



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT

TUESDAY, NOVEMBER 18, 2025 10:30 AM

Kathleen C. Wright Building
600 Southeast Third Avenue, Board Room
Fort Lauderdale, Florida 33301

AGENDA FOR SPECIAL SCHOOL BOARD MEETING

SPECIAL SCHOOL BOARD MEETING CAN BE VIEWED VIA LIVE STREAM OVER THE INTERNET ON THE DISTRICT'S WEBSITE (www.browardschools.com).

Supplemental - 11/17/25

School Board meetings will be held with Board Members being physically present and via electronic communication. This advertised Special School Board Meeting will be accessible virtually. **Public Written Agenda Comments - Members of the public may submit public written comments by selecting the eComments tab at the following District webpage: <https://www.browardschools.com/Page/55263>. Public Written Agenda Comments must be submitted no later than 1:00 p.m. the day before the published date of the School Board Meeting or Workshop. Anonymous comments will not be accepted; therefore, written comments must include the person's name, city of residence, and zip code. Written agenda comments may not exceed a maximum of twenty-two hundred and fifty (2250) characters.** Pursuant to School Board Policy 1020, the public may speak a total of twelve (12) minutes during any single meeting, not including committee reports. Additionally, in the event a large group of individuals (ten (10) or more) sign-up to speak on any one agenda item, the Board Chair has the authority to adjust the time limit for each speaker to speak less than the three (3) minutes usually permitted or limit the overall time speakers will be heard on that item.

Free guest parking is available at the southeast 3rd Avenue parking lot on all School Board meeting dates.

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ADDED / CHANGED ITEMS

November 17, 2025

ITEMS

4. ITB-FY23-045 - Technical Contract Staffing & Consulting Services (ADDED/MEMO TO VOTE DOWN)
5. ITB-FY23-045 - Technical Contract Staffing & Consulting Services (ADDED)
6. Proposed Revised Job Description for the Workers' Comp. Compl. & Info Spec. Position (ADDED)

7. Proposed Revised Job Description for the Workers' Comp. Med. Records Res. (ADDED)
8. AGR24-330 - Latinos in Action - Termination (ADDED)

CLOSE AGENDA

PURPOSE OF MEETING

For The School Board of Broward County, Florida to conduct official business of the District, and any other items the Board deems necessary.

SUPERINTENDENT'S RECOMMENDATION(S)

1. General Counsel Search Timeline & Process

Determine three finalists for interviews, approve the proposed search timeline and process recommended by the Legal Services Committee. (Leonardi)

[Executive Summary.pdf](#)

2. Recommendation to approve Wi-Fi/Radio Agreement with BSO

Approve the Agreement between The School Board of Broward County, Florida (SBBC), and Gregory Tony, Ph.D., As Sheriff of Broward County, Florida (BSO). District-wide

[Executive Summary.pdf](#)

[Agreement.pdf](#)

3. FPL Utility Easement Agreement - Rickards MS

Approve Revision to FPL Utility Easement Agreement - Rickards MS, previously approved at the September 16, 2025, Regular School Board Meeting (Item J-1). District 3

[Executive Summary.pdf](#)

[Underground Easement.pdf](#)

4. ITB-FY23-045 - Technical Contract Staffing & Consulting Services (Postponed from November 12, 2025, RSBM)

ADDED/MEMO TO VOTE DOWN

Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 – Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors. District-wide

[Executive Summary.pdf](#)

[Financial Analysis Worksheet.pdf](#)

[Appendix A.pdf](#)

[Appendix B.pdf](#)

[OO-8 Postponed ARF.pdf](#)

[Memo to Vote Down.pdf](#)

5. ITB-FY23-045 - Technical Contract Staffing & Consulting Services ADDED

Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 - Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors. District-wide.

[Executive Summary.pdf](#)
[Financial Analysis Worksheet.pdf](#)
[Appendix A.pdf](#)
[Appendix B.pdf](#)
[Appendix C.pdf](#)
[Appendix D.pdf](#)
[Appendix E.pdf](#)

**6. Proposed Revised Job Description for the Workers' Comp. Compl. & Info Spec. Position
ADDED**

Approve the proposed revised job description for the Workers' Compensation Compliance & Information Specialist Position. Finance/Workers Compensation. District-wide.

[Executive Summary.pdf](#)
[Job Description.pdf](#)
[Item 6 Response.pdf](#)

**7. Proposed Revised Job Description for the Workers' Comp. Med. Records Res.
ADDED**

Approve the proposed revised job description for the Workers' Compensation Medical Records Researcher Position. Finance/Workers' Compensation. District-wide.

[Executive Summary .pdf](#)
[Job Description.pdf](#)
[Item 7 Response.pdf](#)

**8. AGR24-330 - Latinos in Action - Termination
ADDED**

Approve the Termination without cause of the Agreement between The School Board of Broward County, Florida (SBBC), and Latinos in Action, Inc. (LIA); and delegate authority to the Superintendent to send a minimum thirty (30) calendar day written notice to LIA of the termination of the Agreement. District-wide.

[Executive Summary.pdf](#)
[Financial Analysis Worksheet.pdf](#)
[Notice of Termination Letter.pdf](#)

ADJOURNMENT

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals

who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or email eeo@browardschools.com.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or email eeo@browardschools.com. Language Interpretation/Translation Services are available for the public upon request to the Bilingual/ESOL Department by emailing ESOLRequests@browardschools.com.

Any person who decides to appeal any decision made at a meeting(s) announced by this Notice with respect to any matter considered at such meeting(s) will need a record of the proceedings and for such purpose may need that a verbatim record of the proceeding is made, which records testimony and evidence upon which the appeal is to be based.

Telephone conferencing or other telecommunications technology may be used in conducting this public meeting to permit absent Board Members to participate in discussions, to be heard by other School Board Members and the public, and to hear discussions taking place during the meeting.

Notice is hereby given that two or more Board Members of The School Board of Broward County, Florida, may be participating.

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Status: ORIGINAL

2025-11-18	Special School Board Meeting
CATEGORY:	B. Board Members
DEPARTMENT:	Board Member - District 3

Agenda Item Number:	1.
Consent or Open Item:	Consent
Special Order:	NO
Time for Special Order:	

TITLE:	General Counsel Search Timeline & Process
REQUESTED ACTION:	Determine three finalists for interviews, approve the proposed search timeline and process recommended by the Legal Services Committee. (Leonardi)

RATIONALE:

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

Executive Summary

FINANCIAL IMPACT:

There is no financial impact to the District.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

N/A

OR • Business Operations

BOARD ACTION:

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: John J. Sullivan	Phone: 754-321-2616
Name:	Phone:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

John J. Sullivan, Chief of Staff and Communications

Signature

John J. Sullivan, Chief of Staff and Communications Nov 10,

Approved in

Open Board

Meeting On:

November 18, 2025

By:

School Board Chair

Electronic Signature

Form S4189 Revised 7/24

HH/JJS

EXECUTIVE SUMMARY

General Counsel Search Timeline and Process

Board Meeting Date: November 18, 2025

Recommended Action: Determine number of candidates to move forward for interviews, approve recommendations on next steps, including process for interim general counsel, made by the Legal Services Committee. (Leonardi)

Is it Statutorily Required? No

District-zone Impact: District-wide

Impact if the Board Voted Yes or No

- **If the Board votes “Yes”:** The School Board will move forward with the General Counsel search timeline and interview process, having narrowed the search down to three finalists.
- **If the Board votes “No”:** The School Board will not move forward with the General Counsel search timeline and interview process, having narrowed the search down to three finalists.

Background/History

The Legal Services Committee reviewed the applications for the position of General Counsel. The District received eight applications. Six of the candidates met the minimum qualifications.

At the November 18, 2025 Special School Board meeting, each board member will name their top three candidates. Voting will continue until the top three candidates are selected.

The week of December 8, 2025:

- Board members will conduct one-on-one interviews first and may include a community stakeholder in those interviews if they choose. Board members will work with staff to schedule the one-on-one interviews.

- The Board will conduct public interviews on an agreed date that week. During the public interviews, board members will ask one question and will be allowed one related follow-up question.
- Board members will submit their proposed question to Susan Rockelman, Executive Director, Talent Acquisition, by December 1, 2025.
- Immediately following the public interviews the board will take a vote to select the general counsel candidate they will move forward with per a motion from a board member.

Alignment to 2027 Goals and Guardrails

Business Operations

Measurable Outcome(s)/Return on Investment

Expedites the process of hiring a General Counsel to the Broward County School Board.

Financial Impact, Funding Source & Budget Status

No Change

Is this a multi-year contract? Yes / No

No

Procurement Method N/A

Impact on Schools N/A

If there is an impact on schools, how will schools be selected/prioritized?

N/A

If Applicable: Was a Survey Conducted? What Were the Results?

N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle

N/A

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Status: ORIGINAL

2025-11-18	Special School Board Meeting
CATEGORY:	E. Safety & Security
DEPARTMENT:	Special Investigative Unit

Agenda Item Number:	2.
Consent or Open Item:	Consent
Special Order:	NO
Time for Special Order:	

TITLE:	Recommendation to approve Wi-Fi/Radio Agreement with BSO
REQUESTED ACTION:	Approve the Agreement between The School Board of Broward County, Florida (SBBC), and Gregory Tony, Ph.D., As Sheriff of Broward County, Florida (BSO). District-wide

RATIONALE:

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

Executive Summary
Agreement

FINANCIAL IMPACT:

There is no financial impact.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

Guardrail 1: Safety

OR Business Operations

BOARD ACTION:

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name:	Michael Gregory	Phone:	754-321-2655
Name:	Kevin Nosowicz	Phone:	754-321-0725

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Michael G. Gregory, Chief Safety and Security Officer

Signature

Michael G. Gregory, Chief Safety and Security Officer Nov 13,

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

Approved in

Open Board

Meeting On:

November 18, 2025

By:

School Board Chair

EXECUTIVE SUMMARY

Recommendation to Approve Agreement with BSO AG26-133 - Wi-Fi/Radio

Board Meeting Date: November 18, 2025

Recommended Action:

Approve the Agreement between The School Board of Broward County, Florida (SBBC), and Gregory Tony, Ph.D., As Sheriff of Broward County, Florida (BSO).

Is it Statutorily Required? No

District-zone Impact: District- wide

Impact if the Board Voted Yes or No:

If the Board votes “Yes”: BSO's Public Safety two-way radio service will be enhanced and will provide additional communications access to BSO first responders via SBBC's Wi-Fi network as an alternate connectivity method potentially providing a more reliable communication channel in certain areas of particular SBBC buildings.

If the Board votes “No”: BSO's Public Safety two-way radio service will not be enhanced and will not provide additional communications access to BSO first responders via SBBC's Wi-Fi network as an alternate connectivity method potentially providing a more reliable communication channel in certain areas of particular SBBC buildings.

Background/History:

Under this Agreement, SBBC offers BSO free use of its dedicated Wi-Fi Service Set Identifier (SSID), designated solely for programming into BSO's Public Safety two-way radios and to be used in conjunction with BSO's "Smart Connect" Public Safety two-way radio features for the purpose of enhancing communications within certain areas of particular SBBC buildings related to public safety or emergency response/management.

BSO will solely be responsible for procuring and configuring Wi-Fi capable Public Safety two-way radios that can utilize SBBC's dedicated Wi-Fi SSID and distribute them to BSO's first responders who are dispatched to SBBC buildings.

Allowing BSO to utilize SBBC'S Wi-Fi for connecting its Public Safety two-way radios offer substantial benefits, particularly in terms of enhanced safety and improved connectivity.

Recommendation to Approve Agreement with BSO – Wi-Fi/

November 12, 2025, Board Agenda

Page 2

Integrating first responder Public Safety two-way radios with SBBC's Wi-Fi network as an alternate connectivity method can potentially provide a more reliable communication channel, in certain areas of particular SBBC's buildings. This dual-layered approach not only strengthens overall communication resiliency, but also increases the likelihood of higher quality audio.

Agreement Term: Commences on November 18, 2025, and expires on November 12, 2027; and may be extended for two (2) additional one (1) year periods through a written amendment to that Agreement that is approved by both parties; Small/Minority/Women Business Enterprise Vendor(s): None.

Alignment to 2027 Goals and Guardrails:

Guardrail 1: Safety

Measurable Outcome(s)/Return on Investment:

By allowing the use of SBBC's Wi-Fi by BSO Public Safety two-way radios, SBBC seeks to achieve a significant reduction in communication interruptions within certain areas of particular SBBC buildings.

Financial Impact, Funding Source & Budget Status:

There is no financial impact to SBBC.

ACTION	Board DATE	Budgeted in Current FY Yes/No	Funding Source (s)	AMOUNT	TERM (months)
Agreement - original spending authority request	11-18-25	N/A	N/A	\$0	N/A
Total Agreement Amount				\$0	

Is this a multi-year contract?

Yes. There is no cost to SBBC under this Agreement.

Procurement Method:

N/A

Impact on Schools:

Integrating first responder Public Safety two-way radios with SBBC's Wi-Fi network as an alternate connectivity method can provide a more reliable communication channel, in certain areas of particular SBBC's buildings.

If there is an impact on schools, how will schools be selected/prioritized?

All school campuses with functioning Wi-Fi will participate.

If Applicable: Was a Survey Conducted? What Were the Results?

N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle:

N/A

If Applicable: Additional Backup:

N/A

**AGREEMENT
WIFI SSID**

THIS AGREEMENT is made and entered into by and between:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

GREGORY TONY, Ph.D., AS SHERIFF OF BROWARD COUNTY, FLORIDA
(hereinafter referred to as "Public Safety Agency")
a Florida municipal corporation
whose principal place of business is
2601 West Broward Boulevard, Fort Lauderdale, Florida 33312

WHEREAS, SBBC desires to offer Public Safety Agency free use of its dedicated Wi-Fi SSID, designated exclusively for programming into Public Safety Agency's two-way radios and to be used in conjunction with Public Safety Agency's "Smart Connect" features for the purpose of enhancing communications within SBBC locations related public safety or emergency response/management, where standard radio frequency coverage is poor; and

WHEREAS Public Safety Agency, pursuant to the terms and conditions contained herein, desires to utilize SBBC's Wi-Fi Service Set Identifier (SSID); and

WHEREAS, Public Safety Agency will solely be responsible for procuring and configuring Wi-Fi-capable two-way radios that can utilize SBBC's dedicated Wi-Fi SSID, and distribute them to Public Safety Agency's first responders who are dispatched to SBBC facilities.

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

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** The term of this Agreement commences on November 18, 2025, ("Effective Date") and concludes on November 12, 2027 and may be extended, through a

written amendment of this Agreement that is approved by both parties, for two (2) additional one (1) year periods, unless terminated earlier pursuant to section 3.05 of this Agreement.

2.02 SBBC Responsibilities.

(a) SBBC will provide Public Safety Agency with a single secure credential to a dedicated WiFi SSID for use in all SBBC-owned buildings (to include schools and administrative offices), exclusively for programming into Public Safety Agency's two-way radios and to be used in conjunction with Public Safety Agency's "Smart Connect" features for the purpose of enhancing communications within SBBC locations where standard radio frequency coverage is poor under the conditions set forth in this Agreement.

(b) SBBC will provide Public Safety Agency with one (1) credential via an encrypted message sent to Public Safety Agency, at no cost to Public Safety Agency.

(c) SBBC will monitor and maintain the SSID to ensure it is only used for the purposes of radio communications.

(d) SBBC reserves the right to control access or modify the credential, including, but not limited to security breaches. SBBC will make good faith efforts to provide prior notice to Public Safety Agency of any modification.

(e) SBBC's WiFi is offered to Public Safety Agency on a best-effort basis and as is. SBBC makes no guarantee of WIFI coverage or Public Safety Agency's ability to connect to SBBC's WIFI at all times and in all areas of SBBC's buildings.

(f) The WiFi service is provided as an additional means to enhance two-way radio coverage for Public Safety Agency and improve response times for public safety or during emergency response/management.

2.03 Public Safety Agency Responsibilities.

(a) Public Safety Agency is solely responsible for procuring, maintaining, and configuring each of its two-way radio communication devices that it utilizes under the secure credential provided by SBBC. Public Safety Agency shall not submit any requests or invoices to SBBC for the cost of the two-way radios that it procures and/or utilizes under the secure credential provided by SBBC.

(b) Public Safety Agency shall ensure that all authorized personnel dispatched to SBBC facilities have a properly configured two-way radio communication device, as well as back-up communication, if necessary, at no cost to SBBC.

(c) Public Safety Agency shall not use SBBC's WiFi service for any purposes unrelated to public safety or emergency response/management. Public Safety Agency shall ensure that its employees and/or agents do not use SBBC's WiFi service for any purposes unrelated to public safety or emergency response/management.

2.04 No Disclosure of SBBC Education Records and Employee Records. SBBC shall not disclose any education records to Public Safety Agency pursuant to this Agreement. However, should Public Safety Agency come into contact with education records during the course of contracted responsibilities, these records are confidential and protected by the Family Educational Rights and Privacy Act (FERPA) and state laws and shall not be used or re-disclosed. Likewise, no employee records shall be disclosed by SBBC to Public Safety Agency. Should Public Safety Agency come into contact with employee records, such employee records shall not be re-disclosed except as required or permitted by law.

2.05 Public Safety Agency Safeguarding the Confidentiality of Education Records. Notwithstanding any provision to the contrary within this Agreement, Public Safety shall:

(a) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

(b) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 years or older whose education records are to be shared provides prior written consent for their release;

(c) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

(d) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

(e) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

(f) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

(g) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law.

2.06 Public Safety Agency Safeguarding the Confidentiality of Employee Records.

Notwithstanding any provision to the contrary within this Agreement, Public Safety Agency shall:

- (a) fully comply with the requirements of state or federal law or regulation regarding the confidentiality of employee records;
- (b) hold the employee records in strict confidence and not use or disclose same except as required by this Agreement or as required or permitted by law;
- (c) only share employee records with those who have a need to access the information in order to perform their assigned duties in the performance of this Agreement;
- (d) protect employee records through administrative, physical and technological safeguards to ensure adequate controls are in place to protect the employee's records and information;
- (e) notify SBBC immediately upon discovery of a breach of confidentiality of employee records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com; and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;
- (f) prepare and distribute, at its own cost, any and all required notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so;
- (g) notify SBBC immediately upon discovery of a breach of confidentiality of employee records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com; and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;
- (h) prepare and distribute, at its own cost, any and all required notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so; and
- (i) be responsible for any fines or penalties for failure to meet notice requirements pursuant to federal and/or Florida law. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.07 SBBC Disclosure of Security Records.

- (a) SBBC staff will provide Public Safety Agency with the security records in this section for the following purposes:
 - 1) To configure Public Safety Agency radios with the credentials to allow seamless connectivity to the SBBC network.

- 2) To allow first responders to communicate in areas within SBBC buildings where traditional radio signals are weak, whereby the radios will switch to the WiFi network and use it for 2-way radio communication.

(b) SBBC will provide Public Safety Agency with the following security records, via secure email: WiFi Service Set Identifier (SSID) and password.

(c) Public Safety Agency shall not re-disclose the SBBC security records listed in this section to any third-party for any reason.

(d) The requirements of this section shall supersede any uses and disclosures of security records, or the like as listed in Public Safety Agency's privacy policies, if any.

2.08 Public Safety Agency Safeguarding the Confidentiality of Security Records.

Notwithstanding any provision to the contrary within this Agreement, Public Safety Agency shall:

(a) fully comply with the requirements of state or federal law or regulation regarding the confidentiality of security records;

(b) hold the security records in strict confidence and not use or disclose same except as required by this Agreement or as required or permitted by law;

(c) only share security records with those who have a need to access the information in order to perform their assigned duties in the performance of this Agreement;

(d) protect security records through administrative, physical and technological safeguards to ensure adequate controls are in place to protect the security records;

(e) notify SBBC immediately upon discovery of a breach of confidentiality of security records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com; and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes.

2.09 Inspection of Public Safety Agency's Records by SBBC. Public Safety Agency shall establish and maintain books, records, and documents (including electronic storage media) related to this Agreement. Except as may be prohibited by law, all of Public Safety Agency's Records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and reproduction, during normal working hours, by SBBC's agent or its authorized representative. For the purpose of such audits, inspections, examinations, evaluations, and reproductions, SBBC's agent or authorized representative shall have access to Public Safety Agency's Records from the Effective Date of this Agreement, for the duration of the term of the Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to Public Safety Agency pursuant to this Agreement. SBBC's agent or its authorized representative shall provide Public

Safety Agency with reasonable advance notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation, and reproduction. SBBC's agent or its authorized representative shall have access to the Public Safety Agency's facilities and to any and all records related to the Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section. Public Safety Agency shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.10 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Chief Information Officer The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Chief, Broward County Schools Police The School Board of Broward County, Florida 7720 West Oakland Park Boulevard – Suite 355 Sunrise, Florida 33351
To Public Safety Agency:	Gregory Tony, Ph. D. as SHERIFF of Broward County, Florida, a Constitutional Officer whose principal place of business is 2601 West Broward Boulevard Fort Lauderdale, Florida 33312
With a Copy to:	Colonel Steve Robson, Executive Director Broward Sheriff's Office 2601 West Broward Boulevard Fort Lauderdale, Florida 33312
With a Copy to:	Terrence Lynch, Esq., General Counsel Broward Sheriff's Office 2601 West Broward Boulevard Fort Lauderdale, Florida 33312

2.11 **E-Verify.** Both parties are governmental entities and shall comply with Section 448.095, Florida Statutes.

2.12 **Background Screening.** Public Safety Agency agrees to comply with all requirements of Sections 1012.32, 1012.465, 1012.467, and 1012.468, Florida Statutes, and all of its personnel who (a) are to be permitted access to school grounds when students are present, (b) will have direct contact with students, or (c) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. Personnel who are subject to background screening include all Public Safety Agency's non-exempt employees, representatives, agents, and sub-contractors performing duties under this Agreement who meet any of the three (3) descriptions listed above. This background screening will be conducted by SBBC in advance of Public Safety Agency or its personnel providing any services under this Agreement. Public Safety Agency shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement (FDLE) to maintain the fingerprints provided with respect to Public Safety Agency and its personnel. The parties agree that the failure of Public Safety Agency to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate this Agreement immediately for cause with no opportunity required to permit Public Safety Agency to cure such default and no further responsibilities or duties to perform under this Agreement. To the extent permitted by law, Public Safety Agency agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from Public Safety Agency's failure to comply with the requirements of this section or with Sections 1012.32, 1012.465, 1012.467, and 1012.468, Florida Statutes. Nothing herein shall be construed as a waiver by SBBC or Public Safety Agency of sovereign immunity or of any rights or limits to liability existing under Section 768.28, Florida Statutes. SBBC issued identification badges must be worn at all times when on SBBC property or when performing services for SBBC and must be worn where they are visible and easily readable.

2.13 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party is responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE PUBLIC RECORDS DIVISION MANAGER, ERIN FOLEY, AT 954-831-8745, ERIN_FOLEY@SHERIFF.ORG, OR THE OFFICE OF GENERAL COUNSEL, BROWARD SHERIFF'S OFFICE AT (954) 831-8920, 2601 WEST BROWARD BOULEVARD, FORT LAUDERDALE, FLORIDA 33312.

2.14 **Indemnification.** Each party agrees to be fully responsible for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence. This section survives the termination of all performance or obligations under this Agreement and is fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

2.15 **Equal Opportunity Provision.** The parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status, national origin, religion, sex or sexual orientation in the performance of the parties' respective duties, responsibilities and obligations under this Agreement.

2.16 **Annual Appropriation.** SBBC's performance and obligations under this Agreement is contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify Public Safety Agency at the earliest possible time before such termination. No penalty accrues to SBBC if this provision is exercised, and SBBC is not obligated or liable for any future payments due or any damages as a result of termination under this section.

2.17 **Proprietary Information.**
(a) Any documents or materials submitted to SBBC shall be open for inspection by any person in accordance with Section 119.07, Florida Statutes, except as otherwise exempted from

disclosure by applicable law. A party contracting with SBBC must clearly mark, label, designate, or identify any portions of any documents or materials it provides to SBBC which are claimed to be confidential and exempt from public inspection, provided that the confidential or exempt portions of such documents or materials are clearly marked with specific citations of law that provide the asserted confidentiality or exemption. A contracting party's failure to identify any confidential or exempt portions of documents or materials or to specify the law establishing their confidential or exempt status is a waiver of confidential or exempt status for any such unidentified or unsupported portions of any documents or materials.

(b) If SBBC receives a public record request for documents or materials in its custody under this Agreement which have been properly marked as confidential or exempt, SBBC will notify the contracting party of the public records request. The notice shall state that the requested materials will be produced by SBBC to the requesting party within ten (10) calendar days of the date of the written notification, unless the contracting party has initiated an action at its sole cost and expense in a court of competent jurisdiction to preclude the release of the requested materials. The contracting party shall name the party requesting the documents or materials as a defendant and will not name SBBC as a party to the action, but will provide SBBC with notice of such proceedings. The contracting party agrees to indemnify SBBC for any costs, expenses, and attorney's fees SBBC may incur with regard to any legal proceedings and judgments that may arise from the request for the contracting party's public records that are subject to claims of confidential or exempt status. A failure to timely initiate the legal action required by this paragraph is a waiver of any claim that the requested information is confidential and exempt from public disclosure. The contracting party waives any cause of action against SBBC for the release of materials pursuant to a public records request except for any claims based upon the intentional or grossly negligent conduct of any employee of SBBC.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section survives the termination of all performance or obligations under this Agreement and is fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third-Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations under this Agreement in or upon any third person or entity. None of the parties intend to directly or substantially benefit a third-party by this Agreement. The parties agree that there are no third-party beneficiaries to this Agreement and that no third-party is entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement are acting in the capacity of independent contractors and not as an officer, employee, or agent of one another. Neither party or its respective agents, employees, subcontractors, or assignees shall represent to

others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits, or any other benefits of SBBC employees exists as a result of the performance of any duties or responsibilities under this Agreement. SBBC is not responsible for Social Security, withholding taxes, contributions to unemployment compensation funds or insurance for the Public Safety Agency or the Public Safety Agency's officers, employees, agents, subcontractors, or assignees. No right to Public Safety Agency retirement, leave benefits, or any other benefits of Public Safety Agency employees exists as a result of the performance of any duties or responsibilities under this Agreement. Public Safety Agency is not responsible for Social Security, withholding taxes, contributions to unemployment compensation funds or insurance for SBBC or SBBC's officers, employees, agents, subcontractors, or assignees.

3.04 **Default.** The parties agree that, if either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) calendar days' written notice to cure the default. However, if said default cannot be cured within said thirty (30) calendar day period and the defaulting party is diligently attempting in good faith to cure same, the time period will be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) calendar days' notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy is cumulative and in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder precludes any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to section 3.05.

3.05 **Termination.** This Agreement may be terminated with or without cause by either party during the term hereof upon thirty (30) calendar days' written notice to the other party of its desire to terminate this Agreement. SBBC has no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion, or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, that title to such property shall pass to SBBC, and that SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules, and regulations in performing its duties, responsibilities, and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All of SBBC's obligations under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and are payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any disputes, controversies, or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the

jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida has jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof is predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement is binding upon and inures to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred, or encumbered by any party without the prior written consent of the other party. There shall be no partial assignment of interests under this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles, and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe, or describe the scope or intent of such articles or sections of this Agreement, nor in any way affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** If any one or more of the sections, paragraphs, sentences, clauses, or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable, or void in any respect, such does not affect the remaining portions of this Agreement and the same remain in full force and effect as if such invalid, illegal, unlawful, unenforceable, or void sections, paragraphs, sentences, clauses, or provisions had never been included.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein is effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement is not a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver is only effective as to the specific instance for which it is obtained and is not a continuing or future waiver.

3.17 **Force Majeure.** Neither party is obligated to perform any duty, requirement, or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall a lack of funds on the part of either party be deemed Force Majeure.

3.18 **Rights and Remedies.** The duties and obligations imposed by this Agreement and the rights and remedies available thereunder are in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.

3.19 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds survive the termination of this Agreement.

3.20 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or her/his designee to take any actions necessary to implement and administer this Agreement.

3.21 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which is an original, but all of which, taken together, shall constitute one and the same Agreement.

3.22 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this 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 Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement upon the date of the last signature below.

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGES FOLLOW]

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By: _____, Chair

Date: _____

Dr. Howard Hepburn
Superintendent of Schools

Approved as to Form and Legal Content:

Kathelyn
Jacques-
Adams

Digitally signed by
Kathelyn Jacques-
Adams

Date: 2025.11.13
13:52:29 -05'00'

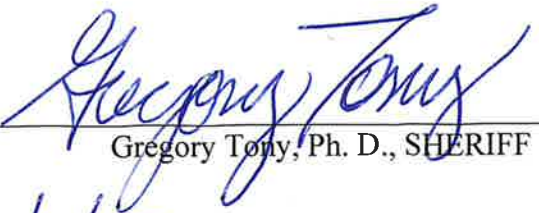
Note: Gregory Tony, Ph.D., As
Sheriff of Broward County, Florida
(2) - WIFI

Office of the General Counsel

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FOR PUBLIC SAFETY AGENCY

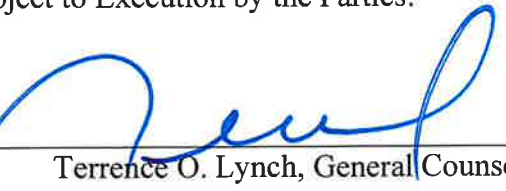
GREGORY TONY, Ph.D., AS SHERIFF OF BROWARD COUNTY, FLORIDA

By 
Gregory Tony, Ph. D., SHERIFF

11/13/25
DATE

Approved as to Form and Legal Sufficiency
Subject to Execution by the Parties:



By 
Terrence O. Lynch, General Counsel

11/13/25
Date

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Status: ORIGINAL

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2025-11-18	Special School Board Meeting
CATEGORY:	J. Capital Programs
DEPARTMENT:	Capital Program

Agenda Item Number:	3.
Consent or Open Item:	Consent
Special Order:	NO
Time for Special Order:	

TITLE:	FPL Utility Easement Agreement - Rickards MS
REQUESTED ACTION:	Approve Revision to FPL Utility Easement Agreement - Rickards MS, previously approved at the September 16, 2025, Regular School Board Meeting (Item J-1). District 3

RATIONALE:

For the Requested Action(s), Background/History, Alignment to 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment (ROI), and Financial Impact, please see the Executive Summary. This Board item has been reviewed as to form and legal content by the office of the General Counsel.

EXHIBITS:

Executive Summary
Underground Easement

FINANCIAL IMPACT:

This item does not have an additional cost to the District.

STRATEGIC PLAN ALIGNMENT:

Student Focus Outcomes

--

OR • Business Operations

BOARD ACTION:

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Wanda F. Paul	Phone: 754-321-2659
Name:	Phone:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Wanda F. Paul, Chief Operations Officer

Signature

Wanda F. Paul, Chief Operations Officer Nov 14, 2025

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

Approved in

Open Board

Meeting On: November 18, 2025

By:

School Board Chair

EXECUTIVE SUMMARY

FPL Utility Easement Agreement
SMART Program Renovations
James S. Rickards Middle School
Project No. P.002775
FY22-223

Board Meeting Date: November 18, 2025

Recommended Action:

Approve Revision to the previously approved item J-1 – FPL Utility Easement Agreement between The School Board of Broward County, Florida (BCPS) and Florida Power and Light (FPL) for James S. Rickards Middle School.

District-zone Impact: District 3

Impact if the Board Votes Yes or No

If the Board votes “Yes”: This would allow for the revision of the Underground Easement, amending Exhibit “A.”

If the Board votes “No”: FPL will not be able to access the vault or provide service until the easement is approved. This will delay service to the buildings and, consequently, impact the project's completion.

Background/History:

Type of Contract:	Construction Manager at Risk Services
Project Consultant:	Zyscovich, LLC
General Contractor:	CORE Construction Services of Florida, LLC
SMART Renovation Budget:	\$82,703,872

This item seeks to revise Exhibit "A" of the Underground Easement, which was originally approved as Item J-1 at the September 16, 2025, Regular School Board Meeting. The revision is necessary because the initial Exhibit "A" was incomplete and incorrect, as it failed to include the vault area. Furthermore, the path through the property was incorrectly surveyed and flagged by the electrical contractor.

Alignment to 2027 Goals and Guardrails

Business Operations

Measurable Outcome(s)/Return on Investment:

Approving this item would ensure that FPL is granted the easement necessary for the installation and maintenance of the new underground infrastructure providing power to the new buildings.

Financial Impact:

This item does not have an additional cost to the District.

Work Request No. 11736142

Sec. 11 , Twp 49 S, Rge 42 E

Parcel I.D. 4942 11 00 0360

(Maintained by County Appraiser)

UNDERGROUND EASEMENT (BUSINESS)

This Instrument Prepared By

Name: Kelli-Ann Gordon

Co. Name: The School Board of Broward County

Address: 600 SW 3rd Ave, 11th Floor
Fort Lauderdale FL 33311

The undersigned, in consideration of the payment of \$1.00 and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, grant and give to Florida Power & Light Company, its affiliates, licensees, agents, successors, and assigns ("FPL"), a non-exclusive easement forever for the construction, operation and maintenance of underground electric utility facilities (including cables, conduits, appurtenant equipment, and appurtenant above ground equipment) to be installed from time to time; with the right to reconstruct, improve, add to, enlarge, change the voltage as well as the size of, and remove such facilities or any of them within an easement described as follows:

Reserved for Circuit Court

See Exhibit "A" ("Easement Area")

Together with the right to permit any other person, firm, or corporation to attach or place wires to or within any facilities hereunder and lay cable and conduit within the Easement Area and to operate the same for communications purposes; the right of ingress and egress to the Easement Area at all times; the right to clear the land and keep it cleared of all trees, undergrowth and other obstructions within the Easement Area; the right to trim and cut and keep trimmed and cut all dead, weak, leaning or dangerous trees or limbs outside of the Easement Area, which might interfere with or fall upon the lines or systems of communications or power transmission or distribution; and further grants, to the fullest extent the undersigned has the power to grant, if at all, the rights hereinabove granted on the Easement Area, over, along, under and across the roads, streets or highways adjoining or through said Easement Area.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument on _____, 20__.

Signed, sealed and delivered in the presence of:

(Witness' Signature)

Print Name: _____

(Witness)

Print Address: _____

(Witness' Signature)

Print Name: _____

Print Address: _____

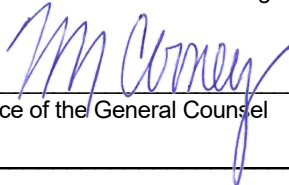
Dr. Howard Hepburn
Superintendent of Schools

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA,
a body corporate existing under the laws of the State of
Florida.

By: _____

Debra Hixon, Chair
600 SE 3rd Avenue, 10th Floor
Fort Lauderdale, Florida 33301

Approved as to Form and Legal Content



Office of the General Counsel

STATE OF _____ AND COUNTY OF _____. The foregoing instrument was acknowledged before me by [] physical presence or [] on-line notarization, this _____ day of _____, 20__, by _____, the _____ of _____ a _____, who is personally known to me or has produced _____ as identification, and who did (did not) take an oath. (Type of Identification)

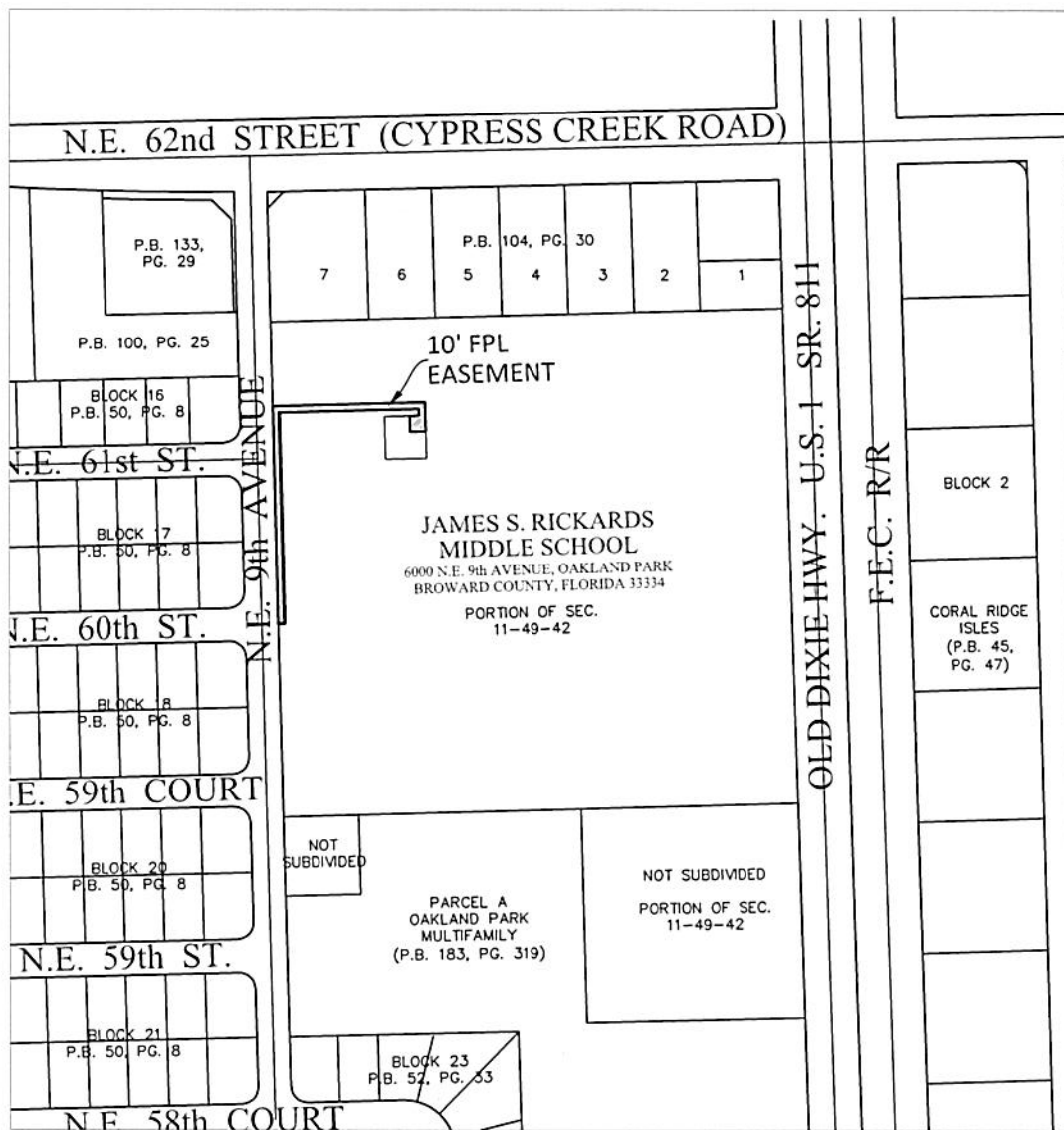
My Commission Expires:

Notary Public, Signature

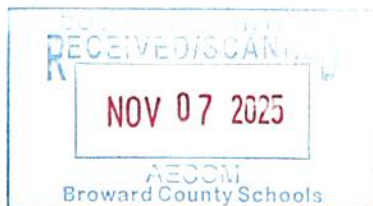
Print Name _____

EXHIBIT "A"

SKETCH AND LEGAL FPL DESCRIPTION



LOCATION MAP
SECTION 11, TOWNSHIP 49 SOUTH, RANGE 42 EAST
OAKLAND PARK, BROWARD COUNTY, FLORIDA
(NOT TO SCALE)



NOTICE:
Not complete without all Pages.

Page 1 of 4

LOCATION SKETCH
-THIS IS NOT A BOUNDARY SURVEY-

SKETCH AND LEGAL FPL DESCRIPTION
"ZYSCOVICH ARCHITECTS"
FOLIO # 49-4211-000-360
6000 NORTH EAST 9th AVENUE, OAKLAND PARK
BROWARD COUNTY, FLORIDA 33334
SECTION 11, TOWNSHIP 49 SOUTH, RANGE 42 EAST
DATE: NOVEMBER 4th, 2025

EXHIBIT "A"

SKETCH AND LEGAL DESCRIPTION

LEGAL DESCRIPTION :

A portion of land reserved for F.P.L. Easement, on Section 11, Township 49 South, Range 42 East of the Public Records of Broward County, Florida, more particularly described as follows:

COMMENCE at the Northwest corner of Northeast 1/4 of Southwest 1/4 of said Section 11, Township 49 South, Range 42 East; thence S 01°29'44" E, for 702.86 feet, along the West line of said Northeast 1/4 of Southwest 1/4 of Section 11, also being the Centerline of Northeast 9th Avenue; thence N 88°30'16" E, for 25.00 feet to the intersection with the East Right of Way line of aforementioned Northeast 9th Avenue, also being the **POINT OF BEGINNINGS** of the Centerline of a strip of land 10 feet wide, lying 5.00 feet on each side of said centerline; thence continue N 88°30'16" E, for 5.00 feet; thence N 01°29'44" W, for 318.86 feet, along the line 5.00 feet East and parallel with the said East Right of Way line; thence N 88°30'16" E, for 221.44 feet; thence S 01°30'52" E, for 15.00 feet to the **POINT OF TERMINATION** of the said strip of land 10 feet wide, that point also being the **REFERENCE POINT "A"**.

All side lines of aforesaid Easement to be extended or shortened to meet at angle points and to terminate at the each end lines

Together with:

A portion of land described as follows:

BEGINNING at the aforesaid **REFERENCE POINT "A"**; thence N88°29'08"E for 5.00 feet; thence S01°30'52"E for 24.00 feet; thence S88°29'08"W for 24.00 feet; thence N01°30'52"E for 24.00 feet; thence N88°29'08"E for 19.00 feet to a point hereinafter known as **Reference Point "A"**.

Containing 6,179.03 Square Feet or 0.142 Acres more or less by calculations.

NOTICE:

Not complete without all Pages.

Page 3 of 4

LEGAL DESCRIPTION
-THIS IS NOT A SURVEY-

SKETCH AND LEGAL FPL DESCRIPTION
"ZYSCOVICH ARCHITECTS"
FOLIO # 49-4211-000-360
6000 NORTH EAST 9th AVENUE, OAKLAND PARK
BROWARD COUNTY, FLORIDA 33334
SECTION 11, TOWNSHIP 49 SOUTH, RANGE 42 EAST
DATE: NOVEMBER 4th, 2025

EXHIBIT "A"

SKETCH AND LEGAL DESCRIPTION

SOURCES OF DATA:

The Legal Description of the Subject Parcels of Land was generated from information provided by the client. In addition, the following sources of data were used to the extent required to complete this document in a defensible manner. That is to say:

North Arrow refers to an assumed value of S 01°29'44" E, along the Centerline of N.E. 9th AVENUE of SECTION 11, TOWNSHIP 49 SOUTH, RANGE 42 EAST of the Public Records of Miami-Dade County, Florida

CLIENT INFORMATION:

This Sketch and Legal Description was prepared for:

– ZYSCOVICH ARCHITECTS

LIMITATIONS:

Since no other information other than what is cited in the Sources of Data was furnished, the Client is hereby advised that there may be legal restrictions on the subject property that are not shown on the Sketch that may be found in the Public Records of Miami-Dade County, or any other public and private entities as their jurisdictions may appear. The Surveyor makes no representation as to ownership or possession of the Subject Property by any entity or individual who may appear in public records.

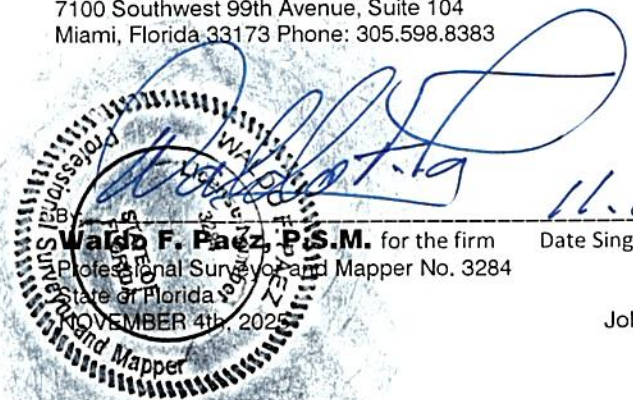
This document does not represent a field boundary survey of the described property, or any part or parcel thereof. This sketch is an accurate graphic depiction of the legal description to which it is attached as per client's request.

SURVEYOR'S CERTIFICATE:

I hereby certify: That this "Sketch and Legal Description", was prepared under my direction and is true and correct to the best of my knowledge and belief. Further, that said Sketch meets the intent of the "Standards of Practice for Land Surveying in the State of Florida", pursuant to Rule 5J-17 of the Florida Administrative Code and its implementing Rule, Chapter 472.027 of the Florida Statutes.

J. BONFILL & ASSOCIATES, INC.

Florida Certificate of Authorization Number LB3398
7100 Southwest 99th Avenue, Suite 104
Miami, Florida 33173 Phone: 305.598.8383



Date Sing

Job: 25-0110 Sketch & Legal

NOTICE: Not valid without the signature and original raised seal of a Florida Licensed Surveyor and Mapper. Additions or deletions to Survey Maps and Reports by other than the signing party are prohibited without the written consent of the signing party. This document consists of multiple Exhibits and Sheets. Each Sheet as incorporated therein shall not be considered full, valid and complete unless attached to the others. This Notice is required by Rule 5J-17 of the Florida Administrative Code.

NOTICE:

Not complete without all Pages.
Page 4 of 4

SURVEYOR'S NOTES
-THIS IS NOT A BOUNDARY SURVEY-

SKETCH AND LEGAL FPL DESCRIPTION
"ZYSCOVICH ARCHITECTS"
FOLIO # 49-4211-000-360
6000 NORTH EAST 9th AVENUE, OAKLAND PARK
BROWARD COUNTY, FLORIDA 33334
SECTION 11, TOWNSHIP 49 SOUTH, RANGE 42 EAST
DATE: NOVEMBER 4th, 2025



Status: MEMO TO VOTE DOWN

November 12, 2025

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2025-11-18

Special School Board Meeting

CATEGORY: OO. Operations**DEPARTMENT:** Procurement & Logistics Operations

Agenda Item Number: 4.

Consent or Open Item: Open

Special Order: NO

Time for Special Order:

TITLE:**ITB-FY23-045 - Technical Contract Staffing & Consulting Services
(Postponed from November 12, 2025, RSBM)****REQUESTED
ACTION:****Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 – Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors. District-wide****RATIONALE:**

For the Requested Action, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, Financial Impact and Rationale, please see the Executive Summary.

EXHIBITS:

Executive Summary
Financial Analysis Worksheet
Appendix A
Appendix B
Postponed ARF
Memo to Vote Down

FINANCIAL IMPACT:

\$4,500,000 and is distributed between two Divisions (Information Systems Division (ISD) at \$3,000,000 and Safety, Security, 2. and Emergency Preparedness (SSEP) at \$1,500,000.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes****OR • Business Operations****BOARD ACTION:**

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Wanda F. Paul

Phone: 754--321-2659

Name: Olen Davis

Phone: 754-321-2607

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Wanda F. Paul, Chief Operations Officer

Signature

Wanda F. Paul, Chief Operations Officer Oct 29, 2025

Approved in

Open Board

Meeting On:

November 18, 2025

By:

School Board Chair

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

EXECUTIVE SUMMARY

Recommendation to Approve Additional Spending Authority ITB-FY23-045 - Technical Contract Staffing & Consulting Services

Board Meeting Date: November 12, 2025

Recommended Action:

Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 - Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors.

Is it Statutorily Required? No

District-zone Impact: District-wide.

Impact if the Board Voted Yes or No

- If the Board votes "Yes":

Approving the additional spending authority will enable the Information Systems Division (ISD) and the Safety, Security, and Emergency Preparedness (SSEP) division to continue utilizing specifically skilled, temporary staff and consulting services to support ongoing and future technology needs throughout the District. This action ensures uninterrupted access to qualified technical resources to maintain and advance critical projects, operations, and initiatives.

- If the Board votes "No": If not approved, the Information Systems Division (ISD) and the Safety, Security, and Emergency Preparedness (SSEP) division will not have access to qualified and specifically skilled technology staff for current and future needs. This may result in delays or disruptions to essential technology projects and services.

Background/History

The Original ITB-FY23-045 - Technical Contract Staffing & Consulting Services was approved by The School Board of Broward County, Florida (SBBC) on September 13, 2022, as item OO-16, where forty (40) Vendors were awarded, including seven (7) SBBC-Certified Small Minority Women Business Entity (S/M/WBE) Vendors.

On August 8, 2023, item OO-18 was approved, adding thirty-one (31) vendors per the Original ITB (Section 4, Special Condition 11), ITB-FY23-045-1 - Technical Staffing & Consulting Services. The item also included a reduction in the original spending authority amount from \$6,500,000 to \$5,500,000.

On September 16, 2025, the first of two (2) extensions was exercised, and the item was approved via the Bid Renewal Memo for September & October per ITB-FY23-045 and 045-1, Section 4, Number 3 – Agreement Renewal.

ITB Term: October 1, 2025, through September 30, 2026.

Emerging/Small/Minority/Veteran/Women Business Enterprise Vendor(s) are identified in the Appendix with an asterisk (*) and are listed below:

(1) Alpha 1 Staffing Search Firm LLC
(2) in STAFF-Solutions, L.L.C., d/b/a IT Data Solutions
(3) Meridian Partners LLC
(4) Millennium Technology Group, Inc.
(5) Moat IT Solutions LLC
(6) Tech Army LLC
(7) TECKpert LLC

Recommendation to Approve Additional Spending Authority
ITB-FY23-045 - Technical Contract Staffing & Consulting Services
November 12, 2025, Board Agenda
Page 2

Alignment to 2027 Goals and Guardrails
Business Operations

Measurable Outcome(s)/Return on Investment

Success will be measured by the District's ability to maintain and complete technology-related projects requiring specialized skills and expertise. Outcomes include timely project delivery and enhanced support for instructional and administrative technology needs. Monitoring will occur through project completion rates, service delivery metrics, and feedback from IT stakeholders. Please see Appendix B for use cases and specific measurable outcomes.

Financial Impact, Funding Source & Budget Status

The additional spending authority is \$4,500,000 and is distributed between two Divisions (Information Systems Division (ISD) at \$3,000,000 and Safety, Security, and Emergency Preparedness (SSEP) at \$1,500,000. Funds are in each division's approved 2025-2026 budget, and no additional funding is needed.

ACTION	DATE	Budgeted in Current FY Yes/No	Funding Source (s)	AMOUNT	TERM (months)
ITB Original spending authority request	9/13/2022	N/A	Various Department Budgets	\$6,500,000	36
Request for additional vendors & reduce additional spending authority	8/08/2023	N/A	Various Department Budgets	-\$1,000,000	N/A
First Renewal & no additional spending authority (approved via Memo)	Memo dated 8/28/2025	N/A	N/A	N/A	12
Additional spending authority request	10/14/2025	Yes	Various Division Budgets	\$4,500,000	N/A
Total Agreement Amount				\$10,000,000	48

Is this a multi-year contract? Yes/No

Yes. No additional cost savings or operational efficiencies identified.

Procurement Method

Pursuant to Purchasing Policy 3800, in accordance with Section 6A-1.012(1)(b), F.A.C., the term "invitation to bid" shall be defined for the purposes of this policy as a written solicitation for competitive sealed bids. An invitation to bid is used when the school district is capable of specifically defining the Scope of Work for which a contractual service is required or when the School Board can establish precise specifications defining the actual commodity or group of commodities required. A written competitive solicitation includes an invitation to bid that is publicly posted.

A-copy-of-the-ITB-documents-is-available-online-at: http://www.broward.k12.fl.us/supply/agenda/ITB-FY23-045-1_TechnicalContractStaffing&ConsultingServices.pdf

Impact on Schools

Schools will benefit from continued access to qualified technical staff, supporting technology initiatives, infrastructure upgrades, and day-to-day IT operations. This ensures minimal disruption to instructional and administrative functions.

Recommendation to Approve Additional Spending Authority
ITB-FY23-045 - Technical Contract Staffing & Consulting Services
November 12, 2025, Board Agenda
Page 3

If there is an impact on schools, how will schools be selected/prioritized?

N/A

If Applicable: Was a Survey Conducted? What Were the Results?

N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle

N/A

If Applicable: Additional Backup:

See breakdown of consultants used and spend associated with each in Appendix B.



BID INFORMATION

VENDOR INFORMATION

NOTES (Type Below):

*To ensure accuracy, please type in or select from the menu for the Default Funding Source and Department Information (No hand written information)

All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.

Appendix A

- 1) 22nd Century Technologies, Inc.
- 2) 808 Education, LLC
- 3) Abacus Staffing and Services Corporation
- 4) *Alpha 1 Staffing Search Firm LLC
- 5) American Unit, Inc.
- 6) Aspire HR, Inc.
- 7) Bell Federal Systems, Inc.
- 8) California Creative Solutions, Inc., d/b/a CCS Global Tech
- 9) Cambay Consulting LLC
- 10) CDW Government LLC
- 11) Cogent Infotech Corporation
- 12) Compunnel Software Group, Inc.
- 13) CrowdPlat, Inc.
- 14) Datson360 LLC
- 15) Dexian, Inc.
- 16) Executive Option, LLC
- 17) Genesis Consulting Partners, LLC
- 18) Global Visse, Inc.
- 19) HyperTeam USA Business and IT Consulting, Inc., d/b/a HyperTeam USA, Inc.
- 20) I2U Systems, Inc.
- 21) ICG, LLC
- 22) IMCS Group, Inc.
- 23) Info Way Solutions LLC
- 24) Infojini,-Inc.
- 25) Insight Global,LLC
- 26) *inSTAFF Solutions, L.L.C., d/b/a IT Data Solutions,
- 27) InstantServe, LLC
- 28)Intelli ERP Software LLC
- 29) InterScripts, Inc.
- 30) Kastech Solutions, LLC
- 31) Kelly Services, Inc.
- 32) L. Ortega & Associates of Tampa Bay, LLC
- 33) *Meridian Partners LLC
- 34) Midtown Personnel, Inc., d/b/a The Midtown Group
- 35) *Millennium Technology Group, Inc.
- 36) *Moat IT Solutions L.L.C.
- 37) Moten Tate, Incorporated
- 38) Powersolv, Inc.
- 39) RADgov, Inc.40) RamcoTek Consulting LLC
- 41) Ranger Technical Resources, Inc.
- 42) Resource Logistics, Inc., 43) Serigor, Inc.
- 44) SMX-Services-&-Consulting, Inc.
- 45) SoftHQ, Inc.
- 46) Software People, Inc.
- 47) Software Resources, Inc.
- 48) Sounetu, Limited Liability Company d/b/a Sounetu Consulting

- 49) StackNexus, Inc.
- 50) Steven Douglas Associates, LLC
- 51) SunPlus Data Group, Inc.
- 52) Sunshine Enterprise USA, LLC
- 53) *Tech Army LLC
- 54) *TECKpert LLC
- 55) TRG, Inc.
- 56) Triwave Solutions, Inc.
- 57) Tryfacta, Inc.
- 58) United Data Technologies, Inc. d/b/a UDT
- 59) V Group Consulting Services, Inc.
- 60) V3iT Consulting, Inc.
- 61) Visium Resources, Inc.
- 62) Vitaver and Associates, Inc.
- 63) V-Soft Consulting Group, Inc.

Appendix B

Fund Center Description	2022-2023 Total Spend	2022-2023 Breakdown	2022-2023 Scope	2023-2024 Total Spend	2023-2024 Breakdown	2023-2024 Scope	2024-2025 Total Spend	2024-2025 Breakdown	2024-2025 Scope	2025-2026 Total Spend	2025-2026 Breakdown	2025-2026 Scope	Grand Total
BUDGET OFFICE				\$ 3,637.50	Millenium Technology Group: \$3,637.50	- SAP Funds Management and Grants Management Module							\$ 3,637.50
BUSINESS SUPPORT CENTER				\$ 172,597.00	Intelli ERP: \$125,957 Intelli ERP: \$46,640	- Build interface in SAP to provide master data from SAP to filemakepro for Material Master, Vendors, Contracts/ SAP Ariba functional consultant, SAP technical consultant							\$ 172,597.00
OFFICE OF CHIEF INFORMATION OFFICER	\$ 344,106.25	Tech Army: \$121,106.25 Intelli ERP: \$223,000 TOTAL	- Application Services support staff - Consultant for ERP systems specific knowledge for: ABAP, Basis Consultant	\$ 498,211.25	Aspire: \$50,000 Intelli ERP: \$373,175 Meridian Partners: \$64,691.25 Tech Army: \$10,345	- SAP Successfactors consultant for Recruiting and Onboarding modules - Consultant for SAP hosting migration - Successfactors Onboarding and Recruiting modules project for HR - Consultant for ERP systems specific knowledge for: ABAP, Basis programming	\$ 364,533.75	Intelli ERP: \$362,040.00 Meridian Partners: \$2,493.75	- Consultant for SAP hosting migration - Successfactors Onboarding and Recruiting modules project for HR - Consultant for ERP systems specific knowledge for: ABAP, Basis programming services - SAP Successfactors support including HR	\$ 72,940.00	Tech Army: \$23,040 Intelli ERP: \$49,900	- Powerapps developer - Consultant for ERP systems specific knowledge for: ABAP, Basis, programming services - SAP Successfactors support including HR iforms support, support knowledge transfer	\$ 1,279,791.25
OFFICE OF CHIEF INFORMATION OFFICER										\$ 88,000.00	Millenium Technology Group: \$54,000 Tech Army: \$34,000	Quality Assurance/Senior Testing Analysts to support testing and quality assurance and testing coordination of projects: Maximo, Linewize, Project Manager for Drills Management Platform, CTC, contracts.	\$ 88,000.00
OFFICE OF CHIEF INFORMATION OFFICER				\$ 92,100.00	Meridian Partners: \$92,100	- Payroll improvement program where switched from running payroll weekly to payroll every two weeks, implemented additional verification reports and							\$ 92,100.00
OFFICE OF CHIEF INFORMATION OFFICER	\$ 28,000.00	Millenium Technology Group: \$28,000	- Network engineer support - higher level engineer support	\$ 93,461.26	Tech Army: \$61,961.26 Millenium Technology Group \$31,500.00		\$ 255,828.70	Millenium Technology Group: \$56,437.50 Tech Army: \$118,271.20 Vitaver: \$81,120.00	- Network engineers/ architect support - higher level engineer support for Infrastructure services - erate related cabling/conduit Logistics and support technician. Responsible for analyzing and triaging video surveillance tickets - Project Manager for video surveillance, erate	\$ 149,723.05	Millenium Technology Group \$59,660.00 Tech Army: \$14,746.80 United Data: \$19,227.60 Vitaver: \$56,088.62	- Network engineers/ architect support - higher level engineer support for Infrastructure services including servers - Focus SIS integration support - Project Manager 2 - update safety technology, Microsoft, electrical cabling, intercoms, switch vendor coordination	\$ 527,013.01
OFFICE OF CHIEF INFORMATION OFFICER				\$ 46,597.50	Vitaver: \$12,397.50 Vitaver: \$34,200.00	- Team was understaffed, so consultant was brought in to support the Focus SIS implementation							\$ 46,597.50
OFFICE OF CHIEF INFORMATION OFFICER	\$ 78,115.00	Millenium Technology Group: \$78,115	- Support Technicians for the District's IT Service Desk and Metrotech	\$ 505,687.00	Millenium Technology Group: \$20,230 Millenium Technology Group: \$166,400 Millenium Technology Group: \$39,057 Tech Army: \$113,100 Tech Army: \$166,900	- Support Technicians for the District's IT Service Desk and Metrotech	\$ 501,760.00	Tech Army: \$332,800 Millenium Technology Group: \$168,960	- District's IT Service Desk technicians for incident management, application support, customer service to support the district's extensive upgrade of new SIS (Focus).	\$ 230,400.00	Millenium Technology Group: \$105,600 Tech Army: \$124,800	- Focus SIS Integration support - District's IT Service Desk technicians	\$ 1,315,962.00

Fund Center Description	2022	2022 Breakdown	2022 Scope	2023	2023 Breakdown	2023 Scope	2024	2024 Breakdown	2024 Scope	2025	2025 Breakdown	2025 Scope	Grand Total
OFFICE OF CHIEF INFORMATION OFFICER	\$ 380,767.12	Millenium Technology Group: \$21,210.13 Vitaver: \$120,000 Vitaver: \$84,000 Vitaver: \$44,000 Millenium Technology Group: \$23,557.49 Tech Army: \$87,999.50	- Security support staff - Continuation of Information Security support pending fulfillment of vacant positions - Identity management flow into onprem Active Directory, User Management, Powershell scripting, Domain Controller, Windows Updates, Event Log	\$ 383,540.85	Vitaver: \$148,720.00 Tech Army: \$41,589.60 Vitaver: \$44,511.25 Vitaver: \$81,120.00 Vitaver: \$67,600	- Project Managers providing specialized IT support to the District's Safety, Security, and Emergency Preparedness Division for ongoing operations including video surveillance and intercom systems - Logistics and Supply Chain specialists provide technical and	\$ 326,610.64	Tech Army: \$19,015.84 Vitaver: \$6,000 Tech Army: \$140,400.00 Tech Army: \$20,794.80 Tech Army: \$140,400.00	- Logistics and Supply Chain specialists provide technical and administrative solutions supporting our ongoing video surveillance ongoing projects - Technical Consultant supporting SSEP with safety and security needs - ongoing safety technology operations				\$ 1,090,918.61
OFFICE OF CHIEF INFORMATION OFFICER				\$ 5,995.19	Vitaver: \$5,995.19	Team was understaffed, so consultant was brought in to support the Focus SIS implementation	\$ 148,200.00	Tech Army: \$148,200	SQL consultant programmer - Provide SQL programming services				\$ 154,195.19
PROCUREMENT & LOGISTIC OPERATIONS				\$ 38,000.00	FASUSA Tech LLC: \$38,000	Development and implementation of the PWS Contract Tracker Online System							\$ 38,000.00
SAFETY & SECURITY OPERATIONS										\$ 560,094.00	Vitaver: \$162,240 Tech Army: \$93,600 Tech Army: \$147,472 Tech Army: \$147,472 Tech Army: \$9,310	Project Managers and support consultants to oversee projects in cyber and physical security under safety technology. Essential for ongoing operations including video surveillance and intercom systems	\$ 560,094.00
TREASURER							\$ 3,441.25	Meridian Partners	Implementation of project regarding the uploading of journal entries from our FIS Treasury Management System to SAP.				\$ 3,441.25
	\$ 830,988.37			\$ 1,839,827.55			\$ 1,600,374.34			\$ 1,101,157.05			\$ 5,372,347.31

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Status: ORIGINAL

2025-11-12	Regular School Board Meeting
CATEGORY:	OO. Operations
DEPARTMENT:	Procurement & Logistics Operations

Agenda Item Number:	OO-8.
Consent or Open Item:	Open
Special Order:	NO
Time for Special Order:	

TITLE:	ITB-FY23-045 - Technical Contract Staffing & Consulting Services
REQUESTED ACTION:	Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 – Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors. District-wide

RATIONALE:

For the Requested Action, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, Financial Impact and Rationale, please see the Executive Summary.

EXHIBITS:

Executive Summary
Financial Analysis Worksheet
Appendix A
Appendix B

FINANCIAL IMPACT:

\$4,500,000 and is distributed between two Divisions (Information Systems Division (ISD) at \$3,000,000 and Safety, Security, 2. and Emergency Preparedness (SSEP) at \$1,500,000.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

--

OR • Business Operations**BOARD ACTION:**

**POSTPONED
TO NOVEMBER 18, 2025,
SPECIAL SCHOOL BOARD MEETING**

SOURCE OF ADDITIONAL INFORMATION

Name: Wanda F. Paul	Phone: 754--321-2659
Name: Olen Davis	Phone: 754-321-2607

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Wanda F. Paul, Chief Operations Officer

Signature

Wanda F. Paul, Chief Operations Officer Oct 29, 2025
--

Electronic Signature
Form \$4189 Revised 7/24
HH/JJS

Approved in
Open Board
Meeting On:

November 12, 2025

By:

School Board Chair



**OFFICE OF THE SUPERINTENDENT
DR. HOWARD HEPBURN
SUPERINTENDENT OF SCHOOLS**

PHONE: 754-321-2600 **FAX:** 754-321-2701 **EMAIL:** superintendent@browardschools.com

November 13, 2025

TO: School Board Members

FROM: Olen B. Davis III OBD3
Chief Information Officer

VIA: Dr. Howard Hepburn HH
Superintendent of Schools

SUBJECT: **REQUEST TO VOTE DOWN ITEM #4, ITB-FY23-045 - TECHNICAL CONTRACT STAFFING & CONSULTING SERVICES, FROM THE NOVEMBER 12, 2025, REGULAR SCHOOL BOARD MEETING TO THE NOVEMBER 18, 2025, SPECIAL SCHOOL BOARD MEETING**

This memorandum is provided to you concerning the postponed agenda item #4 and the new agenda item #5.

The agenda item #5 provides redrafted revisions of item#4 for the School Board's approval to allow staff to insert a functional link to review the Invitation to Bid.

It is recommended that the School Board vote down the postponed agenda item #4 and approve agenda item #5 to reflect this change.

HH/OBD:dsc

cc: Senior Leadership Team

Signature: Olen B. Davis III
Olen B. Davis III (Nov 13, 2025 16:44:52 EST)

Email: p00161562@browardschools.com

Signature: HH
Howard Hepburn (Nov 14, 2025 15:59:49 EST)

Email: p00137734@browardschools.com



Status: ADDED ITEM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2025-11-18

Special School Board Meeting

CATEGORY: OO. Operations**DEPARTMENT:** Procurement & Logistics Operations

Agenda Item Number: 5.

Consent or Open Item: Open

Special Order: NO

Time for Special Order:

TITLE:**ITB-FY23-045 - Technical Contract Staffing & Consulting Services****ADDED****REQUESTED ACTION:**

Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 - Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See Appendix A for the list of the approved vendors. District-wide.

RATIONALE:

For the Requested Action, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, Financial Impact, and Rationale, please see the Executive Summary.

EXHIBITS:

Executive Summary

Financial Analysis Worksheet

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

FINANCIAL IMPACT:

\$4,500,000 and is distributed between two Divisions (Information Systems Division (ISD) at \$3,000,000 and Safety, Security, and Emergency Preparedness (SSEP) at \$1,500,000.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes****OR • Business Operations****BOARD ACTION:**

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Wanda F. Paul

Phone: 754-321-2659

Name: Dr. Angela R. Fulton

Phone: 754-321-2100

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Wanda F. Paul, Chief Operations Officer

Approved in

Open Board

Meeting On: November 18, 2025

Signature

Wanda F. Paul, Chief Operations Officer Nov 14, 2025

By:

School Board Chair

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

EXECUTIVE SUMMARY

Recommendation to Approve Additional Spending Authority ITB-FY23-045 - Technical Contract Staffing & Consulting Services

Board Meeting Date: November 18, 2025

Recommended Action: Approve the Additional Spending of \$4,500,000 for Invitation to Bid (ITB) ITB-FY23-045 – Technical Contract Staffing & Consulting Services awarded to the following sixty-three (63) vendors. See **Appendix A** for the list of the approved vendors.

Is it Statutorily Required? No

District-Zone Impact: District-wide.

Impact if the Board Voted Yes or No

- If the Board votes “Yes”: Approving the additional spending authority will enable the Information Systems Division (ISD) and the Safety, Security, and Emergency Preparedness (SSEP) Division to continue utilizing specifically skilled, temporary staff and consulting services to support ongoing and future technology needs throughout the District. This action ensures uninterrupted access to qualified technical resources to maintain and advance critical projects, operations, and initiatives, such as, but not limited to, Maximo, Linewize/Classwise Classroom Digital Management System, Cyberlocke District Enterprise Bus, Safety Technology Access Control Project, District Surveillance Network, District Intercom Project, and Enterprise Resource Planning (ERP) RFP and implementation. Please see **Appendix E** for the projected cost for these projects.

- If the Board votes “No”: If not approved, the Information Systems Division (ISD) and the Safety, Security, and Emergency Preparedness (SSEP) division will not have access to qualified and specifically skilled technology staff for current and future needs. This may result in delays or disruptions to essential technology projects and services.

Background/History

The Original ITB-FY23-045 – Technical Contract Staffing & Consulting Services was approved by The School Board of Broward County, Florida (SBBC) on September 13, 2022, as item OO-16, where forty (40) Vendors were awarded, including seven (7) SBBC-Certified Small Minority Women Business Entity (S/M/WBE) Vendors.

On August 8, 2023, item OO-18 was approved, adding thirty-one (31) vendors per the Original ITB (Section 4, Special Condition 11), ITB-FY23-045-1 – Technical Staffing & Consulting Services. The item also included a reduction in the original spending authority amount from \$6,500,000 to \$5,500,000, demonstrating cost containment while maintaining the quality of services.

On September 16, 2025, the first of two (2) extensions was exercised, and the item was approved via the Bid Renewal MEMO for September & October per ITB-FY23-045 and 045-1, Section 4, Number 3 – Agreement Renewal.

ITB Term: October 1, 2025, through September 30, 2026; Emerging/Small/Minority/Veteran/Women Business Enterprise Vendor(s) are identified in **Appendix A** with an asterisk (*) and are listed below: (1) Alpha 1 Staffing Search Firm LLC, (2) in STAFF-Solutions, L.L. C. d/b/a IT Data Solutions, (3) Meridian Partners LLC, (4) Millennium Technology Group, Inc., (5) Moat IT Solutions LLC, (6) Tech Army, LLC, and (7) TECKpert LLC.

Recommendation to Approve Additional Spending Authority
ITB-FY23-045 - Technical Contract Staffing & Consulting Services
November 18, 2025, Board Agenda
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Alignment to 2027 Goals and Guardrails
Business Operations

Measurable Outcome(s)/Return on Investment

Success will be measured by the District's ability to maintain and complete technology-related projects requiring specialized skills and expertise. Outcomes include timely project delivery and enhanced support for instructional and administrative technology needs. Monitoring will occur through project completion rates, service delivery metrics, and feedback from IT stakeholders.

Please see **Appendix B** for use cases and specific measurable outcomes, including expenditures by multiple departments over a four (4) year period, vendors used, and the scope of work delivered by each vendor. Please see **Appendix C**- Vendor Purchase Orders and amounts over the four (4) year period of the ITB. **Appendix D** is a summarization of that information by vendor, division, and requisitioner.

Financial Impact, Funding Source & Budget Status

The additional spending authority is \$4,500,000 and is distributed between two Divisions (Information Systems Division (ISD) at \$3,000,000 and Safety, Security, and Emergency Preparedness (SSEP) at \$1,500,000). Funds are in each division's approved 2025-2026 budget, and no additional funding is needed. Additionally, from the original ITB spending authority request in 2022 of \$6,500,000, each subsequent request has been reduced by \$1,000,000, reflecting continued cost containment.

ACTION	DATE	Budgeted in Current FY Yes/No	Funding Source (s)	AMOUNT	TERM (months)
ITB Original spending authority request	9/13/2022	N/A	Various Department Budgets	\$6,500,000	36
Request for additional vendors & reduce additional spending authority	8/08/2023	N/A	Various Department Budgets	-\$1,000,000	N/A
First Renewal & no additional spending authority (approved via Memo)	Memo dated 8/28/2025	N/A	N/A	N/A	12
Additional spending authority request	10/14/2025	Yes	Various Division Budgets	\$4,500,000	N/A
Total Agreement Amount				\$10,000,000	48

Recommendation to Approve Additional Spending Authority
ITB-FY23-045 - Technical Contract Staffing & Consulting Services
November 18, 2025, Board Agenda
Page 3

Is this a multi-year contract? Yes/No

Yes. No additional cost savings or operational efficiencies identified.

Procurement Method

Pursuant to Purchasing Policy 3800, in accordance with Section 6A-1.012(1)(b), F.A.C., the term "invitation to bid" shall be defined for the purposes of this policy as a written solicitation for competitive sealed bids. An invitation to bid is used when the school district is capable of specifically defining the Scope of Work for which a contractual service is required or when the School Board can establish precise specifications defining the actual commodity or group of commodities required. A written competitive solicitation includes an invitation to bid that is publicly posted. A copy of the ITB documents is available online at: http://www.broward.k12.fl.us/supply/agenda/ITB-FY23-045-1_TechnicalContractStaffing&ConsultingServices.pdf

Impact on Schools

Schools will benefit from continued access to qualified technical staff, supporting technology initiatives, infrastructure upgrades, and day-to-day IT operations. This ensures minimal disruption to instructional and administrative functions.

If there is an impact on schools, how will schools be selected/prioritized?

N/A

If Applicable: Was a Survey Conducted? What Were the Results?

N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle

N/A

If Applicable: Additional Backup:

See Appendix A for the list of the approved vendors. See breakdown of consultants used and spending associated with each in Appendix B. Appendix C lists the vendor Purchase Orders and amounts over the four (4) year period of the ITB. Appendix D is a summarization of that information by vendor, division, and requisitioner. Appendix E details projected costs for existing and upcoming ISD and SSEP projects.



BID INFORMATION

SPEND REPORTING	
Purchase Order(s) Spend:	\$5,500,000
P Card Purchases:	\$0
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$5,500,000
Average Monthly Expenditure:	\$148,649
Unused Authorized Spending:	\$0
Est. Forecasted Spend (For Entire Bid Term):	

Awarded Vendors:	BCPS - M/WBE Status (If applicable):	Spend:
135544-TECH ARMY LLC	Asian American - Male	\$ 2,191,714
129211-INTELLI ERP SOFTWARE LLC		\$ 1,226,512
115915-MILLENNIUM TECHNOLOGY GROUP LLC	African American - Male	\$ 907,827
122696-VITAVER & ASSOCIATES INC		\$ 903,993
113538-MERIDIAN PARTNERS LLC	Hispanic American - Male	\$ 162,726
137713-ASPIRE HR LLC		\$ 50,000
141897-FASUSA TECH LLC		\$ 38,000
120451-UNITED DATA TECHNOLOGIES INC		\$ 19,228
	PO Vendor Spend:	\$ 5,500,000
	P-CARD SPEND:	\$ -
	TOTAL SPEND:	\$ 5,500,000

*To ensure accuracy, please type in or select from the menu for the Default Funding Source and Department Information (No hand written information)

Prepared on:	11/13/2025
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Appendix A

- 1) 22nd Century Technologies, Inc.
- 2) 808 Education, LLC
- 3) Abacus Staffing and Services Corporation
- 4) *Alpha 1 Staffing Search Firm LLC
- 5) American Unit, Inc.
- 6) Aspire HR, Inc.
- 7) Bell Federal Systems, Inc.
- 8) California Creative Solutions, Inc., d/b/a CCS Global Tech
- 9) Cambay Consulting LLC
- 10) CDW Government LLC
- 11) Cogent Infotech Corporation
- 12) Compunnel Software Group, Inc.
- 13) CrowdPlat, Inc.
- 14) Datson360 LLC
- 15) Dexian, Inc.
- 16) Executive Option, LLC
- 17) Genesis Consulting Partners, LLC
- 18) Global Visse, Inc.
- 19) HyperTeam USA Business and IT Consulting, Inc., d/b/a HyperTeam USA, Inc.
- 20) I2U Systems, Inc.
- 21) ICG, LLC
- 22) IMCS Group, Inc.
- 23) Info Way Solutions LLC
- 24) Infojini,-Inc.
- 25) Insight Global,LLC
- 26) *inSTAFF Solutions, L.L.C., d/b/a IT Data Solutions,
- 27) InstantServe, LLC
- 28)Intelli ERP Software LLC
- 29) InterScripts, Inc.
- 30) Kastech Solutions, LLC
- 31) Kelly Services, Inc.
- 32) L. Ortega & Associates of Tampa Bay, LLC
- 33) *Meridian Partners LLC
- 34) Midtown Personnel, Inc., d/b/a The Midtown Group
- 35) *Millennium Technology Group, Inc.
- 36) *Moat IT Solutions L.L.C.
- 37) Moten Tate, Incorporated
- 38) Powersolv, Inc.
- 39) RADgov, Inc.40) RamcoTek Consulting LLC
- 41) Ranger Technical Resources, Inc.
- 42) Resource Logistics, Inc., 43) Serigor, Inc.
- 44) SMX-Services-&-Consulting, Inc.
- 45) SoftHQ, Inc.
- 46) Software People, Inc.
- 47) Software Resources, Inc.
- 48) Sounetu, Limited Liability Company d/b/a Sounetu Consulting

- 49) StackNexus, Inc.
- 50) Steven Douglas Associates, LLC
- 51) SunPlus Data Group, Inc.
- 52) Sunshine Enterprise USA, LLC
- 53) *Tech Army LLC
- 54) *TECKpert LLC
- 55) TRG, Inc.
- 56) Triwave Solutions, Inc.
- 57) Tryfacta, Inc.
- 58) United Data Technologies, Inc. d/b/a UDT
- 59) V Group Consulting Services, Inc.
- 60) V3iT Consulting, Inc.
- 61) Visium Resources, Inc.
- 62) Vitaver and Associates, Inc.
- 63) V-Soft Consulting Group, Inc.

Appendix B

Fund Center Description	2022-2023 Total Spend	2022-2023 Vendor Breakdown	2022-2023 Scope as per pages 15 - 21 of the ITB	2022-2023 Consultants with hourly rates
BUDGET OFFICE				
BUSINESS SUPPORT CENTER				
OFFICE OF CHIEF INFORMATION OFFICER	\$223,000.00	Intelli ERP Po# 7523004357	SAP Configuration Analyst, SAP BASIS Administrator- Application Services support staff for SAP ABAP HR Consultant to support transport process, clear SWPR workflow queue, Assist with KRONOS processes, send data for DOE survey processes; SAP BASIS Consultant to perform continuous SAP system monitoring and review SAP system logs for evidence of attempted intrusion; and SAP ABAP Consultant to conduct technical work involving ABAP, WebDynpro, SmartForms, SAPscript, Fiori, ESS, MSS for HCM/Payroll, Finance, and Logistics modules.	Krishna Kishore \$110 Manoj Kotturi \$125 Venkata Babu \$110
OFFICE OF CHIEF INFORMATION OFFICER	\$28,000.00	Millenium Technology Group Po#7523003810	Wide Area Network Technology Services. Network engineer support - higher level engineer support. Providing tier four (4) support and network disaster recovery expertise; Test and document system behavior, performance, and security; Plan, design, and troubleshoot local and wide area network infrastructure, including routers, firewalls, switches, gateways, DNS servers, DHCP servers, clustering solutions, and related hardware, software, and services.	Art Astafiev \$87.50
OFFICE OF CHIEF INFORMATION OFFICER	\$78,115.00	Millenium Technology Group Po#7523004361	Technician II - Continuation of Technology Support Services support staff pending fulfillment of IT Division open vacant positions. Support Technicians for the District's IT Service Desk and Metrotech	Max Noguel \$ 35 Luka Recine\$35 Jerry Biggs \$35
OFFICE OF CHIEF INFORMATION OFFICER	\$21,210.13	Millenium Technology Group Po#7523004356	Video SurveillanceTechnician - Security support staff Continuation of Information Security support pending fulfillment of vacant positions	Alberto Molina \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$23,557.49	Millenium Technology Group Po#7523004382	Identity Management Specialist - Identity Management / Active Directory Consultant Fully manages Identity Management (IDM) flows into onprem Active Directory for over 300K users. User management, Group Membership, Attribute edits, Powershell Scripting, Group Policies, Security Management of AD objects, Troubleshooting, Domain Controller Windows Updates, Verifying Replications, KCC monitoring and troubleshooting, Event Log Analysis experience. AzureAD skilled, ADFS/SAML/WSFED experienced. Database Admin/ SQL query experience. Identity Management experience.	Paul Disse \$5,633.33 bi weekly retainer
OFFICE OF CHIEF INFORMATION OFFICER	\$120,000.00	Vitaver Po#7523004372	Project Management - Security support staff - Continuation of Information Security support pending fulfillment of vacant positions Overseeing small to large scaled, complex projects comprised of several deliverables and/or a number of phases; coordinates and delegates the assignments for the consultant project staff; is the focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or issuing entity	Rob Zimmerman \$78 Kenneth Potts \$65
OFFICE OF CHIEF INFORMATION OFFICER	\$84,000.00	Vitaver Po#7523004373	Project Management - Security support staff - Continuation of Information Security support pending fulfillment of vacant positions. Lead projects under the direction of the Director; work with users to coordinate and prioritize projects (maintenance and development).	William Calder Rate \$75
OFFICE OF CHIEF INFORMATION OFFICER	\$44,000.00	Tech Army Po# 7523004376	Logistics Analyst - Security support staff Take part requirements from tickets, order parts, track requisition to PO status, take delivery of parts and document serial numbers. Prepare transfer paperwork and pickup of parts to go to school site via video technician pickup, at ticket resolution process invoice to pay vendor for parts.	Brendon Brown \$39.99
OFFICE OF CHIEF INFORMATION OFFICER	\$121,106.25	Tech Army PO#7523004351	Software Services. Database Administrator - Administration, development, maintenance, documentation, and troubleshooting of a complex FileMakerPro 12 through 19 database(s). UI and layout design, scripting, create and modify fields, calculations, tables, and relationships. Support and assist in developing future projects that use an integrated web order system. Develop and integrate web applications, APIs and other integration functions into the existing client database. Centralize the databases and create a service account password for each of the database, so that users can have admin privileges on the databases.	Michael Shakaid \$112.50

OFFICE OF CHIEF INFORMATION OFFICER	\$87,999.50	Tech Army PO#7523004403	Technician Level II and Storage Administrator - Continuation of Infrastructure Services support staff pending fulfillment of IT Division open vacant positions. Technician II provides support and troubleshooting of end-user desktop, laptop, or server issues. Storage administrator documents processes, procedures, upgrades and problems, upgrade software, monitor performance and evaluate trends and needs. Manage, transform and provide user access to large datasets; install, configure, support and maintain storage areas networks and associated technology.	Richard Nicholson \$42 Anil Ready \$95
2022-2023 TOTAL	\$830,988.37			

Appendix B (cont.)

Fund Center Description	2023-2024 Total Spend	2023-2024 Vendor Breakdown	2023-2024 Scope as per pages 15 - 21 of ITB	2023-2024 Consultants with hourly rates
BUDGET OFFICE	\$3,637.50	Millenium Technology Group Po#7523005043	SAP Configuration Analyst - Focus primarily on Grants Management (GM) Reporting needs, also responsible for GM Ledger Functionality including grant master data maintenance, development of functionality specifications and testing. SAP Funds Management and Grants Management Module	No Info
OFFICE OF CHIEF INFORMATION OFFICER	\$20,230.00	Millenium Technology Group Po#7524002046	Technician II- Support and troubleshoot end-use desktop, laptop, or server issues Support Technicians for the District's IT Service Desk and Metrotech	Max Noguel \$ 35 Luka Recine\$35
OFFICE OF CHIEF INFORMATION OFFICER	\$166,400.00	Millenium Technology Group Po#7524002986	Technician II- Support and troubleshoot end-use desktop, laptop, or server issues Support Technicians for the District's IT Service Desk and Focus SIS.	Max Noguel \$40 Rohan Diedrick \$40 Joseph Ockimy \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$39,057.00	Millenium Technology Group Po#7523005734	Technician II- Support and troubleshoot end-use desktop, laptop, or server issues Support Technicians for the District's IT Service Desk and Metrotech	Max Noguel \$ 35 Luka Recine\$35 Jerry Biggs \$35
OFFICE OF CHIEF INFORMATION OFFICER	\$31,500.00	Millenium Technology Group Po#7523007057	Network Engineer - manage and deploy Fortinet Fortigate NGFW (5000/6000/7000 Series), VMware ESXi design experience, manage and deploy F5 BigIP Application Delivery Controller and Viption hardware, manage and deploy Infoblox DDI solutions, manage and deploy Cisco Nexus switches, conduct network design.	Art Astafiev \$87.50
BUSINESS SUPPORT CENTER	\$125,957.00	Intelli ERP Po# 7523005632	SAP Configuration Analyst - Build interface in SAP to provide master data from SAP to Filemakepro for Material Master, Vendors, Contracts/ SAP Ariba functional consultant, SAP technical consultant	Suryanarayana Kappagantula \$148 Prakash Singh \$125
BUSINESS SUPPORT CENTER	\$46,640.00	Intelli ERP Po#7523005632	SAP Configuration Analyst - Build interface in SAP to provide master data from SAP to Filemakepro for Material Master, Vendors, Contracts/ SAP Ariba functional consultant, SAP technical consultant	Suryanarayana Kappagantula \$148 Prakash Singh \$125
OFFICE OF CHIEF INFORMATION OFFICER	\$373,175.00	Intelli ERP Po#7523005704 \$166,600 Po#7524002055 \$86,160 Po#7524002734 \$120,415	SAP Configuration Analyst- SAP ABAP HR Consultant to support transport process, clear SWPR workflow queue, assist with KRONOS process, send data for DOE survey processes, and data service request s for maintenance/development in SAP HR. SAP BASIS Consultant and SAP ABAP HR Consultant	Krishna Kishore \$110 Manoj Kotturi \$125 Venkata Babu \$110
OFFICE OF CHIEF INFORMATION OFFICER	\$50,000.00	Aspire: \$50,000 Po# 7523005558 \$49,000 Po#7523006862 \$1,000	SAP Configuration Analyst - SAP Successfactors consultant for Recruiting and Onboarding modules Onboarding needs to process correctly. Verification that all Success Factors modules are successfully integrated. Capture all erro types in an Error log with steps to correct for IT Support Library (training needed). Job Requisition required programs to process correctly. Website modifications and migration from preview to production knowledge transfer.	Jennifer Adams \$200
OFFICE OF CHIEF INFORMATION OFFICER	\$64,691.25	Meridian Partners Po#7523005065 \$15,000 Po# 7524003128 \$49,691.25	SAP Configuration Analyst/Project Manager/Quality Assurance- SAP Successfactors consultant for Recruiting and Onboarding modules Review and support issues and requirements related to master data. Validate issues and requirements affecting the payroll postings. Validations of service pack entries, update temporary patch, and add new SAP notes, and instal new request on changes.	Lars Gliskov \$175 Enrique Leon \$175 Michael Williams \$195
OFFICE OF CHIEF INFORMATION OFFICER	\$92,100.00	Meridian Partners Po#7523005739	SAP Configuration Analyst - Create a new payroll area and migrate employees from the old payroll area to the new one. Modify the payroll calendars of one of the existing payroll areas to be aligned with the other. Develop a blueprint and desing of the solution	Monhan Gowda \$175
OFFICE OF CHIEF INFORMATION OFFICER	\$61,961.26	Tech Army Po#7523006328	Technician II - Responsible for the infrastructure, health, and performance of all services provided by SCCM as well as client health and security of the endpoints. Install, configure, and maintain 1 CAS, 4 site servers, and over 230 distribution points located at each school through the school district. Monitor the health of the SCCM environment daily to ensure replication and all components are running healthy and investigate and resolve any errors. Ensure the site servers are up and running and at peak performance, as well as SQL performance, health and site replication. Work with server team to implement a disaster recovery plan by requiring weekly virtual machine snapshots as well as nightly SCCM/SQL backups. Storage Administrator - Manage the storage infrastructure, prepare reports, provide technical guidance to staff. Optimize the performance of the storage infrastructure and address critical issues. Design, install, and manage storage solutions. Architect, design and implement infrastructure solutions for server hosting, virtualization, storage area network, centralized back-up, security, monitoring.	Richard Nicholson \$42 Anil Ready \$95
OFFICE OF CHIEF INFORMATION OFFICER	\$113,100.00	Tech Army Po#7524003718	Technician II (7) - Service Desk Support Technicians for the District's IT Service Desk and Metrotech	William Bankston \$40 Yanheng Chen \$40 Jeandre Herves \$40 Hemeue Mercier \$40 Reginald Monde \$40 Steve Napack \$40 Tenir Simms \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$166,900.00	Tech Army Po#7524003718	Technician II (7) - Service Desk Support Technicians for the District's IT Service Desk and Metrotech	William Bankston \$40 Yanheng Chen \$40 Jeandre Herves \$40 Hemeue Mercier \$40 Reginald Monde \$40 Steve Napack \$40 Tenir Simms \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$10,345.00	Tech Army Po#7524002464 \$9,905 Po#7524002556 \$440	Storage Administrator - Manage the storage infrastructure, prepare reports, provide technical guidance to staff. Optimize the performance of the storage infrastructure and address critical issues. Design, install, and manage storage solutions. Architect, design, and implement infrastructure solutions for server hosting, virtualization, storage area network, centralized back-up, security, monitoring. SAP Configuration Analyst - Encrypton Key Configuration in SAP Process Integration (PI) system. Evaluate the current encryption setup and requirements for the encryption key configuration. Develop a quick plan outlining the steps required for the configuration process. Implement the encryption key with the SAP PI environment, test to ensure data transmission remains seamless and secure, and comment the configuration process, settings, and guidelines.	Anil Ready \$95 Ram Naresh \$110 (max 4 hours)
OFFICE OF CHIEF INFORMATION OFFICER	\$41,589.60	Tech Army Po#7523007096	IT Security - Logistics Analyst - Take apart requirements from tickets, order parts, track requisition to PO status, take delivery of parts and document serial numbers. Prepare transfer paperwork and pickup of parts to go to school site via video technician pickup, at ticket resolution process invoice to pay vendor for parts.	Brandon Brown \$39.99
OFFICE OF CHIEF INFORMATION OFFICER	\$12,397.50	Vitaver Po#7523005196	Business Analyst - support the Focus SIS implementation	Patricia Francis \$57
OFFICE OF CHIEF INFORMATION OFFICER	\$34,200.00	Vitaver Po#7523005196	Business Analyst - support the Focus SIS implementation	Patricia Francis \$57

OFFICE OF CHIEF INFORMATION OFFICER	\$148,720.00	Vitaver Po#7523006898	IT Security - Office 365 Administrator to develop, evaluate, and manage systems security across the enterprise. Areas of concentration include account management, password auditing, network based and Web application based vulnerability scanning, virus managemnet, and intrusion detection. IT Security - Project Manager - Oversee small to large scaled, complex projects, comprised of several deliverables and/or a number of phases; coordinate and delegate the assignments for the consulstant project staff, focal point of contact for issuing entity regarding project status, meetings, reporting reuquirements, scope change, and issues and concerns.	Robert Zimmerman \$78 Kenneth Potts \$65
OFFICE OF CHIEF INFORMATION OFFICER	\$44,511.25	Vitaver Po#7523007205	IT Security - Project Manager providing specialized IT support to for ongoing operations including video surveillance and intercom systems	William Calder \$75
OFFICE OF CHIEF INFORMATION OFFICER	\$81,120.00	Vitaver Po#7524003934	IT Security - Project Manager - Oversee small to large scaled, complex projects, comprised of several deliverables and/or a number of phases; coordinate and delegate the assignments for the consulstant project staff, focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope change, and issues nad concerns.	Robert Zimmerman \$78
OFFICE OF CHIEF INFORMATION OFFICER	\$67,600.00	Vitaver Po#7524003935	IT Security - Office 365 Administrator to develop, evaluate, and manage systems security across the enterprise. Areas of concentration include account management, password auditing, network based and Web application based vulnerability scanning, virus managemnet, and intrusion detection. IT Security - Project Manager - Oversee small to large scaled, complex projects, comprised of several deliverables and/or a number of phases; coordinate and delegate the assignments for the consulstant project staff, focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope change, and issues and concerns.	Kenneth Potts \$65
OFFICE OF CHIEF INFORMATION OFFICER	\$5,995.19	Vitaver Po#7524001974	Business Analyst - fulfilling critical project deliverables for the implementation of the district Student Information System, Focus School Software. It is recommended that the consultant stay on the project until active vacancies can be filled.	Patricia Francis \$57
PROCUREMENT & LOGISTIC OPERATIONS	\$38,000.00	FASUSA Tech LLC Po#7524002349	Web Application Developer - Development and Implementation of the PWS Contract Tracker Online System v. 2.0 - Requirements, Flow Map, Development and Implementation.	\$180 per hour
SAFETY & SECURITY OPERATIONS				
TREASURER				
2023-2024 TOTAL	\$1,839,827.55			

Appendix B (cont.)

Fund Center Description	2024-2025 Total Spend	2024-2025 Vendor Breakdown	2024-2025 Scope as per pages 15 - 21 of ITB	2024-2025 Consultants with hourly rates
BUDGET OFFICE				
BUSINESS SUPPORT CENTER				
OFFICE OF CHIEF INFORMATION OFFICER	\$362,040.00	Intelli ERP Po#7524004442 \$201,120 Po# 7525008489 \$160,920	SAP ABAP HR Consultant - Support Transport process, clear SWPR Workflow queue, assist with day to day KRONOS processes, send data for DOE Survey processes, and data service requests for maintenance/development in SAP HR. SAP BASIS Consultant - perform continuous SAP system monitoring to ensure smooth operations, review SAP system logs for evidence of attempted intrusion and ensure geo-blocking is effective, perform code change transports throughout the SAP landscape, plan and facilitate the rollo out of SAP GUI updates to the end-user community	Krishna Kishore \$110 Manoj Kotturi \$125
OFFICE OF CHIEF INFORMATION OFFICER	\$56,437.50	Millenium Technology Group Po#7524004436 \$31,500 Po#7525010788 \$24,937.50	Wide Area Network Technology Services - Network Engineer - Network engineers/ architect support - higher level engineer support for Infrastructure Services Test and document system behavior, performance, and security. Plan, design, and troubleshoot local and wide area network infrastructure. Responsible for manageing and deploying Fortinet firewall equipment, VMWare ESXi design, manage and deploy F5 BigIP Application Delivery Controller and Viprion hardware, manage and deploy Infoblox DDI solutions, Manage and deploy Cisco Nexus switches, and network design.	Art Astafiev \$87.50
OFFICE OF CHIEF INFORMATION OFFICER	\$168,960	Millenium Technology Group Po#7524006104	Technician II - FOCUS SIS - District's IT Service Desk technicians for incident management, application support, customer service to support the district's extensive upgrade of new FOCUS SIS.	Rohan Diedrick \$40 Joseph Ockimy\$40 Terell Rolle \$40 Kendrick Jackson \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$81,120.00	Vitaver Po#7525009479	Project Manager - Safety Technology - Oversees multiple projects from small to large scale and from kick-off to close out. Includes video surveillance, erate related cabling/conduit, HB149 state camera installations, school hardening grant safety projects.	Robert Zimmerman \$78
OFFICE OF CHIEF INFORMATION OFFICER	\$6,000	Vitaver Po#7524005985	Technical Consultant II - Orient project vendor partners to District protocols and procedures. Liaise with school principal and Safety security & Emergency Preparedness to schedule site walks. Plan and participate in site walk-throughs. Obtain and review placement maps from vendors ensuring alignment with project requirements. Identify additional requirements with vendors (e.g., switches, UPS). Inventory equipment and prepare validation for work readiness. Initiate inspection calls and validate final inspection results.	Warren Thompson \$75
OFFICE OF CHIEF INFORMATION OFFICER	\$118,271.20	Tech Army Po#7525010804 \$56,840 Po# 7525010806 \$61,431.20	Technician II - Logistics and Support Technician- Analyze and triage video surveillance service tickets. Deploy on -site and vendor video technicians, as well as inventory. Work with vendors to scope out simple and complex job proposals. Maintain parts and inventory fo on-site technicians, verifying camera adjustments. Collaborate with school administrators and security personnel on site walks and project kickoff meetings. Obtain, upload, and evaluate vendor designs/plans ensuring alignment with project requirements, building code, and district specifications.	Diego Orton \$41
OFFICE OF CHIEF INFORMATION OFFICER	\$332.800	Tech Army Po#7524006082	Technician II - Service Desk Support Technician (8) - District's IT Service Desk technicians for incident management, application support, customer service to support the district's extensive upgrade of new SIS (FOCUS).	William Bankston \$40 Yanheng Chen \$40 Jeandre Herves \$40 Hemeue Mercier \$40 Reginald Monde \$40 Steve Napack \$40 Tenir Simms \$40 Meenakshi Fu \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$19,015.84	Tech Army Po#7524004770	IT Security - Logistics Analyst - Gather requirements from tickets, order parts, track requisition to PO status, take delivery of parts and document serial numbers. Prepare transfer paperwork and pickup of parts to go to school site via video technician pickup, at ticket resolution process invoice to pay vendor for parts.	Bradon Brown \$39.99
OFFICE OF CHIEF INFORMATION OFFICER	\$140,400.00	Tech Army Po#7524005986	IT Security - Project Manager II - Collaborate with project analyst/project support/vendors on project proposal development. Manage permit application and approval process, scheduling work up approval. Verify proposal adherence to agreed-upon site placements, making necessary adjstments. Coordinate with vendor, permit postings, manage plan review, permits, and inspections. Get status from vendor on equipment delivery/testing/staging for intercom projects. Coordinate various vendor installations - electircal, cabling, intercom, and switch/UPS. Track project progress and updates i the project tracker.	Douglas Schnoor \$67.50
OFFICE OF CHIEF INFORMATION OFFICER	\$20,794.80	Tech Army Po#7524005987	IT Security - Logistics Coordinator - Analyze and triage video surveillance service tickets remotely, deploying on-site video technicians, work with vendors to scope proposals, maintin parts and inventory logistics for on-site technicians, verify camera adjustments and close associated tickets.	Antoine Smith \$39.99
OFFICE OF CHIEF INFORMATION OFFICER	\$140,400.00	Tech Army Po#7524005988	IT Security - Technician Consultant II - Orient project vendor partners to District protocols and procedures. Liaise with school principal and Safety Security & Emergency Preparedness (SSEP) representatives to schedule site walks. Plan and participate in site walk-throughs. Obtain and review placement maps from vendors, ensuring alignment with proejct requirements.	Brandon Brown \$67.50

OFFICE OF CHIEF INFORMATION OFFICER	\$ 148,200.00	Tech Army Po#7524005568	Programmer Consultant - Provide SQL programming services within the enterprise systems of the client, using FOCUS School Software and Power BI as the main platforms. Perform database joining tasks to integrate data from different sources and ensure data quality and consistency. Write SQL reports that perform aggregate and calculations to support the client's data analysis and decision-making needs.	Dagiana Toussaïant \$95
PROCUREMENT & LOGISTIC OPERATIONS				
SAFETY & SECURITY OPERATIONS				
OFFICE OF CHIEF INFORMATION OFFICER	\$2,493.75	Meridian Partners Po#7524004700	SAP Configuration Analyst/Developer - specializes in areas of development (including ABAP), workflow, Fiori, HCM Process & Forms, SAP Enterprise Portal, and SAP SuccessFactors Onboarding. Develops, enhances, customizes, integrates, unit tests, and documents custom SAP components supporting business and technical requirements. Writes ABAP, Fiori, and Workflow or uses specialized development tools to create, enhance, or customize software components. Performs unit testing in concert with functional resources. Supports integration testing. Supports the deployment of changes by updating and distributing documentation of own custom developments according to SAP SuccessFactors Standard for Custom Code Management	Enrique Leon \$175
TREASURER	\$ 3,441.25	Meridian Partners Po#7524006217	SAP Configuration Analyst - Implementation of project regarding the uploading of journal entries from our FIS Treasury Management System to SAP.	Enrique Leon \$175
2024-2025 TOTAL	\$ 1,600,374.34			

Appendix B (cont.)

Fund Center Description	2025-2026 Total Spend	2025-2026 Vendor Breakdown	2025-2026 Scope as per pages 15- 21 of ITB	2025-2026 Consultants with hourly rates
BUDGET OFFICE				
BUSINESS SUPPORT CENTER				
OFFICE OF CHIEF INFORMATION OFFICER	\$49,900.00	Intelli ERP Po#7526002883	SAP ABAP HR Consultant - support transport process, clear SWPR workflow queue, assist with KRONOS processes, and send data for DOE survey processes.	Krishna Kishore \$110
OFFICE OF CHIEF INFORMATION OFFICER	\$54,000.00	Millenium Technology Group Po#7526002854	Quality Assurance/Senior Testing Analysts - to support testing and quality assurance for projects in implementation. Develop and manage test strategies, plans, cases, and scripts for district software systems. Lead end-to-end functional, regression, integration, and UAT testing across multiple projects. Translate user stories and requirements into actionable test scenarios. Perform back-end validation, data integrity testing, and API/integration testing. Manage defect tracking and resolution in coordination with vendors, internal stakeholders and teams, Project Managers, and Business Analysts. Mentor team members to improve technical testing capabilities. Create QA dashboards and structured reporting for leadership.	Avanthi Bobbia \$77.50 Kristofer Tomb \$77.50
OFFICE OF CHIEF INFORMATION OFFICER	\$31,500.00	Millenium Technology Group Po#7526001561	Network Engineer - service the servers at SBBC	Art Astafiev \$87.50
OFFICE OF CHIEF INFORMATION OFFICER	\$28,160.00	Millenium Technology Group Po#7525011647 \$28,160	Technician II (4)- Support of the FOCUS SIS system integration	Rohan Diedrick \$40 Joseph Ockimy\$40 Terrell Rolle \$40 Kendrick Jackson \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$105,600.00	Millenium Technology Group Po#7525011769	Technician II (3)- Support of the FOCUS SIS system integration	Rohan Diedrick \$40 Joseph Ockimy\$40 Terrell Rolle \$40
PROCUREMENT & LOGISTIC OPERATIONS				
OFFICE OF CHIEF INFORMATION OFFICER	\$56,088.62	Vitaver Po#7525011800	Project Manager - Oversees multiple projects, from small to large scale in size, from kickoff to closeout. Assesses risks to projects and maintains work records.	Robert Zimmerman \$78
SAFETY & SECURITY OPERATIONS	\$162,240.00	Vitaver Po#7526002258	Project Manager - Oversees multiple projects, from small to large scale in size, from kickoff to closeout. Assesses risks to projects and maintains work records.	Robert Zimmerman \$78
OFFICE OF CHIEF INFORMATION OFFICER	\$19,227.63	United Data Po#7526002761	Network Engineer - NetApp A300 system decommissioning and migration of drive trays to the A400 platform, including vendor-led cleanup and performance optimization.	\$8,537.19 (3 days) \$10,690.44 (2days)
OFFICE OF CHIEF INFORMATION OFFICER	\$124,800.00	Tech Army Po#7525011818	Technician II (3)- Support of the FOCUS SIS system integration	Reginald Monde \$40 William Bankston \$40 Hemeuve Mercier \$40
OFFICE OF CHIEF INFORMATION OFFICER	\$23,040.00	Tech Army Poo#7526002731	Power Apps Developer - Build Power pages app to streamline the review and approval process of agreements. Provide a centralized platform for tracking the status and history of agreements. Integrate AI analytics and conversational questions. Collect existing contract data, cleanse, and load into finalized contract database.	Chris Gyan-Baffour \$96
OFFICE OF CHIEF INFORMATION OFFICER	\$34,000.00	Tech Army Po#7526002855	Project Manager - Coordinate day-to-day activities with project teams, vendors, and stakeholders across multiple concurrent projects. Track and update risks, issues, and dependencies. Support facilitation of project meetings, workshops, and stakeholder communications. Includes, but is not limited to, Drills Management Platform, Consolidated Technology Catalog (CTC), contracts repository, the roll out of the Technology Request Form (TRF) module in Incident IQ, and support in building dashboards.	Howard Victor Samson \$97.90
OFFICE OF CHIEF INFORMATION OFFICER	\$6,347.00	Tech Army Po# 7525013765	Project Manager II - Collaborate with project analyst/project support/vendors on project proposal development.Manage permit application and approval process, scheduling work upon approval. Verify proposal adherence to agreed-upon site placements, making necessary adjustments. Coordinate with vendor: permit postings, manage plan review, permits, and inspections. Get status from vendor on equipment delivery/testing/staging for intercom projects. Coordinate facility preparation tasks, including key distribution, cleanup, deliveries, and security arrangements. Coordinate various vendor installations: electrical, cabling, intercom, and switch/UPS.Track project progress and updates in the project tracker.	Douglas Schnoor \$79.90
OFFICE OF CHIEF INFORMATION OFFICER	\$8,399.80	Tech Army Po#7525013766	Technical Consultant II - Orient project vendor partners to District protocols and procedures.Facilitate communication regarding payment processes, invoicing submissions, and collaboration with inspectors. Liaise with the school principal and Safety Security & Emergency Preparedness (SSEP) representatives to schedule site walks. Plan and participate in site walk-throughs, involving key vendors, SSEP representatives and school administrators. Obtain and review placement maps from vendors, ensuring alignment with project requirements. Obtain approval from school administration and safety personnel for proposed maps.Identify additional requirements with vendors (e.g., switches, UPS).	Brandon Brown \$70.90

SAFETY & SECURITY OPERATIONS	\$93,600.00	Tech Arm Po#7526002427	Logistics and Field Support Technician - Oversee projects in cyber and physical security under Safety Technology unit. Essential for ongoing operations including video surveillance and intercom systems. Support requires experienced specialists who can maneuver complex projects and provide technical and administrative solution to challenging technology issues.	Diego Orton \$45
SAFETY & SECURITY OPERATIONS	\$147,472.00	Tech Army Po#7526002431	Logistics and Field Support Manager - Support the Camera portfolio of repair services through management of break/fix tickets triaging, escalation, and creation of work orders for vendor partners, primarily with video management system stream and secondarily supporting intercoms and other projects.	Brendon Brown \$70.90
SAFETY & SECURITY OPERATIONS	\$147,472.00	Tech Army Po#7526002428	Project Manager - and support consultants to oversee projects in cyber and physical security under safety technology. Essential for ongoing operations including video surveillance and intercom systems. Manage permit application and approval process. Verify proposal adherence to agreed-upon site placements. Coordinate with vendor fo permit positings, manage plan review, permits, and inspections. Coordinate various vendor installations: electrical, cabling, and switch/UPS.	Douglas Schnoor \$79.90
SAFETY & SECURITY OPERATIONS	\$9,310.00	Tech Army: Po#7526002985	Logistics and Field Support Technician - Oversee projects in cyber and physical security under Safety Technology unit. Essential for ongoing operations including video surveillance and intercom systems. Support requires experienced specialists who can manage complex projects and provide technical and administrative solutions to challengin technology issues.	Natalia Wilson-Saurez \$49, hired as BCPS
TREASURER				
2025-2026 TOTAL	\$1,101,157.05			

Appendix C

Vendor Purchase Orders

Purchasing Document	PO Creation Date	Tot. PO Amt.	Requisitioner	Vendor	Vendor Name	Funds Center	Fund Center Description
7523003810	11/7/2022	28,000.00	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004351	12/16/2022	121,106.25	C. Collins	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004356	12/16/2022	21,210.13	T. Macri	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004357	12/16/2022	223,000.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004361	12/19/2022	78,115.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004372	12/19/2022	120,000.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004373	12/19/2022	84,000.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004376	12/19/2022	44,000.00	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004382	12/19/2022	23,557.49	T. Macri	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523004403	12/21/2022	87,999.50	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005043	1/30/2023	3,637.50	N.Reinsberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	2220097030	BUDGET OFFICE
7523005065	2/1/2023	15,000.00	C. Collins	113538	MERIDIAN PARTNERS LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005196	2/9/2023	46,597.50	J. Stanley	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005558	3/10/2023	49,000.00	C. Collins	137713	ASPIRE HR LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005632	3/15/2023	172,597.00	Tina Galli	129211	INTELLI ERP SOFTWARE LLC	1390098090	BUSINESS SUPPORT CENTER
7523005704	3/20/2023	166,600.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005734	3/21/2023	39,057.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523005739	3/22/2023	92,100.00	E. Motiwala	113538	MERIDIAN PARTNERS LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523006328	5/9/2023	61,961.26	J. Greenberg	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523006862	5/31/2023	1,000.00	C. Collins	137713	ASPIRE HR LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523006898	6/1/2023	148,720.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523007057	6/9/2023	31,500.00	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523007096	6/12/2023	41,589.60	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7523007205	6/21/2023	44,511.25	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524001974	8/1/2023	5,995.19	T. Skipper	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002046	8/9/2023	20,230.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002055	8/9/2023	86,160.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002349	8/24/2023	38,000.00	A. Fernandez	141897	FASUSA TECH LLC	1330097070	PROCUREMENT & LOGISTIC OPERATIONS
7524002464	8/30/2023	9,905.00	C. Collins	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002556	9/7/2023	440.00	C. Collins	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002734	9/14/2023	120,415.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524002986	10/3/2023	166,400.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524003128	10/11/2023	49,691.25	C. Collins	113538	MERIDIAN PARTNERS LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524003718	11/29/2023	280,000.00	M. Rosario	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524003934	12/13/2023	81,120.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524003935	12/13/2023	67,600.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER

Appendix C

Vendor Purchase Orders

Purchasing Document	PO Creation Date	Tot. PO Amt.	Requisitioner	Vendor	Vendor Name	Funds Center	Fund Center Description
7524004436	1/29/2024	31,500.00	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524004442	1/30/2024	201,120.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524004700	2/12/2024	2,493.75	C. Collins	113538	MERIDIAN PARTNERS LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524004770	2/14/2024	19,015.84	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524005568	4/5/2024	148,200.00	T. Skipper	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524005985	5/2/2024	6,000.00	T. Macri	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524005986	5/2/2024	140,400.00	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524005987	5/2/2024	20,794.80	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524005988	5/2/2024	140,400.00	T. Macri	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524006082	5/9/2024	332,800.00	M. Rosario	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524006104	5/10/2024	168,960.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7524006217	5/20/2024	3,441.25	Lily Doman	113538	MERIDIAN PARTNERS LLC	2210097040	TREASURER
7525008489	7/29/2024	160,920.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525009479	8/23/2024	81,120.00	J. Greenberg	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525010788	11/12/2024	24,937.50	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525010804	11/13/2024	56,840.00	J. Greenberg	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525010806	11/13/2024	61,431.20	J. Greenberg	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525011647	1/16/2025	28,160.00	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525011769	1/23/2025	105,600.00	M. Rosario	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525011800	1/27/2025	56,088.62	J. Greenberg	122696	VITAVER & ASSOCIATES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525011818	1/28/2025	124,800.00	M. Rosario	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525013765	6/5/2025	6,347.00	J. Greenberg	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7525013766	6/5/2025	8,399.80	J. Greenberg	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526001561	8/1/2025	31,500.00	J. Greenberg	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002258	8/19/2025	162,240.00	La Rosa	122696	VITAVER & ASSOCIATES INC	1701097180	SAFETY & SECURITY OPERATIONS
7526002427	8/26/2025	93,600.00	La Rosa	135544	TECH ARMY LLC	1701097180	SAFETY & SECURITY OPERATIONS
7526002428	8/26/2025	147,472.00	La Rosa	135544	TECH ARMY LLC	1701097180	SAFETY & SECURITY OPERATIONS
7526002431	8/26/2025	147,472.00	La Rosa	135544	TECH ARMY LLC	1701097180	SAFETY & SECURITY OPERATIONS
7526002731	9/9/2025	23,040.00	C. Collins	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002761	9/10/2025	19,227.63	J. Greenberg	120451	UNITED DATA TECHNOLOGIES INC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002854	9/16/2025	54,000.00	D. Diamond	115915	MILLENNIUM TECHNOLOGY GROUP LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002855	9/16/2025	34,000.00	D. DIAMOND	135544	TECH ARMY LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002883	9/17/2025	49,900.00	C. Collins	129211	INTELLI ERP SOFTWARE LLC	1380098580	OFFICE OF CHIEF INFORMATION OFFICER
7526002985	9/26/2025	9,310.00	La Rosa	135544	TECH ARMY LLC	1701097180	SAFETY & SECURITY OPERATIONS

\$ 5,372,347.31

Appendix D

Summarization

Vendor Name	Requisitioner	Fund Center Description	Sum of Tot. PO Amt.
ASPIRE HR LLC	C. Collins	OFFICE OF CHIEF INFORMATION OFFICER	50,000.00
ASPIRE HR LLC Total			50,000.00
FASUSA TECH LLC	A. Fernandez	PROCUREMENT & LOGISTIC OPERATIONS	38,000.00
FASUSA TECH LLC Total			38,000.00
INTELLI ERP SOFTWARE LLC	C. Collins	OFFICE OF CHIEF INFORMATION OFFICER	1,008,115.00
INTELLI ERP SOFTWARE LLC	Tina Galli	BUSINESS SUPPORT CENTER	172,597.00
INTELLI ERP SOFTWARE LLC Total			1,180,712.00
MERIDIAN PARTNERS LLC	C. Collins	OFFICE OF CHIEF INFORMATION OFFICER	67,185.00
MERIDIAN PARTNERS LLC	E. Motiwala	OFFICE OF CHIEF INFORMATION OFFICER	92,100.00
MERIDIAN PARTNERS LLC	Lily Doman	TREASURER	3,441.25
MERIDIAN PARTNERS LLC Total			162,726.25
MILLENNIUM TECHNOLOGY GROUP LLC	D. Diamond	OFFICE OF CHIEF INFORMATION OFFICER	54,000.00
MILLENNIUM TECHNOLOGY GROUP LLC	J. Greenberg	OFFICE OF CHIEF INFORMATION OFFICER	175,597.50
MILLENNIUM TECHNOLOGY GROUP LLC	M. Rosario	OFFICE OF CHIEF INFORMATION OFFICER	578,362.00
MILLENNIUM TECHNOLOGY GROUP LLC	N.Reinsberg	BUDGET OFFICE	3,637.50
MILLENNIUM TECHNOLOGY GROUP LLC	T. Macri	OFFICE OF CHIEF INFORMATION OFFICER	44,767.62
MILLENNIUM TECHNOLOGY GROUP LLC Total			856,364.62
TECH ARMY LLC	C. Collins	OFFICE OF CHIEF INFORMATION OFFICER	154,491.25
TECH ARMY LLC	D. Diamond	OFFICE OF CHIEF INFORMATION OFFICER	34,000.00
TECH ARMY LLC	J. Greenberg	OFFICE OF CHIEF INFORMATION OFFICER	194,979.26
TECH ARMY LLC	La Rosa	SAFETY & SECURITY OPERATIONS	397,854.00
TECH ARMY LLC	M. Rosario	OFFICE OF CHIEF INFORMATION OFFICER	737,600.00
TECH ARMY LLC	T. Macri	OFFICE OF CHIEF INFORMATION OFFICER	494,199.74
TECH ARMY LLC	T. Skipper	OFFICE OF CHIEF INFORMATION OFFICER	148,200.00
TECH ARMY LLC Total			2,161,324.25
UNITED DATA TECHNOLOGIES INC	J. Greenberg	OFFICE OF CHIEF INFORMATION OFFICER	19,227.63
UNITED DATA TECHNOLOGIES INC Total			19,227.63
VITAVER & ASSOCIATES INC	J. Greenberg	OFFICE OF CHIEF INFORMATION OFFICER	137,208.62
VITAVER & ASSOCIATES INC	J. Stanley	OFFICE OF CHIEF INFORMATION OFFICER	46,597.50
VITAVER & ASSOCIATES INC	La Rosa	SAFETY & SECURITY OPERATIONS	162,240.00
VITAVER & ASSOCIATES INC	T. Macri	OFFICE OF CHIEF INFORMATION OFFICER	551,951.25
VITAVER & ASSOCIATES INC	T. Skipper	OFFICE OF CHIEF INFORMATION OFFICER	5,995.19
VITAVER & ASSOCIATES INC Total			903,992.56
Grand Total			5,372,347.31

Appendix E -Projected Current Project Costs

Project Name	Scope of Work (per ITB descriptions)	Scope of Work (Project-specific)	Estimated FY23-045 Consultant Cost per Week 2025-2026	Estimated Projected # of Weeks Remaining 2025-2026	Estimated FY23-045 Projected Costs Remaining 2025-2026
1. Asset Management (Maximo Phase 2) 2. Asset Management (Maximo Phase 3 - new and enhanced capabilities)	<p>General area of service:</p> <ul style="list-style-type: none"> - Software Services: Analysis, design and programming. Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. <p>Corresponding role responsibilities:</p> <ul style="list-style-type: none"> - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration. - Business Analyst: Minimum of four (4) years' experience as a Business Analyst in generating system documentation (system flow charts, instructional manuals, logic diagrams, data mapping, crosswalks etc.); coordinate the activities (maintenance and development) within an application area,(e.g., Finance), analyze and document user requirements; perform feasibility studies; design new systems and develop program specifications to accomplish the design; prepare quality assurance and user acceptance test scripts, prepare organizational change management, prepare implementation plan for all new systems and coordinate the implementation effort; design and implement enhancements to existing systems; communicate with operational staff in analyzing user problems; assist in hardware/software evaluation. Apply system development methodology techniques to all new applications; assign work to Programmer/Analysts instruct Programmer/Analysts in data processing techniques; review and approve the work of Programmer/Analysts; participate, successfully, in the training programs offered to increase the individual's skill and proficiency related to the assignments; review current developments, literature and technical sources related to job responsibility. 	<p>Maximo Phase 2:</p> <ul style="list-style-type: none"> - Hypercare Support - Primary Responsibility: Ensure all testing documentation and validation evidence from Phase 2 is complete, accurate, and aligned with SBBC standards. - Technical Knowledge Transfer - Objective: Prepare SBBC Quality Assurance (QA) processes for Phase 3 by leveraging lessons learned from Phase 2. <p>Maximo Phase 3 - new and enhanced capabilities):</p> <ul style="list-style-type: none"> - Requirements Review & Prioritization - Align Phase 3 requirements with IBM's contractual deliverables and findings, SBBC-IBM contract scope by department, Documentation from prior discovery and requirements gathering sessions and IBM's traceability matrix. - QA/Test Planning & Coordination - Quality Assurance (QA) Analyst will drive test coordination and planning. - Hypercare Support - Primary Responsibility: Ensure all testing documentation and validation evidence from Phase 3 is complete, accurate, and aligned with SBBC standards. - Technical Knowledge Transfer - Objective: Document SBBC Quality Assurance (QA) processes for future projects 	\$2,906.25	30	\$87,187.50
Web-filtering (Linewize Filter) Classroom Monitoring (Classwize) Behavioral Monitoring Trial/Pilot (Linewize Monitor) Parent Engagement Suite Trial/Pilot (Linewize) Community Engagement	<p>General area of service:</p> <ul style="list-style-type: none"> - Software Services: Analysis, design and programming. Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. <p>Corresponding role responsibilities:</p> <ul style="list-style-type: none"> - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration. - Business Analyst: Minimum of four (4) years' experience as a Business Analyst in generating system documentation (system flow charts, instructional manuals, logic diagrams, data mapping, crosswalks etc.); coordinate the activities (maintenance and development) within an application area,(e.g., Finance), analyze and document user requirements; perform feasibility studies; design new systems and develop program specifications to accomplish the design; prepare quality assurance and user acceptance test scripts, prepare organizational change management, prepare implementation plan for all new systems and coordinate the implementation effort; design and implement enhancements to existing systems; communicate with operational staff in analyzing user problems; assist in hardware/software evaluation. Apply system development methodology techniques to all new applications; assign work to Programmer/Analysts instruct Programmer/Analysts in data processing techniques; review and approve the work of Programmer/Analysts; participate, successfully, in the training programs offered to increase the individual's skill and proficiency related to the assignments; review current developments, literature and technical sources related to job responsibility. 	<ul style="list-style-type: none"> - Survey Analysis & Issue Identification - Testing & Validation Planning - Requirements & Compliance 	\$2,906.25	12	\$34,875.00
Enterprise Data Lake (EDL)/District Bus (Cyberlocke)	<p>General area of service:</p> <ul style="list-style-type: none"> - Software Services: Analysis, design and programming. Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. <p>Corresponding role responsibilities:</p> <ul style="list-style-type: none"> - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration. - Business Analyst: Minimum of four (4) years' experience as a Business Analyst in generating system documentation (system flow charts, instructional manuals, logic diagrams, data mapping, crosswalks etc.); coordinate the activities (maintenance and development) within an application area,(e.g., Finance), analyze and document user requirements; perform feasibility studies; design new systems and develop program specifications to accomplish the design; prepare quality assurance and user acceptance test scripts, prepare organizational change management, prepare implementation plan for all new systems and coordinate the implementation effort; design and implement enhancements to existing systems; communicate with operational staff in analyzing user problems; assist in hardware/software evaluation. Apply system development methodology techniques to all new applications; assign work to Programmer/Analysts instruct Programmer/Analysts in data processing techniques; review and approve the work of Programmer/Analysts; participate, successfully, in the training programs offered to increase the individual's skill and proficiency related to the assignments; review current developments, literature and technical sources related to job responsibility. 	<ul style="list-style-type: none"> - Requirements Review, Analysis, Validation - QA/Test Planning & Coordination - Vendor & Stakeholder Coordination - Document SBBC Quality Assurance (QA) processes for future projects 	\$2,906.25	30	\$87,187.50
Safety Technology Access Control Program	<p>Corresponding role responsibilities:</p> <p>Project Manager II: Minimum four (4) years' experience as a Project Manager experience in overseeing small-scaled, non-complex projects, comprised of a small number of deliverables and/or small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 10; focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or issuing entity. Ability to lead projects under the direction of the Director; work with users to coordinate and prioritize projects (maintenance and development).</p>	<ul style="list-style-type: none"> - Planning, executing, and overseeing all tasks related to the implementation or enhancements to existing door access control systems, such as managing user permissions, access policies, and physical or digital access points. - Breaking down the project into manageable workstreams, ensuring clear communication and accountability among teams, verifying building permits are applied for and issued, and life safety/fire code subject area specialists have been engaged. - Coordinating and documenting with other subject matter experts to ensure the project stays on schedule, within budget, and meets its objectives. Supervises vendors, as assigned. 	\$2,836.00	30	\$85,080.00
District Surveillance Network	<p>Corresponding role responsibilities:</p> <ul style="list-style-type: none"> - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration. Logistics Analyst 	<ul style="list-style-type: none"> - Maintenance of Systems - New Access Control Capital Projects Management (Just-In-Time, One-Stop-Shop Model where we coordinate/manage everything) - Support with District Camera Systems (MAIN) and Intercom (SECONDARY) Capital projects - Assist with Safety Technology service tickets - Assist with Return Merchandise processing - Assist Inventory Management 	\$2,836.00	30	\$85,080.00
District Intercom Project	<p>Corresponding role description:</p> <ul style="list-style-type: none"> - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration. 	<ul style="list-style-type: none"> - Maintenance of Systems - Support with District Camera Systems (MAIN) and Intercom (SECONDARY) Capital projects - Inventory Management - Logistics Coordination - Administrative Support - Field Support 	\$1,960.00	30	\$58,800.00

Project Name	Scope of Work (per ITB descriptions)	Scope of Work (Project-specific)	Estimated FY23-045 Consultant Cost per Week 2025-2026	Estimated Projected # of Weeks Remaining 2025-2026	Estimated FY23-045 Projected Costs Remaining 2025-2026
District Intercom Project	Corresponding role description: - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional application testing; System testing and training Risk management analysis; Business process and control design and integration.	- Maintenance of Systems - Support with District Camera Systems (MAIN) and Intercom (SECONDARY) Capital projects - Inventory Management - Logistics Coordination - Administrative Support - Field Support	\$1,800.00	30	\$54,000.00
ERP RFP	General area of service: - Software Services: Analysis, design and programming, Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. Corresponding role description: - Business Analyst: Minimum of four (4) years' experience as a Business Analyst in generating system documentation (system flow charts, instructional manuals, logic diagrams, data mapping, crosswalks etc.); coordinate the activities (maintenance and development) within an application area, (e.g., Finance), analyze and document user requirements; perform feasibility studies; design new systems and develop program specifications to accomplish the design; prepare quality assurance and user acceptance test scripts, prepare organizational change management, prepare implementation plan for all new systems and coordinate the implementation effort; design and implement enhancements to existing systems; communicate with operational staff in analyzing user problems; assist in hardware/software evaluation. Apply system development methodology techniques to all new applications; assign work to Programmer/Analysts instruct Programmer/Analysts in data processing techniques; review and approve the work of Programmer/Analysts; participate, successfully, in the training programs offered to increase the individual's skill and proficiency related to the assignments; review current developments, literature and technical sources related to job responsibility.	Support the documentation and analysis of current business processes, identify opportunities for improvement, and develop future-state process maps to enhance operational efficiency and alignment with district goals.	\$2,906.25	10	\$29,062.50
ERP Implementation	General area of service: - Software Services: Analysis, design and programming, Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. Corresponding role description: - Project Manager II: Minimum of four (4) years' experience as a Project Manager experience in overseeing small-scaled, non-complex projects, comprised of a small number of deliverables and/or small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 10; focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or issuing entity. Ability to lead projects under the direction of the Director; work with users to coordinate and prioritize projects (maintenance and development). - Technical Consultant II: Minimum four (4) years' experience with a specified software application or area of technical expertise that can include, but is not limited to, the following activities: System configuration (for specified software applications); Business and data requirements gathering/analysis; Development of project plans and system specifications; Vendor analysis and software selection; Development of program change management structure; Operational change management implementation; Functional	- Project Planning & Execution - Stakeholder Engagement & Communication - Requirements & Solution Alignment - Quality Assurance & Risk Management	\$3,671.75	24	\$88,122.00
1. Drills Management Platform (Emergency Management System) 2. Implementation of the Technology Request Form (TRF) module in Incident IQ 3. Consolidated Technology Catalog (CTC) with instructional and non-instructional software finalizing database connections planning	General area of service: - Software Services: Analysis, design and programming, Classroom Management Systems (Pinnacle), Kronos, Microsoft Enterprise Project Management, Microsoft Balance Score Card, BMC Helix, Kentico Web Content Management, Power BI Dashboards & Data Analysis. Corresponding role description: Project Manager II: Minimum of four (4) years' experience as a Project Manager experience in overseeing small-scaled, non-complex projects, comprised of a small number of deliverables and/or small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 10; focal point of contact for issuing entity regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or issuing entity. Ability to lead projects under the direction of the Director; work with users to coordinate and prioritize projects (maintenance and development).	- Project Planning & Execution - Stakeholder Engagement & Communication - Requirements & Solution Alignment - Quality Assurance & Risk Management	\$3,671.75	30	\$110,152.50
Network Engineering Services	General area of service: Storage and Servers: VMWare, vROps, Netapp, OMS, UCS, Veeam, Blade Technology, Cloud Infrastructure SaaS (AWS, Azure), KACE, BMC/Helix Ticketing System Corresponding role description: System Admin: Minimum four (4) years' experience as a skilled and experienced Linux System administrator with engineering experience DNS fundamentals, BIND Network fundamentals, including diagnostics with Unix tools RedHat Linux ES 3, 4, and 5. Working knowledge of complex web hosting configuration components, including firewalls, load balancers, web and database servers. Well versed in Apache web server, PHP, MySQL, VMWare – ability to deploy, support, and diagnose real issues for a production environment.	- Managing and deploying Fortinet firewall equipment - VMWare ESXi design - Managing and deploying FS BigIP Application Delivery Controller and Viprion hardware - Managing and deploying Infoblox DDI solutions - Managing and deploying Cisco Nexus switches - Network Design	\$1,312.50	6	\$7,875.00
ESTIMATED TOTALS			\$29,713.00		\$727,422.00



Status: ADDED ITEM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2025-11-18	Special School Board Meeting
CATEGORY:	HH. Human Resources
DEPARTMENT:	Compensation

Agenda Item Number:	6.
Consent or Open Item:	Open
Special Order:	NO
Time for Special Order:	

TITLE:	Proposed Revised Job Description for the Workers' Comp. Compl. & Info Spec. Position
REQUESTED ACTION:	Approve the proposed revised job description for the Workers' Compensation Compliance & Information Specialist Position. Finance/Workers Compensation. District-wide.

RATIONALE:

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

Executive Summary
Job Description
Item 6 Response

FINANCIAL IMPACT:

There is an additional Financial impact tot he District of \$14,751.68. The respective funding is allocated in the department's budget. There is no Financial Impact to the District's general fund.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

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OR • Business Operations**BOARD ACTION:**

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Romanier Johnson	Phone: 754-321-1990
Name: Dr. Ernie Lozano	Phone: 754-321-1840

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Dr. Ernie Lozano, Chief Human Resources Officer

Approved in
Open Board
Meeting On:

November 18, 2025

Signature

Dr. Ernie Lozano, Chief Human Resources Officer Nov 14,

By:

School Board Chair

Electronic Signature
Form \$4189 Revised 7/24
HH/JJS

For more information, please contact:

Name: Romaneir Johnson

Title: Chief Financial Officer

Phone: 754-321-1990

EXECUTIVE SUMMARY

Proposed Revised Job Description for the Workers' Compensation Compliance & Information Specialist Position

Board Meeting Date: November 18, 2025

Recommended Action:

Approve the proposed revised job description for the Workers' Compensation Compliance & Information Specialist Position.

Is it Statutorily Required? No

District-zone Impact: District-wide

Impact if the Board Voted Yes or No

- **If the Board votes "Yes":** The recommended modifications being made to the job description will align the position title, salary band, position goal, qualifications, and performance responsibilities of the position based upon the expected scope of work being performed District-wide.

- **If the Board votes "No":** The recommended modifications being made to the job description will not align and the position will remain under an outdated job description that does not reflect current responsibilities, salary band, or qualifications, leading to operational inefficiencies, accountability gaps, and delayed updates. This also has a negative impact on the incumbent performing these duties, as their roles remain misclassified and not properly compensated.

Background/History

The scope of work for this position has evolved significantly since its initial version in 2013, primarily written by District consultants. The current job description states that the primary goal of this position is to provide administrative support for the Worker's Compensation (WC) leadership team, collecting and distributing various forms of financial data necessary for the timely and accurate reporting of statutory/regulatory information, and for various administrative functions

within program/claim operations. While this information is true, it only touches on one of the two primary functions of the position, which is completing the Wage Statement (DFS-F2-DWC-1a) for injured employees required by the Florida Department of Financial Services, Division of WC. Due to payroll exceptions such as one-time bonuses, retro salary increases, etc., the complexity of completing these reports has increased significantly over the past few years, requiring additional research, report generation and analytical decision making to ensure their accuracy. The WC department continues to work with the District IT related departments to enhance reports through programming, but multiple steps are still required. Late or incorrect Wage Statements may have a significant financial impact to the District including penalties, interest, and attorney fees that could be up to \$10,000 per occurrence.

The second primary responsibility for this position is coordinating the time and attendance entry in the SAP payroll system for all injured employees throughout the District. This position serves as a liaison between all District schools and departments and the assigned claims adjuster to determine; the calculation of Illness in the line-of-duty leave entitlement, verification that absences are WC related, and accurate input of daily absences and leaves into SAP. Errors made in this process lead to incorrect payroll entries (overpayments and underpayments) potentially resulting in off-cycle check requests and disgruntled employees. This essential responsibility is not mentioned in the goal or performance responsibilities of the current job description. All other responsibilities were updated to be accurate in this job description revision.

The recommended revision to the job description includes updates to the title, salary band, position goal, and performance responsibilities of the position to ensure alignment of the current scope of work being performed. The job description was presented as HH-1 at the November 12, 2025 RSBM, but was not Board approved. The job description was withdrawn prior to the October 14, 2025, Regular School Board Meeting to address feedback regarding the minimum education requirements.

- Feedback: Is the minimum qualifications section correct and-should there be an "or" in the minimum qualifications section to address different levels of education paired with different levels of experience.

- Response: The minimum education requirement for this position was increased from a high school diploma/GED to an associate's degree in this revision. The "or" format allowing for either an associate degree with 3 years of experience **or** a bachelor's degree with 1 year of experience is commonly used in district job descriptions and in the market to reflect equivalency between education and experience, especially in fields like workers' compensation, where practical experience is often valued more than formal education. However, based on the feedback and for greater clarity and consistency for this position, the "or" was removed.
- Revision from 10/14/25 submission: The "or" bachelor's degree with 1 year experience requirement has been moved to the Preferred Qualifications section.

The Compensation Department provided the respective labor representatives with copies of the revised job description for review. Applicable feedback received prior to the submission of this item was incorporated where appropriate.

Alignment to 2027 Goals and Guardrails

Business Operations

Measurable Outcome(s)/Return on Investment

The proposed job description revisions will ensure the appropriate description for this critical position that is responsible for collecting, preparing, analyzing, and distributing various forms of financial data necessary for the timely and accurate, reporting of statutory/regulatory information, and for supporting various administrative functions within program/claim operations. Additionally, the cost avoidance in net claims expense generated by the Self-Administered Workers' Compensation program since its inception in 2013, helps offset the financial impact of these projected salary increases associated with the revised job descriptions. The average annual net claims expense for the initial twelve years of the Self-Administered WC program is approximately \$11.5 million. The average annual net claims expense for the prior nine years (of accurate comparative data) is approximately \$16.3 million. This has generated an average cost avoidance of \$4.7 million, annually in claims expenses.

Financial Impact, Funding Source & Budget Status

There is an additional financial impact to the District of \$14,571.68 inclusive of fringe benefits. The respective funding is allocated in the department's budget 1211 Workers' Compensation Fund. **There is no financial impact to the District's General Fund.**

Number of Positions Included	Base Salary Incr.	Variable Fringe (22.90%)	Total
One (1)	\$11,856.53	\$2,715.15	\$14,571.68

Is this a multi-year contract? No

Procurement Method N/A

Impact on Schools N/A

If there is an impact on schools, how will schools be selected/prioritized? N/A

If Applicable: Was a Survey Conducted? What Were the Results? N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle N/A

If Applicable: Additional Backup: N/A



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA JOB DESCRIPTION

POSITION TITLE: Workers' Compensation Compliance & Information Specialist Operations Analyst
JOB CODE: CC-069
CLASSIFICATION: Non-Exempt
SALARY BAND: A1-A2
BARGAINING UNIT: ESMAB
REPORTS TO: Manager, Workers' Compensation Analytics & Operations Support or designee
CONTRACT YEAR: Twelve Months

POSITION GOAL:

The Workers' Compensation Operations Analyst is responsible for collecting, preparing, analyzing, and distributing financial and operational data necessary for the timely and accurate reporting of statutory and regulatory information. This position also supports a variety of administrative functions within the workers' compensation program and claims operations, ensuring compliance, operational efficiency, and data integrity. The Analyst plays a key role in informing decision-making and ensuring accurate reporting to internal and external stakeholders. ~~The Workers' Compensation Compliance & Information Specialist position is responsible for providing administrative support for the Workers' Compensation Program leadership team, collecting, and distributing various forms of financial data necessary for the timely and accurate reporting of statutory/regulatory information, and for supporting various administrative functions within program/claim operations.~~

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

~~The Workers' Compensation Compliance & Information Specialist~~ Operations Analyst shall carry out the performance responsibilities listed below:

- Serve as a custodian of intellectual integrity for the District's workers' compensation program ensuring alignment with core principles, procedures, and compliance standards.
- Analyze workers' compensation claims and coordinate with claims adjusters to determine Illness in the Line of Duty (ILD), indemnity, and medical benefits due to injured workers and approved District volunteers.
- Act as liaison between School Board of Broward County (SBBC) payroll department, payroll contacts, and the workers' compensation department regarding earnings, salary withholdings, stipends, incentive payments, bonuses, overtime, secondary positions, absence types, overpayment recoveries, and fringe benefits.
- Act as liaison between the SBBC human resources department and the workers' compensation department regarding personnel records, leaves of absence, retirement, and separations of employment of workers' compensation claimants.
- Create and document processes to ensure workers' compensation payroll procedures are followed consistently.
- Review workers' compensation absence notifications District-wide and approve as appropriate.
- Research workers' compensation payroll discrepancies and make corrections and notifications as appropriate.
- Ensure that workers' compensation payroll and leave data are entered in a timely manner to comply with established payroll schedules.
- Investigate and prepare documents to facilitate the accurate disbursement of off-cycle and escalation payments resulting from workers' compensation corrections.
- ~~Compile and analyze data in order to prepare program level workers' compensation self insurance and self administration. statutory/regulatory reports and filings, e.g., financial/loss costs, certifications, and claim activity reporting.~~
- ~~Provide assistance on legislative, regulatory, and industry initiatives.~~
- ~~Maintain extensive spreadsheets and databases, create forms and templates, and prepare and format documents using multiple software programs for supervisor's presentations and reports.~~
- Develop, create, update, and maintain spreadsheets, databases forms, templates, for departmental presentations and reports.

- Enter and maintain workers' compensation related absence, payroll, leave, and employment status information in the HR system or internal databases.
- Track relevant HR actions within workers' compensation claims systems, databases, and spreadsheets as necessary.
- Compile, analyze, and summarize data to prepare administrative, benefits, claims, legal, regulatory and salary reports for the workers' compensation department.
- Generate payroll system data to appropriately create standard and ad hoc reports needed to comply with Florida Statute 440.
- Produce employee average weekly wage reports based upon HRMS salary, earnings, incentive, benefits and compensation data to accurately determine workers' compensation benefits indemnity payment amounts in accordance with Florida Statute 440.
- Coordinate with claims adjusters and defense counsel to produce accurate salary documents and reports for indemnity payments, impairment benefits, depositions, mediations, and hearings.
- Compose and prepare correspondence to key stakeholders including but not limited to: payroll processing guidelines, communication standards, and workers' compensation leave statuses for review and submission by Workers' Compensation Program Administrator.
- Prepare and distribute workers' compensation-related reports for statutory and ad hoc reporting.
- ~~Compile and summarize workers' compensation specific statutory data.~~
- ~~Perform analysis and create reports for supervisor review and submission to regulating agencies.~~
- ~~Schedule and coordinate meeting facilities and equipment, make travel arrangements, and maintain the central task and event calendar.~~
- ~~Attend and participate in meetings on supervisor's behalf as requested; responsible for producing and distributing meeting minutes to appropriate personnel.~~
- ~~Assist with the work area budget process, maintain records of expenditures, and ensure proper financial coding.~~
- Respond to workers' compensation administration, compliance, information, operations, and payroll inquiries from injured workers, claims adjusters, administrative personnel, and management in accordance with applicable federal law(s), FL Statute(s), SBBC policies and departmental best practices internal and external customer requests for statutorily required information.
- Serve as the workers' compensation payroll expert for defense counsel in preparation for depositions, mediations, and hearings.
- Perform and promote all activities in compliance with the equal employment and non-discrimination policies of The School Board of Broward County, Florida.
- ~~Participate successfully in training programs to enhance the individual's skills and proficiency related to the job responsibilities.~~
- ~~Maintain technical competency and currency through continuous and regular review of relevant industry developments, literature, and other technical sources of information, as well as participation in conferences and other continuing education opportunities.~~
- Participate in training programs offered to enhance the individual skills and proficiency related to job responsibilities.
- Review current developments, literature and technical sources of information related to the job responsibilities w
- Ensure adherence to safety rules and procedures.
- Follow federal and state, as well as School Board policies.
- Perform other duties as assigned by the immediate supervisor or designee.

MINIMUM QUALIFICATIONS & EXPERIENCE:

- ~~Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.~~
- An earned associate's degree from an accredited institution in a field related to the title of the position.
- Minimum A minimum of five (5) three (3) years of experience in a workers' compensation, payroll, benefits administration, risk management, business analysis, reporting, or related area. field support or analytical role.
- Effective verbal and written communication skills.
- Strong analytical and reporting skills.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE:

- ~~An associate's degree in a field related to the title of the position.~~
- ~~Minimum of three (3) years of experience in a workers' compensation support or analytical role.~~
- An earned bachelor's degree from an accredited institution in a field related to the title of the position.
- A Florida 6-24 (workers' compensation adjuster) license or Florida 6-20 (all lines of insurance) license.
- Bilingual skills.

SIGNIFICANT CONTACTS – frequency, contact, purpose, and desired end result:

Regularly interact with ~~contracted~~ service providers to ensure the District's Workers' Compensation program is consistent with SBBC's strategic direction, policies and procedures. Regularly communicate with claim stakeholders including but not limited to injured workers, location administrators, medical practice staff, legal practice staff, and others relative to compliance and general support matters.

PHYSICAL REQUIREMENTS:

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

EVALUATION:

Performance will be evaluated in accordance with Board policy.

Board Approved: 6/11/13

Board Adopted: 7/23/13

Topic: Meeting: November 12, RSBM

Topics: HH-1.) Proposed Revised Job Description for the Workers' Comp. Compl. & Info Spec. Position AND HH-2.) Proposed Revised Job Description for the Workers' Comp. Med. Records Res.

Staff Follow Up: Can you please explain the increase in workload that justifies the pay increase? These are big jumps in pay and I would like a break down of how this increase was determined.

Response: These original job descriptions were created in 2013 by the consulting firm the District hired to oversee the transition to an in-house Workers' Compensation (WC) program. They were based upon a private sector model for a large-scale operation with cross functional support. Over time, WC Leadership recognized that as a self-administered unit of a smaller scale, there were numerous duties and tasks that were not properly accounted for in those original job descriptions. Over the last 12 years, many modifications/improvements have been made to both the overall structure of the WC department and specific job descriptions to increase cross training and reduce redundancy on our operations team. Job studies were requested on these two positions in May of 2023 to make them current and accurate with the adjustments made over the prior ten years. However, delays in the job study process and administrative changes have delayed their completion. Please see the additional details and rationale on each position below.

HH-1.) Proposed Revised Job Description for the Workers' Compensation Compliance. & Information Specialist

The current job description states that the primary goal of this position is to provide administrative support for the WC leadership team, collecting and distributing various forms of financial data necessary for the timely and accurate reporting of statutory/regulatory information, and for various administrative functions within program/claim operations. While this information is true, it only touches on one of the two primary functions of the position, which is completing the Wage Statement (DFS-F2-DWC-1a) for injured

employees required by the Florida Department of Financial Services, Division of WC. Due to payroll exceptions such as one-time bonuses, retro salary increases, etc., the complexity of completing these reports has increased significantly over the past few years, requiring additional research, report generation and analytical decision making to assure their accuracy. The WC department continues to work with the District IT related departments to enhance reports through programming, but multiple steps are still required. Late or incorrect Wage Statements may have a significant financial impact to the District including penalties, interest, and attorney fees that could be up to \$10,000 per occurrence.

The second primary responsibility for this position is coordinating the time and attendance entry in the SAP payroll system for all injured employees throughout the District. This position serves as a liaison between all District schools and departments and the assigned claims adjuster to determine; the calculation of Illness in the line-of-duty leave entitlement, verification that absences are WC related, and accurate input of daily absences and leaves into SAP. Errors made in this process lead to incorrect payroll entries (overpayments and underpayments) potentially resulting in off-cycle check requests and disgruntled employees. This essential responsibility is not mentioned in the goal or performance responsibilities of the current job description. All other responsibilities were updated to be accurate in this job description revision.

HH-2.) Proposed Revised Job Description for the Workers' Compensation Medical Records Researcher.

The responsibilities in the current job description state that this position is responsible for researching, requesting, collecting, verifying, investigating and otherwise navigating the healthcare system to secure prior medical records relevant to making workers' compensation claim determinations, as required by statute.

This information is correct but significantly incomplete as this job description was created at the onset of the WC Department in 2013 with the intent of having one employee in this position who would have a sole focus on obtaining

medical records. However, several years into the WC program it was determined that it was too redundant for one staff member and became a significant issue when the one employee was absent for any period creating a backlog of records requests. The WC Leadership team determined it was more effective and efficient to cross train the four operations employees to be assigned to certain claims adjusters and medical case managers to perform all operations support functions (which encompassed 3 prior job descriptions). This includes, but is not limited to: scheduling medical appointments and diagnostic tests for injured employees; requesting medical and legal records; requesting personnel records; etc. This revised job description is now current and accurate with the cross-functional duties the position requires.

The current incumbents in these positions understand the financial challenges of the District and have been performing these enhanced, more complex positions over the past four school years, patiently awaiting the completion of these job studies. There is a total of \$35,412.13 inclusive of salary and fringe benefits, for the five incumbents of the 2 positions, which have already been allocated in the approved budget for the current fiscal year and will continue to be part of the recurring staffing budget moving forward.

HH/RJ/JZ:cdw



Status: ADDED ITEM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2025-11-18

Special School Board Meeting

CATEGORY: HH. Human Resources**DEPARTMENT:** Compensation

Agenda Item Number: 7.

Consent or Open Item: Open

Special Order: NO

Time for Special Order:

TITLE:**Proposed Revised Job Description for the Workers' Comp. Med. Records Res.
ADDED****REQUESTED
ACTION:****Approve the proposed revised job description for the Workers' Compensation
Medical Records Researcher Position. Finance/Workers' Compensation.
District-wide.****RATIONALE:**

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

Executive Summary

Job Description

Item 7 Response

FINANCIAL IMPACT:

There is an additional financial impact to the District of \$20,840.45 The respective funding is allocated in the department's budget. There no financial impact to the District's general fund.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes****OR • Business Operations****BOARD ACTION:**

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Romaneir Johnson

Phone: 754-321-1990

Name: Dr. Ernie Lozano

Phone: 754-321-1840

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Dr. Ernie Lozano, Chief Human Resources Officer

Approved in

Open Board

Meeting On: November 18, 2025

Signature

Dr. Ernie Lozano, Chief Human Resources Officer Nov 14,

By:

School Board Chair

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

Name: Romaneir Johnson

Title: Chief Financial Officer

Phone: 754-321-1990

EXECUTIVE SUMMARY

Proposed Revised Job Description for the Workers' Compensation Medical Records Researcher Position

Board Meeting Date: November 18, 2025

Recommended Action:

Approve the proposed revised job description for the Workers' Compensation Medical Records Researcher Position.

Is it Statutorily Required? No

District-zone Impact: District-wide

Impact if the Board Voted Yes or No

- **If the Board votes "Yes":** The recommended modifications being made to the job description will align the position title, pay grade, position goal, qualifications, and performance responsibilities of the position based upon the expected scope of work being performed District-wide.

- **If the Board votes "No":** The recommended modifications being made to the job description will not align and the position will remain under an outdated job description that does not reflect current responsibilities, pay grade, or qualifications, leading to operational inefficiencies, accountability gaps, and delayed updates. This also has a negative impact on the incumbents performing these duties, as their roles remain misclassified and not properly compensated.

Background/History

The scope of work for this position has evolved significantly since its initial version in 2013, primarily written by District consultants. Originally, this position only had one employee primarily focused on obtaining medical records. However, several years into the Worker's Compensation (WC) program it was determined that it was too redundant for one staff member and became a significant issue when the one employee was absent for any period creating a backlog of records requests. The WC Leadership team determined it was more effective and efficient to cross train the four operations employees to be assigned to

certain claims adjusters and medical case managers to perform all operations support functions (which encompassed key responsibilities of 3 prior job descriptions). This includes, but is not limited to: scheduling medical appointments and diagnostic tests for injured employees; requesting medical and legal records; requesting personnel records; etc. This revised job description is now current and accurate with the cross-functional duties the position requires.

The recommended revision to the job description includes updates to the title, pay grade, position goal, and performance responsibilities of the position to ensure alignment of the current scope of work being performed. The job description was presented as HH-1 at the November 12, 2025 RSBM, but was not approved. The job description was withdrawn prior to the October 14, 2025, Regular School Board Meeting due to feedback regarding the proposed job title, responsibilities and minimum education requirements.

Job Title

- Original Proposed Title: Workers' Compensation Operations Specialist
- Current Proposed Title: Workers' Compensation Clerk Specialist
- Rationale: Aligns with existing internal COPA classifications specifically Clerk Specialist A and Clerk Specialist B

Responsibilities

- Feedback: Concern regarding removal of eight (8) essential performance responsibilities with increase in pay grade.
- Response: The responsibilities that have been removed do not accurately reflect the increased scope, and level of complexity, of the role. The responsibilities were rewritten to better articulate the technical and analytical nature of the work being performed. This expands the scope from routine clerical functions to include duties that are more specialized to the Workers' Compensation field, justifying the proposed two-grade salary increase. The new classification aligns not only with internal job classifications (e.g., Clerk Specialist A at pay grade 6 and Clerk Specialist B at pay grade 8), but also with market and industry standards.

Minimum Education Requirement

- Feedback: Should the minimum education requirement be raised from high school diploma/GED to an associate's degree, given the salary increase?
- Current: High school diploma/GED
- Recommendation: No change
- Rationale: This approach aligns with established Workers' Compensation industry standards, where relevant experience and proper licensure are often valued more highly than formal educational qualifications. In addition, it is consistent with all COPA classifications only requiring a high school diploma. Increasing the education requirement for this role to an associate degree would deviate from industry norms and will reduce the qualified candidate pool significantly.

The Compensation Department provided the respective labor representatives with copies of the revised job description for review. Applicable feedback received prior to the submission of this item was incorporated where appropriate.

Alignment to 2027 Goals and Guardrails

Business Operations

Measurable Outcome(s)/Return on Investment

The proposed job description revisions will ensure the appropriate description for this critical position that is responsible for researching, requesting, collecting, verifying, investigating, and navigating the workers' compensation system. This position plays a key role in facilitating the timely exchange of information, coordinating medical care for injured employees, and assisting with the efficient management and resolution of workers' compensation claims ensuring that staff, providers, and claimants have the accurate and timely data needed for effective claims handling. Additionally, the cost avoidance in net claims expense generated by the Self-Administered Workers' Compensation program since its inception in 2013, helps offset the financial impact of these projected salary increases associated with the revised job descriptions. The average annual net claims expense for the initial twelve years of the Self-Administered WC program is approximately \$11.5 million. The average annual net claims expense for the prior nine years (of accurate comparative data) is

approximately \$16.3 million. This has generated an average cost avoidance of \$4.7 million, annually in claims expenses.

Financial Impact, Funding Source & Budget Status

There is an additional financial impact to the District of \$20,840.45 inclusive of fringe benefits. The respective funding is allocated in the department's budget 1211 Workers' Compensation Fund. **There is no financial impact to the District's General Fund.**

Number of Positions Included	Base Salary Incr.	Variable Fringe (22.90%)	Total
Four (4)	\$16,957.24	\$3,883.21	\$20,840.45

Is this a multi-year contract? No

Procurement Method N/A

Impact on Schools N/A

If there is an impact on schools, how will schools be selected/prioritized? N/A

If Applicable: Was a Survey Conducted? What Were the Results? N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle N/A

If Applicable: Additional Backup: N/A



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA JOB DESCRIPTION

POSITION TITLE: Workers' Compensation Medical Records Researcher Clerk Specialist
JOB CODE: TT-038
CLASSIFICATION: Not-Exempt
PAY GRADE: PG4 6
BARGAINING UNIT: COPA
REPORTS TO: Manager, Workers' Compensation Analytics & Operations, or designee
CONTRACT YEAR: Twelve Months

POSITION GOAL:

The Workers' Compensation Clerk Specialist is responsible for researching, requesting, collecting, verifying, investigating, and navigating the workers' compensation system to support the department's operations. This position plays a key role in facilitating the timely exchange of information, coordinating medical care for injured employees, and assisting with the efficient management and resolution of workers' compensation claims. The Clerk Specialist provides essential administrative and operational support, ensuring that staff, providers, and injured workers have the accurate and timely data needed for effective claims handling.

~~The Workers' Compensation Medical Records Researcher is responsible for researching, requesting, collecting, verifying, investigating, and otherwise navigating healthcare system to secure prior medical records relevant to making workers' compensation claim determinations. The primary role of this position is to provide the claims operation with medical and related data and information necessary to make appropriate compensability and medical causality determinations as required by statute.~~

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

~~The Workers' Compensation Medical Records Researcher~~ Clerk Specialist shall carry out the performance responsibilities listed below:

- ~~• Perform research in order to prepare accurate requests for information.~~
- ~~• conduct and document ongoing follow up with holder of medical records.~~
- ~~• Effectively use advanced customer service skills and principles in order to successfully secure records.~~
- ~~• utilize familiarity with medical practice/facility medical records processes to enhance opportunity for success in securing medical records.~~
- ~~• Utilize well developed problem-solving skills to aid in alternative approaches to successfully securing medical records.~~
- ~~• Compile medical records and information for use by claims operations.~~
- ~~• Utilize automated system to record and track progress of medical records collection.~~
- ~~• Prepare and complete accurate documentation of all activities as defined by policy and procedure.~~
- ~~• Troubleshoot, research, analyze and remove barriers to the securing of medical records (provide pre-payment, collect and deliver signed medical release, etc.) enter and analyze transactions in the claims administration system, correct records, and adjust errors based upon feedback from medical providers.~~
- Support the daily operations of the workers' compensation department by performing advanced clerical and administrative functions and acting as a central source of information for nurse case managers, claims adjusters, medical facilities, clinicians, and injured workers.
- Request, secure, process, and share confidential documents, images, mail, email, and other communication for the workers' compensation department.
- Research, analyze, secure, redact, compile, and summarize confidential workers' compensation claim records in digital and paper formats.
- Make first-level determinations for direction of care to primary and secondary healthcare providers including but not limited to physicians, therapists, and imaging centers.
- Prepare and submit authorizations for medical care and equipment to hospitals, urgent care facilities, physicians, therapists, and suppliers.

- Coordinate with nurse case managers, claims adjusters, medical facilities, clinicians, and injured workers to ensure injured workers receive timely appointments for medical care, diagnostic imaging, and diagnostic testing.
- Coordinate with claims adjusters, defense counsel, and opposing counsel to compile documents for depositions, mediations, and hearings.
- Enter, modify, and complete diaries and notes within the claims management system to maintain continuity of care and to comply with required documentation, procedures, and policies.
- Respond to internal and external stakeholders in a timely manner.
- Initiate and complete initial injured worker contacts as requested.
- Obtain information required by the workers' compensation department to make compensability decisions.
- Document communication and interaction with injured workers, healthcare providers and staff within the claims management system according to department standards.
- Redact and compile confidential workers' compensation records to comply with subpoenas, public records requests, and media requests as defined by FL Statute 440 and SBBC policy.
- Ensure there is an efficient coordination of care between injured workers, work sites, and treatment facilities.
- Arrange transportation and translation services for injured workers as appropriate.
- Serve as intermediary contact between injured workers and workers' compensation claims adjusters, nurse case managers, and workers' compensation management.
- Perform independent administrative and clerical work of a complex nature.
- Perform and promote all activities in compliance with equal employment and nondiscrimination policies of The School Board of Broward County, Florida.
- Participate successfully in training programs to enhance the individual's skills and proficiency related to the job responsibilities.
- Maintain technical competency and currency through continuous and regular reviews of relevant industry developments, literature, and other technical sources of information, as well as participation in conferences and other continuing education opportunities.
- Ensure adherence to good safety procedures.
- Follow all applicable federal and state laws, as well as relevant School Board policies.
- Perform other duties as assigned by the immediate supervisor Manager, Workers' Compensation Operations, or designee.

MINIMUM QUALIFICATIONS & EXPERIENCE:

- Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program.
- Minimum of three (3) four (4) years of clerical or administrative experience in a workers' compensation, healthcare administration, risk management, insurance litigation, or related department support.
- Effective written and verbal communication skills.
- Strong understanding of medical terminology.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE:

- An earned associate degree from an accredited institution in a field related to the duties of the position.
- A Florida 6-24 (workers' compensation adjuster) license or Florida 6-20 (all lines of insurance) license.
- Bilingual skills.

SIGNIFICANT CONTACTS – frequency, contact, purpose, and desired end result:

Main contact is medical providers, facilities, etc., will regularly interact with ~~contracted~~ service providers to ensure the District's Workers' Compensation program is consistent with SBBC's strategic direction, policies, and procedures. Will regularly communicate with claim stakeholders including but not limited to injured workers, medical practice staff, legal practice staff, and others to discuss/resolve specific, individual medical records collection matters.

PHYSICAL REQUIREMENTS:

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

EVALUATION:

Performance will be evaluated in accordance with Board policy.

Board Approved: 6/11/13

Board Adopted: 7/23/13

Topic: Meeting: November 12, RSBM

Topics: HH-1.) Proposed Revised Job Description for the Workers' Comp. Compl. & Info Spec. Position AND HH-2.) Proposed Revised Job Description for the Workers' Comp. Med. Records Res.

Staff Follow Up: Can you please explain the increase in workload that justifies the pay increase? These are big jumps in pay and I would like a break down of how this increase was determined.

Response: These original job descriptions were created in 2013 by the consulting firm the District hired to oversee the transition to an in-house Workers' Compensation (WC) program. They were based upon a private sector model for a large-scale operation with cross functional support. Over time, WC Leadership recognized that as a self-administered unit of a smaller scale, there were numerous duties and tasks that were not properly accounted for in those original job descriptions. Over the last 12 years, many modifications/improvements have been made to both the overall structure of the WC department and specific job descriptions to increase cross training and reduce redundancy on our operations team. Job studies were requested on these two positions in May of 2023 to make them current and accurate with the adjustments made over the prior ten years. However, delays in the job study process and administrative changes have delayed their completion. Please see the additional details and rationale on each position below.

HH-1.) Proposed Revised Job Description for the Workers' Compensation Compliance. & Information Specialist

The current job description states that the primary goal of this position is to provide administrative support for the WC leadership team, collecting and distributing various forms of financial data necessary for the timely and accurate reporting of statutory/regulatory information, and for various administrative functions within program/claim operations. While this information is true, it only touches on one of the two primary functions of the position, which is completing the Wage Statement (DFS-F2-DWC-1a) for injured

employees required by the Florida Department of Financial Services, Division of WC. Due to payroll exceptions such as one-time bonuses, retro salary increases, etc., the complexity of completing these reports has increased significantly over the past few years, requiring additional research, report generation and analytical decision making to assure their accuracy. The WC department continues to work with the District IT related departments to enhance reports through programming, but multiple steps are still required. Late or incorrect Wage Statements may have a significant financial impact to the District including penalties, interest, and attorney fees that could be up to \$10,000 per occurrence.

The second primary responsibility for this position is coordinating the time and attendance entry in the SAP payroll system for all injured employees throughout the District. This position serves as a liaison between all District schools and departments and the assigned claims adjuster to determine; the calculation of Illness in the line-of-duty leave entitlement, verification that absences are WC related, and accurate input of daily absences and leaves into SAP. Errors made in this process lead to incorrect payroll entries (overpayments and underpayments) potentially resulting in off-cycle check requests and disgruntled employees. This essential responsibility is not mentioned in the goal or performance responsibilities of the current job description. All other responsibilities were updated to be accurate in this job description revision.

HH-2.) Proposed Revised Job Description for the Workers' Compensation Medical Records Researcher.

The responsibilities in the current job description state that this position is responsible for researching, requesting, collecting, verifying, investigating and otherwise navigating the healthcare system to secure prior medical records relevant to making workers' compensation claim determinations, as required by statute.

This information is correct but significantly incomplete as this job description was created at the onset of the WC Department in 2013 with the intent of having one employee in this position who would have a sole focus on obtaining

medical records. However, several years into the WC program it was determined that it was too redundant for one staff member and became a significant issue when the one employee was absent for any period creating a backlog of records requests. The WC Leadership team determined it was more effective and efficient to cross train the four operations employees to be assigned to certain claims adjusters and medical case managers to perform all operations support functions (which encompassed 3 prior job descriptions). This includes, but is not limited to: scheduling medical appointments and diagnostic tests for injured employees; requesting medical and legal records; requesting personnel records; etc. This revised job description is now current and accurate with the cross-functional duties the position requires.

The current incumbents in these positions understand the financial challenges of the District and have been performing these enhanced, more complex positions over the past four school years, patiently awaiting the completion of these job studies. There is a total of \$35,412.13 inclusive of salary and fringe benefits, for the five incumbents of the 2 positions, which have already been allocated in the approved budget for the current fiscal year and will continue to be part of the recurring staffing budget moving forward.

HH/RJ/JZ:cdw

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

Status: ADDED ITEM

2025-11-18	Special School Board Meeting
CATEGORY:	OO. Operations
DEPARTMENT:	Procurement & Logistics Operations

Agenda Item Number:	8.
Consent or Open Item:	Open
Special Order:	NO
Time for Special Order:	

TITLE: **AGR24-330 - Latinos in Action - Termination**
ADDED

REQUESTED ACTION: **Approve the Termination without cause of the Agreement between The School Board of Broward County, Florida (SBBC), and Latinos in Action, Inc. (LIA); and delegate authority to the Superintendent to send a minimum thirty (30) calendar day written notice to LIA of the termination of the Agreement. District-wide.**

RATIONALE:

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

EXHIBITS:

Executive Summary
Financial Analysis Worksheet
Notice of Termination Letter

FINANCIAL IMPACT:

There is no financial impact to SBBC. This early Agreement termination should result in a recovery of \$362,975.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

Goal 4: College & Career Readiness/Acceleration

OR Business Operations**BOARD ACTION:**

(For Official School Board Records Only)

SOURCE OF ADDITIONAL INFORMATION

Name: Wanda F. Paul	Phone: 754-321-2659
---------------------	---------------------

Name: Dr. Angela R. Fulton	Phone: 754-321-2100
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THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Wanda F. Paul, Chief Operations Officer

Signature

Wanda F. Paul, Chief Operations Officer Oct 29, 2025
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Approved in

Open Board

Meeting On:

November 18, 2025

By:

School Board Chair

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

EXECUTIVE SUMMARY

Recommendation to Approve the Termination of the Agreement with Latinos in Action, Inc. (LIA) AGR24-330 - Latinos in Action

Board Meeting Date: November 18, 2025

Recommended Action

Approve the Termination without cause of the Agreement between The School Board of Broward County, Florida (SBBC), and Latinos in Action, Inc. (LIA); and delegate authority to the Superintendent to send a minimum thirty (30) calendar day written notice to LIA of the termination of the Agreement.

Is it Statutorily Required? No

District-Zone Impact: District-wide.

Impact if the Board Voted Yes or No

-If the Board votes “Yes”: SBBC will terminate the Agreement without cause between SBBC and LIA effective December 31, 2025.

-If the Board votes “No”: SBBC will not terminate the Agreement between SBBC and LIA effective December 31, 2025.

Background/History

On June 18, 2024, SBBC approved an Agreement between SBBC and LIA with a term that commenced on July 1, 2024, and expires on June 30, 2027. Under the Agreement, LIA provides a program that teaches District students real-life leadership experience by participating in student-led service, social, and professional committees, and class presidencies. Under the program, students in the LIA program serve as role models, mentors, and literacy tutors for neighboring elementary school students. The LIA program has been implemented in the District in forty-nine (49) schools.

District staff requests that SBBC terminate the Agreement without cause, effective December 31, 2025, as allowed by section 3.05 of the Agreement.

Alignment to 2027 Goals and Guardrails

Goal 4: College & Career Readiness/Acceleration

Guardrail 2: Equity

Measurable Outcome(s)/Return on Investment

N/A

Financial Impact, Funding Source & Budget Status

There is no financial impact to SBBC. This early Agreement termination should result in a recovery of \$362,975.

Recommendation to Approve the Termination of the Agreement with Latinos in Action, Inc. (LIA)
AGR24-330 - Latinos in Action
November 18, 2025, Board Agenda
Page 2

ACTION	BOARD DATE	Budgeted in Current FY Yes/No	Funding Source (s)	TERM (months)	AMOUNT
Agreement - original spending authority request	6/18/2024	Yes	Bilingual/ESOL General Budget and Title III, part A Grant	36	\$625,350
Termination	11/18/2025	N/A	N/A	N/A	(\$362,975)
Total Agreement Amount				18	\$262,375

Is this a multi-year contract?

The termination of the multi-year Agreement will lead to a cost avoidance of \$362,975.

Procurement Method

N/A

Impact on Schools:

District schools will no longer be able to offer LIA program.

If there is an impact on schools, how will schools be selected/prioritized?

N/A

If Applicable: Was a Survey Conducted? What Were the Results?

N/A

If Applicable: Technology/Capital Expected Lifecycle/Replacement Cycle:

N/A

If Applicable: Additional Backup:

N/A

PROCUREMENT & WAREHOUSING SERVICES

FINANCIAL ANALYSIS WORKSHEET

BID INFORMATION			
New Bid # (Ex: 10-004R):		Preparation Date:	November 17, 2025
Previous Bid # (Ex: 10-004R):	AGR24-330	Buyer/PA:	SUSANNE DALE
New Bid Award Total:		Bid Title:	Latinos in Action
Previous Award Total:	\$625,350		
Bid Type:	TERMINATION OF BID		
Previous Bid Term (Start Date):	7/1/2024	New Bid Term (In Months):	
Previous Bid Term (End Date):	6/30/2027	# of Months Into Bid:	16

SPEND REPORTING	
Purchase Order(s) Spend:	\$262,375
P Card Purchases:	\$0
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$262,375
Average Monthly Expenditure:	\$22,957
Unused Authorized Spending:	\$362,975
Est. Forecasted Spend (For Entire Bid Term):	\$0

[illegible]

NOTES (Type Below):

Default Funding Source*		Department/School & Sign-off Information*	
Cost Center	2735098170	Name (First & Last)	Victoria Saldala
Fund	1000	Title	Director
Functional Area	5130000000000000	Department/School Name	Bilingual/ESOL
Commitment Item	53970000	Sign-off provided by	

*To ensure accuracy, please type in or select from the menu for the Default Funding Source and Department Information (No hand written information)

Data Source: SAP and Works (Bank of America system)	Prepared on:	
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All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.

Office of the Superintendent
Dr. Howard Hepburn
Superintendent of Schools
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301
phone: 754-321-2600 • fax: 754-321-2701
superintendent@browardschools.com

**The School Board of
Broward County, Florida**

Debra Hixon, Chair
Sarah Leonardi, Vice Chair

Lori Alhadeff
Maura McCarthy Bulman
Adam Cervera, Esq.
Dr. Jeff Holness
Nora Rupert
Rebecca Thompson
Dr. Allen Zeman

Dr. Howard Hepburn
Superintendent of Schools

November 19, 2025

US MAIL AND VIA EMAIL

Latinos In Action, Inc.
C/O Dr. Jose Enriquez
PO BOX 790
Sandy, Utah 84091

Email: jose@latinosinaction.org

Reference: Agreement between The School Board of Broward County, Florida and Latinos In Action, Inc.
with a Term commencing on July 1, 2024 and expiring on June 30, 2027

Subject: Written Notice of Termination Without Cause

Dear Latinos In Action, Inc.:

The School Board of Broward County, Florida (SBBC), at its November 18, 2025, Regular School Board Meeting, authorized the termination, without cause, of the Agreement between SBBC and Latinos In Action, Inc., that commenced on July 1, 2024 and expires on June 30, 2027 (Agreement), with an option extend term for two (2) additional one (1) year periods upon the approval of both parties in writing in the form of an Amendment to the Agreement; and granted the Superintendent of Schools the authority to provide Latinos In Action, Inc. with a minimum thirty (30) calendar day notice of the termination, without cause, of same Agreement.

In accordance with section 3.05 of the Agreement, this letter hereby serves as the official minimum thirty (30) calendar day written notice of termination, without cause, of the Agreement. Please be advised that effective December 31, 2025, the Agreement will be officially terminated.

Sincerely,

Dr. Howard Hepburn
Superintendent of Schools

cc: Jennifer D. Andreu, Executive Director, Procurement & Logistic Operations
Victoria Saldala, Director, Bilingual/ESOL Department
Tyrry R. McCloud, Manager, Strategic Sourcing Manager, Procurement & Logistic Operations