



# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2019-07-23 10:05 - Regular School Board Meeting
<b>AGENDA ITEM</b>	ITEMS
<b>CATEGORY</b>	EE. OFFICE OF STRATEGY & OPERATIONS
<b>DEPARTMENT</b>	Procurement & Warehousing Services

<b>Special Order Request</b>
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Time</b>
<b>Open Agenda</b>
<input checked="" type="radio"/> Yes <input type="radio"/> No

**ITEM No.:**  
EE-19.

**TITLE:**  
Recommendation to Approve Second Amendment and Additional Spending Authority - 58-151V - Embry-Riddle Aeronautical University

**REQUESTED ACTION:**  
Approve the Second Amendment and additional spending authority of the above agreement. Contract Term: January 4, 2018 through June 30, 2020, 2 Years; 5 Months; User Department: Career, Technical, Adult & Community Education; Additional Requested Amount: \$35,612 New Award Amount: \$71,859; Awarded Vendor(s): Embry-Riddle Aeronautical University (ERAU); Small/Minority/Women Business Enterprise Vendor(s): None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
This Agreement will give Career & Technical Education (CTACE) students access to college-level curriculum and college credit through a concurrent enrollment model. This will include teacher training, teacher certification, course curriculum, course materials, and required technology and equipment to run the courses in the areas of aeronautics/aviation.  
This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction   
  Goal 2: Continuous Improvement   
  Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
The estimated financial impact to the District will be \$35,612. The contract award amount was for \$36,247. The request is to increase the spending authority by \$35,612 bringing the new contract value to \$71,859. The funding source will come from CTACE's operating budget. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Agreement (3) Approved ARF 8-21-2018 RSBM EE-7 (4) Approved ARF 11-7-2017 SBOM FF-2 (5) Financial Analysis Worksheet

**BOARD ACTION:**  
**APPROVED**  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Guy Barmoha	Phone: 754-321-2119
Name: Mary C. Coker	Phone: 754-321-0501

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
**Senior Leader & Title**  
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: **JUL 23 2019**  
By: *Heather P. Brantwood*  
School Board Chair

Signature  
*Maurice Woods*  
7/15/2019, 1:55:45 PM

## EXECUTIVE SUMMARY

### Recommendation to Approve Second Amendment and Additional Spending Authority 58-151V - Embry-Riddle Aeronautical University

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#### **Introduction:**

**Responsible: Procurement and Warehousing Services (PWS)**

This request is to approve the Second Amendment Agreement between Embry-Riddle Aeronautical University (ERAU) and The School Board of Broward County, Florida (SBBC). The agreement was approved on November 7, 2017, SBOM under item FF-2, beginning on January 4, 2018 through June 30, 2020, with an approved spending authority of \$18,031. The First Amendment was approved on August 21, 2018, RSBM item EE-7 with an approved additional spending authority of \$18,216.

The additional spending authority requested is \$35,612.

#### **Good/Services Description:**

**Responsible: Secondary Learning**

This Agreement will give Career, Technical & Adult Community Education (CTACE) students access to the college-level curriculum and college credit through a concurrent enrollment model. Students passing these college courses will earn an ERAU college credit that can be transferred to any Florida University. Embry Riddle will fund teacher training, teacher certification, course curriculum, course materials, and required technology and equipment to run the courses in the areas of aeronautics/aviation. The District will not pay individual tuition costs, but rather a per section fee to run these courses. This project will allow CTACE students who have not historically been able to take dual enrollment offerings the opportunity to engage in hands-on college-level work that will open a path to post-secondary options.

#### **Procurement Method**

**Responsible: PWS**

Direct negotiation was conducted with the vendor based on Purchasing Policy 3320. Pursuant to the Department of Education, Rule 6A-1.012, 11(b), Florida Administrative Code as authorized by Section 1010.04(4)(a), Florida Statutes, and Purchasing Policy 3320, Section II, H, the requirement for requesting competitive solicitation for commodities or contractual services from three (3) or more sources is hereby waived as for the SBBC's purchase of educational services.

**Recommendation to Approve Second Amendment and Additional Spending Authority  
58-151V - Embry-Riddle Aeronautical University  
July 23, 2019 Board Agenda  
Page 2**

**Financial Impact  
Responsible: PWS and Secondary Learning**

The spending authority being requested is \$35,612, as detailed below.

**AY 2019-2020 Course Sections**

2019 Fall Semester/Spring Semester 2020

- |                                    |            |      |
|------------------------------------|------------|------|
| 1. High School Course Sections     | Ten        | (10) |
| 2. Dual Enrollment Course Sections | Twenty-six | (26) |

**Total Sections**

<u>Course Monitor Fees</u>	<u>\$ 2,400</u>
<u>Faculty Costs</u>	<u>\$10,500</u>
<u>Fringe Benefits</u>	<u>\$ 1,553</u>
<u>Dual Enrollment Section Cost</u>	<u>\$12,000</u>
<u>High School Section Cost</u>	<u>\$ 2,500</u>

<b><u>Subtotal</u></b>	<b><u>\$28,953</u></b>
<b><u>Indirect Costs</u></b>	<b><u>\$ 6,659</u></b>

<b><u>Total Price</u></b>	<b><u>\$35,612</u></b>
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The current contract award amount is \$36,247. The request to increase the spending authority by \$35,612 bring the new contract value to \$71,859.

The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the contract award amount.

**Second Amendment between Gaetz Aerospace Institute,  
Embry-Riddle Aeronautical University and  
The School Board of Broward County, Florida  
Academic Years 2017-2020**

This Second Amendment (the "Amendment") is entered into as of: July 23, 2019 (the "Effective Date") and is by and between The School Board of Broward County, Florida (hereinafter referred to as the **DISTRICT**), and Embry-Riddle Aeronautical University, Inc., a not-for-profit corporation organized and existing under the laws of the State of Florida (hereinafter referred to as **ERAU**)

1. **Background.** This Amendment pertains to the Agreement between the parties dated effective on November 7, 2017 in the amount of \$18,031.00 relating to the Parties' agreement regarding dual enrollment/CTE courses for the 2017-20 academic years (the "Agreement"). Along with this Amendment, the First Amendment executed on August 13, 2018 set forth a budget in the amount of \$18,216.00 for AY18-19. This Second Amendment sets forth the budget for Academic Year (AY) 19-20 in the amount of \$35,612 as shown in **Appendix A** (Statement of Work and Budget) as a result of ERAU's provision of sections requested by the school district for the AY19-20 school year. The number of sections for AY19-20 are set forth in **Appendix A**, and the schedule of courses requested are attached in **Appendix D**.
2. **Effective Date.** The effective date of this Amendment is the date signed by all parties.
3. **Definitions.** The capitalized terms used herein shall have the same definitions set forth in the Agreement and amended in the First Amendment, unless specifically otherwise indicated in this Second Amendment.
4. **Amendment.** The Parties hereby agree to the following amendments to the First Amendment to the Agreement throughout the term of this Second Amendment:

**The following provisions – Article 4.1 and 4.2, and Article 7.5.1 – shall replace the respective provisions referenced in the First Amendment, by interlineation:**

**ARTICLE 4.0 PAYMENT**

4.1 The DISTRICT will make payment for the 2019-2020 academic year in accordance with Attachment A and any addenda to this Agreement entered into by both Parties.

4.2 Payments for verified invoices for the academic school year (ASY) will be due as follows:

Date of Final Execution	Payment #A - \$16,025.40 for ASY
May 01, 2020	Payment #B - \$19,586.60 for ASY
Upon Receipt of Certification Dollars in AY 20-21 if Applicable	Payment #C - 5% CAPE Certification due for ASY

**Article 7.5 SBBC Disclosure of Education Records**

7.5.1 SBBC shall provide ERAU with the records listed in this section for the purpose of SBBC District School students to meet qualifications for enrollment, and for SBBC and ERAU to provide ongoing academic advisement in dual enrollment course options and progression in dual enrollment courses at ERAU.

**The following shall be deleted from the First Amendment, by interlineation:**

- Section 7.5.3

**The following – Appendix A and Appendix D - shall replace the respective provisions referenced in the First Amendment, by interlineation:**

- **Appendix A** Statement of Work and Budget
- **Appendix D** List of Courses

5. **Order of Precedence among Agreement Documents.** In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
  - a) this Second Amendment to the Agreement; then
  - b) the First Amendment to the Agreement; then
  - c) the Agreement.
6. **Other Provisions Remain in Force.** Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
7. **Authority.** Each person signing this Second Amendment to Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Second Amendment to Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Second Amendment to Agreement.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be signed by their duly authorized officers or representatives.

**[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGES TO FOLLOW]**

For Embry-Riddle Aeronautical University, Inc.

*Nanette Guzman*

Nanette Guzman, Director - Office of Sponsored Research Administration

STATE OF Florida

COUNTY OF Volusia

The foregoing instrument was acknowledged before me this 11<sup>th</sup> day of July, 2019 by Nanette Guzman of

Name of Person

ERAU

on behalf of the corporation/agency.

He/She is

personally known to me or produced \_\_\_\_\_ as

identification and did/did not first take an oath.

Type of Identification

My Commission Expires:

*Linda A. Larkin*

Linda A. Larkin  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# GG139766  
Expires 12/28/2021

Signature – Notary Public

(SEAL)

Printed Name of Notary

Notary's Commission No.

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE TO FOLLOWS]



(Corporate Seal)

**FOR SBBC:**

THE SCHOOL BOARD OF BROWARD  
COUNTY, FLORIDA

By *Heather P. Brinkworth*  
Heather P. Brinkworth, Chair

ATTEST:

*Robert W. Runcie*  
Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

*Kathelyn Jacques-Adams*

Digitally signed by Kathelyn Jacques-Adams, Esq. - kathelyn.jacques-adams@gbrowardschools.com  
Reason: Embry-Riddle Aeronautical University, Inc. - Second Amendment  
Date: 2019.07.11 14:18:01 -04'00'

Office of the General Counsel

**[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]**

Appendix A

Statement of Work and Budget

AY 2019-2020 Course Sections

2019 Fall Semester/Spring Semester 2020

- 1. High School Course Sections 10
- 2. Dual Enrollment Course Sections 26

**Total Sections**

Course Monitor Fees	\$ 2,400
Faculty Costs	\$10,500
Fringe Benefits	\$ 1,553
Dual Enrollment Section Cost	\$12,000
High School Section Cost	\$ 2,500
<b>Subtotal</b>	<b>\$28,953</b>
<b>Indirect Costs</b>	<b>\$ 6,659</b>
<b>Total Price</b>	<b>\$35,612</b>

*Grant funds will cover the cost of all technical training, travel for professional development, equipment, supplies, textbooks, teacher stipends, program management, student industry certification exams and programs in UAS and Private Pilot Ground school, teacher industry certification exams and training programs in UAS and Private Pilot Ground School, professional industry conferences when possible and other aviation opportunities as they may arise.*

Payment

The DISTRICT will make payment for each academic school year in accordance with this schedule and any addenda to this contract entered into by both Parties. Payments will be due as follows:

Date of Final Execution	<u>\$16,025.40</u>	(45% of total due)
May 01, 2020	<u>\$19,586.60</u>	(55% of total + Amended amount)
<b>Sub-total Due</b>	<b>\$35,612.00</b>	
<b>Total Due</b>	<b>\$35,612.00</b>	+ 5% of Cape Certification Dollars upon receipt of funds in AY 20-21



## Appendix D

List of courses being taught in The School Board of Broward County, Florida:

<b>FALL 2019</b>				
<b>Location Descr</b>	<b>Subj</b>	<b>Cat</b>	<b>Course Title</b>	<b>Primary Inst Name</b>
Broward - Blanche Ely HS	AS	120	Principles of Aeronautical Science	ADJUNCT - Savage, Ravel
Broward - Blanche Ely HS		CAP	Introducton to Aeronautical Science	Juncosa, Jose
Broward - Blanche Ely HS		107	Foundations of UAS - RPIC	Juncosa, Jose
Broward - Boyd H. Anderson HS	AS	120	Principles of Aeronautical Science	ADJUNCT
Broward - Boyd H. Anderson HS	AS	121a	Private Pilot Operations	ADJUNCT
Broward - Cypress Bay	AS	120	Principles of Aeronautical Science	ADJUNCT- Aguerre, Lourdes
Broward - Cypress Bay	AS	222	UAS Security	Ochoa, Mario
Broward - Cypress Bay	WW	WW	Online Course	<b>WW - No section charge</b>
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Miramar HS	AS	120	Principles of Aeronautical Science	Martin, James
Broward - Miramar HS	AS	120	Principles of Aeronautical Science	Martin, James
Broward - Miramar HS	AS	121a	Private Pilot Operations	Martin, James
Broward - Miramar HS	AS	222	UAS Security	Martin, James
Broward - Miramar HS	BA	201	Principles of Management	Martin, James
Broward - Miramar HS		CAP	Introducton to Aeronautical Science	Martin, James
Broward - Miramar HS		CAP	Introducton to Aeronautical Science	Martin, James
Broward - Northeast HS		CAP	Introducton to Aeronautical Science	Barrios, Bryan
Broward - Northeast HS	AS	120	Principles of Aeronautical Science	ADJUNCT - Isaac, Joanne
Broward - Plantation HS	BA	201	Principles of Management	Gamet, Clemisha
Broward - Plantation HS		USI	sUAS Safety Operations	Vallone, Joseph
Broward - Plantation HS		USI	sUAS VSO Operations	Vallone, Joseph

**Continue with Spring 2020 schedule on next page**

<b>SPRING 2020</b>				
<b>Location Descr</b>	<b>Subj</b>	<b>Cat</b>	<b>Course Title</b>	<b>Primary Inst Name</b>
Broward - Blanche Ely HS	AS	220	Unmanned Aircraft Systems	ADJUNCT - Savage, Ravel
Broward - Blanche Ely HS		CAP	Introducton to Aeronautical Science	Juncosa, Jose
Broward - Blanche Ely HS		107	Foundations of UAS - RPIC	Juncosa, Jose
Broward - Boyd H. Anderson HS	AS	220	Unmanned Aircraft Systems	ADJUNCT
Broward - Boyd H. Anderson HS	AS	121b	Private Pilot Operations	ADJUNCT
Broward - Cypress Bay	AS	220	Unmanned Aircraft Systems	ADJUNCT- Aguerre, Lourdes
Broward - Cypress Bay	AS	235	UAS Operation & Xctry Data Entry	Ochoa, Mario
Broward - Cypress Bay	WW	WW	Online Course	<b>WW - No section charge</b>
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Henry D. Perry Educ Center		CAP	Introducton to Aeronautical Science	Thames, Gabriel
Broward - Miramar HS	AS	220	Unmanned Aircraft Systems	Martin, James
Broward - Miramar HS	AS	220	Unmanned Aircraft Systems	Martin, James
Broward - Miramar HS	AS	121b	Private Pilot Operations	Martin, James
Broward - Miramar HS	AS	235	UAS Operation & Xctry Data Entry	Martin, James
Broward - Miramar HS	BA	310	Airport Management	Martin, James
Broward - Miramar HS		CAP	Introducton to Aeronautical Science	Martin, James
Broward - Miramar HS		CAP	Introducton to Aeronautical Science	Martin, James
Broward - Northeast HS		CAP	Introducton to Aeronautical Science	Barrios, Bryan
Broward - Northeast HS	AS	220	Unmanned Aircraft Systems	ADJUNCT - Isaac, Joanne
Broward - Plantation HS	BA	201	Principles of Management	Gamet, Clemisha
Broward - Plantation HS		USI	sUAS Safety Operations	Vallone, Joseph
Broward - Plantation HS		USI	sUAS VSO Operations	Vallone, Joseph



# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2018-08-21 10:05 - Regular School Board Meeting	<b>Special Order Request</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>ITEM No.:</b>	<b>AGENDA ITEM</b>	<b>Time</b>	
EE-7.	ITEMS		
	<b>CATEGORY</b>		
	EE. OFFICE OF STRATEGY & OPERATIONS		
	<b>DEPARTMENT</b>		
	Procurement & Warehousing Services		
		<b>Open Agenda</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No

**TITLE:**  
 Recommendation to Approve First Amendment - 58-151V - Embry-Riddle Aeronautical University (ERAU)

**REQUESTED ACTION:**  
 Approve the recommendation to award the above First Amendment to Agreement. Contract Term: January 1, 2018 through June 30, 2020, 2 Years and 5 Months; User Department: Career, Technical, Adult & Community Education (CTACE); Additional Requested Amount: \$18,216; New Award Amount: \$36,247  
 Awarded Vendor(s): Embry-Riddle Aeronautical University (ERAU); Small/Minority/Women Business Enterprise Vendor(s): None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
 This agreement will give Career and Technical Education (CTE) students access to College Level curriculum and College Credit through a Concurrent enrollment model. Students passing these college courses will earn an ERAU college credit that can be transferred to any Florida University. Embry Riddle will fund teacher training, teacher certification, course curriculum, course materials, and required technology and equipment to run the courses.  
 This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction     Goal 2: Continuous Improvement     Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
 The estimated financial impact to the District will be \$18,216. The contract award amount was for \$18,031. The request is to increase the spending authority by \$18,216 bringing the new contract value to \$36,247. The funding source will come from the CTACE Department budget. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

**EXHIBITS: (List)**  
 (1) Executive Summary (2) Agreement (3) Financial Analysis Worksheet

<b>BOARD ACTION:</b> <div style="font-size: 2em; font-weight: bold; margin: 5px 0;">APPROVED</div> <small>(For Official School Board Records Office Only)</small>	<b>SOURCE OF ADDITIONAL INFORMATION:</b>				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Name: Guy Barmoha</td> <td>Phone: 754-321-2119</td> </tr> <tr> <td>Name: Mary C. Coker</td> <td>Phone: 754-321-0501</td> </tr> </table>	Name: Guy Barmoha	Phone: 754-321-2119	Name: Mary C. Coker	Phone: 754-321-0501
Name: Guy Barmoha	Phone: 754-321-2119				
Name: Mary C. Coker	Phone: 754-321-0501				

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
 Senior Leader & Title  
 Maurice L. Woods - Chief Strategy & Operations Officer

Signature  

Maurice Woods  
 8/14/2018, 9:40:30 AM

Approved In Open Board Meeting On: **AUG 21 2018**  
 By: *Nora Rupert*  
 School Board Chair



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:  
**FF-2.**

MEETING DATE	2017-11-07 10:05 - School Board Operational Meeting
AGENDA ITEM	ITEMS
CATEGORY	FF. OFFICE OF ACADEMICS
DEPARTMENT	Secondary Learning

Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No
Time
Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No

**TITLE:**

Agreement between Embry-Riddle Aeronautical University (ERAU) and The School Board of Broward County, Florida

**REQUESTED ACTION:**

Approve the Agreement between The School Board of Broward County, Florida (SBBC) and Embry-Riddle Aeronautical University (ERAU). The term of this agreement shall be for a period of three (3) years from the date it is fully executed by both parties.

**SUMMARY EXPLANATION AND BACKGROUND:**

This agreement will give CTE students access to College Level curriculum and College Credit through a Concurrent enrollment model. Students passing these college courses will earn ERAU college credit that can be transferred to any Florida University. Embry Riddle will fund teacher training, teacher certification, course curriculum, course materials, and required technology and equipment to run the courses.  
 This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.  
 This Agreement will be executed by Embry-Riddle Aeronautical University after School Board approval.

**SCHOOL BOARD GOALS:**

Goal 1: High Quality Instruction     Goal 2: Continuous Improvement     Goal 3: Effective Communication

**FINANCIAL IMPACT:**

There is a financial impact of \$18,031. The source of funds is the CTACE Budget Expansion Operational Fund. This budget has been previously approved by the School Board of Broward County.

**EXHIBITS: (List)**

(1) ERAU Executive Summary 20172018rev1 (2) Embry Riddle Agreement

**BOARD ACTION:**  
  
**APPROVED**  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Guy Barmoha, Director	Phone: 754-321-2119
Name: Bob Mckinney, Advanced Studies	Phone: 754-321-2119

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
Senior Leader & Title

Daniel Gohl - Chief Academics Officer

Signature  
*Daniel F. Gohl*  
10/23/2017, 12:00:48 PM

Approved In Open Board Meeting On: **NOV 07 2017**  
By: *Abby M. Froelich*  
School Board Chair

