



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, April 25, 2023
5:30 p.m.**

**Pecan Campus
Ann Richards Administration Building
Board Room
McAllen, Texas**

Online Board Packet

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, April 25, 2023 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

AGENDA

"At anytime during the course of this meeting, the Board of Trustees may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Trustees under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at anytime during the course of this meeting, the Board of Trustees may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code. At this meeting, the Board of Trustees may deliberate on and take any action deemed appropriate by the Board of Trustees on the following subjects:"

COVID-19 Public Health / Attendance Measures

Due to COVID-19 and Social Distancing recommendations, members of the public are encouraged to watch the live broadcast of the meeting at:

<https://admin.southtexascollege.edu/president/agendas/live.html>.

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 - Purchases and Renewals
 - a. Instructional Items
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 5. Instructional Equipment and Software (Purchase) - Grant Funded
 6. Law Enforcement Vehicle (Purchase) - Grant Funded
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 8. Small Business Skills Training (Renewal)
 - b. Non-Instructional Item
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 - c. Technology Items
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A. Next Meetings:

- Tuesday, May 9, 2023
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee

- Tuesday, May 23, 2023
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The Spring 2023 Commencement Ceremonies have been scheduled for Friday, May 5th and Saturday, May 6th at the Bert Ogden Arena in Edinburg, TX:
 - Friday, May 5, 2023
 - 9:00 a.m.
 - 12:30 p.m.
 - 4:30 p.m.
 - Saturday, May 6, 2023
 - 9:30 a.m.
 - 1:30 p.m.

- South Texas College will be closed Monday, May 29, 2023 in observance of Memorial Day.

Update by the College President

Dr. Ricardo J. Solis, College President, will provide an update to the Board of Trustees.

No action is requested.

Presentations

1. Presentation on the Texas Pathways Institute

South Texas College remains a Leader College of the Texas Pathways Project as it enters into its third round of multi-year collaborative institutes. The Texas Pathways Project is focused on building academic and career pathways for students at community colleges. These pathways should help students from choosing a program of study through successful completion with the necessary skills to meet their academic and career goals.

Each round, participating colleges innovate and implement practices and then come together to share findings and design new ways to support student success initiatives. Through this collaboration and data-driven strategic planning, partners are building structured pathways that can be scaled for students across Texas.

From April 12 – 14, 2023, a team of South Texas College administrators, lead by Dr. Ricardo J. Solis, President, Dr. Anahid Petrosian, Vice President for Academic Affairs, and Dr. Christopher Nelson, Dean for Liberal Arts, represented South Texas College's *Guided Pathways* work for peers from across the state.

Dr. Petrosian and Dr. Nelson will provide an update to the Board on the Institute, the College's presentations, next steps, and future Round 3 institutes, including the Board of Trustees Institute in February 2024.

2. Presentation on Continuing Education in Western Hidalgo County

South Texas College's Continuing Professional and Workforce Education team is working with La Joya ISD (LJISD) administration to offer continuing education program in Western Hidalgo County.

Since Fall 2022, STC has been discussing opportunities for the LJISD Kika De La Garza Elementary building. This facility is currently unoccupied, and provides an opportunity for the College to bring programs directly to that area. At the April 25, 2023 Regular Board Meeting, the Board will be asked to authorize administration to finalize negotiations to lease the facility and prepare it for educational programs.

During this presentation, Ms. Olivia De La Rosa, Dean of Continuing, Professional and Workforce Education, will outline the programs and the promotion that will support this new opportunity for the residents of Western Hidalgo County.

Classes offered will include:

- GED (available in English and in Spanish)
- English as a Second Language (ESL)
- Commercial Driver's License (CDL)
- Phlebotomy
- Summer Camps

Courses are already planned to start in late April 2023 at the Pecan Plaza, and will be relocated to the Kika De La Garza building once the lease is finalized and the facility is ready for instructional activities.

No formal action by the Board of Trustees is requested. This information is presented as an update to the trustees for feedback to administration, and to help the trustees advocate in support of the programs.



South Texas College
Regular Board Meeting
April 25, 2023

Texas Pathways Institute: Leading Talent Strong Texas Pathways

Presenters:

Dr. Anahid Petrosian, Vice President for Academic Affairs
Dr. Christopher Nelson, Dean for Liberal Arts

Outline

- Background on Texas Pathways Institutes
- Round 3: Texas Pathways Institute #1
 - Participants
 - Activities & Presentations
- Moving Forward
 - Action Plan
 - Upcoming Events



Background



Texas Success Center

- Multiple year project that began in 2016
- Built upon the foundation of the American Association of Community Colleges' Pathways Project
- Since 2016, STC has participated in the Texas Pathways Project as a Leader College and attended 13 Texas Pathways Institutes:
 - Round 1 (6 Institutes): Fall 2016 to Spring 2019
 - Round 2 (6 Institutes): Fall 2019 to Fall 2022
 - **Round 3 – Institute #1: April 12-14, 2023**

Institute Participants

- Dr. Ricardo J. Solis, President

ACADEMIC AFFAIRS:

- Dr. Anahid Petrosian, Vice President for Academic Affairs
- Dr. Ali Esmaili, Dean for Math, Science, Information Technology, and Bachelor's Programs
- Dr. Christopher Nelson, Dean for Liberal Arts
- Dr. Kelli Davis, Director of University Relations, Transfer, and Articulation Center
- Dr. Rachel Sale, Dean of Distance Learning
- Dr. Rebecca De Leon, Dean for Dual Credit Pathways and School District Partnerships
- Dr. Sylvia Flores, Associate Professor of Sociology, and Past-President of Faculty Senate
- Joel Jason Rodriguez, Drama Instructor, and President of Council of Chairs
- Olivia De La Rosa, Dean of Continuing Education, Workforce Training, and Economic Development
- Sara Lozano, Dean for Business, Public Safety, and Technology

INFORMATION SERVICES, PLANNING, PERFORMANCE & STRATEGIC INITIATIVES:

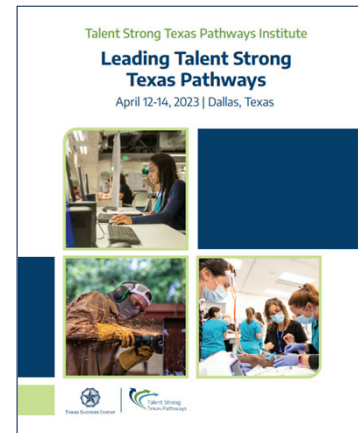
- Dr. Fernando Chapa, Dean of Institutional Research, Effectiveness, and Strategic Planning

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT:

- Dr. Nancy Garcia, Director of Comprehensive Advisement and Mentoring Services
- Cristobal Benavides, Coordinator of College Connections

Institute Purposes

- Consider findings and reflections from national experts and successful Texas colleges to inform and accelerate whole-college redesign efforts of pathways.
- Engage with fellow Texas community college leaders in a peer learning network designed to implement essential leadership practices throughout the institution.
- Analyze data to gain insights into credential completion and transfer into 4-year institutions.



Institute Activities & Presentations

ACTIVITIES:

- (3) General Sessions
- (23) Concurrent Sessions
- (1) CEO Roundtable
- (4) Team Strategy Sessions

PRESENTATIONS:

Showcasing STC's efforts to build strong partnerships with K-12 and University institutions

- *Building Brighter Futures for Latinx Students through Dual Credit*
 - Presenters: Dr. Anahid Petrosian & Dr. Rebecca De Leon
- *Creating Seamless Pathways through Innovative Partnerships: A Framework that Works (STC & UTRGV Collaborative)*
 - Presenters: Dr. Anahid Petrosian & Dr. Kelli Davis

Moving Forward



- Develop and execute a comprehensive, college-wide communication plan for Guided Pathways
- Provide professional development and cross-training for advisors regarding STC Meta-Majors and Programs of Study
- Develop longitudinal success metrics targeted for STC graduates

Upcoming Events

- Institute #2 in Houston: November 1-3, 2023
- **Board of Trustees Institute: February 27-28, 2024**
Lakeway Spa and Resort, Lakeway
- Institute #3 in Round Rock: April 10-12, 2024
- Institute #4 in Fort Worth: November 13-15, 2024

Thank You



SOUTH TEXAS
COLLEGE

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) March 28, 2023 Regular Board Meeting

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and adopts the Minutes for the March 28, 2023 Regular Board Meeting as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**Purpose and Justification – SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, March 28, 2023 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, March 28, 2023 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:32 p.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Dr. Alejo Salinas, Jr., Mrs. Victoria Cantu, Mr. Paul R. Rodriguez, Mrs. Dalinda Gonzalez-Alcantar, and Mr. Rene Guajardo

Members absent: Ms. Rose Benavidez and Mr. Danny Guzman

Also present: Dr. Ricardo J. Solis, Mr. Javier Villalobos, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Dr. Rodney Rodriguez, Ms. Lynda Lopez, Mr. Rick De la Garza, Mrs. Rebecca Cavazos, Mr. George McCaleb, Chief Ruben Suarez, Rebecca De Leon, Ms. Alicia Correa, Dr. Zachary Suarez, Dr. Jesus Campos, Dr. Rachel Sale, Dr. Sylvia Flores, Mrs. Carla Rodriguez, Mr. Lucio Gonzalez, Mr. David Valdez, Mr. Martin Villarreal, Ms. Luisa Rodriguez, Ms. Amanda Sotelo, Mr. Ben Briones, Mrs. Maritza Rodriguez, Mr. Eddie Olivarez, Mr. David Maida, Mr. John D. Franz, Mr. Ramiro Gutierrez, Mr. Peyton Oakley, Mr. Robert Pena, Dr. Anabel Romero-Juarez, Mrs. Mary Killoran, Mrs. Kelly Salazar, Judge Ricardo Cortez, and Mr. Andrew Fish.

Determination of a Quorum

A quorum was present and a notice of the meeting was posted.

Invocation

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, said the invocation.

Public Comments

Mr. David Zepeda signed up to provide public comments; however, he did not attend the meeting and did not provide comments. No public comments were given and a notice of the meeting was posted.

03/28/2023

Regular Board Meeting Minutes

Update by the College President

Dr. Ricardo J. Solis, College President, provided an update to the Board of Trustees. The update included:

1. Dr. Solis introduced Mrs. Mary Killoran, who pledged \$50,000 per year in support for Bachelor of Science in Nursing student scholarships.
2. Dr. Solis introduced Hidalgo County Judge Richard Cortez, who spoke on the Hidalgo County Prosperity Task Force, a partnership between many county-wide organizations including South Texas College and committed to addressing poverty in the region.
3. Dr. Solis announced the College's celebration of Women's History Month.
4. Dr. Solis informed the Board that STC's Respiratory Therapy Program graduates had a 100% pass rate on their licensure examination.
5. Dr. Solis shared that South Texas College was the first College in Texas with International Concurrent Enrollment agreements to serve international students.
6. Dr. Solis congratulated Chairwoman Rose Benavidez for her recognition as a *Hispanic Woman Making History* by the Hispanic Network of Texas – Rio Grande Valley Chapter.

No action was requested.

The Board took the following item out of the posted agenda order:

Review and Approval of Proclamation 2023-007 in Support of Hidalgo County's Prosperity Task Force

In Fall 2022, Hidalgo County Judge Ricardo Cortez called upon leaders throughout Hidalgo County to find a solution to the disproportionate poverty in our region. Through the creation of the Hidalgo County Prosperity Task Force, Judge Cortez has brought together community leaders and policymakers to address the needs of the County's communities in need.

As the 8th most populous county in Texas and with as many as 40% of our over 1 million residents living in poverty, Hidalgo County is committed to addressing issues of health, food insecurity, educational attainment, underemployment and other negative impacts of poverty.

South Texas College has joined with over 160 partners on the Hidalgo County Prosperity Task Force with the mission of providing help to those who need it, with College personal serving on committees and contributing to the work of the Task Force.

Dr. Alejo Salinas, Jr. read Proclamation 2023-007 into the record for the Board of Trustees of South Texas College.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and adopted Proclamation 2023-007 in support of the Hidalgo County Prosperity Task Force as presented. The motion carried.

Presentation

1. Presentation on the South Texas College Regional Promise Strategy

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, and Dr. Rodney Rodriguez, Vice President for Institutional Advancement and Economic Development, were joined by Dr. Anabel Romero-Juarez, Director of Regional Talent Networks with Economic Mobility Systems (EMS) to present on the South Texas College Regional Promise Strategy.

Promise Programs are an innovative strategy to support student enrollment, primarily through financial aid. At South Texas College, this would include developing better tools to work with partnering school districts and give targeted support at the high schools to assist graduates with the transition to South Texas College. The first-year goal was to increase enrollment of this cohort of students by 5% over the prior year.

Mr. Hebbard, Dr. Rodriguez, and Dr. Romero-Juarez highlighted components of a Promise Program and discuss how they would support South Texas College and the South Texas College Foundation to launch a regional program.

While a general outline was presented to the Education and Workforce Development Committee on March 7, 2023, the team focused at the March 28, 2023 Regular Board Meeting on specific details of the strategy, including a proposed budget breakdown and a discussion of potential philanthropic support from local partners as well as foundations that fund state and national initiatives.

The support of the South Texas College Board of Trustees and the Foundation's Board of Directors will be vital in helping champion this exciting new initiative with school district leadership and other community partners.

No formal action by the Board of Trustees was requested. This information was presented as an update to the trustees for feedback to administration, and to help the trustees advocate in support of the program.

Approval of Board Meeting Minutes

The following Board Meeting Minutes were submitted for approval:

- 1) February 14, 2023 Regular Board Meeting

Upon a motion by Mrs. Victoria Cantu and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and adopted the Minutes for the February 14, 2023 Regular Board Meeting as presented. The motion carried.

Approval and Authorization to Accept Grant Awards and Agreements

Authorization to accept and approve the following grant awards, including the use of related funds and execution of related agreements as necessary for each grant, was requested:

- 1. Department of Commerce, National Telecommunications and Information Administration (NTIA), Connecting Minority Communities Pilot Program (CMC), BroadbandUSA, in the amount of \$2,850,148.35**

The Department of Commerce's National Telecommunications and Information Administration (NTIA) received more than 200 Applications and over \$833 Million in funding requests as part of the Connecting Minority Communities Pilot Program (CMC). The CMC program was part of the Biden-Harris Administration's Internet for All initiative that proposes connecting everyone in America with affordable, reliable high-speed Internet service. A total of 93 grants were awarded, 8 of them in Texas.

South Texas College's Educational Technologies Department, Information Technology Department, Library Services Department, and the Center for Learning Excellence will utilize grant funds to upgrade fiber optic bandwidth connectivity between the Mid-Valley Campus, the Starr County Campus and the Pecan Campus; upgrade existing infrastructure and equipment to build capacity in the classroom by converting technology from analog to digital at the Starr County Campus and the Technology Campus; provide mobile hotspot devices and student learning support services for at least 350 students; and expand instruction and remote learning opportunities for students by virtualizing specialized desktop software. The funding period is from March 1, 2023 to February 28, 2025.

This grant aligned with Strategic Direction #4, Foster Student Success, by providing students with accessible pathways and effective support structures that promote persistence, educational attainment, and academic achievement.

2. Texas Workforce Commission, Child Care Provider Expansion Initiative, in the amount of \$60,000.00

This start-up award would fund expenses incurred on or after March 1, 2022, to support the expansion of the childcare program at the South Texas College Mid-Valley Campus Child Development Center. Funds would allow the Mid-Valley Campus to provide additional childcare slots for students, faculty/staff and community members. Funds would also be used towards staffing costs, indoor and outdoor equipment, office furnishings and equipment, kitchen supplies, and safety supplies. The grant was managed by Civitas Strategies Early Start. The funding period is upon signature through March 2024.

This grant aligned with Strategic Direction #4, Foster Student Success, by providing a support system that promotes persistence and academic achievement.

3. Texas Workforce Commission, Camp Code, in the amount of \$44,815.00

This grant would help foster an interest in STEM-related careers and increase the exposure of Texas middle school children to coding and programming through hands-on experiences in summer camps. The Institute for Advanced Manufacturing (IAM) would host six Camp Codes in the summer of 2023 that will include challenging and innovative concepts in learning, problem solving, and analytical skills. The funding period was from March 1, 2023 to August 31, 2023.

This grant aligned to Strategic Direction #1, Clear Pathways, by encouraging students to pursue higher education in STEM-related occupations.

4. Texas Workforce Commission, Lower Rio Grande Valley Workforce Development Board, Texas Industry Partnership Grant, in the amount of \$50,000.00

The Texas Workforce Commission dedicated funds to support collaborations between Local Workforce Development Boards and local industry partners for the leveraging of matching contributions of cash or qualifying expenditures for occupational job training. The Lower Rio Grande Valley Workforce Development Board partnered with the South Texas College Foundation (STCF) and South Texas College (STC) to address financial hardships faced by current/enrolled STC students and supporting labor and skills gap shortages in the healthcare industry. Grant funds would be used to serve/aid up to 125 eligible current students obtain required occupational licensure, certifications and/or supplies. The funding period was from February 1, 2023 to December 31, 2023.

This grant aligned to Strategic Direction #4, Foster Student Success, by providing support systems that help students enter and stay on a path leading to employment and/or further education.

5. Additional funds, Texas Pioneer Foundation, High School Equivalency Leads to College and Employment, in the amount of \$50,000.00

This award from the Texas Pioneer Foundation was for the Department of Continuing, Professional, and Workforce Education to serve 200 low-income residents of Hidalgo and Starr counties through 150 hours of GED preparation contextualized to various industry clusters, 6 hours of Academic Success Skills, 4 hours of College Connections, 5 hours of Job Readiness Skills, and 4 hours of CPR/AED Certification. The additional funds increased the awarded amount to \$200,000 and extended the award period from July 1, 2021 to March 31, 2023.

This grant aligned to Strategic Direction #2, Access and Success, by providing students with access to High School Equivalency preparation.

6. Additional Funds, Hispanic Association of Colleges and Universities (HACU), Grow with Google Hispanic Serving Institutions Career Readiness Program in the amount of \$30,000.00

The Grow with Google HSI Career Readiness award offered a semester-long in-person and online digital skills program to help dual and traditional students prepare for critical steps in their career journey and increase their economic potential. Students would have an opportunity to join interactive video and in-person lessons, participate in activities that help them master key digital and real-world skills, and meet with peers or career counselors for follow-up discussions. Funds would be utilized for part-time staff to meet with faculty and develop an implementation plan, incentive gift cards for students, and promotional and marketing efforts. The additional funds increased the awarded amount to \$55,000. The funding period for this grant was from December 1, 2021 to December 31, 2023.

This grant aligned to Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with emerging technologies and changing needs in the job market. The Division of Student Affairs and Enrollment Management will oversee the grant and implementation of the Career Readiness Program.

Summary of Grant Award Funding

The presented grants would provide up to \$3,084,963.35 in funding for the college to provide services and opportunities throughout the region.

Upon a motion by Mrs. Victoria Cantu and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized accepting the following grant awards, including the use of related funds and execution of related agreements as necessary for each grant, contingent upon official award as appropriate:

1. Department of Commerce National Telecommunications and Information Administration (NTIA), Connecting Minority Communities Pilot Program (CMC), BroadbandUSA, in the amount of \$2,850,148.35
2. Texas Workforce Commission, Child Care Provider Expansion Initiative, in the amount of \$60,000.00
3. Texas Workforce Commission, Camp Code, in the amount of \$44,815.00
4. Texas Workforce Commission, Lower Rio Grande Valley Workforce Development Board, Texas Industry Partnership Grant, in the amount of \$50,000.00
5. Additional funds, Texas Pioneer Foundation, High School Equivalency Leads to College and Employment, in the amount of \$50,000.00
6. Additional Funds, Hispanic Association of Colleges and Universities (HACU), Grow with Google Hispanic Serving Institutions Career Readiness Program in the amount of \$30,000.00.

The motion carried.

Review and Adoption of Resolution 2023-006 in Support of the Texas Commission on Community College Finance Recommendations

The 87th Texas Legislature established the Texas Commission on Community College Finance (CCCCF) to evaluate the funding of community colleges in Texas, and make recommendations to improve the formulae used to determine colleges' state appropriations.

Being the first significant review of community college funding in over five decades, the CCCC engaged stakeholders in business, education, students, and governance to help ensure community colleges improve student success toward the state's postsecondary goals.

The CCCC's recommendations included performance-based funding, as well as support for workforce development in high-demand fields, dual credit programs, and economically and educationally disadvantaged students and adult learners.

The Administration of South Texas College joined peers across the state, including through the Texas Association of Community College and the Community College Association of Texas Trustees, in supporting the recommendations of the CCCC.

Mr. Paul R. Rodriguez read Resolution 2023-006 into the record for the Board of Trustees of South Texas College, with a request for Board adoption.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantu, the Board of Trustees of South Texas College approved and adopted Resolution 2023-006 in support of the Texas Commission on Community College Finance Recommendations as presented. The motion carried.

Review and Action as Necessary on Quarterly Investment Report for Quarter Ending November 30, 2022

A report on the College's Quarterly Investment Report for the Quarter November 30, 2022, was presented. The Board was asked to approve the Investment Report as presented.

Purpose and Justification – Mr. Richard Long from Valley View Consulting, L.L.C. presented on the status of the College's Quarterly Investment Report for the Quarter Ended November 30, 2022 and provide a further update at the meeting. Mr. Long presented an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.

The report provided a brief review and update of the College's Quarterly Investment Report for the Quarter Ended November 30, 2022 to the College's Board of Trustees.

Background – The Texas Public Funds Information Act (PFIA) and the College's Policy #5120: *Investment Policy and Investment Strategy Statement*, requires an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis.

Reviewers - The Vice President for Finance and Administrative Services, Business Office staff, and Valley View Consulting, L.L.C. (Investment Advisor) have reviewed the information being presented.

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended November 30, 2022 was provided in the packet for the Board's information and review.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Board Meeting to address any questions.

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Victoria Cantu, the Board of Trustees of South Texas College approved and authorized the Quarterly Investment Report for the Quarter Ended November 30, 2022, as presented. The motion carried.

Presentation of the Delinquent Tax Collection Report for the Period Ending August 31, 2022

Ms. Kelly R. Salazar from Linebarger Goggan Blair & Sampson, LLP, provided the Board with the Delinquent Tax Collection Report through August 31, 2022.

The Delinquent Tax Collection Report was provided in the packet for the Board's review.

No action was required from the Board of Trustees.

Presentation of the Delinquent Tax Collection Report for the Period Ending November 30, 2022

Ms. Kelly R. Salazar from Linebarger Goggan Blair & Sampson, LLP, provided the Board with the Delinquent Tax Collection Report for the period of September 1, 2022 through November 30, 2022.

The Delinquent Tax Collection Report was provided in the packet for the Board's review.

No action was required from the Board of Trustees.

Review and Action as Necessary on Proposed Revisions to Policy #5510: Grants

Purpose and Justification – Administration recommended Board approval to adopt the proposed revision to Policy #5510: Grants.

Administration continued its review of existing policies for alignment with recommendations by the Texas Association of School Board (TASB) as part of the Board-approved conversion to the TASB Policy Management Services.

Review of Policy #5510: Grants was scheduled for Phase III of this process, and the full proposed conversion to the TASB Policy Management Services was not yet ready for presentation to the Board. Administration requested the adoption of language similar to the forthcoming TASB recommendations for adoption as a revision to existing Policy #5510: Grants.

The existing policy was last revised in April 2003. As outlined in that policy, the College President was authorized to apply for and receive grants that support the purpose of the College; however, this policy required an additional step of formal Board approval in accepting all awards. To comply with policy, the College cannot commit to any expenditures, hiring, or other steps required by a grant until the item has been formally presented to and approved by the Board of Trustees.

While acceptance of grant awards can sometimes wait for this process, there have been awards in the past that either required expedited approval or an embargo on public disclosure due to awarding agency protocols. In these instances, the College has notified the Board, and included items for Board ratification after approval by the President.

On March 28, 2023, a grant for \$2.85M was provided for the Board's review and approval. Board action was required before hiring procedures can begin for up to three employees to work on the grant funding program. This additional delay would set the project back several weeks from the initial notification of grant award on March 1, 2023.

Under the proposed new policy, the College President would be authorized to accept grant awards on behalf of the College, allowing internal procedures and necessary expenditures to begin promptly upon notification and acceptance of awards.

Administration would incorporate into procedures the monthly reporting of new grant awards to the Board of Trustees, and would also continue the monthly reporting of financial statements for grant activity for Board review and acceptance.

Reviewers – The new and retired policies were reviewed by staff, administrators, and the President's Cabinet.

Enclosed Documents - The proposed revision to Policy #5510: Grants was provided in the packet for the Board's information and review. Additions were highlighted in yellow and deletions were marked with red strikethrough.

Mary Elizondo, Vice President for Finance and Administrative Services, Mrs. Katarina Bugariu, Associate Comptroller, and Mrs. Carla Rodriguez, Interim Executive Director of Resource Development, Management, & Compliance, attended the Board Meeting to address questions.

Administration recommended Board approval to adopt the proposed revision to Policy #5510: Grants as presented, and which superseded any previously adopted Board policy.

This item was not presented for review by Committee, and was recommended to the Board by administration.

Upon a motion by Mrs. Victoria Cantu and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized the adoption of proposed revision to Policy #5510: Grants as presented, and which supersedes any previously adopted Board policy. The motion carried.

Review of Presentation to the Education and Workforce Development Committee:

a. Overview and Discussion of Guided Pathways at South Texas College

Dr. Anahid Petrosian, Vice President for Academic Affairs, and Dr. Christopher Nelson, Dean for Liberal Arts, provided an overview and led a discussion of *Guided Pathways* at South Texas College.

Since 2016, South Texas College has been a leader college in the Texas Pathways Project, under the Texas Success Center and built upon a national Pathways Project model. The Pathways Project seeks to improve student success by shortening the time and cost to students in completion of their college credentials. National trends show that community college students take too much time and spend too much money to complete their field of study at community colleges. This is often due to:

- accumulating excess credits that do not contribute to their degree plan;
- delayed enrollment in courses necessary for their degree plan; or,
- having to withdraw from and/or repeat courses that are part of their degree plan.

South Texas College has implemented its *Guided Pathways* in response to the call to action posed by the Texas Pathways Project.

South Texas College has partnered with local school districts to identify high school endorsements and map those to programs of study at the College. These programs are clustered into 10 Meta-Majors, which are then used to help guide students towards courses that satisfy their career interests, while still providing flexibility to the student to grow and pursue their interests in related programs of study.

Dr. Petrosian and Dr. Nelson discussed the Texas Pathways Project and the College's implementation through *Guided Pathways*, including Key Performance Indicators of student success, and the essential practices that have helped achieve successes at better than the state average.

They also discussed the Texas Pathways Institutes and the future of the College's work with the Texas Success Center.

The support of the South Texas College Board of Trustees will be crucial in supporting the College's continued Pathways work, including our collaboration with partnering school districts and community members.

No formal action by the Education and Workforce Development Committee was requested. This information was presented as an update to the Committee, for feedback to administration, and to help the trustees advocate in support of the program.

Review of Presentations to the Finance, Audit, and Human Resources Committee:

a. Update on Terra-Gen Development Company, LLC (La Joya Windpower, LLC) Tax Abatement Agreement between Terra-Gen Development Company, LLC and South Texas College

Purpose and Justification – The Committee was updated on Terra-Gen Development Company, LLC (La Joya Windpower, LLC) Tax Abatement Agreement between Terra-Gen Development Company, LLC and South Texas College since they have ceased development efforts due to factors that greatly affected their ability to proceed with this project.

On November 26, 2019, the Board of Trustees approved the Terra-Gen Tax Abatement Agreements for four projects, including La Joya Windpower, LLC project.

On February 25, 2020, the Board of Trustees approved the revisions to the agreements regarding the scholarship's payment dates. The agreements with Terra-Gen Development include the following terms:

- Based on a sliding scale to equal approximately 50% tax abatement for each of the four agreements for a period not to exceed ten years (based on tax abatement percentages scale)
- A \$40,000 lump sum payment to the College for scholarships
- A \$10,000 Payment in Lieu of Taxation (PILOT) for each of the ten years of the abatement period

On February 22, 2022, the Board of Trustees approved the amendment and restatement of agreements regarding the commencement dates of the projects. La Joya Windpower, LLC project commencement date was changed from December 31, 2020 to December 31, 2022 due to the impact of the COVID-19 Pandemic.

On January 25, 2023, Terra-Gen Development Company, LLC notified the College that the development of the La Joya Windpower, LLC project ceased due to development factors that greatly affected their ability to proceed with the project. Terra-Gen Development Company, LLC indicated that they remain diligent in seeing the rest of the projects to continue the process as planned and that the scholarship amount of \$40,000.00 will be paid to the College at this time; although, per the agreement, the scholarship amount was due to the College at the time that the project was started.

The tax abatement agreement, under Section VII, Default and Remedies, states that if construction does not commence by December 31, 2022, the agreement is deemed to be terminated and South Texas College is entitled, if applicable, to

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recapture previously abated taxed, which is a requirement under the Texas Tax Code. La Joya Windpower, LLC project development was ceased and there are no abated taxes applicable.

Reviewers – The Terra-Gen Development Company, LLC (La Joya Windpower, LLC) Ceased Tax Abatement Agreement Letter was reviewed by Legal Counsel.

Enclosed Documents – The La Joya Windpower, LLC to Cease Development Tax Abatement Letter was provided in the packet for the Committee's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, was present at the Committee Meeting to address questions.

b. Review and Discussion of Mission Economic Development Authority (MEDA) Scholarship Fund Trust with Edward Jones for Student Scholarships and Report on Funds Distributed and Awarded

Purpose and Justification - A report on the Mission Economic Development Authority (MEDA) Scholarship Fund Trust was presented to provide the status of the MEDA Scholarship Fund Trust, including the annual obligated amount of distribution and the activity of the trust and the distribution of MEDA scholarship funds to the students.

Background – On August 29, 2012, the South Texas College Board of Trustees approved and authorized the acceptance of the Mission Economic Development Authority (MEDA) Scholarship Fund Endowment Agreement, which established a trust in excess of \$3 million, with Edwards Jones Trust Company as the sole Trustee and with South Texas College as the sole beneficiary, with funds to be used to establish and offer scholarships to students living in the City of Mission as described.

The MEDA Scholarship Fund Trust Agreement and Agreement of Trustee establishes the provision of distributions to South Texas College as the sole beneficiary. According to section 5 of the agreement, the amount distributed in each fiscal year of the Trust is not to exceed an amount equal to the greater of the following: (i) the net income of the Trust; and (ii) Five Percent (5%) of the fair market value of the undistributed income and corpus of the Trust as of the last day of the Trust's previous fiscal year.

According to the December 2022 Monthly Account Statement provided by Edward Jones Trust Company, the amount distributed to the college in the past fiscal years, including for FY 2022, was based on (ii) Five Percent (5%) of the fair market value of the undistributed income and corpus of the Trust as of the last day of the Trust's previous fiscal year.

MEDA Scholarship Fund Trust

The table below is a recap of the market value activity for the period of January 1, 2022 through December 31, 2022.

Market Value-December 31, 2021	\$4,499,528.71
Cash & Security Transfers	-
Contributions ⁽¹⁾	-
Income & Capital Gain Distributions	93,261.06
Fees	(34,435.45)
Withdrawals (include payments to STC) ⁽¹⁾	(226,770.44)
Realized Gain/Loss	(7,416.04)
Cost Adjustments	265.57
Change in market value	(738,706.75)
Market Value-December 31, 2022	\$3,585,726.66

(1) Includes Federal Fiduciary Income Tax of \$1,794.00.

The distributions paid to the College have been as follows:

Distributions Received by South Texas College	
Month/Year	Amount
June 2013	\$160,784.54
June 2014	185,937.10
July 2015	187,900.18
May 2016	173,937.78
June 2017	180,511.68
May 2018	193,928.47
May 2019	174,239.09
May 2020	198,719.57
May 2021	211,984.14
June 2022	224,976.44
Total Distributions Received	\$1,892,918.99

Fees of the Trust are as follows:

Expense Type:	Year to Date 12/31/22
Fee-applied to Principal Cash	(16,915.21)
Fee-applied to Income Cash	(16,915.32)
Administrative Expenses	(600.00)
Tax Relief Service Fee (MEDTRONIC PLC)	(4.92)
Total Other Disbursements	\$ (34,435.45)

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Reviewers – The Vice President for Finance and Administrative Services, Business Office Staff, and Student Financial Services Staff reviewed the information being presented.

Mary Elizondo, Vice President for Finance and Administrative Services, and Judy Martinez, Coordinator of Scholarships, were present at the Committee Meeting to address any questions.

Enclosed Documents – A copy of the PowerPoint presentation, the MEDA Scholarship Fund Endowment Agreement and the MEDA Scholarship Fund Trust Agreement and Agreement of Trustee, were provided in the packet for the Committee's information and review.

No action was required from the Board. These items were presented for information and feedback to staff.

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believed that the questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Trustees were invited to identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Approval of Award of Proposals, Rejection of Proposals, Purchases, Renewals, and Interlocal Agreements
- b. Approval to Modify the Bookstore Contract
- c. Approval of Disposal of Surplus Property Valued at \$5,000 and Over
- d. Approval of Firm for Delinquent Tax Collection Services for Hidalgo County and Starr County

- e. Approval of Resolution 2023-005 to Impose an Additional Percent Penalty for Collection Cost of Delinquent Taxes as Authorized Under Section 33.07 of the Texas Property Tax Code for Attorney's Compensation
- f. Approval of Proposed Revisions to Tuition and Fees Schedules for FY 2023 – 2024
- g. Approval to Adopt New Business and Support Services Policies and Retire Current Policies
- h. Approval to Adopt New Community and Governmental Relations Policy and Retire Current Policy
- i. Approval to Adopt New Personnel Policies and Retire Current Policies

Mr. Rene Guajardo asked that item d, for the approval of a firm for delinquent tax collection services for Hidalgo County and Starr County, be removed from the consent agenda for separate deliberation by the Board.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantu, the Board of Trustees of South Texas College approved and authorized items a – c and e - i of the Finance, Audit, and Human Resources Committee Consent Agenda as presented. The motion carried.

Consent Agenda:

a. Approval of Award of Proposals, Rejection of Proposals, Purchases, Renewals, and Interlocal Agreements

Purpose and Justification – Administration requested the Committee recommend Board approval of the following award of proposals, rejection of proposals, purchases, renewals, and interlocal agreements.

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommended approval as follows:

The Committee recommended Board approval of the award of proposals, rejection of proposals, purchases, renewals, and interlocal agreements at a total cost of \$914,746.12 as listed below:

A. Award of Proposals

- 1) Airway Management Trainers (Award):** award the proposal for airway management trainers to **DiaMedical USA Equipment, LLC.** (Farmington Hills, MI), at a total amount of \$28,000.00;
- 2) Purchase of Clinical Skills Manikins (Award):** award the proposal for the purchase of clinical skills manikins from **DiaMedical USA Equipment, LLC.** (Farmington Hills, MI), at a total amount of \$176,652.15;

B. Rejection of Proposals

- 3) Ambulance Cots and Stair Chairs (Reject):** reject the two (2) proposals received for the purchase of ambulance cots and stair chairs since the vendors did not meet

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the required specifications. A new solicitation has already been advertised in order to meet the grant deadline.

C. Purchases and Renewals (C-a. Instructional Item)

- 4) Purchase Access to a Comprehensive Remediation, Testing, and Review Program (Purchase):** purchase access to a comprehensive remediation, testing, and review program from **Assessment Technologies Institute, LLC. (ATI)** (Chicago, IL), a sole source vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated total amount of \$162,000.00;

C. Purchases and Renewals (C-b. Non-Instructional Items)

- 5) Building Moving Services (Renew):** renew the building moving services contract with **Zuniga's House Mover, LLC.** (San Juan, TX), for the period beginning June 1, 2023 through May 31, 2024, at an estimated amount of \$50,000.00;
- 6) Insurance Risk Management Services (Renewal):** renew the insurance risk management services contract with **Acrisure, LLC./ dba Carlisle Insurance** (Corpus Christi, TX), for the period beginning June 1, 2023 through May 31, 2024, at an estimated total amount of \$25,000.00;
- 7) Recruitment Advertising Services (Renewal):** renew the recruitment advertising services contract with **JobElephant** (San Diego, CA), for the period beginning May 31, 2023 through May 30, 2024, at no cost to the College for their services for advertising on their website. The cost for advertisement for vacant positions in medias such as Indeed, LinkedIn, and Chronicle of Higher Ed is estimated at \$77,500.00;
- 8) Vehicle Maintenance and Repair Services (Renewal):** renew the vehicle maintenance and repair services contracts for the period beginning May 29, 2023 through May 28, 2024, at an estimated total amount of \$100,000.00, which is based on the prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Art's Trucks & Equipment (McAllen, TX)	Charles Clark Chevrolet, Co. (McAllen, TX)
Haboken Enterprises, LLC./ dba Gold Cart Crossing (Pharr, TX)	Pan American Auto, LLC. (Pharr, TX)
Southern Tire Mart (Columbia, MS)	Spikes Motors, Inc. (Mission, TX)
Stutz Auto Service, Inc. (McAllen, TX)	Trancasa USA, Inc. (Pharr, TX)
Truckers Sales & Service, LLC. (Corpus Christi, TX)	

C. Purchases and Renewals (C-c. Technology Items)

- 9) Computers, Laptops, and Monitors (Purchase):** purchase computers, laptops, and monitors from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$59,933.24;
- 10) Software and Consulting Services (Purchase):** purchase software and consulting services from **Ellucian Company, LP.** (Reston, VA) through Texas A&M University – Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning April 1, 2023 through March 31, 2026, at a total

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amount of \$114,811.00. The annual payments are as follows: Year 1 - \$40,542.00, Year 2 - \$36,586.00, and Year 3 - \$37,683.00;

- 11)Adobe License Subscription Agreement (Renewal/Purchase):** renew/purchase the Adobe license subscription agreement with **Software House International (SHI) Government** (Austin, TX), The Interlocal Purchasing System (TIPS) approved vendor, for the period beginning April 6, 2023 through April 5, 2024, at an estimated amount of \$111,149.73;

D. Interlocal Agreements

- 12)Facility Lease Agreements (Lease/Rental):** lease/rental facility lease agreements with the **City of Mission – Mission Event Center** (Mission, TX), through an interlocal agreement, for the period beginning August 20, 2023 through October 5, 2023, at a total amount of \$9,700.00. The events are as follows:

#	Event	Dates	Amount
1	Academic Affairs Fall 2023 Semester Assembly	8/20/23 – 8/21/23	\$6,175.00
2	A Night With The Stars Gala	10/5/23	\$3,525.00

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

b. Approval to Modify the Bookstore Contract

Purpose and Justification – Administration requested Board approval to modify the College Bookstore contract with Barnes & Noble College Booksellers minimum annual guarantee from \$500,000 to \$300,000 for the period beginning November 1, 2021 through October 31, 2022.

On February 10, 2023, Barnes & Noble College Booksellers contacted the College to request a contract modification to their current five-year contract (November 1, 2019 through October 31, 2024) due to COVID-19 and the College's lack of foot traffic on campus because of increased online classes. The contract modification requested is for the third year of the five-year contract, November 1, 2021 through October 31, 2022.

Background - On August 27, 2019, the Board of Trustees awarded a five-year contract to Barnes & Noble College Booksellers, for the period beginning November 1, 2019 through October 31, 2024.

The terms of the current contract were as follows:

- The vendor is currently obligated to pay the College the greater of the Minimum Annual Guarantee or the total commissions received on Commissionable Sales and Digital Sales during the period.

- The vendor remits commissions periodically during the term. If the total commissions are less than the Minimum Annual Guarantee, the vendor pays the difference to the College at the end of the period.

Within the existing contract, the force majeure clause allowed either party to amend the contract due to governmental regulations or controls, or acts of God. Due to this uncontrollable event, Barnes and Noble asked that the College consider a third contract modification to the existing contract.

The current, previously modified, and proposed terms were as follows:

Minimum Annual Guarantee	Period	Amount
Original Contract	11/11/19 – 10/31/24	\$500,000
1 st Contract Modification Amount Board Approved 5/26/20	11/1/19 – 10/31/20	\$400,000
2 nd Contract Modification Amount Board Approved 3/29/22	11/1/20 – 10/31/21	\$325,000
Proposed 3 rd Contract Modification Amount	11/1/21 – 10/31/22	\$300,000

Note: According to Barnes & Noble College Booksellers, the contract terms revert back to the original minimum guaranteed payment amount of \$500,000 for the period of 11/01/22 to 10/31/23.

Commissionable Sales	Percentage Rate of Sales
• No change requested	• 14.5% of Commissionable Sales up to \$2,000,000.00
	• 15.5% of Commissionable Sales from \$2,000,001.00 to \$3,000,000.00
	• 17% of Commissionable Sales in excess of \$3,000,000.00

The proposed contract modification sought to replace the Minimum Annual Guarantee for the period beginning November 1, 2021 through October 31, 2022 from \$500,000 to \$300,000.

The current and previous commission history was as follows:

Contract	Commission Amount
November 2021 – August 2022	\$203,368.68
November 2020 – October 2021	\$340,700.79
November 2019 – October 2020	\$479,889.53
Previous Contract	

Contract	Commission Amount
November 2018 – October 2019	\$487,495.00
November 2017 – October 2018	\$538,879.00
November 2016 – October 2017	\$607,112.00
November 2015 – October 2016	\$601,327.00
November 2014 – October 2015	\$593,622.00

Enclosed Documents – The Barnes & Noble College Booksellers Contract Modification letter was provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, George McCaleb, Director of Facilities Operations and Maintenance, and Becky Cavazos, Director of Purchasing attended the Committee meeting to address any questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval to modify the College Bookstore contract with Barnes & Noble College Booksellers minimum annual guarantee from \$500,000 to \$300,000 for the period beginning November 1, 2021 through October 31, 2022 as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

c. Approval of Disposal of Surplus Property Valued at \$5,000 and Over

Purpose and Justification – Administration requested Board approval of the disposal of surplus property valued at \$5,000 and over through a live auction.

The Fixed Assets Department also requested that these assets, which were part of the College's inventory, be removed from the inventory and general ledger.

It was necessary to dispose of obsolete, damaged, and not functioning property for safety purposes and due to the lack of storage area for surplus property.

Background – The surplus property goes through an evaluation process by the departments to determine if the items are damaged beyond repair and unable to be utilized throughout the College district. After this evaluation process, the department submits a request to have the property removed from their department and relocated to the Shipping and Receiving Warehouse surplus area.

The auction items were located at the South Texas College Receiving Department, 3700 W Military Hwy, McAllen, TX. The auction would be scheduled in the Spring at the auctioneers' site due to a lack of space at the Central Receiving Warehouse.

The items valued over \$5,000 were included in the College's inventory through the Banner system.

Enclosed Documents - The list of the items to be auctioned was included in the packet for the Board's review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the Committee meeting to address any questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the disposal of surplus property valued at \$5,000 and over through a live auction and for these capital assets to be removed from the College's fixed assets ledger as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

e. Approval of Resolution 2023-005 to Impose an Additional Percent Penalty and Additional Fees for Collection Cost of Delinquent Taxes as Authorized Under Sections 33.07, 33.08, and 33.48 of the Texas Property Tax Code for Attorney's Compensation

Purpose and Justification – Administration requested Board approval of Resolution 2023-005 to impose an additional percent penalty and additional fees for the collection cost of delinquent taxes as authorized under Sections 33.07, 33.08 and 33.48 of the Texas Property Tax Code for attorney's compensation.

The resolution authorizing the College to levy an additional percent penalty and additional fees to the delinquent 2022 district taxes was needed to enforce the collection of delinquent taxes by compensating the attorney for the collection of delinquent taxes, penalty, and interest which will remain delinquent on July 1, 2023.

Board action was necessary on the Resolution previously prepared by legal counsel to approve the additional percent penalty and additional fees for the attorney's compensation for the collection cost of delinquent taxes for Hidalgo County and Starr County collection services.

Background – According to Section 6.30 (c), Attorneys Representing Taxing Units, of the Texas Property Tax Code, the total amount of the contracted attorney's compensation may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected.

The relevant Texas Property Tax Codes are as follows:

- a) Texas Property Tax Code 33.07, Additional Penalty For Collection Costs For Taxes Due Before June 1, is as follows:
 - a. A taxing unit or appraisal district may provide, in the manner required by law for official action by the body, that taxes that become delinquent on or after February 1 of a year but not later than May 1 of that year and that remain delinquent on July 1 of the year in which they become delinquent incur an additional penalty to defray costs of collection, if the unit or district or another unit that collects taxes for the unit has

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contracted with an attorney pursuant to Section [6.30](#). The amount of the penalty may not exceed the amount of the compensation specified in the contract with the attorney to be paid in connection with the collection of the delinquent taxes.

- b) Texas Property Tax Code 33.08, Additional Penalty For Collection Costs For Taxes Due On Or After June 1, is as follows:
 - a. A taxing unit may assess an additional penalty for collection costs for taxes that become delinquent on or after June 1st under sections 26.075 (j), 2615 (e), 31.03, 31.031, 31.032, 31.033, 31.04, or 42.42 that were not previously assessed an additional penalty for collection costs under section 33.07.
- c) Texas Property Tax Code 33.48, Recovery Of Costs And Expense, is as follows:
 - a. A taxing unit may assess additional fees to recover other costs and expenses in a suit to collect a delinquent tax.

Enclosed Documents – The Resolution to be completed with the delinquent tax attorney firm awarded for the collection of Delinquent Taxes was provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee Meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of Resolution 2023-005 to impose an additional percent penalty and additional fees for collection cost of delinquent taxes as authorized under Sections 33.07, 33.08, and 33.48 of the Texas Property Tax Code for attorney's compensation and as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

f. Approval of Proposed Revisions to Tuition and Fees Schedules for FY 2023 – 2024

Purpose and Justification – Administration requested Board approval of proposed revisions to the Tuition and Fees Schedules for FY 2023 – 2024 for credit students, dual credit students sponsored by partnering school districts, dual credit students- non-sponsored, non-credit students, child development center students, Regional Center for Public Safety Excellence (RCPSE), testing, employee, and non-employee/non-student.

The tuition and fees schedules were separated into ten separate schedules in order to assist the students in easily determining the tuition and fees associated with the type of programs in which they are enrolled.

The proposed revisions to the tuition and fees schedules included the following:

- 1. Credit Students Tuition and Fees
 - Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Fire Lane Violations

2. Dual Credit Students Sponsored by Partnering School Districts Tuition and Fees
 - Increase Out-of-District tuition
 - Delete Electronic Distance Learning/VCT Course Fee
 - Addition of Fire Academy Fees
 - Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Fire Lane Violations
 - Addition of Library Fees
3. Dual Credit Students- Non-Sponsored Tuition and Fees
 - Increase In-District tuition
 - Delete Non-Resident Dual Credit students who do not receive approval
 - Increase Out-of-District tuition
 - Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Fire Lane Violations
 - Addition of Library Fees
4. Non-Credit Students Tuition and Fees
 - No proposed revisions
 - Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Fire Lane Violations
5. Child Development Center Students Tuition and Fees
 - Increase in Tuition per week
 - Revision to the Registration Fee
 - Revision of Reservation Fee for Spring Semester
 - Addition of Returned Check Fee
6. Regional Center for Public Safety Excellence (RCPSE) Tuition and Fees
 - Revisions for Continuing Education Public Safety Courses
7. Testing Fees
 - No proposed revisions
8. Employee Fees
 - Child Development Center Students Tuition and Fees
 - ⇒ Increase in Tuition per week
 - ⇒ Revision to the Registration Fee
 - ⇒ Revision of Reservation Fee for Spring Semester
 - Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Skateboard and Other Appliance Violation and Fire Lane Violations
9. Non-Employees/Non-Student Fees
 - Child Development Center Students Tuition and Fees
 - ⇒ Increase in Tuition per week
 - ⇒ Revision to the Registration Fee

- ⇒ Deletion of Reservation Fee for Spring Semester
- ⇒ Addition of Returned Check Fee
- Parking/Moving Traffic Violations Fees
 - ⇒ Addition of Skateboard and Other Appliance Violation and Fire Lane Violations

Reviewers - The proposed revisions to the Schedules were reviewed by staff and President's Cabinet.

Enclosed Documents - The nine (9) proposed Schedules and a Presentation on the FY 2023-2024 Tuition and Fees were provided in the packet for the Board's information and review. The proposed revisions were highlighted in yellow on the Schedules.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revisions to the Tuition and Fees Schedules for FY 2023 – 2024 for credit students, dual credit students sponsored by partnering school districts, dual credit students- non-sponsored, non-credit students, child development center students, Regional Center for Public Safety Excellence (RCPSE), testing, employee, and non-employee/non-student as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

g. Approval to Adopt New Business and Support Services Policies and Retire Current Policies

Purpose and Justification – Administration requested Board approval to adopt new business and support services policies and retire current policies to align with the Texas Association of School Boards (TASB) policy manual.

This would align the policy with the comprehensive, current, and legally sound policy manual, strengthen the policies' language, and transition policies to a standardized format. In addition to the policies, internal procedures were currently in place and would continue to be enhanced.

The adoption of new and/or retired policies were proposed as follows:

Adopt New Policy	Retired Policy(ies)
A-1. CG (Local) Safety Program	A-2. Policy #6225: Safety
B-1. CGC (Local) Safety Program: Emergency Plans and Alerts	B-2. Policy #4405: Hazard Communication Program

Adopt New Policy	Retired Policy(ies)
	B-3. Policy #6220: Emergency Closing of the College

Background – On March 31, 2020, the Board of Trustees approved an interlocal agreement with TASB for Policy Management Service. Throughout FY 2022 and FY 2023, current College board policies would be reviewed, retired, and transitioned into the TASB formatted policies. TASB would then provide a comprehensive, current, and legally sound Policy Manual.

Reviewers – The new and retired policies were reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

Enclosed Documents - The new and or retired policies were provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Ruben Suarez, South Texas College Chief of Police for the Department of Public Safety, attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval to adopt new business and support services policies and retire current policies as listed, presented, and supersedes any previously adopted Board policy.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

h. Approval to Adopt New Community and Governmental Relations Policy and Retire Current Policy

Purpose and Justification – Administration requested Board approval to adopt new community and governmental relations policies and retire current policies to align with the Texas Association of School Boards (TASB) policy manual.

This would align the policy with the comprehensive, current, and legally sound policy manual, strengthen the policies' language, and transition policies to a standardized format. In addition to the policies, internal procedures were currently in place and will continue to be enhanced.

The adoption of new and/or retired policies were proposed as follows:

Adopt New Policy	Retired Policy
A-1. GDA (Local) Community Expression and Use of College Facilities: Conduct on College District Premises	A-2. Policy #6322: Smoke/Tobacco/E-Cigarette Free Environment

Background – On March 31, 2020, the Board of Trustees approved an interlocal agreement with TASB for Policy Management Service. Throughout FY 2022 and FY 2023, current College board policies would be reviewed, retired, and transitioned into the TASB formatted policies. TASB would then provide a comprehensive, current, and legally sound Policy Manual.

Reviewers – The new and retired policies were reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

Enclosed Documents - The new and or retired policies were included in the packet for the Board’s information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Ruben Suarez, South Texas College Chief of Police for the Department of Public Safety, attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval adopt new community and governmental relations policy and retire current policy as listed, presented, and supersedes any previously adopted Board policy.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

i. Approval to Adopt New Personnel Policies and Retire Current Policies

Purpose and Justification – Administration requested Board approval to Adopt New Policies and Retire Current Policies to align with the Texas Association of School Boards (TASB) policy manual.

This would align the policies with the comprehensive, current, and legally sound policy manual, strengthen the policies’ language, and transition policies to a standardized format. In addition to the policies, internal procedures were currently in place and will continue to be enhanced.

The adoption of new and/or retired policies were as follows:

Adopt New Policy	Retired Policy(ies)
A-1. CDDA (Local) Payroll Procedures: Salary Deductions	

<p>B-1. DLA (Local) Employee Performance: Evaluation</p>	<p>B-2. Retire Policy #3812: Faculty Evaluation</p> <ul style="list-style-type: none"> • Transition and maintained as an administrative procedure. <p>B-3. Retire Policy #4160: Non-Faculty Performance Appraisal</p> <ul style="list-style-type: none"> • Transition and maintained as an administrative procedure.
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The following policy was also recommended for retirement. It was duplicative with the existing legal framework as maintained for South Texas College by TASB.

C-1. Retire Current Policy #4710: Public Statements Regarding Personnel Matters

- Replaced by GCA (Legal Framework) – Public Information Program: Access to Information

Background – On March 31, 2020, the Board of Trustees approved an interlocal agreement with TASB for Policy Management Service. Throughout FY 2022 and FY 2023, current College board policies would be reviewed, retired, and transitioned into the TASB formatted policies. TASB would then provide a comprehensive, current, and legally sound Policy Manual.

Reviewers – The new and retired policies were reviewed by staff, administrators, TASB staff, Employee Relations Officer, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

Enclosed Documents - The new and or retired policies were included in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Alicia Correa, Interim Director of Human Resources, and Zachary Suarez, Employee Relations Officer, attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval to adopt new policies and retire current policies as listed, presented, and supersedes any previously adopted Board policy.

This item was approved by the Board as part of consent agenda action.

Removed from Consent Agenda:

d. Approval of Firm for Delinquent Tax Collection Services for Hidalgo County and Starr County

Purpose and Justification – Administration requested Board approval to award a contract to Linebarger Goggan Blair & Sampson, LLP. (Edinburg, TX) for delinquent tax collection services for Hidalgo and Starr Counties at a fee of 15% that was based on the amount of delinquent tax, penalty, and interest collected for the period beginning May 1, 2023 through April 30, 2024 with two (2) one-year options to renew, contingent on all terms and conditions remaining the same.

The current contract with Linebarger Goggan Blair & Sampson, LLP. Would expire on April 30, 2023. Approval to contract with a firm for delinquent tax collection services was needed in order to provide collection services for delinquent property taxes that are owed to the College.

Property Tax Code Section 6.30 (c) states that the governing body of a taxing unit may contract with any competent attorney to represent the unit to enforce the collection of delinquent taxes. The attorney's compensation was set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. The Board of Trustees previously approved a 15 percent penalty fee. The additional penalty was due on July 1 to the previous tax year.

Background – On March 21, 2020, the Board awarded the current contract with Linebarger Goggan Blair & Sampson, LLP. for delinquent tax collection services as follows:

March 21, 2020 – one year with two (2) one-year annual renewals			
Award	Board Meeting Date	Original Term	Renewal Term
Original	03/21/20	05/01/20 – 04/30/21	2 – one year options
1 st Renewal	02/23/21		05/01/21 – 04/30/22
2 nd Renewal	04/26/22		05/01/22 – 04/30/23 Last Renewal

The recent solicitation project timeline and information are as follows:

Advertised RFP	January 11, 2023 and January 18, 2023
RFP Responses Due	February 2, 2023
RFP Issued To	Two (2) Vendors
Responses Received From	Two (2) Vendor
Responses Reviewed By	Business Office and the Purchasing Department
Highest Ranked Vendor	Linebarger Goggan Blair & Sampson, LLP.

Effective September 1, 2019, the Legislature passed HB 2826 related to the procurement of a contingent fee contract for legal services, including the amendment to Texas Government Code 2254.102, that adds a new subsection (e) that applies to a contract

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for legal services entered into under Section 6.30 of the Tax Code. In addition, Section 2254.1036 of the Texas Government Code requires written notice of the meeting before governing body approves to go into a contingent fee contract for legal services.

The notice of the public meeting was published together with the meeting agenda, in accordance with the Texas Government Code requirements, on the South Texas College website.

The Finance, Audit, and Human Resources Committee had the option to interview the two (2) firms that submitted qualifications prior to the Board of Trustees meeting.

Funding Source – The delinquent tax collection services fee was paid to the delinquent tax attorney from the delinquent tax collection revenues from Hidalgo County and Starr County.

Enclosed Documents – A Proposal Summary, an Evaluation Summary, a Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year, and a Summary of Total Tax Levy Uncollected were provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Myriam Lopez, Comptroller, and Becky Cavazos, Director of Purchasing attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee recommended Board approval to award a contract to Linebarger Goggan Blair & Sampson, LLP. (Edinburg, TX) for delinquent tax collection services for Hidalgo and Starr Counties at a fee of 15% that is based on the amount of delinquent tax, penalty, and interest collected for the period beginning May 1, 2023 through April 30, 2024 with two (2) one-year options to renew, contingent on all terms and conditions remaining the same.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized awarding a contract to Linebarger Goggan Blair & Sampson, LLP. (Edinburg, TX) for delinquent tax collection services for Hidalgo and Starr Counties at a fee of 15% that is based on the amount of delinquent tax, penalty, and interest collected for the period beginning May 1, 2023 through April 30, 2024 with two (2) one-year options to renew, contingent on all terms and conditions remaining the same. The motion carried.

Review and Recommend Action on Resolution 2023-008 on a Written Statement for Professional Legal Services Contract

The Board was asked to approve the resolution 2023-008 on a written statement for professional legal services contract, under Texas Government Code 2254.1036.

This applied to the delinquent tax collection services for Hidalgo County and Starr County for the period of May 1, 2023 through April 30, 2024.

Purpose and Justification – To comply with Texas Government Code 2254.1036, Political Subdivision: Contract Notice; Approval by Governing Body, which requires a written statement when a political subdivision enters and approves a contingency fee contract for legal services.

A written statement when a political subdivision enters and approves a contingency fee contract delinquent tax collection legal services is required by Texas Government Code 2254.1036, include the following:

- There is a substantial need for the legal services;
- The legal services cannot be adequately performed by the attorney and supporting personnel of the political subdivision; and
- The legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of the matter for which the services will be obtained or because the political subdivision does not have funds to pay the estimated amount required under a contract providing only for the payment of hourly fees.

Background – As per Texas Government Code 2254.1036, a written notice was published when the delinquent tax collection services contract was presented to the Board of Trustees for consideration. A resolution is recommended to meet the requirements of Texas Government Code 2254.1036, which was completed once the Board selected the delinquent tax attorney firm.

Enclosed Documents – The Resolution for Approving a Contract with a delinquent tax attorney firm, was included in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, was present at the Board Meeting to address questions.

This item was not available for presentation to the Finance, Audit, and Human Resources Committee on March 7, 2023, and was presented without a recommendation from that committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantu, the Board of Trustees of South Texas College approved and adopted Resolution 2023-008 on a written statement and finding of the College's need for specialized contingent fee legal services, under Texas Government Code 2254.1036 as presented. The motion carried.

Discussion and Action as Necessary to Implement a 36-Hour Work Week Summer Schedule Starting May 15, 2023 and Ending on August 13, 2023

Purpose and Justification – Administration requested Board approval to implement a 36-hour work week Summer Schedule starting May 15, 2023 and ending on August 13, 2023 by reducing the number of working hours for all full-time employees, from 40 hours per week to 36 hours per week, and granting 4-hours summer leave paid per week resulting in no reduction in pay. The College would generally close on Fridays.

The modified 36-hour work week Summer Schedule would consist of the following:

- Full time employees will work four (4) days (Monday – Thursday) for nine (9) hours each day, totaling 36 hours.
⇒ Exceptions or flexible schedules may be applied for positions required to work on Friday.
- A 4-hour Summer Paid Leave will be populated every week for the duration of the Summer schedule for non-exempt employees.

Background – Since the pandemic, different work arrangements had accepted by employers across industries, including the reduction of work days in a week. The College implemented a summer pilot program of a four-and-a-half-day workweek in May 2022, which was extended through fiscal year 2022 - 2023. Employees work 40 hours in the reduced work week.

In continuing to expand employees' benefits in order to improve retention and employee satisfaction, Administration proposed to reduce the work week to 36 hours worked over 4 days, as noted above. Exceptions would apply for positions required to work on Friday.

Studies had shown that benefits of the proposed 36-hour workweek include, but were not limited to:

- Increased employee satisfaction
- Extended weekend time to spend with family/children on summer break
- Reduced monthly utility cost
- Attract and retain employees and reduce turnover
- Improved overall employee mental health
- Higher employee productivity despite fewer hours

The modified work week schedule would begin the week of May 15, 2023 and end August 13, 2023. Employees would work with their supervisor to implement their new schedule for this period with the goal of working 36 hours each week. Supervisors would ensure that administrative offices were open during regular business hours of 8:00 a.m. – 5:00 p.m. Monday – Thursday, or as otherwise required by specific departments and programs.

Reviewers – The Summer Schedule was reviewed by Administrative Staff, President's Cabinet, and Legal Counsel.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee did not make a recommendation on this item, asking that it be presented to the full Board of Trustees for deliberation and action.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantu, the Board of Trustees of South Texas College approved and authorized implementation of a 36-hour work week Summer Schedule starting May 15, 2023 and ending on August 13, 2023 by reducing the number of working hours for all full-time employees, from 40 hours per week to 36 hours per week, and granting 4-hours summer leave paid per week resulting in no reduction in pay, and includes closing the College on Fridays as presented. The motion carried.

Review and Action as Necessary on Proposed Revisions to Credit Students Tuition and Fees Schedule for FY 2023 – 2024 to Include Simplified Tuition Rate and Bachelor's Degrees

Purpose and Justification – Administration requested Board approval on proposed revisions to the Credit Students Tuition and Fees Schedule for FY 2023 – 2024 to include Simplified Tuition Rate (STR) and to four (4) Bachelor's Degrees.

The tuition and fees schedule were separated into separate schedules in order to assist the students to easily determine the tuition and fees associated with the type of programs in which they are enrolled.

A. Simplified Tuition Rate (STR)

A major revision was proposed for FY 2023 - 2024 in order to implement the Simplified Tuition Rate (STR) in the Credit Students Schedule, whereby In-District Tuition, Out-of-District Tuition, majority of the mandatory fees, Program Differential Tuition, and selected other fees were rolled into one Simplified Tuition Rate applied per semester credit hour.

The STR proposed would generate an additional \$1,000,000 in student tuition revenue necessary to cover increasing expenditures.

The Simplified Tuition Model would allow students to easily determine the total charges for the semester, allow College staff to communicate and explain the total charges to the students, and reduce the amount of manual work involved in assessing tuition and fees and refunding credits to students, among other positive factors.

Differential Tuition for the Nursing Allied Health Programs and certain mandatory, incidental, and course fees such as for Fire Science, Police Academy, Welding, and Cosmetology would remain and still be charged separately.

Differential Tuition for all programs, with the exception of Nursing Allied Health Programs, would be deleted and rolled into the STR. Active Military tuition rate would be transitioned into the STR. Other fees that would be deleted and rolled into the STR include the Registration Fee, Information Technology Fee, Learning Support Fee, Lab Fee, Electronic Distance Learning Fee, Physical Education Special Activity Fee, Developmental Studies Fee, Drop Fee, and Withdrawal Fee.

The Tuition and Fees Schedules and a presentation that waws provided in the packet reflected the proposed detailed revisions and other information including other colleges using this model and an example of the impact on students' cost when STR is implemented with a \$1,000,000 increase to total revenue.

B. Bachelor Degrees

Although the Bachelor's Degrees were not rolled into the STR Method, a revision was proposed which was dependent on whether the STR is approved. Changes were as follows:

Credit Students Tuition and Fees

- Increase four (4) Bachelor's Degrees
- Deletion of the term Competency Based Format

On February 14, 2023, the Board of Trustees reviewed this item and did not take action. They recommended that Administration work with the Public Relations department to develop a marketing strategy on how to best advertise the new STR changes to students and gather feedback from students. In addition, the Board requested an analysis of how many students will have an increase or decrease in the total cost and include how many students will be covered by Financial Aid, Pell Grant, and other forms of scholarships and bring it back to the Committee for consideration.

If the **Simplified Tuition Rate (STR)** and **Bachelor Degrees** were not approved by the Committee, Administration requested that the Tuition and Fees will remain unchanged from Fiscal Year 2022 – 2023.

Reviewers - The proposed revisions to the Credit Students Schedule were reviewed by staff and President's Cabinet.

Enclosed Documents - The proposed Schedules on Exhibit A and B and a Presentation on the FY 2023-2024 Tuition and Fees were included in the packet for the Board's information and review. The proposed revisions were highlighted in yellow on the Schedule.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee meeting to address questions.

The Finance, Audit, and Human Resources Committee did not make a recommendation on this item, asking that it be presented to the full Board of Trustees for deliberation and action.

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized the proposed revisions to the Credit Students Tuition and Fees Schedule for FY 2023 – 2024 to include Simplified Tuition Rate (STR) and to four (4) Bachelor's Degrees as presented. The motion carried.

Review and Action as Necessary on Approval to Purchase an Ambulance

Purpose and Justification – The Board of Trustees was asked to authorize administration to purchase an ambulance from **Southwest Ambulance Sales, LLC.** (Kennedale, TX) (New), a Houston-Galveston Area Council (H-GAC) purchasing cooperative approved vendor, at a total amount of \$202,139.01.

The Emergency Medical Service Program in the Division of Nursing and Allied Health requested approval to purchase an ambulance for student instruction. Students would be able to perform hands-on training in loading and unloading patients, provide emergency care to patients, and practice medical and trauma care scenarios in this ambulance.

The ambulance was necessary for student preparation and interaction with the actual transportation type of vehicle used by the medical industry. This new ambulance would replace one of the in-service ambulances that reached twenty (20) years of service.

Funds for this expenditure were budgeted in the Carl Perkins grant budget for FY 2022 – 2023.

Enclosed Documents - The Summary of the Purchase was provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the Board Meeting to address questions.

After the publication of the March 7, 2023, Finance, Audit, and Human Resources Committee, the need arose to include this item for approval on March 28, 2023, Board Meeting since the purchase must be made and the item received in order to be in compliance with the grant requirements and period; therefore, it was now presented without a recommendation from the Committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized the purchase of an ambulance from Southwest Ambulance Sales (Kennedale, TX) (New), at a total amount of \$202,139.01 as presented. The motion carried.

Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda items were thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believed that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Trustees were invited to identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages.

The Facilities Committee recommended Board action on the following items as presented.

- a. Approval of Schematic Design and Authorization to Proceed with Solicitation of Construction Services for the Pecan Campus Ann Richards Administration Building A Additional Parking Lot
- b. Approval to Contract Construction Services for the District Wide Flooring Replacements Phase II at Pecan Campus, Mid Valley Campus, and Nursing and Allied Health Campus
- c. Approval of Proposed Change Order for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approve and authorize items a – c of the Facilities Committee Consent Agenda as presented. The motion carried.

Consent Agenda:

- a. Approval of Schematic Design and Authorization to Proceed with Solicitation of Construction Services for the Pecan Campus Ann Richards Administration Building A Additional Parking Lot**

Approval of schematic design prepared by R. Gutierrez Engineering Corporation and authorization to proceed with Solicitation of Construction Services for the Pecan Campus Ann Richards Administration Building A Additional Parking Lot project was requested.

Schematic design is the first phase of basic design services provided by the project design team. Once approved, the engineer would proceed to prepare all necessary construction documents, which would then be issued for solicitation of construction proposals

Scheduling Priority

The Pecan Campus Ann Richards Administration Building A Additional Parking Lot project was requested by Administration, and has been reviewed by the Facilities Operations & Maintenance and Facilities Planning & Construction Departments, and Administration. This project was scheduled as a non-educational improvement to provide additional parking needed for Pecan Campus Building A.

Background

On November 29, 2022, the Board of Trustees approved contracting civil engineering services with R. Gutierrez Engineering Corporation for this project. The engineer worked with College staff to develop a schematic design that provides adequate additional parking.

The project consisted of demolishing or modifying the existing concrete curbs, irrigation, underground infrastructure, and constructing the additional parking lot on the west side of Building A.

- 18 New Parking Spaces
- Parking Lot Lighting
- Landscaping and Irrigation

Funding Source

Funds for the Pecan Campus Ann Richards Administration Building A Additional Parking Lot Project 2023-015C were budgeted in the Unexpended Construction Plant Fund for use in Fiscal Year 2022 – 2023.

Reviewers

The proposed schematic design was reviewed by staff from the Facilities Planning & Construction department, Facilities Operations & Maintenance department, and Administration.

Estimated Project Timeline

The project design phase was projected to last until April 2023, with construction to commence in June 2023 and Substantial Completion in October 2023.

Enclosed Documents

R. Gutierrez Engineering Corporation developed a schematic presentation describing the proposed design. The packet included the schematic design and a fact sheet.

Presenters

Representatives from R. Gutierrez Engineering Corporation attended the Facilities Committee meeting to present the schematic design of the project.

The Facilities Committee recommended Board approval of the proposed schematic design and authorization to proceed with solicitation of construction services for the Pecan Campus Ann Richards Administration Building A Additional Parking Lot project as presented.

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This item was approved by the Board as part of consent agenda action.

Consent Agenda:

b. Approval to Contract Construction Services for the District Wide Flooring Replacements Phase II at Pecan Campus, Mid Valley Campus, and Nursing and Allied Health Campus

Approval to contract construction services for the District Wide Flooring Replacements Phase II at Pecan Campus, Mid Valley Campus, and Nursing and Allied Health Campus project was requested. The procurement of a contractor would provide for construction services necessary for the project.

Scheduling Priority

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance (FOM) and Facilities Planning & Construction (FPC) departments. The project was reviewed by the FPC and FOM departments, the President's Cabinet, and the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as the second phase of a routine improvement to replace flooring in buildings district wide as necessary.

Background

On June 22, 2021, the Board approved the priority schedule for the District Wide Flooring Replacements. The second phase included the following locations:

District Wide Flooring Replacements Phase II		
Campus	Buildings	Floor / Sq. Ft.
Pecan Campus	Student Services Building K • Carpet and LVT Replacement	1 st Floor – 17,877 sq. ft. 2 nd Floor – 10,968 sq. ft.
Mid Valley Campus	Childcare Development Center Building L • LVT Replacement	4,405 sq. ft.
Nursing and Allied Health Campus	NAH East Building A • Carpet and LVT Replacement	1 st Floor – 3,342 sq. ft. 2 nd Floor – 9,904 sq. ft. 3 rd Floor – 9,631 sq. ft. 4 th Floor – 11,053 sq. ft.
Phase II Total		67,180 sq. ft.

The flooring in these buildings was in place between 18 and 23 years and had considerable wear. The scope of work included the replacement of carpet and the installation of luxury vinyl tile (LVT) to replace vinyl composition tile (VCT) in the buildings as listed above.

Request for Proposals (RFP) - The solicitation process was as follows:

Advertised RFP	February 8, 2023 and February 15, 2023
RFP Responses Due	February 28, 2023
RFP Issued To	Twelve (12) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	College staff from the FPC, FOM, and Purchasing depts.
Highest Ranked Vendor(s)	Intertech Flooring

Proposed Contractors

College staff reviewed and evaluated the competitive sealed proposals and recommend the contractor(s) as listed below:

Campus	Highest Ranked Contractor	Highest Ranked Proposal Bid
Pecan Campus: Student Services Building K	Intertech Flooring	\$189,749
Mid Valley Campus: Childcare Development Center Building L	Intertech Flooring	37,641
Nursing and Allied Health Campus: NAH East Building A	Intertech Flooring	227,686
Total Amount		\$455,076

Funding Source

Funds for the District Wide Flooring Replacements Phase II Project 2023-019R were budgeted in the FY 2022-23 Renewals & Replacements Fund in the amount of \$500,000 for construction. Additional funds were available in the FY 2022-23 Renewals & Replacements Fund as necessary.

District Wide Flooring Replacements Phase II Construction Budget and Variance	
Item	Amount
Construction Budget	\$500,000
Total Bid Proposals Amount	455,076
Variance	\$44,924

Enclosed Documents

Site plans of the projects were included in the packet. The evaluation team members completed evaluations for the firms and prepared the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Intertech Flooring in the amounts of \$189,749 for the Pecan Campus Student Services Building K, \$37,641 for the Mid Valley Campus Childcare Development Center Building L, and \$227,686 for the Nursing and Allied Health Campus NAH East Building A for the District Wide Flooring Replacements Phase II as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda:

c. Approval of Proposed Change Order for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area

Approval of a proposed change order with 5 Star GC Construction, LLC. for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (FLAG) Fire Training Area projects was requested. The proposed change order authorized modifications to the scope and completion date.

Scheduling Priority

These projects were requested by administrative staff at the RCPSE. The projects were reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. The F.L.A.G. fire training area was scheduled as an educational space improvement project, and the canopy to provide protection from the elements and security for safety training vehicles was scheduled as a non-educational space improvement project.

Background

On September 27, 2022, the Board approved contracting construction services with 5 Star GC Construction, LLC. for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (FLAG) Fire Training Area projects. A change order to the construction contract was needed for additional costs and time associated with scope modifications that include the following.

Scope Modifications

Canopy for Safety Training Vehicles:

- Installation of a new 5' wide concrete sidewalk from the existing sidewalk to the new canopy as required by Texas Department of Licensing and Regulations (TDLR)
 - Installation of a 3' pedestrian gate
- Total Cost of Proposed Scope Modifications..... \$6,670

The project contains a contingency allowance of \$10,000. Changes to the scope which increase the construction costs are able to be deducted from the contingency allowance. The unused contingency allowance balance will remain in the project budget.

- Contingency Allowance \$10,000
- Change Proposal Amount (6,670)
- Contingency Allowance Balance \$3,330

Flammable Liquid and Gas (FLAG) Fire Training Area:

- Installation of utility sleeves for future domestic water, sewer, and telecommunications, additional tees, valves, and plugs for future waterline tie-in connections for the future Multistory Fire Structure, Two-Story Residential Fire Training Structure, and the future Confined Space/Trench Rescue Training Structure
- Total Cost of Proposed Scope Modifications..... \$52,673.50

The project contained a contingency allowance of \$10,000. Changes to the scope which increase the construction costs were able to be deducted from the contingency allowance. The change proposal exceeded the contingency allowance by \$42,673.50.

- Contingency Allowance \$10,000.00
- Change Proposal Amount (52,673.50)
- Change Proposal Balance (\$42,673.50)

The contract cost would be modified by this change order because the cost increases associated with the scope modifications exceed the contingency allowance in the project budget.

Additional Days for Completion

The contractor requested additional days due to the modifications to the scope.

Original Substantial Completion Date.....May 11, 2023

Additional Days Requested per proposed Change Order #1 Ten (10) days

Revised Substantial Completion Date per proposed Change Order #1May 21, 2023

Below is a description of the proposed change order items:

Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area			
Proposed Change Order No.	Item Description	Cost	Days
1	<u>Canopy for Safety Training Vehicles:</u>		
	<u>Contingency Allowance</u>	\$10,000.00	
	• Increases to cost, deducted from Contingency Allowance	(6,670.00)	10 days
	○ Add 5' wide concrete sidewalk		
	○ Add one (1) 3' pedestrian gate		
	<u>Remaining Contingency Allowance, to remain in construction budget</u>	3,330.00	
	Costs Applied to Construction Contract Amount	0.00	
	<u>FLAG Fire Training Area:</u>		
	<u>Contingency Allowance</u>	10,000.00	
	• Increases to cost, deducted from Contingency Allowance	(52,673.50)	
	○ Add utility sleeves, tees, valves, and plugs for the waterline system		
	<u>Remaining Contingency Allowance</u>	0.00	
	Costs Applied to Construction Contract Amount	42,673.50	
Net Effect of Proposed Change Order No. 1 to Contract Amount		\$42,673.50	10 days

Below is a table summarizing the construction budget and the change order proposal.

Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Construction Budget with Change Order Proposal	
Construction Contract Amount	\$1,659,250.00
Net Effect of Change Order No. 1 to Contract Amount	42,673.50
Revised Construction Contract Amount	\$1,701,923.50

Funding Source

Funds for the RCPSE Canopy for Safety Training Vehicles Project 2019-016C and the RCPSE Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Project 2019-020C are budgeted in the Unexpended Construction Plant Fund for available use in FY 2022-2023.

Enclosed Documents

A draft of the proposed Change Order #1 was included in the packet.

The Facilities Committee recommended Board approval of the proposed change order with 5 Star GC Construction, LLC. for scope modifications in the amount of \$42,673.50, after deductions from the project contingency allowances, and adding ten (10) additional days for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects as presented.

This item was approved by the Board as part of consent agenda action.

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff prepared a design and construction update. This update summarized the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza were available to respond to questions and address concerns of the Board.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of February 2023. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Also submitted for approval were the financial reports for the month of January 2023. These were not yet ready for approval by the February 14, 2023 Board Meeting, and were presented for Board approval at this time.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, was available to respond to questions posed by the Board.

The checks submitted for approval and financial reports were included in the Board packet under separate cover.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Dalinda Gonzalez-Alcantar, the Board of Trustees of South Texas College approved and authorized the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of February 2023, as well as the financial reports submitted for the month of January 2023. The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 7:55 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultation with Attorney;

Facilities Committee Items:

- Review and Action as Necessary on Consultant Services Contract

Open Session:

The South Texas College Board of Trustees returned to Open Session at 8:26 p.m. No action was taken in Executive Session.

Review and Action as Necessary on Consultant Services Contract

The Board was asked to take action as necessary to secure a Consultant Services Contract.

Administration sought consultant services to provide guidance on matters of local and state policy and legislation.

At the March 28, 2023 Regular Board Meeting, administration and legal counsel requested Board authorization for the engagement of consultant services.

Mrs. Victoria Cantu made a motion for the Board of Trustees to approve and authorize action as necessary regarding the approval of a Consultant Services Contract, and Mr. Rene Guajardo seconded the motion.

Upon further deliberation, the trustees determined in conjunction with legal counsel that Board authorization would not be needed, as procurement laws and policies afforded the College President sufficient authority to engage the needed consultant services without Board approval.

Mr. Rene Guajardo withdrew his second, and Mrs. Victoria Cantu withdrew her motion.

No action was taken by the Board of Trustees on this issue.

Announcements

A. Next Meetings:

- Tuesday, April 11, 2023
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, April 25, 2023
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- South Texas College will be closed Thursday, April 6th – Sunday, April 9th for Semester Break.
- The Spring 2023 Commencement Ceremonies have been scheduled for Friday, May 5th and Saturday, May 6th at the Bert Ogden Arena in Edinburg, TX:

Friday, May 5, 2023

- 9:00 a.m.
- 12:30 p.m.
- 4:30 p.m.

Saturday, May 6, 2023

- 9:30 a.m.
- 1:30 p.m.

Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:25 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, March 28, 2023 Regular Board Meeting of the South Texas College Board of Trustees.

X_____

Mrs. Victoria Cantú

Board Secretary

**Presentation of the Delinquent Tax Collection Report for the Period
Ending February 28, 2023**

Ms. Kelly R. Salazar from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Collection Report for the period ending February 28, 2023.

The Delinquent Tax Collection Report is provided in the packet for the Board's review.

No action is required from the Board of Trustees.



SOUTH TEXAS COLLEGE

Delinquent Tax Collection Report December 01, 2022 – February 28, 2023



Important Tax Cycle Dates

January

- Jan. 1: Tax lien attaches to all property

April

- Rendition deadline for Business Personal Property (BPP)
- Appraisal Notices mailed
- Appraisal Review Board (ARB) Protests begin

July

- July 25: Appraised Value Certified to School District

August-September

- School District adopts Budget and Tax Rate

October-January

- Oct 1: Tax Bills mailed
- Oct-Jan 31: Time period to pay taxes with no penalty or interest

February

- Feb 1: Delinquency date for Real Estate, Mobile Homes and Business Personal Property (BPP)

April

- **April 1: BPP taxes turned over to Linebarger**
Early BPP Programs Commence:
 - Walk and Talk Teams
 - Targeted Mailings
 - Warrant and Seizure Candidates

July

- **July 1: Real Property Taxes turned over to Linebarger**
 - Every account is reviewed by Linebarger and placed in the collection program
 - Every eligible account is targeted for mailings, phone collections, seizures, site visits, and/or litigation



Collection Activities - Hidalgo County

December 01, 2022 – February 28, 2023

296 Lawsuits Filed—\$200,1129

235 Lawsuits Disposed—\$183,543

875 Payoff Request

15,815 Incoming/Outgoing Calls

1,022 Property Inspections

120 Payment Agreements

Year To Date
Linebarger collected
\$1,822,988
in base, penalty & interest
in Hidalgo County

3



Collection Activities - Starr County

December 01, 2022 – February 28, 2023

63 Lawsuits Filed - \$61,054

23 Lawsuits Disposed - \$25,859

63 Payoff Request

682 Incoming/Outgoing Calls

84 Property Inspections

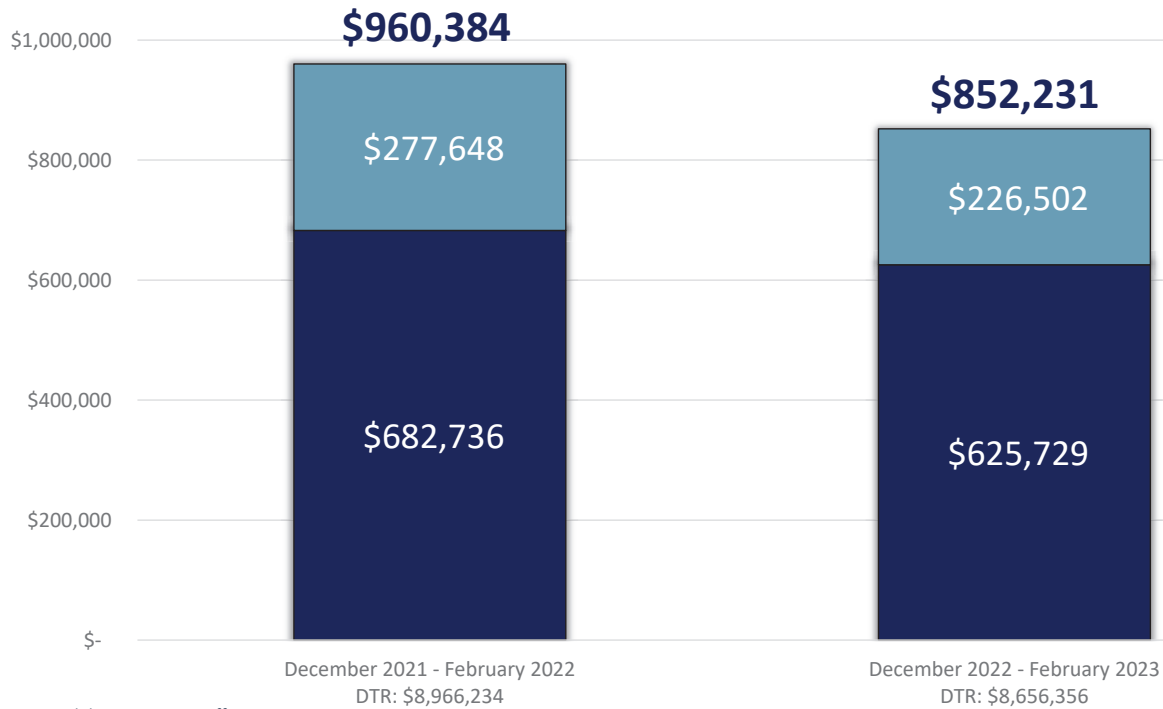
29 Payment Agreements

Year To Date
Linebarger collected
\$307,571
in base, penalty & interest
in Starr County

4

Collection Comparison – Hidalgo County

2nd Quarter: December 01, 2022 – February 28, 2023

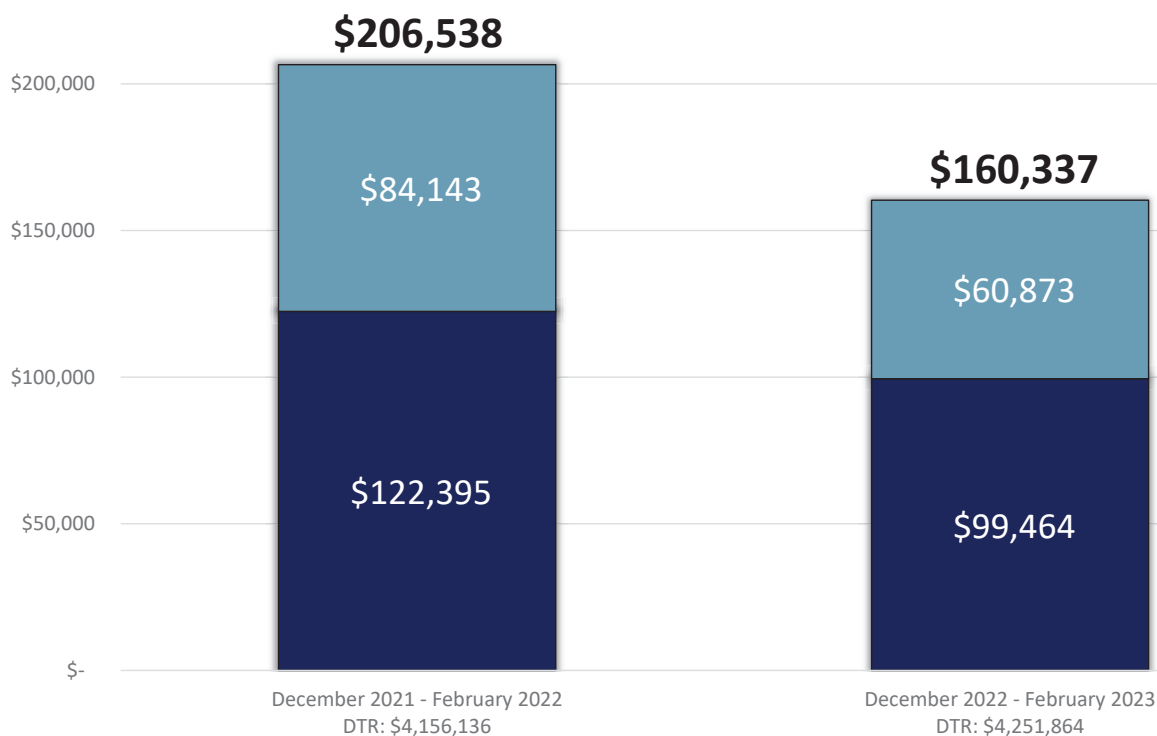


Source: Hidalgo County Tax Office Data

5

Collection Comparison – Starr County

2nd Quarter: December 01, 2022 – February 28, 2023



Source: Starr County Tax Office Data

6



**SOUTH TEXAS
COLLEGE**

THANK YOU



Review and Action as Necessary on Proposed Interlocal Agreement with Hidalgo County for the AmeriCorps VISTA Project

The Board of Trustees is asked to authorize Administration to enter into a proposed memorandum of understanding / interlocal agreement with Hidalgo County for the AmeriCorps VISTA project.

In line with Hidalgo County's Prosperity Taskforce, the County has been awarded a grant to develop and implement an AmeriCorps VISTA program leadership academy.

The AmeriCorps VISTA program is a one-year program under which participants help local organizations expand capacity to address and alleviate poverty. Nationally, these areas include education, public health, climate, access to benefits, and other critical areas. Participants engage in fundraising, grant writing, research, volunteer recruitment, and other experiences that build professional and leadership skills.

As the grant's fiscal agent and project sponsor, Hidalgo County has reached out to South Texas College to serve as a subsite host for the AmeriCorps VISTA program.

Under the grant, South Texas College will coordinate with the Hidalgo County Project Sponsor, supporting VISTA Candidate review by the project sponsor, orientation and training of approved participants, and supervision of the activities of VISTA members.

Participating students will receive AmeriCorps VISTA training and ongoing mentorship to help them undertake their year of service locally, supporting their fellow students and communities in line with the national AmeriCorps VISTA program guidelines.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed memorandum of understanding / interlocal agreement with Hidalgo County for the AmeriCorps VISTA project.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review of Presentations to the Finance, Audit, and Human Resources Committee:

a. Review and Discussion of FY 2023 – 2024 Budget Development

Purpose and Justification – As part of the budget planning process, the College is evaluating the revenue and expenditure budget considerations influencing the preparation of the FY 2023 – 2024 budget.

The budget planning process is an integral part of strategic planning that is preceded by sound planning and effectively aligns the budget with the College's programs and activities. The revenue and expenditure budget development considerations affect the projected available resources, determine the planned expenditures, and have a direct impact on the budget allocations for the FY 2023 – 2024 budget.

Background – The College's annual budget cycle includes the budget planning process that consists of projecting revenues and expenditures based on historical trend and assumptions for the upcoming fiscal year. The revenue and expenditure budget development considerations are used as the basis for the upcoming fiscal year assumptions and are a fundamental component of developing a proposed balanced budget. The proposed balanced budget is reviewed by staff, the President's Cabinet, and the Finance, Audit, and Human Resources Committee before it is presented for approval by the Board of Trustees at the annual Budget Hearing.

The Texas Commission on Community College Finance recommends that the 88th Texas Legislature change the current state formula funding model to an outcomes-based formula methodology. This change would impact the amount of funding the College receives from the State in the upcoming biennium and the budget allocations for the FY 2023 – 2024 budget.

The Texas Legislature is currently in session and is considering the Commission's recommendation to transition to an outcomes-based formula.

On March 28, 2023, the Board of Trustees approved Resolution 2023-006 in support of the Texas Commission on Community College Finance Recommendations.

Enclosed Documents – A PowerPoint Presentation follows in the packet for the Board's review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, will present on the FY 2023 – 2024 Budget Development for the Trustees' review and discussion.



FY 2023 – 2024

Budget Development Unrestricted Fund

Mary Elizondo, MBA, CPA, CFE, CGMA
Vice President for Finance and Administrative Services

April 11, 2023

1

Integrated Budget Planning Process



2

FY 2023 – 2024 | Budget Cycle Timeline

	September-December	January	February	March	April	May	June	July	August
	Revenue Projections		Revenue and Expenditure Projections						
Budget Planning and Development		Instructions, Guidelines, and Alert Notice							
			Department Requests						
				Balance Budget					
Budget Development Review				Preliminary Review by Finance, Audit, and Human Resources Committee					
Preliminary Budget Review				Department and Cabinet Review					
						Preliminary Review by Finance, Audit, and Human Resources Committee			
Budget Approval							Construction Budget Approval	Staffing Plan Approval	Hearing Publication Budget Proposal
							Staffing Requests Approval		Budget Hearing Budget Approval

3

FY 2023 – 2024 | Budget Objectives



Produce a Balanced Budget

Total Revenue Equal Total Expenditures



Maintain Benchmarks

Instruction Function – Approximately 50% of Total Expenditures Budgeted
Salaries and Benefits – Approximately 77% or Lower of Total Expenditures Budgeted (Excluding Transfers and Reserves)



Allocate Resources Based on Strategic Planning



Maintain Financial Responsibility, Sustainability, and Controls

4

FY 2023 – 2024 | Budget Considerations

Revenue and Fund Balance Carryover Allocations

- State Funding for Community Colleges (First Year of Biennium and New Methodology)
- Student Enrollment Projections
- Simplified Tuition Rate and Board Approved Rates
- Property Tax Assessed Valuation and Collections
- Fund Balance Carryover Allocations
- New Trends

5

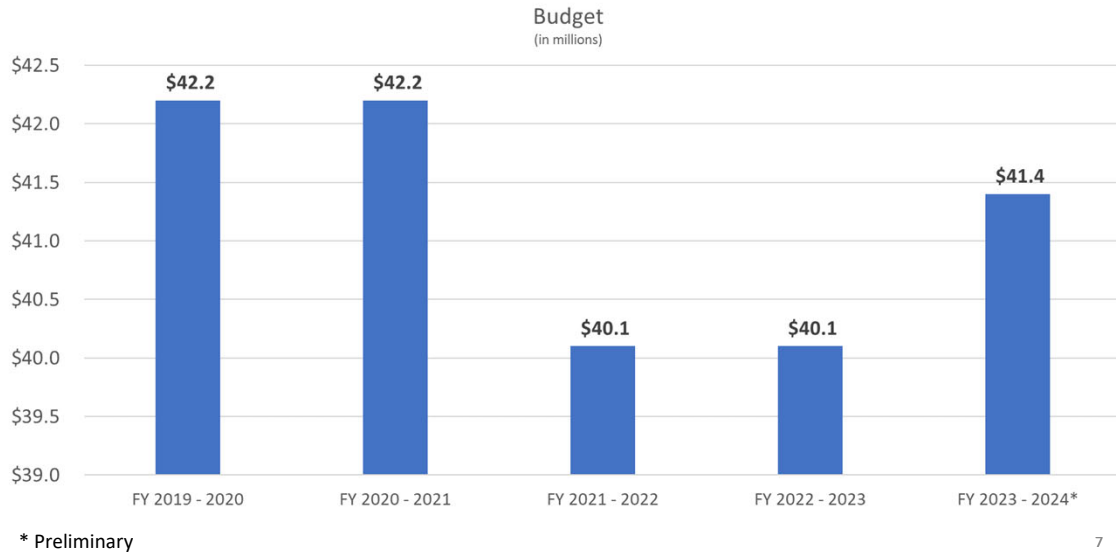
FY 2019-2020 – FY 2023-2024 | Primary Revenue Sources

Fiscal Year	State Appropriations Budget Contact Hour Funding <small>Includes Core Operations, Student Success Points, and Contact Hour Funding</small>	Tuition and Fees Budget <small>Includes Academic Tuition, Differential Tuition, CPWE, Mandatory and Incidental Fees</small>	M&O Property Taxes Budget <small>Includes Current Levy Tax Collections, Delinquent Tax, and Penalties and Interest</small>
FY 2019 - 2020	\$42.2 million 26.3%	\$66.6 million 41.5%	\$51.7 million 32.2%
FY 2020 - 2021	\$42.2 million 27.3%	\$53.0 million 34.3%	\$59.1 million 38.3%
FY 2021 - 2022	\$40.1 million 24.9%	\$62.7 million 38.9%	\$58.3 million 36.2%
FY 2022 - 2023	\$40.1 million 24.1%	\$60.1 million 36.2%	\$65.9 million 39.7%
FY 2023 – 2024*	\$41.4 million 25.0%	\$57.4 million 34.6%	\$66.9 million 40.4%

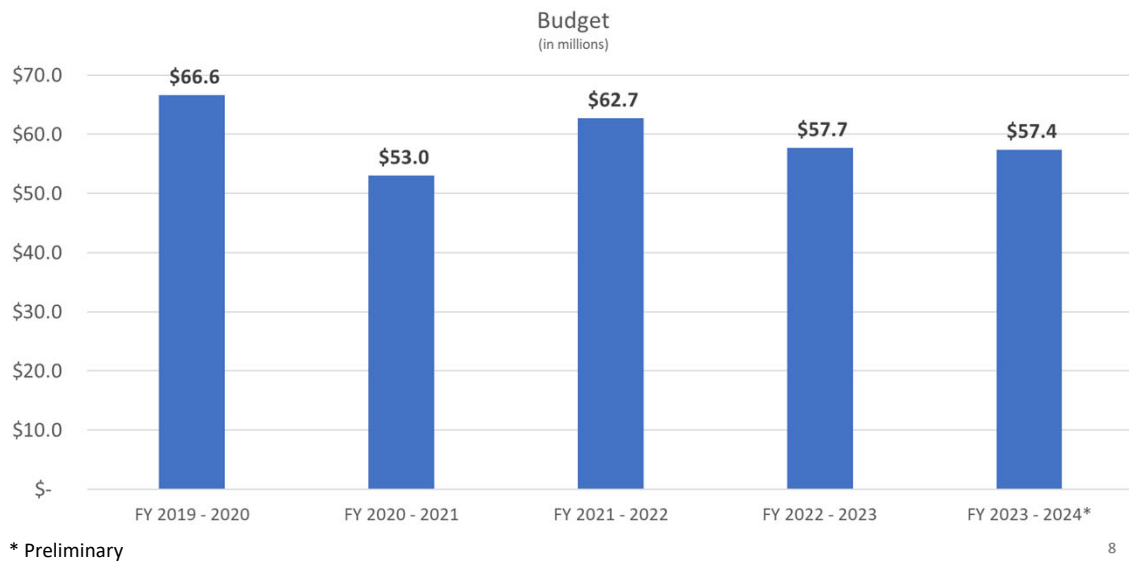
* Preliminary

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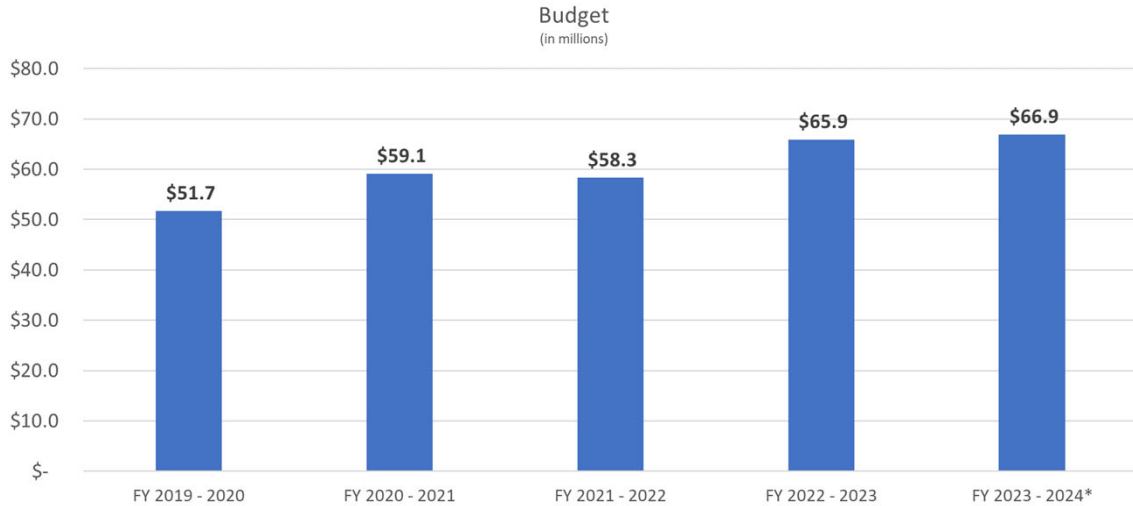
FY 2019-2020 – FY 2023-2024 | Primary Revenue Source – State Appropriations



FY 2019-2020 – FY 2023-2024 | Primary Revenue Sources – Tuition and Fees



FY 2019-2020 – FY 2023-2024 | Primary Revenue Sources – M&O Property Taxes



* Preliminary

9

State Appropriations Revenue – Formula Funding Model Change Recommendation

The Texas Commission on Community College Finance recommends to change the current state formula funding model to an outcomes-based formula methodology for the upcoming biennium.

- The state appropriations revenue and budget allocations for the FY 2023 – 2024 budget will be impacted.
- The Texas Legislature is currently in session and is considering the Commission's recommendation to transition to an outcomes-based formula.

10

Texas Commission on Community College Finance Background

- The Texas Commission on Community College Finance was established during the 87th Legislature by SB 1230 to **re-evaluate how Texas community colleges were funded via state appropriations, and establish a state funding formula and funding levels sufficient for sustaining viable community college education and training offerings throughout the state.**
- The Commission:
 - Included 12 appointed commissioners,
 - Held public hearings (ended in October 2022), and
 - Unanimously approved a set of final recommendations which were sent to State Leadership in November 2022

11

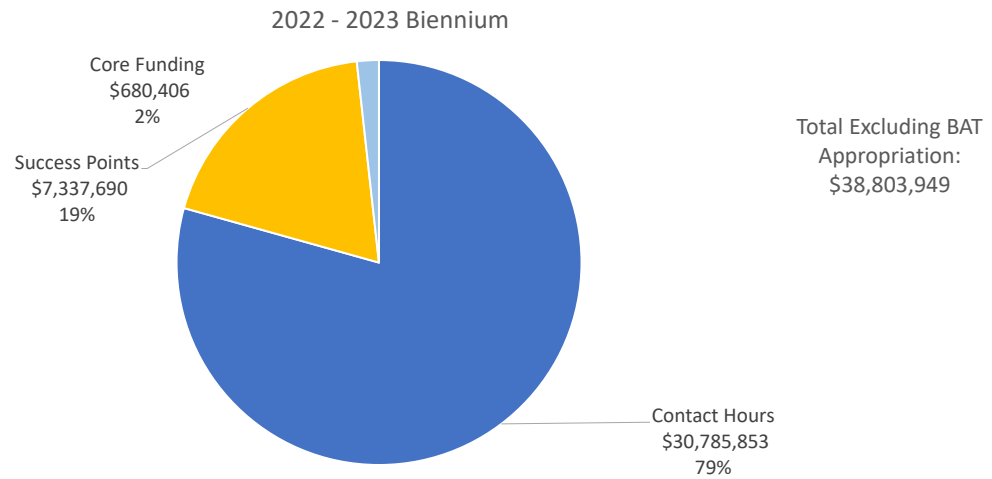
Current State Appropriation Funding Model

- State formula funding is distributed through an allocation methodology that considers how colleges perform in relation to one another. The current formula includes funding for:

Contact Hours	Success Points	Core Funding
<ul style="list-style-type: none"> • Tied to student enrollments and types of courses 	<ul style="list-style-type: none"> • Based on specific metrics colleges have met over the previous three years 	<ul style="list-style-type: none"> • Uniform amount allocated to each college

12

Current Funding Levels for South Texas College



The College was allocated \$1,290,084 for BAT, increasing the state appropriation the College received total to \$40,094,033.

13

Limitations of Current State Appropriations Model

- Institutions compete against each other for a portion of a fixed “pie.”
- Smaller and rural-serving colleges with lower property values and colleges that serve students with a high level of financial need are at a disadvantage.
- Needs and goals of community colleges have changed from when the current model was developed.

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Goals of the New Model

- Develop a new funding model that generates more consistent base levels of funding for instruction and operations across community colleges.
- Fully recognize non-credit workforce education programs that have become increasingly important to meet workforce demands and that are critical to mid-career employees' upskilling and reskilling.
- Recognize the additional costs of serving economically and academically disadvantaged students or adult learners who depend on postsecondary credentials of value to increase their long-term earning potential.
- Provide temporary funding to help colleges transition to a dynamic, primarily outcomes-based funding formula.

15

New Model: State Funding for Outcomes

- Distribute the majority of state funding based on **measurable outcomes** aligned with regional and state workforce needs and state goals for Building a Talent Strong Texas.
- Model should be dynamic, with adjustments through an annual settle-up process.
- Three recommendations

Recommendation 1.1
Measurable Outcomes

Recommendation 1.2
Foundational Levels of
Funding

Recommendation 1.3
Hold Harmless
Funding

16

Recommendation 1.1: Measurable Outcomes

- Outcomes-based formula based on individual college's current outcomes with specified fixed dollar amounts for:

1	2	3	4
Credentials of value , including degrees, certificates, and other credentials from credit and non-credit programs that equip students for continued learning and greater earnings.	Credentials of value awarded in high-demand fields .	Students who transfer to four-year universities.	Students who complete a sequence of dual credit courses that apply towards academic and workforce program requirements.

- Include **robust incentives for completions and transfers of students who are economically or educationally disadvantaged and adult learners** to promote improved outcomes for populations that historically have completed postsecondary credentials at significantly lower rates.

17

Recommendation 1.2: Foundational Levels of Funding

- Ensure community colleges can access foundational levels of funding for **instruction and operations** through a state-funded guaranteed yield for colleges with low taxable valuations.
 - Based on student enrollments and the types of contact hours taught in different fields of study across non-credit and credit-bearing programs.
- Include adjustments to recognize:
 - Higher costs of educating students who need additional support services
 - Adult students making an effort to reskill and upskill
 - Higher costs of operating small colleges
 - Colleges unable to generate foundational levels of funding through tuition and local property taxes due to the colleges' available tax bases or student enrollments.

18

Recommendation 1.3: Hold Harmless Funding

- Facilitate initial implementation of the new model through **hold harmless funding** to ensure colleges are not negatively impacted by the transition to a dynamic, primarily outcomes-based funding formula.
- Authorize the Texas Commissioner of Higher Education to create a process to address unintended negative consequences.

19

Benefits of New Model

- Rewards colleges for positive outcomes
- Colleges that improve their outcomes will receive increased funding
- Colleges will compete with a prior version of themselves instead of each other
- Increased funding for small and rural community colleges

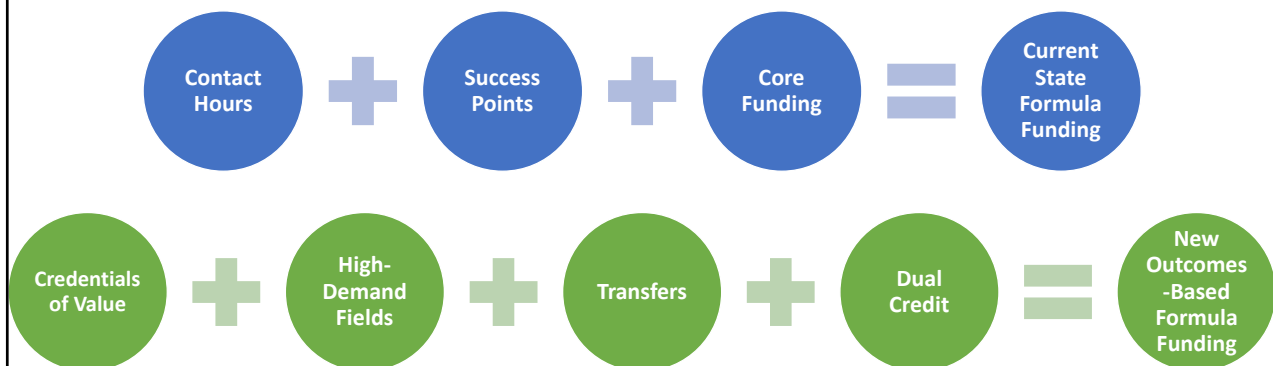
20

Next Steps

- Approval by the Texas Legislature in the current session (January 10, 2023 through May 29, 2023).
- Investment of \$600 to \$650 million in additional funding for community colleges in the next biennium.

21

State Appropriations Revenue – Formula Funding Model Change



22

State Appropriations Revenue

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
State Appropriations – Contact Hour	\$40,094,035		\$40,094,033		\$41,449,329
<i>Increase/(Decrease) from Prior Fiscal Year</i>			\$(2)		\$1,355,296
<i>Increase/(Decrease) from FY 2021-2022</i>					\$1,355,294
Budget Assumption	First Year of the Biennium	↔	Second Year of the Biennium	↑	First Year of the Biennium Based on Proposed Appropriations Bill
Actuals (As of February 2023)	Met Budget	✓	Met Budget		
Projected (As of August 31, 2023)		✓	Meet Budget		

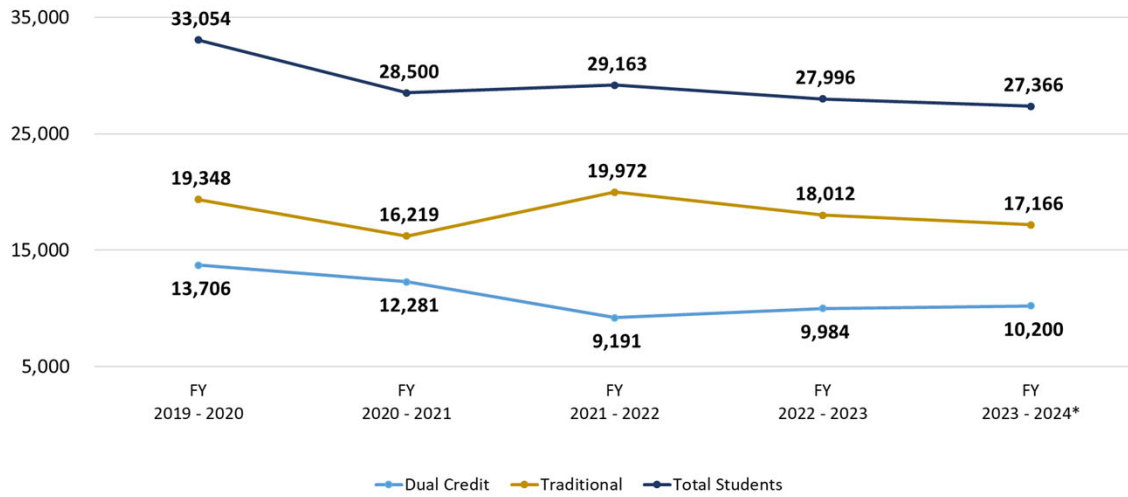
The preliminary FY 2023 – 2024 state appropriation revenue amount of \$41,449,329 is based on the current state formula funding methodology. 23

Property Taxes Revenue

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
Property Taxes	\$58,273,025		\$65,888,360		\$66,927,291
<i>Increase/(Decrease) from Prior Fiscal Year</i>			\$7,615,335		\$1,038,931
<i>Increase/(Decrease) from FY 2021-2022</i>					\$8,654,266
Budget Assumption	Reduction in Revenue	↑	Collection Increase of 13%	↑	Increase in Revenue
Actuals (As of February 2023)	Exceeded Budget	↑	Exceeding YTD Collections for Same Time Frame in Prior Year		
Projected (As of August 31, 2023)		↑	Exceed Budget		

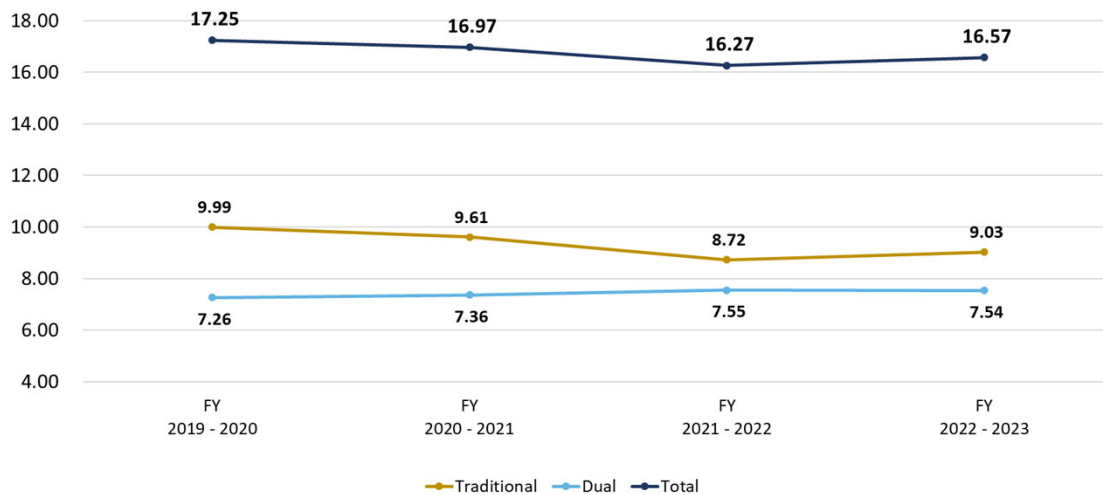
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Census Student Enrollment – Fall Term Only



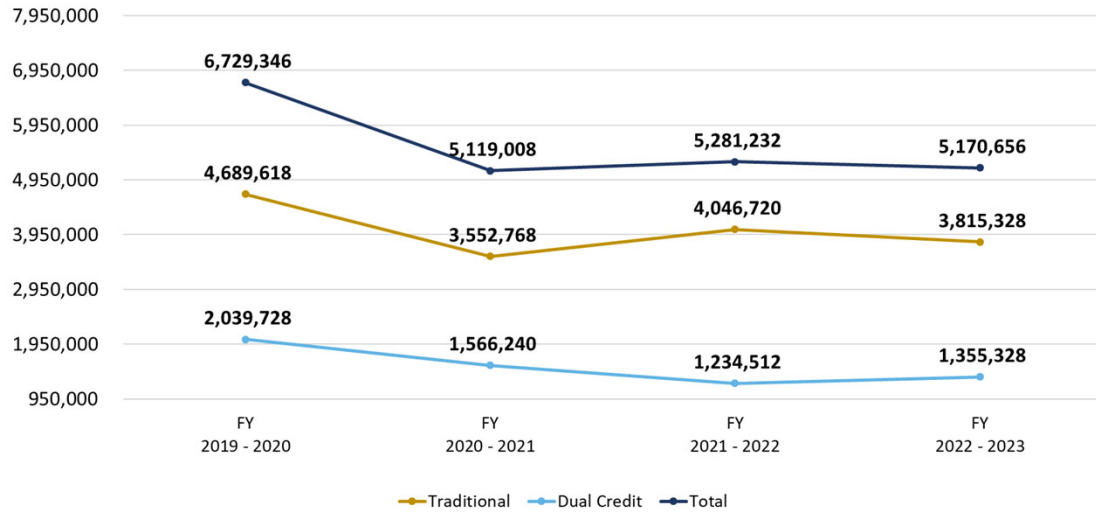
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Census Average Semester Credit Hours Per Student– Fall Term Only



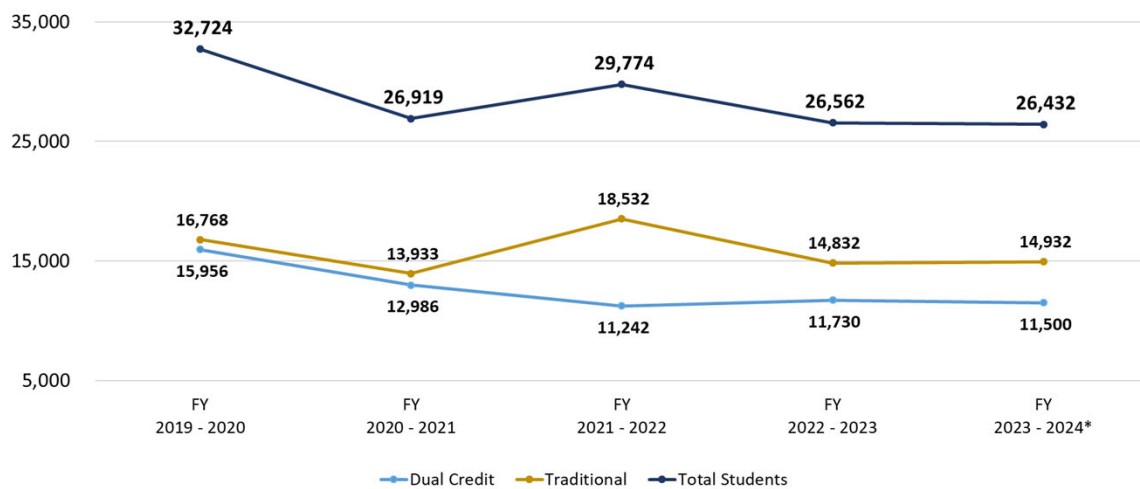
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Census Contact Hours – Fall Term Only



27

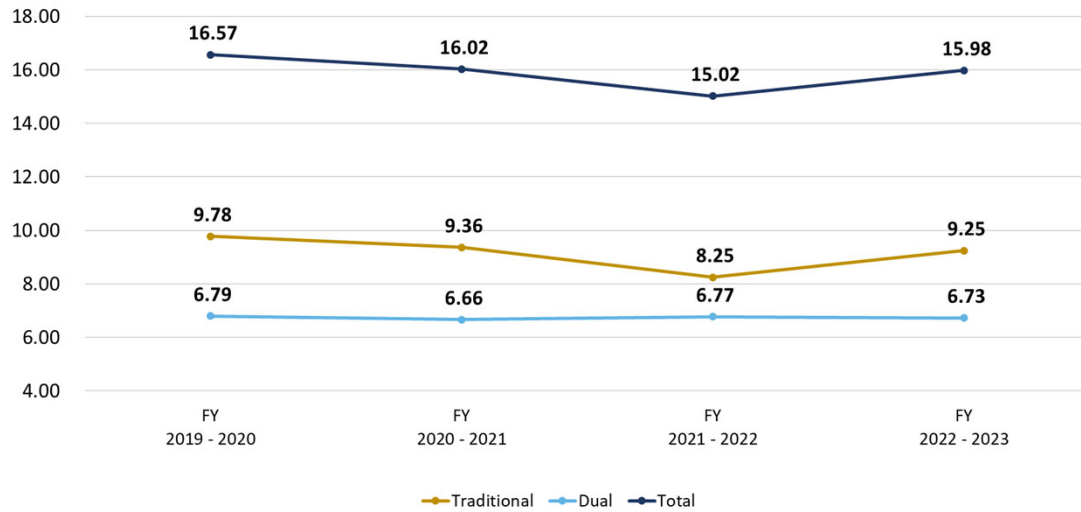
Census Student Enrollment – Spring Term Only



* Projected

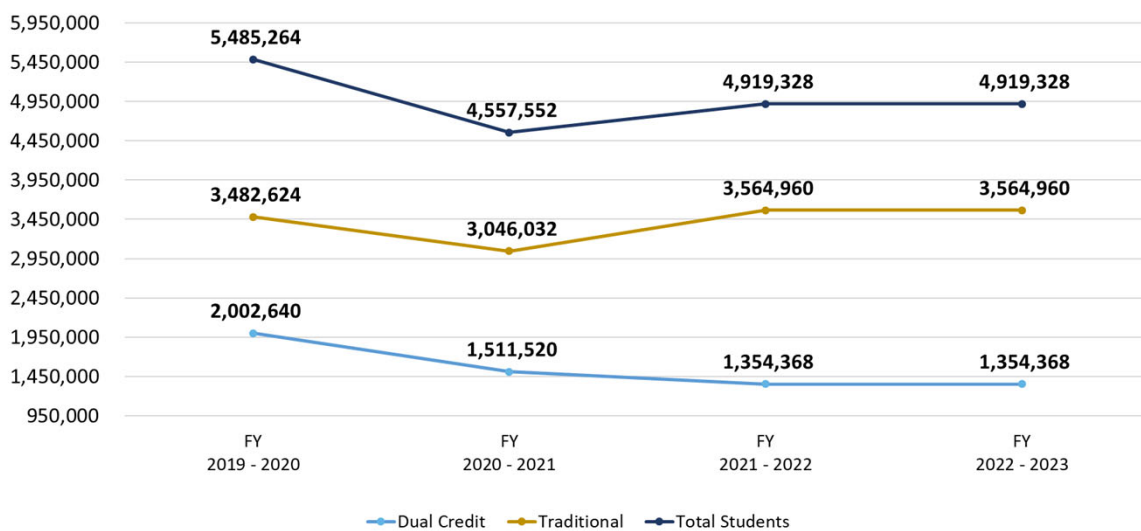
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Census Average Semester Credit Hours Per Student– Spring Term Only



29

Census Contact Hours – Spring Term Only



30

FY 2023 – 2024 Traditional Student Enrollment Considerations

- Courses Taken on Average – Increase of SCH per Student in FY 2023
- Discontinued Financial Aid Awards (HEERF Funding)
- Trend Analysis

31

Tuition and Fee Revenue

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
Tuition and Fees	\$62,653,914		\$60,061,536		\$57,385,800
<i>Increase/(Decrease) from Prior Fiscal Year</i>			<i>\$(2,592,378)</i>		<i>\$(2,675,736)</i>
<i>Increase/(Decrease) from FY 2021-2022</i>					<i>\$(5,268,114)</i>
Budget Assumption	Flat Enrollment in Traditional Students	↓	Decrease in Enrollment and Revenue Based on Trend	↓	Decrease in Enrollment for Traditional Students from FY 2022 – 2023 Budgeted Enrollment and Trend
Actuals (As of February 2023)	Exceeded Budget	↔	Enrollment Increase of 3% for Fall, Enrollment Decrease of 9% for Spring, TBD for Summer. Increase in SCH per Student.		
Projected (As of August 31, 2023)		↑	Exceed Budget, (Pending Summer Enrollment)		

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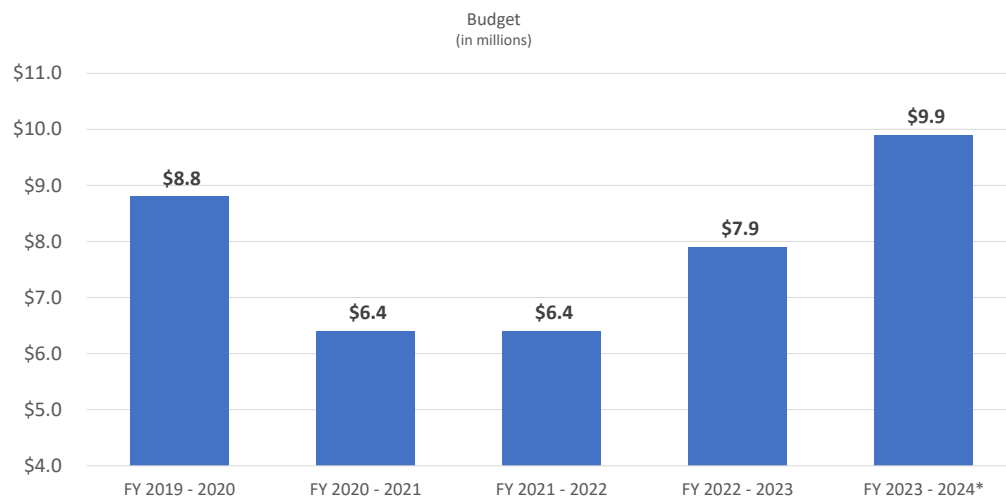
FY 2019-2020 – FY 2023-2024 | Budgeted Other Revenues

Fiscal Year Budget	Other Revenues <small>Includes Dual Credit Reimbursement Costs, Dual Credit Academy Participation Fee, Administrative Costs</small>
FY 2019 - 2020	\$8.8 million 4.8%
FY 2020 - 2021	\$6.4 million 3.4%
FY 2021 - 2022	\$6.4 million 3.5%
FY 2022 – 2023	\$7.9 million 4.0%
FY 2023 – 2024*	\$9.9 million 5.2%

* Preliminary

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Other Revenues Trend



* Preliminary

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Dual Credit Reimbursement Cost Revenue

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
Dual Credit Reimbursement Cost	\$5,000,000		\$5,000,000		\$5,000,000
<i>Increase/(Decrease) from Prior Fiscal Year</i>			\$-		\$-
<i>Increase/(Decrease) from FY 2021-2022</i>					\$-
Budget Assumption	Enrollment Increase Based on Trends	↔	Flat Revenue Maintain Revenue Level	↔	Flat Revenue Maintain Revenue Level
Actuals (As of February 2023)	Exceeded Budget	↑	Slight Increase in Revenue		
Projected (As of August 31, 2023)		✓	Meet Budget		

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Interest Income Revenue

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
Interest Income	\$600,000		\$2,000,000		\$4,000,000
<i>Increase/(Decrease) from Prior Fiscal Year</i>			\$1,400,000		\$2,000,000
<i>Increase/(Decrease) from FY 2021-2022</i>					\$3,400,000
Budget Assumption	Interest Rate Decrease	↑	Interest Rate Increase	↑	Increase in Investments and Interest Rates
Actuals (As of February 2023)	Budget Deficit	↑	Increase in Revenue		
Projected (As of August 31, 2023)		↑	Exceed Budget		

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Other Revenues Detail

Revenues	FY 2021 – 2022 Budget (Amended)	FY 2022 – 2023 Budget (Amended)	FY 2023 – 2024 Budget (Preliminary)
Conferences – CPWE	\$64,742	\$64,742	\$64,742
Dual Credit Enrollment Costs Reimbursement	5,000,000	5,000,000	5,000,000
Dual Credit Academy Participation Fee	350,000	350,000	350,000
Interest	600,000	2,000,000	4,000,000
Administrative Cost – Veterans	4,000	8,000	8,000
Administrative Cost - Pell	75,000	75,000	75,000
Administrative Cost – Federal Work Study	60,000	60,000	60,000
Administrative Cost – CPWE	110,856	141,590	141,590
Administrative Cost – ITED	-	65,000	65,000
Shuttle System Contribution	171,860	164,567	164,567
Testing Commissions	950	2,800	2,800
Indirect Processing Fee	-	8,000	8,000
Total	\$6,437,408	\$7,939,699	\$9,939,699

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FY 2019-2020 – FY 2023-2024 | Budgeted Carryover Allocations

Fiscal Year Budget	Carryover Allocations <small>Includes Contingency Fund, Book Royalties, Unexpended Construction Plant Transfer, and CPWE</small>
FY 2019 - 2020	\$6.4 million 3.5%
FY 2020 - 2021	\$5.2 million 2.8%
FY 2021 - 2022	\$10.0 million 5.2%
FY 2022 – 2023	\$15.6 million 7.9%
FY 2023 – 2024*	\$ 15.5 million 8.1%

* Preliminary

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Carryover Allocations

Revenues	FY 2021 – 2022 Budget (Amended)		FY 2022 – 2023 Budget (Amended)		FY 2023 – 2024 Budget (Preliminary)
Carryover Allocations	\$10,032,943		\$15,567,464		\$15,487,781
<i>Increase/(Decrease) from Prior Fiscal Year</i>			\$5,534,521		\$(79,683)
<i>Increase/(Decrease) from FY 2021-2022</i>					\$5,454,838
Budget Assumption	Increase for Plant Fund Transfer and COVID-19 Response Strategies Payment	↑	Increase for Retention Incentive Payments, Capital Purchases, and Nursing Faculty	↑	Increase Based on College's Needs
Actuals (As of January 2023)	Entire Budgeted Amount Not Used	✓	Funds Used as Needed		
Projected (As of August 31, 2023)		✓	Maintain Use of Funds as Needed		

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Carryover Allocations Detail

Revenues	FY 2021 – 2022 Budget (Amended)	FY 2022 – 2023 Budget (Amended)	FY 2023 – 2024 Budget (Preliminary)
Contingency Fund	\$2,000,000	\$2,000,000	\$2,000,000
Book Royalties	4,813	4,813	4,813
Unexpended Construction Plant Fund	6,345,336	3,500,000	10,000,000
Renewals & Replacements Plant Fund	1,000,000	-	-
Continuing, Professional, and Workforce Education	450,000	449,100	449,100
Response Strategies Payment	231,448	-	-
Retention Incentive	1,346	5,523,683	-
Technology Support Reimbursement	-	831,000	-
Nursing Faculty	-	225,000	-
Capital Purchases	-	3,033,868	3,033,868
Total	\$5,177,901	\$15,567,464	\$15,487,781

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Preliminary Budget Summary – FY 2023 – 2024 Revenues

Revenues and Carryover Allocations	FY 2022 - 2023 Budget (Amended)	FY 2023 - 2024 Budget (Preliminary)	% of Total Revenues	Difference FY 2023 Amended to FY 2024 Preliminary
State Appropriations	\$ 40,094,033	\$ 41,449,329	21.67%	\$ 1,355,296
Other State Appropriations - Hazlewood Reimbursement	45,000	45,000	0.00%	-
Total State Appropriations	40,139,033	41,494,329	21.70%	1,355,296
Academic & Differential Tuition-Net TPEG	29,609,682	28,136,780	14.71%	(1,472,902)
Continuing Ed/ITED-Net TPEG	3,834,361	3,834,361	2.01%	-
Total Tuition-Net of TPEG	33,444,043	31,971,141	16.72%	(1,472,902)
Total Fees	26,617,493	25,414,659	13.29%	(1,202,834)
Total M&O Property Taxes	65,888,360	66,927,291	35.00%	1,038,931
Total Other Revenues	7,939,699	9,939,699	5.20%	2,000,000
Total HEERF Lost Revenue	7,507,655	-	0.00%	(7,507,655)
Total Carryover Allocations	15,567,464	15,487,781	8.09%	(79,683)
Total Revenues and Carryover Allocations	\$ 197,103,747	\$ 191,234,900	100.00%	\$ (5,868,847)

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FY 2023 – 2024 | Budget Considerations

Expenditures

- Faculty and Staff Salary Increases
- New Positions
- Salary Adjustments/Position Reclassifications
- Frozen Positions
- Strategic Investment Priorities in Operating Budget
- Increased Expenditures for Operating, Travel, and Capital Budgets
- Unexpended Plant Fund Transfers
- Past Trends and Models May Not Predict the Future

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Thank You
Questions?

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b. Update on College's Enterprise Resource Planning (ERP) System

Purpose and Justification – College Administration is providing an update on the steps the College has taken in exploring options for the College's new proposed Enterprise Resource Planning (ERP) system.

The Board of Trustees has designated a total of \$20 million in fund balance over a period of nine years for the ERP procurement and associated consultant services.

The College has been using the current ERP software solution (Banner), provided by Ellucian, a technology company, since 2006. The Banner software is utilized by the College to manage data, including the Student, Finance, and Human Resources operations.

Banner is a complex on premise ERP system that requires significant technical expertise to operate as well as continuous information technology maintenance and updates. Since the purchase and implementation of Banner, new cloud-based systems have been developed that offer enhanced technological features and capabilities.

Third party applications, such as People Admin, the applicant tracking application, necessary to perform business processes are difficult to integrate with the current system and the data integrity is difficult to manage since each application or module has its own data standards. As a result, time-consuming manual processes and scripts are in place to solve these issues.

Newer cloud-based systems provide responsive business processes coupled with reduced manual input and interventions, robust real time analytics and dashboards, and enhanced reporting. Many new systems offer pre-developed reports required by the College, state, and federal entities that are currently being completed manually or with other third-party software.

In order to gain an understanding of the different options available, College Administrators and staff, led by the Vice President for Finance and Administrative Services and the Human Resources Information Services (HRIS) Officer are performing extensive research on ERP systems used by peer higher education institutions and have invited a number of vendors, including our current vendor Ellucian, to demonstrate the different capabilities and functionalities of their ERP systems.

Vendors invited were Anthology, Ellucian, Oracle, and Workday. All vendors conducted a discovery session and have completed or are in the process of completing their ERP solution demonstrations and are each preparing a business case.

The Discovery Sessions and the Demonstrations were scheduled as follows:

Session	Scope	Oracle	Ellucian	Workday	Anthology
Discovery Session	To gather requirements from college departments	March 2021 December 2021 January 2022	July 2022	August 2022 October 2022	March 2023
Demo Session	To demonstrate their ERP features	January 2022 April 2022 October 2022 March 2023	February 2023	November 2021 October 2022 February 2023	April 2023

On-going and next steps planned for the next few months in the ERP selection and procurement project include the following activities:

- Complete ERP demonstrations
- Complete the individual staff vendor evaluations
- Obtain ERP vendor questionnaire on detailed functionalities
- Collect user business processes requirements
- Contact and visit ERP vendor/s community colleges clients
- Secure a consultant for evaluation services
- Research and interview deployment partners
- Determine procurement method
- Obtain approval from President and Board of Trustees

No action is required from the Board. These items are presented for information and feedback to staff.

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Approval to Redesignate La Joya Windpower, LLC Scholarship Funds to the South Texas College Education Foundation
- b. Approval of Award of Proposal, Rejection of Proposals, Purchases, and Renewals
- c. Approval of Modification Option for Vending Services – Snacks Contract
- d. Ratification of a 3-Month Extension on Contract with Pathfinders Public Affairs, Inc. for Consultant Services
- e. Approval of Disposal of Surplus Property Valued at \$5,000 and Over
- f. Approval of Options to Renew all Property and Casualty Insurance for 2023 - 2024 Insurance Request for Proposal (RFP)
- g. Approval to Renew the Hidalgo County Agreement for Tax Assessment Collection
- h. Approval to Renew the Starr County Agreement for Tax Assessment Collection

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items a –h of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval to Redesignate La Joya Windpower, LLC Scholarship Funds to the South Texas College Education Foundation

Purpose and Justification – Administration requests Board approval to redesignate La Joya Windpower, LLC Scholarship Funds to the South Texas College Education Foundation.

On March 3, 2023, the College received the scholarship amount of \$40,000 for the La Joya Windpower, LLC project.

On January 25, 2023, Terra-Gen Development Company, LLC notified the College that the development of the La Joya Windpower, LLC project ceased due to development factors that greatly affected the ability to proceed with the project. Terra-Gen Development Company, LLC indicated that they remain diligent in seeing the rest of the projects to continue the process as planned and that the scholarship amount of \$40,000 will be paid; although per the agreement, the scholarship amount was due to the College at the time that the project was started. The Board of Trustees were updated on this project at the March 28, 2023, Board of Trustees Meeting.

On March 30, 2023, the College sent a letter to Mr. Milton Howard, Vice President of Renewable Development for Terra Gen Development, LLC, requesting that La Joya Windpower, LLC scholarship funds received on March 3, 2023, be redesignated to the College Education Foundation. On March 31, 2023, the College received written approval for the redesignation from Terra Gen Development, LLC.

Background - The agreement with Terra-Gen Development included the following terms:

- Based on a sliding scale to equal approximately 50% tax abatement for each of the four agreements for a period not to exceed ten years (based on tax abatement percentages scale)
- A \$40,000 lump sum payment to the College for scholarships
- A \$10,000 Payment in Lieu of Taxation (PILOT) for each of the ten years of the abatement period

Reviewers – The Request to Redesignate Scholarship Funds from Terra-Gen Development, LLC, has been reviewed by Mary G. Elizondo, Vice President for Finance and Administrative Services, and Dr. Rodney Rodriguez, Vice President of Institutional Advancement and Economic Development.

Enclosed Documents – The Request to Redesignate Scholarship Funds letter from the College approved by Terra-Gen Development, LLC, is included in the packet for the Board information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Dr. Rodney Rodriguez, Vice President of Institutional Advancement Services, attended the Committee Meeting to address questions.

The Committee recommended Board approval to redesignate La Joya Windpower, LLC Scholarship Funds to the South Texas College Education Foundation as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes redesignating La Joya Windpower, LLC Scholarship Funds to the South Texas College Education Foundation as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



Office of the President

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March 30, 2023

Milton Howard, Vice President
Renewable Development
11455 El Camino Real Suite 160
San Diego, CA 92130
MHoward@Terra-Gen.com

Robert Peña, President
Texas Energy Consultant
2516 W. Freddy Gonzalez Dr.
Edinburg, TX 78539
robjrpna@texas-kwh.com

Subject: Request Authorization to Transfer the \$40,000 Contribution Received from Terra-Gen Development Company, LLC (La Joya Windpower, LLC) to the South Texas College Education Foundation

Dear Mr. Howard and Mr. Peña,

On behalf of South Texas College, I would like to thank you for the contribution in the amount of \$40,000 received on March 6, 2023, for student scholarships.

The contribution received fulfills Section IV (D) of the Amended & Restated Tax Abatement Agreement between South Texas College and La Joya Windpower, LLC, which stipulates that the contribution is to be used by the College for student scholarships.

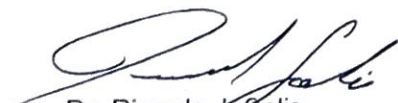
X At this time, the College officially requests your approval in writing to transfer the \$40,000 student scholarship funds received for the La Joya Windpower, LLC project to the newly formed South Texas College Education Foundation for student scholarships. The South Texas College Education Foundation's main goal is to provide support to South Texas College.


At the April monthly Board Meeting, the College will notify the Board of Trustees of this request and recommend a modification to Section IV (D) of the Agreement.

The College will also request that the proposed amendments to the Monte Cristo and Monte Alto Tax Abatement Project agreements include a revision to indicate that the contribution of \$40,000 is awarded to the South Texas College Education Foundation instead of STC for student scholarships.

If you have any questions or need additional information, please do not hesitate to contact me or Ms. Mary G. Elizondo, Vice President for Finance and Administrative Services, at (956) 872-3558 or by email at marye@southtexascollege.edu.

Sincerely,


Dr. Ricardo J. Solis
President

X This is approved.  3/31/23

Consent Agenda:

b. Approval of Award of Proposal, Rejection of Proposals, Purchases, and Renewals

Purpose and Justification – Administration requests Board approval of the following award of proposal, rejection of proposals, purchases, and renewals.

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends approval as follows:

A. Award of Proposal

1) Ambulance Cots and Stair Chairs (Award) - Grant Funded

Award the proposal for ambulance cots and stair chairs to **Sombrero Advertising & Marketing** (McAllen, TX) (New), at a total amount of \$91,074.99.

Purpose and Justification – The Emergency Medical Services in the Division of Nursing and Allied Health is requesting to purchase five (5) ambulance cots and three (3) stair chairs for student instruction. This equipment will provide students with the training required to complete their courses and obtain the necessary hands-on experience needed for future employment.

Background – The project timeline and information are as follows:

Advertised RFP	March 1, 2023 and March 8, 2023
RFP Responses Due	March 28, 2023
RFP Issued To	Eleven (11) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Emergency Medical Services and the Purchasing Department
Highest Ranked Vendor	Sombrero Advertising & Marketing

Funds for this expenditure are budgeted in the Jobs and Education for Texans (JET) grant and Emergency Medical Services budgets for FY 2022 – 2023.

B. Rejection of Proposals

2) Medical Care Equipment (Reject) - Grant Funded

Reject the three (3) proposals received for the medical care equipment because the vendors did not meet and/or submit the required specifications and/or documents. A new solicitation has been advertised to meet the federal grant deadline.

3) Medical Oxygen Generating Unit (Reject) - Grant Funded

Reject the three (3) proposals received for the medical oxygen generating unit because the vendors did not meet and/or submit the required specifications and/or documents. A new solicitation has been advertised to meet the federal grant deadline.

C. Purchases and Renewals (C-a. Instructional Items)

4) Forensic Hardware and Software (Purchase) - Grant Funded

Purchase forensic hardware and software from **Digital Intelligence, Inc.** (New Berlin, WI), a sole source vendor, at a total amount of \$102,830.70.

Purpose and Justification - The Cybersecurity Program is requesting the purchase of twelve (12) forensic workstations for student instruction at the Pecan Campus. The Forensic Recovery Evidence Device (FRED) workstations are a high-powered workstation to process evidence used in the classroom to complete activities. They will include an Ultrabay, which is a built-in write blocker needed to maintain the integrity of evidence collected from a suspect drive. The GPU PowerStation is needed to decrypt passwords and has been specifically designed to work to its peak performance when used with the FRED workstation.

Funds for this expenditure are budgeted in the Carl Perkins grant budget for FY 2022 – 2023.

5) Instructional Equipment and Software (Purchase) - Grant Funded

Purchase instructional equipment and software from **Allterra Central, Inc.** (San Antonio, TX) (New), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$51,050.24.

Purpose and Justification – The Geospatial and Surveying Program in the Division of Business, Public Safety, and Technology is requesting to purchase two (2) GPS receiving kits, two (2) data collector kits, and software for student instruction. This technology will allow students to capture data such as location and elevation points that will allow them to return to the classroom and draw maps. These kits and software will prepare students with the skills needed in the field of surveying and to successfully complete the surveying exam.

Funds for this expenditure are budgeted in the Carl Perkins grant budget for FY 2022 – 2023.

6) Law Enforcement Vehicle (Purchase) - Grant Funded

Purchase a law enforcement vehicle from **Caldwell Country Chevrolet/Rockdale Country Ford/Cameron Country Chrysler Dodge Jeep Ram** (Caldwell, TX), a Tarrant County Cooperative Purchasing Program approved vendor, at a total amount of \$56,700.00.

Purpose and Justification – The Law Enforcement program in the Division of Business, Public Safety, and Technology is requesting to purchase a law enforcement vehicle for student instruction at the Regional Center for Public Safety Excellence. This vehicle will serve as a tool for students to practice skills that will be used in the industry. The students will use this vehicle to model drills and perform real-life scenarios that can occur out in the field and to gain knowledge to better understand how to respond to stressful scenarios they may encounter.

Funds for this expenditure are budgeted in the Carl Perkins grant budget for FY 2022 – 2023.

7) Medical Office Skills Training (Renewal)

Renew the medical office skills training contract with **Practice Management Institute** (San Antonio, TX) for the period beginning July 1, 2023 through June 30, 2024, at no cost to the College. The student or employee participating in the training program will pay the training fee, and South Texas College will receive a 30% commission.

Purpose and Justification – Continuing, Professional, and Workforce Education is requesting to renew the contract for medical office skills training that will allow the College to expand training for medical office staff in areas such as managing front office staff, billing and coding, record retention, and anything else that will help make a medical office more efficient.

Continuing Education does not have the trainers to provide this type of training, so this contract will allow the department to meet this need and expand its customer base.

Background – The Board awarded the contract for medical office skills training as follows:

May 25, 2021 – one year with two (2) one-year annual renewals.			
Award	Board Meeting Date	Original Term	Renewal Term
Original	5/25/21	7/1/21 – 6/30/22	
1 st Renewal	4/26/22		7/1/22 – 6/30/23
2 nd Renewal	4/25/23		7/1/23 – 6/30/24 Last Renewal

The vendor has complied with all the terms and conditions of the contract, and the services have been satisfactory.

8) Small Business Skills Training (Renewal)

Renew the small business skills training contract with **Leadership Empowerment Group, LLC**. (Mercedes, TX), for the period beginning July 1, 2023 through June 30, 2024, at no cost to the College. The student or employee participating in the training program will pay the training fee, and South Texas College will receive a 30% commission.

Purpose and Justification – Continuing, Professional, and Workforce Education is requesting to renew the contract for small business skills training that will allow the College to recruit new businesses, expand its services and provide small businesses with training such as business management, communication skills, and other customer service related areas. It includes some of the following programs: Executive Leadership Academy, Teacher Leadership Academy, Workforce Training, Industry Specific Training, Conflict Management, Organizational Skills, Business Etiquette, Customer Service, Communication Skills, etc.

Continuing Education does not have the trainers to conduct outreach to small businesses and provide them with training opportunities, so this contract will benefit not only Continuing Education by helping the department to expand its customer base but also many small businesses that are part of the community.

Background – The Board awarded the contract for small business skills training as follows:

May 25, 2021 – one year with two (2) one-year annual renewals.			
Award	Board Meeting Date	Original Term	Renewal Term
Original	5/25/21	7/1/21 – 6/30/22	
1 st Renewal	4/26/22		7/1/22 – 6/30/23
2 nd Renewal	4/25/23		7/1/23 – 6/30/24 Last Renewal

The vendor has complied with all the terms and conditions of the contract, and the services have been satisfactory.

C. Purchases and Renewals (C-b. Non – Instructional Item)

9) Temporary Personnel Services (Renewal)

Renew the temporary personnel services contracts for the period beginning June 29, 2023 through June 28, 2024, at an estimated amount of \$450,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Exceptional Staffing, LLC. (Edinburg, TX)	Fewell Professional Services, LLC. / dba FPS Staffing (McAllen, TX)
Five Star Staffing, LLC. / dba Spherion Staffing (McAllen, TX)	Hire Quest, LLC. / dba Snelling Staffing Services (Goose Creek, SC)
Infojini, Inc. (Columbia, MD)	Manpower Group US, Inc. (McAllen, TX)
Onin Staffing (McAllen, TX)	People Ready, Inc. (Tacoma, WA)
R&D Contracting, Inc. / dba R&D Personnel (McAllen, TX)	Readymen Staffing Services (Pharr, TX)
Region Staffing, Inc. (Pharr, TX)	Select Staff (Edinburg, TX)
Temps Plus Staffing Service (McAllen, TX)	Texas Staffing Pros, LLC. (McAllen, TX)

Purpose and Justification – The Office of Human Resources is requesting the purchase of temporary personnel services for instructional programs and support services departments requesting personnel.

Background - The Board awarded the contracts for internet services for temporary personnel services as follows:

May 26, 2022 – one year with two (2) one-year annual renewals.			
Award	Board Meeting Date	Original Term	Renewal Term
Original	5/26/22	6/29/22 – 6/28/23	
1 st Renewal	4/25/23		6/29/23 – 6/28/24 First Renewal

The vendors have complied with all the terms and conditions of the contract, and services have been satisfactory.

Funds for this expenditure are budgeted in the various department budgets for FY 2022 – 2023 and FY 2023 – 2024, pending Board approval of the budget.

C. Purchases and Renewals (C-c. Technology Items)

10) Computers, Laptops, Tablets, and Monitors (Purchase)

Purchase of computers, laptops, tablets, and monitors from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$211,602.18.

Information Technology has evaluated all purchase requests for computers, laptops, tablets, and monitors and does not have refurbished systems available for new hires. Instructional and/or business needs must be clearly identified/justified for any equipment outside the standard configuration or does not replace existing office systems. (Ex. mobile devices)

An itemized list with a justification is included for your review and information.

Information Technology used the following criteria when recommending the purchase of technology:

- Systems being requested meet the South Texas College standard configuration
- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity

The purchases can be summarized as follows:

- Staff Computers
 - ⇒ 1 Computer for Public Relations and Marketing
 - ⇒ 3 Computer for Technology Projects
 - ⇒ 2 Computers for Equipment New Faculty/Programs
 - ⇒ 1 Computer for Student Affairs
 - ⇒ 8 Computers for Safety and Security
 - ⇒ 5 Computers for the Centers for Learning Excellence
 - ⇒ 1 Computer for Educational Technology Maintenance and Replacement
- Staff Laptops
 - ⇒ 1 Laptop for Dual Credit Programs Community Engagement
 - ⇒ 1 Laptop for Sociology Program
 - ⇒ 2 Laptops for Academic Affairs Support
 - ⇒ 2 Laptops for Public Relations and Marketing
 - ⇒ 1 Laptop for Vocational Nursing Program
 - ⇒ 1 Laptop for the Division of Social and Behavioral Sciences
 - ⇒ 1 Laptop for Computer Science Program
 - ⇒ 3 Laptops for Dual2Degree Program
 - ⇒ 3 Laptops for Students Affairs

- Faculty Laptops
 - ⇒ 1 Laptop for Automotive Technology Program
 - ⇒ 1 Laptop for Computer Science Program
- Student Tablets
 - ⇒ 3 Tablets for Architectural and Engineering Design Technology Program
- Staff Monitor
 - ⇒ 1 Monitor for Technology Projects
- Grant Student Laptops
 - ⇒ 42 Laptops for Architectural and Engineering Design Technology Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2022 - 2023 as follows: Centers for Learning Excellence, Public Relations/Marketing, Technology Projects, Equipment New Faculty/Programs, Student Affairs, Safety and Security, Dual Credit Programs Community Engagement, Sociology, Academic Affairs Support, Vocational Nursing, Division of Social and Behavioral Sciences, Computer Science, Automotive Technology, Architectural and Engineering Design Technology, Dual2Degree, and Carl Perkins Grant.

11) Endpoint Protection Software/Cloud Subscription (Purchase)

Purchase an Endpoint protection software/cloud subscription from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, and **DDI Capital – A Technology Leasing Company** (Westhampton, NY) (New), a sole source vendor, for the period beginning April 26, 2023 through August 31, 2025, at a total amount of \$404,975.21. The payment information is as follows:

#	Vendor	Period	Amount
1	Netsync Network Solutions, Inc.	Training/Onboarding	\$48,313.20
2	DDI Capital	One Time Charge	\$61,493.45
3	DDI Capital	9/1/23 – 8/31/24	\$147,584.28
4	DDI Capital	9/1/24 – 8/31/25	\$147,584.28

Purpose and Justification - Information Security and Information Technology are requesting to purchase an Endpoint protection software/cloud subscription to protect the College's devices from inbound cyber-attacks, malware, ransomware, and any malicious activities. This solution also provides detection and response capabilities to mitigate risk. The purchase is necessary due to workstations needing additional protection on and off the College's network to prevent malware from causing any damage to devices, detect quarantine and/or delete malicious codes on the College's workstations and services, and provides real-time protection against incoming threats.

Funds for this expenditure are budgeted in the Information Security and Information Technology, Project Management, Risk and Security budgets for FY 2022 – 2023 and FY 2023 – 2024 and FY 2024 – 2025, pending Board approval of the budget.

12) Internet Services for South Texas College Sites (Renewal)

Renew the internet services for South Texas College sites contract with **Smartcom Telephone, LLC**. (McAllen, TX), for the period beginning July 1, 2023 through August 31, 2024, at an estimated amount of \$50,000.00.

Purpose and Justification – Information Technology is requesting to purchase direct and point-to-point internet services for several South Texas College sites. The internet services are necessary to support student instruction and the day-to-day operation of the College.

The service locations are as follows:

Direct Internet Connections from Provider to Location	Point-to-Point Connections from Pecan Campus to:
Technology Campus – Cybersecurity Program Lab	Regional Center for Public Safety Excellence
Pecan Campus – Cybersecurity Program Lab	Starr County Campus
Regional Center for Public Safety Excellence – Cybersecurity Program Lab	Pecan Plaza – Office of Human Resources
Starr County Campus	Pecan Plaza – Department of Public Safety
	Higher Education Teaching Center - Pharr
	Nursing and Allied Health Campus (New Building)

Background - The Board awarded the contract for internet services for South Texas College sites as follows:

April 27, 2021 – one year with two (2) one-year annual renewals.			
Award	Board Meeting Date	Original Term	Renewal Term
Original	4/27/21	7/1/21 – 8/31/22	
1 st Renewal	4/26/22		7/1/22 – 6/30/23
2 nd Renewal	4/25/23		7/1/23 – 8/31/24 Last Renewal

The vendor has complied with all the terms and conditions of the contract, and services have been satisfactory.

Funds for this expenditure are budgeted in the Information Technology Systems and Networking budget for FY 2022 – 2023 and FY 2023 – 2024, pending Board approval of the budget.

Recommendation:

The Committee recommended Board approval of the award of proposal, rejection of proposals, purchases, and renewals at a total cost of \$ 1,418,233.32 as listed below:

A. Award of Proposal

- 1) **Ambulance Cots and Stair Chairs (Award) – Grant Funded:** award the proposal for ambulance cots and stair chairs to **Sombrero Advertising & Marketing** (McAllen, TX) (New), at a total amount of \$91,074.99;

B. Rejection of Proposals

- 2) **Medical Care Equipment (Reject) - Grant Funded:** reject the three (3) proposals received for the medical care equipment because the vendors did not meet and/or submit the required specifications and/or documents. A new solicitation has already been advertised to meet the federal grant deadline;
- 3) **Medical Oxygen Generating Unit (Reject) - Grant Funded:** reject the three (3) proposals received for the medical oxygen generating unit because the vendors did not meet and/or submit the required specifications and/or documents. A new solicitation has already been advertised to meet the federal grant deadline;

C. Purchases and Renewals (C-a. Instructional Items)

- 4) **Forensic Hardware and Software (Purchase) – Grant Funded:** purchase forensic hardware and software from **Digital Intelligence, Inc.** (New Berlin, WI), a sole source vendor, at a total amount of \$102,830.70;
- 5) **Instructional Equipment and Software (Purchase) – Grant Funded:** purchase instructional equipment and software from **Allterra Central, Inc.** (San Antonio, TX) (New), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$51,050.24;
- 6) **Law Enforcement Vehicle (Purchase) – Grant Funded:** purchase a law enforcement vehicle from **Caldwell Country Chevrolet/Rockdale Country Ford/Cameron Country Chrysler Dodge Jeep Ram** (Caldwell, TX), a Tarrant County Cooperative Purchasing Program approved vendor, at a total amount of \$56,700.00;
- 7) **Medical Office Skills Training (Renewal):** renew the medical office skills training contract with **Practice Management Institute** (San Antonio, TX), for the period beginning July 1, 2023 through June 30, 2024, at no cost to the College. The student or employee participating in the training program will pay the training fee, and South Texas College will receive a 30% commission;
- 8) **Small Business Skills Training (Renewal):** renew the small business skills training contract with **Leadership Empowerment Group, Inc.** (Mercedes, TX), for the period beginning July 1, 2023 through June 30, 2024, at no charge to the College. The student or employee participating in the training program will pay the training fee, and South Texas College will receive a 30% commission;

C. Purchases and Renewals (C-b. Non-Instructional Item)

- 9) **Temporary Personnel Services (Renewal):** renew the temporary personnel services contracts for the period beginning June 29, 2023 through June 28, 2024, at an estimated amount of \$450,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Exceptional Staffing, LLC. (Edinburg, TX)	Fewell Professional Services, LLC. / dba FPS Staffing (McAllen, TX)
Five Star Staffing, LLC. / dba Spherion Staffing (McAllen, TX)	Hire Quest, LLC. / dba Snelling Staffing Services (Goose Creek, SC)
Infojini, Inc. (Columbia, MD)	Manpower Group US, Inc. (McAllen, TX)
Onin Staffing (McAllen, TX)	People Ready, Inc. (Tacoma, WA)
R&D Contracting, Inc. / dba R&D Personnel (McAllen, TX)	Readymen Staffing Services (Pharr, TX)
Region Staffing, Inc. (Pharr, TX)	Select Staff (Edinburg, TX)
Temps Plus Staffing Service (McAllen, TX)	Texas Staffing Pros, LLC. (McAllen, TX)

C. Purchases and Renewals (C-c. Technology Items)

10)Computers, Laptops, Tablets, and Monitors (Purchase): purchase computers, laptops, tablets, and monitors from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$211,602.18;

11)Endpoint Protection Software/Cloud Subscription (Purchase): purchase an endpoint protection software/cloud subscription from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor and **DDI Capital – A Technology Leasing Company** (Westhampton, NY) (New), for the period beginning April 26, 2023 through August 31, 2025, at a total amount of \$404,975.21. The payment information is as follows:

#	Vendor	Period	Amount
1	Netsync Network Solutions, Inc.	Training/Onboarding	\$48,313.20
2	DDI Capital	One Time Charge	\$61,493.45
3	DDI Capital	9/1/23 – 8/31/24	\$147,584.28
4	DDI Capital	9/1/24 – 8/31/25	\$147,584.28

12)Internet Services for South Texas College Sites (Renewal): renew the internet services for South Texas College sites contract with **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning July 1, 2023 through August 31, 2024, at an estimated amount of \$50,000.00;

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the award of proposal, rejection of proposals, purchases, and renewals at a total cost of \$ 1,418,233.32 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

c. Approval of Modification Option for Vending Services – Snacks Contract

Purpose and Justification – Administration requests Board approval of the modification option for the vending services - snacks contract provided by STX Snacktime Vending Company to increase the product pricing in their current contract starting on March 1, 2023.

On March 1, 2023, STX Snacktime Vending Company contacted the College to request a contract modification effective immediately to their current five-year contract (September 1, 2019 through August 31, 2024) due to COVID-19 and the College's lack of foot traffic on campus due to an increased attendance of online classes. In addition, STX Snacktime Vending Company has experienced inventory shortages, limited labor availability, and increased product costs.

The modification option requested is for the fourth year of the five-year contract, effective March 1, 2023 through August 31, 2024.

Background - On June 25, 2019, the Board of Trustees awarded a five-year contract to STX Snacktime Vending Company for the period of September 1, 2019 through August 31, 2024.

The terms of the current contract are as follows:

- The vendor is currently obligated to pay the College a commission of 22.5% of monthly net sales, and there will be no change to this percentage throughout the duration of the contract.

Within the existing contract, the force majeure clause allows either party to amend the contract due to governmental regulations or controls, or acts of God. Due to this uncontrollable event, STX Snacktime Vendor Company has requested that the College consider a contract modification to the existing contract.

The current and proposed product and pricing are as follows:

Products	Contract Pricing	Proposed Pricing
Candy, premium nuts, and healthy bars	\$1.25	\$1.60
Pastry (cupcakes, Danish, buns, donuts, and pies)	\$1.25	\$1.50
Big bag chips	\$1.10	\$1.40
Small bag chips	\$0.80	\$1.00
Crackers	\$0.75	\$1.00

The current and previous commission history reports are as follows:

Contract	Commission Amount
September 2022 – March 2023	\$12,034.14
September 2021 – August 2022	\$21,006.18
September 2020 – August 2021	\$6,060.10
September 2019 – August 2020	\$37,525.77

Enclosed Documents – The STX Snacktime Vending Company contract modification amendment is included in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, George McCaleb, Director of Facilities Operations and Maintenance, and Becky Cavazos, Director of Purchasing, attended the Committee meeting to address any questions.

The Committee recommended Board approval of the modification option for the vending services - snacks contract provided by STX Snacktime Vending Company to increase the product pricing in their current contract starting on March 1, 2023.as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the modification option for the vending services - snacks contract provided by STX Snacktime Vending Company to increase the product pricing in their current contract starting on March 1, 2023 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**MODIFICATION OF LICENSE AGREEMENT
(SNACK VENDING SERVICES)**

This **Modification of License Agreement (Snack Vending Services)** (“First Modification”) is entered into by and between **South Texas College**, hereinafter called the “**LICENSOR**,” and **STX Snacktime Vending Co., LLC**, hereinafter called the “**LICENSEE**.” The **LICENSOR** and the **LICENSEE** are sometimes referred to herein as a “**Party**” or collectively as the “**Parties**.” When executed by both parties, the First Modification shall be effective as of March 1, 2023.

WHEREAS, the **LICENSOR** and the **LICENSEE** executed a License Agreement (Snack Vending Services) on July 10, 2019 (“**Agreement**”) pursuant to which the **LICENSEE** agreed to provide certain vending services at all of the **LICENSOR**’s campuses under terms and conditions more fully described in the **Agreement** including mandatory pricing as set forth in Exhibit A (Products and Pricing); and,

WHEREAS, it is in the mutual best interests of the Parties to modify the **Agreement** to increase the mandatory prices set forth in the Exhibit A of the **Agreement**.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and agreements contained herein, the receipt and sufficiency of which are hereby mutually acknowledged by the **LICENSOR** and the **LICENSEE**, each hereby agrees as follows:

1. Exhibit A to the **Agreement** is hereby modified by deleting the current table and replacing it with the following table:

<u>Product</u>	<u>Price</u>
Candy, premium nuts, and healthy bars	\$1.60
Pastry (cupcakes, Danish, buns, donuts and pies)	\$1.50
Big bag chips	\$1.40
Small bag chips	\$1.00
Crackers	\$1.00

2. Except as modified hereby, all terms and conditions set forth in the **Agreement** shall be unchanged and shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this First Modification on the day and year first above written.

(LICENSOR) South Texas Licensor

(LICENSEE) STX Snacktime Vending Co., LLC

Dr. Ricardo J. Solis
President

Edgar Vargas
Owner/Manager

Consent Agenda:

d. Ratification of a 3-Month Extension on Contract with Pathfinders Public Affairs, Inc. for Consultant Services

Purpose and Justification – Administration requests Board ratification of a 3-month extension on the contract with Pathfinders Public Affairs, Inc. for consultant services for the period beginning December 1, 2022 through February 28, 2023, at a total amount of \$23,749.99.

These consultant services were necessary due to pressing legislative matters, which required immediate action on behalf of the College.

Background - On June 28, 2022, the Board of Trustees approved a 6-month contract beginning June 1, 2022 through November 30, 2022, at a total amount of \$47,500.00. These services provide guidance on matters of local and state policy and legislation.

On April 4, 2023, the Extension to the Agreement was sent to Pathfinders Public Affairs, Inc. for their review and approval.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee meeting to address any questions.

The Committee recommended Board ratification of a 3-month extension on the contract with Pathfinders Public Affairs, Inc. for consultant services for the period beginning December 1, 2022 through February 28, 2023, at a total amount of \$23,749.99 as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College ratifies a 3-month extension on the contract with Pathfinders Public Affairs, Inc. for consultant services for the period beginning December 1, 2022 through February 28, 2023, at a total amount of \$23,749.99 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

e. Approval of Disposal of Surplus Property Valued at \$5,000 and Over

Purpose and Justification – Administration requests Board approval on the disposal of surplus property valued at \$5,000 and over by method of recycling for two (2) vehicles. The vehicles are also part of the College's inventory; therefore, it is also requested by the Fixed Assets Department and Fire Science Program that these assets be removed from the inventory and general ledger as follows:

#	Description	Serial No.	Silver Tag	Amount	Net Book Value	Ptag
1	1990 Ford Taurus (TSTC)	1FACP52U2LA135314	0000009907	\$5,650.00	\$0.00	000011090
2	1995 Toyota Tacoma (TSTC)	4TAUN41BXSZ32765	0000009789	\$9,627.90	\$0.00	000011082

Justification and Benefit – It is necessary to dispose of these non-functioning vehicles by recycling them since they have been used for student instruction and are no longer complete vehicles. Students used these vehicles to train on them, and the vehicles are now in disassembled pieces and need to be removed from the Regional Center for Public Safety Excellence for safety purposes and lack of storage.

Background – The surplus property goes through an evaluation process by the departments to determine if the items are damaged beyond repair and unable to be utilized for student instruction. After this evaluation process, the Automotive Technology Program determined that the vehicles were no longer usable and submitted a request to have the property transferred to benefit the Fire Science Program for student instruction. These vehicles were then utilized for the purpose of fire science instruction and thus charred into an unusable state.

These assets were originally obtained by South Texas College in 1993 from Texas State Technical College and recorded as part of the College's inventory.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the Committee meeting to address any questions.

The Committee recommended Board approval to dispose of surplus property valued at \$5,000 and over by method of recycling for two (2) vehicles and for these assets to be removed from the College's inventory and general ledger as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes disposal of surplus property valued at \$5,000 and over by method of recycling for two (2) vehicles and for these assets to be removed from the College's inventory and general ledger as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

f. Approval of Options to Renew all Property and Casualty Insurance for 2023 - 2024 Insurance Request for Proposal (RFP)

Purpose and Justification – Administration requests Board approval on options to renew all property and casualty insurance for the 2023 - 2024 Insurance Request for Proposal (RFP).

The College maintains the following property and casualty insurance:

- Property / Inland Marine / Boiler & Machinery
- Crime Insurance
- School Leaders E&O, General Liability, Law Enforcement Liability, Automobile
- Workers Compensation Insurance
- Foreign Liability Insurance
- Cyber Liability Insurance
- Student / Faculty Medical Professional Liability Insurance
- Voluntary Student Accident Insurance
- Workforce Training Programs Student Accident Insurance
- Business, Public Safety & Technology Student Accident Insurance

Chase Carlisle (Insurance Consultant) from Carlisle Insurance proposes changes to the upcoming 2023 - 2024 Insurance Request for Proposal (RFP) and presented to the Committee on related insurance matters as follows:

- Options to renew (one year term with two (2) one-year annual renewals) - The College may be missing out on other carrier participation since it bids out insurance on an annual basis. This practice is uncommon in the public entity space. The Insurance Consultant recommends one year term, which may be renewed for two additional one-year periods by mutual agreement of the parties.
- RFP timeline – Per Insurance Consultant, this year, the Insurance items will be presented to the Committee / Board in August as opposed to July since insurance carriers are more likely to underwrite policies closer to September 1 (carriers are not quoting more than 30 days out and quotes are only valid for 20-30 days once issued).
- Premium increases – According to the Insurance Consultant, 2023 is expected to be the worst property insurance market in the last 40 years, and expects substantial increases in premium costs, specifically for property insurance. Depending on the insurance bids received, the College may need to utilize multiple individual property insurance carriers.
- Admitted / non-admitted – Admitted carriers are insurance companies that have been approved by a state's department of insurance. Admitted carriers are required to follow state regulations. If they fail, the state will step in and pay claims. Generally, they offer standard market coverages for small businesses. Non-admitted carriers are not required to follow state regulations, which can make their coverage options more flexible. Staff reviewed with the insurance consultant and

legal counsel and both agreed that the College may accept bids from both admitted and non-admitted carriers.

Background - Every year, the College requests proposals for an insurance program that provides coverage at the most competitive price available in accordance with approved or acceptable insurance practices in the State of Texas.

Chase Carlisle of Carlisle Insurance attended the Committee meeting to address questions.

Enclosed Documents – A copy of the PowerPoint presentation is included in the packet for the Board's information and review.

The Committee recommended Board approval of options to renew all property and casualty insurance for the 2023 - 2024 Insurance Request for Proposal (RFP) for a one-year term with two (2) one-year annual renewals, and for the Board to consider admitted and non-admitted carriers, as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes options to renew all property and casualty insurance for the 2023 - 2024 Insurance Request for Proposal (RFP) for a one-year term with two (2) one-year annual renewals as presented.

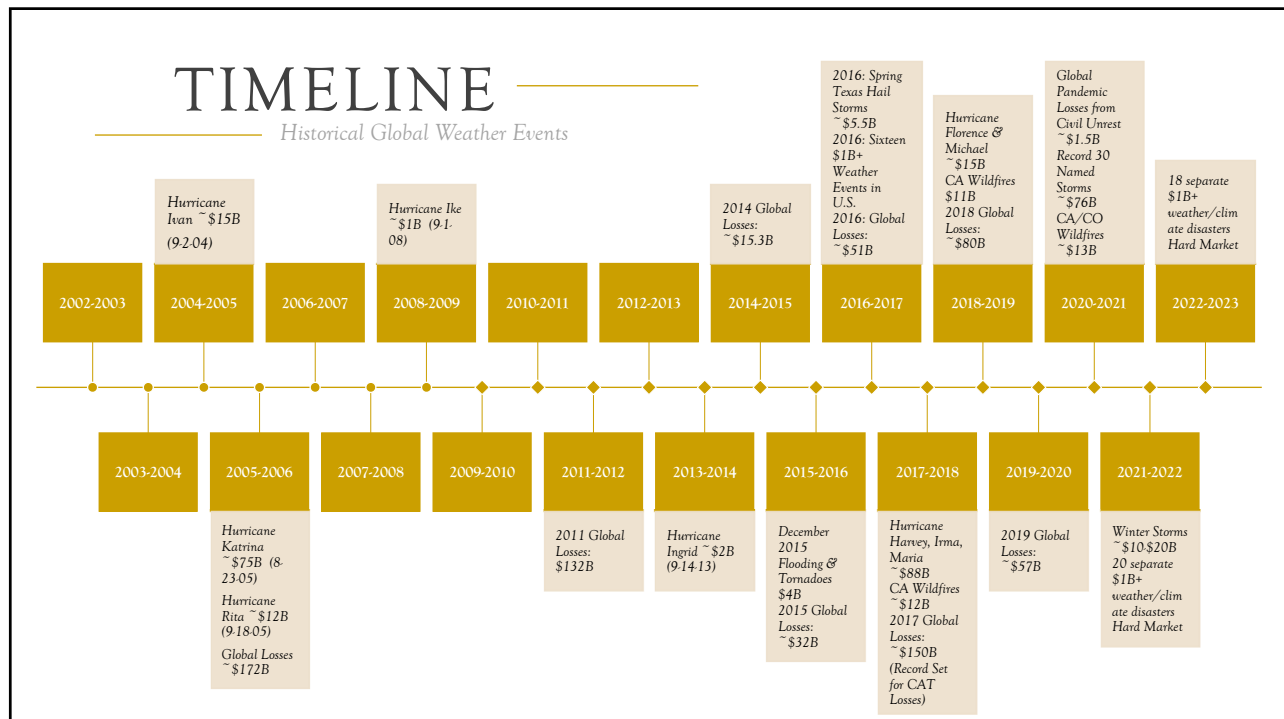
Approval Recommended:

Dr. Ricardo J. Solis
President

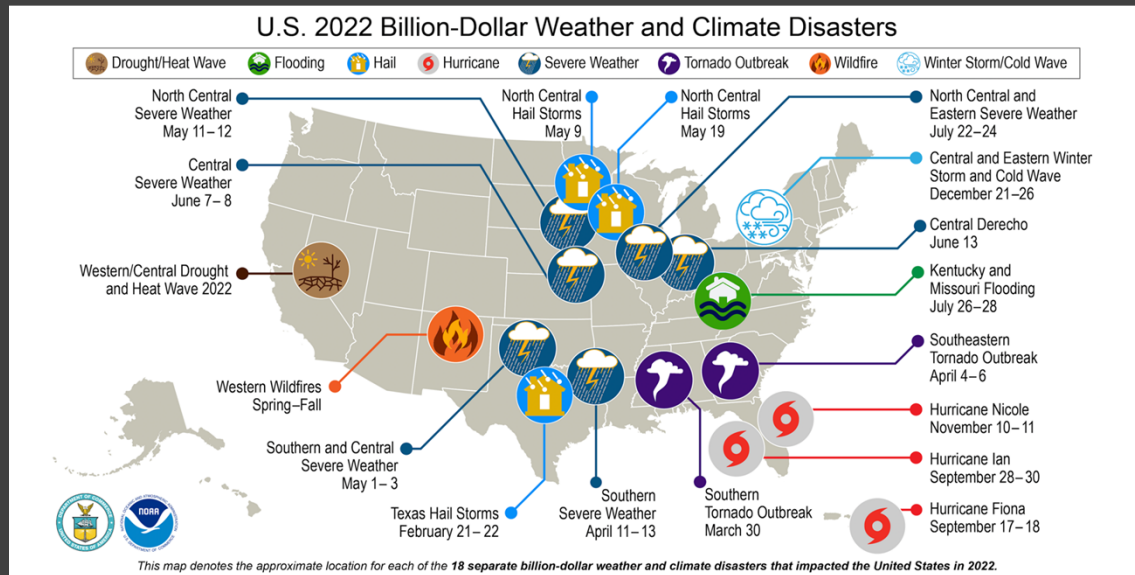
SOUTH TEXAS COLLEGE 2023-2024 RENEWAL



Presented by Chase Carlisle, CIC, CMIP, CPCU



GLOBAL INSURANCE MARKET UPDATE

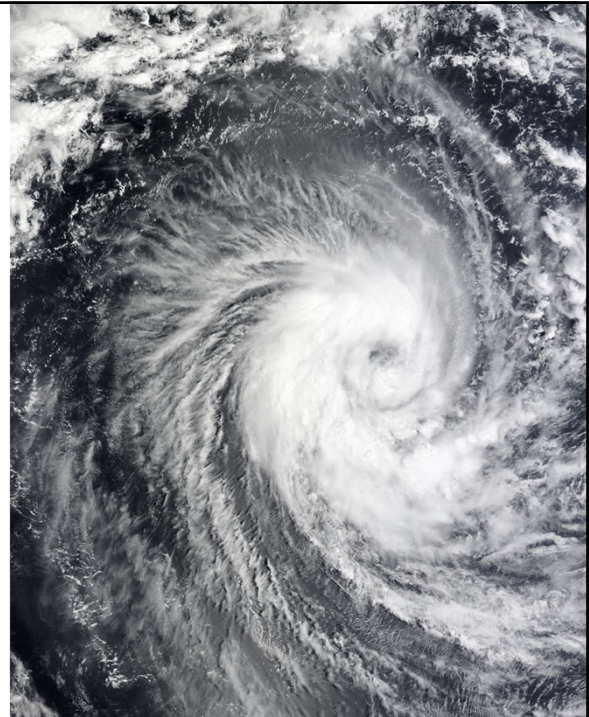


MARKET UPDATE

PER NOAA: 18 BILLION DOLLAR PLUS
WEATHER AND CLIMATE DISASTERS

“These events resulted in the deaths of 474 people and had significant economic effects on the areas impacted.”

“The 1980–2022 annual average is 7.9 events (CPI-adjusted); the annual average for the most recent 5 years (2018–2022) is 17.8 events (CPI-adjusted).”



RENEWAL EXPECTATIONS

- The property market is extremely volatile. 2023 is expected to be the worst property insurance market in the last 40 years. Capacity has shrunk, carriers are pulling out, and rates/terms and conditions are drastically changing. Global weather events, inflation, pandemic, etc. have had a tragic effect on the market
- Peers are seeing 30-50% rate increases on renewals.
- Multiple carriers may be required to fulfill placement which will drive costs up.



RFP TIMELINE

This year we will be presenting to the board later than usual. The markets are not willing to quote more than 30-45 days out and quotes will only be valid for 20-30 days once issued.



OPTIONS TO RENEW

Recommend one year term which may be renewed for two additional one-year periods by mutual agreement of the parties.

ADMITTED VS. NON-ADMITTED CARRIERS

The College will accept bids from both admitted and non-admitted carriers.



QUESTIONS?

Chase Carlisle

chasec@carlisleins.com

www.carlisleins.com

Consent Agenda:
**g. Approval to Renew the Hidalgo County Agreement for Tax Assessment
Collection**

Purpose and Justification – Administration requests Board approval to renew the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2024 through August 31, 2025.

The Hidalgo County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2023. Approval of the tax assessment and collection fee is needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, indicates that the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (b) Tax Assessment and Collection, indicates that each governing board shall be authorized to have the taxable property in its district assessed and/or its taxes collected, in whole or in part, by the tax assessors and/or tax collectors, respectively, of any county, city, taxing district, or other governmental subdivision in which all or any part of the junior college district is located. The Inter-Local Cooperation Agreement requires the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College will then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996, with an option to renew for subsequent tax years. The contract was last renewed on April 26, 2022, and the annual fee approved was \$108,372.00.

Mr. Pablo Villarreal, Jr., RTA for Hidalgo County, has advised the College that the annual fee for tax year 2023 will remain at \$108,372.00. The monthly collection fee of approximately \$9,031.00 is reduced from taxes collected during the month, and the remaining funds are wired to the South Texas College's bank depository account.

Below is a summary of fees charged by Hidalgo County each year for the periods of Fiscal Year 2013 – 2014 to Fiscal Year 2023- 2024.

History of Fees for Hidalgo County Tax Assessment and Collection			
Fiscal Year	Fee	Increase over Previous Year	Total Tax Levy
2023 – 2024	\$108,372.00	0%	Not Available
2022 – 2023	\$108,372.00	5%	\$75,375,088.72
2021 - 2022	\$103,212.00	0%	\$71,315,412.72
2020 – 2021	\$103,212.00	0%	\$66,982,283.00
2019 – 2020	\$103,212.00	0%	\$64,711,985.97

History of Fees for Hidalgo County Tax Assessment and Collection			
Fiscal Year	Fee	Increase over Previous Year	Total Tax Levy
2018 - 2019	\$103,212.00	0%	\$63,236,679.08
2017 – 2018	\$103,212.00	5%	\$62,624,834.26
2016 – 2017	\$98,304.00	0%	\$59,701,217.59
2015 – 2016	\$98,304.00	0%	\$56,408,070.41
2014 – 2015	\$98,304.00	5%	\$52,781,657.49
2013 – 2014	\$93,626.00	0%	\$42,343,115.93

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Hidalgo Appraisal/Collection Fee budget for Fiscal Year 2023 – 2024, pending Board approval of the budget.

Enclosed Documents – Clause VI, Consideration of the Hidalgo County Collection of Taxes Inter-Local Cooperation Amended Agreement for Tax Assessment and Collection Contract is included in the packet for the Board's review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee meeting to address questions.

The Committee recommended Board approval of the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$108,372.00 from September 1, 2023 through August 31, 2024 as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$108,372.00 from September 1, 2023 through August 31, 2024 as presented.

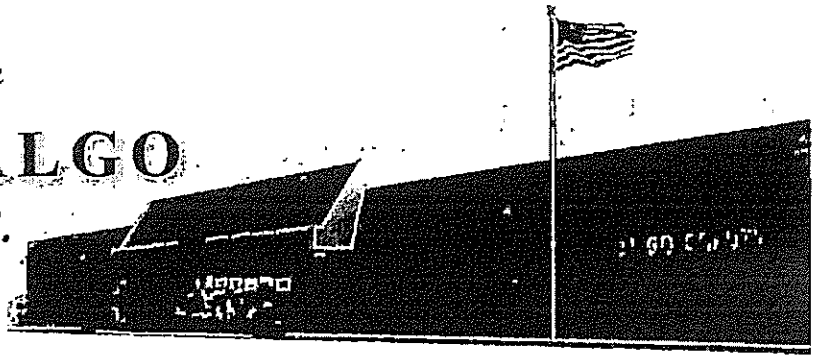
Approval Recommended:

Dr. Ricardo J. Solis
President

Office of Tax Assessor-Collector

COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. PCC.



March 21, 2023

Dr. Ricardo J. Solis, President
South Texas College
P.O. Box 9701
McAllen, TX. 78502

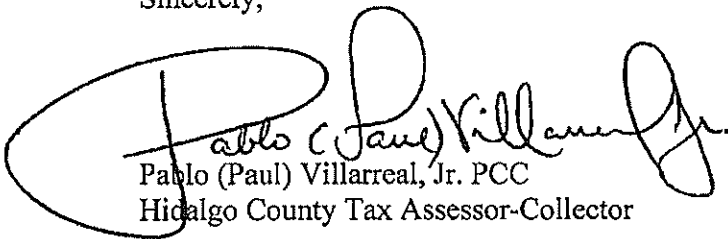
P.O. Box 178
Edinburg, Texas 78540-0178
Ph. (956) 318-2157
Fax (956) 318-2733
www.hidalgocountytax.org

Dear Mr. Solis:

As per Clause VI, consideration of our Collection of Taxes Contract be advised that the fee for the taxable year 2023 will remain at **\$108,372**. Effective July 1, 2023.

Please sign, date and return this letter to us as soon as possible.

Sincerely,


Pablo (Paul) Villarreal, Jr. PCC
Hidalgo County Tax Assessor-Collector

XC: Hon. Richard F. Cortez
Hidalgo County Judge

Ms. Linda Fong, CPFO
Hidalgo County Auditor

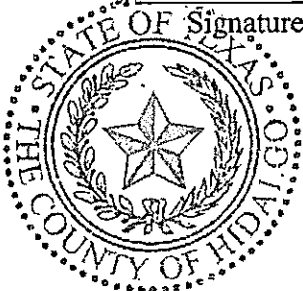
Accepted & Agreed:

By: _____

Signature

Title

Date



2804 S. Bus. Hwy 281 • Edinburg, TX 78539

Consent Agenda:

h. Approval to Renew the Starr County Agreement for Tax Assessment Collection

Purpose and Justification – Administration requests Board approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2024 through August 31, 2025.

The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2023. Approval of the tax assessment and collection fee is needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, indicates that the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (b) Tax Assessment and Collection, indicates that each governing board shall be authorized to have the taxable property in its district assessed and/or its taxes collected, in whole or in part, by the tax assessors and/or tax collectors, respectively, of any county, city, taxing district, or other governmental subdivision in which all or any part of the junior college district is located.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on August 14, 2017, with an option to renew for subsequent tax years. The contract was last renewed on April 26, 2022, and the annual fee approved was 3.5% of the College's total tax collections for the period of September 1, 2022 through August 31, 2023 for tax year 2022. The annual fee for Fiscal Year 2023 is estimated to be \$165,089.19.

Ms. Maria Ameida Salinas, Tax Assessor-Collector for Starr County, has advised the College that the annual fee for tax year 2023 will remain at 3.5% of the College's total tax collections. The annual fee for Fiscal Year 2024 is estimated to be \$171,692.76, based on 3.5% of the College's total estimated tax collections for the period of September 1, 2023 through August 31, 2024. The monthly collection fee of approximately \$14,307.73 will be reduced from taxes collected during the month, and the remaining funds are remitted by a check to South Texas College.

Below is a summary of fees charged by Starr County each year for the periods of Fiscal Year 2013 – 2014 to Fiscal Year 2021 – 2022 and the estimated fee for Fiscal Year 2022 – 2023 and Fiscal Year 2023 – 2024, based on a rate of 3.5% of total tax collections.

History of Fees for Starr County Tax Assessment and Collection				
Fiscal Year	Fee	Increase over Previous Year	% of Tax Collection	Total Tax Levy
2023 – 2024	\$171,692.76***	4.00%	3.5%	Not Available
2022 – 2023	\$165,089.19**	(0.22%)	3.5%	\$4,515,974.35
2021 – 2022	\$165,449.37	8.60%	3.5%	\$4,418,023.95
2020 – 2021	\$152,346.31	6.76%	3.5%	\$4,108,455.73

History of Fees for Starr County Tax Assessment and Collection				
Fiscal Year	Fee	Increase over Previous Year	% of Tax Collection	Total Tax Levy
2019 – 2020	\$142,693.53	(3.50%)	3.5%	\$4,010,125.41
2018 – 2019	\$147,863.11	0.001%	3.5%	\$4,058,100.49
2017 – 2018	\$147,862.05*	68.24%	3.5%	\$3,933,751.72
2016 – 2017	\$87,886.00	0%	N/A	\$3,494,095.10
2015 – 2016	\$87,886.00	0%	N/A	\$3,871,198.83
2014 – 2015	\$87,886.00	0%	N/A	\$3,352,380.96
2013 – 2014	\$87,886.00	0%	N/A	\$2,735,855.80

*In Fiscal Year 2018, Starr County changed the annual fee from a flat rate to 3.5% of all current and delinquent base taxes collected. Prior to Fiscal Year 2018, Starr County assessed a flat rate fee of \$87,886.00

**Estimated Fee Amount to be paid by August 31, 2024

***Estimated Fee Amount to be approved on April 25, 2024 Board Meeting

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Starr Appraisal/Collection Fee budget for Fiscal Year 2023 – 2024, pending Board approval of the budget.

Enclosed Documents – Clause VI, Consideration of the Starr County Collection of Taxes Inter-Local Cooperation Agreement for Tax Assessment and Collection Contract is included in the packet for the Board’s review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, attended the Committee meeting to address questions.

The Committee recommended Board approval of the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$171,692.76 for the tax year 2023 of the College’s total tax collected from September 1, 2023 through August 31, 2024, as per the Starr County Commissioner’s Court approval on February 27, 2023, as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$171,692.76 for the tax year 2023 of the College's total tax collected from September 1, 2023 through August 31, 2024, as per the Starr County Commissioner's Court approval on February 27, 2023, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

COUNTY OF



STARR

AMEIDA SALINAS

Tax Assessor-Collector

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

COUNTY COURT HOUSE

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

March 24th, 2023

Dr. Ricardo J. Solis, President

South Texas College
3201 W. Pecan Blvd
McAllen, Texas 78501

Dear Dr. Solis:

As per Clause VI, Consideration of our Collection of Taxes Contract, be advised that the fee for tax year 2023 will be 3.5% of all current and delinquent base taxes collected from September 1, 2023 through August 31, 2024 as per Commissioner's Court approval on February 27th, 2023.

If you need additional information, please contact me at your earliest convenience.

Please sign, date and return this letter to us as soon as possible.

Sincerely,

Ma. Ameida Salinas, TAC
Starr County Tax Assessor/Collector



COUNTY OF STARR
MA. AMEIDA SALINAS
TAX ASSESSOR-COLLECTOR

ACCEPTED & AGREED

By: _____
South Texas College

Date: _____

Review and Recommend Action on Approval to Purchase a Subscription Training and Equipment Partnership Agreement

Purpose and Justification – The Board of Trustees is asked to authorize the administration to purchase a subscription training and equipment partnership agreement from VirTra, Inc. (Chandler, AZ), a sole source vendor, for the period beginning May 1, 2023 through April 30, 2024, with two one-year options to renew, at a total amount of 75,063.11.

The Regional Center for Public Safety Excellence is requesting to purchase a subscription training and equipment partnership agreement to upgrade their VirTra V300 Firearm Training Simulator. The firearm training simulator was purchased in 2017 and the five (5) year manufacturer's warranty has expired, the operating system is obsolete, and its hardware is at its end of life. This upgrade is necessary to extend its warranty and remain up to date with the latest technology.

The administration recommends upgrading the system and components through the Subscription Training and Equipment Partnership (STEP) agreement. The agreement will provide the College with an upgrade to the system, software, hardware, and provide annual preventative maintenance.

Funds for this expenditure are budgeted in the Regional Center for Public Safety Excellence budget for FY 2022 – 2023.

Enclosed Documents - The Summary of the Purchase is provided in the packet for the Board's information and review.

Dr. David Plummer, Vice President for Information Services Planning Performance and Strategic Initiatives, Sara Lozano, Dean for the Division of Business, Public Safety, and Technology, and Robert Vela, Operational Site Coordinator for the Regional Center for Public Safety Excellence will be present at the Board Meeting to address questions.

After the publication of the April 11, 2023, Finance, Audit, and Human Resources Committee, the need arose to include this item for approval on April 25, 2023, Board Meeting since the purchase must be made and the upgrade is necessary. Therefore, it is now presented without a recommendation from the Committee.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the purchase a subscription training and equipment partnership agreement from **VirTra, Inc.** (Chandler, AZ), a sole source vendor, for the period beginning May 1, 2023 through April 30, 2024, with two one-year options to renew, at a total amount of 75,063.11 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
SUBSCRIPTION TRAINING AND EQUIPMENT PARTNERSHIP**

VENDOR			VirTra, Inc.	
ADDRESS			295 E Corporate Pl	
CITY/STATE/ZIP			Chandler, AZ 85225	
PHONE			800-968-1488	
CONTACT			Nick Newhouse	
#	Qty	Description	Unit Price	Extension
1	1	Setup and Training	\$ 6,270.00	\$ 6,270.00
2	1	Shipping and Handling	\$ 5,000.00	\$ 5,000.00
3	1	Subscription Training and Equipment Partnership (STEP) Agreement Annual Contract	\$ 63,793.11	\$ 63,793.11
TOTAL AMOUNT			\$ 75,063.11	

Review and Action as Necessary on Approval to Purchase a Training Manikin – Grant Funded

Purpose and Justification – The Board of Trustees is asked to authorize the Administration to purchase a training manikin from Laerdal Medical Corporation (Wappingers Falls, NY), a Texas Association of School Boards - Buyboard approved vendor, at a total amount of 79,863.06.

The Associate Degree Nursing Program in the Division of Nursing and Allied Health is requesting to purchase a training manikin for student instruction at the McAllen Campus that will provide the following benefits:

- Students will perform realistic assessments on the patient manikin.
- Students will practice real-world scenarios that will support them in learning nursing concepts and skills.
- Students will perform patient treatments in an advanced simulated clinical environment.
- Provides a hands-on experience that reinforces theory and skills that help students prepare for the board exam and/or certification.
- The clinical simulation pedagogy permits students to be exposed to clinical environments and situations that very few students have the opportunity to actually observe in an actual clinical setting.
- Enables faculty to evaluate students' provision of safe and competent care to assigned patients in a simulated environment.
- The manikin provides the feedback necessary for faculty to assist the students in improving practical skills and enhancing critical thinking.

Funds for this expenditure are budgeted in the Texas Higher Education Coordinating Board (THECB) – Governor's Emergency Education Relief (GEER II) grant budget for FY 2022 – 2023.

Enclosed Documents - The Summary of the Purchase is provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, will be present at the Board Meeting to address questions.

After the publication of the April 11, 2023, Finance, Audit, and Human Resources Committee, the need arose to include this item for approval at the April 25, 2023, Board Meeting since the purchase must be made and the item received in order to be in compliance with the grant requirements and period; therefore, it is now presented without a recommendation from the Committee.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the purchase of a training manikin from **Laerdal Medical Corporation** (Wappingers Falls, NY), at a total amount of \$79,863.06 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
TRAINING MANIKIN**

VENDOR			Laerdal Medical Corporation	
ADDRESS			167 Myers Corners Rd	
CITY/STATE/ZIP			Wappingers Falls, NY	
PHONE			877-523-7325	
CONTACT			Vance Robichaux	
#	Qty	Description	Unit Price	Extension
1	1	SimMan 3G Manikin and Accessories Includes: Manikin, LLEAP License, Drug Recognition Kit, USB Headset/Microphone, SpO2 Probe, Keyboard, and Mouse, Consumables, Clothing, Soft Sided Carry Case, and 1 Yr Warranty.	\$ 79,053.06	\$ 79,053.06
2	1	Shipping and Handling	\$ 810.00	\$ 810.00
TOTAL AMOUNT			\$ 79,863.06	

Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda items were thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages.

The Facilities Committee recommended Board action on the following items as presented.

- a. Approval to Contract Construction Services for the Pecan Campus Resurfacing of East Drive
- b. Approval of Substantial Completion of the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices
- c. Approval of Substantial Completion of the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus
- d. Approval of Lease Agreement with La Joya Independent School District for the Kika de la Garza Elementary School
- e. Approval of Lease Agreement with P&N Shah Family, L.P. for the Shah Eye Center

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items a – e of the Facilities Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval to Contract Construction Services for the Pecan Campus Resurfacing of East Drive

Approval to contract construction services for the Pecan Campus Resurfacing of East Drive project is requested. The procurement of a contractor will provide for construction services necessary for the project.

Scheduling Priority

This project has been developed through the annual Deferred Maintenance process. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the President's Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project is scheduled as a non-educational and routine improvement.

Background

On March 29, 2022, the Board approved contracting engineering services with Perez Consulting Engineers, LLC.

Request for Proposals (RFP) - The solicitation process was as follows:

Advertised RFP	March 1, 2023 and March 8, 2023
RFP Responses Due	March 23, 2023
RFP Issued To	Sixteen (16) Vendors
Responses Received From	Two (2) Vendors
Responses Reviewed By	Facilities Planning and Construction, Facilities Operations and Maintenance, Project Engineer, and the Purchasing Department
Highest Ranked Vendor	5 Star GC Construction, LLC.

Highest Ranked Vendor

College staff reviewed and evaluated the competitive sealed proposals and recommend **5 Star GC Construction, LLC.** as the highest ranked in the amount of \$275,239. The table below details the construction budget and the contractor's proposal.

Construction Budget and Proposal Amount

Source of Funding	Original Construction Budget	Highest Ranked Proposal 5 Star GC Construction, LLC.	Original Budget Variance
Unexpended Construction Plant Fund	\$250,000	\$275,239	(\$25,239)

Total Project Budgets

Unexpended Construction Plant Fund Projects	Construction Budget	Design	Misc.	FFE	Tech.	Total Project Budget
Pecan Campus East Drive Resurfacing	\$250,000	\$25,000	\$5,000	\$0	\$0	\$280,000

Funding Source

Funds for the Pecan Campus East Drive Resurfacing Project 2022-017R are budgeted in the FY 2022-2023 Renewals & Replacements Fund. Additional funds are available in the FY 2022-2023 Renewals & Replacements Fund to cover the shortfall.

Estimated Project Timeline

Construction is to commence in May 2023 and obtain Substantial Completion in August 2023.

Enclosed Documents

A presentation of the project is enclosed. The evaluation team members completed evaluations of the firms and prepared the enclosed scoring and ranking summary.

The Committee recommended Board approval to contract construction services with 5 Star GC Construction, LLC. in the amount of \$275,239 for the Pecan Campus Resurfacing of East Drive project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes contracting construction services with 5 Star GC Construction, LLC. in the amount of \$275,239 for the Pecan Campus Resurfacing of East Drive project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



RFQ 21-22-1040 Pecan Campus – Resurfacing of East Drive

Pecan Campus Resurfacing of East Drive Proposed Site



Pecan Campus Resurfacing of East Drive South View



Pecan Campus Resurfacing of East Drive North View



Pecan Campus Resurfacing of East Drive

Proposed Scope & Budget

Requested By

Facilities Planning & Construction and Facilities Operations & Maintenance Departments

Scope of work

Replacement of asphalt paved surface at drive.

Estimated Total Project Budget

Construction	\$ 250,000
Design	25,000
Miscellaneous	<u>5,000</u>
Total Project Budget	\$ 280,000

**SOUTH TEXAS COLLEGE
PECAN CAMPUS RESURFACING OF EAST DRIVE
PROJECT NO. 22-23-1011**

NAME		5 Star GC Construction, LLC.	Foremost Paving, Inc.
ADDRESS		3209 Melody Ln	22630 N FM 88
CITY/STATE/ZIP		Mission, TX 78574	Elsa, TX 78543
PHONE		956-867-5040	956-316-8900
FAX		956-599-9055	956-316-8901
CONTACT		Peyton Oakley	Trey Pebley
#	Description	Proposed	Proposed
1	Base Proposal: Pecan Campus Resurfacing of East Drive	\$ 275,239.00	\$ 294,975.00
2	Begin Work Within	10 Working Days	40 Working Days
3	Completion of Work Within	70 Calendar days	50 Calendar Days
4	Bid Bond Provided	Yes	Yes
TOTAL AMOUNT PROPOSED		\$ 275,239.00	\$ 294,975.00
TOTAL EVALUATION POINTS		91.3	71.16
RANKING		1	2

The Director of Purchasing has reviewed all the responses and evaluations completed.


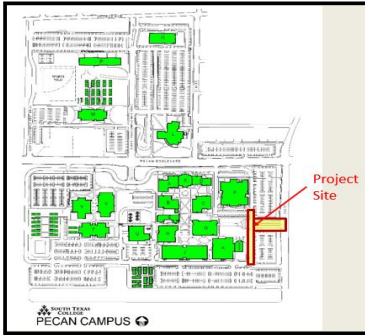
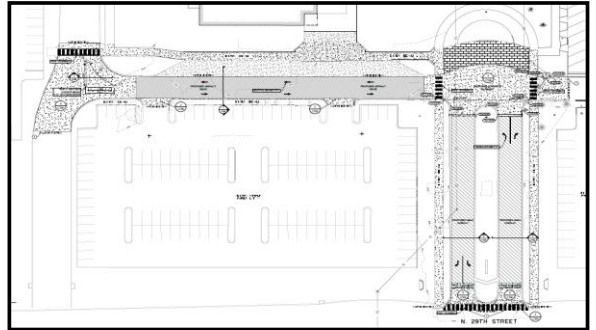
**SOUTH TEXAS COLLEGE
PECAN CAMPUS RESURFACING OF EAST DRIVE
PROJECT NO. 22-23-1011
EVALUATION SUMMARY**

VENDOR			5 Star GC Construction, LLC.		Foremost Paving, Inc.	
ADDRESS			3209 Melody Ln		22630 N FM 88	
CITY/STATE/ZIP			Mission, TX 78574		Elsa, TX 78543	
PHONE			956-867-5040		956-316-8900	
FAX			956-599-9055		956-316-8901	
CONTACT			Peyton Oakley		Trey Pebley	
1	The Respondent's price proposal. (up to 45 points) -a. Refer to RFP Section 7, Pricing and Delivery Schedule.	Score will be calculated based on proposals submitted.	45	45	41.98	41.98
			45		41.98	
			45		41.98	
			45		41.98	
			45		41.98	
2	The Respondent's experience and reputation. (up to 10 points) -a. Provide total number of current company employees. -b. Provide dollar amounts for each project contracted in the past twenty four months. -c. Provide number of years your company has been in business. -d. Are there currently or in the past five years, any judgements, claims, arbitration proceedings, claim on bonds or suits pending or outstanding against your organization or its officers? -e. Provide a customer reference list of no less than five (5) organizations from whom your organization has previously provided services of equal type and scope within the past five (5) years as requested in the RFP. Reference list is to include company name, contact person, telephone number and description of the project. References will be contacted as part of this evaluation.	Points scale: 9 to 10 excellent 6 to 8 acceptable 3 to 5 marginal 0 to 2 poor/no response	7	8.4	10	9.46
			9		9	
			8		9	
			9		9.5	
			9		9.8	
3	The quality of the Respondent's goods or services. (up to 10 points) -a. Describe your company's quality control program. -b. Explain the methods used to maintain quality control in the construction project. -c. Describe company's process for addressing warranty claims. -d. Describe the experience of key personnel responsible for maintaining quality control. -e. Provide examples of past STC construction projects or other similar projects. (all respondents will receive a minimum of 3 points for item (e) unless it is determined that past performance bond is poor). Reference for similar projects will be contacted and responses will be considered as part of this evaluation.	Points scale: 9 to 10 excellent 6 to 8 acceptable 3 to 5 marginal 0 to 2 poor/no response	7	8.3	3	3
			8.5		3	
			8		3	
			9		3	
			9		3	
4	The Respondent's safety record. (up to 5 points) -a. Provide copy of your company's safety program or describe how job site safety is managed. Include safety policies which employees must be in compliance with. -b. What is your company's Experience Modifier Rate (EMR) for the three (3) most recent annual insurance-year ratings? -c. Have you had any OSHA fines within the last three (3) years? If yes, provide details.	Points scale: 5 excellent 4 acceptable 2 to 3 marginal 0 to 1 poor/no response	4	4.1	3	3.3
			4		3	
			4		4	
			4.5		3.5	
			4		3	
5	The Respondent's proposed personnel. (up to 8 points) -a. Provide resumes of the Respondent's team that will be directly involved in the project. The resume must include experience in similar projects, number of years with the firm and city of residence. -b. Describe the project assignment and the percent of time each team will be involved in the project. -c. Provide list of member(s) on your staff, directly involved in managing the project, who are Certified Construction Manager through the Construction Management Association of America (CMAA) or similar. -d. Within 24 hours after the proposal delivery date and time, provide a list of key subcontractors to be used including a list of five projects recently completed by each subcontractor.	Points scale: 8 excellent 6 to 7 acceptable 3 to 5 marginal 0 to 2 poor/no response	7	6.8	2	0.8
			7		0	
			7		2	
			6		0	
			7		0	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 points) -a. Attach a letter of intent from a surety company indicating your company's ability to bond for the entire construction cost of the project and total bonding limitation. -b. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution or other entity? If yes, provide details and prospects for resolution. -c. Provide a list and description of all construction projects currently under contract including total cost and start and end dates. -d. Attach a Dunn and Bradstreet Analysis or current financial statements, preferably audited.	Points scale: 8 to 9 excellent 6 to 7 acceptable 3 to 5 marginal 0 to 2 poor/no response	6	6.8	7	6.2
			8		5	
			8		7	
			6		7	
			6		5	
7	The Respondent's organization and approach to the project. (up to 6 points) -a. Provide a statement of the project approach. -b. Submit a work schedule with key dates and milestones. -c. Do you anticipate difficulties in serving STC and how do you plan to manage these? What assistance will you require from STC?	Points scale: 6 excellent 4 to 5 acceptable 2 to 3 marginal 0 to 1 poor/no response	5	4.9	0	0.2
			4.5		0	
			5		1	
			4.5		0	
			5.5		0	
8	The Respondent's time frame for completing the project. (up to 7 points) -a. Refer to RFP Section 7, Pricing and Delivery Schedule.	Score will be calculated based on proposals submitted.	7	7	6.22	6.22
			7		6.22	
			7		6.22	
			7		6.22	
			7		6.22	
TOTAL EVALUATION POINTS			91.3		71.16	
RANKING			1		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.

Project Fact Sheet

4/3/2023

Project Name: Pecan Campus - Resurfacing of East Drive				Project No. 2022-017R			
Funding Source(s): Renewals & Replacement Fund							
		FY 21-22			FY 22-23		
	Total		FY 21-22	Variance of Project		FY 22-23	Variance of
	Project Budget	Project Budget	Actual Expenditures	Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Project Budget vs. Actual Expenditures
Construction:	\$ 250,000.00	\$ 70,000.00	\$ -	\$ 70,000.00	\$ 250,000.00	\$ -	\$ 250,000.00
Design:	25,000.00	10,000.00	19,500.00	(9,500.00)	\$ 5,000.00	\$ -	\$ 5,000.00
Miscellaneous:	5,000.00	12,000.00	7,719.37	4,280.63	\$ 9,000.00	\$ 206.01	\$ 8,793.99
FFE:	-	-	-	-	\$ -	\$ -	\$ -
Technology:	-	-	-	-	\$ -	\$ -	\$ -
Total:	\$ 280,000.00	\$ 92,000.00	\$ 27,219.37	\$ 64,780.63	\$ 264,000.00	\$ 206.01	\$ 263,793.99
							Total Actual Expenditures To Date
							\$ 27,425.38
Project Team				Board Status			
Approval to Solicit Architect/Engineer:	9/28/2021					Contract Amount	Actual Expenditures
Architect/Engineer:	Perez Consulting Engineers	Board Approval of Schematic Design		TBD			Variance
Contractor:	TBD	Substantial Completion		TBD	Board Acceptance		TBD
STC FPC Project Manager:	Samuel Saldana	Final Completion		TBD	Board Acceptance		TBD
Project Description				Project Scope			
Resurfacing of the south portion of the existing East drive.				East Drive located on the east side of the Student Services Building K will be resurfaced to repair the cracked and deteriorated asphalt due to vehicular traffic.			
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
9/28/2021	3/29/2022	N/A	4/25/2023	5/15/2023	8/22/2023	9/27/2023	N/A
Projected Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2021-22	-	19,500.00	7,925.38	-	-	\$ 27,425.38	
2022-23	-	-	-	-	-	\$ -	
Project Total	\$ -	\$ 19,500.00	\$ 7,925.38	\$ -	\$ -	\$ 27,425.38	
Current Agenda Item							
4/11/2023 Facilities Committee: Review and Recommend Action on Contracting Construction Services for the Pecan Campus Resurfacing of East Drive							
							

FPC Project Manager SPS

FPC Asst. Director Rita Cella

FPC Director RDA

Consent Agenda:

b. Approval of Substantial Completion of the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices

Approval of substantial completion of the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices project is requested.

Project		Completion Recommended	Date Received
1.	Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices Project 2022-040C Architect: The Warren Group Architects Contractor: CRC Development & Construction, LLC	Substantial Completion Recommended	March 31, 2023

This project was requested by Administration and has been reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction departments, and Administration. This project was scheduled as a non-educational improvement to renovate areas of Building A for Administrative Offices.

College staff and the Architect visited the site and developed a construction punch list on March 31, 2023. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by CRC Development & Construction, LLC. The original cost approved for this project was \$682,000.

The following table summarizes the current budget status:

Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$465,000.00	\$682,000.00	\$0	\$682,000.00	\$583,333.34	\$143,666.66

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Committee's review and information.

The Committee recommended Board approval of substantial completion for the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes substantial completion for the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices



Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices



Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices



DRAFT

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> South Texas College No. 21-22-1055 South Teas College Ann Richards Administration- Pecan Campus Building A Renovation of Administration Offices	CONTRACT INFORMATION: Contract For: General Construction Date: September 1, 2022	CERTIFICATE INFORMATION: Certificate Number: 1 Date:
OWNER: <i>(name and address)</i> South Texas College 3201 W Pecan Blvd McAllen, TX 78501	ARCHITECT: <i>(name and address)</i> Nassri-Warren Group Architects, Inc. dba/ The Warren Group Architects, Inc. 804 S. Main Street, McAllen, TX 78501	CONTRACTOR: <i>(name and address)</i> CRC Development & Construction, LLC 2016 . 45 th St. McAllen, TX 78503

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Nassri-Warren Group
Architects, Inc. dba/ The
Warren Group
Architects, Inc.

ARCHITECT *(Firm Name)*

SIGNATURE

Laura Nassri Warren,
AIA

PRINTED NAME AND TITLE

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

As Stated on Contract

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

As indicated on the general conditions of the contract for construction of the above referenced project

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

CRC Development &
Construction, LLC

CONTRACTOR (*Firm
Name*)

South Texas College

OWNER (*Firm Name*)

SIGNATURE

PRINTED NAME AND TITLE

DATE


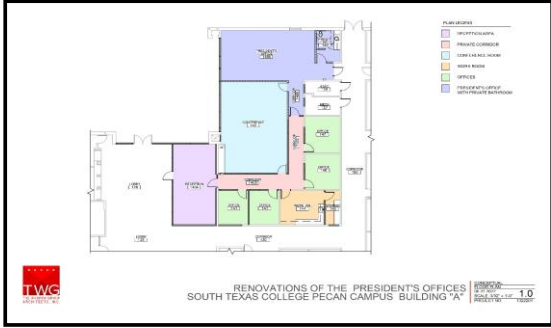
SIGNATURE

PRINTED NAME AND TITLE

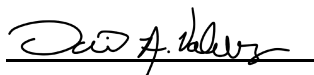
DATE



Project Fact Sheet
4/3/2023

Project Name: Pecan Campus - Ann Richards Administration Building A Renovation of Administrative Offices						Project No. 2022-040C			
Funding Source(s): Unexpended Plant Fund									
			FY 21-22			FY 22-23			
	<u>Original</u> <u>Project Budget</u>	<u>Revised</u> <u>Project Budget</u>	<u>Project Budget</u>	<u>FY 21-22</u> <u>Actual Expenditures</u>	<u>Variance of Project</u> <u>Budget vs. Actual</u> <u>Expenditures</u>	<u>Project Budget</u>	<u>FY 22-23</u> <u>Actual</u> <u>Expenditures</u>		
						<u>Variance of</u> <u>Project Budget</u> <u>vs. Actual</u> <u>Expenditures</u>	<u>Total Actual</u> <u>Expenditures To</u> <u>Date</u>		
Construction:	\$ 465,000.00	\$ 682,000.00	\$ -	\$ -	\$ -	\$ 465,000.00	\$ 453,593.34		
Other Construction:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,800.00	\$ 9,800.00		
Design	46,500.00	46,500.00	37,200.00	33,480.00	3,720.00	26,500.00	9,363.20		
Miscellaneous:	2,500.00	2,500.00	1,200.00	3,146.32	(1,946.32)	1,300.00	3,385.00		
FFE:	110,000.00	110,000.00	-	-	-	110,000.00	-		
Technology:	36,000.00	36,000.00	-	-	-	36,000.00	-		
Total:	\$ 660,000.00	\$ 877,000.00	\$ 38,400.00	\$ 36,626.32	\$ 1,773.68	\$ 638,800.00	\$ 476,141.54		
						\$ 162,658.46	\$ 512,767.86		
						R.L.Abatement - \$9,800			
Project Team			Board Status						
Approval to Solicit Architect/Engineer:	3/8/2022		Board Approval of Schematic Design 06/28/2022 Substantial Completion TBD Final Completion TBD			Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	The Warren Group Architects					The Warren Group Architects	\$ 45,756.00	\$ 42,843.20	\$ 2,912.80
Contractor:	CRC Development & Construction, LLC					CRC Development & Construction, LLC	\$ 682,000.00	\$ 453,593.34	\$ 228,406.66
						R.L.Abatement	\$ 9,800.00	\$ 9,800.00	\$ -
STC FPC Project Manager:	David Valdez					Board Acceptance	TBD		
Project Description			Project Scope						
Renovation of the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office.			Renovation of approximately 3100 square feet of Office Space in Pecan Campus Ann Richards Administration Building A for the President's Office Area. Space to contain President's Office, 4 Staff Offices, Conference Room, Reception, Workroom, Storage and Private Restroom.						
Projected Timeline									
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In		
3/8/2022	4/26/2022	6/28/2022	8/23/2022	9/18/2022	4/28/2023	5/23/2023	4/1/2023		
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total			
2021-22	-	33,480.00	3,146.32	-	-	\$ 36,626.32			
2022-23	463,393.34	9,363.20	3,385.00	-	-	\$ 476,141.54			
Project Total	\$ 463,393.34	\$ 42,843.20	\$ 6,531.32	\$ -	\$ -	\$ 512,767.86			
Current Agenda Item									
4/11/2023 Facilities Committee: Review and Recommend Action on Substantial Completion of the Pecan Campus Ann Richards Administration Building A Renovation of Administrative Offices									
<div style="display: flex; justify-content: space-around;">   </div>									

FPC Project Manager



FPC Asst. Director



FPC Director



Consent Agenda:

c. Approval of Substantial Completion of the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus

Approval of substantial completion of the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus project is requested.

Project		Completion Recommended	Date Received
1.	District Wide Repainting of Exterior Stucco & Panels at Starr County Campus Project No. 2022-016R Contractor: Terra Fuerte Construction, LLC	Substantial Completion Recommended	March 23, 2023

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance and Facilities Planning & Construction departments. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, and Administration. It was scheduled as a non-educational improvement to repaint the stucco façades.

College staff visited the site and developed a construction punch list on March 23, 2023. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by Terra Fuerte Construction, LLC. The original cost approved for this contractor's portions of the district wide project, which includes Starr County Campus, was \$275,235.

The following table summarizes the current budget status:

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$250,000.00	\$275,235.00	\$0	\$275,235.00	\$0	\$275,235.00

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Board's review and information.

The Committee recommended Board approval of substantial completion for the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes substantial completion for the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - Physical Plant Building P

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - Student Services Building G

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - Student Activities Building H

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - South Academic Building E

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - Library Building K

District Wide Repainting of Exterior Stucco & Panels at Starr County Campus



Starr County Campus - Health Professions and Sciences Building L

Substantial Completion Acceptance

Project Name: District Wide Repainting of Exterior Stucco and Panels - Starr County Campus

Project No.: RFP - 21-22-1017

Owner: South Texas College

Contractor: Terra Fuerte Construction, LLC.

A/E Firm: N/A

Scope of Work Covered by This Acceptance:

Repainting of Exterior Stucco walls and Panels at the Starr County Campus, Buildings E, G, H, K, L and P.

Effective Date of Acceptance: 3/23/2023

This constitutes the Owner's acceptance for Beneficial Occupancy: Yes ☒ No ☐

In accordance with plans and specifications of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued under separate cover. It is expressly understood that the failure to include any items on such list (s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the Contract, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

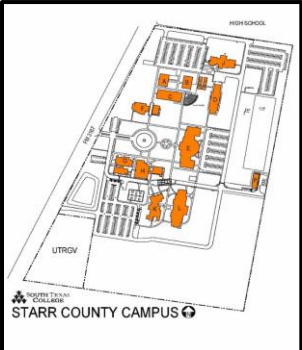







The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list (s). The date of Substantial Completion Acceptance of the Project or portion designated above is the date of issuance established by this document, which is also the date of commencement of applicable warranties required by the Contract Documents.

The Contractor shall complete/correct the items identified on the punch list(s) within		30
Calendar days from the Effective Date of this Acceptance.		
<u>ROLANDO LEAL</u>	<u>[Signature]</u>	<u>3/23/23</u>
Printed Name and Title	Signature	Date

The Architect/Engineer agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.		
N/A		
Printed Name and Title	Signature	Date

With the exception of those items noted on the attached "punch list(s)", the Owner accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.		
<u>RICARDO DELA CORTA FPC DIRECTOR</u>	<u>[Signature]</u>	<u>3-24-2023</u>
Printed Name and Title	Signature	Date

Project Fact Sheet
4/3/2023

Project Name: District Wide - District Wide Repainting of Exterior Stucco & Panels - Starr County Campus						Project No. 2017-020R				
Funding Source(s): Renew and Replacement Fund										
			FY 21-22			FY 22-23				
	<u>Original</u> <u>Project Budget</u>	<u>* Revised</u> <u>Project Budget</u>	<u>Project Budget</u>	<u>FY 21-22</u> <u>Actual Expenditures</u>	<u>Variance of Project</u> <u>Budget vs. Actual</u> <u>Expenditures</u>	<u>Project Budget</u>	<u>FY 22-23</u> <u>Actual</u> <u>Expenditures</u>			
						<u>Variance of</u> <u>Project Budget</u> <u>vs. Actual</u> <u>Expenditures</u>	<u>Total Actual</u> <u>Expenditures To</u> <u>Date</u>			
Construction:	\$ 200,000.00	\$ 275,235.00	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 250,000.00	\$ -			
Design	20,000.00	20,000.00	20,000.00	-	20,000.00	-	-			
Miscellaneous:	3,000.00	3,000.00	3,000.00	109.16	2,890.84	3,000.00	-			
FFE:	-	-	-	-	-	-	-			
Technology:	-	-	-	-	-	-	-			
Total:	\$ 223,000.00	\$ 298,235.00	\$ 223,000.00	\$ 109.16	\$ 222,890.84	\$ 253,000.00	\$ -			
						\$ 253,000.00	\$ 109.16			
						*Project Budget adjusted due to Construction cost amount.				
Project Team			Board Status							
Approval to Solicit	N/A		<u>Board Approval of</u> <u>Schematic Design</u>		NA	Vendor	Contract Amount	Actual Expenditures	Variance	
Architect/Engineer:	N/A					Terra Fuerte Construction, LLC	\$ 235,948.00	\$ -	\$ -	
Contractor:	Terra Fuerte Construction, LLC									
STC FPC Project Manager:	Samuel Saldana		<u>Substantial Completion</u>		TBD	<u>Board Acceptance</u>	TBD			
			<u>Final Completion</u>		TBD	<u>Board Acceptance</u>	TBD			
Project Description			Project Scope							
Painting of Exterior Stucco and Panels for Building(s) - Building D Workforce Center - Building E South Academic - Building G Student Services - Building H Student Activities Center - Building K Library - Building L Health Professions and Sciences - Building P Physical Plant			Repainting of Building D, Building E, Building G, Building H, Building K, Building L and Building P Exterior Stucco and Panels as indicated by the construction documents.							
Projected Timeline										
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In			
10/27/2020	N/A	N/A	6/28/2022	2/8/2023	4/28/2023	5/23/2023	N/A			
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total				
2021-22	-	-	109.16	-	-	\$ 109.16				
2022-23	-	-	-	-	-	\$ -				
Project Total	\$ -	\$ -	\$ 109.16	\$ -	\$ -	\$ 109.16				
Current Agenda Item										
04/11/2023 Facilities Committee Meeting: Review and Recommend Action on Substantial Completion of the District Wide Repainting of Exterior Stucco & Panels at Starr County Campus										
			 <p align="center">BUILDING L</p>		 <p align="center">BUILDING G</p>		 <p align="center">BUILDING K</p>		 <p align="center">BUILDING P</p>	
			 <p align="center">BUILDING E</p>		 <p align="center">BUILDING E</p>		 <p align="center">BUILDING L</p>			

FPC Project Manager SPS

FPC Asst. Director Rita Geller

FPC Director RANA

Consent Agenda:

d. Approval of Lease Agreement with La Joya Independent School District for the Kika de la Garza Elementary School

Approval of a facility lease agreement with La Joya Independent School District for use by South Texas College for instructional use is requested. The lease is needed for programs with specific needs for the general classrooms, office spaces, parking lot, and storage area at the facility.

Background

The Kika De La Garza Elementary School will be used for educational purposes by South Texas College's Continuing, Professional and Workforce Education department. The additional site in the La Joya area will allow the department to provide continuing education programs such as GED, ESL, phlebotomy, and CDL to La Joya area residents.

The lease agreement includes areas for general classrooms, office space, and parking lots.

College staff recommends approval to approve the lease agreement as noted below.

Facility	Lease Term	Term Requested	Lease Cost
Kika De La Garza Elementary School - general classrooms, office space, and parking lots	1 year	May 1, 2023 to April 30, 2024	TBD

Funding Source

Funds for these expenditures are budgeted in the facility lease budget for FY 2022-2023.

The Committee recommended Board approval of the facility lease agreement with La Joya Independent School District for use of instructional facilities at the Kika De La Garza Elementary School for the period as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes administration to enter into a facility lease agreement with La Joya Independent School District for use of instructional facilities at the Kika De La Garza Elementary School for the period as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

e. Approval of Lease Agreement with P&N Shah Family, L.P. for the Shah Eye Center

Approval of a facility lease agreement with P&N Shah Family, L.P. for use by South Texas College for instructional use is requested. The lease is needed for programs with specific needs for the general classrooms, student common area, cosmetology labs, office spaces, and dispensary/storage area at the facility.

Background

The Shah Eye Center will be used for educational purposes for South Texas College Cosmetology program. The Cosmetology program is currently sharing a facility with PSJA ISD. In its first semester, the Cosmetology program exceeded the expected number of students, and due to its expansion, an additional area is needed to meet the demand. The additional area will allow for the program to comply with state licensing requirements specific to the Cosmetology program and use of an independent facility.

The lease agreement includes areas for general classrooms, a student common area, cosmetology labs, office spaces, and dispensary/storage area.

The term of the lease agreement is for a five (5) year period from December 1, 2023 to December 1, 2028. The lease agreement allows for two (2) successive options to renew the lease for terms of one (1) year each. College staff has negotiated the lease with P&N Shah Family, L.P.

College staff recommends approval to approve the lease agreement as noted below.

Facility	Lease Term	Term Requested	Lease Cost
Shah Eye Center – general classrooms, student common area, cosmetology labs, office spaces, and dispensary/storage area Area leased: 5,160 sq.ft.	5 years, with two one-year options to renew	December 1, 2023 to December 1, 2028	\$9,030.00 Monthly plus utilities

Funding Source

Funds for these expenditures are budgeted in the facility lease budget for FY 2022-2023.

The Committee recommended Board approval of the facility lease agreement with P&N Shah Family, L.P. for use of instructional facilities at the Shah Eye Center facility for the period as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the facility lease agreement with P&N Shah Family, L.P. for use of instructional facilities at the Shah Eye Center facility for the period as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Approval of Request for Qualifications (RFQ) Evaluation and Selection Process for Architects and Engineers

The Board is asked to review and approve the Request for Qualifications (RFQ) process for evaluating and selecting architects and engineers.

At the January 31, 2023 Board of Trustees meeting, the Board requested a review of the evaluation process for the Requests for Qualifications (RFQ) of architects and engineers used to develop contract award recommendations, in order to possibly reassess or change the process to better evaluate the architectural and engineering firms.

Background

The current RFQ process was Board approved and has been in place since July 29, 2014. The Texas Government Code Chapter 2254: Professional and Consulting Services is followed when completing this process.

The current main requirements for the response to an RFQ include six (6) main categories, which themselves consist of various sub-criteria, and are listed below:

1	Statement of Interest	Up to 100 points
2	Prime Firm	Up to 100 points
3	Project Team	Up to 100 points
4	Representative Projects	Up to 100 points
5	References	Up to 100 points
6	Project Execution	Up to 100 points

Current RFQ Process

After the RFQ responses are received, the Facilities Planning and Construction department in conjunction with the Purchasing department select the evaluation committee. The committee often consists of representatives from the Facilities Planning and Construction, Purchasing, and Facilities Operations and Maintenance departments, along with College staff from the department for which the RFQ was initiated. Additional representatives may be added to the evaluation committee on the basis of the size and scope of the project.

During the evaluation, each member of the committee independently completes a scored evaluation form for each firm that submitted a Statement of Qualifications (SOQ). The evaluation committee meets to review the final scores to analyze the individual scores for consistency, and any unreasonable inconsistencies are reviewed and addressed. The scores are based on the Board approved criteria and results are provided to the Purchasing department. The Purchasing department compiles the results provided and prepares the evaluation summary.

The evaluation summary is provided to Facilities Planning and Construction so that it can be included on the Facilities Committee agenda. The RFQ scores and rankings are provided to the Facilities Committee. The highest ranked firm is proposed to the Facilities Committee for the Committee's review and recommendation to the Board of Trustees.

Options for RFQ Process

College staff has researched various Request for Qualifications (RFQ) procedures, including those used by other colleges and universities in-state and nationwide. Based on the research of RFQ methodologies, the following are procedures that College staff proposes for modifying the College's RFQ process.

- Pass/Fail Determination(s):
 - The following documents of the Statement of Qualifications (SOQ) submission will be given a pass/fail determination:
 - Execution of Offer
 - Grant Forms (if required)
 - Vendor References
- Specified Weight to Sub-criteria:
 - The individual sections within the RFQ categories will each be given a weighted score. This would emphasize more precise and prioritized scoring.
 - The proposed sub-criteria weights are enclosed in the packet.
- Interview of Firms:
 - The top two (2) or more of the highest-ranked firms, as evaluated by the evaluation committee, may be subject to an interview/presentation by the Facilities Committee or the Board of Trustees before a recommendation is made or action is taken to award a contract. The interview points will determine the final rankings of the firms for an award recommendation by the Board of Trustees.

Enclosed Documents

The list of the evaluation requirements with the proposed weighted sub-criteria is included in the packet for the Board's review.

The Facilities Committee did not take formal action on this item on April 11, 2023, and it is presented for deliberation and action by the Board without a recommendation from that committee.

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed revisions to the Request for Qualifications process for evaluating and selecting architects and engineers as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



Request for Qualifications (RFQ) Evaluation and Selection Process for Architects and Engineers

April 11, 2023 Facilities Committee Meeting

Mary G. Elizondo, MBA, CPA, CFE, CGMA
Vice President for Finance & Administrative Services

RFQ Process Background

At the January 31, 2023 Board of Trustees meeting, the Board requested a review of the evaluation process for the Request for Qualifications (RFQ) of architects and engineers used to develop contract award recommendations in order to possibly reassess or change the process to better evaluate the architectural and engineering firms.

Current RFQ Evaluation Committee

Facilities Planning & Construction and Purchasing Departments

- Determine the Evaluation Committee Representatives
 - Facilities Planning & Construction Department
 - Purchasing Department
 - Facilities Operations & Maintenance Department
 - Project Owner
- Based on the Size and Scope of the Project
 - Number of representatives will range from 5 to 7
 - Committee members evaluate the qualifications statements independently
 - Final scores are analyzed for consistency by the Committee members.
 - Purchasing Department compiles results and prepares the evaluation summary
 - The Director of Purchasing reviews all the responses and evaluations completed

Proposed Revisions for RFQ Process

Round 1 - Pass /Fail Determination

- The following documents of the Statement of Qualifications (SOQ) submission will be given a pass/fail determination:
 - Execution of Offer
 - Grant Forms (if required)
 - References for Five (5) Projects

Round 2 - Specified Weights to Sub-Criteria

- The individual sections within the RFQ categories will each be given a weighted score. This would emphasize more precise and prioritized scoring.
- The proposed sub-criteria weights follow in this presentation.

Round 3 - Interview of Firms

- The top two (2) or more of the highest-ranked firms, as evaluated by the evaluation committee, may be subject to an interview/presentation by the Facilities Committee or the Board of Trustees before a recommendation is made or action is taken to award a contract.
- Facilities Committee or Board of Trustees interview points will determine the final rankings of the firms for an award recommendation by the Board of Trustees.

Round 1

Round 1: Pass or Fail Determination

- Execution of Offer
- Grant Forms (if required)
- References for Five (5) Projects

See Exhibit A for details on proposed changes.

Round 2

Round 2 - 1. Statement of Interest – Maximum 100 points

- This section contains four (4) sub-criteria.
- Proposing that each sub-criteria will receive up to 25 points.

Round 2 - 2. Prime Firm – Maximum 100 points

- This section contains four (4) sub-criteria.
- Proposing that each sub-criteria one and two receive 30 points and criteria three and four receive 20 points.

Round 2 - 3. Project Team – Maximum 100 points

- This section contains five (5) sub-criteria.
- Proposing that each sub-criteria will receive up to 20 points.

Round 2 - Continued

Round 2 - 4. Representative Projects – Maximum 100 points

- This section contains two (2) sub-criteria.
- Proposing to expand criterion one to include four (4) additional subjects that will receive up to 25 points.

Round 2 - 5. References – Maximum 100 points

- This section contains one (1) criterion.
- Proposing no changes to this section.

Round 2 - 6. Project Execution – Maximum 100 points

- This section contains two (2) sub-criteria.
- Proposing that each sub-criteria will receive up to 50 points.

Round 3

Round 3 – 1. Interview/Presentation – Maximum 100 points

- **Facilities Committee or Board of Trustees – Interview/Presentation:**
 - **The top two (2) or more of the highest-ranked firms may be subject to an interview/presentation by the Facilities Committee and/or Board of Trustees.**

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 1 Pass/Fail

Round 1	Evaluation Committee
1. Execution of Offer	Pass/Fail
2. Grant Forms (if required)	Pass/Fail
3. References for Five (5) Projects	Pass/Fail

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 2

Round 2 1. Statement of Interest	Points	Maximum Points
•Provide a statement of interest for the project.	25	100
•Provide a history including credentials about the prime firm.	25	
•Provide a narrative describing the design team's unique qualifications and specialized design experience as it relates to the project.	25	
•Provide a statement about the availability and commitment of the prime firm, its principals, its consultants, and key professionals to undertake the proposed project.	25	

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 2

Round 2 2. Prime Firm	Points	Maximum Points
<ul style="list-style-type: none"> • Provide resumes giving the experience and expertise of the principals and key professional members for the prime firm that will be involved in the project, including their experience with similar projects and the number of years with the prime firm. 	30	100
<ul style="list-style-type: none"> • Describe the proposed project assignments and lines of authority and communication for principals and key professional members of the prime firm that will be involved in the project. Indicate the estimated percent of their time these individuals will commit to the project in order to meet the scheduled milestones. 	30	
<ul style="list-style-type: none"> • Describe the prime firm's proximity to South Texas College and its ability to respond to planned and/or unexpected meetings with STC representatives during the planning, design, and construction phases of the project. 	20	
<ul style="list-style-type: none"> • If applicable, describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services as required for STC's construction program 	20	

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 2

Round 2 3. Project Team	Points	Maximum Points
Provide an organizational chart showing the roles of each firm or individual to be included. For each consultant firm or individual that the prime firm proposes:		100
<ul style="list-style-type: none"> • Identify the consultant and provide a brief history about the consultant 	20	
<ul style="list-style-type: none"> • Describe the consultant's proposed role in the project 	20	
<ul style="list-style-type: none"> • List projects that the prime firm and the consultant have worked together on during the last five (5) years 	20	
<ul style="list-style-type: none"> • Provide a statement of the consultant's availability for the project 	20	
<ul style="list-style-type: none"> • Provide resumes giving the experience and expertise of principals and key professional members for the consultant on the project. 	20	

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 2

Round 2 4. Representative Projects	Points	Maximum Points
List a maximum of five (5) projects the prime firm provided in an educational setting that is representative of the project contemplated under this solicitation.		100
• Number of Projects	25	
• Similar Scope & Size	25	
• Educational Setting	25	
• Time Frame & Completion	25	

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 2

Round 2 5. References	Points	Maximum Points
Provide references for five (5) projects, other than South Texas College. The references shall include the following current information: Owner's name, Owner's representative who served as the day-to-day liaison during the planning, design, and construction of the project, and the Owner representative's telephone number and email address.		100
Round 2 6. Project Execution	Points	Maximum Points
• Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project closeout	50	100
• Provide information as part of the submission response to assure that the Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands.	50	
Round 2 Total		600

Proposed RFQ Criteria and Weighted Sub-Criteria

Exhibit A – Round 3

Round 3 Facilities Committee or Board of Trustees	Points	Maximum Points
Facilities Committee or Board of Trustees - •Interview/Presentation: The top two (2) or more of the highest-ranked firms may be subject to an interview/presentation by the Facilities Committee and/or Board of Trustees		100
Round 3 Total		100



Questions?

Thank you

Request for Qualifications (RFQ) Criteria and Weighted Sub-Criteria
Exhibit A

Round 1		Evaluation Committee	
1	Execution of Offer	Pass/Fail	
2	Grant Forms (if required)	Pass/Fail	
3	References for Five (5) Projects	Pass/Fail	
Round 2		Points	Maximum Points
1	Statement of Interest		100
	<ul style="list-style-type: none"> •Provide a statement of interest for the project. •Provide a history including credentials about the prime firm. •Provide a narrative describing the design team's unique qualifications and specialized design experience as it relates to the project. •Provide a statement about the availability and commitment of the prime firm, its principals, its consultants, and key professionals to undertake the proposed project. 	25 25 25 25	
2	Prime Firm		100
	<ul style="list-style-type: none"> •Provide resumes giving the experience and expertise of the principals and key professional members for the prime firm that will be involved in the project, including their experience with similar projects and the number of years with the prime firm. •Describe the proposed project assignments and lines of authority and communication for principals and key professional members of the prime firm that will be involved in the project. Indicate the estimated percent of their time these individuals will commit to the project in order to meet the scheduled milestones. •Describe the prime firm's proximity to South Texas College and its ability to respond to planned and/or unexpected meetings with STC representatives during the planning, design, and construction phases of the project. •If applicable, describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services as required for STC's construction program. 	30 30 20 20	

Request for Qualifications (RFQ) Criteria and Weighted Sub-Criteria
Exhibit A

3	Project Team		100
	<p>Provide an organizational chart showing the roles of each firm or individual to be included.</p> <p>For each consultant firm or individual that the prime firm proposes:</p> <ul style="list-style-type: none"> Identify the consultant and provide a brief history about the consultant Describe the consultant's proposed role in the project List projects that the prime firm and the consultant have worked together on during the last five (5) years Provide a statement of the consultant's availability for the project Provide resumes giving the experience and expertise of principals and key professional members for the consultant on the project. 	<p>20</p> <p>20</p> <p>20</p> <p>20</p> <p>20</p>	
4	Representative Projects		100
	<p>List a maximum of five (5) projects the prime firm provided in an educational setting that is representative of the project contemplated under this solicitation.</p> <ul style="list-style-type: none"> Number of Projects Similar Scope & Size Educational Setting Timeframe & Completion <p>Provide the following information for each project listed:</p> <ul style="list-style-type: none"> Project name and location Project Owner and contact information Project construction cost Project size in gross square feet Date project was started and completed Description of professional services prime firm provided for the project Project manager (individual responsible for coordinating the day-to-day work) Project architect (individual responsible for the overall success of the project) Project designer (individual responsible for design concepts) Names of consultant firms and their areas of expertise 	<p>25</p> <p>25</p> <p>25</p> <p>25</p>	

**Request for Qualifications (RFQ) Criteria and Weighted Sub-Criteria
Exhibit A**

5	References		100
	<p>Provide references for five (5) projects, other than South Texas College. The references shall include the following current information:</p> <p>Owner's name, Owner's representative who served as the day-to-day liaison during the planning, design, and construction of the project, and the Owner representative's telephone number and email address.</p>		
6	Project Execution		100
	<ul style="list-style-type: none"> •Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out. •Provide information as part of the submission response to assure that the Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands. 	<p style="text-align: center;">50</p> <p style="text-align: center;">50</p>	
Round 2 Total			600

Request for Qualifications (RFQ) Criteria and Weighted Sub-Criteria
Exhibit A

Round 3		Facilities Committee or Board of Trustees
1	<p>Facilities Committee or Board of Trustees - Interview/Presentation:</p> <p>The top two (2) or more of the highest-ranked firms may be subject to an interview/presentation by the Facilities Committee and/or Board of Trustees</p>	100 points

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the Board.

FY 2022 - 2023 Capital Improvement Projects Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Pecan Campus								
1	New Continuing Education Bldg	DV	TBD	TBD	TBD	TBD	TBD	TBD
2	Ann Richards Administration Bldg A Renovation of Adminstration Offices	DV	Warren Group Architects 4/26/22	6/28/2022	CRC Development & Construction 8/23/2022	9/18/2022	4/25/2023	5/23/2023
3	North Academic Humanities Bldg P Renovation for Administrative and Support Services Office	DV	Abel City, LLC 5/26/22	1/31/2023	6/27/2023	7/15/2023	2/27/2024	3/26/2024
4	Pecan Campus Kinesiology Bldg Phase I	SS	Boultinghouse Simpson Gates Architects 6/28/22	6/27/2023	10/24/2023	11/15/2023	11/26/2024	12/10/2024
5	Cooper Center for Performing Arts Bldg L Expansion and Renovations for the Music and Dance Programs	MV	Brown Reynolds Watford Architects 6/28/22	8/22/2023	3/26/2024	5/15/2024	4/25/2025	5/25/2025
6	Ann Richards Administration Bldg A Additional Parking Lot	DV	R. Gutierrez Engineering Corporation 11/29/2022	3/28/2023	5/25/2023	6/5/2023	10/24/2023	11/28/2023
7	Library Bldg F Renovation and Expansion	DV	ERO Architect 6/25/19	2/23/2021	N/A	-	-	-
8	Business and Science Bldg G Engineering Lab Renovation	TBD	-	-	-	-	-	-

FY 2022 - 2023 Capital Improvement Projects Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
Mid-Valley Campus								
9	Center for Learning Excellence Building A Renovation Existing Cafeteria to Culinary Arts Instructional Kitchen	MV	Boultinghouse Simpson Gates Architects 10/26/21	1/25/2022	Holchemont LTD 4/26/22	5/29/2022	5/23/2023	5/23/2023
10	Workforce Center Building D Welding Expansion	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	3/30/2023	1/30/2024	2/27/2004
11	Workforce Building M Automotive Expansion	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	3/30/2023	1/30/2024	2/27/2004
12	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV	PBK Architects 10/26/21	6/28/2022	Holchemont LTD 1/31/2023	3/30/2023	1/30/2024	2/27/2004
Technology Campus								
13	Welding Lab Expansion Bldg	SS	EGV Architects 2/22/22	8/23/2022	6/27/2023	7/15/2023	6/27/2024	7/27/2024
14	Truck Driving Range Expansion	DV	R. Gutierrez Engineering Corporation 11/29/2022	N/A	5/23/2023	6/15/2023	8/22/2023	9/26/2023
15	Exterior Solar Panel Structure	SS	Sames Inc. 9/28/21	6/28/2022	Rio United 2/14/2023	4/14/2023	8/22/2023	9/26/2023
16	Institute for Advanced Manufacturing Bldg E Collaboration Lab Renovation	TBD	-	-	-	-	-	-
Nursing & Allied Health Campus								
17	East Building A Occupational Therapy Kitchen Lab Expansion	SS	Negrete and Kolar Architects 12/14/2021	5/26/2022	CRC Development & Construction 9/27/2022	10/15/2022	5/23/2023	6/27/2023
18	East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	TBD	-	-	-	-	-	-

FY 2022 - 2023 Capital Improvement Projects Project Milestone with Board Approved Dates

#	Projects	FPC Project Managers	Architect/ Engineer	Schematic Designs Board Approved	Contractor	Start / NTP Date	Substantial Completion Date	Final Completion
19	East Building A Breakroom and Offices Expansion Renovation	TBD	-	-	-	-	-	-
Starr County Campus								
20	Workforce Center Bldg D Welding Expansion	MV	Gignac Associates 12/10/19	11/23/2021	Kimber 1985 8/23/2022	10/27/2022	7/25/2023	8/22/2023
21	Workforce Bldg Q Automotive Expansion	MV	Abel City Architects 10/26/2021	2/22/2022	Trium Construction 1/31/23	3/30/2023	5/28/2024	6/25/2024
22	North Academic Bldg C HVAC-R Classroom and Outdoor Area	MV	Abel City Architects 10/26/2021	2/22/2022	Trium Construction 1/31/23	3/30/2023	5/28/2024	6/25/2024
Regional Center for Public Safety Excellence								
23	Chiller Insallation	MV	Halff Associates, Inc 11/11/20	N/A	Johnson Controls 1/26/21	2/10/2022	11/29/2022	11/29/2022
24	Canopy for Safety Training Vehicles	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	10/24/2022	6/27/2023	7/25/2023
25	Canopies for Students/Instructors	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	10/24/2022	6/27/2023	7/25/2023
26	Flammable Liquid and Fire Training Area	DV	Gignac Associates 7/27/21	1/25/2022	5 Star GC Construction 9/27/2022	10/24/2022	6/27/2023	7/25/2023
27	Skills Pad and EVOC Lighting	SS	DBR Engineering 1/25/22	N/A	Metro Electric, Inc. 10/18/22	11/15/2022	9/26/2023	10/24/2023
28	Perimeter Fencing	DV	N/A	TBD	TBD	TBD	TBD	TBD
29	Two-Story Residential Fire Training Structure	SS	Martinez Architects 1/25/22	6/28/2022	5 Star GC Construction 2/14/2023	4/15/2023	10/23/2024	11/27/2024

Red text signifies projected dates

South Texas College Unexpended Plant Fund - Capital Improvement Projects (CIP) Project Status FY 2022 - 2023																			
#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2023 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor
Pecan Campus																			
1	Library Building F Renovation and Expansion	DV									●	\$ 17,015,000	\$ -	\$ 17,015,000	\$ 2,557,313	High	N/A	N/A	N/A
2	New Continuing Education Building & Testing Center Addition	DV		●								\$ 9,898,468	\$ 521	\$ 9,897,947	\$ 603,728	Low	TBD	Approval of Architectural Services	TBD
3	Ann Richards Administration Building A Renovation of Administration Offices	DV						●				\$ 660,000	\$ 513,740	\$ 146,260	\$ 638,800	Low	April 2023	Approval of Substantial Completion	The Warren Group Architects
4	North Academic Humanities Building P Renovations for Administrative and Support Services Office	DV			●							\$ 1,034,110	\$ 14,382	\$ 1,019,728	\$ 865,600	Low	June 2023	Approval of Construction Services	Able City, LLC
5	Pecan Campus Kinesiology Building Phase I	SS			●							\$ 3,240,000	\$ 446	\$ 3,239,554	\$ 483,660	Low	June 2023	Approval of Schematic Design	Boultinghouse Simpson Gates Architects
6	Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	MV			●							\$ 4,536,000	\$ 456	\$ 4,535,544	\$ 618,400	Low	August 2023	Approval of Schematic Design	BRW Architects
7	Business and Science Building G Engineering Lab Renovation	TBD	●									\$ 500,000	\$ -	\$ 500,000	\$ 35,000	Low	TBD	TBD	TBD
8	Ann Richards Administration Building A Additional Parking Lot	DV			●							\$ 200,000	\$ 261	\$ 199,739	\$ 200,000	Low	May 2023	Approval of Construction Services	R. Gutierrez Engineers
Pecan Campus Subtotal												\$ 37,083,578	\$ 529,807	\$ 36,553,771	\$ 6,002,501				
Pecan Plaza																			
9	Human Resources Building A Renovation	RG									●	\$ 5,000	\$ 40,886	\$ (35,886)	\$ 600	Completed	N/A	N/A	O&M
Pecan Plaza Subtotal												\$ 5,000	\$ 40,886	\$ (35,886)	\$ 600				
Mid-Valley Campus																			
10	Workforce Center Building D Welding Expansion	MV					●					\$ 537,500	\$ 45,944	\$ 491,556	\$ 721,273	High	January 2024	Approval of Substantial Completion	PBK Architects
11	Workforce Center Building M Automotive Lab Expansion	MV					●					\$ 920,500	\$ 57,168	\$ 863,332	\$ 915,668	High	January 2024	Approval of Substantial Completion	PBK Architects
12	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV					●					\$ 528,000	\$ 30,996	\$ 497,004	\$ 425,868	High	January 2024	Approval of Substantial Completion	PBK Architects
13	Center for Learning Excellence Building A Renovation of Existing Cafeteria to Culinary Arts Instructional Kitchen	MV					●					\$ 531,365	\$ 396,947	\$ 134,418	\$ 488,099	High	May 2023	Approval of Substantial Completion	Boultinghouse Simpson Gates Architects
Mid Valley Campus Subtotal												\$ 2,517,365	\$ 531,056	\$ 1,986,309	\$ 2,550,908				
Technology Campus																			
14	Exterior Solar Panels Structure	SS				●						\$ 199,100	\$ 15,322	\$ 183,778	\$ 198,224	High	July 2023	Approval of Substantial Completion	SAMES, Inc
15	Welding Lab Expansion Building F	SS			●							\$ 1,559,180	\$ 39,253	\$ 1,519,927	\$ 122,400	High	May 2023	Approval of Construction Services	EGV Architects
16	Truck Driving Range Expansion	DV			●							\$ 49,620	\$ 261	\$ 49,359	\$ 41,350	Low	May 2023	Approval of Construction Services	R. Gutierrez Engineers
17	Institute for Advanced Manufacturing Building E Collaboration Lab Renovation	TBD	●									\$ 285,000	\$ -	\$ 285,000	\$ 285,000	Low	TBD	TBD	TBD
Technology Campus Subtotal												\$ 2,092,900	\$ 54,836	\$ 2,038,064	\$ 646,974				

South Texas College Unexpended Plant Fund - Capital Improvement Projects (CIP) Project Status FY 2022 - 2023																				
#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2023 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor	
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
18	East Building A Occupational Therapy Kitchen Lab Expansion	SS					●					\$ 99,500	\$ 69,164	\$ 30,336	\$ 96,760	High	May 2023	Approval of Substantial Completion	Negrete & Kolar Architects, LLP	CRC Development and Construction, LLC
19	East Building A Renovation of Radiology Lab to Multipurpose Skills Lab	TBD	●									\$ 163,296	\$ -	\$ 163,296	\$ 10,106	Low	TBD	TBD	TBD	TBD
20	East Building A Breakroom and Offices Expansion Renovation	TBD	●									\$ 147,950	\$ -	\$ 147,950	\$ 9,250	Low	TBD	TBD	TBD	TBD
Nursing and Allied Health Campus Subtotal												\$ 410,746	\$ 69,164	\$ 341,582	\$ 116,116					
Starr County Campus																				
21	Workforce Center Building D Welding Expansion	MV					●					\$ 598,000	\$ 152,195	\$ 445,805	\$ 395,594	High	July 2023	Approval of Substantial Completion	Gignac & Associates, LLP	Kimber 1985
22	Workforce Building Q Automotive Expansion	MV					●					\$ 1,078,300	\$ 68,208	\$ 1,010,092	\$ 922,098	High	May 2024	Approval of Substantial Completion	Able City, LLC	Triun Construction
23	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV					●					\$ 153,000	\$ 17,905	\$ 135,095	\$ 296,878	High	May 2024	Approval of Substantial Completion	Able City, LLC	Triun Construction
Starr County Campus Subtotal												\$ 1,829,300	\$ 238,308	\$ 1,590,992	\$ 1,614,570					
Regional Center for Public Safety Excellence																				
24	Canopy for Safety Training Vehicles	DV					●					\$ 285,000	\$ 441,768	\$ (156,768)	\$ 421,051	High	June 2023	Approval of Substantial Completion	Gignac & Associates, LLP	5 Star Construction
25	Canopy for Students/Instructors	DV					●					\$ 247,000	\$ 321,896	\$ (74,896)	\$ 155,078	High	June 2023	Approval of Substantial Completion	Gignac & Associates, LLP	5 Star Construction
26	Chiller Installation	MV									●	\$ 170,000	\$ 199,938	\$ (29,938)	\$ 22,000	High	TBD	TBD	Half Associates, Inc	Johnson Controls
27	Fire Training Area	DV					●					\$ 443,000	\$ 181,404	\$ 261,596	\$ 295,686	High	June 2023	Approval of Substantial Completion	Gignac & Associates, LLP	5 Star Construction
28	Perimeter Fencing	DV	●									\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD	TBD
29	Skills Pad and EVOC Lighting	SS					●					\$ 342,000	\$ 97,614	\$ 244,386	\$ 313,920	High	September 2023	Approval of Substantial Completion	DBR	Metro Electric
30	Two-Story Residential Fire Training Structure	SS				●						\$ 1,581,200	\$ 138,749	\$ 1,442,451	\$ 1,274,750	Medium	December 2023	Approval of Substantial Completion	Martinez Architects	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 3,261,200	\$ 1,381,369	\$ 1,879,831	\$ 2,675,485					
District Wide																				
31	Fence Enclosures	MV	●									\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Low	N/A		N/A	TBD
32	Outdoor Furniture	AR		●								\$ 25,000	\$ -	\$ 25,000	\$ 25,000	Low	N/A		N/A	TBD
33	Land	N/A	N/A									\$ 5,500,000	\$ 2,922,043	\$ 2,577,957	\$ 5,500,000	N/A	N/A		N/A	N/A
34	Renovation and Contingencies	N/A	N/A									\$ 948,750	\$ 58,443	\$ 890,307	\$ 948,750	N/A	N/A		N/A	TBD
35	Facility Signage	DV	●									\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	N/A		N/A	TBD
36	Removal of Existing Trees	TBD	●									\$ 25,900	\$ -	\$ 25,900	\$ 25,900	Low	N/A		N/A	TBD
37	Project Cost Control Reserve	N/A	●									\$ 3,059,291	\$ -	\$ 3,059,291	\$ 3,119,291	High	N/A		N/A	N/A
District Wide Subtotal												\$ 9,643,941	\$ 2,980,486	\$ 6,663,455	\$ 9,703,941					
Totals			12	3	6	0	8	1	0	0	3	\$ 56,844,030	\$ 5,825,912	\$ 51,018,118	\$ 23,311,095					

South Texas College
Renewal and Replacement Projects
Project Status
FY 2022 - 2023

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor
Pecan Campus																			
1	Student Activities Building H Data Cabling Infrastructure Replacement	RC	●									\$ 150,000	\$ -	\$ 150,000	\$ 150,000	High	TBD	TBD	TBD
2	Reseeding and Regrading of Athletic Fields	DV			●							\$ 50,000	\$ -	\$ 50,000	\$ 50,000	High	TBD	TBD	TBD
3	Stucco Repainting	SS									●	\$ 137,000	\$ 141,469	\$ (4,469)	\$ 137,000	High	January 2023	Approval of Final Completion	Noble Texas Builders
4	Resurfacing of East Drive	SS				●						\$ 280,000	\$ 27,425	\$ 252,575	\$ 264,000	High	April 2023	Approval of Construction Services	Perez Consulting Engineers
5	South Academic Building J Generator Replacement	SS					●					\$ 280,000	\$ 19,528	\$ 260,472	\$ 270,063	High	November 2023	Approval of Substantial Completion	Metro Electric
6	Library Building F Exterior Building Envelope Repairs	TBD	●									\$ 125,000	\$ -	\$ 125,000	\$ 125,000	High	TBD	TBD	TBD
Pecan Campus Subtotal												\$ 1,022,000	\$ 188,422	\$ 833,578	\$ 996,063				
Pecan Plaza																			
7	Stucco Repainting	SS									●	\$ 12,000	\$ 9,204	\$ 2,796	\$ 12,000	High	January 2023	Approval of Final Completion	Noble Texas Builders
Pecan Plaza Subtotal												\$ 12,000	\$ 9,204	\$ 2,796	\$ 12,000				
Mid Valley Campus																			
8	Stucco Repainting and Exterior Upgrades	SS									●	\$ 323,000	\$ 354,105	\$ (31,105)	\$ 323,000	Low	February 2023	Approval of Substantial & Final Completion	Terra Fuerte, LLC
9	South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas	DV			●							\$ 985,700	\$ 16,906	\$ 968,794	\$ 695,163	Low	TBD	TBD	Milnet Architectural Services
10	North Academic Building G Analog to Digital Conversion	RC				●						\$ 720,000	\$ -	\$ 720,000	\$ 720,000	Low	TBD	TBD	TBD
11	North Academic Building G Data Cabling Infrastructure Replacement	TBD	●									\$ 425,000	\$ -	\$ 425,000	\$ 425,000	Low	TBD	TBD	TBD
Mid Valley Campus Subtotal												\$ 2,453,700	\$ 371,011	\$ 2,082,689	\$ 2,163,163				
Technology Campus																			
12	Emerging Technologies Building A Analog to Digital Replacement	TBD	●									\$ 515,000	\$ -	\$ 515,000	\$ 515,000	Low	TBD	TBD	TBD
13	Advancd Technical Careers Bldg. B Atrium Repainting	RC			●							\$ 60,000	\$ -	\$ 60,000	\$ 60,000	Low	TBD	TBD	TBD
Technology Campus Subtotal												\$ 575,000	\$ -	\$ 575,000	\$ 575,000				

South Texas College
Renewal and Replacement Projects
Project Status
FY 2022 - 2023

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor	
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
14	NAH East Building A Westside Window Waterproofing Repairs	RC	●									\$ 90,000	\$ -	\$ 90,000	\$ 90,000	Low	TBD	TBD	TBD	TBD
15	NAH East Building A Westside Elevators Repairs	RC/O&M		●								\$ 250,000	\$ -	\$ 250,000	\$ 250,000	Medium	TBD	TBD	N/A	Oracle Elevator
16	NAH East Building A Exterior Stair Repairs and Replacement	SS									●	\$ 293,000	\$ 334,139	\$ (41,139)	\$ 15,850	High	January 2023	Approval of Final Completion	Chanin Engineering, LLC	5 Star GC Construction, LLC
17	NAH East Building A Generator Replacements	SS					●					\$ 422,000	\$ 24,255	\$ 397,745	\$ 405,219	Low	November 2023	Approval of Substantial Completion	DBR	Metro Electric
Nursing and Allied Health Campus Subtotal												\$ 1,055,000	\$ 358,394	\$ 696,606	\$ 761,069					
Starr County Campus																				
20	Stucco Repainting	SS						●				\$ 253,000	\$ 2,509	\$ 250,491	\$ 253,000	High	April 2023	Approval of Substantial Completion	TBD	Terra Fuerte, LLC
21	Administration/Bookstore Building A Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
22	Center for Learning Excellence Building B Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
23	North Academic Building C Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
Starr County Campus Subtotal												\$ 433,000	\$ 2,509	\$ 430,491	\$ 433,000					
District Wide																				
26	Renewals & Replacements	N/A	N/A									\$ 151,000	\$ -	\$ 151,000	\$ 151,000	N/A	N/A		N/A	N/A
27	Fire Alarm Panel Replacement/Upgrade	RC/O&M		●								\$ 102,500	\$ -	\$ 102,500	\$ 102,500	Low	N/A		N/A	TBD
28	Interior LED Lighting Replacements	RC/O&M		●								\$ 110,000	\$ -	\$ 110,000	\$ 110,000	Low	N/A		N/A	TBD
29	Ext. Walkway LED Lighting Replacements	RC/O&M		●								\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	N/A		N/A	TBD
30	Building Automation Systems Replacements	RC/O&M		●								\$ 76,500	\$ -	\$ 76,500	\$ 76,500	Low	N/A		N/A	TBD
31	Flooring Replacements	MV					●					\$ 504,000	\$ 31,390	\$ 472,610	\$ 504,000	Medium	August 2023	Approval of Substantial Completion	N/A	Intertech Flooring
32	HVAC Replacements	RC/O&M		●								\$ 325,000	\$ -	\$ 325,000	\$ 325,000	Low	TBD		N/A	TBD
33	Exterior Lighting Replacements	RC/O&M		●								\$ 279,000	\$ -	\$ 279,000	\$ 279,000	Low	N/A		N/A	TBD
34	Water Tower Logo Replacements	DV	●									\$ 80,000	\$ -	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
35	Outdoor Furniture Replacements	TBD	●									\$ 25,000	\$ 290	\$ 24,710	\$ 25,000	N/A	TBD		N/A	TBD
36	Project Cost Control Reserve	N/A	●									\$ 676,489	\$ -	\$ 676,489	\$ 676,489	N/A	TBD		N/A	TBD
District Wide Subtotal												\$ 2,379,489	\$ 31,680	\$ 2,347,809	\$ 2,379,489					
Totals		0	6	7	1	0	2	1	0	0	1	\$ 7,930,189	\$ 961,221	\$ 6,968,968	\$ 7,319,784					

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of March 2023. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will respond to questions posed by the Board.

The checks submitted for approval and financial reports are included in the Board packet under separate cover. Also included as information only, under separate cover, is the check register.

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of March 2023.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consideration and Approval of Checks

The Checks and the Financial Reports presented for approval are included in the Board Packet as follows:

- 1) Release of Checks for \$25,000.00 - \$125,000.00
Released Prior to Board Approval for March 2023.
- 2) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for March 2023.
- 3) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for March 2023.
- 4) Release of Construction Fund Checks for March 2023.
- 5) Quarterly Investment Report and Money Market Accounts for March 2023.
- 6) Summary of Revenues for March 2023.
- 7) Summary of State Appropriations Revenue for March 2023.
- 8) Summary of Property Tax Revenue for March 2023.
- 9) Summary of Expenditures by Classification for March 2023.
- 10) Summary of Expenditures by Function for March 2023.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for March 2023.
- 12) Summary of Grant Revenues and Expenditures for March 2023.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.

Announcements

A. Next Meetings:

- Tuesday, May 9, 2023
 - 3:00 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, May 23, 2023
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The Spring 2023 Commencement Ceremonies have been scheduled for Friday, May 5th and Saturday, May 6th at the Bert Ogden Arena in Edinburg, TX:

Friday, May 5, 2023

- 9:00 a.m.
- 12:30 p.m.
- 4:30 p.m.

Saturday, May 6, 2023

- 9:30 a.m.
- 1:30 p.m.

- South Texas College will be closed Monday, May 29, 2023 in observance of Memorial Day