREAS**, the Parties wish to amend said Agreement under the following terms and conditions; and

**NOW THEREFORE**, the Parties do hereby mutually agree as follows:

1. The terms and conditions of this Amendment shall be incorporated into the Agreement and supersedes the terms of any Agreement to the extent expressly provided herein. Each capitalized term used herein and not otherwise defined shall have the same meaning attributed to it in the Agreement.
2. Attachment B, Article II, Section 16 is hereby replaced by a new Section 16 as follows:

**16. Professional Services**

Supplier may perform certain services (meaning consulting and other services performed by Supplier or its subcontractors, but not including Third Party services) for Member as described in this Agreement and a specific Statement of Work or SOW (meaning a document in electronic or written form that is signed and delivered by each of the Parties for the performance of services) related to that service engagement, which shall substantially take the form of Attachment C, which is incorporated herein. Each SOW constitutes a separate agreement with respect to the services performed thereunder. In the event of an addition to or a conflict between any term or condition of the SOW and the terms and conditions pertaining specifically to an E&I member in this Agreement, the terms and conditions of the SOW will control, except as expressly amended for an individual SOW by specific reference to the amended provision.

In the event of any termination of a SOW, Member will pay Supplier for all services performed and expenses incurred up to and including the date of such termination.

In the event of a payment default, Supplier reserves the right to suspend the performance of the applicable services

Member's rights to Work Product (meaning materials and other deliverables to be provided or created individually or jointly in connection with the services, including but not limited to, all inventions, discoveries, methods, processes, formulae, ideas, concepts, techniques, know-how, data, designs, models, prototypes, works of authorship, computer programs, proprietary tools, methods of analysis and other information, whether or not capable of protection by patent, copyright, trade secret, confidentiality, or other proprietary rights, or discovered in the course of performance of this Agreement that are embodied in such work or materials) will be, upon payment in full, a non-transferable, non-exclusive, royalty-free license to use such Work Product solely for Member's internal use. Member obtains no ownership or other property rights thereto. Member agrees that Supplier may incorporate intellectual property created by third parties into the Work Product and that Member's right to use such Work Product may be subject to the rights of, and limited by agreements with, such third parties.

Supplier warrants that the services will be performed in a good and workmanlike manner. Member's sole and exclusive remedy with respect to this warranty will be, at the sole option of Supplier, to either (a) use reasonable commercial efforts to reperform any services not in substantial compliance with this warranty, or (b) refund amounts paid by Member related to the portion of the services not in substantial compliance; provided, in each case, Member notifies Supplier in writing within five (5) business days after performance of the applicable services.



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

Member shall be solely responsible for daily back-up and other protection of its data and software against loss, damage or corruption during the performance of services and for any necessary reconstruction thereof.”

3. The Attachment A-1 – Catalog Pricing (last updated February 19, 2018) is hereby deleted and replaced in its entirety with new Attachment A-1, Catalog Pricing.

**Attachment A-1, Catalog Pricing**

Supplier will provide Members with prices at a discount off Supplier’s Nationally Advertised Price (“NAP”) or Manufacturer’s Suggested Retail Price (“MSRP”) as indicated for the categories and manufacturers listed below. NAP is available on Supplier’s website at [www.cdwg.com](http://www.cdwg.com). MSRP can be found on manufacturers’ websites. Supplier is not responsible for the accuracy of the MSRP and will to the best of its ability, obtain from the manufacturer, a new MSRP list between the first (1st) and fifth (5th) business day of each month and if Supplier is successful, will recalculate pricing based on such MSRP list within five (5) business days of receipt. Pricing will remain static until the next monthly update. Supplier reserves the right to change or remove products and/or change prices consistent with manufacturer programmatic updates. Supplier will strive for thirty (30) days’ notice, but may make adjustments with at least five (5) days’ written notice to E&I.

Category	Supplier Category Code	Price List	Discount
Accessories - Lot 1	A	NAP	9.00%
Notebook/Mobile Devices (exclude Notebooks, includes Notebook Accessories) - Lot 1	A\LA*	NAP	4.50%
Power, Cooling, & Rack - Lot 1	B	NAP	7.00%
UPS/Battery Backup - Lot 1	B\BA	NAP	10.00%
Desktop Computers - Lot 1	C	NAP	3.00%
Computer Cases - Lot 1	C\CE	NAP	9.00%
Desktop Memory Upgrades - Lot 1	C\PC	NAP	9.00%
PC Compatible Workstations - Lot 1	C\WO	NAP	5.00%
Data Storage/Drives - Lot 1	D	NAP	7.50%
Flash Memory - Lot 1	D\FL	NAP	9.00%
Consumer SSD - Lot 1	D\TN	NAP	9.00%
Enterprise Storage - Lot 4	E	NAP	7.50%
Drive Arrays/Cache Memory - Lot 1	E\DYCME	NAP	9.00%
Enterprise SSD	E\ES	NAP	9.00%
Point of Sale/Data Capture - Lot 1	F	NAP	5.50%
Servers & Server Management - Lot 4	H	NAP	5.00%
Server Accessories/Motherboards - Lot 1	H\EC\MOB	NAP	9.00%
Server Accessories/CPUs/Fans - Lot 1	H\MC	NAP	9.00%
Server Memory Upgrades - Lot 1	H\SQ	NAP	9.00%
Services (CDW Delivered) - Lot 5	J	NAP	1.00%
PowerBook Memory Modules - Lot 1	L\LM	NAP	9.00%
Notebook Computers - Lot 1	L\NB	NAP	2.00%
Tablets (Convertible PCs/Slate PCs) - Lot 1	L\RD	NAP	3.50%
NetComm Products - Lot 4	N	NAP	9.00%
Network Device Memory - Lot 1	N\NT	NAP	9.00%
Carts and Furniture - Lot 1	O	NAP	9.00%

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

Category	Supplier Category Code	Price List	Discount
Printing & Document Scanning - Lot 2	P	NAP	3.50%
Laser Printers (Single Function Printers) - Lot 2	P\LP	NAP	5.00%
Single Function Printers - Lot 2	P\LP	NAP	5.00%
Printer Memory Upgrades - Lot 1	P\PM	NAP	9.00%
Printer Accessories - Lot 2	P\PA	NAP	10.00%
Toner (Printer Supplies) - Lot 2	P\PU	NAP	8.00%
Printer Supplies (excluding toner)	P\PU	NAP	8.00%
Services (Partner Delivered) - Lot 5	Q	NAP	3.00%
Software - Lot 3	S	NAP	3.00%
Collaboration Hardware - Lot 1	T	NAP	9.00%
Memory/System Components - Lot 1	U	NAP	9.00%
Video-Projection-Pro Audio - Lot 1	V	NAP	6.50%
Digital Signage Displays - Lot 1	V\PZ	NAP	8.50%
LCD panels or monitors (Computer Displays) - Lot 1	V\VL	NAP	1.50%
Cables - Lot 1	W	NAP	15.00%
APC (Power, Cooling, & Racks) - Lot 1	B	NAP	9.00%
APC (UPS/Battery Backup) - Lot 1	B\BA	NAP	12.00%
Apple Products		Refer to Attachment A-2	
HP Enterprise (Enterprise Storage) - Lot 4	E	NAP	9.50%
HP Enterprise (Servers & Server Management) - Lot 4	H	NAP	7.00%
HP Enterprise (Netcomm Products) - Lot 4	N	NAP	11.00%
HP Enterprise (Services [Partner Delivered]) - Lot 5	Q	NAP	7.00%
HP Enterprise (Data Center Application Services)		MSRP	30.00%
HP Enterprise (Networking Software)		MSRP	30.00%
HP Enterprise (Networking Optimization & Acceleration)		MSRP	34.00%
HP Enterprise (Optical Networking)		MSRP	34.00%
HP Enterprise (Routers)		MSRP	34.00%
HP Enterprise (Security)		MSRP	34.00%
HP Enterprise (Storage Networking)		MSRP	20.00%
HP Enterprise (Switches)		MSRP	34.00%
HP Enterprise (Wireless)		MSRP	34.00%
HP Enterprise (Unified Communications)		MSRP	34.00%
HP Inc (PC Compatible Workstations) - Lot 1	CIWO***	NAP	7.00%
HP Inc (Notebook Computers) - Lot 1	L\NB	NAP	4.00%
HP Inc (Convertible PCs/Slate PCs) - Lot 1	L\RD	NAP	5.50%
HP Inc (Single Function Printers) - Lot 2	P\LP	NAP	7.00%
HP Inc (Printer Supplies) - Lot 2	P\PU	NAP	10.00%
HP Inc (Services [Partner Delivered]) - Lot 5	Q	NAP	5.00%

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&amp;I Cooperative Services Contract #CNR01439 Not to Exceed



**AMENDMENT NUMBER FIVE  
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EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

Category	Supplier Category Code	Price List	Discount
HP Inc (Computer Displays) - Lot 1	V\VL	NAP	3.50%
Lenovo (PC Compatible Workstations - Mfg Code LVP**) - Lot 1	C\WO***	NAP	9.00%
Lenovo (Notebook Computers - Mfg Code LVO**) - Lot 1	L	NAP	6.00%
Lenovo (Convertible PCs/Slate PCs - Mfg Code LVO**) - Lot 1	L\RD	NAP	7.50%
Lenovo (Services [Partner Delivered] - Mfg Code LVO**) - Lot 5	Q	NAP	7.00%
Microsoft Surface (Convertible PCs/Slates) - Lot 1	L\RD	NAP	5.50%
Palo Alto Networks (Hardware)		MSRP	16.00%
Palo Alto Networks (Miscellaneous)		MSRP	16.00%
Palo Alto Networks (Education)		MSRP	11.00%
Palo Alto Networks (Subscription)		MSRP	11.00%
Palo Alto Networks (Support)		MSRP	11.00%
Tripp-Lite (Power, Cooling, & Racks) - Lot 1	B	NAP	9.00%
Tripp-Lite (UPS/Battery Backup) - Lot 1	B\BA	NAP	12.00%
VMware (Software – Mfr. Code VMM) - Lot 3	S	NAP	5.00%
***Supplier category code changed from C\DT to C\WO			
**Mfg Code LVP corrected to LVO			
**Mfg Brocade offer removed; Brocade bought by Broadcom Ltd.			
*Supplier category code L\LA moved to A\LA			
GENERAL NOTES: Supplier category code Client Configure-to-Order moved from C\DT\BTO to new Supplier category code R\BO\BTO			
All rows in BLUE above are new introductions of more granular Supplier category codes with discounts at or more aggressive than parent Supplier category code			

4. The Attachment A-2 – Apple Products and Services (for Higher Education members only) is hereby deleted and replaced in its entirety with below:

Supplier will provide Members with prices at a discount of 0.5% off Supplier's NAP or ELP, where available. NAP is available on Supplier's website at www.cdwg.com. ELP can be found at www.apple.com. Supplier is not responsible for the accuracy of the ELP. Supplier will exercise all commercially reasonable efforts to access the manufacturer website on Supplier working Monday of each calendar week to obtain the most current ELP. If successful, Supplier will recalculate, and update pricing based on such ELP list within five (5) business days of receipt. Pricing will remain static until the next update. Supplier reserves the right to change or remove products and/or change prices consistent with manufacturer programmatic updates.

5. Attachment A-3 – Configuration Services is hereby deleted and replaced in its entirety with below:

**Attachment A-3 – Configuration Services**  
**[INTENTIONALLY LEFT BLANK]**



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

6. Add Attachment A-4 – Professional Services as follows:

**Attachment A-4 – Professional Services**

CDWG Professional Services means Professional, field or consulting services, as more fully described in a mutually executed SOW (Attachment C), performed directly by CDWG and/or subcontractors. Hourly or fixed rates will be negotiated based on the Member, role, geography, and scope (solution domain, discipline, and competencies) of the services engagement to perform the service. CDWG will create a SOW detailing the exact scoping and pricing of the Professional Services to be provided, which will be executed by CDWG and the Member prior to the start of engagement. Expenses (T&E) may be an additional consideration depending on project specifics.

7. Attachment C – Statement of Work is hereby added as follows:

## STATEMENT OF WORK

Solution Domain	Discipline	Competencies
Datacenter	Storage	Data Migration
		EMC Storage
		Nutanix and Pure Storage
		NetApp Storage
		Virtualization and VMWare
	Storage/Compute	3Par/Nimble/Simplivity HCI/Synergy
	Backup Solutions	Veeam and Rubrik
	Networking & Enterprise Networking	Traditional L2/L3 Networking, Datacenter Network/Campus Networking, WAN Routing, SDWAN/DNAC, Wireless, Aruba, Windows Server, Azure
	SDN/Orchestration	ACI, NSX, Automation
	Storage/Compute	Cisco UCS Compute
Mobility	Client Management	System Center, Enterprise Mobility + Security, Intune, Windows Client, SC Server
	VDI	Citrix Virtual Apps/Desktops, Netscaler, VMware Horizon, VMware Workspace ONE
Security	Network Security	Firewalls, ISE, ESA, WSA, Stealthwatch, Splunk, Carbon Black, MIM, PKI, ADFS
		Incident Response
		Architecture, remediation, network segmentation workshops
		Security assessments, app pen assessment, Gap Assessment

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed





**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

Solution Domain	Discipline	Competencies
	Information Security	Maturity assessment, advisory services
Collaboration	Communication	UC, Video, WebEx, Business Consulting, UCaaS, Exchange Server, Exchange Server Online, Skype for Business, MS Teams
	Engagement	UCCE / UCCX / Contact Center Business Consulting Analyst / CCaaS
	Productivity	SharePoint, SharePoint Online
CDWG Consulting Services		Data Center Disaster Recovery and Backup, IT Operations and Strategy, Cloud Services Strategy
Project Management		Project Coordination, Project Administration, Project Management, Progra Management

<b>Project Name:</b>	[Project Name]	<b>Seller Representative:</b>
<b>Customer Name:</b>	E&I Member	[Seller Name] [Seller Phone]
<b>CDW Affiliate:</b>	CDW Government LLC	[Seller e-mail]
<b>Subcontractor:</b>	[Partner Name]	<b>Solution Architect:</b>
<b>SOW Created Date:</b>	[SOW Created Date]	[Solution Architect Name], [Solution Architect Name 2]
<b>Version:</b>	[File Version]	<b>Drafted By</b> [Services Contract Specialist Name]

This statement of work (“**Statement of Work**” or “**SOW**”) is made and entered into on the last date that this SOW is fully executed as set forth below (“**SOW Effective Date**”) by and between the undersigned, CDW Government LLC (“**Provider**,” and “**Seller**,”) and E&I Member (“**Customer**,” and “**Client**,”).

**GOVERNING AGREEMENT**

This SOW shall be governed by that certain Master Agreement Number CNR01439 between CDW Government LLC and Educational and Institutional Cooperative Services, Inc. dated August 1, 2017 (as amended) (the “**Agreement**”). If there is a conflict between this SOW and the Agreement, then the Agreement will control, except as expressly amended in this SOW by specific reference to the Agreement. References in the Agreement to a SOW or a Work Order apply to this SOW.

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

## PROJECT SCOPE

## SERVICE DESCRIPTION

### GENERAL RESPONSIBILITIES AND ASSUMPTIONS

- Customer is responsible for providing all access that is reasonably necessary to assist and accommodate Seller's performance of the Services.
- Customer will provide in advance and in writing, and Seller will follow, all applicable Customer's facility's safety and security rules and procedures.
- Customer is responsible for security at all Customer-Designated Locations; Seller is not responsible for lost or stolen equipment, other than solely as a result of Seller's gross negligence and willful misconduct.
- This SOW can be terminated by either party without cause upon at least fourteen (14) days' advance written notice.

## CONTACT PERSONS

Each Party will appoint a person to act as that Party's point of contact ("**Contact Person**") as the time for performance nears and will communicate that person's name and information to the other Party's Contact Person.

Customer Contact Person is authorized to approve materials and Services provided by Seller, and Seller may rely on the decisions and approvals made by the Customer Contact Person (except that Seller understands that Customer may require a different person to sign any Change Orders amending this SOW). The Customer Contact Person will manage all communications with Seller, and when Services are performed at a Customer-Designated Location, the Customer Contact Person will be present or available. The Parties' Contact Persons shall be authorized to approve changes in personnel and associated rates for Services under this SOW.

## CHANGE MANAGEMENT

This SOW may be modified or amended only in a writing signed by both Customer and Seller, generally in the form provided by Seller ("**Change Order**"). Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

In the event of a conflict between the terms and conditions set forth in a fully executed Change Order and those set forth in this SOW or a prior fully executed Change Order, the terms and conditions of the most recent fully executed Change Order shall prevail.

## PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule ("**Anticipated Schedule**") based on Seller's project management methodology. Any dates, deadlines, timelines or schedules contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

## TOTAL FEES

## CUSTOMER DESIGNATED LOCATIONS

Seller will provide Services benefiting the locations specified on the attached Exhibit ("**Customer-Designated Locations**").



**AMENDMENT NUMBER FIVE  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC**

**PROJECT SPECIFIC TERMS SIGNATURES**

In acknowledgement that the parties below have read and understood this Statement of Work and agree to be bound by it, each party has caused this Statement of Work to be signed and transferred by its respective authorized representative.

This SOW and any Change Order may be signed in separate counterparts, each of which shall be deemed an original and all of which together will be deemed to be one original. Electronic signatures on this SOW or on any Change Order (or copies of signatures sent via electronic means) are the equivalent of handwritten signatures.

**CDW Government LLC**

**E&I Member**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Mailing Address:**

200 N. Milwaukee Ave. Vernon Hills,  
IL 60061

**Mailing Address:**

Street: \_\_\_\_\_  
City/ST/ZIP: \_\_\_\_\_  
\_\_\_\_\_

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed



AMENDMENT NUMBER 5  
TO MASTER AGREEMENT CNR01439  
BETWEEN  
EDUCATIONAL & INSTITUTIONAL COOPERATIVE SERVICES, INC.  
AND  
CDW GOVERNMENT LLC

EXHIBIT \_

**CUSTOMER-DESIGNATED LOCATIONS**

Seller will provide Services benefiting the following locations (“Customer-Designated Locations”).

Location(s)

- 8. Except as provided in this Amendment, all other terms and conditions of the Agreement, as amended, remain unchanged and in full force and effect. This Amendment becomes binding when signed by both parties.
- 9. Each Party agrees that the electronic signatures whether digital or encrypted, of the Parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. Delivery of a copy of this Amendment or any other document contemplated hereby bearing an original or electronic signature by electronic mail in portable document format (.pdf) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment, effective as of the last signature date in this Amendment.

**CDW GOVERNMENT LLC**

By: Robert F Kirby  
7DE3F6B21781400...

Name: Robert F Kirby

Title: President

Date: 10/14/2020 | 11:53 AM CDT

**E&I COOPERATIVE SERVICES, INC.**

By: Gary D Link  
84C8F65B6BAC440...

Name: Gary D. Link, C.P.M.

Title: Chief Business Development Officer

Date: 10/14/2020 | 1:46 PM EDT

<sup>DS</sup>  
IRR  
10/14/2020 | 12:57 PM EDT

Attachment: Amendment 5 Adding Professional Services (5667 : Approve E&I Cooperative Services Contract #CNR01439 Not to Exceed

<b>Contract E&amp;I C39NR014</b>	<b>MT5622</b>	<b>Funding Source</b>	<b>Project Code</b>
<b>Vendor -&gt;</b>	<b>CDWG</b>		
<b>Project</b>			
SIM debrief rooms Installation		SIM Lab Project	
Boca engineering classrooms equipment and installation		Engineering Project	PR0465
EMT Equipment and Installation		EMT Project	
Respiratory Equipment and installation		Respiratory Project	
Win 11 PC replacements		Initiatives Funding	
FIPSE Equipment & Installation	\$5,000.00	FIPSE	
Replacement Large Displays & Monitors		Initiatives Funding	
Network Switches	\$50,000.00	Project or IT	
UPS replacements	\$40,000.00	Project or IT	
Other IT AV Projects	\$150,000.00	TBD	
Spare/Repair equipment	\$100,000.00	Initiatives Funding	
Historic Equipment & Installation Estimate	\$5,000.00	Historic Project	
Hadley Project Estimate (Robotics and AI classrooms)		Grant	
Boca Other AV Estimate	\$10,000.00	TBD	
eSports Equipment Estimate	\$5,000.00	Initiatives Funding	
AR/VR Grant Estimate	\$70,000.00	Community Funds Grant	
PBG Other AV Estimate	\$10,000.00	TBD	
LW Other AV Estimate	\$10,000.00	TBD	
Lox 1 (LGA139/140) Estimate	\$5,000.00	TBD	
Lox 2 PC & Monitor Estimate		Building Fund	
Other College Departments Estimate	\$50,000.00	TBD	
<b>Annual Amount</b>	<b>\$510,000.00</b>		
<b>Total Contract Amount - 4 years to 7/31/2027</b>	<b>\$2,040,000.00</b>		

Attachment: List of Purchase E and I CNR01439 MT5667 [Revision 1] (5667 : Approve E&I Cooperative

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve E&I Cooperative Services Contract # EI00049 with AVI-SPL, LLC Not to Exceed \$3,800,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent Presenters: Dr. David Edris, Director, Client Support Services and Ms. Jennifer Alvarez, Director, Procurement

**Summary:**

**Summary:** Board approval is requested, subject to final General Counsel review, to utilize the E&I Cooperative Services Contract # EI00049 with AVI-SPL, LLC in the amount not to exceed \$3,800,000 for various Audio/Video Technologies, Solutions and Services.

AVI-SPL, LLC is the contractor awarded as a result of E&I Cooperative Services RFP #683455 for Audio/Video Technologies, Solutions and Services.

**Background/Pertinent Facts:** This contract is needed to purchase Audio Visual installation services, technology equipment for classrooms and learning spaces, as well as software and related services.

The use of this cooperative 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.

**Anticipated AV Installation and Equipment Projects for this budget year FY 23-24**

- Sim Lab Equipment
- Boca Engineering Classroom Equipment
- Respiratory Equipment
- Active Learning Classrooms
- Historic Classrooms Equipment
- AI Robotics Classrooms
- eSports Arena Equipment
- Lox Grove Equipment for LGA139/140

Other Departments Technology purchases

Purchase AV Equipment and installation for Classroom projects College-Wide

List of purchase is attached.

**Financial Impact:** The total contract amount shall not exceed \$3,800,000 for the duration of the agreement which will end January 31, 2031. Quarterly, IT will provide a report to the DBOT detailing the total amount spent to date, the overall budget, and the progress of the work for each project included in this approval.

**Strategic Goal(s) Addressed:** Innovation - The items purchased from this contract support face-to-face and online modalities. Supports classroom annotation devices.

**Duration of Contract:** Contract is valid through January 31, 2026 with an option to renew for one (1) additional five-year period to January 31, 2031.

**RECOMMEND:** Approval

**Attachments:**

E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01

List of Purchase E and I EI00049 MT5668

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

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

Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category	Discount Rate *	
<b>American Power</b>		
All Items	Percentage off MSRP	10%
<b>AMX</b>		
All Items	Percentage off MSRP	30%
<b>App Space</b>		
All Items	Percentage off MSRP	10%
<b>Atlas Sound</b>		
All Items	Percentage off MSRP	8%
<b>Aruba</b>		
All items except Support/Maintenance	Percentage off MSRP	15%
Percent Off List	Percentage off MSRP	5%
<b>Audio Technica</b>		
ES line microphones	Percentage off MSRP	20%
Non ES Gear	Percentage off MSRP	10%
<b>Audix</b>		
All Items	Percentage off MSRP	6%
<b>Avaya</b>		
All items	Cost Plus	17%
<b>Avocor</b>		
Interactive Displays	Percentage off MSRP	20%
Warranties	Percentage off MSRP	10%
<b>Barco</b>		
Projectors	Percentage off MSRP	25%
Clickshare Products	Percentage off MSRP	15%
<b>Belden</b>		
All Items	Cost Plus	16%
<b>Biamp Systems</b>		
All Items	Percentage off MSRP	30%
<b>Black Box</b>		
All Items	Percentage off MSRP	5%
<b>Black Magic</b>		
All Items	Percentage off MSRP	10%
<b>Bluescape</b>		
All Items	Percentage off MSRP	5%
<b>BMS</b>		
All Items	Cost Plus	16%
<b>Bose</b>		
All Items	Percentage off MSRP	20%
<b>Cables to Go</b>		
All Items	Percentage off MSRP	25%
<b>Canon Pro line</b>		
All Items	Percentage off MSRP	5%
<b>Chief</b>		
All Items	Percentage off MSRP	35%
<b>Christie</b>		
All Items	Percentage off MSRP	20%

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-



Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category	Discount Rate *	
<b>Cisco</b>		
Equipment	Percentage off MSRP	25%
Maintenance		8%
<b>ClearOne</b>		
All Items	Percentage off MSRP	15%
<b>Clear-Com</b>		
All Items	Percentage off MSRP	10%
<b>Crestron</b>		
Crestron Flex Units	Cost Plus	12%
All Other Items	Percentage off MSRP	41%
<b>Comprehensive</b>		
All Items	Percentage off MSRP	20%
<b>Computer Comforts</b>		
All Items	Percentage off MSRP	10%
<b>Crown</b>		
Amplifiers	Percentage off MSRP	30%
<b>Daktronics</b>		
Video Walls	Percentage off MSRP	15%
<b>Dalite</b>		
Screens	Percentage off MSRP	22%
<b>Dell</b>		
All Items	Cost Plus	16%
<b>Display Devices</b>		
All Items	Cost Plus	16%
<b>Draper</b>		
All Items	Percentage off MSRP	22%
<b>Elmo</b>		
All Items	Percentage off MSRP	15%
<b>Epiphan</b>		
All Items	Cost Plus	16%
<b>Ergotron</b>		
All Items	Percentage off MSRP	10%
<b>Epson</b>		
Projectors (Discount using Brighter Futures)*	Percentage off MSRP	15%
<b>Evoko</b>		
All Items	Cost Plus	16%
<b>Extreme Networks</b>		
All Items	Percentage off MSRP	5%
<b>Extron</b>		
All Items	Percentage off MSRP	41%
<b>Formetco</b>		
All Items	Percentage off MSRP	6%
<b>Gefen</b>		
All Items	Percentage off MSRP	5%
<b>Hovercam</b>		
All Items	Cost Plus	16%
<b>Huddly</b>		
All Items	Percentage off MSRP	10%

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-

Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category		Discount Rate *	
<b>Infocus</b>			
All Items	Percentage off MSRP	15%	
<b>Innovox</b>			
All Items	Cost Plus	16%	
<b>ITS Solutions</b>			
Pro Services	Percentage off MSRP	5%	
Data Center	Percentage off MSRP	15%	
Battery and Power	Percentage off MSRP	20%	
Cooling	Percentage off MSRP	5%	
<b>Jabra</b>			
Headsets	Cost Plus	21%	
<b>JBL</b>			
Speakers	Percentage off MSRP	22%	
<b>Kramer</b>			
All Items	Percentage off MSRP	20%	
<b>Liberty</b>			
All Items	Percentage off MSRP	10%	
<b>Listen Tech</b>			
All Items	Percentage off MSRP	15%	
<b>LG</b>			
All Items	Percentage off MSRP	18%	
<b>Logitech</b>			
All Items	Percentage off MSRP	15%	
<b>Lumens</b>			
All Items	Percentage off MSRP	20%	
<b>Marshall Furniture</b>			
All Items	Cost Plus	16%	
<b>Mediasite (AKA Sonic Foundry).</b>			
Hardware and service	Cost Plus	16%	
<b>Mersive</b>			
All Items	Percentage off MSRP	15%	
<b>Microsoft</b>			
Surface Hub	Percentage off MSRP	1%	
<b>Middle Atlantic</b>			
All Items	Percentage off MSRP	25%	
<b>MultiTaction</b>			
All Items	Percentage off MSRP	10%	
<b>Nanolumens</b>			
All Items	Percentage off MSRP	15%	
<b>Neat</b>			
All Items	Percentage off MSRP	15%	
<b>Netgear</b>			
All Items		5%	
<b>NEC / Sharp</b>			
Projectors	NEC	Percentage off MSRP	15%
Displays	NEC	Percentage off MSRP	10%
Displays	Sharp	Percentage off MSRP	10%

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-

Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category	Discount Rate *	
<b>Newline</b>		
Interactive Displays	Percentage off MSRP	15%
<b>Panasonic</b>		
Projectors	Percentage off MSRP	30%
Flat Panel Display	Percentage off MSRP	16%
Accessories (Lenses, bulbs)	Percentage off MSRP	15%
PTZ Cameras	Percentage off MSRP	15%
Broadcast Cameras and equipment	Percentage off MSRP	10%
<b>Peerless</b>		
Display Mounts	Percentage off MSRP	30%
Kiosks and Outdoor Displays	Percentage off MSRP	5%
<b>Poly</b>		
DC2	Percentage off MSRP	5%
DC3	Percentage off MSRP	10%
DC4	Percentage off MSRP	15%
DC6	Percentage off MSRP	20%
DC8	Percentage off MSRP	20%
DC10	Percentage off MSRP	20%
DC12	Percentage off MSRP	28%
DC13	Percentage off MSRP	20%
DC14	Percentage off MSRP	29%
DC15	Percentage off MSRP	20%
DC16	Percentage off MSRP	29%
DC99	Percentage off MSRP	0%
<b>Poly Headsets</b>		
Office H Series Headsets	Cost Plus	10%
Adapters & SOTA	Cost Plus	10%
Cisco Headsets	Cost Plus	10%
Wireless Headsets	Cost Plus	15%
UC Headsets	Cost Plus	10%
Avaya Wireless	Cost Plus	13%
Small/Home Office	Cost Plus	20%
M Series Mobile	Cost Plus	15%
Bluetooth	Cost Plus	15%
Calisto	Cost Plus	20%
PC Headsets	Cost Plus	20%
Aviation Headsets	Cost Plus	20%
Spare Parts	Cost Plus	20%
<b>Premier Mounts</b>		
All Items	Percentage off MSRP	20%
<b>Primeview</b>		
Video Walls	Percentage off MSRP	16%
<b>Qomo</b>		
All Items	Cost Plus	16%
<b>QSC</b>		
All Items	Percentage off MSRP	20%
<b>Ricoh</b>		
All Items	Cost Plus	16%

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-

Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category		Discount Rate *	
<b>Salamader</b>			
All Items	Percentage off MSRP	10%	
<b>Samsung</b>			
Displays	Percentage off MSRP	18%	
<b>Sennheiser</b>			
All Items	Percentage off MSRP	15%	
<b>Shure</b>			
All Items	Percentage off MSRP	31%	
<b>Smart</b>			
All Items	Cost Plus	16%	
<b>Sony</b>			
Projectors	Percentage off MSRP	27%	
Displays	Percentage off MSRP	20%	
Cameras	Percentage off MSRP	20%	
All other accessories	Percentage off MSRP	5%	
<b>Sound Control Technologies</b>			
All Items	Percentage off MSRP	8%	
<b>Spectrum</b>			
All Items	Percentage off MSRP	25%	
<b>Startech</b>			
All Items	Percentage off MSRP	15%	
<b>Surge X</b>			
All Items	Percentage off MSRP	10%	
<b>Tannoy</b>			
All Items	Percentage off MSRP	15%	
<b>Tripplite</b>			
All Items	Percentage off MSRP	10%	
<b>Unilumin</b>			
Video Walls	Percentage off MSRP	30%	
<b>Vaddio</b>			
All Items	Percentage off MSRP	15%	
<b>Viewsonic</b>			
All Items	Percentage off MSRP	10%	
<b>Vivitek</b>			
All Items	Cost Plus	10%	
<b>Wacom</b>			
All Items	Cost Plus	10%	
<b>Windy City Wire</b>			
All Items	Cost Plus	15%	
<b>Wolfvision</b>			
All Items	Percentage off MSRP	10%	
<b>Voice Cloud</b>			
Ring Central	Custom Quote		
Avaya Cloud Offering (ACO)	Custom Quote		
Genesys - Contact Center	Cost Plus	8%	
<b>Non-Listed AV Equipment</b>			
All Items	Cost Plus	16%	

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-

Attachment A-1  
Updated April 1, 2023

Manufacturer / Product Category	Discount Rate *
Ground Shipping	
All ground shipping under 99 pounds	No Charge
Freight may apply in the following instances:	
Rush or overnight delivery.	
Oversized items (including DIM weight), which includes orders greater than 100 pounds.	
Custom products which include orders requiring staging, pre-configuration/pre-assembly, or custom	
Freight charges estimated at time of quotation	
Custom products are not returnable.	

\* The discounts specified above are not-to-exceed. Supplier is authorized to offer Members enhanced pricing on a case-by-case basis or under a Member Specific Agreement (“MSA”).

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative Services Contract # EI00049 with AVI-

Attachment A-1  
Updated April 1, 2023

AVI-SPL Professional Services	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Per Hour
Project Management	\$100.35	\$106.25	\$118.06	\$129.86	\$147.57	Per Hour
Project Coordination	\$68.47	\$72.50	\$80.56	\$88.61	\$100.69	Per Hour
A/V Design / Engineering	\$106.25	\$112.50	\$125.00	\$137.50	\$156.25	Per Hour
CAD	\$61.39	\$65.00	\$72.22	\$79.44	\$90.28	Per Hour
Programming	\$106.25	\$112.50	\$125.00	\$137.50	\$156.25	Per Hour
Commissioning	\$85.00	\$90.00	\$100.00	\$110.00	\$125.00	Per Hour
Tech Installation / Tech Shop	\$80.75	\$85.50	\$95.00	\$104.50	\$118.75	Per Hour
Unified Communications Design, Consulting & Implementation	\$140.00	\$140.00	\$155.00	\$162.00	\$175.00	Per Hour
Union/Subcontractor/Prevailing Wage Installation	Varies by state and municipality custom line item					
Managed Services	Custom Quote					
A/V Support	Custom Quote					
Elite Advantage	Custom Quote					
Elite	Custom Quote					
Phone Support	Custom Quote					
VNOC	Custom Quote					

Rates shown are calculated and billed during normal business hours M-F 8AM - 5PM.  
Any work performed outside of these times will be billed as overtime hours

- Zone 1: Tennessee
- Zone 2: Arizona, Utah
- Zone 3: All other states not listed in other Zones
- Zone 4: Washington DC, Minnesota, Pennsylvania, Texas & Wisconsin
- Zone 5: Alaska, California, Hawaii, Massachusetts, New York & Washington

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative

Onsite Managed Services	SKU	Summary	Annual Price Zone 1	Annual Price Zone 2	Annual Price Zone 3
AV/Meeting Support Technician (Tier I)	AVIOMSSPT-1	Manages the operation of fully integrated conference rooms including large spaces such as auditoriums to smaller spaces such as conference/ board rooms and huddle spaces. Onsite MST interfaces directly with the customer on a daily basis and responsibilities include operating and testing daily functionality of all AV and integrated conference rooms. The position will collaborate with our client's management team and other company employees. This is a key role in ensuring that customers are able to stay focused on their core deliverables while leaving the technology operation support to AVI-SPL.	\$148,846.20	\$132,969.27	\$121,061.57
Onsite Maintenance Technician (Tier II)	AVIOMSMTC-1	Provides Maintenance support of the customer's fully integrated conference rooms including large spaces such as auditoriums to smaller spaces such as conference/ board rooms and huddle spaces. Onsite Maintenance Technician interfaces direct with the customer on a daily basis and his responsibilities include maintaining daily functionality of all AV and integrated conference rooms. It is common for the Onsite Maintenance technician to work directly with AV Maintenance providers (such as AVI-SPL) to provide fast response and resolution to breakfix incidents. This role is equivalent to an AVI-SPL Field Service Technician	\$180,600.05	\$158,769.28	\$144,876.97
Onsite AV Manager / Supervisor	AVIOMSMGMT-1	The Onsite Manager is ultimately responsible for the team/staff of Onsite Managed Services personnel. The Onsite Manager is closely integrated into the customer's support processes and is responsible for ensuring adequate maintenance of the AV estate (Onsite Maintenance Technicians) and timely meeting and event support (Meeting Support Technicians). This role can support reporting and analytics if so required.	\$222,276.99	\$198,461.60	\$178,615.44
<b>Backfill to cover pre-approved Paid Time off that will affect base pricing</b>					
BACKFILL for AV/Meeting Support Technician (Tier I)	BACK-AVIOMSSPT-1	Backfill for onsite personel covers planned PTO (Paid time off) and any long term absence from the onsite employee. The backfill for this position is covered by your local AVI-SPL offices field services division. Backfill of position does not cover 1 off sick days or half days.	\$8,587.28	\$7,671.30	\$6,984.32
BACKFILL for Onsite Maintenance Technician (Tier II)	BACK-AVIOMSMTC-1	Backfill for onsite personel covers planned PTO (Paid time off) and any long term absence from the onsite employee. The backfill for this position is covered by your local AVI-SPL offices field services division. Backfill of position does not cover 1 off sick days or half days.	\$10,419.23	\$9,159.77	\$8,358.29
BACKFILL for Onsite AV Manager / Supervisor	BACK-AVIOMSMGMT-1	Backfill for onsite personel covers planned PTO (Paid time off) and any long term absence from the onsite employee. The backfill for this position is covered by your local AVI-SPL offices field services division. Backfill of position does not cover 1 off sick days or half days.	\$12,823.67	\$1,149.71	\$10,304.74

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative

Onsite Managed Services	SKU	Summary	Annual Price Zone 1	Annual Price Zone 2	Annual Price Zone 3
<b>Additional requirements that can affect base pricing</b>					
All positions listed above require a one year commitment from start date of AVI-SPL on-site employee. On-site employee working hours are defined as Monday - Friday 8am - 5pm (unless otherwise negotiated and specified before on-site employee starts) Additional charges can increase the pre-negotiated base rates listed above. Examples of add on services are / but not limited to: After hours / nights and weekends work, Overtime work, Job requirements from customer that are outside of scope of on-site employees job summary (listed above) or on-site employee must travel to multiple sites. AVI-SPL can provide custom solutions to meet these or any other unique support requirements. These types of add on services would be handled through our PreSales Support for proper discovery & pricing.					
Backfill / Time off		Every AVI-SPL employee gets up to 3 weeks/120 hours of time off every year. If the customer requires onsite coverage for these 3 weeks, AVI-SPL would need to add the appropriate amount of cost/price to the cost of the contract which is not included in the above pricing.	Please see section 2 for Backfill pricing	Please see section 2 for Backfill pricing	Please see section 2 for Backfill pricing
Overtime		Overtime hours must be (pre-approved) via email before overtime can take place. Overtime is billed monthly to the customer as required / requested by customer.			
Discounts via contract		AVI-SPL will extend a 10% discount when using the contract relating to Onsite employees. The pricing listed above reflects the 10% discount.	10% Reflected in pricing above	10% Reflected in pricing above	10% Reflected in pricing above
Long term discounts		AVI-SPL can extend additional discounts if the customer enters at 3+ year contract.	Varies based on tech level	Varies based on tech level	Varies based on tech level
Payment		Payment / PO is required for the 12 month term before employee is assigned			

Zone 1 includes the following markets: Boston, New York, Chicago, Los Angeles, and San Francisco  
 Zone 2 includes the following markets: Philadelphia, Washington DC, St. Paul, Denver  
 Zone 3 includes all other contiguous US markets/regions

Attachment: E&I Contract EI0049 Attachment A-1 Pricing 2023-04-01 (5668 : Approve E&I Cooperative



<b>Contract E &amp; I EI00049</b>	<b>MT5613</b>	<b>Funding Source</b>	<b>Project Code</b>
<b>Vendor -&gt;</b>	<b>AVI-SPL</b>		
<b>Project</b>			
SIM debrief rooms Installation	\$15,000.00	SIM Lab Project	
Boca engineering classrooms equipment and installation	\$35,000.00	Engineering Project	PR0465
EMT Equipment and Installation		EMT Project	
Respiratory Equipment and installation	\$35,000.00	Respiratory Project	
Win 11 PC replacements		Initiatives Funding	
FIPSE Equipment & Installation	\$120,000.00	FIPSE	
Replacement Large Displays & Monitors		Initiatives Funding	
Network Switches		Project or IT	
UPS replacements		Project or IT	
Other IT AV Projects	\$100,000.00	TBD	
Spare/Repair equipment		Initiatives Funding	
Historic Equipment & Installation Estimate	\$25,000.00	Historic Project	
Hadley Project Estimate (Robotics and AI classrooms)	\$15,000.00	Grant	
Boca Other AV Estimate	\$20,000.00	TBD	
eSports Equipment Estimate	\$10,000.00	Initiatives Funding	
AR/VR Grant Estimate		Community Funds Grant	
PBG Other AV Estimate	\$20,000.00	TBD	
LW Other AV Estimate	\$20,000.00	TBD	
Lox 1 (LGA139/140) Estimate	\$10,000.00	TBD	
Lox 2 PC & Monitor Estimate		Building Fund	
Other College Departments Estimate	\$50,000.00	TBD	
<b>Annual Amount</b>	<b>\$475,000.00</b>		
<b>Total Contract Amount - 8 years to 1/31/2031</b>	<b>\$3,800,000.00</b>		

Attachment: List of Purchase E and I EI00049 MT5668 [Revision 1] (5668 : Approve E&I Cooperative

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve E&I Cooperative Services Contract #EI00221 with B & H Photo and Electronics Corp Not to Exceed \$1,395,000 with Quarterly Reporting to the Board Detailing the Total Amount Spent Presenters: Dr. David Edris, Director, Client Support Services and Jennifer Alvarez, Director, Procurement

**Summary:**

**Summary:** Subject to legal's final review and approval, Board approval is requested, subject to final General Counsel review, to utilize the E&I Cooperative Services Contract #EI00221 with B & H Photo and Electronics Corp in the amount not to exceed \$1,395,000 to purchase Photographic Equipment, Supplies, and Services necessary for College operations.

B & H Photo and Electronics Corp is the contractor awarded as a result of RFP#EI00147-2022 for Photographic Equipment, Supplies, and Services.

**Background/Pertinent Facts:** This contract is needed to purchase AV equipment to update the AV equipment and systems in classrooms and other learning spaces. Video production equipment for College departments and programs. Supporting cables and supplies.

The use of this cooperative 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.

**Anticipated AV Installation and Equipment Projects for this budget year FY 23-24**

- Active Learning Classrooms
- Replace Network Switches that are 10 years old College-Wide
- Network Switches for AV Projects
- AV Equipment College-Wide
- Other Departments Technology purchases

List of Purchase is attached.

**Financial Impact:** The total contract amount shall not exceed \$1,395,000 for the duration of the agreement which will end September 30, 2032. Quarterly, IT will provide a report to the DBOT detailing the total amount spent to date, the overall budget, and the progress of the work for each project included in this approval.

**Strategic Goal(s) Addressed:** Innovation - The items purchased from this contract enable remote teaching and learning. Supports internal and external College communications.

Expand: Ensure growth by attracting and retaining students through effective alignment of programs, services, and resources for a changing marketplace.

**Duration of Contract:** Contract is valid through September 30, 2027, with an option to renew for one (1) additional five-year period to September 30, 2032.

**RECOMMEND:** Approval

**Attachments:**

Award Letter

List of Purchase E and I EI00221 MT5669

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

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



**Ian R. Robbins**  
Vice President,  
Sourcing & Contracts

September 1, 2022

Barry Eisenberg  
Business Development – Contracts & E-Procurement  
B&H Foto and Electronics Corp  
420 Ninth Avenue  
New York, NY 10001-2404

**Re: Award Letter**

CONTRACT#EI00221-2022MA

CONTRACT NAME: Photographic Equipment, Supplies and Services

EFFECTIVE DATES: October 1, 2022 to September 30, 2027

Dear Ms. Blevins,

Congratulations! I am pleased to advise you that B&H Foto and Electronics has been awarded a Five (5) year agreement with One (1), Five (5) year renewal for the above referenced contract with Educational and Institutional Cooperative Services, Inc. (E&I).

We look forward to working with you to release this agreement to our members as soon as possible. We will be in touch with you shortly to schedule and/or follow up on the launch planning meeting with the appropriate representatives from your organization and the E&I Business Development Manager (BDM), Joe Castelluccio and [jcastelluccio@eandi.org](mailto:jcastelluccio@eandi.org).

We are delighted to welcome Interface as an E&I business partner. Your interest and cooperation in our Competitive Solicitation Program is appreciated. Should you have any questions or concerns, please do not hesitate to contact the Contract Manager, Jim LoGrasso at [jlograsso@eandi.org](mailto:jlograsso@eandi.org) or 631-630-8262.

Sincerely,

Ian R. Robbins  
Vice President, Sourcing & Contracts

cc: jschaffer

Attachment: Award Letter (5669 : Approve E&I Cooperative Services Contract #EI00221 with B & H Photo and Electronics Corp Not to Exce)

Contract E&I EI00221	MT5597	Funding Source	Project Code
Vendor ->	B&H		
Project			
SIM debrief rooms Installation		SIM Lab Project	
Boca engineering classrooms equipment and installation		Engineering Project	PR0465
EMT Equipment and Installation		EMT Project	
Respiratory Equipment and installation		Respiratory Project	
Win 11 PC replacements		Initiatives Funding	
FIPSE Equipment & Installation	\$5,000.00	FIPSE	
Replacement Large Displays & Monitors		Initiatives Funding	
Network Switches	\$10,000.00	Project or IT	
UPS replacements		Project or IT	
Other IT AV Projects	\$50,000.00	TBD	
Spare/Repair equipment		Initiatives Funding	
Historic Equipment & Installation Estimate		Historic Project	
Hadley Project Estimate (Robotics and AI classrooms)		Grant	
Boca Other AV Estimate	\$5,000.00	TBD	
eSports Equipment Estimate		Initiatives Funding	
AR/VR Grant Estimate		Community Funds Grant	
PBG Other AV Estimate	\$5,000.00	TBD	
LW Other AV Estimate	\$5,000.00	TBD	
Lox 1 (LGA139/140) Estimate		TBD	
Lox 2 PC & Monitor Estimate		Building Fund	
Other College Departments Estimate	\$75,000.00	TBD	
<b>Annual Amount</b>	<b>\$155,000.00</b>		
<b>Total Contract amount - 9 years to 9/30/2032</b>	<b>\$1,395,000.00</b>		

Attachment: List of Purchase E and I EI00221 MT5669 [Revision 1] (5669 : Approve E&I Cooperative

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

**Date:** September 19, 2023  
**To:** Members of the District Board of Trustees  
**From:** Ava L. Parker, J.D., President  
**Subject:** Approve Amendment to Board Policy 6Hx-18-5.301, Salary Schedules:  
Renaming Salary Schedule to Classification and Compensation Program -  
Second Reading Staff Contact: Cheryl Hare, Director of Total Rewards

**Summary:**

**Background/Pertinent Facts:** Amending District Board of Trustees Policy 6Hx-18-5.301, Salary Schedules:

- Renaming to Classification and Compensation Program
- Clarifying employees and designation of employee types
- For auditor purposes
  - o Reinforcing the Office of Human Resources permissions
  - o Updating review of salary schedule by the District Board of Trustees
  - o Reinforcing District Board of Trustees function of approval of general increases and methods

**Financial Impact:** N/A

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

**Duration of Contract:** N/A

**RECOMMEND:** Approval

**Attachments:**

5.301 Salary Schedules

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**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**

<p><b>TITLE</b></p>	<p><del>Salary Schedules</del> <u>Employee Classification and Compensation Program</u></p>	<p><b>NUMBER</b> 6Hx-18-5.301</p>
<p><b>LEGAL AUTHORITY</b></p>	<p>1001.64 FS, 1001.65 FS, <u>215.425 FS</u></p>	<p><b>PAGE</b> 1 of 1</p>
<p><b>DATE ADOPTED/AMENDED</b></p>	<p>Adopted 9/15/1976; Amended 7/26/1979, 9/27/1988, 6/19/2001, 5/12/2009,</p>	

The ~~Palm Beach State~~ College compensation ~~wage and salary~~ program is designed to meet the following objectives:

1. Ensure that compensation actions are administered in a manner to comply with state and federal requirements.
- ~~2. Enhance the ability to~~ To attract and retain qualified ~~faculty and staff~~ talent.
- ~~2.3. Create appropriate salary structures based on the responsibilities and technical requirements of each position, and to establish salaries accordingly.~~
- ~~3. Ensure fair treatment of employees through internal consistency.~~
- ~~4. Ensure external competitiveness by developing and maintaining compensation levels that reflect market pay rates.~~
- ~~5.4.~~ Provide a clear and concise reference for fair consistent compensation decisions and practices.
- ~~6.5.~~ Provide flexibility so the system will remain responsive to changes in the marketplace, the organization, and the economic conditions within the College.

All persons who receive wages through the College payroll system are considered employees.

Employee types, such as regular, fixed term, temporary, student etc. are determined by the Office of Human Resources in collaboration with the Budget Office.

The Office of Human Resources shall create processes, procedures, and determine the classification of positions, titles, and compensation which shall be set forth in the Salary Schedule. The Office of Human Resources may update the Salary Schedule as needed to comply with compensation program objectives. The Salary Schedule shall be presented to the District

Board of Trustees for consideration of recommended changes to pay grade minimums, pay grade maximums, pay range spreads, and paid holidays.

The District Board of Trustees may approve general pay increases whether added to base or through a one-time payment, and the recommended criteria for eligibility at any time during the fiscal year.

~~The College salary schedule may be updated as needed and are adopted annually to comply with wage and salary program objectives.~~