

South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday May 14, 2015
@ 4:00 PM
McAllen, Texas

"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."

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Approval of April 13, 2015 Facilities Committee Meeting Minutes

The Minutes for the Facilities Committee meeting of April 13, 2015 are presented for Committee approval.

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Monday, April 13, 2015
@ 4:00 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Monday, April 13, 2015 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:09 p.m. with Mr. Gary Gurwitz presiding.

Members present: Mr. Gary Gurwitz, Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Ms. Rose Benavidez, Mr. Jesse Villarreal, and Mrs. Graciela Farias

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Gerry Rodriguez, Mr. George McCaleb, Mr. Cody Gregg, Mr. Ricardo de la Garza, Mr. Robert Cuellar, Ms. Alicia Gomez, Dr. James Broaddus, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Ms. Diana Bravos, Mr. Eddie Vela, Mr. Robert Saenz, Mr. Ben Macias, Mr. Jaime Enriquez, Mr. Gilbert Enriquez, Mr. Kelley Heiler-Vela, Mr. Mario Reyna, Mr. Juan Delgado, Mr. Chris Pennington, Mr. Bill Wilson, and Mr. Andrew Fish

Approval of March 19, 2015 Facilities Committee Meeting Minutes

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr.. the Minutes for the Facilities Committee meeting of March 19, 2015 were approved as written. The motion carried.

Update on Status of 2013 Bond Construction Program

Mr. Gilbert Gallegos from Broaddus & Associates provided an update on the status of the 2013 Bond Construction Program.

Review and Recommend Action on Approval of Additional Services for Library Design Consultant for the 2013 Bond Construction Program for Nursing & Allied Health Campus Library

The Facilities Committee was asked to recommend Board approval of additional services with ERO Architects for library consultant services provided by 720 Design, Inc. at the April 28, 2015 Board meeting.

Specialized design services are typically approved under the project architect's contract as an additional service and were an option available to STC. For the Bond Construction Program, specialized design services with ERO Architects for library design was recommended for the Nursing & Allied Health Campus Expansion library. Additional services for design of Mid Valley Campus and Starr County Campus libraries would be submitted for Board review and approval at a later date.

Below are some of the advantages of having a single source for specialized library design services:

- Consistency in space development and design by function
- Consistency in plans and specifications
- Reduced consultant fees due to multiple project contracts
- Efficiency in design process while working with STC staff and each architect
- Quality control in use and implementation of innovative library functions
- Quality control in updating library technology systems and standards
- Efficient STC staff time and effort during design, construction phase, and future operations

STC's Library staff along with Broaddus & Associates staff have reviewed the proposed scope of related additional services design work to be included in the Bond Program. After several rounds of negotiation and scope of services, it was recommended that the proposed additional services be approved to support the project architect. Having a specialized design consultant would allow for development of design standards which can be used from project to project.

- Analyze current library spaces and functions
- Provide recommendations on master planning for long term needs
- Provide recommendations on most beneficial spaces
- Provide direction on best use of available and proposed space
- Provide recommendations on furniture to best support library functions
- Coordinate with Program Manager, project architects, and STC staff during design and construction phases
- Coordinate with each architect to develop plans and specifications for each library project

The collaboration of South Texas College library staff with a single source of library design solutions, 720 Design, Inc. increased the likelihood that proposed solutions are congruent with the strategic directions and goals set by the College for service excellence and scalability. Additionally, the College would benefit during the design and construction phases by having a centralized, accountable point of contact and standardization across multiple construction projects, effectively reducing total cost of operations in the long-term.

The packet included an additional services proposal submitted by ERO Architects in the amount of \$26,400. Broaddus & Associates representatives and STC staff attended the April 13, 2015 Board Facilities Committee meeting to address questions by the committee related to this recommendation.

The Committee expressed several concerns about the proposed additional services:

- The architect knew that the project scope included specialized facilities, and could have included appropriate specialists in the design team as part of their qualifications and negotiated contract.
- The architect proposes a 10% coordination fee to implement the consultant's recommendations into the project design.
- The library projects at other campuses are being designed by another architect, and the Committee asked whether that architect had another preference for a consultant services firm.
- The Committee was concerned about what other consultant specialists would be brought to the Committee and Board for later projects.

Gilbert Gallegos addressed the concerns with the Committee, stating that the anticipated design consultants for the 2013 Bond Construction Program remained as previously presented.

Mr. Gallegos stated that the architects' contract provided for the option to include additional consultant services, and that such services could include a 10% coordination fee as proposed.

Mr. Jesus Ramirez, legal counsel, clarified with Mr. Gallegos that the contract allowed the architectural firms to propose consultant services, including coordination fees as appropriate, but that the Board had sole discretion to approve or deny any proposal. In the event that the Board did not approve a consultant, the architect remained responsible to complete the design project to the best of its ability without utilizing the consultant.

Mr. Gary Gurwitz asked Mr. Gallegos whether the architect could be asked to consider waiving the coordination fee, and Mr. Gallegos concurred that the architect could voluntarily waive such a fee and still work with a consultant. Mr. Gallegos agreed to make that request of ERO Architects at the direction of the Committee.

Upon a motion by Mrs. Graciela Farias and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of the additional services proposals submitted by ERO Architects in the amount of \$26,400, for specialized library design services provided by 720 Design, Inc. For the 2013 Bond Construction Program Nursing & Allied Health Campus Expansion library as presented.

Review and Recommend Action on Selection of Firms for Geotechnical Engineering and Materials Testing Services for the 2013 Bond Construction Program

The Facilities Committee was asked to recommend Board approval of selection of firms to provide geotechnical engineering and materials testing services for the 2013 Bond Construction program at the April 28, 2015 Board meeting.

These services would be necessary during the design and construction phases of these construction projects. It was recommended that a minimum of four firms be contracted and assigned projects as follows:

Recommended Project Assignments		
	Campuses	Top Ranked Firms
1	Pecan Campus	Terracon Consultants, Inc.
2	Nursing & Allied Health Campus and Technology Campus	Millennium Engineering Group
3	Mid Valley Campus and Regional Center for Public Safety Excellence	L&G Consulting Engineers, Inc.
4	Starr County Campus and La Joya Teaching Site	Raba Kistner Consultants, Inc.

On March 2, 2015 a Request for Qualifications (RFQ) for solicitation of these services was made available and responses were received on March 25, 2015. A total of seven (7) firms submitted responses to the RFQ. The evaluation team including staff and Broaddus & Associates prepared a summary of scoring and ranking for review by the Facilities Committee. This summary was included in the packet.

Once firms have been selected and approved by the Board of Trustees, the firms would be available to provide the College with geotechnical engineering and materials testing services as assigned for Bond construction projects. Staff in consultation with Broaddus & Associates would recommend use of firms from the proposed pool. Some of the anticipated engineering services which may be provided were as follows:

- Testing of soil conditions for proper foundation design
- Testing of select fill dirt for proper compaction
- Testing of concrete samples during concrete pours

- Testing of sub-grades, caliche base, and asphalt for parking areas
- Testing of structural steel reinforcing
- Testing of steel welding
- Testing of floors for levelness
- Testing of fireproof materials
- Testing of environmental conditions including air quality
- Testing for identifying asbestos containing materials

Fees for these services could range from \$5,000 to \$45,000 depending on the scope and complexity of each construction project and testing needed. As part of the fee negotiations process, each firm would be asked to provide unit costs for a standard list of possible services. These unit costs would be used as basis for each future project fee proposal.

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of the selection of the top four (4) ranked firms to provide geotechnical engineering and materials testing needed for the 2013 Bond construction projects for the period beginning April 29, 2015 through April 28, 2016 with the option to renew for two one-year periods as presented. The motion carried.

Presentation on Construction Manager-at-Risk Construction Delivery Method for 2013 Bond Construction Program

Dr. James Broaddus representing Broaddus & Associates reviewed the benefits and recommended use of the Construction Manager-at-Risk Construction procurement method, which was recommended for most of the 2013 Bond Construction Program. Dr. Broaddus responded to questions about this procurement method.

Review and Recommend Action on Contracting Construction Manager-At-Risk Firms for the 2013 Bond Construction Program

The Facilities Committee was asked to recommend Board approval of the selection of Construction Manager-at-Risk firms for the 2013 Bond Construction Program at the April 28, 2015 Board meeting.

Mr. Gary Gurwitz disclosed that Atlas Hall, & Rodriguez, L.L.C., the law firm at which Mr. Gurwitz is a partner, represents Enriquez Construction and D. Wilson Construction. Mr. Gurwitz also announced that a fellow partner at his law firm has personal interest in SpawGlass. Mr. Gurwitz announced that he does not personally work on any projects related to these firms and he has no personal interest in any of them. Mr. Gurwitz verified with the College's legal counsel that neither state law nor Board policy required him to abstain from the discussion or action, and Board policy simply required his disclosure as provided.

As previously approved by the Board of Trustees, STC staff in collaboration with Broaddus & Associates have completed the solicitation of proposals from contractors to provide Construction Manager-at-Risk services for the 2013 Bond Construction projects. Solicitation of proposals for this project began on March 1, 2015. A total of seven (7) proposals were received on March 25, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
March 1, 2015	Solicitation proposals began.
March 25, 2015	Seven (7) proposals were received.

Five STC staff members and three (3) Broaddus & Associates representatives evaluated these proposals and prepared summaries, which were included in the packet. It was recommended that the top qualified contractors be considered for Board approval. The first summary outlined a short list of the three top qualified contractors for each Project Group and the Project Groups each firm was most interested in.

The Board Facilities Committee was asked to recommend approval from the attached evaluation summaries or recommend that the Board of Trustees interview a short listed set of top qualified contractors prior to making the final selection. Funds were available in the FY 2014-2015 Bond Construction budget to begin these projects.

The Facilities Committee chose to make a separate motion for each recommendation of a Construction Manager-at-Risk services firm to a Project Group. Furthermore, they clarified with Broaddus & Associates that one firm could be recommended for more than one Project Group, and that the College may be able to negotiate better fees from a firm based on volume of construction assigned.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez the Facilities Committee recommended Board approval of Enriquez Construction Group, LLC for Project Group C – all projects on the Technology Campus. The motion carried.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez the Facilities Committee recommended Board approval of D. Wilson Construction Company for Project Group A – all projects on the Pecan Campus. The motion carried.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias the Facilities Committee recommended Board approval of D. Wilson Construction Company for Project Group B – all projects on the Nursing & Allied Health Campus. The motion carried.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez the Facilities Committee recommended Board approval of D. Wilson Construction Company for Project Group E – all projects on the Starr County Campus. The motion carried.

Representatives from Enriquez Construction Group, LLC were in attendance at the meeting, and the Facilities Committee asked them to verify their firm's bond capacity. As presented to the Committee, the firm would only be eligible for \$15,000,000 in construction projects. The Group C project already assigned would nearly satisfy that limit by itself, potentially leaving the firm ineligibile for further award. Mr. Gilbert Enriquez informed the Committee that their bond capacity was higher than presented and that with the staggered timeline of construction, he believed the firm would be sufficiently bonded, and could support additional projects if so awarded. The Committee instructed Mr. Gallegos with Broaddus & Associates to review the issue and prepare an update for the Board.

The Board would be able to hear any further information, and then could choose whether to act in accordance with the Facilities Committee recommendation.

Upon a motion by Mr. Jesse Villarreal and a second by Ms. Rose Benavidez the Facilities Committee recommended Board approval of Skanska USA Building, Inc. for Project Group D – all projects on the Mid Valley Campus. The motion carried.

Review and Discussion on Updated Facilities Space Programs for 2013 Bond Construction Program

During the master planning process completed in 2010, facilities space programs were created for each proposed Bond construction project. These space programs include a detailed list of all spaces within each building along with the square footage and number of occupants for each.

The total of all spaces per building made up the assignable, or net square footage, which was then converted to gross square footage. The gross square footage was used to calculate the Construction Cost Limitation or CCL for each building project. Both the total gross square footage and the CCL's were forwarded to each architect to be used as controls during the design phase. The CCL's will also be forwarded to the contractors once they have been contracted.

With the architects working with STC's Facilities Advisory Council members and with Broaddus & Associates to develop the schematic designs of each Bond project, each facilities space program was being updated as needed. Updates were based on current student enrollment demands and efficiency in use of space. The packet included a set of current space programs for each Bond Construction Program project.

This information was provided to the Committee as an update, no action was required.

Review and Recommend Action on Schematic Design for the Pecan Campus Art Building Covered Area for Ceramic Arts

The Facilities Committee was asked to recommend Board approval of the schematic design by EGV Architects, Inc. for the Pecan Campus Art Building Covered Area for Ceramic Arts at the April 28, 2015 Board meeting.

As previously authorized by the Board of Trustees, EGV Architects, Inc. coordinated with the Planning & Construction Department staff and with STC Art Faculty to develop plans for this renovation project. Mr. Eddie Vela from EGV Architects, Inc. attended the Facilities Committee meeting to address questions regarding the schematic design of the proposed renovation.

Preliminary construction cost estimates indicated that the project cost would range between \$260,000 to 286,000. As part of the FY 2014-2015 construction budget, funds in the amount of \$325,000 were included for this project.

The following chart summarized the above information:

Source of Funding	Amount Budgeted	Preliminary Cost Estimates
Construction	\$325,000	\$260,000 to 286,000

The Committee packet included a schematic floor plan and a three dimensional view of the proposed renovation space. The three dimensional view was a rough sketch proposed by the architect. Formal drawings were not available at the time of the packet publication.

Furthermore, there were concerns about the proposed location of the Pecan Campus Art Building Covered Area for Ceramic Arts. The Facilities Committee asked staff to work with EGV Architects to address these concerns and bring the item back to the Committee at a later meeting for further review. No action was taken.

Review and Recommend Action on Approval of Change Order for the Nursing & Allied Health Campus Entry Drive

The Facilities Committee was asked to recommend Board approval of proposed Change Order No. 1 with Texas Cordia Construction, LLC for the Nursing & Allied Health Campus Entry Drive project at the April 28, 2015 Board meeting.

Change Order No. 1 was necessary to improve an existing irrigation line to comply with the Hidalgo County Irrigation District No. 2 policy. This proposed change order item was

reviewed and confirmed by the project design team at Perez Consulting Engineers and STC staff.

Nursing & Allied Health Campus Entry Drive			
Change Order No.	Item Description and Justification	Cost/ Days	Funding Source
1	<ul style="list-style-type: none"> Description: A portion of the new Entry Drive crosses an existing irrigation line and is a requirement of the Irrigation District that when new construction occurs over an existing outdated pipe, the section of pipe below the new construction must be replaced to prevent future demolition of the new construction. 	\$9,982	Construction
Total Change Order No. 1		\$9,982 0 days	Bond Construction

A representative from Perez Consulting Engineers and STC staff attended the April 13, 2015 Facilities Committee meeting to respond to questions from the Facilities Committee members.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of proposed Change Order No. 1 in the amount of \$9,982 with Texas Cordia Construction, LLC for the Nursing & Allied Health Campus Entry Drive project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Portable Buildings Infrastructure

The Facilities Committee was asked to recommend Board approval to select a contractor for the Pecan Campus Portable Buildings Infrastructure project at the April 28, 2015 Board meeting.

The Board of Trustees previously approved design services with Melden & Hunt to prepare plans and specifications for the portable buildings infrastructure. As plans developed for design and construction of new facilities included in the 2013 Bond Construction Program, portable buildings on the Pecan Campus would be relocated in order to make space available for construction. A total of fourteen (14) existing portable buildings were currently located in an area on campus where the future STEM Building, South Academic Building, parking lot, and site improvements will be constructed. As a

result, civil engineers with Melden & Hunt completed plans necessary for the infrastructure required at the Pecan Campus where the portables would be relocated.

STC staff worked with Melden & Hunt to prepare and issue the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on March 2, 2015. A total of nine (9) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of three (3) proposals were received on March 26, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
March 2, 2015	Solicitation of competitive sealed proposals began.
March 26, 2015	Three (3) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, which was included in the packet. It was recommended that the top ranked contractor be recommended for Board approval.

Funds were available in the FY 2014-2015 non-bond Construction budget for this project.

Source of Funding	Budgeted Funds	Highest Ranked Proposal
Non-Bond Construction	\$350,000	\$333,249.80

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Celso Gonzalez Construction, Inc. in the amount of \$333,249.80 for the Pecan Campus Portable Building Infrastructure project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the Pecan Plaza Asphalt Resurfacing Along Alley Side of Building

The Facilities Committee was asked to recommend Board approval to select a contractor for the Pecan Plaza Asphalt Resurfacing Along Alley Side of Building project at the April 28, 2015 Board meeting.

The Board of Trustees previously approved design services with Halff Associates to prepare plans and specifications for this project. As a result, the civil engineering team at Halff Associates completed the plans necessary for this deferred maintenance project.

Halff Associates has worked with STC staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on March 2, 2015. A total of six (6)

sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of five (5) proposals were received on March 24, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
March 2, 2015	Solicitation of competitive sealed proposals began.
March 24, 2015	Five (5) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, which was included in the packet. It was recommended that the top ranked contractor be recommended for Board approval.

Funds were available in the FY 2014-2015 non-bond construction budget for this project and from unused project savings.

Source of Funding	Budgeted Funds	Highest Ranked Proposal
Non-Bond Construction	\$75,000	\$115,000

Upon a motion by Mr. Jesse Villarreal and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with 5 Star Construction in the amount of \$115,000 for the Pecan Plaza Asphalt Resurfacing Along Alley Side of Building project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for the District-Wide Parking Lot Lighting Upgrades

The Facilities Committee was asked to recommend Board approval to select a contractor for the District-Wide Parking Lot Lighting Upgrades project at the April 28, 2015 Board meeting.

The Board of Trustees previously approved design services with DBR Engineering to prepare plans and specifications for this lighting upgrade project. As a result, the electrical engineering team at DBR Engineering completed plans necessary for this deferred maintenance project. This parking lot lighting replacement project was in its first of several phases which would occur over a four year period. The first phase would include replacement of lights on the original Starr County Campus parking lot.

DBR Engineering worked with STC staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on March 2, 2015. A total of three (3) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of four (4) proposals were received on March 26, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
March 2, 2015	Solicitation of competitive sealed proposals began.
March 26, 2015	Four (4) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, which was included in the packet. It was recommended that the top ranked contractor be recommended for Board approval.

Funds were available in the FY 2014-2015 Renewals and Replacements budget for this project.

Source of Funding	Budgeted Funds	Highest Ranked Proposal
Non-Bond Construction	\$100,000	\$50,691

The Facilities Committee noted that the top ranked contractor proposed starting the project within 10 working days of the award and completing the project within 120 calendar days. The Committee asked staff whether it was a concern that they proposed 120 calendar days, while two other firms proposed completing the job in 30 days and a third firm proposed 90 days. The top ranked firm also proposed a slightly higher fee to complete the work.

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, informed the Committee that the type of lighting required for the project would likely need to be special ordered, and the bid evaluation team was surprised to see that two firms expected to complete the project within 30 calendar days of start. In experience with previous projects, the team determined it was unlikely that the firms proposing project completion within thirty days could reasonably meet that timeline.

The firm that offered a more likely time frame of 90 calendar days for project completion proposed a fee \$34,209 higher than the top ranked respondent.

Mr. Rodriguez felt there was some room to negotiate the project time line, and if the Board approved contracting with the top ranked firm, staff would attempt to secure a commitment to a reasonably accelerated time frame.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the Facilities Committee recommended Board approval to contract construction services with Metro Electric in the amount of \$50,691 for District-Wide Parking Lot Lighting Upgrades project as presented. The motion carried.

Review and Recommend Action on Substantial or Final Completion for the Following Projects

The Facilities Committee was asked to recommend Board approval of substantial or final completion and release of final payment for the following projects at the April 28, 2015 Board meeting:

Projects		Substantial Completion	Final Completion	Documents Attached
1.	Pecan Campus Buildings A, G, H, and X Electrical Disconnects	Recommended	May 2015	Substantial Completion Certificate
2.	Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements	Previously Approved	Recommended	Final Completion Letter

1. Pecan Campus Buildings A, G, H and X Electrical Disconnects

It was recommended that substantial completion for this project with Metro Electric be approved.

Engineers with ACR and STC staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on March 26, 2015. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was included in the packet.

Contractor Metro Electric would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the May 2015 Board meeting.

2. Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements

It was recommended that final completion and release of final payment for this project with 5 Star Construction be approved.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion

and release of final payment for this project with 5 Starr Construction be approved. The original cost approved for this project was in the amount of \$94,600.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$24,000	\$94,600	\$2,263.80	\$96,863.80	\$86,296.10	\$10,567.70

On March 23, 2015, STC Planning & Construction Department staff along with EGV Architects inspected the site to confirm that all punch list items were completed. The packet included a letter from EGV Architects acknowledging all work was complete and recommending release of final payment.

Upon a motion by Mrs. Graciela Farias and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project and the final completion and release of final payment for the Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements project as presented. The motion carried.

Update on Status of Non-Bond Construction Projects

The Facilities Planning & Construction staff included a design and construction update. This update summarized the status of each capital improvement project currently in progress. Gerry Rodriguez was present to respond to questions and address concerns of the committee. No questions were asked.

Executive Session:

The South Texas College Board Facilities Committee convened into Executive Session at 5:50 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
 1. Discussion and Action as Necessary Regarding STC vs Chubb Insurance for Hail Damage Claim Settlement

Open Session:

The South Texas College Board Facilities Committee returned to Open Session at 6:09 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary Regarding STC vs Chubb Insurance for Hail Damage Claim Settlement

The Facilities Committee discussed the legal settlement with Chubb Insurance for Hail Storm Damage insurance claim with legal counsel. No action was taken.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 6:10 p.m.

I certify that the foregoing are the true and correct minutes of the April 13, 2015 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

Update on Status of 2013 Bond Construction Program

Attached is a copy of the presentation prepared by Broaddus & Associates as an update on the status of the 2013 Bond Construction Program. A representative from Broaddus & Associates will be present at the May 14, 2015 Board Facilities Committee meeting to provide the update.

SOUTH TEXAS COLLEGE

2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

May 14, 2015

**BROADDUS
& ASSOCIATES**



BOARD APPROVAL ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline – 05/14/15

April '15 May '15 June '15 July '15 August '15

	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
1	Construction Manager at Risk Recommendation	Construction Manager at Risk Approval			
2				Schematic Design Approval	
3	Geotechnical Recommendation	BIM Facilities Management			
4	Library Design Consultant	Additional Service Approval			
5					
6					
7					
8					
9					
10					
Board Approval					

OPERATIONAL ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline

April '15 May '15 June '15 July '15 August '15

	April '15	May '15	June '15	July '15	August '15
1	CM@R Negotiations		Update Master Program Schedule		
2	Execute Engineering Agreements	Execute Engineering Agreements			
3	Ongoing Kick-Off Sessions	Ongoing Kick-Off Sessions - Thermal & Civil			
4					
5					
6					
7					
8					
9					
10					
Operational					

INFORMATION & PRESENTATION ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline

April '15 **May '15** **June '15** **July '15** **August '15**

	Construction Management @ Risk Process		Construction Builder's Risk		
1					
2			Owner Controlled Insurance Program		
3			Tax Credit Opportunity		
4			Mass Purchasing/Volume Procurement Strategies		
5					
6					
7					
8					
9					
10					

Informational/Presentations

2013 BOND CONSTRUCTION PROGRAM PROGRESS REPORT - May 14, 2015

Project Number	PROJECT DESCRIPTION	Project Development				Design Phase				Price Proposals		Construction Phase					Architect/Engineer	Contractor
		Project Development	Board approval of A/E	Contract Negotiations	Concept Development	Schematic Approval	30%	60%	95%	100%	B&A Review	Board Approval	30%	50%	75%	95% Substantial Comp		
Pecan Campus																		
	North Academic Building																	PBK Architects
	South Academic Building																	BSA Architects
	STEM Building																	BSA Architects
	Student Activities Building and Cafeteria																	Warren Group Architects
	Thermal Plant Expansion																	Half Associates
	Parking and Site Improvements																	PCE
Mid Valley Campus																		
	Health Professions and Science Building																	ROFA Architects
	Workforce Training Center Expansion																	EGV Architects
	Library Expansion																	Mala + Garcia Architects
	Student Services Building Expansion																	ROFA Architects
	Thermal Plant																	DBR Engineering
	Parking and Site Improvements																	Half Associates
Technology Campus																		
	Southwest Building Renovation																	EGV Architects
	Parking and Site Improvements																	Hinojosa Engineering
Nursing and Allied Health Campus																		
	Campus Expansion																	ERO Architects
	Parking and Site Improvements																	R. Gutierrez Engineers
Starr County Campus																		
	Health Professions and Science Building																	Mala + Garcia Architects
	Workforce Training Center Expansion																	EGV Architects
	Library																	Mala + Garcia Architects
	Student Services Building Expansion																	Mala + Garcia Architects
	Student Activities Building Expansion																	Mala + Garcia Architects
	Thermal Plant																	Sigma HN Engineers
	Parking and Site Improvements																	Melden & Hunt Engineering
Regional Center for Public Safety Excellence - Pharr																		
	Training Facility																	TBD
	Parking and Site Improvements																	TBD
STC La Joya Teaching Site (Jimmy Carter ECHS)																		
	Training Labs Improvements																	EGV Architects

Light green color indicates change from prior month.

Review and Recommend Action on Construction Manager-at-Risk Fee Proposals

Approval of the negotiated Construction Manager-at-Risk fees for the 2013 Bond Construction Program will be requested at the May 26, 2015 Board meeting.

Broaddus & Associates staff has completed fee negotiations with each Construction Manager-at-Risk firm which were previously approved for the 2013 Bond Construction Program projects. Attached is a list of projects and associated fees negotiated with each contractor. A representative from Broaddus & Associates will be present at the May 14, 2015 Board Facilities Committee meeting to review the proposed fees for each project.

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, the negotiated Construction Manager-at-Risk fees for the 2013 Bond Construction Program as presented.

**SOUTH TEXAS COLLEGE
CONSTRUCTION MANAGER AT RISK SERVICES
FEE NEGOTIATIONS SUMMARY**

VENDOR		D Wilson	Enriquez	Skanska USA Building, Inc.
ADDRESS		Construction Company 1209 E Pecan Blvd	Construction Group, LLC. 3025 S Sugar Rd	1109 Nolana Ave Ste 203
CITY/STATE		McAllen, TX 78501	Edinburg, TX 78539	McAllen, TX 78501
PHONE		956-686-9573	956-259-8005	956-535-3853
FAX		956-686-3270	956-259-8009	866-457-3133
CONTACT		Bill Wilson	Gilbert Enriquez	Scott Cannon
#	Description	Proposed Amount	Proposed Amount	Proposed Amount
Pecan Campus Construction Projects - \$37,800,000				
A	Pecan Campus Projects Pre-Construction Phase Services	\$ 68,000.00		\$ 60,000
	Construction Phase (Overhead & Profit)	\$ 1,512,000.00		3.62%
	Total	\$ 1,580,000.00		
Starr County Campus Construction Projects - \$19,400,000				
E	Starr County Campus Projects Pre-Construction Phase Services	\$ 90,800.00		\$ 60,000
	Construction Phase (Overhead & Profit)	\$ 776,000.00		3.62%
	Total	\$ 866,800.00		
Nursing & Allied Health Campus Construction Projects - \$17,700,000				
B	Nursing & Allied Health Campus Projects Pre-Construction Phase Services	\$ 28,550.00		\$ 28,000
	Construction Phase (Overhead & Profit)	\$ 708,000.00		3.62%
	Total	\$ 736,550.00		
Technology Campus Construction Projects - \$12,650,000				
C	Technology Campus Projects Pre-Construction Phase Services		\$ 15,000.00	\$ 15,000
	Construction Phase (Overhead & Profit)		3.50% \$ 442,750.00	3.50%
	Total		\$ 457,750.00	
Mid Valley Campus Construction Projects - \$25,300,000				
D	Mid Valley Campus Projects Pre-Construction Phase Services			\$ 55,000
	Construction Phase (Overhead & Profit)			3.80% \$ 961,400.00
	Total			\$ 1,018,325.00

Update and Discussion on Additional Services Fees for Specialized Design Consultants

It has been requested that staff present the standard process for review and approval of proposed additional services by architects and engineers for specialized design services. Specialized design services are those which are identified in the contract as other than basic services and therefore are defined as additional services.

Additional services are recommended when a unique component of a design project exists which would benefit from additional time and effort by the prime design firm and/or the services of an additional uniquely qualified sub-consultant working for the prime firm. When the Owner and the Prime Firm have determined that specialized design services are beneficial to the Owner, the Prime Firm will typically submit a fee proposal for the Owner's review and approval. The proposed fee and scope of work will be negotiated until an amicable agreement is reached, and the agreements will be presented for Committee review and Board approval.

The following example has been developed to illustrate how fees for additional services are developed:

EXAMPLE	
Budget Item	Dollar Amount
Owner's construction budget	\$5,000,000
Architect's fee at 6.5%	\$325,000
Sub-consultant's additional services fee (will vary with services)	\$25,000
Architect's coordination fee at 10% of sub-consultant's fee	\$2,500

*Program Manager does not receive a coordination fee for sub-consultants or coordinating with architects.

It is an industry standard for the architect to charge 10% on top of the sub-consultants' additional services fee and is included in the standard American Institute of Architects (AIA) Agreement and engineering standard agreements. This coordination fee benefits the Owner by obligating the prime architect or engineer to provide the following:

- ***Respond to Owner's requests related to the additional design services***
- Coordinate the sub-consultant's participation in the project program and design development requirements to properly define the scope of design work
- Proper coordination of sub-consultant's plans and specifications to ensure compatibility with the architect's and engineer's plans
- Ensure sub-consultant's compliance with the Owner's schedule
- Ensure sub-consultant's compliance with the Owner's overall project program related to specialized design requirements
- Reduce the probability of change orders resulting from lack of coordination between design professionals
- Proper participation and oversight during the design and construction phases
- Additional errors and omissions liability for the sub-consultant's work

Including the 10% coordination fee as part of an additional services fee proposal is generally considered in the best interest of the Owner by helping to ensure adequate participation, oversight, and coordination by the project architect or engineer.



**SOUTH TEXAS
COLLEGE**

Review of Architectural and Engineering Additional Services Process and Fees

BOARD FACILITIES COMMITTEE MEETING

MAY 14, 2015



Standard Architectural and Engineering Contracts Identify:

- Basic Services
 - Additional Services
-



Basic Services

- Identified as basic scope of services
- Reflect the project program
- Defined in standard contract
- Fees are based on a negotiated percentage of the construction cost
- Consist of design, bidding, and construction administration services

Additional Services

- Identified as additional scope of services
- Optional to the project program
- Often require a sub-consultant
- Require a proposal and Owner approval
- Fees are based on a negotiated lump sum fee including sub-consultant's fee and a 10% for coordination
- Could include design, bidding, and construction administration services

Fee Structure

EXAMPLE

Budget Item	Dollar Amount
Owner's construction budget	\$5,000,000
Architect's fee at 6.5%	\$325,000
Sub-consultant's additional services fee (will vary with services)	\$25,000
Architect's markup at 10% of sub-consultant's fee	\$2,500

Benefits of a 10% coordination fee

1. *Respond to Owner's requests related to the additional design services as needed*
2. Coordinate sub-consultants to participate in project program and scope of work
3. Proper coordination of sub-consultant's plans and specifications to ensure compatibility with the architect's and engineer's plans
4. Ensure sub-consultant's compliance with the Owner's schedule
5. Ensure sub-consultant's compliance with the Owner's overall project program as related to specialized design requirements
6. Reduce the probability of change orders resulting from lack of coordination between design professionals
7. Proper participation and oversight during the design and construction phases
8. Additional errors and omissions liability for the sub-consultant's work
9. Best practices supporting best value



SOUTH TEXAS
COLLEGE

Q & A

REVIEW OF ARCHITECTURAL AND ENGINEERING
ADDITIONAL SERVICES PROCESS AND FEES

Review and Recommend Action on Approval of Additional Services for Library Design Consultant for the 2013 Bond Construction Program, Nursing & Allied Health, Mid Valley, and Starr County Campuses

Approval of additional services with project architects for library design consultant services provided by 720 Design, Inc., will be requested at the May 26, 2015, Board meeting.

Specialized design services are typically approved under the project architect's contract as an additional service and are an option available to STC. For the Bond Construction Program, specialized design services with project architects for library design is recommended for the libraries at the Nursing & Allied Health, Mid Valley, and Starr County Campuses.

STC's Library staff along with Broaddus & Associates staff have reviewed the proposed scope of related additional services design work to be included in the Bond Program. After several rounds of negotiation of fees and scope of services, it is recommended that the proposed additional services be approved to support the project architects. Having a specialized design consultant will allow for development of design standards which can be used for each project. Proposed services include:

- Analyze current trends for library spaces and functions
- Provide recommendations on master planning for long term needs
- Provide recommendations on most beneficial spaces
- Provide direction on best use of existing and proposed space
- Provide recommendations on furniture to best support library functions
- Coordinate with project architects, program manager, and STC staff during design and construction phases
- Coordinate with each architect to develop plans and specifications for each library project

Below are some of the advantages of having a single source for specialized library design services:

- Consistency in space development and design by function
- Consistency in plans and specifications
- Reduced consultant fees due to multiple project contracts
- Efficiency in design process while working with STC staff and each architect
- Quality control in use and implementation of innovative library functions
- Quality control in updating library technology systems and standards
- Efficient STC staff time and effort during design, construction phase, and future operations

The collaboration of South Texas College library staff with a single source of library design solutions, 720 Design, Inc., increases the likelihood that proposed solutions are congruent with the strategic directions and goals set by the College for service excellence and scalability. Additionally, the College will benefit during the design and construction phases by having a centralized, accountable point of contact and standardization across multiple construction projects, effectively reducing total cost of operations in the long-term.

Attached are the additional services proposals submitted by each project architect as presented below. Broaddus & Associates representatives and STC staff will be present at the May 14, 2015 Board Facilities Committee meeting to address questions by the committee related to this recommendation. The table below summarizes the proposed additional service fee from each architect.

Project	Architect	Sub-Consultant's Proposed Fee	Architect's Coordination Fee	Total
Nursing & Allied Health Campus	ERO Architects	\$26,400	\$2,640	\$29,040
Mid Valley Campus	Mata+Garcia Architects	\$24,800	\$2,480	\$27,280
Starr County Campus	Mata+Garcia Architects	\$30,200	\$3,020	\$33,220

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015, Board meeting, additional services proposals submitted by ERO Architects and Mata+Garcia Architects in the amounts presented for specialized library design services provided by 720 Design, Inc., for the 2013 Bond Construction Program Nursing & Allied Health, Mid Valley, and Starr County Campus libraries as presented.

EXHIBIT "H"
ADDITIONAL SERVICES PROPOSAL FORM

May 7, 2015

South Texas College
Nursing and Allied Health
Science Building

RE:

Gentlemen:

Please refer to the Agreement dated February -, 2015 between South Texas College ("Owner") and the undersigned ("Architect") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Architect is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.


1. Owner has requested the performance of the services described below which Project Architect deems to be Additional Services.

Library Consulting Services for 12,000 SF of library space within the Nursing and Allied Health Sciences Building for South Texas College.
(RE: Scope of Services from 720 Design attached)

2. Project Architect agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed twenty-nine thousand, forty Dollars (\$ 29,040.00) and for reimbursement of expenses in accordance with the Agreement incurred solely in connection with the performance of such Additional Services, but which reimbursement for expenses will not exceed five thousand Dollars (\$ 5,000.00).
3. Project Architect will perform the service in accordance with any schedule attached hereto (attached schedule if applicable), but in any event not later than TBD (_____) days after Project Architect is authorized to proceed.

If the foregoing is acceptable to you, please so execute by signing the enclosed copy of this letter at the space provided for this purpose and by inserting the date upon which Project Architect is authorized to commence performance of the Additional Services described in Paragraph 1 above.

Sincerely yours,
ERO Architects, Inc.

By: 
Name: Eli R. Ochoa, PE, AIA
Title: President & CEO

APPROVED By:

Name: Dr. Shirley Reed
President



*Proposal to ERO Architects
South Texas College
Nursing and Allied Health Building
Page 1 of 2
March 20, 2015 revised*

PROPOSAL PRESENTED TO: ERO Architects

Re: South Texas College Nursing Allied and Health Sciences Building

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

PROJECT GOALS AND OBJECTIVES:

This proposal is for 720 Design Inc. to provide library building consulting services for a 12,000 SF library space within the Nursing and Allied Health Sciences Building for the South Texas College.

SCOPE OF SERVICES:

Building Space Programming, Library Consulting

720 Design Inc. will provide the following services:

- Review data gathered by the library over the last four years prior to the first meeting.
- Attend three (3) owner meetings during building space programming.
- Kick off Meeting to include tours of the library and interviews with library staff to determine goals, expectations. Discussions will review needs for students, faculty and staff spaces including overall technology goals (including RFID, AV, security gates, self check, library desk tops and spaces for students to bring their own devices) and facilitate a user centered building design with unique characteristics for an allied health/medical library.
- Meeting #2 to include two focus groups with students and faculty specific to this campus. The focus group will include a visual “library possibilities” presentation and discussion. Images will include (but not be limited to) library commons areas from libraries around the country, study and seating options for groups and individuals, staff and service desk options, group and training spaces, collaboration spaces and technology spaces.
- Meeting #3 will be a discussion of findings from data, interviews and focus groups in the form of a draft.
- Assist with creating multiple space planning scenarios to integrate the library into the overall design as well as detailed space planning within the library. This will include options for the adjacency within the library space.
- Meeting #4 will discuss the multiple space plan options.
- Provide up to two preliminary furniture layouts/test fits during schematic design.
- Meeting #5 will review the furniture layout for STC Library comment. Revisions will be made based on this meeting.
- Review ADA considerations as they related to library design (i.e. shelving range spacing and height).
- Make suggestions regarding learning commons layout and design based on information gathered in the programming phase.
- Discuss structural code requirements for shelving weight with the structural engineer.
- Review plan and make suggestions for acoustical separation where appropriate for library functionality (i.e. between study rooms, offices and restrooms). Review ceiling and lighting plan and make suggestions regarding fixtures and lighting function (ceiling Plans by ERO Architects).
- Review electrical and data plans and make suggestions where appropriate.



- Review technology plans and interface with the technology consultant (WJHW).
- Final review and coordination for electrical, data and technology will be provided by FFE consultant.

Deliverables:

- Summary of program review and understanding.
- Outline Building Program indicating any updates to the provided program.
- Furniture floor plan.

This proposal is for building space programming and library consulting only. ERO Architects will serve as architect of record coordinating engineering services.

KEY PERSONNEL:

Maureen Arndt shall serve as Project Manager, providing day-to-day client contact and project management.

COMPENSATION:

Our estimated fee for the scope of work as defined above (including reimbursable expenses) will be:
Building Space Programming and Library Consulting: \$26,400.00

ADDITIONAL SERVICES:

Additional Meetings or Presentations: \$150/hour plus travel expenses.

Reimbursable expenses will include printing, shipping and travel. Reimbursable expenses will be billed at the actual cost.

Change of Service: Services that are required of 720 Design Inc. that are not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

SCHEDULE:

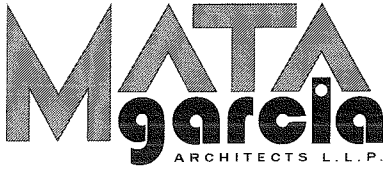
The schedule will be developed in conjunction with ERO Architects and the owner for this project. All meetings and presentations as itemized above shall take place at South Texas College unless specified otherwise.

Submitted by:

Approved by:

Maureen Arndt, AIA, IIDA 03-18-15
President
720 Design Inc.

ERO Architects Date



ARCHITECTURE
PROJECT MANAGEMENT
INTERIOR DESIGN

**CONTRACT AMENDMENT #4 – MID-VALLEY CAMPUS LIBRARY
ADDITIONAL SERVICES PROPOSAL #01**

May 14, 2015

Dr. Shirley Reed, President
South Texas College
P.O. Box 9701
McAllen, TX 78502

RE: 2013 Construction Bond Program
Library Building Expansion
Mid-Valley Campus, Weslaco, TX

Dr. Reed:

Please refer to the Agreement dated January 28, 2015 between South Texas College ("Owner") and the undersigned ("Architect") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Architect is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

1. Owner has requested the performance of the services described below which the Project Architect deems to be additional services:

"Provide interior design and furniture specification services for a new 10,369 SF library space per detailed description provided by 720 Design in attachment A."

2. Project Architect agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which is determined in accordance with the Agreement but which will not exceed Twenty-Seven Thousand Two Hundred Eighty Dollars (\$27,280.00) and an amount not to be exceeded of One Thousand Eight Hundred Dollars (\$1,800.00) for reimbursement of expenses in accordance with the Agreement, incurred solely in connection with the performance of such Basic Services. The amount noted above includes a 10% mark-up of \$2,480 per Article 8.2.2 of the Contract.
3. This amendment does not affect the schedule for the performance of Architect's Basic Services in accordance with the agreement.

If the foregoing is acceptable to you, please so execute by signing this letter at the space provided for this purpose.

Original Contract Amount	\$112,700.00
Previous Additions	0.00
Previous Deductions	0.00
Net Balance Contract Amount	<u>\$112,700.00</u>
This Addition	<u>27,280.00</u>
Adjusted Contract Amount	\$139,980.00

Mata + Garcia Architects

By: 

Name: Hector Garcia, Architect

Title: Partner

South Texas College

By: _____

Name: Dr. Shirley Reed

Title: President



Proposal to Mata+Garcia Architects
1314 Ivy Avenue
McAllen, Texas 78501
South Texas College
Mid Valley Campus Library Information Center Commons
Page 1 of 2
April 9, 2015, revised

PROPOSAL PRESENTED TO: Mata+Garcia Architects

Re: South Texas College Mid-Valley Campus Library Information Center Commons

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

PROJECT GOALS AND OBJECTIVES:

This proposal is for 720 Design Inc. to provide interior design and furniture specification services for an additional 10,369 SF library space. We understand that the project is a renovation/expansion of the existing library.

SCOPE OF SERVICES:

Building Space Programming

720 Design Inc. will provide the following services:

- Review data gathered by the library over the last four years prior to the first meeting.
- Attend three (3) owner meetings during building space programming.
- Kick off Meeting to include tours of the library and interviews with library staff to determine goals, expectations. Discussions will review needs for students, faculty and staff spaces including overall technology goals (including RFID, AV, security gates, self check, library desk tops and spaces for students to bring their own devices) and facilitate a user centered building design with unique characteristics for an academic library.
- Meeting #2 to include two focus groups with students and faculty specific to this campus. The focus group will include a visual “library possibilities” presentation and discussion. Images will include (but not be limited to) library commons areas from libraries around the country, study and seating options for groups and individuals, staff and service desk options, group and training spaces, collaboration spaces and technology spaces.
- Meeting #3 will be a discussion of findings from data, interviews and focus groups in the form of a draft.
- Attend three (3) owner meetings during schematic design and design development.
- Assist with creating up to three adjacency diagrams during schematic design in order to create a functional library with the existing facility.
- Meeting #4 will discuss the multiple space plan options.
- Provide up to two preliminary furniture layouts/test fits during schematic design. Provided to Mata+Garcia in AutoCad LT.
- Make suggestions for floor plan and/or furniture layout regarding learning commons layout and design based on information gathered in the programming phase.
- Meeting #5 will review the furniture layout for STC Library comment. Revisions will be made based on this meeting.
- Review ADA considerations as they related to library design (i.e. shelving range spacing and height). The architect of record will have final responsibility for ADA reviews.
- Discuss structural code requirements for shelving weight with the structural engineer.
- Review plan and make suggestions for acoustical separation where appropriate for library functionality (i.e. between study rooms, offices and restrooms).



Proposal to Mata+Garcia Architects
1314 Ivy Avenue
McAllen, Texas 78501

South Texas College
Mid Valley Campus Library Information Center Commons

Page 2 of 2

April 9, 2015, revised

- Review ceiling and lighting plan and make suggestions regarding fixtures and lighting function (Ceiling Plans by Mata+Garcia Architects).
- Review electrical and data plans as they are developed with Mata+Garcia for conformance with furniture functional needs.
- Review technology plans as they are developed with Mata+Garcia and interface with the technology consultant (WJHW).
- Final review and coordination for electrical, data and technology will be provided by FFE consultant.

Deliverables:

- Summary of program review and understanding.
- Outline Building Program indicating any updates to the provided program.
- Furniture Floor Plan

This proposal is for interior design only. It does not include architectural or engineering services.

KEY PERSONNEL:

Maureen Arndt shall serve as Project Manager, providing day-to-day client contact and project management.

COMPENSATION:

Our estimated fee for the scope of work as defined above (including reimbursable expenses) will be:

Building Space Programming and Library Consulting:	\$24,800
--	----------

ADDITIONAL SERVICES:

Additional Meetings or Presentations: \$150/hour plus travel expenses

Reimbursable expenses will include printing, shipping and travel. Reimbursables will be billed at the actual cost.

Change of Service: Services that are required of 720 Design Inc. that are not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

SCHEDULE:

The schedule will be developed in conjunction with Mata+Garcia Architects and the owner for this project. All meetings and presentations as itemized above shall take place at South Texas College unless specified otherwise.

Submitted by:

Approved by:

Maureen Arndt, AIA, IIDA 4-9-15
President
720 Design Inc.

Mata+Garcia Date



PROPOSAL PRESENTED TO: *Mata+Garcia Architects*

Re: **Mid-Valley Campus Library Estimated Travel Expenses**

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

PROJECT GOALS AND OBJECTIVES:

This proposal is for 720 Design Inc. reimbursable expenses for the above referenced project:

- Travel for (3) Library Space Programming Meetings.
- Travel for (3) Library Consulting.
- Printing and shipping as required.

REIMBURSABLE EXPENSE ESTIMATE:

Estimated costs are based on coordinating the Nursing School Library, Starr County Library and Mid-Valley Library meetings to occur on the same trip. If meetings are not synchronized the estimated travel cost will increase.

6 Travel Project Meetings, Printing, Shipping	
Estimated TOTAL	\$1,800.00

ADDITIONAL SERVICES:

Additional Meetings: \$150/hour + travel expenses per person

Reimbursables: Expenses are over and above the Fee Compensation listed above. Expenses include travel (airfare, car rental, hotels) meals, mileage, shipping and printing. Reimbursables will be billed at 1.10% of actual costs.

Change of Service: Services that are required of 720 Design Inc. that is not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

SCHEDULE:

The schedule will be developed in conjunction with Broaddus Associates, Mata+Garcia Architects and the Library Staff for this project.

All meetings and presentations as itemized above shall take place at the South Texas College unless specified otherwise.

Submitted by:

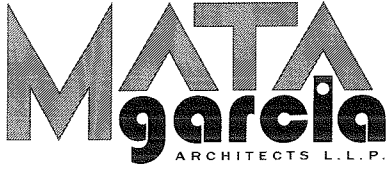
Approved by:

 5-7-15

Maureen Arndt, AIA, IIDA
President 720 Design Inc.

Date

Date



ARCHITECTURE
PROJECT MANAGEMENT
INTERIOR DESIGN

**CONTRACT AMENDMENT #1 – STARR COUNTY CAMPUS LIBRARY
ADDITIONAL SERVICES PROPOSAL #01**

May 14, 2015

Dr. Shirley Reed, President
South Texas College
P.O. Box 9701
McAllen, TX 78502

RE: 2013 Construction Bond Program
New Library Building
Starr County Campus, Rio Grande City, TX

Dr. Reed:

Please refer to the Agreement dated January 28, 2015 between South Texas College ("Owner") and the undersigned ("Architect") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Architect is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

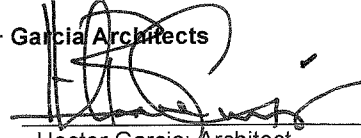
1. Owner has requested the performance of the services described below which the Project Architect deems to be additional services:

"Provide interior design and furniture specification services for a new 16,516 SF library space per detailed description provided by 720 Design in attachment A."

2. Project Architect agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which is determined in accordance with the Agreement but which will not exceed Thirty-Three Thousand Two Hundred Twenty Dollars (\$33,220.00) and an amount not to be exceeded of One Thousand Eight Hundred Dollars (\$1,800.00) for reimbursement of expenses in accordance with the Agreement, incurred solely in connection with the performance of such Basic Services. The amount noted above includes a 10% mark-up of \$3,020 per Article 8.2.2 of the Contract.
3. This amendment does not affect the schedule for the performance of Architect's Basic Services in accordance with the agreement.

If the foregoing is acceptable to you, please so execute by signing this letter at the space provided for this purpose.

Original Contract Amount	\$165,200.00
Previous Additions	0.00
Previous Deductions	0.00
Net Balance Contract Amount	<u>\$165,200.00</u>
This Addition	<u>33,220.00</u>
Adjusted Contract Amount	\$198,420.00

Mata + Garcia Architects
By: 
Name: Hector Garcia, Architect
Title: Partner
South Texas College
By: _____

Name: Dr. Shirley Reed
Title: President



Proposal to Mata+Garcia Architects
1314 Ivy Avenue
McAllen, Texas 78501
South Texas College
Starr County Campus Library
Page 1 of 2
April 9, 2015 revised

PROPOSAL PRESENTED TO: Mata+Garcia Architects

Re: South Texas College Starr County Campus Library

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

PROJECT GOALS AND OBJECTIVES:

This proposal is for 720 Design Inc. to provide interior design and furniture specification services for a 16,516 SF library space. We understand that the project is a new, freestanding library.

SCOPE OF SERVICES:

Building Space Programming

720 Design Inc. will provide the following services:

- Review data gathered by the library over the last four years prior to the first meeting.
- Attend three (3) owner meetings during building space programming.
- Kick off Meeting to include tours of the library and interviews with library staff to determine goals, expectations. Discussions will review needs for students, faculty and staff spaces including overall technology goals (including RFID, AV, security gates, self check, library desk tops and spaces for students to bring their own devices) and facilitate a user centered building design with unique characteristics for an academic library.
- Meeting #2 to include two focus groups with students and faculty specific to this campus. The focus group will include a visual “library possibilities” presentation and discussion. Images will include (but not be limited to) library commons areas from libraries around the country, study and seating options for groups and individuals, staff and service desk options, group and training spaces, collaboration spaces and technology spaces.
- Meeting #3 will be a discussion of findings from data, interviews and focus groups in the form of a draft.
- Attend three (3) owner meetings during schematic design and design development.
- Assist with creating up to three adjacency diagrams during schematic design. This will include options for the adjacency within the existing library space.
- Meeting #4 will discuss the multiple space plan options.
- Provide up to two preliminary furniture layouts/test fits during schematic design. Provided to Mata+Garcia in AutoCad LT.
- Make suggestions for floor plan and/or furniture layout regarding learning commons layout and design based on information gathered in the programming phase.
- Meeting #5 will review the furniture layout for STC Library comment. Revisions will be made based on this meeting.
- Review ADA considerations as they related to library design (i.e. shelving range spacing and height). The architect of record will have final responsibility for ADA reviews.
- Discuss structural code requirements for shelving weight with the structural engineer.
- Review plan and make suggestions for acoustical separation where appropriate for library functionality (i.e. between study rooms, offices and restrooms).
- Review ceiling and lighting plan and make suggestions regarding fixtures and lighting function (Ceiling Plans by Mata+Garcia Architects).



Proposal to Mata+Garcia Architects
 1314 Ivy Avenue
 McAllen, Texas 78501
 South Texas College
 Starr County Campus Library
 Page 2 of 2
 April 9, 2015 revised

- Review electrical and data plans as they are developed with Mata+Garcia for conformance with furniture functional needs.
- Review technology plans as they are developed with Mata+Garcia and interface with the technology consultant (WJHW).
- Final review and coordination for electrical, data and technology will be provided by FFE consultant.

Deliverables:

- Summary of program review and understanding.
- Outline Building Program indicating any updates to the provided program.
- Furniture Floor Plan.

This proposal is for interior design only. It does not include architectural or engineering services.

KEY PERSONNEL:

Maureen Arndt shall serve as Project Manager, providing day-to-day client contact and project management.

COMPENSATION:

Our estimated fee for the scope of work as defined above (including reimbursable expenses) will be:
 Building Space Programming and Library Consulting: \$30,200.00

ADDITIONAL SERVICES:

Additional Meetings or Presentations: \$150/hour plus travel expenses

Reimbursable expenses will include printing, shipping and travel. Reimbursables will be billed at the actual cost.

Change of Service: Services that are required of 720 Design Inc. that are not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

SCHEDULE:

The schedule will be developed in conjunction with Mata+Garcia Architects and the owner for this project. All meetings and presentations as itemized above shall take place at South Texas College unless specified otherwise.

Submitted by:

Approved by:

 Maureen Arndt, AIA, IIDA 4-9-15
 President
 720 Design Inc.

 Mata+Garcia Date



PROPOSAL PRESENTED TO: *Mata+Garcia Architects*

Re: **Starr County Campus Library Estimated Travel Expenses**

720 Design Inc. appreciates the opportunity to present this proposal for your consideration.

PROJECT GOALS AND OBJECTIVES:

This proposal is for 720 Design Inc. reimbursable expenses for the above referenced project:

- Travel for (3) Library Space Programming Meetings.
- Travel for (3) Library Consulting.
- Printing and shipping as required.

REIMBURSABLE EXPENSE ESTIMATE:

Estimated costs are based on coordinating the Nursing School Library, Starr County Library and Mid-Valley Library meetings to occur on the same trip. If meetings are not synchronized the estimated travel cost will increase.

6 Travel Project Meetings, Printing, Shipping	
Estimated TOTAL	\$1,800.00

ADDITIONAL SERVICES:

Additional Meetings: \$150/hour + travel expenses per person

Reimbursables: Expenses are over and above the Fee Compensation listed above. Expenses include travel (airfare, car rental, hotels) meals, mileage, shipping and printing. Reimbursables will be billed at 1.10% of actual costs.

Change of Service: Services that are required of 720 Design Inc. that is not defined in the scope of work above shall be considered a change of service. Prior approval from the Owner will be received before any additional services are executed.

SCHEDULE:

The schedule will be developed in conjunction with Broaddus Associates, Mata+Garcia Architects and the Library Staff for this project.

All meetings and presentations as itemized above shall take place at the South Texas College unless specified otherwise.

Submitted by:

Approved by:


5-7-15

Maureen Arndt, AIA, IIDA
President 720 Design Inc.

Date

Date

Review and Recommend Action on Approval of Additional Services for Kitchen Design Consultants for the 2013 Bond Construction Program, Nursing & Allied Health Campus Expansion, Mid Valley Campus Student Services Building Expansion, and Pecan Campus Student Activities Building and Cafeteria

Approval of additional services with project architects for kitchen design consultant services, will be requested at the May 26, 2015, Board meeting.

Specialized design services are typically approved under the project architect's contract as an additional service and are an option available to STC. For the Bond Construction Program, specialized design services with project architects for kitchen design is recommended for the Nursing & Allied Health Campus and Mid Valley Campus Student Services Building Expansion. Pecan Campus Student Activities Building and Cafeteria will also require these services and will be presented for approval at a future meeting.

STC's staff along with Broaddus & Associates staff have reviewed the proposed scope of related additional services design work to be included in the Bond Program. After several rounds of negotiation of fees and scope of services, it is recommended that the proposed additional services be approved to support the project architects. Having a specialized design consultant will allow for development of design standards which can be used for each project. Proposed services include:

- Analyze current trends in kitchen and cafeteria functions
- Provide recommendations on master planning for long term needs
- Provide recommendations on most beneficial spaces and equipment
- Provide direction on use of proposed space
- Provide recommendations on furniture to best support cafeteria functions
- Coordinate with Program Manager, project architects, and STC staff during design and construction phases for project oversight
- Coordinate with each architect to develop plans and specifications for each project

The collaboration of South Texas College staff with the architect and design sub-consultant will increase the likelihood that proposed solutions are congruent with the strategic directions and goals set by the College for service excellence and scalability.

Attached are the additional services proposals submitted by each project architect as presented below. Broaddus & Associates representatives and STC staff will be present at the May 14, 2015 Board Facilities Committee meeting to address questions by the committee related to this recommendation. The table below summarizes the proposed additional service fee from each architect.

Project	Architect	Sub-Consultant's Proposed Fee	Architect's Coordination Fee	Total
Nursing & Allied Health Campus Expansion	ERO Architects	\$10,500	\$1,050	\$11,550
Mid Valley Campus Student Services Building Expansion	ROFA	\$16,000	\$1,600	\$17,600
Pecan Campus Student Activities Building & Cafeteria	The Warren Group	Future approval will be requested.	Future approval will be requested.	Future approval will be requested.

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, additional services proposals submitted by ERO Architects and ROFA in the amounts presented for specialized kitchen design services, for the 2013 Bond Construction Program Nursing & Allied Health Campus Expansion and Mid Valley Campus Student Services Building Expansion kitchens as presented.

EXHIBIT "H"
ADDITIONAL SERVICES PROPOSAL FORM

May 7, 2015

South Texas College
Nursing and Allied Health
Science Building

RE:

Gentlemen:

Please refer to the Agreement dated February -, 2015 between South Texas College ("Owner") and the undersigned ("Architect") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Architect is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

1. Owner has requested the performance of the services described below which Project Architect deems to be Additional Services.

Foodservice Design Consulting Services within the Nursing and Allied Health Sciences Building for South Texas College.

(RE: Scope of Services from Foodservice Design Professionals attached)

2. Project Architect agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed eleven thousand, five hundred fifty Dollars (\$ 11,550.00) and for reimbursement of expenses in accordance with the Agreement incurred solely in connection with the performance of such Additional Services, but which reimbursement for expenses will not exceed five thousand Dollars (\$ 5,000.00).
3. Project Architect will perform the service in accordance with any schedule attached hereto (attached schedule if applicable), but in any event not later than TBD (_____) days after Project Architect is authorized to proceed.

If the foregoing is acceptable to you, please so execute by signing the enclosed copy of this letter at the space provided for this purpose and by inserting the date upon which Project Architect is authorized to commence performance of the Additional Services described in Paragraph 1 above.

Sincerely yours,
ERO Architects, Inc.

By: 

Name: Eli R. Ochoa, PE, AIA

Title: President & CEO

APPROVED By:

Name: Dr. Shirley Reed
President

FOODSERVICE DESIGN PROFESSIONALS

**PROPOSAL
FOODSERVICE DESIGN
CONSULTING SERVICE
October 24, 2014**

PROJECT: **Allied Health & Nursing Building** **Owner: South Texas College**
 New Catering Kitchen

TO: **Mr. Octavio Cantu, AIA** **FROM: FDP - Foodservice Design Professionals**
 ERO Architects **Mr. Bob Millunzi**
 300 South 8th Street **26215 Oak Ridge Dr.**
 McAllen, Texas 78501 **The Woodlands, TX 77380**

Our proposal includes the professional services as listed in Article 1.0 through 8.0 necessary to design, plan, and coordinate the Foodservice Areas for the above referenced project. In addition, it includes all Administrative and Contract Administration services, from Schematic Design through Construction Administration. These services are hereinafter known as the "Basic Services". It is prepared and offered by Foodservice Design Professionals, hereinafter known as the "Consultant", to "ERO Architects" hereinafter known as the "Architect". Our proposal is intended to form the basis of an agreement between the "Architect" and the "Consultant" for the services and fees as described.

SCOPE OF PROJECT:

The Foodservice areas and criteria described hereafter are to form the scope of the work to be performed by the Consultant. They are in accordance with our understanding of the Owner's needs and project requirements.

AREAS TO BE DESIGNED AND CRITERIA:

- Full Scope of Services to design new catering kitchen, approximately 1700 sq. ft.

EXCLUSIONS:

We exclude from our proposal any Foodservice areas or criteria not defined or the following items:

- Utensils, tabletop supplies and equipment otherwise known as Smallwares.
- Interior Design related to the foodservice areas.
- Office furniture and equipment, communications and point of sales (POS) systems, etc.
- Dining room furnishings and equipment.

1. GENERAL:1.1 Full services will be provided for Foodservice systems which shall include but not be limited to consultation and review, full service design, preparation of Construction Documents including detailed technical specifications, assistance in analysis of Construction Bids, Construction Administration, and Code Analysis.

1.2 For the purpose of maintaining continuity, we propose to designate project responsibilities to representatives of the firm who shall be authorized to act in our behalf.

Project Administrator/Designer – Robert Millunzi
Assistant Project Manager – Melissa Krause

1.3 Our services will be performed in a manner, sequence, and timing so as to be coordinated with the Owner's requirements and services of the Architect and other Consultants.

1.4 We will prepare and provide progress copies of reports, drawings, specifications and other documents for Architect/Consultant coordination and Owners' review at intermediate intervals and each phase of progress. The documents may include on request a current budget or cost estimate for our part of the work, based on the current drawings and specifications. The Consultant, the Owner and/or his agents, Architects and other Consultants shall review the documents for design intent and estimated budget conformance. The Architect will issue a written approval and notice to proceed, and/or instructions for changes or modifications. Changes and or modifications when required will be incorporated, reviewed and approved in writing before proceeding to the next phase of the project.

1.5 We propose to provide all design drawings and documents in the Architects' format or typical CSI three part format for specifications.

1.5.1 Drawings, including equipment plan views, utility rough-ins, elevations, sections and details will be prepared using AutoCadd 2013 and Revit 2013 on the Architect's standard sheet size, title block and drafting standards.

1.5.2 All documents may be furnished in their native electronic format on request.

1.6 The Consultant agrees to enter into a Standard AIA Contract Document C141 or C142 Abbreviated Agreement, between the Architect and Consultant.

2. ARCHITECTS RESPONSIBILITIES: Provide the Consultant with reasonable promptness at the appropriate phase all required information regarding this Part of the Project as outlined hereafter.

2.1 Pertinent preliminary and updated CADD or reproducible Architectural background base sheets at intermediate intervals and phases of the project when necessary to communicate a spatial description of the foodservice areas and/or any changes to the space which will affect the Work of the Consultant.

2.2 Project Information provided by the Architect of Record including:

- Project directory including all primary code and jurisdictional authorities, Consultants, designers, engineers, Architects, contractors and owners representatives.
- Initial Foodservice equipment estimated budget.
- Project CADD, graphic and quality control standards and policies.

2.3 Pertinent building construction details, mechanical, electrical, plumbing and structural characteristic of the building or site, which affect the work of the Consultant.

2.4 Architect/Owners' design standards for Foodservice materials and equipment if applicable.

2.5 Foodservice operations program and planning documents outlining the following if available:

- Menu and operational concepts.
 - Staffing requirements.
 - Hours of operations.
 - Anticipated types, numbers and frequencies of persons to utilize operation.
 - Objectives of the Foodservice operation.
 - Special materials, production, and delivery requirements.
 - Historical data for current operations.
 - Spatial program for all Foodservice areas.
- 2.6 Owner operational and maintenance standards.
- 2.7 Insurance underwriter criteria.
- 2.8 Architects schedule for the project.
- 2.9 The Architect will render decisions in a timely manner pertaining to design and document submittals prepared by the Consultant in order to avoid unreasonable delays in the orderly and sequential progress of the Consultant's Work. His agent or representative shall issue any instructions, approvals, changes, modifications or directives to the Consultant in writing.
- 2.10 The Architect shall provide the Consultant with a complete set of Contract Documents and/or a set of all Contract Documents pertaining to this portion of the work for his records at no cost to the Consultant. In addition the Consultant shall be provided with copies of all Bids for this Part of the Work, Contracts, correspondence, change orders, and other documentation which may affect the Work performed by the Consultant.

3. CONCEPTUAL OR PRE-DESIGN PHASE: We propose to provide the following services during this phase of the project.

- 3.1 To attend meetings, *as specified in Section 9.1*, to consult with the Owner and/or his agents, Architects, Foodservice personnel, Administrators and Consultants.
- 3.2 To gather and analyze all data pertinent to defining the scope of the overall requirement and scope of the Foodservice operations.

4. SCHEMATIC DESIGN PHASE: We propose to provide the following services during this phase of the project.

- 4.1 To attend project meetings, *as specified in Section 9.1*, and assist the project team in confirming or formulating design capacities, menu/concept definition, design, schedule and operation systems identification. Further to review the architectural and interior design goals and requirements and make any recommendations needed to coordinate the work of the Architect and other Consultants.
- 4.2 To prepare conceptual, schematic design studies, drawings sketches and other illustrations necessary to indicate the utilization of space within the foodservice areas.
- 4.3 To prepare a preliminary list for Foodservice Materials and Equipment based upon the basic concepts. The list may be used to locate and identify in preliminary form, distinct materials and equipment, options, features, etc. And provide the basis for a preliminary estimated budget and bulk utility loads for the project team's use.
- 4.4 To prepare a final schematic design study of the Foodservice areas along with the preliminary estimated budget for review and approval by the Owner.

- 5. DESIGN DEVELOPMENT PHASE:** We propose to provide the following services during this phase of the project.
- 5.1 To attend Design Development meetings, *as specified in Section 9.1*, with the Owner, his agents, Architects, and Consultants as necessary to review and coordinate the design work.
 - 5.2 To prepare Design Development drawings and illustrations detailing and scheduling all Foodservice areas and their functional aspects with relationship to the program.
 - 5.3 To prepare a project manual for in-house use only which shall contain manufacturer's catalogue sheets or other illustrations as may be necessary to indicate the equipment selections, components and general construction standards. Components will be keyed to the drawings and will describe the quantities, options, features and utility requirements. The document will in addition include, a check list of all items requiring coordination of the Architect and his Consultants and an outline specification for the work to be performed.
 - 5.4 To review, develop design details, and coordinate with the interior designer and Architect the Foodservice equipment, materials and areas.
 - 5.5 To provide an updated estimated budget for the Foodservice equipment for approval by the Architect based on the Design Development documents.
 - 5.6 To review all national, state and local codes governing Foodservice facilities at the Project site and to make recommendations for compliance.
- 6. CONTRACT DOCUMENT PHASE:** We propose to provide the following services during this phase of the project.
- 6.1 To attend design meetings, *as specified in Section 9.1*, with the Owner, his agents, Architects and Consultants to properly coordinate the Contract Documents.
 - 6.2 Based on the approved Design Development documents and any further adjustments in the Scope or quality of the Project or in the Project estimated budget authorized by the Architect, we will prepare for approval, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the Project.
 - 6.2.1 The drawings will indicate the size and location of all equipment, equipment schedules, finish schedules, utility and special general construction requirements which are directly related to the function of the Foodservice equipment. Further, drawings shall include all necessary equipment elevations, sections and details.
 - 6.2.2 The specifications will describe all requirements for equipment and materials procurement, contractor's responsibilities, and performance standards necessary to receive competitive bids on the work to be performed in conjunction with these services.
 - 6.2.3 All services provided will comply with federal, state and local codes, regulations and agencies having jurisdiction at the project site. Foodservice Design Professionals will provide all plans and specifications to the Architect for their submission to code and jurisdictional authorities for plan review, approval and permitting.
 - 6.3 Provide an updated estimated budget for the Foodservice equipment.
- 7. BIDDING AND NEGOTIATING PHASE:** We propose to provide the following services during this phase of the project.
- 7.1 Provide a list of qualified bidders for the project and to assist the Architect in the obtaining of bids or negotiated proposals for the Foodservice Work.

- 7.2 Provide written document interpretations, clarifications, addendums or changes required for this Part of the Work.
- 7.3 To consult with or assist the Architect in evaluating the bids and contractors for this part of the work.
- 7.4 Provide all cost analysis reduction required for negotiating bids consistent with the approved estimated budgets and Scope of Project approved by the Architect.

8. CONSTRUCTION ADMINISTRATION: We propose to provide the following services during this phase of the project.

- 8.1 To advise and consult with the Owner, Architect, and Consultants during this phase of the work and to assist the Architect in issuing any interpretations, change requests or instructions to the Contractor for this Part of the Work.
- 8.2 We will review and/or take other appropriate action upon, and forward to the Architect for final disposition, Contractor's submittals such as shop drawings, Product Data and Samples with respect to this Part of the Project; but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Included in the basic services are the first submittal and a second re-submittal review. Additional submittal reviews may be considered extra services.
- 8.3 Provide a substantial field observation upon notice by the Architect at the appropriate stage of construction. On the basis of this observation, issue a written report recommending acceptance or rejection of any work or materials that fails to comply with the Contract Documents.
- 8.4 Once the maximum number of visits by Foodservice Design Professionals to confirm completion of this field observation has been attained, the time expended by Foodservice Design Professionals to verify completion of the observation listed items will be reimbursed by the Architect to Foodservice Design Professionals based on a time and material basis.
- 8.5 Based on our evaluation of the Contractors Application for payment, assist the Architect in determining the amounts due the Contractor for this Part of the Work.
- 8.6 Foodservice Design Professionals will endeavor to protect the Owner against defects and deficiencies in the Foodservice equipment; however, we do not propose to supervise the actual installation of the equipment and cannot guarantee the performance and/or equipment of any Contractor.

9. SCHEDULE OF MEETINGS AND TRIPS:

- 9.1 We agree to meet as necessary when requested, providing such visits are authorized by the Architect, in conjunction with regular or special job meetings or reviews. In addition, the cost of travel, food and lodging associated with review meetings and trips outside a 50-mile radius of the Houston Metroplex, scheduled or non-scheduled, shall be a reimbursable expense. Such expenses are to be in accordance with the terms and conditions as described under "Reimbursable Expenses".

10. COMPENSATION FOR PROFESSIONAL SERVICES:

- 10.1 For the basic services as hereinbefore described under Sections 3.0 through 8.0, we propose a professional fee of:

For A Lump Sum Fee of \$10,500.00

For the Project plus any reimbursements as provided for in Section 11.

10.2 Invoices for compensation shall be submitted monthly in proportion to the services performed, which shall not exceed the following scheduled percentages for each completed phase of the work to be performed plus the reimbursable expenses incurred during the billing period.

Schematic Design Phase.....	20%
Design/Development Phase.....	25%
Construction Document Phase	35%
Bidding or Negotiation Phase.....	10%
Construction Admin. Phase	10%

10.3 Invoices shall be promptly presented to the Architect, and will be due upon payment by the Owner to the Architect for this Part of the Work. The Consultant reserves the right to stop work on the project, without penalty, if payment of compensation exceeds a reasonable period of time from the date of billing.

10.4 Any fees paid for securing the approvals of authorities having jurisdiction over the project are to be paid by the Architect.

11. REIMBURSABLE EXPENSES:

11.1 We propose to be compensated for reimbursable expenses at the actual expense incurred by Foodservice Design Professionals. Reimbursable expenses include, but may not be limited to the following items:

- Travel expenses, air, lodging, and transportation outside a 50-mile radius of the Houston Metroplex area.
- Special mailing or shipping expenses of printed data, drawings, samples, etc.
- Reproduction of printed data other than inter-Consultant coordination printings.
- Material for mock-ups or renderings.

11.2 Major progress CAD plotting and/or printing at the end of each phase or review milestones described under Section 3.0 through 8.0 is included in the cost of the Basic Services. Additional plotting or printing multiple sets of documents will be charged at the current commercial printing rates.

12. EXTRA SERVICES:

12.1 Extra Services shall be defined as those services necessary to make changes in previously approved drawings, specifications and/or an appreciable change in the scope of the project as described under "Areas to be Designed & Criteria:". No additional services will be performed without the written consent of the Architect.

12.2 For extra services, we propose to be compensated on a time and material basis for such time as may be actually devoted to the extra services.

Project Principal	\$150.00
Project Manager	\$100.00
Production Manager	\$75.00
Production Staff / Secretarial Support	\$70.00

3. Reimbursable expenses related to extra services will be charged on the same basis as described under the Section titled "Reimbursable Expenses".

13. OPTIONAL SERVICES:

- 13.1 Inventory and evaluation of existing foodservice equipment – included as part of basic services.
- 13.2 Preparation of fully dimensioned electrical, plumbing and mechanical rough-in drawings.
- 13.3 Participation in value engineering analysis.
- 13.4 Foodservice Management/Operator RFP/selection process.
- 13.5 Record drawings to reflect revisions/design changes accrued during construction.
- 13.6 Commercial laundry consulting services.

14. ACCOUNTING PRACTICES:

- 14.1 Foodservice Design Professionals maintains a comprehensive set of records related to any service or expenses incurred for this Project, and agrees to provide supporting information within a reasonable time when requested by the Architect.

15. INSURANCE AND MUTUAL ASSISTANCE:

- 15.1 We propose that the Architect and Consultant, each carry insurance with reputable insurance companies in amounts sufficient to protect themselves from claims arising out of the performance of professional services caused by any persons employed by him or by others for which he is responsible. It is agreed that such policies may have a deductible clause so long as the amount of the deductible does not exceed the usual and ordinary deductible found in such policies. If the negligence or other legal fault of either party causes the other party to incur expenses or liability either because of the existence of such deductible clause or for any reason, the party who is negligent or otherwise at fault shall reimburse the other party for such expense and hold him harmless from any such liability.
- 15.2 If any claim related to performance hereunder be asserted against either party, the party claimed against shall receive all reasonable assistance from the other.
- 15.3 Foodservice Design Professionals will furnish to the Architect certificates of his standard insurance policies and coverages upon which this proposal is based. Premiums for increased limits and/or additional insurance required by the project shall be added to the fee of the Consultant.

16. USE OF CONSULTANT'S DRAWINGS SPECIFICATIONS AND OTHER DOCUMENTS

- 16.1 Except for reference and coordination purposes in connection with future additions or alterations to the Work. Drawings, Specifications and other documents prepared by the Consultant are instruments of the Consultant's service for use solely with respect to this Project and, unless otherwise provided, the Consultant shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The Architect and Owner shall be permitted to retain copies, including reproducible copies, of the Consultant's

Drawings, Specifications and other documents for information and reference. The Consultant's Drawings, Specifications or other documents shall not be used by the Architect or others on other projects, or for completion of this Project by others, unless the Consultant is adjudged to be in default under this Agreement, except by agreement in writing and with appropriate compensation to the Consultant.

- 16.2 The Architect and Consultant shall not make changes in each other's Drawings, Specifications and other documents without written permission of the other party.
- 16.3 The Consultant shall maintain on file and make available to the Architect design calculations for this Part of the Project, and shall furnish copies thereof to the Architect on request.
- 16.4 Submission or distribution of Consultant's documents to meet official regulatory requirements or for similar purposes in connection with This Part of the Project is not to be construed as publication in derogation of the Consultant's reserved rights.

17. PROFESSIONAL RECOGNITION

- 17.1 The Architect agrees to acknowledge the professional services provided by the Consultant in detailed press releases, magazine articles, and other such publications where reference is made to the planning and design consulting services performed by the Consultant relative to the Foodservice facilities for the Project.

18. TERMINATION, SUSPENSION OR ABANDONMENT

- 18.1 This Agreement may be terminated or suspended by written notice, by either party, if the Project is suspended or abandoned by the Architect. The Consultant shall be compensated in accordance with the terms and conditions of this proposal for all work and expenses incurred prior to notice of termination.
- 18.2 If the Project is suspended and resumed by the Owner or Architect, the Consultant's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the Consultant's services.

19. SUCCESSORS AND ASSIGNS

- 19.1 The Architect and the Consultant each binds himself, his partners, successors, assigns, and legal representatives to the other party to this Agreement. Neither the Architect nor the Consultant shall assign, sublet, or transfer his interest in this Agreement without written consent of the other.

20. APPLICABLE LAW

- 20.1 Unless otherwise specified, this Agreement shall be governed by the laws of the principal place of business of the Architect.

Acceptance of our proposal may be indicated by signature, where provided, and returning the original to our office. (Note – this proposal may be withdrawn by us if not accepted within 90 days from the date on Page 1 of this proposal.)

We sincerely appreciate the opportunity to offer our services on this fine project and look forward to working with you and your associates. We are hopeful that our proposal meets your needs. However we will remain open to any additional information or modifications you may require.

Please feel free to contact me for any assistance.

Respectfully submitted,

Accepted

Robert Millunzi

Robert Millunzi
Project Principal
FOODSERVICE DESIGN PROFESSIONALS

Date: _____

A-1 (rev 040802)

EXHIBIT "H"
ADDITIONAL SERVICES PROPOSAL FORM
May 5, 2015

RE: STC Mid Valley Student Services

Gentlemen:

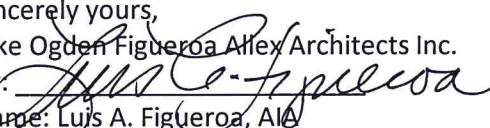
Please refer to the Agreement dated April 4, 2014 between South Texas College ("Owner") and the undersigned ("Architect") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Architect is to perform certain services. The terms which are defined in the Agreement shall have the same meaning when used in this letter.

1. Owner has requested the performance of the service described below which Project Architect deems to be Additional Services.

(Food Service Consultant)
Casper & Associates, Inc.
P.O. Box 275
Elmendorf, Texas 78112

2. Project Architect agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed seventeen thousand six hundred Dollars (\$17,600.00) and for reimbursement of expenses in accordance with the Agreement incurred solely in connection with the performance of such Additional Services, but which reimbursement for expenses will not exceed five thousand Dollars (\$5,000.00).
3. Project Architect will perform the service in accordance with any schedule attached hereto (attached schedule if applicable), but in any event not later than November 24, 2015.

If the foregoing is acceptable to you, please so execute by signing the enclosed copy of this letter at the space provided for this purpose and by inserting the date upon which Project Architect is authorized to commence performance of the Additional Services described in Paragraph 1 above.

Sincerely yours,
Rike Ogden Figueroa Allex Architects Inc.
By: 
Name: Luis A. Figueroa, AIA
Title: Principal

APPROVED BY:

Name: Dr. Shirley Reed
President



P.O. BOX 275, ELMENDORF, TEXAS 78112
PHONE: 210-633-2020 FAX: 210-633-2028

Attn: Luis Figueroa
ROFA Architects
1007 Walnut Ave.
McAllen, Texas 78501

April 9, 2015

**Reference: Mid Valley Campus Student Services Expansion
South Texas College**

In accordance with the information provided on the proposed referenced project, we are pleased to submit the following proposal for our consultation services.

FOODSERVICE CONSULTING

We will furnish our foodservice consulting services for the referenced project for a total fee of **\$16,000.00 (sixteen thousand dollars and 00 cents)**. This fee is based upon the services required to develop the design and construction documents for the expansion of the existing kitchen and dining facility.

This service includes design conferences, preliminary design analysis, construction document and administration phases. The above fee includes travel expenses for a maximum total of four (4) visits if required to be utilized for design conferences and/or during the construction administration phase. Cosper & Associates will determine the most effective solution that shall satisfy the needs, requirements and budget for this facility. We shall analyze the best use of the space and selection of new equipment to complement any existing equipment that is to be reused according to the Client's design criteria. Cosper & Associates will provide one original set of bid documents to the Architect. All copying, binding and delivery charges associated with these documents are to be the responsibility of the Architect. All electronic files are to be produced in CAD and WORD document formats.

CONSTRUCTION ADMINISTRATION PHASE

This phase of the project shall be included in the fee as listed above, which shall include inspections/site visits, submittal and shop drawing review of the kitchen equipment installation. Site visits or inspections shall not exceed the total allowance of travel expenditures as mentioned above.

Mutually acknowledged changes in the scope or design concept of the project, alternate design provisions, detached site work structures not specifically mentioned herein, and/or substantial revisions during construction are not included. In field correction of construction errors will be performed at the hourly rates listed within. No additional services shall be performed without the express written consent of ROFA Architects.

Our current schedule of hourly rates are as follows:

Review and Action as Necessary on Building Information Modeling for Facilities Management (BIM-FM) for the 2013 Bond Construction Program

Review and action as necessary on additional services with Broaddus & Associates for development and implementation of Building Information Modeling (BIM) - Facilities Management (FM) standards and database for the 2013 Bond construction projects will be requested at the May 26, 2015 Board meeting.

Staff previously presented some benefits which this new three dimensional modeling technology provides in architectural and engineering drawings. Three dimensional drawing technology can better identify building components, their locations, and respective specifications. This information includes three dimensional graphics, the manufacturers and model numbers, as well as detailed specifications of building components which is stored and made available via the internet for facilities management after construction is completed.

After staff's previous presentation on October 14, 2014, the Board Facilities Committee requested that staff visit peer institutions where similar systems of facilities management are currently being implemented to try and learn more about the benefits. Mr. Gerry Rodriguez, Director of Facilities Planning & Construction, and Mr. George McCaleb, Director of Facilities Operations and Maintenance have since visited with the facilities staff at the Texas A&M University Health Science Center (TAMUHSC) in College Station, Texas to learn more. TAMUHSC is a leader in Texas for using BIM-FM technology for the day-to-day facilities maintenance and operations functions.

The following list outlines some major benefits possible through the implementation of Building Information Modeling in general and for facilities management.

- Ability for STC staff to transition into the current industry standards used for development of architectural and engineering plans in three dimension
- Development of standards to be used by architects and engineers describing which building systems the College would benefit from if drawn in the three dimensional format for Bond projects and beyond
- Development of facilities three dimensional drawings and information databases which are accessible through the internet making the information available from any location
- Reduce the need for STC staff to travel to each campus to gather information on various building components which may be in need of services or repair; and therefore, reduce time spent and improve efficiency
- Access building information which would otherwise be difficult to attain without some exploratory work or demolition
- Make building systems information available through mobile electronic devices
- Streamline maintenance work order processes
- Improve the availability of building systems and components information including manufacturer, model, date of installation, and warranty period

Staff research has also revealed that the staff of Broaddus & Associates are leaders in the development and implementation of the BIM-FM systems for higher education institutions in the State of Texas. Because of the benefits identified through staff's research and the expertise available through Broaddus & Associates staff, it is recommended that STC make the transition into the implementation of the Building Information Modeling, including the facilities management component.

Staff has requested an additional services proposal from Broaddus & Associates for development and implementation of the BIM-FM system for the 2013 Bond Construction Projects. If approved, these additional services would include the following:

Service number 1

In order to begin implementation of BIM FM, Broaddus & Associates staff would first develop standards for use by architects and engineers. These standards would be customized to the types of buildings built by STC. The standards would be provided to each architect and engineer working on the current Bond construction program so that proper and equitable plans can be created. These standards would remain with the College for use on future construction projects after the current Bond program is complete.

Service number 2

Once the plans have been completed using the three dimensional drawing systems, Broaddus & Associates would then proceed to gather all plans from each architect and engineer and create a centralized database for all three dimensional drawings and specifications, accessible on the internet for each of the Bond Program buildings.

Broaddus & Associates has submitted the attached proposal to provide the services identified above. Below is a summary of the proposed fees submitted by Broaddus & Associates:

Develop BIM Standards (design phase)

- Hourly rate not to exceed \$54,000
- Reimbursable expenses not to exceed \$8,264

Collect and organize BIM data for future facilities management (construction phase)

- Hourly not to exceed \$124,800
- Reimbursable expenses not to exceed \$18,891

Total not to exceed proposal amount: \$211,400

Staff and a representative from Broaddus & Associates will be present at the May 14, 2015 Facilities Committee meeting to address questions by the Committee.

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, the additional services with Broaddus & Associates for development and implementation of Building Information Modeling (BIM), Facilities Management (FM) standards and database for the 2013 Bond construction projects as presented.

BUILDING
INFORMATION
MODELING
BIM

South Texas College
Board Facilities Committee
May 14, 2015

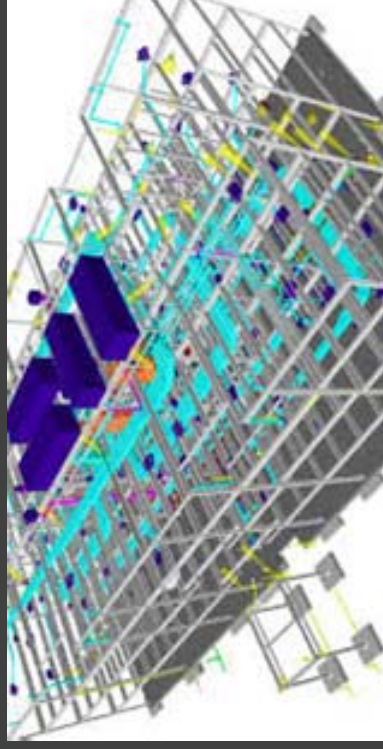
What is Building Information Modeling?

The US National Building Information Model Standard Project Committee has the following definition: *Building Information Modeling (BIM) is a digital representation of physical and functional characteristics of a facility. A BIM is a shared knowledge resource for information about a facility forming a reliable basis for decisions during its life-cycle; defined as existing from earliest conception to demolition*



In Gerry's simple terms:

*A three dimensional digital building model created by the design team during the **design phase** of a construction project, used and updated by the construction team during the **construction phase** and maintained by the end user during the **operation phase** to support effective and efficient **facilities management***

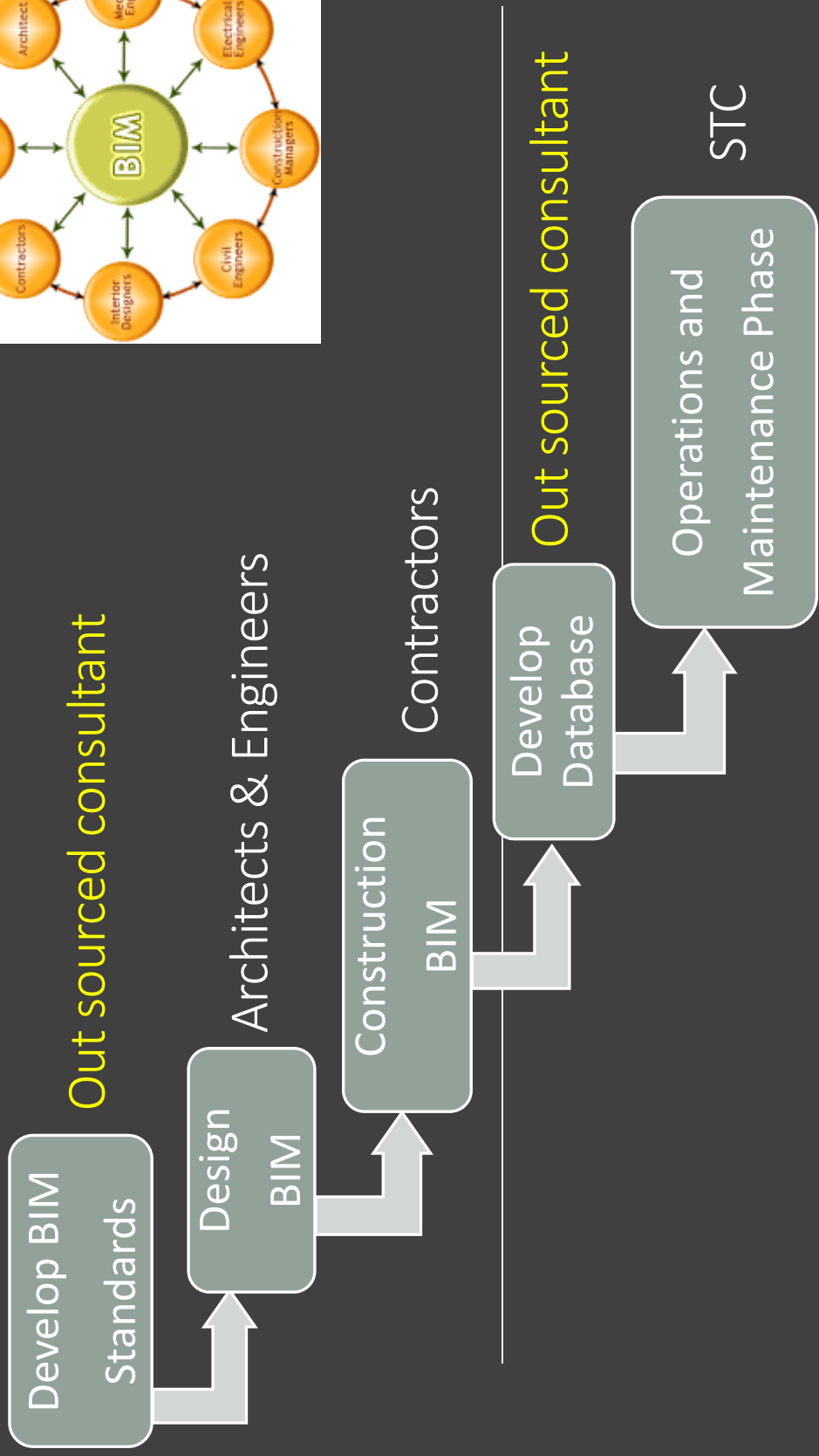


BIM versus Computer Aided Drafting (CAD):

CAD – Since the early 1990's, computer aided drafting has become an industry standard for creation of architectural and engineering type drawings, also known as construction documents. CAD drawings are created in a 2 Dimensional format which does not allow for 3 Dimensional placement of building components.

BIM – Recent technology has changed architectural and engineering drawings from 2D to 3D. The greatest benefit of 3D drawings is that the design team can digitally build a structure including all building systems components. This 3D drawing or modeling allows the design team to fit all building systems components and **reduce conflicts** between ducts, pipes, cable trays, etc. Modeling these building components reduces conflicts in the field and possible change orders needed to correct the conflicts. Allows for development of facilities management **data which is more accessible.**

Outline Steps



Outline Steps Detail:

1. **BIM standards** – key first step; develop owner desired level of building information modeling detail for use by all design teams; **outsourced consultant**
2. **Design Phase BIM** – architects and engineers will prepare equitable building information modeling plans using owner’s standards; included in A/E contracts
3. **Construction Phase BIM** – contractors will use building information modeling plans for construction, as prepared by architects and engineers, and will update plans to create BIM as built plans for Owner’s use; included in CMR contracts
4. **Operations Phase BIM** – collect and organize all BIM files from design and construction phases to create an online database of information for use by owner for **facilities management**; **outsourced consultant**

STC BIM Standards

Owner's written document outlining all building components and related specifications which are provided to the architects and engineers for preparation of BIM drawings. The level of detail can range from large HVAC equipment to small electrical switches and data ports.

It is the desire of STC facilities staff to develop a set of BIM standards which focuses on major building components such as HVAC air handlers, chillers, chiller pumps, exhaust fans, electrical panels, fire alarm panels, underground infrastructure, large piping, etc.

BIM Benefits Summary

- Improves time efficiency for O&M staff
 - Reduces need for travel between multiple campuses
 - Provides access to Building systems via internet
 - Information can be updated as repairs are made
 - Building systems information is more comprehensive
-
- Information includes 3D images and specifications
 - Information accessible on mobile devices and reducing the need to conduct timely onsite investigations

Why Broaddus & Associates?

Recent peer research has also revealed that Broaddus & Associates' staff includes a team of leaders in the BIM industry. Their team led by Hyde Griffith has the experience and ability to provide the necessary level of BIM systems development which can maximize the long term benefits and return on investment to STC.



Broaddus' Proposal

Develop BIM Standards (design phase)

Hourly not to exceed \$54,000
Reimbursables not to exceed \$8,264

Collect and organize BIM data for future facilities management (construction phase)

Hourly not to exceed \$124,800
Reimbursables not to exceed \$18,891

Total not to exceed amount \$211,400

BIM Benefits

Recent peer research has revealed that BIM for facilities management has the greatest benefit in making staff's time more efficient. This is the case more so when operations and maintenance staff is responsible for maintaining multiple campuses in differing locations. BIM allows the O&M staff to access building information from any location where internet is available, therefore reducing the need for travel. The information available is also more comprehensive and can be updated as repairs are made. Information can include a 3D image, manufacturer, model, year made, date installed, warranty period, and detailed specifications, all available at the staff's finger tips without having to conduct timely onsite investigations.



Date: October 2nd, 2014
To: Gilbert Gallegos
Broaddus & Associates, Inc.
From: Hyde Griffith
Broaddus & Associates, Inc.
RE: South Texas College – Bond Program / BIM Support Services
Phase 2 – BIM FM Implementation Support Services

Gilbert,

We are pleased to submit the following proposal regarding Broaddus & Associates functioning as the BIM Manager and Facilities Data Integrator (FDI) for the STC Bond Program projects. According to previous discussion with the STC staff, we have aligned our proposal to the recommended path forward.

Accomplishments to date for the Phase 1 implementation include:

- 1) Assisted with BIM language for the AE RFQ.
- 2) Supported the AE RFQ pre-submittal meeting.
- 3) Loaded all STC POR data into a structured BIM database for use in program variance reporting.
- 4) Ability to export the baseline POR data in a format that each AE team's design platform can use.
- 5) Ability to generate cost estimates from BIMXML files (from the POR and AE teams).
- 6) Started development of the BIM-FM standards for STC's use in the bond program.

Goals of the BIM program include:

- 1) Apply industry experience to the development of BIM-FM processes for STC.
- 2) Leverage technology for design coordination / construction coordination.
- 3) Specify, collect, validate, and import facilities management data and documents to operational systems.
- 4) Create a repeatable process that STC can reuse on future capital projects.
- 5) Realize efficiencies in the transition from construction to operations (data / document migration).
- 6) Capture critical facility asset details and records for future use in the O&M phase. Population of the O&M systems with timely and accurate information will preserve warranties, extend asset life, and create efficiencies for future work order execution.
- 7) Allow for better transition planning for O&M staff based upon asset lists and related documents.

Staff Augmentation For BIM-FM Services

This service provides complete responsibility for the role of Facilities Data Integrator (FDI) by Broaddus & Associates. This will also afford the Facilities staff an opportunity to observe the process and learn more about how to execute the FDI role as the projects proceed. The following is a compilation of the FDI responsibilities:

- Task 0 – Upholding the stated FDI roles and responsibilities as stated in the FM Data Specifications, Revision 00 (currently under development with STC staff).
- Task 1 – Discuss with STC Facilities the BIM for FM inclusion in the project. Provide general documentation submitted to project team regarding the process. Help STC to determine the level of

BIM effort that should be required on a project prior to contracting AEC team and/or prior to issuance of RFQ's and RFP's.

- Task 2 – Attend Project Kickoff meeting(s) to introduce the BIM for FM process to project teams and answer questions. Coordinate for subsequent meetings to discuss process with project teams.
- Tasks 3 / 4 / 5 – Support BIM Execution Plan (BEP) process by reviewing requirements with project teams, reviewing individual BEP's with owner, working with STC to record owner BEP elements and determining the desired level of effort/cooperation from Facilities staff, and guiding the creation of project team BEP with the AEC team.
- Tasks 6 / 7 / 8 – Review and report of multiple design and multiple construction FM Data deliverable reviews per the BEP schedule and BIM for FM specifications. Included in the reviews are multiple sessions of field verification of FM Data for QA/QC purposes, confirming accuracy of design and construction data deliverables. Field review of data includes walking with AEC team or Facilities staff and validating together, if that is desired.
- Task 9 – Review of structured data, Facility Data import to the operational systems (CAFM/CMMS), other operational systems, and to provide troubleshooting support. Often there are numerous data issues to be identified and resolved during the import of data that require the assistance and knowledge of a party that is particularly familiar with data relationships.
- Task 10 – Additional site visits are allocated for meetings or activities that would benefit from on-site presence, such as BEP demonstration with STC, review meetings in person, deliverable handoff, project close-out, and other instances where in-person collaboration is preferred and beneficial.
- Task 11 – Update the BIM for FM specification with lessons learned during project implementation from AEC comments and as particular issues arise from project implementation that allow for a better or clearer specification.

Progress Billing

We expect to invoice based on a progress billing methodology related to the incremental completion of the agreed upon tasks and the number of task instances by service option. Each of the bond program projects has a different level of support required because of the scope, size, and complexity. These estimated levels of support are included in Attachments 1 and 2 of this proposal.

Program / Project Schedule

We expect the scope described above to take the same duration per individual project as published for the bond program.

Tasks vs Fee and Reimbursable Schedule

Support / Service Performed (tasks by instance)	Full Service - Full Staff Augmentation
Task 0 – Uphold the FDI Roles and Responsibilities (per spec)	Included
Task 1 - Support Spec Development & Application - Project Setup	In Phase 1
Task 2 - Facility Support - Project Kickoff	Included
Task 3 - BEP Support - Guide & Review AEC Execution Plan	Included
Task 4 - BEP Support - Guide Owner Execution Plan	Included
Task 5 - BEP Support - Coordinate Project Team Execution Review	Included
Task 6 - Data Review - Design Reviews	Included
Task 7 - Data Review - Construction Reviews	Included
Task 8 - Facility Support - Field Reviews (QA/QC Validation Effort)	Included
Task 9 - Facility Support – Import Support for CAFM (AiM) and CMMS (SchoolDude)	Included
Task 10 - Facility Support - Site Support Visits	Included
Task 11 - Support Spec Development & Application - Update BIM Spec	Included
Fee	\$ 179,400
Reimbursable Allowance	\$ 32,000
Total	\$ 211,400

Attachment 1 – Bond Program Schedule with Service Matrix (1 page)

Attachment 2 – Fee and Expense Schedule with Optimization Details (1 page)

Explanation of Optimization Assumptions

These project services are normally rendered on individual projects as stand-alone efforts. For the STC bond program, we have considered the expected AEC team / campus groupings that are planned. This allows for some optimization (and associated cost reductions) to occur. We expect to apply the same BIM Execution Plan to AEC teams that are paired for specific groups of projects (more than 1). This allows for a reduction in the number of BEP’s needed. The same applies to BIM Kick-Off Meetings. We have also reduced the normal number of design and construction reviews in lieu of one each month. We believe that with the AEC team groupings expected, the teams will learn faster and will apply lessons learned from one project in their grouping to the other projects in their grouping. So, the learning curve will accelerate and fewer reviews will be needed to achieve the same level of quality.

Our proposed fee and expenses represent a 55% reduction from a non-optimized approach based upon the above details and others not explicitly cited in Attachment 2.

We are available to discuss in more detail the work related to this proposal and to present it to others at STC for consideration. Please let us know if we can help in clarifying anything regarding previous discussion or what is contained in this document.

Respectfully Submitted,



Hyde Griffith, PE
 Vice President

Review and Discussion on Feasibility of Expansion for Pecan Campus Existing Library Building

As part of the master planning efforts related to Pecan Campus Library, it was determined that sufficient limitations exist in the surrounding physical environment to prevent further expansion of the building and therefore making expansion unfeasible. These master plan efforts resulted in information developed by Freese & Nichols, as well as Boultinghouse-Simpson-Gates Architects who designed the two expansions for this building.

Freese & Nichols concluded that a new library should be built to accommodate between 100,000 to 120,000 square feet of library space. A building of this size could not be accomplished through expansion of the existing building. It would also not allow for efficient space design and function for a library.

Attached is a letter from architect Bob Simpson describing the limitations he has identified which would limit further expansion of this building. The list below summarizes the limiting factors that have been identified as part of the master planning work and Mr. Simpson's letter.

North Side Expansion Limitation

- Building setback limits
- North side loop road
- Visitor and handicap parking

East Side Expansion Limitations

- East side loop road
- Primary parking
- Existing underground utilities

South Side Expansion Limitations

- Necessary fire lane
- Major handicap parking location
- Site slope related to building floor elevation and drainage

West Side Expansion Limitations

- Necessary fire lane
- Main underground chilled water loop
- Existing underground electrical lines
- Receiving dock access

The attached site plan illustrates the area surrounding the existing library building and the limitations affecting further expansion. This information outlines the main factors preventing further expansion of the existing library. Therefore, it is recommended that a new library building be constructed and the existing building be repurposed to serve other high priority space needs on the Pecan Campus.

This information is provided for the Committee's consideration and no action is required.



May 5, 2015

Dr. Shirley Reed, President
South Texas College
3201 West Pecan Blvd.
McAllen, TX 78501

Re: McAllen Pecan Campus - Building 'F'
Building Expansion Report

Dear Dr. Reed:

Per your request that I take a look at existing Building 'F' from the point of view of possibly expanding the building to accommodate future space needs, I have prepared the following report of my observations and opinions.

In addition to the phone conversation which you and I had last week, I have met with Gerry Rodriguez to study the latest campus site plan to learn what some of the more recent developments have been with respect to driveways, parking areas, and utilities. Basically I will describe the current limitations to expansion of the building in the following 5 directions: North, East, South, West and Vertically.

North: This space contains the existing visitor & handicapped accessible parking lot/driveway, as well as the loop road connecting entry/exit driveway along Pecan to parking areas along the east side of Building 'F'. The building setback line along Hwy 495 has also been moved south, which would limit the dimension of a north-side addition to approximately 60'.

East: This space contains the north/south loop road and approximately 240 parking spaces. A water line main serving this building runs under and parallel to the loop road. Expanding in this direction would require the relocation of the loop road, underground utilities, and some portion of the parking spaces.

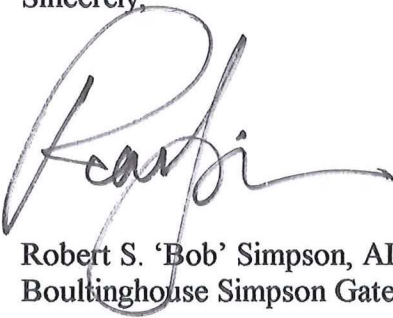
South: This space contains the access drive for both the Fire Lane and the Visitor & Accessible Parking lot. There is a small amount of space south of these elements which makes up the 'lawn' area and palm-lined approach to Building 'G', which is visible from 29th Street campus entrance. A building addition on the south side would more than likely require the elimination of the parking lot or relocating it approximately 50 feet to the south. In this latter scenario the probable maximum dimension of a south-side addition would be 50'. This would also require eliminating one row of twenty (20) angled visitor parking spaces. Because the site slopes down from North to South, the finish grades will be lower the farther south the building is extended thus requiring more space for ramps at the all accessible entrances.

West: This space contains the interior limited-access Fire Lane, under which is also located the main thermal loop which provides chilled water for the HVAC systems on the east half of campus. The main underground electrical power supply for Bldg. 'F' is also located on this side of the building. The shipping and receiving dock for the LRC is also located along this loop road.

Vertically: The current building was constructed in three phases, the original building opened in 1991 with approximately 20,000 SF of single story structure. In 2001, a 12,000 SF two-story addition was made to the east side, and in 2006 another two-story addition was made to the south side which brought the total square footage of the building to 67,000 square feet. The original one-story portion of the building might be a candidate for expanding vertically, however it would be at great cost and inconvenience since that portion of the building would have to be vacated in order to essentially demolish the one story section and build back a two or three story section in its place. A three-story section would also require the addition of a third elevator in the building to access the third floor.

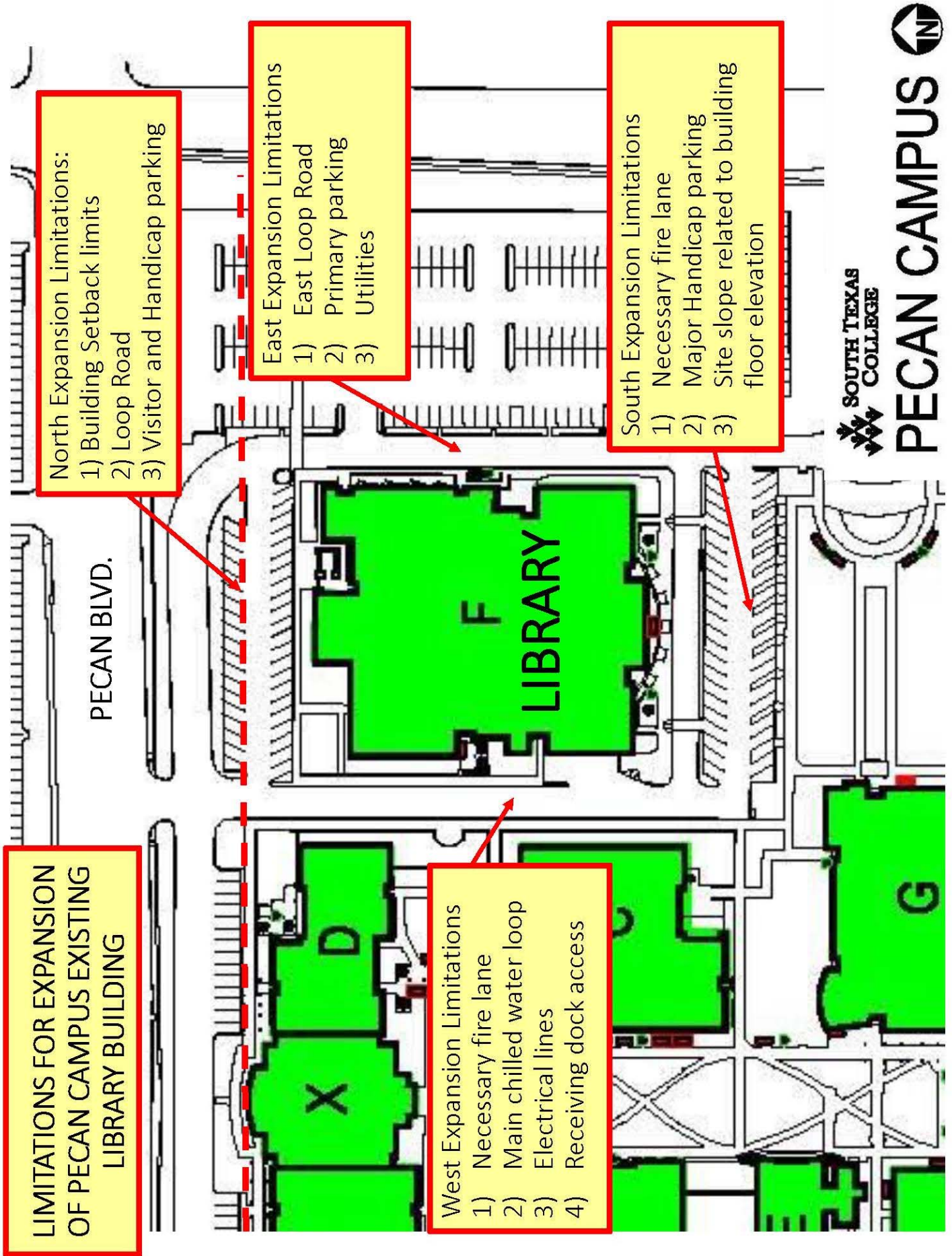
If you have any questions or need additional information regarding this report, please feel free to call me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bob Simpson', with a large, stylized initial 'B'.

Robert S. 'Bob' Simpson, AIA
Boultinghouse Simpson Gates Architects

cc: Gerry Rodriguez



Review and Discussion on Need for New Library on the Pecan Campus

Approval on plan for construction of a new library building on the Pecan Campus will be requested at the May 26, 2015 Board meeting.

The need for a new library building on the Pecan Campus is a priority facility need. While a new library was not included in the 2013 Bond Program, the need remains for a new building on the Pecan Campus.

Administration asks the Facilities Committee to consider the following:

Need for Library Space on Pecan Campus

Administration recently evaluated future facility needs for the Pecan Campus and determined that the highest priority and concern is the need for a new larger library. Boultinghouse Simpson Gates Architects (BSGA) previously determined that the present library would be difficult and costly to expand. Even if the present library could be expanded, it would have to be vacated in order to complete the renovation. Therefore, it is recommended that a new building be built in order to maintain library operations in the existing building until a new building is ready with no disruption. The existing library could then be retrofitted for other beneficial functions.

The 2013 Bond Construction Program did not include the library even though it was a high priority. The library was eliminated from the projects included in the 2013 Bond in an effort to reduce the total amount of the bond. The proposed new library was included in the Master Plan; however, it was scaled back and then placed on the list of second level priorities.

Master Plan Information

The District-Wide Campus Expansion Master Plan developed by Freese and Nichols in 2010 identified the following space/construction needs:

Library, Center for Learning Excellence and Information Commons

a. New Library stacks, CLE and Information Commons space – 100,500 GSF

Retrofitting of Existing Library into Classroom and Offices

a. Renovate existing library building for classroom use and faculty offices.

The current Master Plan completed in 2010 identified the need for a 100,500 square foot library for the Pecan Campus to serve the number of students attending that campus. The current Library has a total of 67,000 square feet and no room for future growth. As part of their master plan development for the Pecan Campus, Freese and Nichols, Inc. recommended the construction of a new 100,500 square foot library building.

During the master planning process the originally recommended square footage for a new library was 120,000 square feet. As the master plan was finalized, the square footage was reduced to 100,500 square feet due to cost concerns. Based on evolving demands

for library services, staff recommends a library with a minimum of 100,500 square feet and up to 140,000 square feet.

Equity of Library Resources

A new library is being built in Starr County and at the Nursing & Allied Health Campus, and the Mid Valley Campus library will double in size. Additional library space is needed at the Pecan Campus to provide an equitable amount of library resources based on student population.

The attached ***New Pecan Campus Library Talking Points*** outline the need and justification for the new facility.

Funding

Staff has determined that funding from projected unexpended plant funds can be allocated over a two-year period to cover the estimated \$21,000,000 total cost.

This information is presented for the Committee's consideration and no action is required at this time.

New Pecan Library Talking Points

3/4/2015

1. STC Libraries are evolving toward a Learning Commons model of service.

Recent changes in pedagogy (primarily an emphasis on collaborative learning and multimedia projects) and the ongoing shift to electronic books and databases have forced libraries to reconfigure their space by incorporating large numbers of computer workstations, group work areas, flexible and configurable furniture, and additional support services such as technological help and tutoring.

The Pecan Campus library has reached the limit of these types of modifications. While it has met the need in the past, the current library space was not designed with these functions in mind, and a new library that integrates space for support services, additional computer workstations, collaborative study, individual study, research, and library instruction is sorely needed.

a. **A new library at the Pecan Campus will provide the College with an opportunity to align spaces for current and future requirements.**

- Students need different environments within a library ranging from active group work areas to quiet study areas. A new multi-story library would enable the Library Services to manage noise throughout the library by assigning noise level zones on different floors thereby meeting conflicting student needs and reducing noise related complaints from users.
- A new library at the Pecan campus would enable the College to effectively plan and implement a learning commons environment bringing diverse student learning services into the same area to provide students with a seamless learning experience.
- Library Services working with Facilities Planning & Construction, could layout adjacencies in the new library space that conform with current and anticipated library use.

2. **Student feedback has shown that the Pecan Campus library design no longer accommodates the needs of today's students.**

- a. The 2014 library quality survey (LIBQUAL+) identified "Library as Place" as the dimension of library service quality with the greatest gap between what students would like to see and what they perceive (superiority mean = **-0.40**). Specifically, the categories with the greatest gap were "Quiet Space for Individual Activities" (superiority mean = **-0.76**) followed by "Library space that inspires study and learning" (superiority mean = **-0.47**).
- b. The 2012 library quality survey (LIBQUAL+) identified "Library as Place" as the dimension of library service quality with the greatest gap between what students would like to see and what they perceive (superiority mean = **-0.33**). Specifically, the categories with the greatest gap were "Quiet Space for Individual Activities" (superiority

mean = -0.50) followed by “Library space that inspires study and learning” (superiority mean = -0.40).

- c. Between the 2012 and 2014 administrations of the LIBQUAL survey, **the gap between students’ desired and perceived levels of service has increased approximately 21%** (from a superiority mean of -33 to -40).

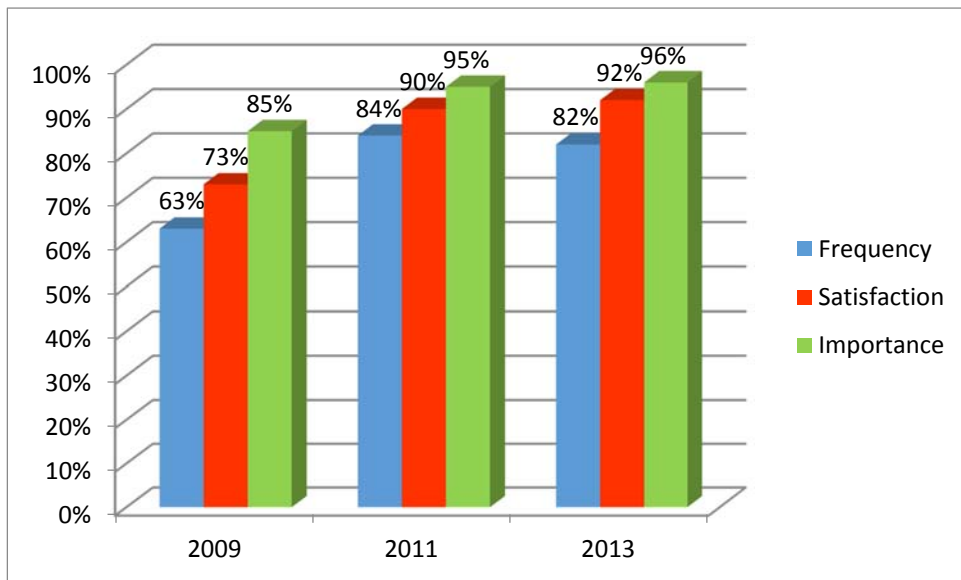
3. Student Feedback on Computers

In a qualitative study conducted by the Office of Research and Analytical Services in 2010, students reported that computers, group stations, and related services play a vital role in their ability to gather information to complete assignments and projects at the library.

- a. Students from the Pecan and Mid-Valley campuses reported that morning hours are usually the hardest times to find computers or group stations available. “What I think, what I have noticed, is that there is not enough computers....every time I come it’s full. “
- b. Students reported satisfaction with group stations and declared: “But they do need more of those because there are a lot of groups that go especially during the finals or like mid-terms and there is a lot of groups like one class alone can have six or eight groups.”
- c. Students at South Texas College rated the importance, satisfaction and frequency of use of computers on campus in the Community College Survey of Student engagement (CCSSE).

Community College Survey of Student Engagement (CCSSE)
Computer Labs

	2009	2011	2013
Frequency	63%	84%	82%
Satisfaction	73%	90%	92%
Importance	85%	95%	96%



- The Student Satisfaction Survey conducted in 2013 and 2014 at the Information Commons and Open Labs, indicated that there is approximately 35 percent of students who have to wait or leave without using the services because the computer lab or group stations are in use.

- The following graph shows the percentage of students who had to wait to use a computer.

	Fall 2013	Fall 2014
Never	59.2%	60.8%
1 or 2 Times	31.2%	29.0%
3 or 4 Times	7.2%	8.0%
5 or More Times	2.5%	2.3%

- The table below shows the percentage of students that had to leave without using a computer or group station:

	Fall 2013	Fall 2014
Never	63.1%	65.8%
1 or 2 Times	26.9%	24.2%
3 or 4 Times	6.2%	6.7%
5 or More Times	3.8%	3.4%

4. Library Visits & Lack of Space

Library visits at the Pecan Campus have averaged over 439,000 to 525,000 visits each year since 2009-2010, accounting for 53-55% of the visits at all STC libraries. Visits reached a high point in 2011-2012 but have remained constant at over 450,000 during most years. We believe these numbers have plateaued because of physical space and resources: there is little space left to accommodate additional students. Student reports and comments in the various surveys conducted over the past 4 years detailed above corroborate this belief.

Approximately a year and a half ago, the Pecan Campus library opened an after-hours, self-service area called the JagWired Café. This space stays open for several hours past the normal operating hours of the library each day, typically until midnight during the week. This space is consistently full until closing each day. However, this area only has 12 computer stations and the library is unable to expand further to meet students' needs. Designing a new library space would allow us to design spaces more adequately equipped to meet the need for extended hours services.

5. Lack of Specialized Spaces

a. Study Rooms

The Pecan Campus currently has 7 study rooms available for student use. When compared to the other campuses, this number is severely deficient. Considering that the Pecan Campus library serves over 50% of the student population districtwide shows just how far behind the other campus libraries it is in the number of study rooms. (A CIP

for additional study rooms is scheduled for this fiscal year, but these will be built at the expense of group and quiet study areas, reducing the availability of these spaces.)

The Pecan Campus library study rooms average between 600 and 900 uses per month. Average checkouts for study rooms are 2 hours. These numbers have remained relatively constant over the past several years, showing that there is little room for growth.

Library	Study Rooms
MV	7
NAH	4
Pecan	7
Starr	5
Tech	3

b. Lack of space for Library Instruction

The Pecan Campus library has one teaching space dedicated to providing library instruction and orientation. The library often has to decline faculty requests for library instruction because this space is already in use. This space occupied consistently throughout the day, and in order to expand this service, additional teaching space is needed. To date in this academic year, the Pecan Campus library has served 2,478 students through library instruction.

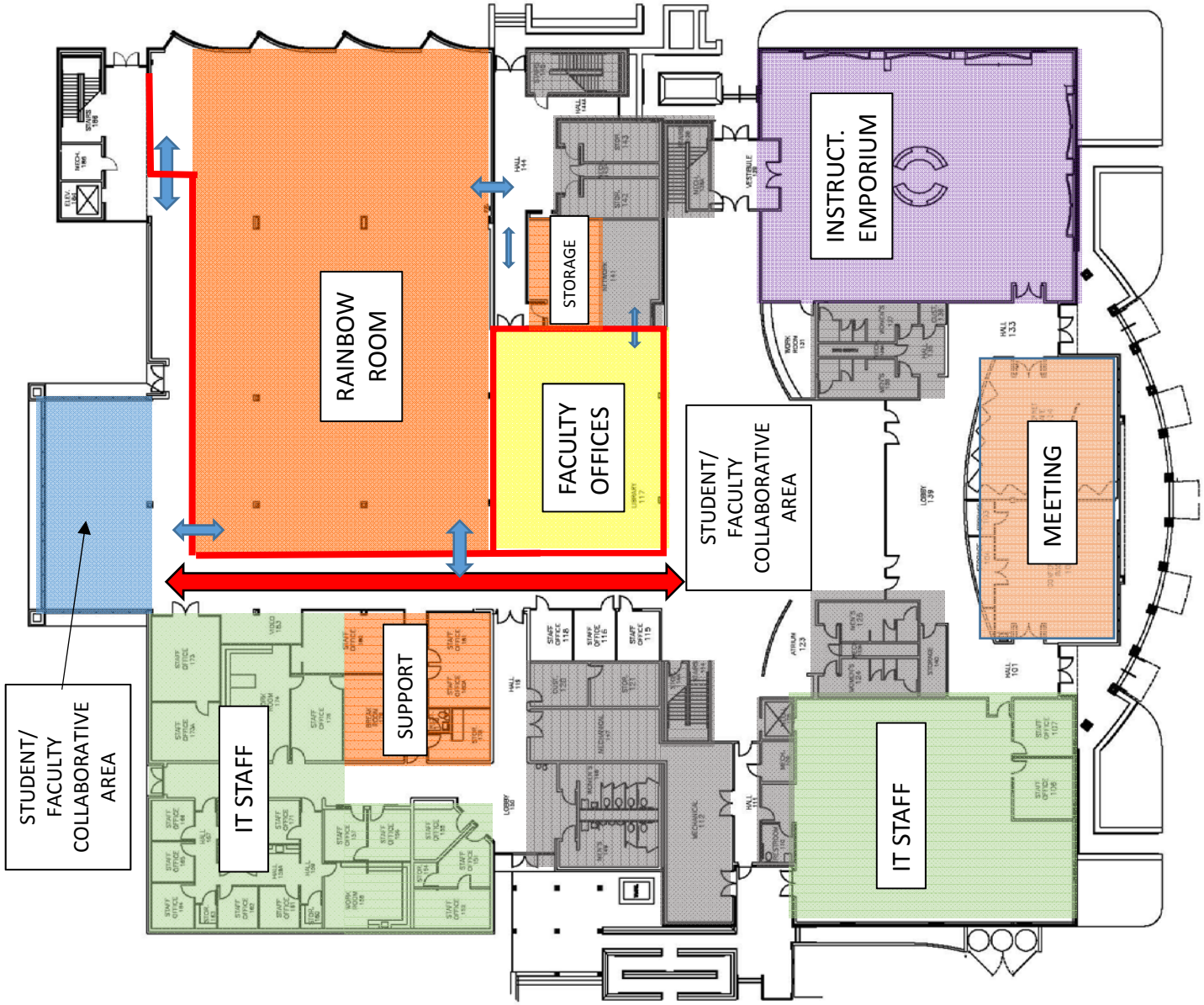
Review and Discussion on Proposed Repurposing of Pecan Campus Existing Library Building

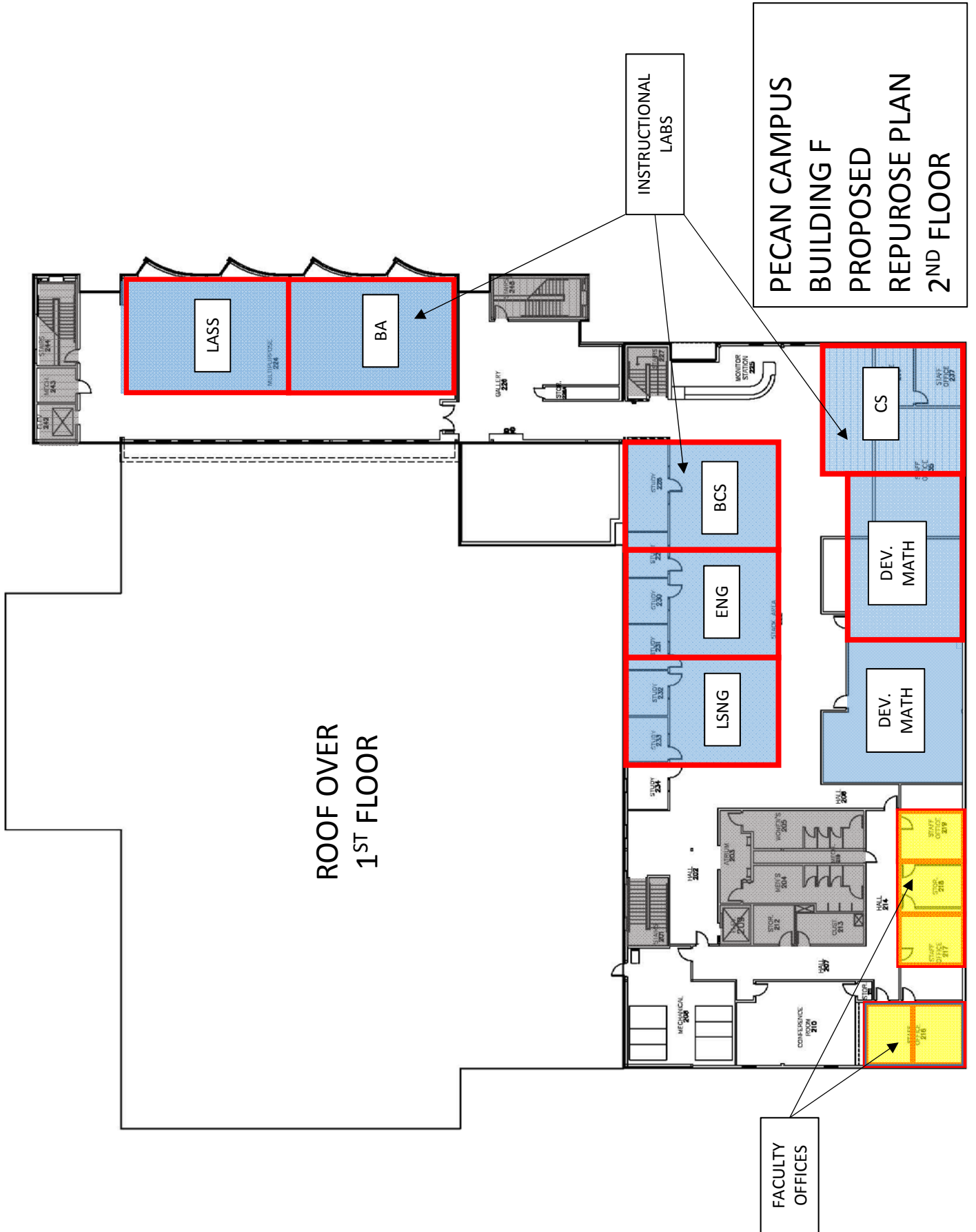
College administration has begun the process of planning for the repurposing of space within the existing Library Building in the event a new Library is constructed in the near future. The process included some analysis to identify the highest priority space needs. The list below and the attached building floor plans identify the results of the recent space needs analysis:

- Classrooms and computer labs for various high demand programs
- Faculty offices to support additional classrooms and computer labs
- Tutorial computer labs/emporium
- Student Information Commons and collaboration space
- Faculty and staff training/meeting space – Rainbow Room
- Reception/collaboration space for large gathering events
- Expanded office and work space for Instructional Technology staff

Attached are preliminary floor plans indicating the proposed future use. Plans for this repurposing project will be further developed once a new library is built and a team of design professionals are approved to finalize planning and preparation of plans. Staff will be present at the May 14, 2015 Board Facilities Committee meeting to address questions related to this proposed planning project.

PECAN CAMPUS
 BUILDING F
 PROPOSED
 REPURPOSE PLAN
 1ST FLOOR





**Review and Recommend Action on Exterior Schematic Design for the Pecan
Campus Art Building Ceramic Arts Covered Area**

Approval of building exterior schematic design by EGV Architects, Inc. for the Pecan Campus Art Building Covered Area for Ceramic Arts will be requested at the May 26, 2015 Board meeting.

At the April 28, 2015 Board meeting, Trustees approved the location and schematic floor plan for this construction project as designed by EGV Architects. The Board also reviewed the proposed exterior schematic design and requested that EGV Architects prepare additional options to be presented to the Facilities Committee and Board in May 2015.

A representative from EGV Architects will be present at the May 14, 2015 Board Facilities Committee meeting to present and review options.

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, an exterior schematic design option for the Pecan Campus Art Building Ceramic Arts Covered Area as presented by EGV Architects.

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Art Building Existing Ceramic Arts Interior Renovation

Approval to select a contractor for the Pecan Campus Art Building Existing Ceramic Arts Interior Renovation project will be requested at the May 26, 2015 Board meeting.

The Board of Trustees previously approved design services with EGV Architects to prepare plans and specifications for the Ceramic Arts Interior Space Renovation and exterior covered area. As a result, the design team at EGV Architects completed the plans and specifications necessary for the interior renovation portion of this project. The interior renovations need to be completed during the summer months and therefore these plans have been completed first so that solicitation of proposals could proceed. Work on plans for the exterior covered areas will continue and solicitation of proposals for that portion will begin as soon as plans are complete.

EGV Architects has worked with STC staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on April 13, 2015. A total of six (6) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of four (4) proposals were received on April 29, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
April 13, 2015	Solicitation of competitive sealed proposals began.
April 29, 2015	Four (4) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

Funds are budgeted in the FY 2014-2015 non-bond Construction budget for this project.

Source of Funding	Budgeted Funds	Highest Ranked Proposal
Non-Bond Construction	\$325,000	\$109,209

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, to contract construction services with Herrcon, LLC in the amount of \$109,209 for the Pecan Campus Art Building Existing Ceramic Arts Interior Renovation project as presented.

**SOUTH TEXAS COLLEGE
PECAN CAMPUS BUILDING B CERAMICS & ARTS LAB INTERIOR RENOVATION
PROJECT NO. 14-15-1067**

VENDOR	5 Star Construction	Herron, LLC.	Holchemont, Ltd.	JCON Construction, LLC.
ADDRESS	3209 Melody Ln	1333 E Jasmine Ave	900 N Main St	604 Palmview Dr
CITY/STATE	Mission, TX 78574	McAllen, TX 78501	McAllen, TX 78501	Mission, TX 78574
PHONE	956-867-5040	956-330-5566	956-686-2901	956-227-3215
FAX	956-599-9055		956-686-2925	956-580-9906
CONTACT	Alan Oakley	Gilbert Herrera	Michael Montalvo	Juan Pena, Jr.
#	Proposed	Proposed	Proposed	Proposed
1	\$ 138,900.00	\$ 109,209.00	\$ 126,700.00	\$ 120,000.00
2	10 Working Days	10 Working Days	10 Working Days	10 Working Days
3	45 Calendar Days	45 Calendar Days	45 Calendar Days	45 Calendar Days
TOTAL PROPOSAL AMOUNT	\$ 138,900.00	\$ 109,209.00	\$ 126,700.00	\$ 120,000.00
TOTAL RANKING POINTS	67.97	76.65	76.54	57.31
RANKING	3	1	2	4

SOUTH TEXAS COLLEGE
PECAN CAMPUS BUILDING B CERAMIC AND ART LABS INTERIOR RENOVATIONS
PROJECT NO. 14-15-1067
EVALUATION FORM

VENDOR		5 Star Construction	Herrcon, LLC.	Holchemont, Ltd.	JCON Construction, LLC.
ADDRESS		3209 Melody Ln	1333 E Jasmine Ave	900 N Main St	604 Palmview Dr
CITY/STATE		Mission, TX 78574	McAllen, TX 78501	McAllen, TX 78501	Mission, TX 78574
PHONE/FAX		956-867-5040	956-330-5566	956-686-2901	956-227-3215
FAX		956-599-9055		956-686-2925	956-580-9906
CONTACT		Alan Oakley	Gilbert Herrera	Michael Montalvo	Juan Pena, Jr.
1	The Respondent's price proposal. (up to 45 points)	35.4	45	38.8	41
		35.4	45	38.8	41
		35.4	45	38.8	41
		35.4	45	38.8	41
		35.4	45	38.8	41
2	The Respondent's experience and reputation. (up to 10 points)	9	8.5	9.5	7
		9	8	10	4
		7	6	8	5
		9	9	9	5
		8	6	9	6
3	The quality of the Respondent's goods or services. (up to 10 points)	9	9	9	2
		9	9	10	3
		6	7	9	5
		9	8.5	9	2
		8	6	9	5
4	The Respondent's safety record (up to 5 points)	3.5	4	4.5	0
		4	4	5	0
		3	3	4.5	0
		3.5	4	5	0
		3	2	4	1
5	The Respondent's proposed personal. (up to 8 points)	6.5	6	7	1
		6	6	8	1
		6	5	8	4
		7	6	7	2
		6	6	7	4
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	6	6	6.5	4
		6	8	9	6
		5	7	8	3
		8	6	6.5	4
		7	6	8	6
7	The Respondent's organization and approach to the project. (up to 6 points)	5.5	4	5.5	0
		5	5	6	0
		3	5	5	2
		5	5	5	0
		4	3	5	3
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7
		7	7	7	7
		7	7	7	7
		7	7	7	7
		7	7	7	7
TOTAL EVALUATION POINTS		67.97	76.65	76.54	57.31
RANKING		3	1	2	4

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation

Approval to select a contractor for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation project will be requested at the May 26, 2015 Board meeting.

The Board of Trustees previously approved design services with R. Gutierrez Engineers to prepare plans and specifications for the relocation of the driveway and sidewalk at the Achieve Early College High School at the Pecan Campus. As a result, the civil engineering team at R. Gutierrez Engineers completed the plans necessary for this project. Attached is a conceptual site plan showing the location of the new drive and sidewalk.

R. Gutierrez Engineers has worked with STC staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on March 31, 2015. A total of six (6) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of five (5) proposals were received on April 16, 2015.

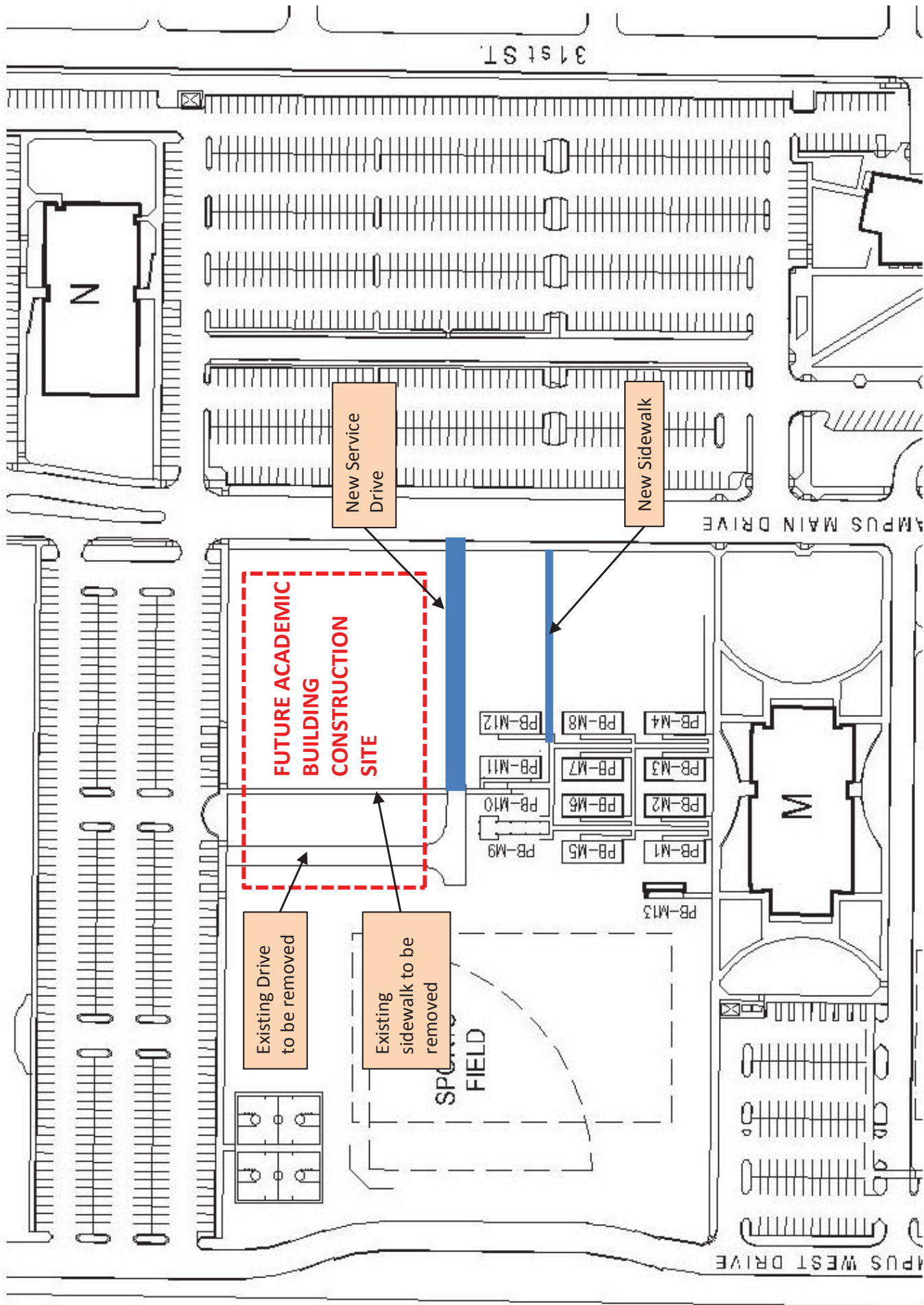
Timeline for Solicitation of Competitive Sealed Proposals	
March 31, 2015	Solicitation of competitive sealed proposals began.
April 16, 2015	Five (5) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

Funds are budgeted in the FY 2014-2015 non-bond Construction budget for this project.

Source of Funding	Budgeted Funds	Highest Ranked Proposal
Non-Bond Construction	\$60,000	\$49,472

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, to contract construction services with Roth Excavating, Inc. in the amount of \$49,472 for the Pecan Campus Achieve Early College High School Driveway and Sidewalk Relocation project as presented.



STC AECHS Proposed Drive and Sidewalk

**SOUTH TEXAS COLLEGE
ACHIEVE EARLY COLLEGE HIGH SCHOOL SERVICE DRIVE AND SIDEWALK PROJECT
PROJECT NO. 14-15-1063**

VENDOR		Diamond Eight Industries, LLC.		DK3 Construction, LP.		5 Star Construction		Herrcon, LLC.		Roth Excavating, Inc.	
ADDRESS		123 N Main St		702 W Expressway 83		3209 Melody Ln		1333 E Jasmine Ave		5820 N Cage Ste 1	
CITY/STATE/ZIP		Santa Rosa, TX 78593		Weslaco, TX 78596		Mission, TX 78574		McAllen, TX 78501		Pharr, TX 78577	
PHONE		956-636-1429		956-968-2829		956-867-5040		956-330-5566		956-787-2742	
FAX		956-998-4008		956-969-9634		956-599-9055		956-787-5152			
CONTACT		Alissa Perez		Dominic Reyna		Alan Oakley		Gilbert Herrera		Tyler Wulf	
#	Description	Proposed		Proposed		Proposed		Proposed		Proposed	
1	Base Proposal: Achieve Early College High School Service Drive and Sidewalk Project	\$	70,297.20	\$	49,840.83	\$	67,800.00	\$	93,466.83	\$	49,472.00
2	Begin Work Within	10 Working Days		10 Working Days		10 Working Days		10 Working Days		5 Working Days	
3	Completion of Work Within	30 Calendar Days		60 Calendar Days		45 Calendar Days		30 Calendar Days		14 Calendar Days	
TOTAL PROPOSAL AMOUNT		\$	70,297.20	\$	49,840.83	\$	67,800.00	\$	93,466.83	\$	49,472.00
TOTAL EVALUATION POINTS		55.4		61.2		74.1		61.1		94.2	
RANKING		5		3		2		4		1	

**SOUTH TEXAS COLLEGE
ACHIEVE EARLY COLLEGE HIGH SCHOOL SERVICE DRIVE AND SIDEWALK PROJECT
PROJECT NO. 14-15-1063
EVALUATION SUMMARY**

VENDOR		Diamond Eight Industries, LLC.	DK3 Construction, LP.	5 Star Construction	Hercon, LLC.	Roth Excavating, Inc.					
ADDRESS		123 N Main St	702 W Expressway 83	3209 Melody Ln	1333 E Jasmine Ave	5820 N Cage Ste 1					
CITY/STATE		Santa Rosa, TX 78593	Weslaco, TX 78596	Mission, TX 78574	McAllen, TX 78501	Pharr, TX 78577					
PHONE/FAX		956-636-1429	956-968-2829	956-867-5040	956-330-5566	956-787-2742					
FAX		956-998-4008	956-969-9634	956-599-9055		956-787-5152					
CONTACT		Alissa Perez	Dominic Reyna	Alan Oakley	Gilbert Herrera	Tyler Wulf					
1	The Respondent's price proposal. (up to 45 points)	31.7	31.7	44.7	44.7	32.8	32.8	23.8	23.8	45	45
		31.7		44.7		32.8		23.8		45	
		31.7		44.7		32.8		23.8		45	
		31.7		44.7		32.8		23.8		45	
		31.7		44.7		32.8		23.8		45	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.7	8.5	7.9	9	8.8	8.5	8.5	9	8.9
		8		8		9		8		8.5	
		9		8		10		9		8	
		8.5		7		9		7		9	
		9		8		7		10		10	
3	The quality of the Respondent's goods or services. (up to 10 points)	5	5.1	3	3	8.5	8.3	6	7.2	8.5	8.2
		5		3		7		6		7.5	
		5		3		10		9		9	
		4.5		3		9		7		7	
		6		3		7		8		9	
4	The Respondent's safety record (up to 5 points)	2	1.6	0	0.2	3.5	3.8	4	4	4.5	4.7
		3		0		3.5		4		5	
		2		1		4		4		5	
		1		0		3		3		4	
		0		0		5		5		5	
5	The Respondent's proposed personal. (up to 8 points)	1	0.8	0	0.4	7	6.4	5	5.2	7	7.1
		0		0		6.5		4		6.5	
		2		2		7		6		7	
		1		0		5.5		5		7	
		0		0		6		6		8	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	2	2.8	3	3	7	7.2	5	5	8.5	7.8
		3		3.5		6		4		7.5	
		3		2		9		6		8	
		2		2.5		7		4		7	
		4		4		7		6		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	1	1.4	0	0.4	5	4.6	4	4.1	5.5	5.5
		2		0		5		4		5	
		2		1		4		5		6	
		1		1		4		3.5		5	
		1		0		5		4		6	
8	The Respondent's time frame for completing the project. (up to 7 points)	3.3	3.3	1.6	1.6	2.2	2.2	3.3	3.3	7	7
		3.3		1.6		2.2		3.3		7	
		3.3		1.6		2.2		3.3		7	
		3.3		1.6		2.2		3.3		7	
		3.3		1.6		2.2		3.3		7	
TOTAL EVALUATION POINTS		55.4	61.2	74.1	61.1	94.2					
RANKING		5	3	2	4	1					

Review and Recommend Action on Contracting Construction Services for the District-Wide HSI Grants Carpet Replacement

Approval to select a contractor for the District-Wide HSI Grants Carpet Replacement project will be requested at the May 26, 2015 Board meeting.

Carpet is being installed in one classroom at each of STC's five campuses as part of the implementation of the HSI Grant Active Learning Classroom pilot program. Staff proposes to replace the existing carpet with carpet tile which has a new pattern and colors to support the Active Learn classroom concept. Carpet tile has become an STC standard due to its higher quality and reduced maintenance.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on April 16, 2015. A total of eight (8) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of four (4) proposals were received on May 1, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
April 16, 2015	Solicitation of competitive sealed proposals. Eight (8) sets of construction documents were issued.
May 1, 2015	Four (4) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

Funds are available in the FY2014-2015 Renewals and Replacements budget for this project.

Source of Funding	Budget Available	Highest Ranked Proposal
Renewals & Replacements	\$25,000	\$22,820.24

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, the contracting of construction services with Diaz Floors & Interiors, Inc. in the amount of \$22,820.24 for the District-Wide HSI Grants Carpet Replacement project as presented.

**SOUTH TEXAS COLLEGE
DISTRICT WIDE CARPET REPLACEMENT FOR H.S.I. GRANT TIER 1 CLASSROOMS
PROJECT NO. 14-15-1076**

VENDOR	Diaz Floors & Interiors, Inc.	ADDRESS	1205 W Polk	CITY/STATE/ZIP	Pharr, TX 78577	PHONE	956-787-0056	FAX	956-781-7917	CONTACT	Andres Diaz, Sr.	Description	Proposed	Proposed	Proposed	W. E. Imhoff & Co. Inc./ dba Intertech Flooring	1301 Business Park Dr Ste D
ADDRESS	The Carpet House	CITY/STATE/ZIP	1303 E Rogers Rd	PHONE	Edinburg, TX 78542	FAX	956-383-8889	CONTACT	956-287-7889	Description	Proposed	Proposed	Proposed	Proposed	Proposed	1301 Business Park Dr Ste D	
ADDRESS	Vintage Tile & Stone, LLC.	CITY/STATE/ZIP	2020 W Nolana Loop	PHONE	McAllen, TX 78504	FAX	956-631-8528	CONTACT	956-631-8526	Description	Proposed	Proposed	Proposed	Proposed	Proposed	Mission, TX 78572	
Base Proposal:	\$	22,820.24	\$	20,895.00	\$	29,535.15	\$	22,719.00									
1	District Wide Carpet Replacement for H.S.I. Grant Tier 1 Classrooms	7 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days	14 Working Days or on 6/22/15	
2	Begin Work Within	7-10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	10 Calendar Days	
3	Completion of Work Within																
TOTAL PROPOSAL AMOUNT	\$	22,820.24	\$	20,895.00	\$	29,535.15	\$	22,719.00									
TOTAL EVALUATION POINTS		89.325		87.125		81.125		86.85									
RANKING		1		2		4		3									

**SOUTH TEXAS COLLEGE
DISTRICT WIDE CARPET REPLACEMENT FOR H.S.I. GRANT TIER 1 CLASSROOMS
PROJECT NO. 14-15-1076
EVALUATION SUMMARY**

VENDOR		Diaz Floors & Interiors, Inc.	The Carpet House	Vintage Tile & Stone, LLC.	W. E. Imhoff & Co, Inc./ dba Intertech Flooring
ADDRESS		1205 W Polk	1303 E Rogers Rd	2020 W Nolana Loop	1301 Business Park Dr Ste D
CITY/STATE		Pharr, TX 78577	Edinburg, TX 78542	McAllen, TX 78504	Mission, TX 78572
PHONE/FAX		956-787-0056	956-383-8889	956-631-8528	956-584-3592
FAX		956-781-7917	956-287-7889	956-631-8526	956-584-2149
CONTACT		Andres Diaz, Sr.	Daniel Garza	Elizabeth Govea	Vicente Garza
1	The Respondent's price proposal. (up to 45 points)	41.2	45	31.8	41.4
		41.2	45	31.8	41.4
		41.2	45	31.8	41.4
		41.2	45	31.8	41.4
2	The Respondent's experience and reputation. (up to 10 points)	9	8.5	9.5	9
		9	8	9	9
		9	7.5	9	9
		8	9	10	9
3	The quality of the Respondent's goods or services. (up to 10 points)	9	8	9.5	9
		9	6	9	8.5
		9	6	8.8	9
		9	8	10	9
4	The Respondent's safety record (up to 5 points)	4	4	4.5	5
		4.5	3.5	4.5	3.5
		3.5	3.5	4	3.8
		3	5	5	5
5	The Respondent's proposed personal. (up to 8 points)	7	7	7	7.5
		6	7	7.5	5.5
		7	6.5	8	7
		7	8	8	8
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	8	8	8	6
		7.5	6	7.5	6
		8	6.5	8	4
		9	8	9	7
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4	5	6
		4.5	3	5	5
		4.5	3.5	5.5	5
		5	4	6	6
8	The Respondent's time frame for completing the project. (up to 7 points)	7	5	5	5
		7	5	5	5
		7	5	5	5
		7	5	5	5
TOTAL EVALUATION POINTS		89.325	87.125	81.125	86.85
RANKING		1	2	4	3

Review and Recommend Action on Contracting Construction Services for the Pecan Campus Building A Carpet Replacement

Approval to select a contractor for the Pecan Campus Building A Carpet Replacement project will be requested at the May 26, 2015 Board meeting.

Carpet in these areas of Building A is over ten years old and is in need of replacement. Staff proposes to replace the carpet with carpet tile which is the current STC standard due to its higher quality and reduced maintenance.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on March 30, 2015. A total of six (6) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of four (4) proposals were received on April 16, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
March 30, 2015	Solicitation of competitive sealed proposals. Six (6) sets of construction documents were issued.
April 16, 2015	Four (4) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

Funds are budgeted in the FY2014-2015 Renewals and Replacements budget for this project.

Source of Funding	Funds Budgeted	Highest Ranked Proposal
Renewals & Replacements	\$52,800	\$34,120

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, the contracting of construction services with W.E. Imhoff Co, Inc. dba/Intertech Flooring in the amount of \$34,120 for the Pecan Campus Building A Carpet Replacement project as presented.

**SOUTH TEXAS COLLEGE
PECAN CAMPUS CARPET REPLACEMENT FOR BUILDING A
PROJECT NO. 14-15-1066**

VENDOR	Diaz Floors & Interiors, Inc.	The Carpet House	Vintage Tile & Stone, LLC.	W. E. Imhoff Co, Inc. dba/Intertech Flooring
ADDRESS	1205 W Polk	1303 E. Rodgers Rd	2020 W Nolana Loop	1301 Business Park Dr Ste D
CITY/STATE	Phart, TX 78577	Edinburg, TX 78542	McAllen, TX 78504	Mission, TX 78572
PHONE	956-787-0056	956-383-8889	956-631-8528	956-584-3592
FAX	956-781-7917	956-287-7889	956-631-8526	956-584-2149
CONTACT	Andres Diaz, Sr.	Daniel Garza	Elizabeth Govea	Vicente Garza
#	Description	Proposed	Proposed	Proposed
1	PCN Campus Carpet Replacement for Bldg A	\$ 43,000.00	\$ 42,446.00	\$ 34,120.00
2	Begin Work Within	7-10 Working Days		June 8, 2015
3	Completion of Work Within	7- 15 Calendar Days		10 Calendar Days
TOTAL PROPOSAL AMOUNT		\$ 43,000.00	\$ 42,446.00	\$ 34,120.00
TOTAL RANKING POINTS		81.725	****	91.575
RANKING		3	****	1

****Vendor did not submitted the required Bid Bond therefore not evaluated.

**SOUTH TEXAS COLLEGE
PECAN CAMPUS CARPET REPLACEMENT FOR BUILDING A
PROJECT NO. 14-15-1066
EVALUATION FORM**

VENDOR		Diaz Floors & Interiors, Inc.		Vintage Tile & Stone, LLC.		W. E. Imhoff Co, Inc. dba/Intertech Flooring	
ADDRESS		1205 W Polk		2020 W Nolana Loop		1301 Business Park Dr	
CITY/STATE		Pharr, TX 78577		McAllen, TX 78504		Mission, TX 78572	
PHONE/FAX		956-787-0056		956-631-8528		956-584-3592	
FAX		956-781-7917		956-631-8526		956-584-2149	
CONTACT		Andres Diaz, Sr.		Elizabeth Govea		Vicente Garza	
1	The Respondent's price proposal. (up to 45 points)	35.7	35.7	35.9	35.9	45	45
		35.7		35.9		45	
		35.7		35.9		45	
		35.7		35.9		45	
2	The Respondent's experience and reputation. (up to 10 points)	9	9	9	8.75	9	9.125
		9		9		9	
		9		9		9.5	
		9		8		9	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	9	9	8.825	8.5	9
		9		8.8		9	
		9		9.5		9.5	
		9		8		9	
4	The Respondent's safety record (up to 5 points)	4.5	4.2	4.5	4.5	3.5	3.95
		3.8		4		3.8	
		4.5		4.5		4.5	
		4		5		4	
5	The Respondent's proposed personal. (up to 8 points)	6	6.75	7.5	7.375	5.5	6.75
		7		8		7	
		7		7		7.5	
		7		7		7	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	7.5	7.625	7.5	7.625	6	5.5
		8		8		4	
		8		8		5	
		7		7		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	4.5	4.75	5	5.375	5	5.25
		4.5		5.5		5	
		5		5		6	
		5		6		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	4.7	4.7	7	7	7	7
		4.7		7		7	
		4.7		7		7	
		4.7		7		7	
TOTAL EVALUATION POINTS		81.725		85.35		91.575	
RANKING		3		2		1	

Review and Recommend Action on Contracting Construction Services for the Technology Campus Building B Flooring Replacement

Approval to select a contractor for the Technology Campus Building B Flooring Replacement project will be requested at the May 26, 2015 Board meeting.

Existing concrete floor in some areas are separating and the exposed metal tracks are becoming a tripping hazard. Staff proposes to replace the concrete seal with flooring tile which is the current STC standard due to its higher quality and reduced maintenance.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on April 13, 2015. A total of six (6) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of three (3) proposals were received on April 29, 2015.

Timeline for Solicitation of Competitive Sealed Proposals	
April 13, 2015	Solicitation of competitive sealed proposals. Six (6) sets of construction documents were issued.
April 29, 2015	Three (3) proposals were received.

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

Funds are budgeted in the FY2014-2015 Renewals and Replacements budget for this project.

Source of Funding	Funds Budgeted	Highest Ranked Proposal
Renewals & Replacements	\$50,000	\$37,652

It is requested that the Facilities Committee recommend for Board approval at the May 26, 2015, Board meeting, the contracting of construction services with W.E. Imhoff Co, Inc. dba/Intertech Flooring in the amount of \$37,652 for the Technology Campus Building B Flooring Replacement project as presented.

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS BUILDING B FLOORING REPLACEMENT PHASE II
PROJECT NO. 14-15-1054**

VENDOR	Diaz Floors & Interiors, Inc.	Vintage Tile & Stone, LLC.	W.E. Imhoff Co, Inc. dba/Intertech Flooring	
ADDRESS	1205 W Polk	2020 W Nolana Loop	1301 Business Park Dr Ste D	
CITY/STATE	Pharr, TX 78577	McAllen, TX 78504	Mission, TX 78572	
PHONE	956-787-0056	956-631-8528	956-584-3592	
FAX	956-781-7917	956-631-8526	956-584-2149	
CONTACT	Andres Diaz	Elizabeth Govea	Vicente Garza	
#	Description	Proposed	Proposed	Proposed
1	Base Proposal: Building B Flooring Replacement Phase II	\$ 63,000.00	\$ 48,041.77	\$ 37,652.00
2	Bid Bond	Yes	Yes	Yes
TOTAL PROPOSAL AMOUNT		\$ 63,000.00	\$ 48,041.77	\$ 37,652.00
TOTAL RANKING POINTS		75.9	85	90.7
RANKING		3	2	1

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS BUILDING B FLOORING REPLACEMENT PHASE II
PROJECT NO. 14-15-1054
EVALUATION FORM**

VENDOR		Diaz Floors & Interiors, Inc.		Vintage Tile & Stone, LLC.		W.E. Imhoff Co, Inc. dba/ Intertech Flooring	
ADDRESS		1205 W Polk		2020 W Nolana Loop		1301 Business Park Dr Ste D	
CITY/STATE		Pharr, TX 78577		McAllen, TX 78504		Mission, TX 78572	
PHONE/FAX		956-787-0056		956-631-8528		956-584-3592	
FAX		956-781-7917		956-631-8526		956-584-2149	
CONTACT		Andres Diaz		Elizabeth Govea		Vicente Garza	
1	The Respondent's price proposal. (up to 45 points)	26.9	26.9	35.3	35.3	45	45
		26.9		35.3			
		26.9		35.3			
		26.9		35.3			
2	The Respondent's experience and reputation. (up to 10 points)	9	9	9	9.25	9	9.25
		9		9			
		9		10			
		9		9			
3	The quality of the Respondent's goods or services. (up to 10 points)	9	9.25	9	9.2	8.5	9.25
		9		8.8			
		10		10			
		9		9			
4	The Respondent's safety record (up to 5 points)	4.5	4.125	4.5	4.375	3.5	3.825
		3.5		4			
		5		5			
		3.5		4			
5	The Respondent's proposed personal. (up to 8 points)	6	7	7.5	7.375	5.5	6.5
		7		8			
		8		7			
		7		7			
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	7.5	8.125	7.5	7.625	6	4.5
		8		8			
		9		8			
		8		7			
7	The Respondent's organization and approach to the project. (up to 6 points)	4.5	4.5	5	4.875	5	5.375
		4.5		5.5			
		4.5		4			
		4.5		5			
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7	7	7
		7		7			
		7		7			
		7		7			
TOTAL EVALUATION POINTS		75.9		85		90.7	
RANKING		3		2		1	

Review and Recommend Action on Final Completion for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects

Approval of final completion and release of final payment for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project will be requested at the May 26, 2015 Board meeting.

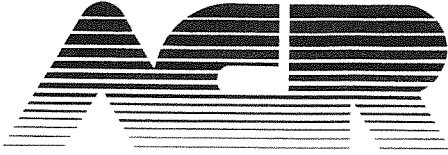
It is recommended that final completion and release of final payment for this project with Metro Electric be approved. The original cost approved for this project was in the amount of \$101,121.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$100,000	\$101,121	(\$2,759)	\$98,362	\$94,443.90	\$4,918.10

On April 1, 2015, STC Planning & Construction Department staff along with ACR Engineering inspected the site to confirm that all punch list items were completed. Attached is a letter from ACR Engineering acknowledging all work is complete and recommending release of final payment.

It is recommended that the Facilities Committee recommend for Board approval at the May 26, 2015 Board meeting, the final completion and release of final payment in the amount of \$4,918.10 for the Pecan Campus Buildings A, G, H, and X Electrical Disconnects project with Metro Electric as presented.



ACR ENGINEERING, INC.

1221 N. 77 Sunshine Strip
Harlingen, Texas 78550
Tel: 956/425-1400

May 4, 2015

South Texas College
3200 W. Pecan Blvd., Bldg N. Ste 179
McAllen, TX 78501

Phone: 956-872-3737

Fax: 956-872-3747

Re: STC Pecan Campus Electrical Disconnects from Bldg A,G,H and X

Attn: John de la Garza, Assoc. AIA
Project Manager
Facility Planning & Construction

ACR Engineering, Inc. recommends Final Completion of the STC Pecan Campus Electrical Disconnects for Buildings A,G,H and X and recommends release of final payment, pending submission of As-Builts and review of closeout documents by ACR Engineering, Inc.

If you have any questions, please contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Miles Ponder', is written over the word 'Sincerely,'.

Miles Ponder
1221 N. 77 Sunshine Strip
Harlingen, Texas 78550
Phone: 956-425-1400
Fax: 956-425-4197
Email: mponder@acreng.com
www.acreng.com

**Discussion and Action as Necessary Regarding STC vs Chubb Insurance for Hail
Damage Claim Settlement**

The Facilities Committee is asked to discuss with legal counsel and recommend action as necessary regarding legal settlement with Chubb Insurance for the Hail Storm Damage insurance claim. Any recommended action will be presented for consideration by the South Texas College Board of Trustees at the May 26, 2015 Regular Board Meeting.

Update on Status of Non-Bond Construction Projects

The Facilities Planning & Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Gerry Rodriguez will be present to respond to questions and address concerns of the committee.

Status of Non-Bond Construction Projects in Progress May 2015

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Digital Marquee Sign	100%	April 2015	1. Design Phase 2. Vendor has finalized design and provided a proposal	\$80,000	TBD	\$0	TBD
Grant/Accountability Office Improvements	100%	January 2015	1. Construction Phase 2. Construction is complete	\$24,000	\$96,863.80	\$96,863.80	\$0
Student Services Building Offices Modifications	100%	January 2015	1. Construction Phase 2. Construction in complete	\$353,000	\$402,960.40	\$402,960.40	\$0
Buildings A, G, H, & X Electrical Disconnects	100%	March 2015	1. Construction Phase 2. Acceptance of final completion will be recommended at the May 2015 Board meeting	\$100,000	\$98,362	\$93,443.90	\$4,918.10
Cover area for Ceramic Arts Kilns	75%	April 2015	1. Design phase 2. Design in progress 3. Pending approval of exterior design	\$48,750	\$29,250	\$0	\$29,250
Library Additional Study Rooms	15%	June 2015	1. Design phase 2. Design in progress	\$54,000	TBD	\$0	TBD
Sports Fields Lighting	100%	April 2015	1. Design phase 2. Design complete	\$30,000	\$16,000	\$8,800	\$7,200
Removal of Trees for Bond Construction	100%	January 2015	1. Construction Phase 2. Construction in complete	\$25,000	\$21,142	\$21,142	\$0
Infrastructure for Relocation of Portable Buildings	2%	August 2015	1. Construction Phase 2. Contract negotiations in progress	\$350,000	TBD	\$0	TBD

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Relocation of Electrical Power Lines	50%	May 2015	1. Design phase 2. Design work in progress	\$11,250	\$7,387.50	\$0	\$7,387.50
Student Services Building 1 st Floor Modifications	20%	May 2015	1. Design Phase 2. Design in progress	\$37,500	\$23,125	\$0	\$23,125
AECHS Service Drive and Sidewalk Relocation	100%	July 2015	1. Construction 2. Contract negotiations in progress	\$60,000	TBD	\$0	TBD
HSI Grant Training Lab C111 Improvements	100%	February 2015	1. Construction Phase 2. Construction complete	Grant	TBD	\$0	Grant
Professional Development Office Improvements	100%	February 2015	1. Construction Phase 2. Construction complete	\$10,000	TBD	TBD	\$10,000
Building A Carpet Replacement	0%	June 2015	1. Construction Phase 2. Pending Board approval of contractor in May 2015	\$60,000	TBD	\$0	TBD
Building J Science Lab Exhaust Fan	60%	May 2015	1. Construction Phase 2. Construction in progress	\$0	\$23,300	\$0	\$23,300
Pecan Plaza Police Department Emergency Generator	50%	May 2015	1. Design phase 2. Design in progress	\$30,000	\$36,308.18	\$6,369.34	\$29,938.84
Pecan Plaza Asphalt Resurfacing on Alley Side	0%	July 2015	1. Construction Phase 2. Contract negotiations in progress	\$75,000	TBD	\$0	TBD
Mid Valley Campus							
No Work in Progress							
Technology Campus							

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
West Academic Building Re-roofing	0%	August 2015	1. Construction Phase 2. Contract negotiations in progress	\$1,698,900	\$1,296,000	\$0	\$1,296,000
HVAC Cooling Tower Replacement	95%	May 2015	1. Construction Phase 2. Construction in progress	\$415,000	\$396,000	\$252,131.22	\$143,868.78
Replacement of Flooring in Building B	100%	January 2015	1. Construction Phase 2. Construction is complete	\$50,000	\$15,462.15	\$15,462.15	\$0
Building B Main Door and Frame replacement	0%	July 2015	1. Design Phase 2. Contract negotiations in progress	\$7,500	TBD	\$0	TBD
Building C Conference Room Addition	0%	July 2015	1. Design Phase 2. Contract negotiations in progress	\$9,600	TBD	\$0	TBD
Nursing and Allied Health Campus							
Parking Expansion	90%	May 2015	1. Construction Phase 2. Construction in progress	\$740,000	\$655,545.80	\$163,333.50	\$492,212.30
Irrigation System upgrades	100%	March 2015	1. Design Phase 2. Design work complete	\$2,000	\$3,550	\$0	\$3,550
Subdivision Plat for 6.63 Acres	95%	February 2015	1. Design Phase, 2. Staff is working with the engineer to finalize subdivision plat 3. Traffic Impact Analysis is complete 4. Conditional use permit approved by City of McAllen 5. Pending recording with County Hidalgo	\$20,000	\$19,690	\$2,900	\$16,790

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Walls for Library Quiet Study Area	10%	February 2015	1. Construction Phase 2. Installation of pre-fabricated walls is complete	\$25,000	\$14,524.46	\$14,524.46	\$0
Starr County Campus							
Installation of Backup Generator for Data Center	5%	July 2015	1. Design Phase 2. Board approved engineer 3. Design in progress	\$0	TBD	\$0	TBD
District Wide							
Building to Building ADA Accessibility Improvements Phase II	60%	May 2015	1. Design Phase 2. Design work is in progress	\$60,000	\$78,396.03	\$17,367.54	\$61,028.49
Parking Lots Lighting Upgrades to LED	100%	February 2015	1. Construction phase 2. Contract negotiations in progress	\$100,000	TBD	\$0	TBD
Directional Signage Updates	20%	July 2015	1. Project development 2. Work on progress	\$25,000	TBD	\$0	TBD
H.S.I Grant – Five Tier One Lab Conversions	20%	June 2015	1. Construction phase 2. Work on progress	\$0	TBD	\$0	TBD
For FY 2014-2015, 25 non-bond projects are currently in progress, 14 have been completed and 22 pending start up - 61 Total							