SOUTH TEXAS COLLEGE

AWARD PROPOSALS/ PURCHASES/ RENEWALS/ INTERLOCAL AGREEMENT

Supporting Documentation

BOARD OF TRUSTEES MEETING

February 27, 2024

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
Award Proposals/ Purchases/ Renewals/ Interlocal Agreement
Supporting Documentation

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SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS BUILDING B ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1035

VENDOR		Audio Visual Aids	Telepro Communications
ADDRESS		2903 N Flores St	12005 N Bryan Rd
CITY/STATE/ZIP		San Antonio, TX 78212	Mission, TX 78573
PHONE		800-422-1282	956-618-2360
CONTACT		Ernest Mendez	Daniel Backhaus
#	**Description**	**Proposed**	**Proposed**
1	Pecan Campus Art Building B Analog to Digital Audio Visual Upgrade - Audio Visual Equipment and Installation	$ 125,151.70	$ 127,346.12
TOTAL PROPOSAL AMOUNT		$ 125,151.70	$ 127,346.12
TOTAL EVALUATION POINTS		97.5	96.02
RANKING		1	2

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
1. PECAN CAMPUS BUILDING B ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1035 -- EVALUATION SUMMARY

VENDOR		Audio Visual Aids		Telepro Communications	
ADDRESS		2903 N Flores St		12005 N Bryan Rd	
CITY/STATE/ZIP		San Antonio, TX 78212		Mission, TX 78573	
PHONE		800-422-1282		956-618-2360	
CONTACT		Ernest Mendez		Daniel Backhaus	
1	The purchase price. (up to 42 points)	42	42	41.27	41.27
		42		41.27	
		42		41.27	
		42		41.27	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	14.5	13	13
		15		13	
		14		13	
		14		13	
3	The quality of the vendor's goods or services. (up to 14 points)	14	13.5	14	13.5
		14		14	
		13		13	
		13		13	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	20	19.5	20	19.25
		20		20	
		19		19	
		19		18	
5	The vendor's past relationship with the district. (up to 3 points)	3	3	3	3
		3		3	
		3		3	
		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1
		0		1	
		0		1	
		0		1	
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 point)	5	5	5	5
		5		5	
		5		5	
		5		5	
TOTAL EVALUATION POINTS		97.5		96.02	
RANKING		1		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
1. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service		
		Points	Score Key	
1	**Criterion 1: The purchase price** a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)			
2	**Criterion 2: The reputation of the vendor and of the vendor's goods or services** a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications		**13-15** **8-12** **3-7** **0-2**	**Excellent** **Acceptable** **Marginal** **Poor/No Response**
3	**Criterion 3: The quality of the vendor's goods or service** a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance		**13-16** **8-12** **3-7** **0-2**	**Excellent** **Acceptable** **Marginal** **Poor/No Response**
4	**Criterion 4: The extent to which the goods or services meet the district's needs** a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications		**16-20** **11-15** **6-10** **0-5**	**Excellent** **Acceptable** **Marginal** **Poor/No Response**
5	**Criterion 5: The vendor's past relationship with the district** a. Quality of Past Performances with STC ******New Vendors will receive two points**		**3** **2** **1** **0**	**Excellent** **Acceptable/New Vendor** **Marginal** **Poor/No Response**
6	**Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses** a. Provided the Certification		**1** **0**	**Yes** **No**
7	**Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and** a. Annual Escalation Increase b. Annual Maintenance Cost			Up to 5 points will be used from the purchase price if applicable
8	**Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals** a. Financial Standing b. Potential or Pending Sale of Business c . SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act			Up to 5 points will be used from the purchase price if applicable
	Total Points			

Definitions of evaluation terms:

Excellent - respondent provided information which fully addressed or exceeded the requirements
Acceptable - respondent provided information which addressed most but not all of the requirements
Marginal - respondent provided minimal information on requirements
Poor/No response - respondent provided inadequate responses to requirements or did not respond

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SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
2. PECAN CAMPUS BUILDING L ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1036

VENDOR		Audio Visual Aids	Telepro Communications
ADDRESS		2903 N Flores St	12005 N Bryan Rd
CITY/STATE/ZIP		San Antonio, TX 78212	Mission, TX 78573
PHONE		800-422-1282	956-618-2360
CONTACT		Ernest Mendez	Daniel Backhaus
#	**Description**	**Proposed**	**Proposed**
1	Pecan Campus Cooper Center Performing Arts Building L Analog to Digital Audio Visual Upgrade - Audio Visual Equipment and Installation	$ 52,190.11	$ 53,859.00
TOTAL PROPOSAL AMOUNT		$ 52,190.11	$ 53,859.00
TOTAL EVALUATION POINTS		97.5	95.44
RANKING		1	2

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
2. PECAN CAMPUS BUILDING L ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1036 -- EVALUATION SUMMARY

	VENDOR	Audio Visual Aids		Telepro Communications	
	ADDRESS	2903 N Flores St		12005 N Bryan Rd	
	CITY/STATE/ZIP	San Antonio, TX 78212		Mission, TX 78573	
	PHONE	800-422-1282		956-618-2360	
	CONTACT	Ernest Mendez		Daniel Backhaus	
1	The purchase price. (up to 42 points)	42	42	40.69	40.69
		42		40.69	
		42		40.69	
		42		40.69	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	14.5	13	13
		15		13	
		14		13	
		14		13	
3	The quality of the vendor's goods or services. (up to 14 points)	14	13.5	14	13.5
		14		14	
		13		13	
		13		13	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	20	19.5	20	19.25
		20		20	
		19		19	
		19		18	
5	The vendor's past relationship with the district. (up to 3 points)	3	3	3	3
		3		3	
		3		3	
		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1
		0		1	
		0		1	
		0		1	
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 point)	5	5	5	5
		5		5	
		5		5	
		5		5	
TOTAL EVALUATION POINTS		97.5		95.44	
RANKING		1		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
2. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service		
		Points	Score Key	
1	**Criterion 1: The purchase price** a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)			
2	**Criterion 2: The reputation of the vendor and of the vendor's goods or services** a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications		13-15 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
3	**Criterion 3: The quality of the vendor's goods or service** a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance		13-16 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
4	**Criterion 4: The extent to which the goods or services meet the district's needs** a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications		16-20 11-15 6-10 0-5	Excellent Acceptable Marginal Poor/No Response
5	**Criterion 5: The vendor's past relationship with the district** a. Quality of Past Performances with STC ******New Vendors will receive two points**		3 2 1 0	Excellent Acceptable/New Vendor Marginal Poor/No Response
6	**Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses** a. Provided the Certification		1 0	Yes No
7	**Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and** a. Annual Escalation Increase b. Annual Maintenance Cost			Up to 5 points will be used from the purchase price if applicable
8	**Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals** a. Financial Standing b. Potential or Pending Sale of Business c . SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act			Up to 5 points will be used from the purchase price if applicable
	Total Points			

Definitions of evaluation terms:

Excellent - respondent provided information which fully addressed or exceeded the requirements
Acceptable - respondent provided information which addressed most but not all of the requirements
Marginal - respondent provided minimal information on requirements
Poor/No response - respondent provided inadequate responses to requirements or did not respond

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SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
3. STARR COUNTY CAMPUS BUILDING E
AUDITORIUM AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1034

VENDOR		Audio Visual Aids	Telepro Communications
ADDRESS		2903 N Flores St	12005 N Bryan Rd
CITY/STATE/ZIP		San Antonio, TX 78212	Mission, TX 78573
PHONE		800-422-1282	956-618-2360
CONTACT		Ernest Mendez	Daniel Backhaus
#	**Description**	**Proposed**	**Proposed**
1	Starr County Campus General Academic Building E Auditorium Audio Visual Upgrade - Audio Visual Equipment and Installation	$ 71,029.30	$ 77,836.37
TOTAL PROPOSAL AMOUNT		$ 71,029.30	$ 77,836.37
TOTAL EVALUATION POINTS		97.5	92.82
RANKING		1	2

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
3. STARR COUNTY CAMPUS BUILDING E
AUDITORIUM AUDIO VISUAL UPGRADE
PROJECT NO. 23-24-1034 -- EVALUATION SUMMARY

VENDOR		Audio Visual Aids		Telepro Communications	
ADDRESS		2903 N Flores St		12005 N Bryan Rd	
CITY/STATE/ZIP		San Antonio, TX 78212		Mission, TX 78573	
PHONE		800-422-1282		956-618-2360	
CONTACT		Ernest Mendez		Daniel Backhaus	
1	The purchase price. (up to 42 points)	42	42	38.32	38.32
		42		38.32	
		42		38.32	
		42		38.32	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	14.5	13	13
		15		13	
		14		13	
		14		13	
3	The quality of the vendor's goods or services. (up to 14 points)	14	13.5	14	13.5
		14		14	
		13		13	
		13		13	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	20	19.5	20	19
		20		19	
		19		19	
		19		18	
5	The vendor's past relationship with the district. (up to 3 points)	3	3	3	3
		3		3	
		3		3	
		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1
		0		1	
		0		1	
		0		1	
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 point)	5	5	5	5
		5		5	
		5		5	
		5		5	
TOTAL EVALUATION POINTS		97.5		92.82	
RANKING		1		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.
*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
3. PROPOSAL CRITERIA - PRODUCT AND SERVICE

		Product and Service		
		Points	Score Key	
1	**Criterion 1: The purchase price** a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)			
2	**Criterion 2: The reputation of the vendor and of the vendor's goods or services** a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications		13-15 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
3	**Criterion 3: The quality of the vendor's goods or service** a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance		13-16 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
4	**Criterion 4: The extent to which the goods or services meet the district's needs** a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications		16-20 11-15 6-10 0-5	Excellent Acceptable Marginal Poor/No Response
5	**Criterion 5: The vendor's past relationship with the district** a. Quality of Past Performances with STC ******New Vendors will receive two points**		3 2 1 0	Excellent Acceptable/New Vendor Marginal Poor/No Response
6	**Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses** a. Provided the Certification		1 0	Yes No
7	**Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and** a. Annual Escalation Increase b. Annual Maintenance Cost			Up to 5 points will be used from the purchase price if applicable
8	**Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals** a. Financial Standing b. Potential or Pending Sale of Business c . SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act			Up to 5 points will be used from the purchase price if applicable
	Total Points			

Definitions of evaluation terms:

Excellent - respondent provided information which fully addressed or exceeded the requirements
Acceptable - respondent provided information which addressed most but not all of the requirements
Marginal - respondent provided minimal information on requirements
Poor/No response - respondent provided inadequate responses to requirements or did not respond

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SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
4. FOOD AND RELATED NON-FOOD PRODUCTS

NAME			Labatt Food Service		Sysco Corporation	
ADDRESS			4500 Industry Park Dr		1390 Enclave Parkway	
CITY/STATE/ZIP			San Antonio, TX 78218		Houston, TX 77077	
PHONE			713-696-8213		281-584-1390	
CONTACT			Laura Sprehe		Greg Keller	
#	**Qty**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
1	1	Food and Related Non-Food Products Period: 4/27/2024 - 4/26/2025	$ 27,950.00	$ 27,950.00	$ 46,050.00	$ 46,050.00
TOTAL AMOUNT			$ 27,950.00		$ 46,050.00	

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SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

February 27, 2024

Carr, Riggs & Ingram LLC
Attn: Ms. Esmeralda Yniguez
4100 N. 23rd Street
McAllen, TX 78504

Subject: External Auditor Services – Renewal

Dear Ms. Yniguez,

This is in reference to your firm's contract with South Texas College to provide External Auditor Services. The College's Board of Trustees approved the initial period beginning March 3, 2024, with the option to renew for four (4) additional one-year periods. On February 27, 2024, the Board of Trustees approved renewing the contract for one (1) year beginning March 3, 2024 (audit period 9/1/23 – 8/31/24) if the terms and conditions remain the same. If you agree to the renewal, please sign in the space provided below and return a copy of the signed letter via email.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and complete Form 1295
- Print and sign the completed Form 1295
- Submit a copy of Form 1295 to the South Texas College Purchasing Department

When completing Form 1295 in the first step listed above, please include the following information in Sections 1, 2 and 3:

1. Your firm's name
2. South Texas College
3. 21-22-1038 External Auditor Services - Renewal

You may submit a copy of the signed letter and Form 1295 via email to my attention at daleal@southtexascollege.edu.

Sincerely,

Deyadira Leal
Interim Director of Purchasing

I agree to the renewal of the contract for one (1) year beginning March 3, 2024 (audit period 9/1/23 – 8/31/24) with no change to the current contract's terms and conditions.
Authorized Signature: _____
Printed Name: _____ Dated: _____

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SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

February 27, 2024

ed2go, Cengage Learning
Attn: Dr. Robert Batten
41923 2nd Street #300
Temecula, CA 92590

Dear Mr. Batten:

On April 26, 2022, South Texas College awarded a contract to ed2go, Cengage Learning for Online Continuing Education Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 1, 2024 through April 30, 2025.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and complete Form 1295

- Print and sign the completed Form 1295
- Submit a copy of Form 1295 to the South Texas College Purchasing Department

When completing Form 1295 in the first step listed above, please include the following information in Sections 1, 2 and 3:

1. Your firm's name
2. South Texas College
3. 21-22-1046 Online Continuing Education Services - Renewal

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Deyadira Leal at daleal@southtexascollege.edu.

Sincerely,

Deyadira Leal
Interim Director of Purchasing

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

Renewal of contract accepted through April 30, 2025 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

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SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

February 27, 2024

JobElephant
Attn: Mr. Andy Boom
5443 Fremontia Ln
San Diego, CA 92115

Dear Mr. Boom:

On April 26, 2022, South Texas College awarded a contract to JobElephant for Recruitment Advertising Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last month of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 31, 2024 through May 30, 2025.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and complete Form 1295

- Print and sign the completed Form 1295
- Submit a copy of Form 1295 to the South Texas College Purchasing Department

When completing Form 1295 in the first step listed above, please include the following information in Sections 1, 2 and 3:

1. Your firm's name
2. South Texas College
3. 21-22-1050 Recruitment Advertising Services - Renewal

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-4688 or email to Deyadira Leal at daleal@southtexascollege.edu.

Sincerely,

Deyadira Leal
Interim Director of Purchasing

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

Letter to: Mr. Andy Boom
February 27, 2024
Page 2

Renewal of contract accepted through May 30, 2025 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

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SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

February 27, 2024

Art's Trucks & Equipment
Attn: Mr. Manuel Maciel
3001 E Expway 83
McAllen, TX 78503

Dear Mr. Maciel:

On April 26, 2022, South Texas College awarded a contract to Art's Trucks & Equipment for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025 with a 50% price escalation.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm and complete Form 1295

- Print and sign the completed Form 1295
- Submit a copy of Form 1295 to the South Texas College Purchasing Department

When completing Form 1295 in the first step listed above, please include the following information in Sections 1, 2 and 3:

1. Your firm's name
2. South Texas College
3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be returned via fax at (956) 872-4688 or email to Deyadira Leal at daleal@southtexascollege.edu.

Sincerely,

Deyadira Leal
Interim Director of Purchasing

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

Renewal of contract accepted through May 28, 2025 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
3201 W. Pecan Blvd., McAllen, TX 78501

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

February 27, 2024

Charles Clark Chevrolet, Co.
Attn: Mr. Lupe Salazar
801 W Bus 83 Hwy
McAllen, TX 78501

Dear Mr. Salazar:

On April 26, 2022, South Texas College awarded a contract to Charles Clark Chevrolet, Co. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025 with a 5% price escalation.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at:
  https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
  and complete Form 1295

- Print and sign the completed Form 1295
- Submit a copy of Form 1295 to the South Texas College Purchasing Department

When completing Form 1295 in the first step listed above, please include the following information in Sections 1, 2 and 3:

1. Your firm's name
2. South Texas College
3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be returned via fax at (956) 872-4688 or email to Deyadira Leal at daleal@southtexascollege.edu.

Sincerely,

Deyadira Leal
Interim Director of Purchasing

SOUTH TEXAS COLLEGE

Purchasing and Distribution Services
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P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

Renewal of contract accepted through May 28, 2025 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

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February 27, 2024

Hoboken Enterprises, LLC./dba Golf Cart Crossing
Attn: Mr. Isaac J. Martinez
1122 E Interstate 2
Pharr, TX 78577

Dear Mr. Martinez:

On April 26, 2022, South Texas College awarded a contract to Hoboken Enterprises LLC/dba Golf Cart Crossing for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

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- Submit a copy of Form 1295 to the South Texas College Purchasing Department

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2. South Texas College
3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

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Sincerely,

Deyadira Leal
Interim Director of Purchasing

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Authorized Signature: _____

Name Printed: _____

Date: _____

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February 27, 2024

Pan American Auto, LLC.
Attn: Mr. Omar F. Molina
3225 N Sugar Rd
Pharr, TX 78577

Dear Mr. Molina:

On April 26, 2022, South Texas College awarded a contract to Pan American Auto, LLC. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025 with a 3% escalation.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

- Go to the Texas Ethics Commission website located at:
  https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
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2. South Texas College
3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

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Sincerely,

Deyadira Leal
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Authorized Signature: _____

Name Printed: _____

Date: _____

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February 27, 2024

Southern Tire Mart, LLC.
Attn: Mr. Richard Conwill
800 Highway 98
Columbia, MS 39429

Dear Mr. Conwill:

On April 26, 2022, South Texas College awarded a contract to Southern Tire Mart, LLC. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025 with a 15% escalation.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

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3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

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Authorized Signature: _____

Name Printed: _____

Date: _____

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February 27, 2024

Spikes Motors, Inc.
Attn: Mr. Ruben Reyes
805 E Interstate Hwy 2
Mission, TX 78572

Dear Mr. Reyes:

On April 26, 2022, South Texas College awarded a contract to Spikes Motors, Inc. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

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2. South Texas College
3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

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Sincerely,

Deyadira Leal
Interim Director of Purchasing

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February 27, 2024

Trancasa USA, Inc.
Attn: Mr. Arnulfo Garza
100 S Austin Dr
Pharr, TX 78577

Dear Mr. Garza:

On April 26, 2022, South Texas College awarded a contract to Trancasa USA, Inc. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025.

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3. 21-22-1048 Vehicle Maintenance and Repair Services - Renewal

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www.SouthTexasCollege.edu

February 27, 2024

Truckers Sales & Service, LLC.
Attn: Mr. Josh Hernandez
722 S Padre Island Dr
Corpus Christi, TX 78416

Dear Mr. Hernandez:

On April 26, 2022, South Texas College awarded a contract to Truckers Sales & Service, LLC. for Vehicle Maintenance and Repair Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from May 29, 2024 through May 28, 2025.

As we requested for the initial award period, we will once again require the submittal of a Disclosure of Interested Parties (Form 1295). This is required for Board-approved contracts and contract renewals. We have included the steps below to assist you in filling out and submitting the form.

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1. Your firm's name
2. South Texas College
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Authorized Signature: _____

Name Printed: _____

Date: _____

9

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
9. DISTRICT WIDE TECHNOLOGY REQUEST
FEBRUARY 27, 2024

#	Qty	Description	Unit Price	Extension	Requesting Department
COMPUTERS					
1	6	Dell OptiPlex Tower 7010, 13th Gen Intel Core i7-13700, 16GB Memory	$ 898.74	$ 5,392.44	Jesus Campos - Library Acquisition
		512GB Hard Drive, Warranty			Replacement of out-of-warranty systems for department staff
2	1	Apple Mac Mini 16GB Memory, 512GB Storage, Apple Studio Display,	$ 2,576.00	$ 2,576.00	Eric Reittinger - Division of Social and Behavioral Sciences
		3-Year Apple Care for Mac Mini S7730LL/A			Replacement of out-of-warranty system for department staff
3	1	Dell OptiPlex Tower 7010, 13th Gen Intel Core i7-13700, 16GB Memory	$ 898.71	$ 898.71	Juan Ramirez - Education Program
		512GB Hard Drive, Warranty			New system for new department staff
		COMPUTER TOTAL		**$ 8,867.15**	
LAPTOPS					
4	1	Laptop Precision 5680 BTX Base, Intel Core i7-13700H, 32GB Memory,	$ 2,539.88	$ 2,539.88	Carla Rodriguez - Office of Sponsored Initiatives
		512GB Hard Drive, Warranty			New system for department staff
5	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,335.49	$ 1,335.49	Layman Miller - Occupational Therapy Program
		256GB Hard Drive, Docking Station, Keyboard and Mouse, Warranty			Replacement system for department staff
6	2	Laptop Precision 7680 CTO, Intel Core i7-13850HX, 32GB Memory,	$ 2,845.90	$ 5,691.80	Carlos Margo - Center for Advanced Training and Apprenticeships
		512GB Hard Drive, Docking Station, 24" Monitor, Warranty			New systems for department staff
7	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,307.33	$ 1,307.33	Roberto Vela - Regional Center for Public Safety Excellence - Non State
		256GB Hard Drive, Docking Station, Warranty			Replacement system for department staff
8	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,160.00	$ 1,160.00	Zachary Suarez - Human Resources
		256GB Hard Drive, Warranty			Replacement system for department staff
9	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,395.47	$ 1,395.47	Myriam Lopez - Business Office
		256GB Hard Drive, Docking Station, Keyboard and Mouse, Warranty			New system for new department staff
10	1	Laptop Latitude 5540 BTX Base, 13th Gen Intel Core i7-1355U, 16GB Memory,	$ 1,234.99	$ 1,234.99	Myriam Lopez - Business Office
		512GB Hard Drive, Warranty			New system for department staff
11	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,307.33	$ 1,307.33	Roberto Vela - Regional Center for Public Safety Excellence - Non State
		256GB Hard Drive, Docking Station, Warranty			New system for department staff
12	2	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,367.31	$ 2,734.62	Serkan Celtek - Research and Analytical Services
		256GB Hard Drive, Docking Station, Warranty			Replacement of out-of-warranty systems for department staff
13	3	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,395.47	$ 4,186.41	Marc Hughes - Criminal Justice Program
		256GB Hard Drive, Docking Station, Keyboard and Mouse, Warranty			Replacement of out-of-warranty systems for department faculty

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
9. DISTRICT WIDE TECHNOLOGY REQUEST
FEBRUARY 27, 2024

#	Qty	Description	Unit Price	Extension	Requesting Department
14	2	Laptop Precision 5480 CTO, Intel Core i7-13700H, 16GB Memory,	$ 2,927.24	$ 5,854.48	Lynda Lopez - Public Relations and Marketing
		512GB Hard Drive, Docking Station, Adapter, 24" Monitor, Warranty			New systems for department staff
15	4	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,307.33	$ 5,229.32	Becky Cavazos - Purchasing
		256GB Hard Drive, Docking Station, Warranty			Replacement of out-of-warranty systems for department staff
16	2	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,395.47	$ 2,790.94	Myriam Lopez - Business Office
		256GB Hard Drive, Docking Station, Keyboard and Mouse, Warranty			New systems for new department staff
17	1	Laptop Precision 5680 BTX Base, Intel Core i7-13700H, 32GB Memory,	$ 2,539.88	$ 2,539.88	Saeed Molki - Computer Science Program
		512GB Hard Drive, Warranty			Replacement of out-of-warranty system for department staff
18	1	Laptop Latitude 5440 BTX Base, 13th Gen Intel Core i5-1355U, 16GB Memory,	$ 1,395.47	$ 1,395.47	Marc Hughes - Criminal Justice Program
		256GB Hard Drive, Docking Station, Keyboard and Mouse, Warranty			Replacement of out-of-warranty system for department faculty
		LAPTOP TOTAL		**$ 40,703.41**	
TABLETS					
19	2	Apple iPad 10.2" Wi-Fi 64GB Space Gray #MK2K3LL/A	$ 378.00	$ 756.00	Myriam Lopez - Cashiers Office Program
		3-Year AppleCare+for Schools S7743LL/A			New systems for student QLess sign-in
20	4	Apple iPad 10.9" Wi-Fi 256GB Silver #MPQ83LL/A	$ 648.00	$ 2,592.00	Olivia De La Rosa - Continuing, Professional, and Workforce Education - Carryover
		3-Year AppleCare+for Schools S7743LL/A			New systems for department staff
		TABLET TOTAL		**$ 3,348.00**	
MONITORS					
21	24	Dell 24" Monitor P2422H	$ 201.59	$ 4,838.16	Jesus Campos - Library Acquisition
		3 Year Warranty			Replacement of out-of-warranty monitors for department staff
22	20	Dell 24" Monitor P2422H	$ 201.59	$ 4,031.80	Jesus Campos - Library Acquisition
		3 Year Warranty			Replacement of out-of-warranty monitors for department staff
		MONITOR TOTAL		**$ 8,869.96**	
		COMPUTER/LAPTOP/TABLET/MONITOR TOTAL		**$ 61,788.52**	

10

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
10. ADOBE LICENSE SUBSCRIPTION AGREEMENT

NAME	Software House International (SHI) Government Solutions
ADDRESS	3828 Pecana Trail
CITY/STATE/ZIP	Austin, TX 78749
PHONE	800-870-6079
CONTACT	Daniel Breazzano

#	Qty	Description	Unit Price	Extension
1	20	Adobe Creative Cloud for Teams - Teams Licensing Subscription	$ 118.76	$ 2,375.20
2	1	Adobe Stock for Teams - Team Licensing Subscription	$ 2,224.38	$ 2,224.38
3	13	Adobe Captivate for Teams - Subscription	$ 162.49	$ 2,112.37
4	1	Adobe Creative Cloud for Enterprise - Enterprise Licensing Subscription One Named User	$ 323.03	$ 323.03
5	429	Adobe Creative Cloud for Enterprise - Enterprise Licensing Subscription One Shared Device	$ 198.38	$ 85,105.02
6	5	Adobe Creative Cloud for Teams - Teams Licensing Subscription One Named User	$ 248.35	$ 1,241.75
7	11	Adobe Creative Cloud for Enterprise - Enterprise Licensing Subscription One Shared Device	$ 198.38	$ 2,182.18
TOTAL AMOUNT			$	95,563.93

11

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
11. DIGITAL SIGNATURE SOFTWARE
SUBSCRIPTION AGREEMENT

NAME	Carahsoft Technology, Corp./DocuSign Government at Carahsoft
ADDRESS	11493 Sunset Hills Road, Ste 100
CITY/STATE/ZIP	Reston, Virginia 20190
PHONE	703-871-8500
FAX	703-871-8505
CONTACT	Samuel Randolph

#	Qty	Description	Unit Price	Extension
1	1	DocuSign Business Pro Edition Envelope Subs DocuSign Inc, 6,918 Fall Overage Envelopes billed at $5.61, Period: 8/7/2023 - 10/31/2023	$ 38,813.44	$ 38,813.44
2	1	DocuSign Business Pro Edition Envelope Subs DocuSign Inc, 3,585 Winter Overage Envelopes billed at $6.11 Period: 11/1/2023 - 1/31/2024	$ 21,905.00	$ 21,905.00
3	1	DocuSign Business Pro Edition Envelope Subs DocuSign Inc 2,415 Spring Overage Envelopes billed at $6.11 Period: 1/31/2024 - 4/25/2024	$ 14,756.00	$ 14,756.00
4	1	DocuSign Business Pro Edition Envelope Subs DocuSign Inc, 10,500 Spring/Summer Overage Envelopes billed at $6.11 Period: 4/26/2024 - 8/31/2024	$ 64,155.00	$ 64,155.00
TOTAL AMOUNT			$	139,629.44

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SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
12. SOFTWARE LICENSE AGREEMENT

VENDOR	Economic Modeling, LLC./ dba Lightcast
ADDRESS	232 N Almon St
CITY/STATE/ZIP	Moscow, ID 83843
PHONE	208-883-3500
CONTACT	Michelle Rodriguez

#	Qty	Description	Unit Price	Extension
1	1	Career Coach Period: 1/1/24 - 12/31/24	$ 20,250.00	$ 20,250.00
TOTAL AMOUNT			$	20,250.00

13

SOUTH TEXAS COLLEGE

SOUTH TEXAS COLLEGE
13. FACILITY USAGE AGREEMENT

NAME	City of Mission / Mission Event Center
ADDRESS	2425 Ruby Red Blvd
CITY/STATE/ZIP	Mission, TX 78572
PHONE	956-584-4321
CONTACT	Jerry Guzman

#	Qty	Description	Unit Price	Extension
1	1	Facility Usage Agreement Date: 08/19/24	$ 6,175.00	$ 6,175.00
TOTAL AMOUNT			$	6,175.00