

MINUTES OF THE AUGUST 15, 2023, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, August 15, 2023 at the St. Petersburg College EpiCenter, 1-453, 13805 58th Street N., Clearwater, Florida. The following Board members were present: Chair Thomas Kidwell, Vice Chair Jason Butts, Katie Cole and Deveron Gibbons (via zoom), and Nathan Stonecipher. Also present was Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

NOTICE OF MEETING BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College will hold a public meeting to which all persons are invited, commencing at 9:00 a.m. on Tuesday, June 21, 2022 at the St. Petersburg College EpiCenter, 1-453, 13805 58th Street N., Clearwater, Florida. The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

A copy of the agenda may be obtained within seven (7) days of the meeting on the [SPC Board of Trustees website](#) at www.spcollege.edu, or by calling the Board Clerk at (727) 341-3241.

Members of the public are given the opportunity to provide public comment at meetings of the Board of Trustees concerning matters and propositions on the agenda for discussion and Board action. At the Board meeting, in advance of the time for public comment on the agenda, individuals desiring to speak shall submit a registration card to the Board Clerk, Ms. Rebecca Turner, at the staff table. Policy and procedures regarding public comment can be found on the [SPC Board of Trustees website](#) at www.spcollege.edu

If any person wishes to appeal a decision made with respect to any matter considered by the Board, he or she will need a record of the proceedings. It is the obligation of such person to ensure that a verbatim record of the proceedings is made. Section 286.0105, Florida Statutes.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency five business days before the meeting by contacting the Board Clerk at 727-341-3241. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

23-075. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
AUGUST 15, 2023

St. Petersburg College EpiCenter (1-453)
13805 58th Street N
Clearwater, FL

ANNUAL ORGANIZATIONAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions
 - 1. Dr. John Kurnik (*Attending*)
 - 2. Dr. Sheila Newberry (*Attending*)
 - 3. Ms. Vivian Winters (*Attending*)
- B. SPC Spotlights
 - 1. New Associate Vice President of Facilities Planning and Institutional Services
– Mr. Adam Colby
- C. Annual Organizational Meeting
 - 1. Election of Chairperson
 - 2. Election of Vice Chairperson
 - 3. Selection of Day for Regular Monthly Board Meetings
 - 4. Selection of Time for Regular Monthly Board Meetings
 - 5. Designation of Location for Special Board Meetings Held at Locations Other than the EpiCenter
- D. Appointment of Board Members to Direct Support Organization Boards:
SPC Foundation, Inc; Institute for Strategic Policy Solutions/ Assignments to
(Non-DSO's) Leepa-Rattner Museum of Art and Palladium Theater St. Petersburg
College (*Action*)

III. COMMENTS

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of June 20, 2023 (*Action*)

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V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Spring 2023 Course Success Rates – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)

- 2. Workforce at SPC – Dr. Jackie Skryd, Vice President, Workforce and Corporate Partnerships (*Presentation*)

B. ADMINISTRATIVE MATTERS

- 1. Employee Healthcare Benefits – Mr. Darryl Wright-Greene, Chief Human Resources and Talent Officer (*Presentation*)

VII. CONSENT AGENDA

- A. OLD BUSINESS (items previously considered but not finalized) - None

- B. NEW BUSINESS

- 1. ADMINISTRATIVE MATTERS

- a. Human Resources

- i. Personnel Report (*Action*)

- 2. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. US Economic Development Administration (EDA) 2023 STEM Challenge (*Action*)

- b. US Department of Education History and Civics Education National Activities Grant (*Action*)

- c. Pinellas County Social Action Grant (*Action*)

- d. National Association for Community College Entrepreneurship - Everyday Entrepreneur Grant (*Action*)

- e. U.S. Department of Justice, Office of Community Oriented Policing Services, Community Policing Development: Continuation of the Regional De-Escalation Training Centers Network (*Action*)

- f. U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), Invitational Solicitation: Continuation of the Designation as the COPS De-Escalation National Training Coordinator (*Action*)

- 3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

- a. Oracle America, Inc., PeopleSoft Campus Agreement – Students, Staff, Faculty and Administrative (*Action*)

- b. Palo Alto Networks, Inc. Purchase of Palo Alto Internet and Network Security Firewalls (*Action*)
 - c. Tutor.com, Inc.—Online Tutoring Services Agreement for Tutor.com (*Action*)
4. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
- a. Change Order #1, Extension of Time, Substantial Completion, Final Accounting, and Certificate of Final Inspection/Project Acceptance, Project #265-M-20-0, CW Upgrade & Replace Fire Panels (*Action*)
 - b. Agreement with CBRE, Inc. for Real Estate Brokerage Services (*Action*)
 - c. ESa and JMA Architecture Contract Award for Palladium Theater Renovation – St. Petersburg College (*Action*)

VIII. INFORMATIONAL REPORTS

- A. Direct Support Organization
 - 1. Institute for Strategic Policy and Solutions (*Information*)
 - 2. St. Petersburg College Foundation (*Information*)
- B. Palladium at St Petersburg College (*Informational*)
- C. Leepa Rattner Museum of Art (*Informational*)
- D. Quarterly Informational Report on Contract Items (*Informational*)
- E. Quarterly Informational Report of Exempt and Non-Exempt Purchases (*Informational*)
- F. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Informational*)
- G. Facilities Master Plan Real Estate Update (*Informational*)

IX. PRESIDENT'S REPORT

X. NEXT MEETING DATE AND SITE

September 19, 2023 St. Petersburg Gibbs Campus

XI. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting August 15, 2023, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

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Items summarized on the agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

***No packet enclosure**

Date Advertised: August 4, 2023

***No packet enclosure**

23-076. Under Item I, Call to Order

The meeting was convened by Chair Kidwell at 9:00 a.m. The invocation was given by Trustee Stonecipher and was immediately followed by the Pledge of Allegiance.

23-077. Under Item II – Recognitions

A. Presentation of Retirement Resolutions

1. Dr. John Kurnik (*Attending*)
2. Dr. Sheila Newberry (*Attending*)
3. Ms. Vivian Winters (*Attending*)

Chair Kidwell recommended adoption of retirement resolution for Dr. John Kurnik, Dr. Sheila Newberry and Ms. Vivian Winters who received their resolutions as presented by President Williams.

B. SPC Spotlights

1. New Associate Vice President of Facilities Planning and Institutional Services

Ms. Janette Hunt introduced Mr. Adam Colby, who addressed the board and Dr. Williams.

C. **21-097. Annual Organizational meeting**

1. Chair Kidwell announced that it is the annual organizational meeting that the Board is required to hold each year per Florida Statute. He read Section 1001.61 of the Florida Statutes.

Chair Kidwell opened the floor for nominations for the Chair of the Board of Trustees for the 2023-2024 fiscal year.

Mr. Gibbons made a motion to nominate Mr. Butts. Mr. Stonecipher seconded the motion. The motion passed unanimously. Mr. Butts was declared chair of the board for FY2023-2024.

Mr. Gibbons thanked Trustee Kidwell for his service and allowing the board to continue to grow.

Dr. Williams echoed Mr. Gibbons's statements, and thanked him for being accessible, available, and reachable.

2. Chair Butts opened the floor for nominations for the Vice Chair of the Board of Trustees for the 2023-2024 fiscal year.

Ms. Cole made a motion to nominate Mr. Gibbons. Mr. Stonecipher seconded the motion. The motion passed unanimously. Mr. Gibbons was declared vice chair of the board for FY2023-2024. Mr. Gibbons was declared vice chair of the board for FY2023-2024.

Chair Butts noted that working with Trustee Kidwell was a great experience and he expressed his excitement about continuing to work with him.

Dr. Williams presented a token of appreciation to Trustee Kidwell.

- 3-5. Chair Butts read rule 6Hx23-1.04 of the Board of Trustees' Rules and Procedures, which requires the board of trustees to establish a schedule at its annual organization meeting for its regular meetings including day, time, and location. The proposed dates and schedule were enclosed in the board packet. They will all be at EpiCenter, except as noted in the packet.

Trustee Gibbons moved to accept the meeting schedule. There were no oppositions. The schedule was adopted.

- D. Chair Butts appointed the following board members to direct support organization boards:
 - Mr. Kidwell: SPC Foundation, Inc.
 - Ms. Cole: Institute for Strategic Policy Solutions
 - Mr. Gibbons: Non-DSO's, Palladium Theater
 - Chair Butts:) Leepa-Rattner Museum of Art

Ms. Cole moved to accept the assignments. Mr. Kidwell seconded the motion. The motion passed unanimously.

23-078. Under Item III, Comments

Opportunity was given for comments from the Board Chair, Board Members, the President and the public.

A. Board Chair

Chair Butts expressed what an honor it is to serve as the board chair. He shared the great experience he had at Welcome Titans event and thanked those who organized the event. He wished happy birthday to Dr. Carver. He shared a dinner he had recently with long-time friends discussing life, goals, children, and discovered that the successful woman attended SPC and how exciting that piece of her life story was as she described how it was a launching pad to her

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success. He is looking for those stories to become louder and louder. SPC can be both a fallback plan and THE plan for so many more. He wished his high school senior daughter good luck on her first day of school at SPC.

B. Board Members

Mr. Kidwell thanked Dr. Williams, the other trustees, and everyone in the audience. His four years went by quickly. He noted that he has enjoyed getting to know everyone and said his service on the board has been a top 3 experience in his life.

Mr. Stonecipher shared a funny story about Mr. Kidwell originally joining the board, and he thanked him for his service as chair and as a member of the board of trustees.

Ms. Cole echoed those sentiments and noted that Mr. Kidwell's enthusiasm and personal attention to everyone is wonderful. She has enjoyed getting to know him personally and professionally.

C. President

Dr. Williams shared:

- Her experience as part of yesterday's law enforcement mental health conference, gaining a mental health certificate to support them. SPC is the first in the state to offer it as a certified credential. She thanked Dr. Smiley and Dr. Moore and the social behavior science team involved.
- The Promise Scholarship has 450 more students enrolled from the poverty areas SPC is serving.
- Physical therapy assistant grads had 100% pass rate on the boards.
- RN quarter 2: 97.3% pass rate, second highest in the state, beating the larger colleges.
- Overall, she is so proud of faculty and success rates, with SPC finally hitting the 80% mark on success rates! 150% success rates over five years increased by 12%.
- Enrollment continues to grow. Today 97.3% to the mark.
- SPC is getting younger. Now average age is 25.7 from 27. Recruitment team is doing a great job.
- African-American male success rates have now gained to 70% from low 40s.
- Face-to-face enrollment has increased by 2.5% and continues to grow. Younger students seem to want face-to-face rather than online.
- Hispanic population as of August 4 is a 9.4% increase.
- Dual enrollment increased by 5% headcount, 7.4% semester hours.
- She thanked everyone who helped put together an amazing Welcome Titans.
- A lot of faculty and staff were recognized state-wide. Belinthia Berry, here today, was recognized with Distinguished Citizen Award by Alpha Kappa Alpha.
- Yesterday, she celebrated the 20th year of Joint Youths Library in Seminole with Dr. Strickland.
- Today is the first day of school for Tuesday/Thursday students.
- Friday Palladium will have BK Jackson and Alex Harris.
- She wished happy new year to the SPC family.

- SPC is about making life better.

D. Public Comments

None

23-079. Under Item IV, Review and Approval of Minutes

The minutes of the June 20th, 2023 Board of Trustees of St. Petersburg College were presented by the chair for approval. Mr. Gibbons moved approval of the minutes as submitted. Mr. Stonecipher seconded the motion. The motion passed unanimously.

23-080. Under Item V, Monthly Reports

Under Monthly Reports

Ms. Mia Conza, General Counsel, shared that administration continues to bargain with full-time faculty. Currently eight articles are agreed to. The next bargaining session is Friday. The union recently filed an unfair labor practice against SPC. It will likely be heard in October.

23-081. Under Item VI. STRATEGIC FOCUS

Under Strategic Focus

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Spring 2023 Course Success Rates – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)

Dr. Liao-Troth presented the following:

- Spring student success: jumped to 80.9% from 79.1%. Grades awarded were A, B, or C. Withdrawals (W), Withdrawal Failure (WF), and Incomplete (I). SPC's withdrawals are overreported compared to other colleges. Will be calculated differently going forward.

Dr. Williams noted that more females are withdrawing than other groups. SPC must work on that group.

Dr. Liao-Troth noted that it shifted from men to women during the pandemic.

Mr. Gibbons asked what that was attributed to.

Dr. Liao-Troth responded that it can be due to overcommitting, and SPC has the express term and some students start, drop, and restart the 12-week class.

Mr. Gibbons asked the median age of people withdrawing.

Dr. Liao-Troth indicated it's slightly higher than overall median age, 25-27.

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Dr. Williams noted that some are parents.

Mr. Gibbons asked for details, which will be provided at a later date. He hoped there are things SPC can do to help.

Dr. Liao-Troth noted that Academic Affairs and Student Affairs are looking into it and will come back with more information later.

Dr. Liao-Troth continued:

- Spring student success: Above 70% for African-American males. The gap has been decreased to 8.5%. 10.5% increase in FTIC Hispanic females. Black female students doing best in live online and blended and the eight-week course intensive. SPC needs to do a better job serving students in F2F gateway courses and AA transfer. 2,444 students graduated in spring with 2,617 completions.

Mr. Gibbons asked if CHS students count as more than one degree.

Dr. Liao-Troth replied no. He continued:

- First year delivering 80% report of annual course success rates with incompletes, a big deal! Incomplete policy was revised, so this should continue to improve. The bar will now be raised to over 80%.
- Student Survey of Instruction (SSI) overview: It was revamped in 2020 from faculty expertise to learning experience and a 7-point to a 5-point scale. students awarding faculty with A- or A.

Ms. Cole noted that summer and spring have higher success rates and faculty administration. She asked what happens in the fall.

Dr. Liao-Troth indicated it is new students learning how things work, hence the further focus on first-time students.

Ms. Cole asked if there are incentives for students to take summer classes prior to beginning in the fall?

Dr. Liao-Troth responded that it is strongly encouraged, especially with specifically identified students. The tuition structure is positive for that, as well. A lot of students do take advantage of the opportunity.

Dr. Williams noted there isn't an incentive, but there are summer of success programs that allow students to come for free and earn credits to give them a jump start. Now that schedules are aligned with the school district, it may be time to start a summer track. A lot of students who start in the summer stay at SPC and complete. So an incentive may be a good idea for next summer.

Mr. Gibbons engaged some policy people in New York and Atlanta recently. He continually hears that engaging students at younger ages tends to help them find peace with instructors and how things work and stay at higher percentages. He agrees engaging during summer will help success rates.

Chair Butts congratulated everyone on getting to the 92. He echoed excitement about the 80% and more excited to move the number. As the average student age comes down, more students come out of high school that are already in the learning-setting mindset. SPC should see that and get a bump from that and continue. The data will really tell the story.

Mr. Gibbons indicated that rising costs for young people going to college have made parents realize they don't have to send kids to institutions out of town to get into universities there. They can attend SPC and transfer. He thanked Ken Burke for his work on minority students and asked that a copy of this report be sent to him. SPC now does an excellent job with complaints, solving problems instead of trying to protect people, getting to the middle where both sides can be heard. He thanked the team for ensuring parents understand the process and getting to resolution. He would like to move the bar to 85% to soon get to 90%.

2. Workforce at SPC – Dr. Jackie Skryd, Vice President, Workforce and Corporate Partnerships (*Presentation*)

Dr. Skryd shared the following:

- The outcomes over the last year and where Workforce Development and Corporate Partnerships is headed in the future:
 - 3 year strategic plan accomplishments (most achieved in two of three years)
 - Financial standing: Operating well in the black (\$3.52 million in revenues)
 - Program growth and enrollment improved
 - Collaborative Labs just shy of \$1 million mark with contracts

Melissa Gonzalez shared the following about the new Corporate Partnerships department:

- Placed 1,655 students
- 600+ new corporate sponsorships
- \$170,000 total leveraged resources
- 10/250 schools accepted to Aspen Institution; SPC was one of them

Dr. Skryd continued with future:

- Focusing more on total student pathway and infusing soft skills into curriculum
- Instituted Handshake tracking system
- Drive enrollments
- Regional alignment for talent
- Strengthen industry partnerships
- Expand lab space for training (including Chris Sprowls building)

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Ms. Cole shared a conversation with Dr. Williams about strategic plan and budget aligning, and that the success of Workforce Development is a tangible example. She thanked the team.

Mr. Gibbons expressed how deserving Chris Sprowls is to have the building named for him. He shared how he challenged Dr. Williams about the financial health of the College and how the board has kept SPC going in the right direction. He thanked the team.

Mr. Kidwell shared his company's concerted effort to reach out to Workforce Development and the successful hiring of two outstanding SPC students.

Dr. Williams thanked the board for their challenges and expressed her appreciation to many, with special thanks to Janet Hunt for budgeting and Jackie Skryd for relationships. She shared she's never been as optimistic about the future of SPC than now.

Chair Butts thanked the team for their efforts, Dr. Davis for the Tarpon work, and Andrea Henning and the Collaborative Labs team for their amazing work.

B. ADMINISTRATIVE MATTERS

1. Employee Healthcare Benefits – Mr. Darryl Wright-Greene, Chief Human Resources and Talent Officer (*Presentation*)

Mr. Wright-Greene shared the following update:

- Reviewed current healthcare benefit strategies
 - Advantages and pitfalls of the Consortium
 - The state will know expense of absorbing 28 state colleges by December 1

Mr. Gibbons stated that he is asked regularly what the benefit is of joining the state insurance.

Dr. Williams replied it's a stronger plan than the Consortium, less expensive for employees (larger pool), and provides safety for the colleges who will continue to pay current rate, but state will pay the extra. She shared that the fire chiefs statewide are also not in the state insurance, trying to get included. She noted that school districts are also not included.

Mr. Wright-Greene continued:

- Reevaluated the 2024 employer-employee contribution
 - 75/25 approved by the board
 - Evaluating the strategy and contribution models (Insurance Office of American (IOA) recommended SPC stay at the 75/25)

Amy and Dominick elaborated:

- 21 reasons not to do the 100% of employee only (including increase to the employee base, \$4 million) defined contribution model
- Employee+ tiers would take on 88-206% (\$300-1,500/month), so those remaining would be those heavily utilizing the plan, affecting rates

- Encouraged the board to go back to the 75/25 split for long-term sustainability of the plan
- Discuss new relationship with IOA and their evaluation
 - Assessed and explored potential benefit of transitioning from the Consortium
 - Important to spend the next year further analyzing claims utilization and mix of plans for 2025
 - Exit Consortium if state plan doesn't work out
 - Shared ideas for maximizing 2023

Mr. Gibbons asked for clarification about the retired SPC employees and their affect on the College's plan.

Ms. Amy Leonard, Insurance Office of America, explained that, while they pay their own premiums, their claims are associated with the SPC total claims.

She continued with:

- Alternative healthcare options

Mr. Gibbons asked what model would be used for on-campus clinics.

Ms. Leonard replied that she would need to delve further into the concept.

Mr. Wright-Greene continued with next steps:

- Asked the board to reconsider the 75/25 split for the 2024 year and implement the 100% employee-only plan for 2025 only.

Mr. Gibbons moved approval of the adoption of the request as read. Mr. Kidwell seconded the motion. The motion passed unanimously.

Mr. Wright-Greene continued with next steps:

- Continue working with IOA
- Remain actively involved with the state healthcare initiative
- Educate employees and provide concierge assistance
- Build and implement wellness programs and initiatives

23-082. Under Item VII – A, Old Business
NONE

23-083. Under VII-B, New Business

The Board considered Items VII – B.1a -VII. B.4c Mr. Gibbons moved approval. Mr. Kidwell seconded the motion. The motion passed unanimously.

1. ADMINISTRATIVE MATTERS

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- a. Human Resources
 - i. Personnel Report (*Action*)

2. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. US Economic Development Administration (EDA) 2023 STEM Challenge (*Action*)
- b. US Department of Education History and Civics Education National Activities Grant (*Action*)
- c. Pinellas County Social Action Grant (*Action*)
- d. National Association for Community College Entrepreneurship - Everyday Entrepreneur Grant (*Action*)
- e. U.S. Department of Justice, Office of Community Oriented Policing Services, Community Policing Development: Continuation of the Regional De-Escalation Training Centers Network (*Action*)
- f. U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), Invitational Solicitation: Continuation of the Designation as the COPS De-Escalation National Training Coordinator (*Action*)

3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

- a. Oracle America, Inc., PeopleSoft Campus Agreement – Students, Staff, Faculty and Administrative (*Action*)
- b. Palo Alto Networks, Inc. Purchase of Palo Alto Internet and Network Security Firewalls (*Action*)
- c. Tutor.com, Inc.—Online Tutoring Services Agreement for Tutor.com (*Action*)

4. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

- a. Change Order #1, Extension of Time, Substantial Completion, Final Accounting, and Certificate of Final Inspection/Project Acceptance, Project #265-M-20-0, CW Upgrade & Replace Fire Panels (*Action*)
- b. Agreement with CBRE, Inc. for Real Estate Brokerage Services (*Action*)
- c. ESa and JMA Architecture Contract Award for Palladium Theater Renovation – St. Petersburg College (*Action*)

23-084. Under XIII, Informational Reports

- A. Direct Support Organization
 - 1. Institute for Strategic Policy and Solutions (*Information*)
 - 2. St. Petersburg College Foundation (*Information*)
- B. Palladium at St. Petersburg College (*Information*)

C. Leepa Rattner Museum of Art (*Information*)

D. Quarterly Informational Report on Contract Items (*Informational*)

E. Quarterly Informational Report of Exempt and Non-Exempt Purchases
(*Informational*)

F. Quarterly Informational Report of Construction Contract Approvals Not Exceeding
\$325,000 (*Informational*)

G. Facilities Master Plan Real Estate Update (*Informational*)

23-085. Under Item XI, President's Report

Dr. Williams reported the following:

- Legislative requests about complete; lobbying firm helping SPC on the federal level; there's money out there and SPC needs to get it; she and others will advocate for SPC
- SPC will host legislative delegation September-October
- New chair is Rep. Linda Chaney
- Hosting Pinellas County Schools in the technical college; asked for board involvement
- Council of Presidents going for another \$100 million in program fund to be recurring and funding for civic literacy, as well as state plan
- Wants health building up and running with state-of-the-art technology
- Going for federal funding for new buildings

Mr. Stonecipher reminded that last meeting the board reviewed the president's evaluation, and discussions about revising the base salary, which he feels is long overdue. Based on a review of the Evergreen comp study, he made a motion to propose amending Dr. Williams's annual base salary to \$355,000 and adding one year to the term of the contract, extending it through June 30, 2026.

Mr. Gibbons seconded the motion for discussion purposes. He indicated he agrees with Mr. Stonecipher, noting that Dr. Williams is passionate and a transformational leader. However, he believes that the proposed new salary is still low for the comps in the state. He asked that the salary be competitive with HCC and surrounding presidents to \$370,000 with the same other benefits.

Mr. Stonecipher suggested splitting the difference to \$362,500. He revised his motion to amend the president's annual base salary to \$362,500 and adding one year to the term of the contract. Ms. Cole seconded the motion and added discussion agreeing with Mr. Gibbons's and Mr. Stonecipher's comments. She asked Ms. Conza to get other contracts from other colleges to establish different goals and rewards. Mr. Gibbons indicated he would like to see deferred compensation and a competitive president contract. The motion passed unanimously.

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TRUSTEES OF ST. PETERSBURG COLLEGE**

23-086. Under Item XII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday September 19, 2023 at the SPC Gibbs Campus.

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Butts adjourned the meeting at 11:07 a.m.

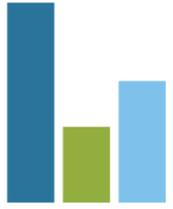
Tonjua Williams, Ph.D.
Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Jason Butts
Chairman, Board of Trustees
St. Petersburg College
FLORIDA

Attachments
Board Memos and
Supplemental
Materials

Board of Trustees
Meeting

August 15, 2023



Associate Vice President, Facilities Planning & Institutional Services

Adam Colby, a decorated veteran, comes to St. Petersburg College by way of Eckerd College where he served as the Assistant Vice President of Operations, Planning, and Emergency Management and chaired the Campus Master Plan Advisory Committee and recently oversaw the development of two comprehensive plans that will drive their long-term strategic investment in its assets and infrastructure.

His background includes Facilities Management, Planning and Development, Campus Safety and Security, Emergency Management, and resiliency framework. The resilience framework was recognized in the Community Preparedness and Resiliency category at the 29th Annual Future of the Region Awards.

Adam received a bachelor's degree in International Relations and Russian Studies from Eckerd College, a master's degree in Professional Studies from George Washington University, and is a graduate of Leadership St. Pete.

Two values drive Adam's performance: leadership and loyalty.



August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: 2023 – 2024 Proposed Board of Trustees Meeting Schedule

Approval is sought to schedule the 2023-2024 St. Petersburg College Board of Trustees meetings according to the proposed schedule below.

Proposed meeting dates and locations:

August 15, 2023	EpiCenter
September 19, 2023	St. Petersburg Gibbs
October 17, 2023	EpiCenter
November 14, 2023	EpiCenter (Workshop)
December	None
January 16, 2024	Midtown
February 20, 2024	Tarpon Springs
March 19, 2024	Seminole
April 16, 2024	Clearwater
May 21, 2024	EpiCenter (Workshop)
June 18, 2024	EpiCenter
July	None

Direct Support Organizations

2022-2023 Current assignments

SPC Foundation, Inc.

Nathan Stonecipher

Institute for Strategic Policy Solutions

Deveron Gibbons

Additional Assignments (Non-DSO):

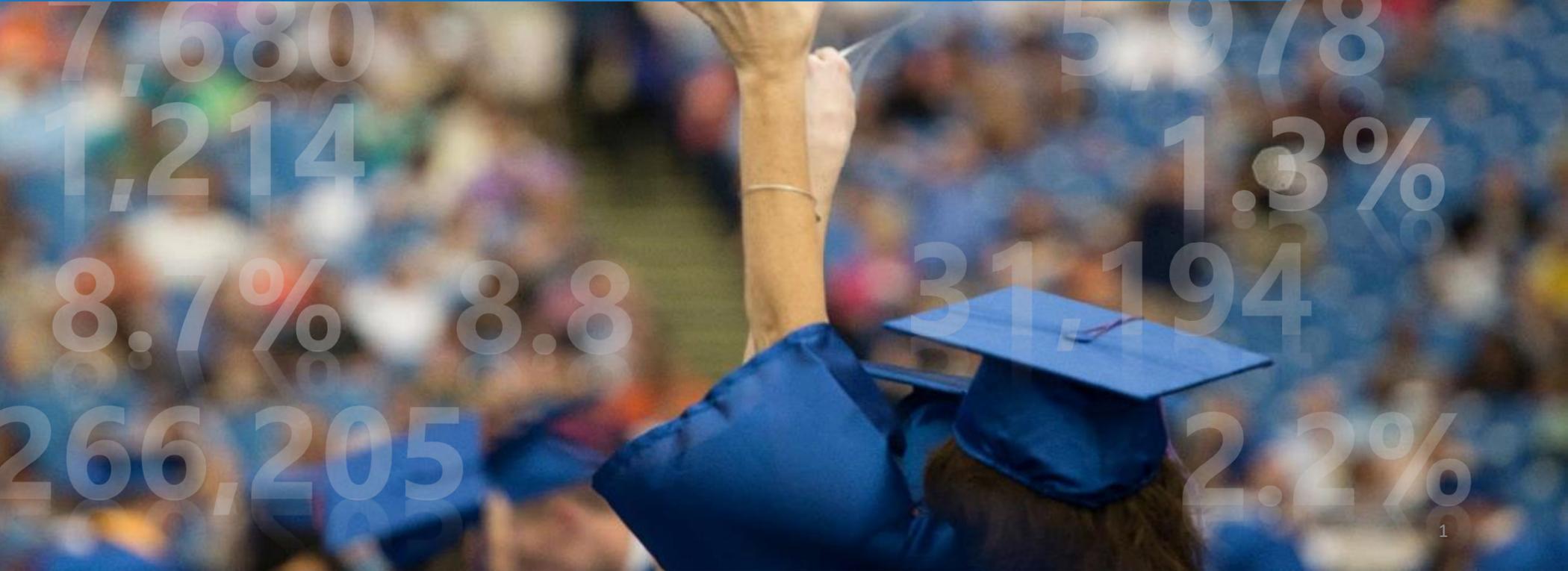
Leepa-Rattner Museum of Art

Jason Butts

SPC Palladium

Katie Cole

Spring 2023 Course Success Rates

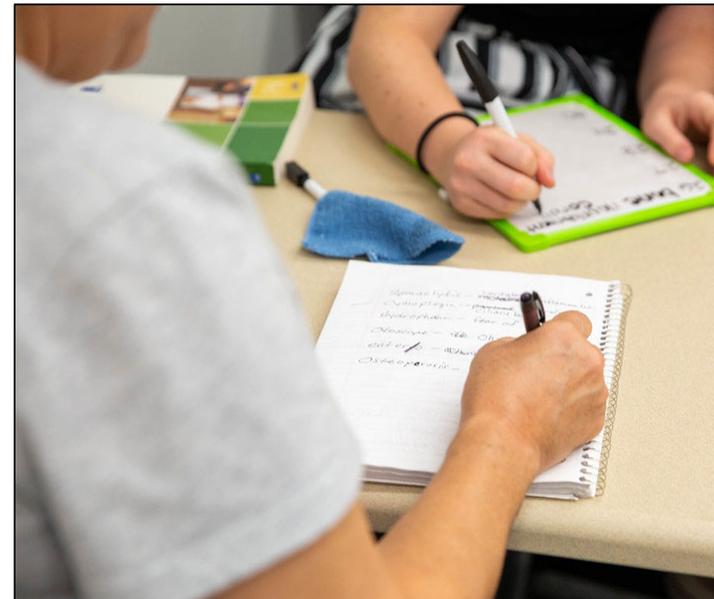


Course Success Rate Trends

The Course Success Rate is the number of A, B, and C letter grades divided by the overall number of grades.

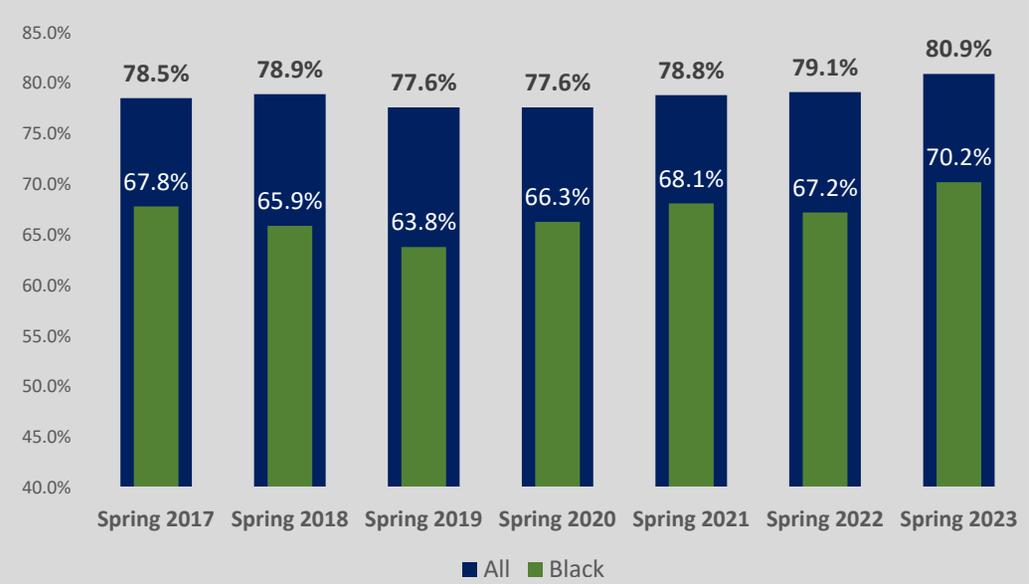
A, B, C
A, B, C, D, F, W, WF, I

All Students	Number of Grades	Success Rate
Spring 2020	77,780	77.6%
Spring 2021	70,423	78.8%
Spring 2022	64,083	79.1%
Spring 2023	62,899	80.9%



Spring 2023 Success Rates

Source: BI as of 6/26/23



11.4% ↑

FTIC Black Males

-1.2% ↓

FTIC Black Females

10.5% ↑

FTIC Hispanic Females

8.5%

Black Male Gap Decreased!

The Story of our FTIC Black Female Students

BEST IN



Live Online and Blended

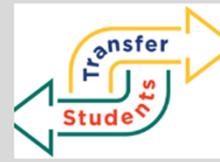


Courses

NEEDS SUPPORT



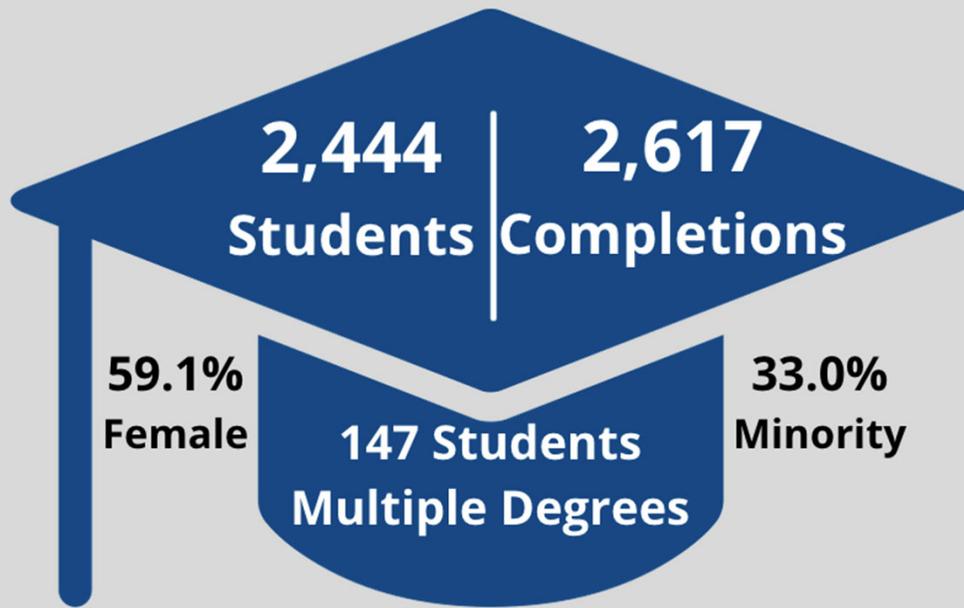
F2F GATEWAY COURSES



AA TRANSFER

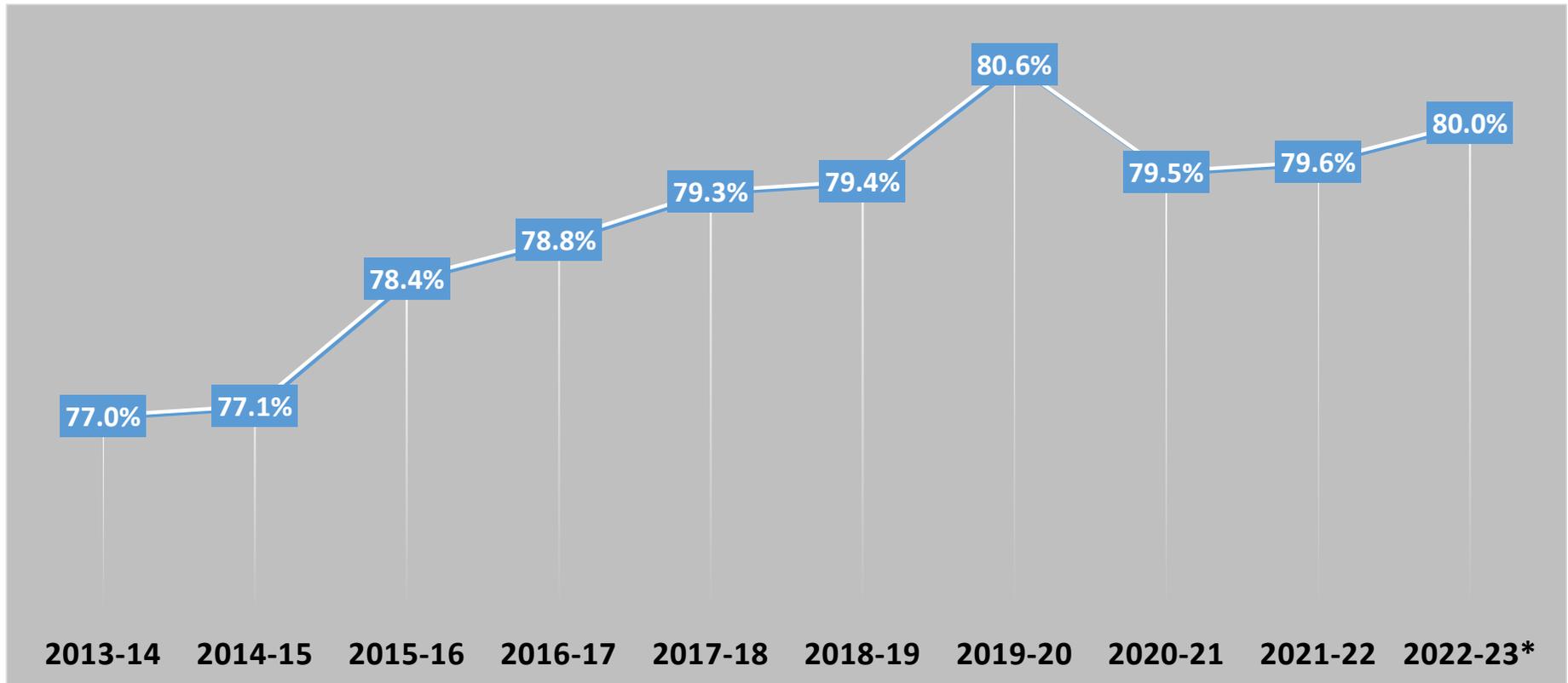
Spring 2023 Graduates

Source: BI as of 6/26//23



AA	1,222	BAS	239
AS	419	BS	193
CERT	466	PSAV	60
ATD	18		

Annual Course Success Rate Trends



Source: PowerBI Campus Success Rates dashboard, Data extracted June 26, 2023

Student Survey of Instruction (SSI)

Survey Focus – Three Areas with Sample Questions

Faculty Engagement with the Students

Sample: *The professor create a supportive environment that encouraged me to do my best work.*

Organization and Preparation of the Course

Sample: *The expectations of students were clearly stated.*

Learning Experience of the Student

Sample: *The methods used to teach enhanced my learning experience.*

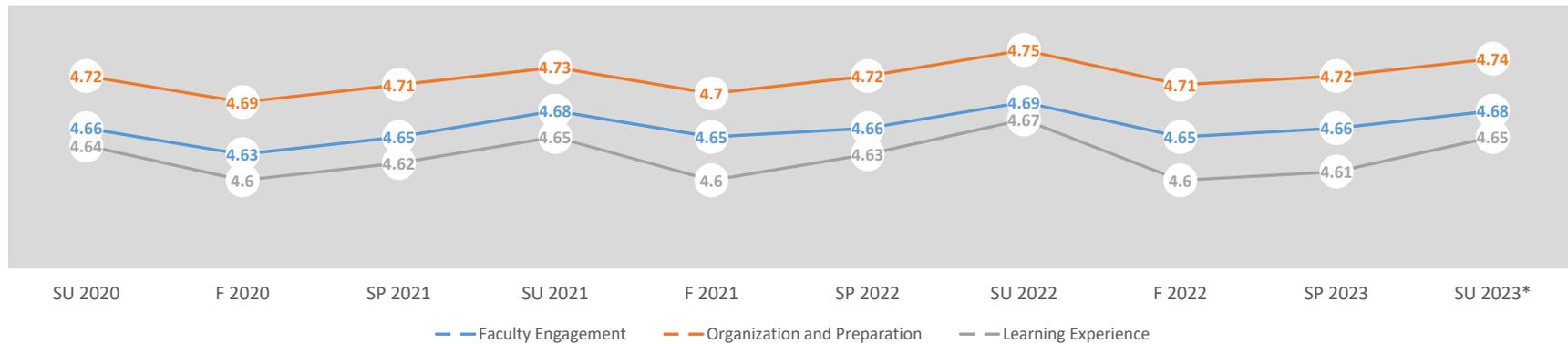
Student Access – begins during the last 25% of the course

SSI Revamped for Summer 2020

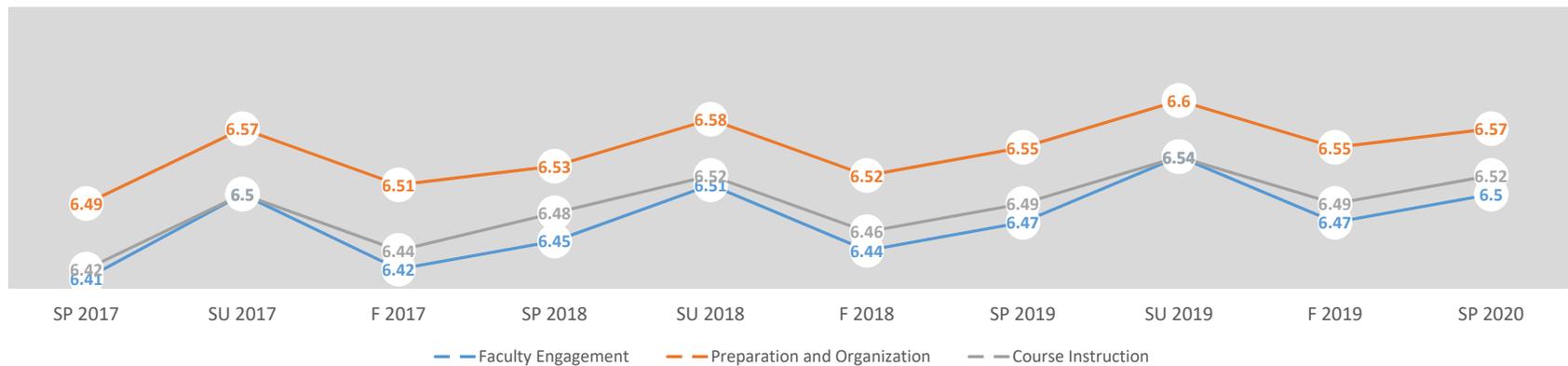
- Went from a 7-point Likert scale to a 5-point Likert scale
- Questions revised and shifted focus of third area from *Course Instruction* to *Learning Experience*

Student Survey of Instruction (SSI)

SSI 5-POINT SCALE

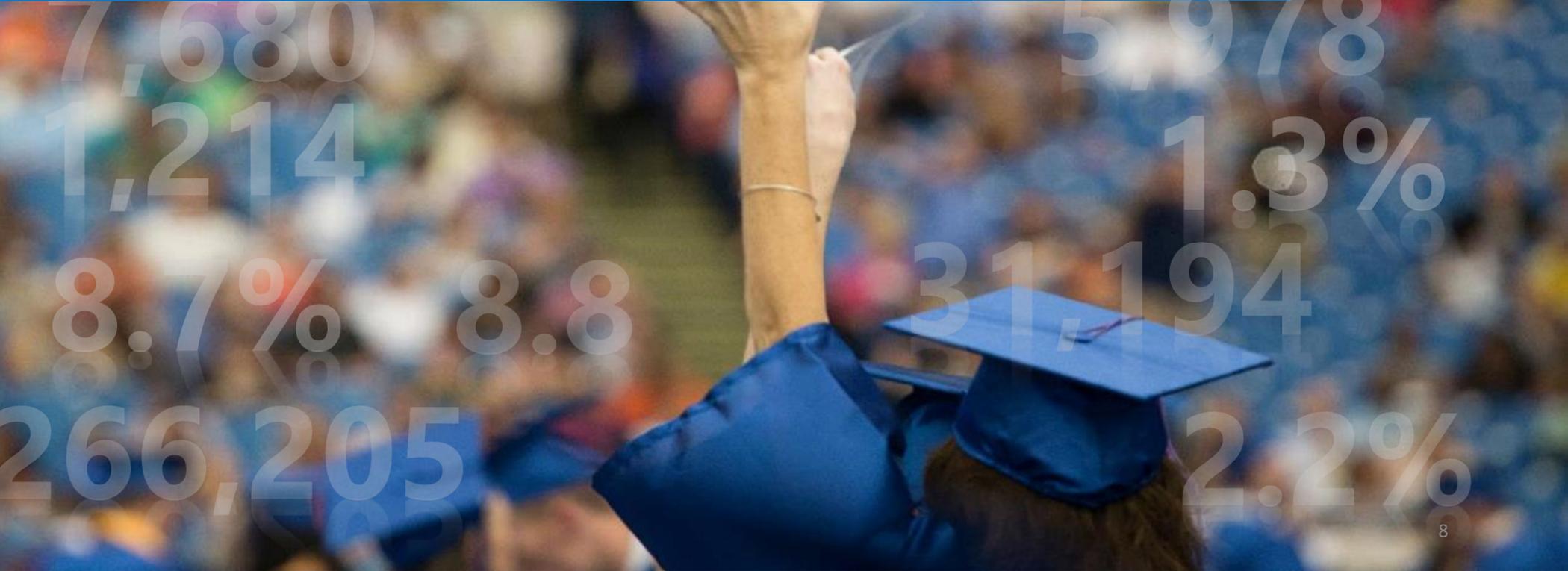


SSI 7-POINT SCALE



Source: SSI Database:, Data extracted June 26, 2023

Questions ?





WORKFORCE AT SPC

S T . P E T E R S B U R G C O L L E G E

Board of Trustees Meeting: August 15, 2023

OUTCOMES for 2022-2023



ST. PETERSBURG COLLEGE

3 YEAR STRATEGIC PLAN – Economic Mobility

STRATEGY 1: Strengthen Corporate Partnerships

- ✓ Create the President’s Advisory Circle (PAC)
- ✓ Continue to strengthen Advisory Committees
- ✓ Conduct Comprehensive Local Needs Assessment
- ✓ Maintain and nurture relationships with priority partners

STRATEGY 2: Assess and Align Programs to Workforce Needs

- ✓ Host industry sector convenings
- ✓ Develop meaningful articulations between non-credit and credit programs

STRATEGY 3: Improve Equitable Access and Transition to College

- ✓ Remove onboarding and enrollment barriers
- ✓ Meet students where they are – better understand challenge of entering students
- ✓ Strategically target recruitment from high poverty areas of Pinellas

STRATEGY 4: Enhance Job Placement and Workforce Readiness

- ✓ Establish job placement task force
- ✓ Assess current job placement activities college wide
- ✓ Implement comprehensive college wide job placement plan

INSTITUTIONAL SUSTAINABILITY PLAN YEARS 2 & 3

- ✓ Enhance alignment with Pinellas and St. Petersburg Economic Development Councils
- ✓ Respond to workforce needs through short-term training programs and continuing education upskilling
- **Ensure that our graduates are career-ready by infusing soft-skills throughout our curriculum**
- ✓ Promote our workforce success stories to further advance the SPC Brand

- ✓ Conduct and implement comprehensive program audits

- ✓ Review enrollment funnel metrics through an equity lens
- **Offer professional development to elevate our level of customer service, increase empathy, and acknowledge biases**
- ✓ Increase enrollment and access of under-represented students in our Baccalaureate programs
- ✓ Increase number of Pinellas County high school students in one SPC class prior to graduation
- ✓ Review and improve FAFSA completion rates for low completion schools

- ✓ Establish job placement and transfer hub
- ✓ Promote our job placement and transfer hub to the community



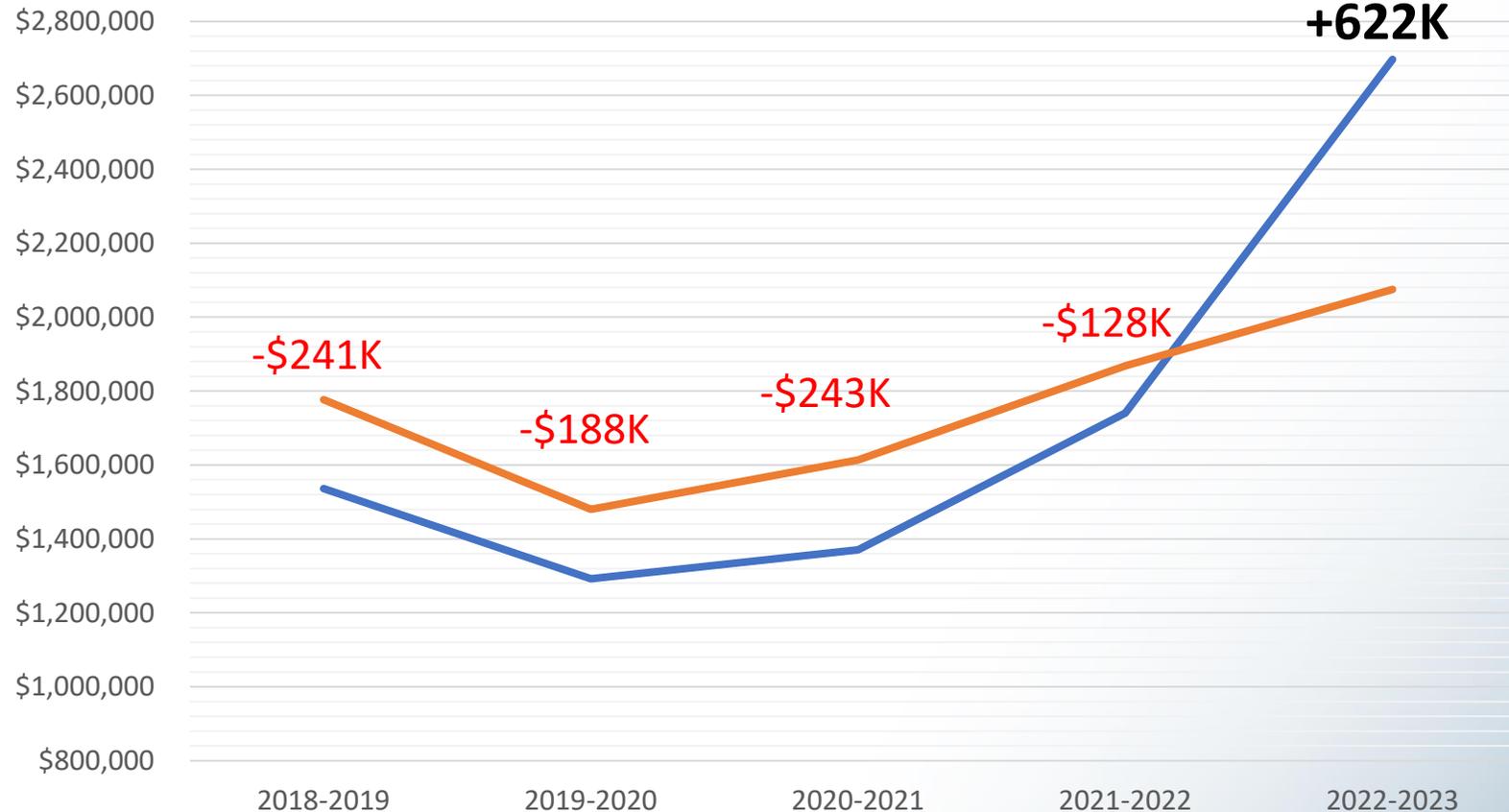
FINANCIAL STANDING

\$2.7M

TOTAL PROGRAM REVENUE
▲ UP FROM \$1.74M LAST YEAR

Revenues vs Expenses

— Total Revenue — Total Expense



\$16M

TOTAL GRANT FUNDS
AWARDED

\$800K

TOTAL CERTIFICATION
FUNDING



ST. PETERSBURG COLLEGE

PROGRAM GROWTH & ENROLLMENT: 2022-2023

12

NEW SHORT-TERM
TRAINING PROGRAMS
BUILT

1,786

TOTAL SHORT-TERM
TRAINING
ENROLLMENT

↑ 89%

SHORT-TERM TRAINING
ENROLLMENT INCREASE
OVER 2021-2022

30

NEW ARTICULATIONS
(NON-DEGREE to
DEGREE)

129

TOTAL
APPRENTICESHIPS



PETERSBURG COLLEGE

STRENGTHENED PARTNERSHIPS & PLACEMENTS

600+

TOTAL NEW CORPORATE
PARTNERSHIPS

↑ from 148 in 21-22

\$170K

TOTAL LEVERAGED
RESOURCES

1. **TALENT PLACEMENT:** Placed 1,655 students (met Bank of America goal in 2nd of 3 years)
2. **CORPORATE PARTNERSHIPS:** Strengthened the concierge-based service delivery model to place students from across the region into employment opportunities in the IT & Business, Finance & Professional Services industry sectors.
3. **CENTRALIZED ALIGNMENT:** Create a centralized alignment office that serves as the primary source of information and translation for business and education across the Tampa Bay region.

1,655

STUDENTS PLACED IN JOBS
& INTERNSHIPS



ST. PETERSBURG COLLEGE

UNIFIED SERVICE STRUCTURE

Career Roadmap

A nationwide network committed to post-graduation success

UNLOCKING OPPORTUNITY
aspen institute

CCRC COMMUNITY COLLEGE RESEARCH CENTER
TEACHERS COLLEGE, COLUMBIA UNIVERSITY

Map labels: Laramie County Community College, Southwest Wisconsin Technical College, Monroe Community College, Lorain County Community College, Sinclair College, Odessa College, Alamo Colleges District, Resource College: San Jacinto College, Tulsa Community College, St. Petersburg College, Valencia College.



WHAT'S NEXT



ST. PETERSBURG COLLEGE

CHRIS SPROWLS WORKFORCE INNOVATION HUB



ST. PETERSBURG COLLEGE

QUESTIONS?



ST. PETERSBURG COLLEGE



Employee Healthcare Benefits

St. Petersburg College

Considering Alternative Options to Healthcare Coverage



Reviewing the current
Healthcare Benefits
Strategy



Re-evaluating the 2024
Employer-Employee
Contribution



Exploring the potential
benefits of transitioning
from the Consortium



Discussing the Ongoing
Consultant Evaluation

Healthcare Benefits Strategy



- 1. Member of the Florida College System Risk Management Consortium**
 - The benefits experienced so far has softened the impact to annual cost increases to healthcare benefits and possibly less burden to the college regarding end of year increases due to claims.
- 2. The Florida College System is seeking to join the State's health insurance plan**
 - The state will know the expense of absorbing all 28 state colleges by December 1st.
- 3. Strengthening Employee Benefits and Support**
 - New relationship with IOA to assist us further in looking at benefit options that will sustainable and fair.
 - Enhancing employee preventative resources and support.

75/25 Employer-Employee Contribution

In August of 2023, the Board approved a two-year approach regarding Healthcare Benefits:

- I. For the year 2023 - a 75% (college)/25% (employee) contribution for all plans and tiers
- II. For the year 2024 – the College would cover 100% of SPC’s base “Employee Only” plan and employees will have the option to purchase additional plans for dependents and family.

We are currently asking the board to reconsider the 75/25 split for the 2024 year and allow it to remain in place until an equitable solution is determined through thorough analysis.

- I. We are collaborating with our trusted consultants to evaluate various contribution strategies to ensure an objective and data-driven decision-making process.
- II. Our consultants will conduct a comprehensive analysis of employee needs, market trends, and cost projections to guide us in finding the most equitable solution.

IOA Update



Independent actuarial analysis indicates that SPC is projected in 2024 to have reduced funding of -2% in comparison to 2023



Consortium renewal for 2024 resulted in a 5.75% increase in funding over 2023



Continuous evaluation of plan performance imperative for 2025 planning



Maximizing 2023

Medicare strategy

Utilizing carrier wellness resources

Member education on SPC benefits and resources

Alternative Healthcare Options

Marketing/Brokerage:

- TPA selection flexibility to meet SPC's unique needs
- Stop-loss – multiple markets available to provide coverage commensurate with SPC's size and budget

Clinical/Plan Performance:

- Point solutions through vendors specializing in targeted arenas of use for enhanced member experience and plan savings
- Convenient care options include a potential onsite clinic
- Direct contracting with local healthcare systems

Next Steps



CONTINUE WORKING
WITH IOA TO DETERMINE
THE BEST OPTION FOR
2025



REMAIN ACTIVELY
INVOLVED WITH STATE
HEALTHCARE INITIATIVE



EDUCATE EMPLOYEES AND
PROVIDE CONCIERGE
ASSISTANCE



BUILD AND IMPLEMENT
WELLNESS PROGRAMS AND
INITIATIVES



Questions ?

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Ramos, Jose E	Career & Academic Advisor	Provost Office SE	7/24/2023
Calderon, Cristina D	Campus Coordinator	Provost Office DT	7/10/2023
Colby, Adam C	AVP, Fac Pln & Instutnl Svcs	Facilities&Institutional Svcs	7/24/2023
Gintert, Natalie	Instructional Technology Spec	Online Learning and Services	7/10/2023

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Jocelyn, Joven	Coord, StudentLife&Leadership	Associate Provost Office DT	7/10/2023
Carter, Caitlin	Director of Advance Services	Resource Development DO	7/1/2023
Hays, Anna M	Scholarship Manager	Resource Development DO	7/1/2023
Beach, Emma L	Online Stu Act & Srvcs Coord	Enrollment Management DO	7/10/2023
Pawlowicz, Stephanie M	Academic Program Director	Collegiate High School -Tarpon	7/3/2023
Reiter, Gildred B	Director of Student Affairs	Enrollment Management DO	7/10/2023
Fritts, Charleston B	Coord, StudentLife&Leadership	Associate Provost Office SPG	7/24/2023
Boccio, Jaylene L	B2B Alliance Project Mgr	Student Services	7/10/2023

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Miles, James A	Security Officer	Campus Security SPG	7/24/2023
MacLean, Heidi I	Instructional Supp Specialist	Learning Resources	7/10/2023
Wiley, Jessica	Sr Administrative Svcs Speclst	Academic Affairs	7/10/2023
Bernier, Jennie	Instructional Supp Specialist	Learning Resources	7/24/2023
Odom, Kenneth O	Administrative Svcs Specialist	Early College/Dual Enrollment	7/24/2023
Ratcliff, Michelle	Student Support Advisor	Collegiate High School -Tarpon	7/3/2023
Summersby, Scott W	Materials Mgmt Assistant	Facilities Services TS	7/10/2023

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Sandifer, Emily	Instruct Support Specialist	Learning Resources	7/24/2023
Gausling, Dawn M	Accounting Support Technician	Accounts Payable	7/24/2023
McFarlane, Trenton J	Administrative Svcs Specialist	Collegiate High School -Tarpon	7/3/2023
Seay, Latasha B	Student Support Advisor	Collegiate High School - SPG	7/24/2023

RENEWAL CONTRACT Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date

FACULTY			
Name	Title	Department/Location	Effective Date
Adang, Ross W	Faculty	Collegiate High School -Tarpon	7/17/2023

DeWese, Maria L	Faculty	Collegiate High School -Tarpon	7/17/2023
Foley, Renee C	Faculty	Collegiate High School -Tarpon	7/17/2023
Aguilar, Michael J	Faculty	Academic Affairs	7/24/2023
Sherdiwala, Monti J	Faculty	Academic Affairs	7/31/2023

SUPPLEMENTAL Temporary			
Name	Title	Department/Location	Effective Date
Black, Louise	Project Deliverable-Flat Amt	Workforce/Professnl Developmnt	7/1/2023
Gladstone, Douglas	Professional Trainer-OPS	Emergency Medical Services HC	7/10/2023
Kishbaugh, Greta L	Project Deliverable-Flat Amt	Baccalaureate Programs	7/1/2023
Quinn, Isabella S	OPS Career Level 5	Learning Resources	7/10/2023
Wathen, Clinton M	Professional, Hourly-OPS	Emergency Medical Services HC	7/24/2023
Lamm, Aslene	Adjunct Faculty	Respiratory Care HC	7/10/2023
Ibrahim, Adel M	Adjunct Faculty	Mathematics TS	7/10/2023
Krupp, Jason	Adjunct Faculty	Social & Behavioral Science SE	7/3/2023
Rohan, Andrew	Adjunct Faculty	Mathematics TS	7/10/2023

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Kennedy, Tamia I	OPS Career Level 8	Business Services	7/10/2023
Knudsen, Jakob	OPS Career Level 2	Learning Resources	7/24/2023
Meyerson, Helen	OPS Career Level 5	Learning Resources	7/24/2023
Parker, Mykhia J	OPS Career Level 2	Natural Science SE	7/24/2023
Joukema-Arroyo, Lorri A	OPS Career Level 5	Workforce/Professnl Developmnt	7/10/2023
Garrard, Wilfred B	OPS Career Level 5	Humanities & Fine Arts SPG	7/10/2023
Hippo, Gabriel P	OPS Career Level 5	Workforce/Professnl Developmnt	7/10/2023
Trimmier, Lorraine A	OPS Career Level 7	Collegiate High School -Tarpon	7/17/2023
Williams, Jodi L	OPS Career Level 6	NTPI/WMD Grant - AC	7/24/2023

Darryl Wright-Greene, Chief Human resources and Talent Officer, bringing the actions forward, recommends approval.

DB 8/5/2023

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: U.S. Economic Development Administration - 2023 STEM Talent Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Economic Development Administration by St. Petersburg College for the 2023 STEM Talent grant. Permission is also sought to accept an estimated \$323,832 in funding over a two-year period for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The U.S. Economic Development Administration is providing grants to support innovative talent training pipelines that lead to job placement and opportunities for entrepreneurs to start and scale technology-driven businesses in emerging fields. SPC has submitted a proposal to support its *Geospatial/Artificial Intelligence STEM Training Program*, which will build a talent development ecosystem that leads to high-paying careers and tech-entrepreneurship opportunities.

GSTP will prepare students, including those that are socially and economically disadvantaged individuals, for the field of Geospatial employment through the high demand skill training of data analysis, visualizing in ArcGIS, R programming, AI, drone flying and mapping and entrepreneurship. This interdisciplinary training approach will be applicable to multiple employer needs including those in the blue economy, engineering, local government, security, among others. Working with the Tampa Bay Innovation Center, participants will have the opportunity to work on industry projects in emerging IT fields and meet future employers.

Funding will support a project coordinator; supplies and software licenses; scholarships for tuition and fees for participants; a subaward to the Tampa Bay Innovation Center; and travel and printing.

The period of performance will be from November 1, 2023 through October 31, 2025. The total project budget is projected to be \$323,832 over a two-year period, of which the College anticipates receiving the full amount.

Jackie Skryd, Vice President, Workforce Development and Corporate Partnerships; Mia Conza, General Counsel; and Belinthia Berry, Dean of Workforce Development, recommend approval.

Attachment
gms071123

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: U.S. Economic Development Administration

Name of Competition/Project: 2023 STEM Talent Challenge Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 11/01/23 **End:** 10/31/25

Administrator: Belinthia Berry

Manager: Marie Couch

Focus of Proposal:

The Geospatial/Artificial Intelligence(AI) STEM Training Program's (GSTP) vision is to create a network of employers, organizations, STEM leaders and entrepreneurs who will contribute to building and sustaining pathways for talent development into emerging technology fields. To achieve this, SPC will work with subject matter experts to build a 4-month accelerated career pathway to increase the number of students placed into the geospatial field and to support entrepreneurs interested in starting or growing their businesses in this or related fields.

GSTP's interdisciplinary workforce program will include the FAA Drone 107 Pilot Training certification, Intuit Entrepreneurship and Small Business certification and skill building in R programming, basic artificial intelligence and ArcGIS mapping. The training will prepare students for entry-level positions in the Geospatial field and connect them with paid work experiences such as internships and industry involved project-based learning. With a goal of serving approximately 100 students, GSTP was developed as an accelerated program that would serve the needs of a cross-section of industries including those in the blue economy, agriculture, planning and surveying, security, search and rescue, real estate services and entrepreneurial ventures.

The initiative will focus on three main objectives: 1) develop and implement a STEM focused work-based learning pathway with industry involvement for careers in Geospatial/AI technologies; 2) increase the regional innovation capacity by connecting the Talent Project to the larger entrepreneurial ecosystem in Pinellas County through The Tampa Bay Innovation Center; and 3) enhance STEM fields by including recruitment of socially and economically disadvantaged individuals.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$ 106,819
Fringe	\$ 53,919
Travel	\$ 979
Supplies	\$ 10,250
Other (Participant Scholarships, subaward)	\$ 144,900
Indirect Costs	<u>\$ 6,965</u>
Total Budget	\$ 323,832

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 649,306
Total amount from funder:	\$ 323,832

Amount/value of match:	Cash: \$214,000
	In-kind: \$111,474
Required match or cost sharing:	No Yes X (1:1)
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	

SPC Foundation	\$100,000
Tampa Bay Innovation Center	\$50,000
Negotiated indirect cost	\$50,990
Personnel	\$44,132
Fringe	\$16,352
Contracts: Community Outreach and SME	\$44,000
Equipment: Drones	\$20,000

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Economic Mobility
	2. Student Success
Strategic Initiative(s):	1. Community Engagement
	2. Academic Excellence

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: U.S. Department of Education – American History and Civics National Activities Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Education by St. Petersburg College for the American History and Civics National Activities grant. Permission is also sought to accept an estimated \$803,225 in funding over a three-year period for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The U.S. Department of Education is providing grants to propose projects that incorporate the use of hands-on civic engagement activities for teachers and students and programs that educate students about the history and principles of the U.S. Constitution, including the Bill of Rights. SPC's *History and Civic Academy for Participation and Engaged Decision-making (H-CAPED)* proposal will provide students at the College's three collegiate high schools with such engagement through a 6-week Academy that will provide foundational knowledge about the constitution and engaged learning through community partnerships and joint projects. Additionally, a 2-week summer Teacher Academy for civic and student engagement will be developed for principals, teachers and others.

SPC's proposal will include opportunities for civic learning through the programs offered by the Institute for Strategic Policy Solutions which will host a hybrid and public statewide program on civic engagement; support a meeting with public officials; and host a statewide civic education platform. Funding will support curriculum development, staffing, transportation, marketing, supplies, and contracts and services.

The period of performance will be from November 1, 2023 through October 31, 2026. The total project budget is projected to be \$803,255 over a three-year period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Joseph Smiley, Dean of Social and Behavioral Science, recommend approval.

Attachment
gms071223

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: U.S. Department of Education

Name of Competition/Project: American History and Civics National Activities Program Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 11/01/23 **End:** 10/31/26

Administrator: Joseph Smiley

Manager: TBD

Focus of Proposal:

The vision of the St. Petersburg College *History and Civic Academy for Participation and Engaged Decision-making* (H-CAPED) program is to increase access, engagement and civic learning for traditionally underrepresented high school students including minority, and lower income students, ultimately helping students to recognize the importance and application of history, civics and government education and to provide professional development for teachers, principals and other school leaders in engaging civic education.

To achieve this vision, H-CAPED will have three goals: (1) Design, develop and implement History and Civic focused community-based learning for Collegiate high school students to improve history and civic knowledge and engagement including a 6 week History and Civics Academy; (2) Increase the regional capacity within and beyond Pinellas County to address civic deserts by providing community members, organizations, and high schools with opportunities for professional development and dialogue through state-wide events, conferences and resources through the Institute for Strategic Policy Solutions; and (3) Fulfill the Florida Educational Equity Act by promoting enrollment and completion of traditionally underrepresented students in the H-CAPED program through outreach, activities and teacher training.

Through requested H-CAPED funding and significant leveraged community partnerships, over three years, this program will reach and serve a total of 450 students at three collegiate high schools in the highest poverty areas in Pinellas County, Florida. Additionally, 90 high school teachers in the Pinellas County school district will participate in professional development through the 2-week summer Teacher Academy.

The funding will include support for curriculum development, staffing, transportation, marketing and supplies with an anticipated outcome of positively impacting the Florida Literacy Civic Examination results for high school students in Pinellas County.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$ 286,639
Fringe	\$ 144,395
Travel	\$ 87,663
Supplies	\$ 45,714
Contracts and Services	\$ 163,800
Other (Colabs, marketing)	\$ 25,347
Indirect Costs	\$ 49,697
Total Budget	\$ 803,255

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 803,255
Total amount from funder:	\$ 803,255

Amount/value of match: Cash: N/A
In-kind: N/A

Required match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Voluntary match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Source of match/cost sharing:	N/A		
Negotiated indirect cost:	N/A		
(Fixed) administrative fee:	N/A		
Software/materials:	N/A		
Equipment:	N/A		
Services:	N/A		
Staff Training:	N/A		
FTE:	N/A		
Other:	N/A		

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Community and Civic Engagement
2. Faculty and Student Success

Strategic Initiative(s):

1. Community Engagement
2. Academic Excellence

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Pinellas County Social Action Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Pinellas County by St. Petersburg College for the Pinellas County Social Action grant. Permission is also sought to accept \$148,912 over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

SPC has submitted a proposal for our Engineering, Manufacturing, and Building Arts programs and the Workforce Institute to participate in the Pinellas County Social Action grant. The Pinellas County Social Action grant is intended to address health, economic and social well-being of Pinellas County residents in need of assistance.

Funding will support recruitment and training for women and underrepresented communities into an educational path to our Engineering, Manufacturing, and Building Arts certificates and Workforce Institute training in Six Sigma Yellow Belt and Certified Production Technician certificates.

The period of performance will be from October 1, 2023 through September 30, 2024. The total grant request is \$148,912 of which the College anticipates receiving the full award amount.

Matthew Liao-Troth, Vice President of Academic Affairs; Mia Conza, General Counsel; and Natavia Middleton, Dean of Natural Science and Engineering, recommend approval.

Attachment
gms071723

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: Pinellas County

Name of Competition/Project: Pinellas County Social Action Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/2023 **End:** 09/30/2024

Administrator: Dr. Natavia Middleton

Manager: Dr. Sidney Martin

Focus of Proposal:

The Pinellas County Social Action grant is intended to address the health, economic and social well-being of Pinellas County residents in need of assistance under the Coordinated Entry System, in support of the *Continuum of Care and the Health in All Policies* approach to county decision-making.

SPC has submitted a proposal to Pinellas County for a training program specifically designed to provide workforce development, life skills training and support including for single men and women, families with children, and US Veterans, those with mental illness, physical disability, and non-violent criminal history. This grant engages community partner, the Homeless Empowerment Program, to recruit socially and economically disadvantaged individuals into an educational path to our Engineering, Manufacturing, and Building Arts program certificates and Workforce Institute training in Six Sigma Yellow Belt and Certified Production Technician certificates.

The grant funds will primarily be utilized toward scholarships for this training and an administrative support specialist position.

Budget for Proposal:

Personnel	\$ 33,868
Fringe Benefits	\$ 15,241
Scholarships	\$ 96,580
Travel	\$ 23
Program Activities	\$ 3,200
Total Budget	\$ 148,912

Funding:

Total budget: (includes amount requested from funder, cash and other funding listed below)	\$ 205,803
Total amount from funder:	\$ 148,912
Amount/value of match:	Cash: N/A In-kind: \$56,891
Required match or cost sharing:	No <input checked="" type="checkbox"/> X
Voluntary match or cost sharing:	Yes
Source of match/cost sharing:	Homeless Empowerment Center (HEP)
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Community Focus
2. Economic Mobility

Strategic Initiative(s):

1. Academic Excellence
2. Community engagement

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: National Association for Community College Entrepreneurship—Everyday Entrepreneur Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the National Association for Community College Entrepreneurship by St. Petersburg College for the Everyday Entrepreneur program grant. Permission is also sought to accept an estimated \$5,000 in funding over a one-year period for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The National Association for Community College Entrepreneurship's Everyday Entrepreneur Program provides community colleges with the support needed to provide access to entrepreneurial education and funding for their students to take their businesses from ideas to thriving enterprises. SPC will apply for Level 1 *Educate* funding, which is early-stage seed funding; at this funding level, the College will receive a playbook supporting guidance on hosting a successful pitch competition.

The first of its kind, the College will use the funding to support a new innovative business incubation program *Titan Venture Experiential Learning Program* (XLP) that will allow community members and high school students the ability to earn college credit while working on developing their businesses through experiential learning. It is anticipated that 45 students from Gibbs High school will begin the program this Fall. Saturday Shoppes Vendor Academy will be SPC's community partner. The funding will support software licenses and pitch event expenses.

The period of performance will be from November 1, 2023 through October 31, 2024. The total project budget is projected to be \$5,000 over a one-year period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Emmanuel Hernandez-Agosto, Dean of the College of Business, recommend approval.

Attachment
gms071223

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: National Association for Community College Entrepreneurship (NACCE)

Name of Competition/Project: Everyday Entrepreneur Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 11/01/23 **End:** 10/31/24

Administrator: Emmanuel Hernandez-Agosto

Manager: TBD

Focus of Proposal:

The National Association for Community College Entrepreneurship (NACCE) is the nation's leading co-creator and distributor of resources to transform underserved communities through community college engagement. Their mission is to engage members through entrepreneurial thinking and innovative action. Their Everyday Entrepreneur Program (EEP) was founded to address the difficulties of starting and growing a business with the fund focusing on providing seed and early-stage funding to promising entrepreneurs who are building everyday main street businesses.

SPC has applied to the program's first Level 1 funding: *Educate*, designed to assist an entrepreneurship champion at a school to be able to bring innovation to the college and engage students and the community. If accepted, SPC will receive \$5,000 in funding and technical assistance to help support a pitch competition. SPC will also receive a playbook that includes, but is not limited to, guidance for hosting successful pitch competitions, running a structured venture fund, boot camp materials to help educate students about starting a business and/or presenting an idea, cultivating community support, access to a mentoring by the numbers program, coaching on how to form a funding committee, and data tracking services. Additional funding opportunities are presented to the applicant after acceptance into Level 1.

SPC's proposal to EEP is to support software licenses and pitch expenses for a new, innovative business incubation program named *Titan Venture Experiential Learning Program (XLP)* that will allow community members and high school students the ability to earn college credit while working on developing their businesses through experiential learning. This program is the first of its kind in St. Petersburg. Forty-five students from Gibbs High school will start *Titan Venture XLP* in the Fall, with Saturday Shoppes Vendor Academy as SPC's community partner.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Supplies	\$ 5,000
Total Budget	\$ 5,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 5,000
Total amount from funder:	\$ 5,000

Amount/value of match:	Cash: N/A
	In-kind: N/A
Required match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Voluntary match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Community Focus
	2. Student Success
Strategic Initiative(s):	1. Community Engagement
	2. Academic Excellence

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services, Community Policing Development: Continuation of the Regional De-Escalation Training Centers Network

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), by St. Petersburg College for the Continuation of the Regional De-Escalation Training Centers Network. Permission is sought to accept an estimated \$750,000 in funding for this proposal, if awarded, and enter into any amendments, extensions, or agreements as necessary, within the original intent and purpose of the grant.

SPC's Center for Public Safety Innovation (CPSI) is proposing to expand our current COPS Regional De-escalation Training Center by providing additional comprehensive de-escalation training to a diverse set of state and local law enforcement agencies throughout the country. SPC is one of six training centers administered by accredited institutions of higher education across the country. Law enforcement use of force has long been a topic of national and local discussion, especially when a high-profile case heightens community awareness. The concept of de-escalation has been a part of law enforcement use of force discussions for decades. De-escalation refers to the range of verbal and nonverbal skills used to slow down the sequence of events, enhance situational awareness, conduct proper threat assessments, and allow for better decision-making to reduce the likelihood that a situation will escalate into a physical confrontation or injury and to ensure the safest possible outcomes.

As a COPS-funded Regional De-Escalation Training Center, CPSI at St. Petersburg College will continue to develop/deliver training using various modalities to offer critical de-escalation training to law enforcement at a regional and national level.

The estimated period of performance will be from October 1, 2023 through September 30, 2025. The total award amount is projected to be \$750,000 over a two-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment
el0622231

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: U.S. Department of Justice: Office of Community Oriented Policing Services (COPS)

Name of Competition/Project: Community Policing Development: De-Escalation Training program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/23 **End:** 9/30/25

Administrator: Matthew Liao-Troth

Manager: Eileen LaHaie

Focus of Proposal:

SPC's Center for Public Safety Innovation (CPSI) is proposing to continue as a COPS-funded Regional De-Escalation Training Center, developing and delivering training using various modalities to offer critical de-escalation courses to law enforcement. Using only nationally certified courses from multiple sources, training will be offered online, face-to-face, and as interactive webinars. The goal of training is to reduce the use of force during police-citizen encounters using proven effective de-escalation techniques. With a decline in negative police-citizen contacts, the community's trust in law enforcement will improve.

The project will be carried out through the delivery of a minimum of 29 courses serving a minimum of 2,000 officers regionally and nationally. Courses will be offered in 1-, 4-, 8-, 16-, 24- and 40-hour blocks based on the topic and modality in which it is being offered. All de-escalation training will be grounded in the 4 pillars of procedural justice: Respect, Neutrality, Trustworthiness and Voice. CPSI will also deliver Training of Trainers courses to ensure this initiative is self-sustaining once the project ends.

Lastly, CPSI will develop de-escalation training to fill identified gaps and continue offering its *Hot Topics Series*, a 1-hour quarterly webinar, highlighting contemporary promising practices in the field to meet the changing needs related to police reform and community policing initiatives.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel & Benefits	\$286,890
Travel	2,716
Consultants/Contractors	292,848
Supplies & Materials	2,160
Other Costs	7,926
<u>Indirect Cost</u>	<u>157,460</u>
Total Budget	\$750,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$750,000
Total amount from funder:	\$750,000

Amount/value of match: Cash: N/A
In-kind: N/A

Required match or cost sharing:	No	X	Yes
Voluntary match or cost sharing:	No	X	Yes
Source of match/cost sharing:	N/A		

Negotiated indirect cost:	\$157,460
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Community Focus
Strategic Initiative(s):	1. Community Engagement

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), **Invitational Solicitation:** Continuation of the Designation as the COPS De-Escalation National Training Coordinator

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Justice, Office of Community Oriented Policing Services, by St. Petersburg College for the Continuation of the Designation as the COPS De-Escalation National Training Coordinator. Permission is sought to accept an estimated \$750,000 in funding for this proposal, if awarded, and enter into any amendments, extensions, or agreements as necessary, within the original intent and purpose of the grant.

SPC's Center for Public Safety Innovation (CPSI) was invited by the COPS Office to submit a proposal to continue SPC's role as the De-Escalation National Training Coordinator. This would be in addition to SPC continuing to be one of six regional training centers administered by accredited institutions of higher education across the country. The purpose of this invitation is to provide funding to the College for the CPSI to continue to coordinate across regional training centers, provide resources to support de-escalation training efforts, provide on-demand technical assistance and facilitate an active community of practice. SPC will also assist the COPS Office with its efforts to convene community-based stakeholders to discuss "scenario-based training developed in collaboration with community-based organizations" as well as standards for use of force, de-escalation, and duty to intervene training in support of the federal Law Enforcement De-Escalation Training Act of 2022.

The estimated period of performance will be from October 1, 2023 through September 30, 2025. The total award amount is projected to be \$750,000 over a two-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment
el0622231

**BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS**

Date of BOT Meeting: August 15, 2023

Funding Agency or Organization: U.S. Department of Justice: Office of Community Oriented Policing Services (COPS)

Name of Competition/Project: **Invitational Solicitation:** De-Escalation National Training Coordinator

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/23 **End:** 9/30/25

Administrator: Matthew Liao-Troth

Manager: Eileen LaHaie

Focus of Proposal:

SPC’s Center for Public Safety Innovation (CPSI) has been invited to apply for an award for the 2023 Community Policing Development (CPD) Program: **Invitational Solicitation**. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities.

The purpose of this invitation is to provide funding to the College in an amount up to \$750,000 for CPSI to continue to coordinate across regional training centers, provide resources to support de-escalation training efforts, provide on-demand technical assistance and facilitate an active community of practice. SPC will also assist the COPS Office with its efforts to convene community-based stakeholders to discuss “scenario-based training developed in collaboration with community-based organizations” as well as standards for use of force, de-escalation, and duty to intervene training in support of the Law Enforcement De-Escalation Training Act of 2022.

The project will be carried out through the delivery of a variety of training and technical assistance requests and the development of additional de-escalation resources housed on the website initially created by SPC with previous COPS funding.

Budget for Proposal:

(Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$312,680
Benefits	159,467
Travel	16,296
Consultants/Contractors	52,152
Supplies & Materials	2,160
Other Costs	19,423
<u>Indirect Cost</u>	<u>187,822</u>
Total Budget	\$750,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)

\$750,000

Total amount from funder:

\$750,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No Yes

Voluntary match or cost sharing:

No Yes

Source of match/cost sharing:

N/A

Negotiated indirect cost:

\$187,822

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Community Focus

Strategic Initiative(s):

1. Community Engagement

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Oracle America, Inc., PeopleSoft Campus Agreement – Students, Staff, Faculty & Administrative

Approval is sought to extend the existing technical support services agreement with Oracle America, Inc. for PeopleSoft software, including HRMS, Financials, Student Administration, and Portal application suites. HRMS applications include Human Resources, Benefits Administration, Payroll, Time and Labor, and Self-Services. Financials applications include General Ledger, Purchasing, Accounts Payable, and Asset Management. Student Administration applications include Admissions, Student Records, Academic Advisement, Campus Community, Financial Aid, and Student Financials. Portal includes Financials Pack, HRMS Pack, and Interaction Hub.

The agreement extends our current contract for a three- (3) year term beginning October 1, 2023 through September 30, 2026.

Based on the estimated student/staff/faculty FTE, the first-year cost is \$495,078.44, second-year cost is \$514,881.59, and the third-year cost is \$535,476.82 with a total expenditure for three years of \$1,545,436.85.

Patrick Rinard, Vice President, Information Technology/CIO; and Mia Conza, General Counsel, recommend approval.

av062023

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Palo Alto Networks, Inc.--Purchase of Palo Alto Internet and Network Security Firewalls

Approval is sought to enter into an Agreement with Palo Alto Networks, Inc., either directly or through a reseller, to purchase IT network and internet security firewall equipment, subscriptions and services.

- **The Agreement will commence upon execution and will continue for a period of 48 months.**
- **Terms and conditions will apply via the National Association of State Procurement Officials (NASPO) contract for the state of Florida, 43230000-NASPO-16-ACS EXPIRES 9/30/26.**
- **The total cost for the equipment, subscriptions and services to the College covered by this Agreement is \$714,162.64.**

Background:

A firewall is a network security device that monitors incoming and outgoing network traffic and permits or blocks data packets based on a set of security rules. Its purpose is to establish a barrier between the College's internal network and incoming traffic from external sources (such as the internet) in order to block malicious traffic like viruses and hackers.

The new purchase agreement will provide St. Petersburg College with updated security (Firewall) technology and services replacing current existing Palo Alto Networks technology that is approximately 4 years old and approaching the end of its useful life span. The new technology will also provide expanded capabilities to address remote access security related to a globally increased level of cyber security threats and attacks.

Finally, this technology provides network connectivity and security to the College's central computing systems and cloud services environments that host many critical SPC systems such as the Learning Management System, PeopleSoft systems (Student, Finance & Human Resources), Microsoft based email, and Microsoft Teams remote collaborative systems.

Patrick Rinard, Vice President, Information Technology/CIO; John Goodfellow, Executive Director, IT Infrastructure; and Mia Conza, General Counsel, recommend approval.

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Tutor.com, Inc.—Online Tutoring Services Agreement for Tutor.com

Approval is sought to continue services under the Master Services Agreement with Tutor.com, Inc., to provide one-to-one online tutoring to students enrolled in all courses (the “Agreement”). This Agreement will commence September 1, 2023, and continue through August 31, 2026. The anticipated cost to the College for this three-year Agreement is \$378,500 and includes 13,000 hours in total with approximately 5,000 additional rollover hours returned to the College from our previous agreement. Availability of rollover hours is also included in this Agreement.

Yearly payments for the service are \$126,184 for the first year and \$126,158 for each of the two remaining years. Online tutoring services are priced at \$26.00 per hour with a supplemental license fee of \$13,000 per year for use of the customizable Learning Engagements Online (LEO) platform—included in the total cost above—that enables College staff to provide internal, online group tutoring and conferencing to students.

Founded in 1998, Tutor.com has delivered nearly 25 million tutoring sessions since its inception—more than any other online tutoring service—and houses more than 3,000 highly qualified tutors. Tutor.com has been selected by some of the largest higher education institutions in the world and has been contracted by the Department of Defense, for more than a decade, to provide tutoring services to all active military personnel worldwide. With the goal of increasing student retention and enhancing learning through online tutoring, Tutor.com provides 24/7 on-demand tutoring in more than 80 subject areas, in English and Spanish, through accessible online whiteboards, essay drop-off services, and other student-focused media. Tutor.com also provides an early notification system for academic concerns, a client dashboard for monitoring student usage, and a data analytics service for examining common problem areas in specific courses. Of special significance, a partnership case study found that SPC Composition I students who used Tutor.com services were 17 percent more successful compared to all students enrolled in the course. Overall, Tutor.com and its shared platforms, included in the Agreement, are to help promote greater online tutoring and support from partner professionals and College personnel, leading toward success for students.

Matthew Liao-Troth, Vice President, Academic Affairs; Janette Hunt, Vice President, Finance & Business Operations; Mia Conza, General Counsel; and Matthew Bodie, Executive Director, Learning Services, recommend approval.

mb072423

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President *(TW)*
SUBJECT: Change Order #1, Extension of Time, Substantial Completion, Final Accounting, and Certificate of Final Inspection/Project Acceptance, Project #265-M-20-0, CW Upgrade & Replace Fire Panels

Authorization is requested to approve Change Order #1, Extension of Time, Substantial Completion, Final Accounting, and Certificate of Final Inspection/Project Acceptance, Project #265-M-20-0, CW Upgrade & Replace Fire Panels.

The original GMP (Guaranteed Maximum Price) for this project was \$388,497.76. Change Order #1 reflects savings in the amount of \$54,822.45, resulting in a Final GMP of \$333,675.31.

Original GMP:	\$ 388,497.76
Change Order:	\$ -
REVISED GMP:	\$ 388,497.76
Owner Contingency (if any unused):	\$ (54,822.45)
Total Achieved Sales Tax Savings (Not Spent):	\$ -
Less Direct Purchase:	\$ -
Change Order #1 - Final Closeout	\$ (54,822.45)
FINAL GMP:	\$ 333,675.31

The anticipated substantial completion date was July 17, 2022. An extension of time was required due to unforeseen delays in manufacturing equipment delivery and shipping. The project was substantially completed on January 12, 2023.

Janette Hunt, Vice President, Finance and Business Operations; and David Cutler, Executive Director of Construction Services, Facilities Planning and Institutional Services, recommend approval.

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Agreement with CBRE, Inc. for Real Estate Brokerage Services

Approval is sought to enter into an agreement and any amendments, or extensions as necessary, with CBRE, Inc. for real estate broker services for the disposition of the Allstate Center Parcels #1 & #4 (35-31-16-49734-004-0010 and 35-31-16-49734-002-0010) and Health Education Center (Site 8). The Agreement will commence on or about August 16, 2023. This is a commission-based agreement and the collective cost to the College for the Agreements will not exceed \$1,500,000.

On February 21, 2023, the Board of Trustees approved the disposition of the Allstate Center parcels #1 & #4 (35-31-16-49734-004-0010 and 35-31-16-49734-002-0010) and the Health Education Center (Site 8) and the action to obtain a real estate brokerage to navigate the sales. Subsequently, on May 16, 2023, the Board of Trustees approved the College's recommendation of CBRE to provide Real Estate Broker Services for the Allstate Center and Health Education Center from the Request for Information (RFI) Process. During contract negotiations, it was discovered that CBRE had been awarded a State of Florida Department of Management Services contract for real estate consulting services, contract # DMS-12/13-007A, which may be utilized for the College's Agreement.

The Agreement will appoint CBRE as St. Petersburg College's real estate broker to represent the College in the disposition of the noted properties and to provide services for the sales, including, but not limited to, assisting in strategy, developing the procurement documents, advertising, market listings, and obtaining Letters of Intent from prospective buyers.

Janette Hunt, Vice President, Finance & Business Operations; and Mia Conza, General Counsel, recommend approval.

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: ESa and JMA Architecture Contract Award for “Palladium Theater Renovation – St. Petersburg College.”

Authorization is requested to enter into a contract with ESa and JMA Architecture for design services associated with “Palladium Theater Renovation – St. Petersburg College.”.

The Board of Trustees approved the ranking and ability to commence contract negotiations with ESa and JMA Architecture at the September 20, 2022, meeting. These services include stage and seating design, acoustic and sound reinforcement design engineering, rigging, draping, and theatre technology consulting, HVAC design engineering, electrical and lighting design and consulting, and relevant engineering and architectural consulting.

The cost of the design phase is not to exceed \$850,000 and will be funded by a Department of State grant titled “Palladium Theater Renovation – St. Petersburg College.” Authorization is requested to enter into contract and open any associated purchase orders for the design phase of this project.

Janette Hunt, Vice President, Finance and Business Operations; and David Cutler, Executive Director, Construction Services, Facilities Planning and Institutional Services, recommend approval.

Programs

July 27th, 2023 via the ISPS Website (12:00 pm to 1:00 pm)

Tampa Bay Area Legislative Wrap-Up

Join ISPS and the Tampa Bay Partnership for a reflection on the 2023 Legislative Session. Al Ruechel will host the conversation with Senators Ed Hooper and Darryl Rouson.

News

- Team Updates
 - ISPS attained a clean audit for the 2022-2023 Fiscal Year. Prida Guida Perez, P.A., ISPS's independent auditors, stated, "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Institute as of March 31, 2023 and 2022."
 - ISPS traveled to Indian River State College to attend the Florida College System Student Government Association (FCSSGA) Advisors Conference on June 14th. ISPS presented at the conference's Lunch and Learn session and connected with advisors from across the state.
 - ISPS enjoyed meeting with former Congressman Dennis Ross, the Director of the American Center for Political Leadership at Southeastern University.
 - ISPS started to document the history and development of the Institute for Strategic Policy Solutions, including interviews with Commissioner Janet Long, Judge George Greer, Dr. Tom Furlong, former St. Petersburg Council Member Herb Polson, and Seminole Councilor Jim Olliver.
 - ISPS continues to update and improve our [Voter's Education Page](#) – a one-stop-shop for Florida's voters, including and especially students, with resources, helpful information, and educational videos.
 - ISPS published the [June](#) and [July](#) editions of its newsletter.
- Board Updates
 - Jeff Johnson, AARP Florida State Director, was [featured](#) in the latest issue of *Florida Trend's* magazine.
 - Adam Johnson shared his experiences on an International Careers panel organized by The St. Petersburg Chapter of The Links, Incorporated.
- Staff Updates
 - Matthew Lee's photography graced the front cover of [SPC's Illumination Magazine](#).



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

BOT July 2023 Update



Mission Moment

Mattie Velasco San Lucas is a first generation and second time mother returning to school and is seeking out a BA in Human Services with an Addictions Counseling Concentration. She has been pursuing her Recovery Support Specialist credential through the Florida Certification Board and has been working loosely within SPC and other Non-Profits within this field of work.

Mattie's thank you message to the donor:

To Whom It May Concern,

My name is Mattie Velasco, and I am writing this letter to sincerely thank the DiNapoli and Skala Families Scholarship for selecting me as a recipient for

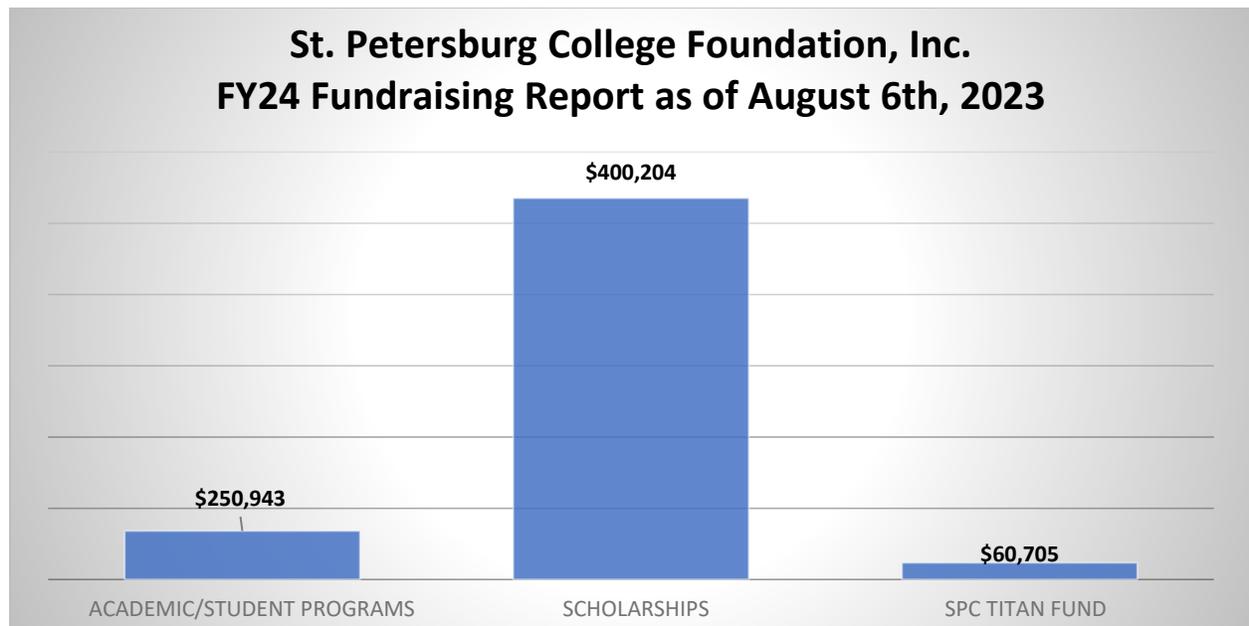
scholarship in the 2021 Fall semester. I am honored to be named a recipient for this academic year. It means the world to me that after reviewing my application, I was selected to receive this gift toward my future. These funds will help significantly in attaining my career goals at SPC and will help to foster a sense of academic security.

I am a mother of two, pursuing my BA in Human Services with the goal of becoming a Licensed Mental Health Counselor as I work and attend school full time. I am currently working in the Mental Health field with populations of at-risk women who have been victims of human trafficking. An added layer to receiving this scholarship is the sense of belonging to community. Your generosity is inspiring, and I hope to one day help others achieve their goals through my work just as you have helped me through this award.

This scholarship will help me to further cultivate my involvement in my studies, my career, as well as my community service endeavors. Through your generous spirit of giving, I am fortunate to move forward in my studies feeling better supported and more prepared on my academic journey. Again, I'd like to extend my sincere gratitude for all you do in providing these opportunities for scholarship. It has made such a positive impact on my life!

Sincerely,
Mattie Velasco

Dashboard



Fund Category	FY24	FY23
Academic/Student Programs	\$ 250,943	\$ 1,102,433
Scholarships	\$ 400,204	\$ 5,491,838
SPC Titan Fund	\$ 60,705	\$ 492,795
Total:	\$ 711,852	\$ 7,087,066

Expense Report:

As of July 30th, the Foundation provided the following support to SPC:

- **\$718K** in scholarships to SPC students.
- **\$698M** in program support, providing support to such programs as
 - Alumni Association
 - Academic Affairs Department
 - African American Male Initiative
 - Athletic Boosters
 - Black Girl Magic Event
 - Business Plan & Elevator Pitch Competition
 - College of Education
 - College of Nursing
 - Dental Hygiene Department
 - Fall Enrollment Initiative
 - Grants Department
 - Humanities & Fine Arts Department
 - Learning Resources Centers

- College Marketing & Communications
- Mental Health Awareness/Allied Health
- Natural Sciences
- Palladium Theater
- Social Justice Initiative
- SPC Collegiate High School
- Veterinary Technology Program
- Welcome Back Titans Event
- Women on the Way & Keys to Manhood
- Workforce Development

Topic of the Month

- Our Annual SPC Day this coming September 12th.

Palladium Board Report

August 2023

1. The Palladium's first season was 1998. Our 2023 season marks the theater's 25th anniversary. We will celebrate the anniversary and kick off the Capital Campaign for theater renovation on Oct. 25 with a gala event in Hough Hall and the Side Door. More details on this to come.
2. Florida's state budget included \$850,000 to support the design phase of the Palladium theater renovation. That money was approved in the final budget and SPC accounting is working with the state to receive it.
3. The Palladium's Summer Jam season is a big success. We have *sold out six of eight Side Door shows*. Our Boogie Woogie piano night in Hough Hall on July 15 sold more than 600 tickets and sales for the rest of the summer are strong. One rock show on August 19 has sold almost 700 tickets as of today. All of these shows are produced by The Palladium.
4. The Palladium was featured in a St. Pete Catalyst column this week about how St. Petersburg grew into the city it is today. The article mentioned "all the exhilarating performance spaces in St. Pete, including the Palladium, under the direction of the multi-talented Paul Wilborn."
5. Check out our upcoming Event Calendar:
<https://mypalladium.org/event-listing/>

**Leepa-Rattner Museum of Art (LRMA)
August 2023 Report of SPC BOT**

LRMA Exhibitions –

1. Summer 2023 –

- **Material Mastery: Florida CraftArt Permanent Collection of Fine Craft** (June 10-August 27, 2023)
 - LRMA partnered with St. Petersburg-based craft organization Florida CraftArt to present an exhibition of their collection featuring more than 50 works by celebrated fine craft artists in fibers, glass, and ceramics.
- **Do I know My Own Shadow: Latin Artists from the LRMA Collection** (July 1 – September 3, 2023)
 - Through the lens of the LRMA collection, Latin artists come together as a chorus of unique voices and experiences, calling attention to contemporary conversations of cultural heritage representation.

2. Fall 2023 –

- **SPC Visual Arts Faculty Exhibition** (September 16-December 17, 2023)
- **Donald Saff: Constellation Series** (September 16-December 17, 2023)
- **The Hurricane Within: Vibrancy and Resilience of Hispanic Heritage** (September 9-December 17, 2023)
- **Visual Metaphors: Pinellas County Schools High School Show** (October 21 – December 1, 2023)

LRMA Education/Programs –

LRMA is collaborating with SPC Faculty, Florida CraftArt, Dunedin Fine Art Center and Palm Harbor Library to create cross-disciplinary programs. Programs continue to be added. Please visit <https://leeparattner.org/calendar/>

- Weekly **Docent tours:** Wednesdays & Sundays at 2:00 p.m.
- Monthly **Focus Friday lecture series**, first Fridays at noon. *February-May, September-December
 - September 1, 2023 - Joan Duff-Bohrer, *Requiem*, 1998, Charcoal on paper
 - October 6, 2023 - Bosco Sodi, *Muro*, 2019, Clay timber/video (Hispanic Heritage Month)
- Monthly **Leap into Art: Monthly children’s story/art hour.** Partner with Palm Harbor Library, 3-4pm.
- July 23 **IMPROV at LRMA with SUIT** (comedy). Interactive Gallery. 3-4pm. 60 people attended
- August 5 **Felted Flower Community Garden workshop** with Leeann Kroetsch, FA-106, 1-3pm.
- August 10 **Paper weaving workshop** with Emily Stehle, Interactive Gallery, 3-5pm.
- Coming Fall 2023 Smithsonian Free Museum Day, Faculty Show Gallery Talks, Portfolio Day for SPC Students

LRMA in the News – July – Aug. 2023 –

- Tampa Bay Times
<https://www.tampabay.com/life-culture/arts/visual-arts/2023/06/29/free-summer-tampa-bay-art-things-to-do/>
- Tampa Bay Newspapers / The Beacon
https://www.tbnweekly.com/diversions/article_4181f394-1f4b-11ee-937c-835a6264b804.html
- Destination Tampa Bay
<https://destinationtampabay.com/leepa-rattner-museum-of-art-partners-with-florida-craftart/>
- Spot on Florida
<https://spotonflorida.com/fl-blogs-entertainment/fl-to-do/4709369/leepa-rattner-museum-of-art-partners.html>
- 83 Degrees – July Arts Roundup - <https://www.83degreesmedia.com/features/July-arts-round-up-070623.aspx>

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Quarterly Informational Report on Contract Items

This informational report includes executed contracts and/or items that have been approved by either the President or designee during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees’ Rule 6Hx23-5.903.

Section A: Program Related Contracts

1. Affiliation Agreement with the **Adventist Health System/Sunbelt, Inc. d/b/a Advent Health Orlando (AH)** to continue to provide clinical experience at various AH facilities, to students enrolled in Health Services Administration; Continuing Education RN Remediation (AH employees only); and RN to BSN Nursing (AH employees only) programs. The Agreement will commence as soon as possible and continue through July 31, 2025. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 9, 2023. Departments—College of Health Sciences, College of Nursing
2. Affiliation Agreement with the **Florida Department of Health, Brevard County Health Department** to provide clinical experience to students enrolled in the Health Services Administration program. The Agreement will commence as soon as possible and continue through December 31, 2027. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 9, 2023. Department—College of Health Sciences
3. Affiliation Agreement with the **Florida Department of Health, DeSoto County Health Department** to provide clinical experience to students enrolled in the Health Services Administration program. The Agreement will commence as soon as possible and continue through for the period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 23, 2023. Department—College of Health Sciences
4. Affiliation Agreement with the **Florida Department of Health, Leon County Health Department** to provide clinical experience to students enrolled in health care professions programs. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 25, 2023. Department—College of Health Sciences

5. Amendment to the Agreement with **Hillsborough County Public Schools (HCPS)** to provide student internship, practicum, and observation experience for College of Education students. The Amendment will commence as soon as possible and is ongoing. This modification reflects that the College may provide HCPS cooperating teachers with a stipend (as determined by the College) for serving as a supervising instructor for SPC students. This item was approved by Matthew Liao-Troth on June 20, 2023. Department—College of Education
6. Affiliation Agreement with **OHI West, Inc. dba Bayfront Health, St. Petersburg** to continue to provide clinical or non-clinical experience, as applicable, to students in Nursing, CE Nursing, Physical Therapist Assistant, Radiography, Respiratory Care, Health Information Technology, Emergency Medical Services, Surgical Technician, Health Services Administration, Health Science, Computer Information Technology, Business Administration, Management and Organizational Leadership, and Technology Development and Management programs. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 11, 2023. Departments—Allied Health, Workforce Education, College of Business, College of Computer & Information Technology
7. Agreement with **The School Board of Orange County** to provide student internship, practicum, and observation experience for College of Education students. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 9, 2023. Department—College of Education
8. Amendment to Clinical Education Agreement with **Shands Teaching Hospital and Clinics, Inc.** to continue to provide clinical experience at designated locations for students enrolled in RN to BSN Nursing, CE Nursing, Health Information Technology, Respiratory Care and Physical Therapist Assistant programs. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 24, 2023. Departments—Nursing, CE Nursing, Health Information Technology, Respiratory Care & Physical Therapist Assistant
9. Affiliation Agreement with the **University of Minnesota College of Veterinary Medicine** to provide clinical experience to students enrolled in the Veterinary Technology program. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Matthew Liao-Troth on June 23, 2024. Department—Veterinary Technology

Section B: Contracts above \$100,000 (\$100,001-\$325,000)

10. Amendment to the Agreement with **Dimension Systems, Inc.** to provide additional remote PeopleSoft (PS) Support Services for the PS system tasks. The Amendment extends the services for another month or until project hours are used and adds 100 hours of support at

a cost of \$14,500 to the Agreement. The total cost to the College for the Agreement, including this Amendment, is \$164,430. This item was approved by the President on May 25, 2023. Department—Information Technology

11. Agreement with **Medical Equipment Dynamics, Inc.** for the purchase of medical equipment for use in the Biomedical Engineering Technology (BMET) Academy. The cost to the College for this Agreement is \$160,706. This item was approved by the President on April 6, 2023. Department—Workforce Education
12. Agreement with **Ovid Technologies, Inc.** to continue the subscription to various online products that support the Nursing, Health Services Administration, Dental Hygiene and Veterinary Technology Programs. The Agreement will commence as soon as possible and continue for the period of three years. The cost to the College over three years is \$269,016.45. This item was approved by the President on April 18, 2023. Department—Learning Resources
13. Agreement with **Pentera Security, Inc.** for a subscription and license to use its Pentera Core software and/or Pentera Surface software that provides automated penetration testing on an ongoing basis for vulnerabilities on the College’s Information Technology systems. The Agreement will commence as soon as possible and continue for the period of three years. The cost to the College over the three-year period is \$140,250. This item was approved by Patrick Rinard on April 18, 2023. Department—Information Security
14. Amendment to the Agreement with **SpearMC Management Consulting, Inc.** to provide consulting services associated with the implementation of the PeopleSoft Recruitment Module functionalities in the College’s PeopleSoft HCM 9.2 application. The Amendment to the Agreement will extend the services through June 30, 2023 at an additional cost of \$45,000. The total cost to the College for this Agreement, including this Amendment, is \$268,200. This item was approved by Matthew Liao-Troth on behalf of the President on May 25, 2023. Department—Human Resources
15. Agreement with **Zoom Video Communications, Inc.** to continue Zoom services from June 1, 2023 through November 30, 2027. Zoom will provide services without cost for a six-month period (June through November 2023). Thereafter, the Agreement will continue for four years at an annual rate of \$73,678 for a total cost to the College of \$294,712. This item was approved by Matthew Liao-Troth on behalf of the President on May 25, 2023. Department—IT—Academic Technology

Section C: Contracts above \$50,000 (\$50,001-\$100,000)

16. Agreement with **Company Man Studios** to produce a recruitment video for St. Petersburg College that can be used in a variety of digital channels and in person at recruitment events. The cost to the College for this Agreement is \$53,710. The Agreement will commence as soon as possible and continue through project completion which is estimated to be by May 31, 2023. This item was approved by Jamelle Conner on April 5, 2023. Department—Recruitment Services

17. Agreement with **Consolidated Sterilizer Systems** for the purchase and installation of an autoclave and associated equipment to be used in the Science Department at the St. Petersburg/Gibbs Campus. The Agreement will commence as soon as possible. The cost to the College for this Agreement is \$65,461.76. This item was approved by Janette Hunt on May 9, 2023. Department—Facilities Planning & Institutional Services
18. Agreement with **HAAS Factory Outlet, LLC** to provide and install education training equipment for the Workforce Incubator Project on the Tarpon Springs Campus. The cost to the College for this Agreement is \$56,177.46. This item was approved by Janette Hunt on May 24, 2023. Department—Business Services
19. Agreement with **Pinellas County** to provide funds for the needed improvements to the Fire and EMS Training Center. The College will make the improvements through documented procurement procedures and the County will reimburse the College an amount up to \$63,000 for making the improvements. The Agreement will commence as soon as possible and continue through project completion. This item was approved by Janette Hunt on June 16, 2023. Department—Facilities Services
20. Agreement with **Sunburst Entertainment Group, LLC** to provide the use of the Tropicana Field and facilities for the College’s graduation ceremony to be held May 11, 2023. The cost to the College for this Agreement is anticipated to be approximately \$72,702. This item was approved by Jamelle Conner on April 19, 2023. Department—Admissions & Records
21. Agreement with **Waitwell, Inc.** to provide a license to access its queuing system to support campus advising, virtual advising, virtual and face-to-face appointments, and advisor notes. The queuing system will be used across all SPC campuses and sites. The Agreement will commence July 1, 2023 and continue through June 30, 2026. The cost to the College over the three-year period is \$99,000. This item was approved by Jamelle Conner on April 5, 2023. Department—Student Affairs
22. Agreement with **Walker Consultants** to provide engineering design services for repair documentation and construction administration services for the parking garage at the Downtown Center. The scope of services will include Repair Document Preparation; Bidding Phase; and Construction Phase activities. The Agreement will commence as soon as possible and continue through June 30, 2023. The cost to the College for this Agreement is \$95,000. This item was approved by Janette Hunt on April 4, 2023. Department—Facilities Services
23. Agreement with **Weaver and Tidwell, LLP** to conduct an assessment of existing communications to students across the organization of St. Petersburg College. This assessment is part of a multi-phased Student Communications Plan. The Agreement will commence as soon as possible and continue through project completion which is anticipated to be two months. The cost to the College for this Agreement is \$55,000. This

item was approved by Jesse Turtle on June 14, 2023. Department—Marketing & Strategic Communications

Section D: Contracts above \$10,000 (\$10,001-\$50,000)

24. Agreement with **Brittany Nicole, LLC** to provide professional services associated with conducting an assessment of various student and employee populations across campuses to better understand campus engagement experiences. Services will include data collection, analysis, reporting and strategy consultation. The Agreement will commence as soon as possible and continue through June 30, 2023. The cost to the College for this Agreement is \$18,150. This item was approved by the President on April 13, 2023. Department—Organizational Culture & Engagement
25. Agreement with **Evergreen Solutions, LLC** to conduct an Executive Compensation Study for the position of the President at the College. The Agreement will commence as soon as possible and continue through December 31, 2024. The cost to the College for this Agreement is \$12,000. This item was approved by Darryl Wright-Greene on May 23, 2023. Department—Human Resources
26. Agreement with **Florida Door Control of Orlando, Inc.** to provide and install two barrier gates at the Downtown Center for the garage's entry lane. The cost to the College for this Agreement is \$17,423.03. This Agreement will commence as soon as possible and continue through project completion. This item was approved by Janette Hunt on June 14, 2023. Department—Business Services
27. Agreement with **Florida Information Systems, Inc.** to provide the consulting services of Alex Mackintosh as an Integration Engineer to support the PeopleSoft ERP Software system. The Agreement will commence as soon as possible and continue through September 14, 2023. The cost to the College for this Agreement is \$39,000. This item was approved by Patrick Rinard on June 8, 2023. Department—IT -Enterprise Systems
28. Agreement with **Gator Gypsum** for the purchase of drywall and stucco materials for the Workforce Incubator Project on the Tarpon Springs Campus. The cost to the College for this Agreement will be \$48,266.40. This item was approved by Janette Hunt on May 25, 2023. Department—Business Services
29. Agreement with **Graybar Electric Company, Inc.** for the direct purchase of a Wiremold Floor Box package for the Workforce Incubator construction project at the Tarpon Springs Campus. The cost to the College for this Agreement is \$21,715. This item was approved by Janette Hunt on May 4, 2023. Department—Business Services
30. Agreement with **The Lamar Companies** to provide Pinellas Suncoast Transit Authority bus advertisement space from June 5, 2023 through July 30, 2023. The cost to the College for this Agreement is \$20,225. This item was approved by Jesse Turtle on May 24, 2023. Department—Marketing & Strategic Communications

31. Agreement with **Lealman Special Fire Control District** to provide mechanical service/repairs/inspections on fire apparatus equipment on an as needed basis. The Agreement will commence as soon as possible and continue through June 30, 2025. The estimated annual cost for services under this Agreement is \$15,000. This item was approved by Matthew Liao-Troth on May 4, 2023. Department—SPC Fire Training Center
32. Agreement with **Robert Half International, Inc.** to provide the services of two web developers to perform work for the College’s Academic Technology team. Services will be performed from June 1 – 30, 2023. The cost to the College is anticipated to be \$35,000. This item was approved by Patrick Rinard on May 24, 2023. Department—Online Learning Services
33. Agreement with **Virtra, Inc.** for its service plan which includes telephone support, remote assistance, labor, parts, travel, software updates, overnight shipping and onsite annual service and maintenance for the *Interactive Simulation System* used for the Public Safety Academies at the Allstate Center. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement is \$17,576. This item was approved by Matthew Liao-Troth on June 21, 2023. Department—Public Safety Academies

Section E: Contracts \$10,000 and below

34. Dual Enrollment Agreement with **Admiral Farragut Academy, Inc. (AFA)** that will allow eligible AFA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
35. Agreement with **American Bio-Waste Solutions** to provide bio-waste disposal services for the College’s Workforce Allied Health programs. The Agreement will commence as soon as possible and continue for the period of two years. The cost to the College for the two-year period is \$1,920. This item was approved by Jackie Skryd on April 11, 2023. Department—Workforce Education/Allied Health
36. Agreement with the **American Medical Association** to continue to access the Journal of the American Medical Association (JAMA). The College subscribes to JAMA through EBSCO Subscription Services. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement is \$2,479. This item was approved by Matthew Liao-Troth on May 4, 2023. Department—Learning Resources
37. Agreement with **Animal Luvrs Dream Rescue** that will allow the College the use of animals for its Veterinary Technology courses. The Agreement will commence as soon as

- possible and continue for the period of two years. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 4, 2023. Department—Veterinary Technology
38. Agreement with **Articulate Global** to continue to provide access to the Articulate 360 Teams software used in Learning Resources. The subscription term will commence June 17, 2023 and continue for a period of one year. The cost to the College for this Agreement is \$699. This item was approved by Matthew Liao-Troth on April 11, 2023. Department—Learning Resources
 39. Agreement with **Bia Schaefer Photography** to provide photography services for the Spring 2023 Pinning Ceremony to be held at the St. Petersburg Coliseum on May 11, 2023. Bia Schaefer Photography will provide candid shots prior to the ceremony; pictures of graduates as pinned and alone with backdrop; large group photo(s) of graduates and access to digital downloads. The cost to the College for this Agreement is \$1,000. This item was approved by Matthew Liao-Troth on April 24, 2023. Department—College of Nursing
 40. Agreement with **Blend Vet Med PLLC** whereby the College will collaborate with Blend Vet to co-present the *Explore a Future in Veterinary Medicine* event to be held at the Veterinary Technology Center on June 10, 2023. The College anticipates approximately 100 – 150 attendees (faculty, students, parents). Although the total cost to the College for this event is currently unknown, the known cost is \$2,050. Event costs and expenses will be covered with sponsorship funds; however, any event costs and expenses not covered by sponsorships will be the responsibility of the College. This item was approved by Matthew Liao-Troth on April 24, 2023. Department—Veterinary Technology
 41. Dual Enrollment Agreement with **Calvary Christian High School (CCHS)** that will allow eligible CCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
 42. Agreement with **Center for Research Libraries** for a subscription and Academic Site License to the New York Times to support Political Science courses at the College. The Agreement will commence as soon as possible and continue through December 31, 2024. The annual cost for the subscription is \$9,052.72; however, this cost will be pro-rated based on the actual start date of the subscription. Thereafter, the Agreement will automatically renew for additional one-year terms unless terminated by the parties with 60 days' notice. Should the Agreement be renewed beyond December 31, 2024, additional expenditure approval will be sought at that time. This item was approved by Matthew Liao-Troth on March 27, 2023 and April 24, 2023. Department—Learning Resources

43. Amendment to the Agreement with **CFM Partners, Inc.** to provide additional conversion services associated with the purchase of CFM's Governance, Risk and Compliance software that will: 1) allow the College to conduct risk assessments; 2) provide internal audit capabilities; and 3) manage the College's rule and procedure development and revision processes. The additional services will allow for the conversion of all of the College's current rules/procedures to the CFM platform and provide a buffer for the conversion of rules/procedures that are changed or created during the implementation process. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Amendment is \$3,540. This item was approved by Matthew Liao-Troth on behalf of the President on May 25, 2023. Department—Office of the General Counsel
44. Agreement with **Cision US, Inc.** to provide distribution services to the College including the delivery of messages and content to audiences such as print and broadcast newsrooms, journalists, bloggers, financial portals, social media networks, websites, content syndicators, and search engines. Cision will also provide multimedia services including a suite of audio, video, and multimedia production and broadcasting services. This Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement is \$7,655. This item was approved by Jesse Turtle on April 3, 2023. Department—Marketing & Strategic Communication
45. Agreement with **Democracy Works, Inc. (DW)** for the use of a customized co-branded version of DW's TurboVote Platform. The Platform allows users to receive voter registration forms, absentee ballot applications, referrals to online voter registration portals, and email and text messaging about upcoming election dates/deadlines. The Agreement will commence July 1, 2023 and continue for the period of one year. The cost to the College for this Agreement is \$1,500 and will include hosting and customization services. This item was approved by Matthew Liao-Troth on May 25, 2023. Department—Social and Behavioral Sciences
46. Agreement with **Duke Energy Florida, LLC** for an Easement that will allow power to be run to Simulation City at the Allstate Center. There is no cost to the College associated with this Agreement. This item was approved by Janette Hunt on April 17, 2023. Department—Facilities Planning & Institutional Services
47. Agreement with **Duke Energy Florida** whereby the College will provide Duke with temporary staging areas, at designated campus locations, for disaster relief response. The Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. There is no cost to the College. This item was approved by Janette Hunt on April 4, 2023. Department—Facilities Services
48. Dual Enrollment Agreement with **Dunedin Academy (DA)** that will allow eligible DA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition

- and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
49. Agreement with **Education Path Company, Ltd.** to provide on-the-ground assistance to prospective students in Vietnam regarding information and enrollment in SPC programs. The College agrees to pay Education Path the amount of \$1,000 minus any required taxes, per full-time enrolled student (equal to 12 credit hours). Payment will be made within 20 days of receipt of invoice for services rendered after the drop with refund date for any given semester. Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of two years. This item was approved by Matthew Liao-Troth on May 26, 2023. Department—International Programs
 50. Agreement with the **Florida Department of Highway Safety and Motor Vehicles** that allows the College to access the Department’s Driver and Vehicle Information Database system, commonly referred to as “DAVID,” for the verification of residency and reporting of traffic incidents. The Agreement will commence as soon as possible and continue for the period of six years. There is no cost to the College. This item was approved by Patrick Rinard on June 12, 2023. Department—Information Technology
 51. Agreement with the **Florida Department of Juvenile Justice** to establish a partnership that will implement a pathway for student internship and employment opportunities within the Juvenile Justice field. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 8, 2023. Department—Social & Behavioral Science
 52. Agreement with **Florida Department of Law Enforcement (FDLE)** whereby the College will provide properly executed applicant fingerprint submissions and the FDLE will provide state, multi-state and federal criminal history records as requested by the College. These records will be used as part of the screening process for employment, licensing, permitting, granting access, registration, or certification. The total cost to the College for this Agreement cannot be determined at this time; however, the cost for FDLE retention of fingerprints is \$6.00 per individual and fees for criminal history records are \$24 for State and \$13.25 for National per individual as may be requested. The Agreement will commence as soon as possible and is ongoing unless terminated by either party. This item was approved by Darryl Wright-Greene on April 6, 2023. Department—Human Resources
 53. Agreement with **Gallagher Student Health & Special Risk** to accept its 2023-24 International Student Health Insurance Proposal to offer international students and international student athletes the ISS Basic Plan that provides student medical and/or accident insurance coverage. As part of this transaction, the College will designate Gallagher Student Health & Special Risk as the College's exclusive insurance broker with respect to the international student insurance policy that runs from August 17, 2023 through August 16, 2024. International students will be required to enroll in the applicable Insurance Plan at registration unless they provide proof of comparable coverage.

International students will pay an annual rate of \$1,291 for coverage for the twelve-month period. There is no cost to the College. This item was approved by Matthew Liao-Troth on April 5, 2023. Department—Center for International Programs

54. Dual Enrollment Agreement with **Indian Rocks Christian School (IRCS)** that will allow eligible IRCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
55. Agreement with **Infobase Learning** to continue to access the Films on Demand Veterinary Collection for streaming video content to support the Veterinary Technology Program. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$729.68. This item was approved by Matthew Liao-Troth on April 5, 2023. Department—Learning Resources
56. Agreement with **Info-Tech Research Group** to extend the College’s current membership through July 16, 2023. The cost to the College for the one-month extension is \$6,604.53. Info-Tech provides diagnostic tools and key research systematically to help improve IT department performance in the areas of project prioritization, resource allocation, Cloud governance and cost controls, and digital classrooms. This item was approved by Patrick Rinard on April 17, 2023. Department—Information Technology
57. Agreement with **Honorlock, Inc.** to continue to provide testing services for students. The College will work with Honorlock to integrate its service with D2L and Honorlock will authenticate, monitor and record online examinations, as applicable and as requested. The service will be available 24/7. Students will pay for tests taken and the fees will be based on the number of tests taken in any course. The Agreement will commence as soon as possible and continue for one year. Thereafter, the Agreement will continue for one-year periods unless terminated by either party. There is no cost to the College. This item was approved by Patrick Rinard on Jun 21 2023 and Matthew Liao-Troth on June 22, 2023. Departments—Online Learning & Services/Academic Affairs
58. Agreement with **MCS of Tampa** to perform site surveys at designated campuses for engineering and design work, identifying components needed to deploy new Epic iO PLTE network devices and installation at each designated building. The cost to the College for these services will be \$4,200. This item was approved by Patrick Rinard on April 19, 2023. Department—Information Technology

59. Agreement with the **National University of Health Sciences** to lease space at the HEC Annex on a month-to-month basis beginning July 1, 2023. The College will receive an amount of \$5,076.41 per month for use of the space. This item was approved by Janette Hunt on May 9, 2023. Department—Design & In-House Construction
60. Agreement with the **National University of Health Sciences** to lease space at the HEC East Annex on a month-to-month basis beginning July 1, 2023. The College will receive an amount of \$655.08 per month for use of the space. This item was approved by Janette Hunt on May 8, 2023. Department—Design & In-House Construction
61. Agreement with **Niche Academy, LLC** for a subscription to its platform to support Library and Learning Resources instruction. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement is \$7,800. This item was approved by Matthew Liao-Troth on April 24, 2023. Department—Learning Resources
62. Dual Enrollment Agreement with **Northside Christian School (NSCS)** that will allow eligible NSCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
63. Agreement with **Orkin Pest Control** to provide pest control service in the SA Student Center Building on the Clearwater Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period is \$695.04. This item was approved by Janette Hun on April 20, 2023. Department-Custodial Services
64. Agreement with **Orkin Pest Control** to provide pest control service in the Social Science Building on the Clearwater Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period is \$920.16. This item was approved by Janette Hun on April 21, 2023. Department-Custodial Services
65. Agreement with **Pinellas County School Board (PCSB)** to continue the Joint Use Agreement whereby the College and PCSB each provide the usage of its facilities to the other, generally at no charge, pending availability. The usage excludes specific rooms as identified in the Agreement and rental fees may be charged for the use of certain areas. The Agreement will commence July 1, 2023 and continue through June 30, 2024. This item was approved by Janette Hunt on May 4, 2023. Department—Facilities Planning & Institutional Services

66. Dual Enrollment Articulation Agreement for 2023-24 between the **Pinellas County School Board** and the College. The Agreement defines the academic programs and activities that will benefit *Dual Enrollment* students of Pinellas County. The College will offer information on student progress and acceleration mechanisms to students in Pinellas County high schools to facilitate greater success in post-secondary education. The School Board will market and encourage high school students regarding opportunities for Dual Enrollment articulation and accelerated college credit opportunities. The Agreement will commence as soon as possible and will ongoing; however, the Agreement must be reviewed and updated annually. There is no cost to the College. This item was approved by Matthew Liao-Troth on May 25, 2023. Department—Academic Affairs
67. Agreement with **Power Town Line Construction, LLC (PTLC)** whereby PTLC and the College will continue to collaborate to offer electrical lineman training programs and training modules, leading to industry-recognized certification. The College will offer administrative office space, training and classroom space, as well as parking, equipment and storage space, to PTLC at the Allstate Campus, without charge. The renewal Agreement will commence as soon as possible and continue through June 30, 2024. This item was approved by Jackie Skryd on April 25, 2023. Department-Workforce Education/Manufacturing
68. Agreement with **PrintScan, LLC** to provide FDLE fingerprinting services (Florida Live Scan or Level 2 Background Checks) to the College. The Agreement will commence as soon as possible and is ongoing unless terminated by either party. The costs to the College for this Agreement will depend on the number of scans/background checks required by the College. The anticipated cost to the College through December 31, 2023 is \$4,800. Thereafter, costs will be handled via the Purchasing approval process. This item was approved by Darryl Wright-Greene on May 24, 2023. Department—Human Resources
69. Agreement with **Shell Office Systems** associated with the purchase of a ViewScan 4 Digital Microfilm Scanner as required to look up older student records that are on microfiche and microfilm. This will allow the College to retrieve and produce such records for students and other legal purposes within the College’s Information Technology security specifications. The Agreement will commence as soon as possible. The cost to the College for this Agreement is \$9,826. This item was approved by Janelle Conner on April 26, 2023. Department—Admissions & Records
70. Agreement with the **City of St. Petersburg** for the rental of the Coliseum facility for the College of Nursing Pinning Ceremony to be held on December 11, 2023. The cost to the College for this Agreement, including facility rental and services, is \$4,240. This item was approved by Matthew Liao-Troth on April 11, 2023. Department—College of Nursing
71. Agreement with the **City of St. Petersburg** for the rental of the Coliseum facility for the College’s *Welcome Titans 2023* event to be held on August 10, 2023. The cost to the College for this Agreement, including facility rental and services, is \$4,125. This item was approved by Matthew Liao-Troth on May 12, 2023. Department—Academic Affairs

72. Dual Enrollment Agreement with **St. Petersburg Catholic High School (SPCHS)** that will allow eligible SPCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2023 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Matthew Liao-Troth on May 17, 2023. Department—Dual Enrollment/Early College
73. Agreement with **Study Abroad Association** to provide travel services to students for the College’s Mexico Summer Study Abroad program to be held May 16-25, 2024. Fees associated with this Agreement will be paid by students. This item was approved by Matthew Liao-Troth on June 9, 2023. Department—International Programs
74. Agreement with **Study Abroad Association** to provide travel services to students for the College’s Greece Summer Study Abroad program to be held May 13-26, 2024. Fees associated with this Agreement will be paid by students. This item was approved by Matthew Liao-Troth on May 30, 2023. Department—International Programs
75. Agreement with **Tradesmen International, LLC** to provide the services of various Facilities related staff, from temporary to permanent solutions. The Master Services Agreement will establish an account, under the TIPS Cooperative Agreement #230104 Trades, Labor, and Materials, allowing the College to meet staff needs when requested via Quotes/Work Orders and approved by the College. The cost to the College for this Agreement is unknown at this time; however, approved Quotes/Work Orders will be handled via the Purchasing approval process. The Agreement will commence as soon as possible and continue unless terminated by either party. This item was approved by Janette Hunt on June 9, 2023. Department—Facilities Services
76. Agreement with **TVSquared, Inc.** whereby the College agrees to make available its advertising data to TVSquared and TVSquared then allows Spectrum Reach to access such reports and data on its platform for the purposes of analyzing and optimizing the College’s TV advertising expenditure. The College may also receive these reports/data from Spectrum Reach. The Agreement will commence upon execution and is anticipated to continue through completion of all campaigns under the project. There is no cost to the College associated with this Agreement. This item was approved by Jesse Turtle on May 24, 2023. Department—Marketing & Strategic Communications
77. Non-Disclosure Agreement with **VillageMD** to allow the parties to engage in discussions about a potential business relationship associated with SPC’s Corporate College. There is no cost to the College. This item was approved by Jackie Skryd on June 15, 2023. Department—Corporate College

78. Agreement with **Williams & Fudge, Inc.** to continue to provide collection services associated with delinquent student accounts. Fees associated with the Agreement are paid by students. The renewal Agreement will commence on July 1, 2023 and continue for the period of two years. This item was approved by Janette Hunt on May 25, 2023. Department—Business Services
79. Agreement with **Worknet Pinellas, dba Career Source Pinellas** to continue to lease space at the Tarpon Springs Campus. The Lease will commence on July 1, 2023 and continue through June 30, 2024. Worknet Pinellas will pay the College \$965.90 over the one-year period. This item was approved by Janette Hunt on April 11, 2023. Department—Provost Office, TS
80. Agreement with **Worknet Pinellas, Inc. dba CareerSource Pinellas** whereby the College will provide services as a Work-Based Learning Partner to deliver a meaningful and challenging work experience(s) as specified in the Training Plan associated with the Agreement. CareerSource Pinellas will determine eligibility of the trainee and occupation and ensure wages are paid to trainee weekly, either directly or through a service provider. There is no cost to the College. This Agreement will commence as soon as possible and continue through June 30, 2026. This item was approved by Jackie Skryd on April 28, 2023. Department—Career Connections

Pamela S. Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items, including those with expenditures not exceeding \$325,000.

Mia Conza, General Counsel, recommends approval.

ps063023

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 3 (\$65,000.) but not exceeding Category 5 (\$325,000.) as specified in Board of Trustee’s Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President’s designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

The acronyms “SBE”, “BOT” and “ITB” stand for the State Board of Education, the St. Petersburg College Board of Trustees, and Invitation to Bid, respectively.

The listing is by Purchase Order Number:

- 1. P.O. #117237– Apex Office Products.** – This is in the amount of \$111,009.92 for SPC branded promotional items. **Authority:** Priority use contract through vendor **Recommended** by Student Life & Leadership Coordinators College-wide.
- 2. P.O. #117280 – Zoom Video Communications.** – This is in the amount of \$73,678.00 for Zoom service licensing. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by Christopher Harvey, Executive Director of Academic Technology and Student Success.
- 3. P.O. #117287–Robert Half International INC.**– This is in the amount of \$137,000.00 for senior web developer contracting. **Authority:** SBE & BOT Rule 6Hx23-5.12, G: “Professional Services ...” **Recommended** by Christopher Harvey, Executive Director of Academic Technology and Student Success.
- 4. P.O. #117822– Dell Marketing LP.** – This is in the amount of \$65,175.60 for Collegiate High School computers. **This is grant funded.** **Authority:** Cooperative agreement under

RFP No. 21-2202-02 **Recommended** by Raquel Hairston, Principal of Downtown Collegiate High School.

5. **P.O. #117290–Testforce USA INC.**– This is in the amount of \$81,378.00 for engineering classroom learning devices. **Authority** SBE & BOT Rule 6Hx23-5.12, F: “Services or commodities ...” **Recommended** by Sidney Martin, Program Director for Engineering Technology.
6. **P.O. #117298– Medical Equipment Dynamics INC**– This is in the amount of \$139,880.00 for surgical training classroom devices. **This is grant funded. Authority:** Lowest bidder **Recommended** by Meghan Cottrell, Grant Project Manager.
7. **P.O. #117353– Path Education INC** – This is in the amount of \$131,250 for Pathify licensing. **Authority:** RFC 36177 continuation of contract **Recommended** by Christopher Harvey, Executive Director of Academic Technology and Student Success.
8. **P.O. #117383 – DLR Group INC.**– This is in the amount of \$85,880 for EPI migration planning. **Authority:** RFQ 10-20-21 continuation of contract. **Recommended** by Michael Landers, Facilities Planning & Space Analyst.
9. **P.O. #117395– Ad Astra Information Systems LLC.** – This is in the amount of \$99,374.99 for academic scheduling and planning software licensing. **Authority:** RFC 36681 **Recommended** by John Goodfellow, Executive Director of IT Infrastructure.
10. **P.O. #117456– CareerAmerica LLC.** – This is in the amount of \$66,000.00 for chatbot and AI texting services. **Authority:** RFC 37110 **Recommended** by John Goodfellow, Executive Director of IT Infrastructure.
11. **P.O. #117532– Commercial Design Services INC.**– This is in the amount of \$147,992.50 for Collegiate High School furniture. **This is grant funded. Authority:** Cooperative SOF contract 5612-0000-19-ACS **Recommended** by Ian Call, Principal.
12. **P.O. #117534– SHI International Corp.** This is in the amount of \$226,157.00 for learning management system licensing. **Authority:** Omnia contract- IT Solutions #2018011-02 **Recommended** by Darryl Wright-Greene, Chief HR & Talent Officer.
13. **P.O. #117539–Waitwell INC.** This is in the amount of \$99,000.00 for queue management and booking software licensing. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by Keron Jean-Baptiste, Associate Provost.
14. **P.O. #117555–Barnes and Noble College Booksellers LLC.** This is in the amount of \$150,000.00 for blanket Collegiate High School book purchases. **This is grant funded. Authority:** RFC SPC04-11-12 **Recommended** by Ian Call, Principal.
15. **P.O. #117599–BlueAlly Technologies Solutions LLC.** This is in the amount of \$71,627.80 for data backup and protection services **Authority:** GSA contract GS-36F-303DA **Recommended** by John Goodfellow, Executive Director of IT Infrastructure.

16. **P.O. #117609–Directions for Living.** This is in the amount of \$259,077.00 for mental health services for students. **Authority:** RFC 38411 **Recommended** by Misty Kemp, Executive Director of Retention Services and Student ADA.
17. **P.O. #117614–Nalco Company LLC.** This is in the amount of \$108,631.44 for water treatment services **Authority:** JEA CONTRACT # JEA10302/195180 **Recommended** by Gary Falasca, Director of Facilities Services.
18. **P.O. #117621– Barnes and Noble College Booksellers LLC.** This is in the amount of \$140,000.00 for blanket Collegiate High School book purchases. **This is grant funded.** **Authority:** RFC SPC04-11-12 **Recommended** by Ryan Halstead, Principal.
19. **P.O. #117625–Hyland Software INC.** This is in the amount of \$131,059.95 for maintenance for perceptive content, Brainware. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by John Goodfellow, Executive Director of IT Infrastructure.
20. **P.O. #117626–HireRight LLC.** This is in the amount of \$80,000.00 for background screening services. **Authority:** RFC 34116 **Recommended** by Darryl Wright-Greene, Chief HR & Talent Officer.
21. **P.O. #117629–Concordance Healthcare Solutions, LLC.** This is in the amount of \$100,458.00 for a portable x-ray unit. **This is grant funded.** **Authority:** ITB#06-22-23 **Recommended** by Meghan Cottrell, Grant Project Manager.
22. **P.O. #117631–Info-Tech Research Group INC.** This is in the amount of \$79,254.41 for access to diagnostic tool for IT department. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by John Goodfellow, Executive Director of IT Infrastructure.
23. **P.O. #117651–ProEducation Solutions LLC.** This is in the amount of \$66,000.00 for e-signature portal for students. **Authority:** SBE & BOT Rule 6Hx23-5.12, H: “Information technology ...” **Recommended** by Michael Bennett, Associate Vice President of Financial Assistance Services.

Change Orders listed in numeric order:

N/A

Summary of Vendors Appearing More Than Once (exclusive of change orders)

Barnes and Noble
PO 117555- \$150,000.00
PO 117621- \$140,000.00
Total- \$290,000.00

For Information: Excerpt from Board of Trustees Rule 6Hx23-5.12 Purchasing

All non-exempt purchases exceeding the Category Three threshold amount [\$65,000] as specified in Section 287.017, Florida Statutes, require a competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

The following are exceptions to competitive solicitations:

- A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.
- B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.
- C. Library books, reference books, periodicals, and other library materials and supplies.
- D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.
- E. Food.
- F. Services or commodities available only from a single or sole source.
- G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, "professional services" shall include services in connection with environmental

matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Three threshold [\$65,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)

This Quarterly Informational Report was compiled by Karen Reynolds, Director of Procurement.

August 15, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, PhD, President 

SUBJECT: Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000

1. Approval was received for the Guaranteed Maximum Price (GMP) of \$214,567.43 and to issue all necessary purchase orders to Kenyon and Partners, Inc. for Project Number 1707-M-22-9, Simulation City, AC.
2. Approval was received for the Guaranteed Maximum Price (GMP) of \$275,443.00 and to issue all necessary purchase orders to A.D. Morgan Corporation for Project Number 1707-P-22-15, Economic Impact & Inclusion Center, DT.
3. Approval was received for Change Order #1, Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance for Project Number 1707-P-22-15, Economic Impact & Inclusion Center, DT. Change Order #1 reflects a project savings of \$25,764.32 resulting in a final GMP of \$249,678.68.

This information is provided by Janette Hunt, Vice President, Finance and Business Operations; David Cutler, Executive Director, Construction Management, Facilities Planning and Institutional Services; Pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx-6.10.

August 15, 2023

Agenda Item VIII - G

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President



SUBJECT: Facilities Master Plan Real Estate Update

This memorandum outlines the actions taken by St. Petersburg College based on the Board of Trustee approvals and the real estate portion of the Facilities Master Plan review completed by Cushman & Wakefield of space utilization review, college strategic goals, and stakeholder input. The remedy to address 28% space utilization, over subscription in physical footprint assets, generate diverse funding for future capital projects, and reduce facilities maintenance costs in alignment with usage includes the steps listed below.

July 2022 – August 2023

- A. In June 2022, Board of Trustee approved to dispose of the properties listed immediately below. Disposal of these buildings would result in an estimated \$544K annual maintenance savings, not including \$12.1M in major infrastructure renovations needed for HEC Annex to meet State Requirements for Educational Facilities ([SREF](#)).
 - a. Health Education South Annex
 - b. Coliseum Parking Lot
 - c. St Petersburg/Gibbs Wellness Center
- B. In August 2022, the Board of Trustees approved the contract with Savills as the real estate broker to represent the college in the sale of HEC South Annex, Coliseum Parking Lot, and SP/Gibbs Wellness Center. Properties went on the market January 2023.
- C. In October 2022, an update on the master plan was provided at the Board of Trustee Workshop with discussions on obtaining real estate broker representation and next steps.
- D. In November 2022, the Board of Trustees approved the real estate brokerage contract with Savills for Health Education South Annex, Coliseum Parking Lot, and SP/Gibbs Wellness Center.
- E. In January 2023, an update on the master plan was provided at the Board of Trustee Workshop with discussions on offers for the SP/Gibbs Wellness Center, reversion of Veterinary Technology Center to Pinellas County, and request for any specific factors to include in the sale of Allstate and Health Education Center. The discussions resulted in the next steps and a request for the potential buyers for the SP/Gibbs Wellness Center to

attend the February board meeting. At the February meeting, the City of St. Petersburg presented their proposal.

- F. In February 2023, the Board of Trustees approved Allstate parcel #1 and #4, Health Education Center, and Veterinary Technology Center unnecessary for educational purposes. In addition, the Board of Trustees approved the advertisement of Request for Information (RFI) for Real Estate brokerage services for Allstate and Health Education Center properties.
- G. In April 2023, the Board of Trustees approved the advertisement for real estate brokerage services through a Request for Information (RFI) to support the college in the disposition of Allstate Parcels #1 & #4 and Health Education Center (Site 8).
- H. In May 2023, during a Special Meeting the Board of Trustees approved the selection of CBRE as the real estate broker to represent the college to support the college through the sale process of Allstate and Health Education Center. During the Board of Trustee Workshop an update on the master plan was provided including the highlights of the 5-Year Facilities Plan Survey and Capital Improvement Plan (CIP).
- I. In June 2023, the Board of Trustees approved the 5-Year Facilities Plan Survey and CIP.
- J. As of August 15, 2023, the Coliseum Parking Lot are under contract with expectations to close this fall 2023. SP/Gibbs Wellness Center is in the final stages of contract review.
- K. The college has been in continuous discussions and negotiations with Pinellas County for the reversion of the Veterinary Technology Center to finalize a Memorandum of Understanding (MOU).

Next Steps - September 2023

Presentation by CBRE regarding the Sale of Allstate and Health Education Center.

Request approval from the Board of Trustees to advertise the sale of properties for Allstate Parcels #1 and #4, and Health Education Center (Site 8).

Following month steps will be determined from actions in September board meeting approvals.

Report provided by Janette Hunt, Vice President, Finance and Business Operations.