

**SOUTH TEXAS COLLEGE
 BOARD OF TRUSTEES REGULAR MEETING
 Tuesday, August 26, 2014 @ 5:30 p.m.
 Ann Richards Administration Building Board Room
 Pecan Campus, McAllen, Texas 78501**

AGENDA

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

- I. Call Meeting to Order
- II. Determination of Quorum
- III. Invocation
- IV. Public Comments
- V. Presentations..... 1 - 9
 - A. Presentation on Delinquent Tax Reports on Collection and Collection Efforts by Linebarger Goggan Blair & Sampson, LLP
- VI. Consideration and Action on Consent Agenda
 - A. Approval of Minutes
 - 1. July 29, 2014 Work Session and Special Board Meeting 10 - 15
 - 2. July 29, 2014 Regular Board Meeting..... 16 - 44
 - B. Approval and Authorization to Accept Grant Award(s) 45 - 47
 - 1. The “T-STEM Challenge Scholarship” grant in the amount of \$263,160.
 - 2. The Child Care Access Means Parents In School (CCAMPIS) Award from the U.S. Department of Education in the amount of \$872,000 .
 - 3. The “Phase II – Nonpoint Source Water Quality Management Planning and Implementation” Grant from Texas A&M University – Kingsville (TAMU-K) Institute for Sustainable Energy and the Environment in the amount of \$3,000.
 - 4. Additional Grants Received/Pending Official Award.

VII. Consideration and Action on Committee

A. Education and Workforce Development Committee Items

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B. Finance and Human Resources Committee

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3. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals 70 - 88
 - 1) Machine Shop Equipment (Award)
 - 2) Office Supplies (Award)
 - 3) Printing Projects (Award)
 - 4) Consulting Services (Purchase)
 - 5) Custodial Equipment (Purchase)
 - 6) Database Administrator Services (Purchase)
 - 7) Incident Response Services (Purchase)
 - 8) Long Distance Service (Purchase)
 - 9) Online Training Services (Purchase)
 - 10) Software Maintenance Agreement (Purchase)
 - 11) Ventilator (Purchase)
 - 12) Web Content Management System (Purchase)
 - 13) Accreditation and Compliance Management License (Renewal)
 - 14) Appliance Maintenance Agreement (Renewal)
 - 15) Banner Application Maintenance Agreement (Renewal)
 - 16) Book Detection System Maintenance Agreement (Renewal)
 - 17) Data Hosting Services Agreement (Renewal)
 - 18) Desktop Security Software Maintenance (Renewal)
 - 19) Email Security Software Licenses Service Agreement (Renewal)
 - 20) Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Renewal)
 - 21) Food Service – Nursing and Allied Health Campus (Renewal)
 - 22) Hardware Maintenance and Support Agreement (Renewal)
 - 23) HP Hardware and Software Maintenance Agreement (Renewal)
 - 24) In-Store Purchases of Materials, Supplies and Miscellaneous Items (Renewal)
 - 25) Library Materials (Renewal)
 - 26) Mass Notification System Agreement (Renewal)
 - 27) Network Equipment and Software Maintenance Agreement (Renewal)
 - 28) Online Real Estate Courses (Renewal)
 - 29) Online Tutoring Services Agreement (Renewal)
 - 30) Professional Development and Consultant Services for the Puente Project (Renewal)
 - 31) Projector Lamps (Renewal)

- 32)Public Website Hosting Maintenance and Support Agreement (Renewal)
- 33)Science Laboratory Supplies (Renewal)
- 34)Truck Driver/Bus Driver Training (Renewal)
- 35)Virtual Environment Maintenance Agreement (Renewal)

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- 6. Discussion of South Texas College Proposed 2014 Tax Rate.....92 - 100
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- 8. Review and Action as Necessary on Disposal/Recycle of Technology Items with an Original Value of \$1,000 and Over 106 - 125
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- 2. Review and Action as Necessary on Approval of Publication of the Request for Qualifications (RFQ) for Mechanical/Electrical/Plumbing and Civil Engineering Services for the 2013 Bond Construction Program 130 - 160
- 3. Review and Action as Necessary on FY 2014-2015 Facility Lease Agreements 161 - 163
 - 1. Annual Facility Lease Agreements
 - 2. Renewal of Facility Lease Agreement
 - 3. Proposed New Facility Lease Agreement
- 4. Review and Action as Necessary on Approval of Special Warranty Deeds for Nursing & Allied Health Campus Water Tower Property Adjustments 164 - 175
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 - 2. Pecan Plaza Space Renovation for the STC Police Department
 - 3. District-Wide Automatic Door Openers Phase II

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○ August 14, 2014 Facilities Committee	206 - 216
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A. Next Meetings:	
• Education and Workforce Development Committee Meeting, Thursday, September 11th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Facilities Committee Meeting, Thursday, September 11 th , 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• 1 st Public Hearing to Review Proposed 2014 Tax Rate Which Exceeds the Lower of the Rollback Tax Rate and the Effective Tax Rate, Thursday, September 11 th , 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Finance and Human Resources Committee Meeting, Thursday, September 11 th , 2014 at 6:00 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• 2 nd Public Hearing to Review Proposed 2014 Tax Rate Which Exceeds the Lower of the Rollback Tax Rate and the Effective Tax Rate, Thursday, September 18 th , 2014 at 5: 30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
• Regular Meeting of the Board of Trustees, Tuesday, September 23 rd , 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas	
B. Other Announcements:	
• The College will be closed Monday, September 1, 2014 in observance of Labor Day.	
• The College will also be closed Friday, September 19, 2014 to allow faculty and staff to attend College Wide Professional Development Day.	
XI. Adjournment	

Presentations

Presentation on Delinquent Tax Reports on Collection and Collection Efforts by Linebarger Goggan Blair & Sampson, LLP

Mr. Michael Cano, Attorney with Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Report on Collection and Collection Efforts for Hidalgo and Starr Counties.



February 1, 2014—July 31, 2014
Delinquent Tax Report

Linebarger Goggan Blair & Sampson, LLP

205 S. Pin Oak Ave., Edinburg, Texas 78539 Phone: 956-383-4500 Fax: 956-383-7820

LAW OFFICES
OF
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ATTORNEYS AT LAW
205 S Pin Oak Ave.
EDINBURG, TEXAS 78539

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August 26, 2014

Dr. Shirley A. Reed, President
Roy de León, Chair
Dr. Alejo Salinas, Jr., Vice Chair
Paul R. Rodriguez, Secretary
Rose Benavidez, Member
Graciela Farias, Member
Gary Gurwitz, Member
Jesse Villarreal, Member
South Texas College
3201 West Pecan Boulevard
McAllen, Texas 78501


RE: Delinquent Tax Collection Report from February 1, 2014 through July 31, 2014

Dear Dr. Reed:

Our firm is pleased to submit a summary of our collection efforts on behalf of **South Texas College**. We present this summary in an effort to keep you and the **Board of Trustees** informed as to our efforts and activities.

Enclosed, you will find summaries of the different collection efforts made by our office. Understanding the need of each County is unique, we have developed a team approach that individualizes the collection efforts in each area. The **Hidalgo County** team is led by Mrs. Lucy Canales and the **Starr County** team is led by Mr. Gustavo Martinez. Each attorney brings many years of experience to this endeavor and coordinates a team effort in which will result in better collections for **South Texas College**.

Very Truly Yours,



Lucy G. Canales
Capital Partner

Very Truly Yours,



Gustavo Martinez
Partner

LINEBARGER GOGGAN BLAIR & SAMPSON APPROACH

The delinquent tax collection program for the South Texas College continues to emphasize two basic premises: work with individual taxpayers to collect taxes owed to South Texas College and use tool of litigation as a final option.

DEMAND MAILINGS

Our extensive mailing program is designed to advise people who have not paid their South Texas College taxes of their delinquency. During the course of this quarter, we sent delinquent notices, with varying degrees of intensity to the delinquent taxpayer. The intensity of the notice varies on factors, such as, time of year, type of property and the particular needs of the jurisdiction.

Hidalgo County: Three (3) Mailings Completed for the Hidalgo County area with a total of 29,769 statements that were mailed out.

Starr County: Three (3) Mailings Completed for the Starr County area with a total of 28,067 statements that were mailed out.

LITIGATION SUMMARY

Filing a lawsuit to collect delinquent taxes is used as a final resort; after diligent efforts to contact and work with taxpayers are fully exhausted. Once the decision to file suit has been made, a complete property title search is conducted, the taxable property is further identified and all interested parties including all lien holders, are identified and served with notice of the lawsuit.

Hidalgo County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	695	\$431,781
• Interventions	270	\$186,036
• Lawsuits Disposed	333	\$205,322
• Judgments Taken	548	\$438,290
• Tax Warrants	28	\$13,113
• Pending Litigation as of 8/13/14	3,406	\$2,483,864

- Demand Mailings
- Litigation Statistics
- Taxpayer Contact
- Personal Visits
- Constable's Sales

- Over 23,351 Incoming/Outgoing Calls
- Over 1,718 Payoff Requests
- Over 674 Payment Agreements Initiated
- Over 2,601 Personal Visits

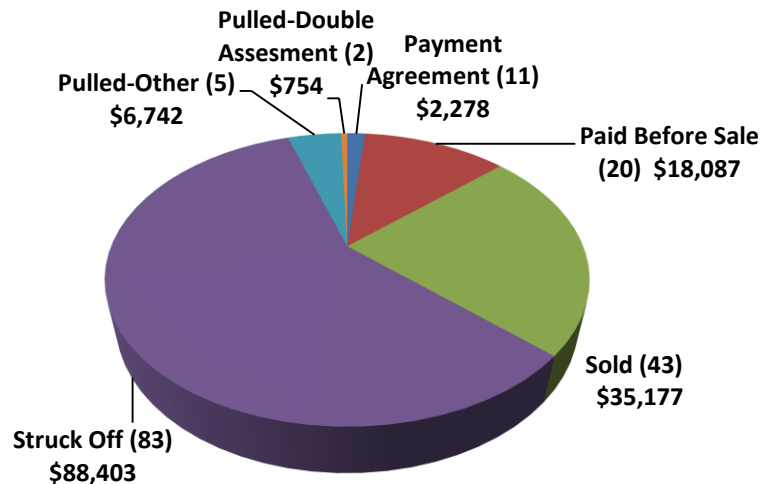
Starr County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	49	\$45,985
• Judgments Taken	37	\$46,104
• Pending Litigation as of 8/13/2014	450	\$642,753

Tax Sale Activity

Hidalgo County

Our Office regularly monitors all judgments we take on behalf of South Texas College. During this reporting period, three (3) tax sale were conducted in Hidalgo County placing one hundred sixty four (164) properties for sale.



Tax Resale Program

Our resale program for struck-off properties to the taxing entities is part of our successful collection program conducted on behalf of the South Texas College. At our expense, the firm markets these struck-off properties through newspaper advertising, our firm's website, (www.lgbs.com), and a mailing list maintained by our office. After its marketing initiative, the firm conducts a resale of these properties struck-off throughout the year. During this reporting period, one tax resale was conducted in Hidalgo County placing fifty three (53) properties for sale.

- **Over 488 Incoming/Outgoing Calls**
- **Over 28 Personal Visits**
- **Over 184 Taxpayer Walk-Ins**

Tax Sale Program

- **Collected over \$63,036 in base and P&I taxes on 81 properties.**
- **11 Payment Agreements**
- **Sold 43 Properties**

Tax Resale Program

- **Collected over \$40,431 in base and P&I taxes on 44 properties.**

BANKRUPTCY CLAIMS FILED

All Bankruptcy Filings

<i>Ch. 7</i>	<i>97</i>	<i>\$108,005</i>
<i>CH. 11</i>	<i>63</i>	<i>\$161,888</i>
<i>Ch. 12</i>	<i>1</i>	<i>\$1,032</i>
<i>Ch. 13</i>	<i>972</i>	<i>\$242,064</i>
<i>Total</i>	<i>1,133</i>	<i>\$512,989</i>

South Texas College is represented in all bankruptcies involving a delinquent taxpayer in your jurisdiction. Representation includes filing claims, monitoring the bankruptcy process, attending hearings, engaging in active litigation and doing everything to protect and maximize the South Texas College interest. Our program identifies accounts dismissed and discharged from bankruptcy that are now ready for collections or law suit.

Chapter Seven: Complete liquidation of a debtor's non-exempt assets.

Chapter Eleven: This allows a Corporation to devise a plan to reorganize its debts and obligations to allow extended repayment of its creditors.

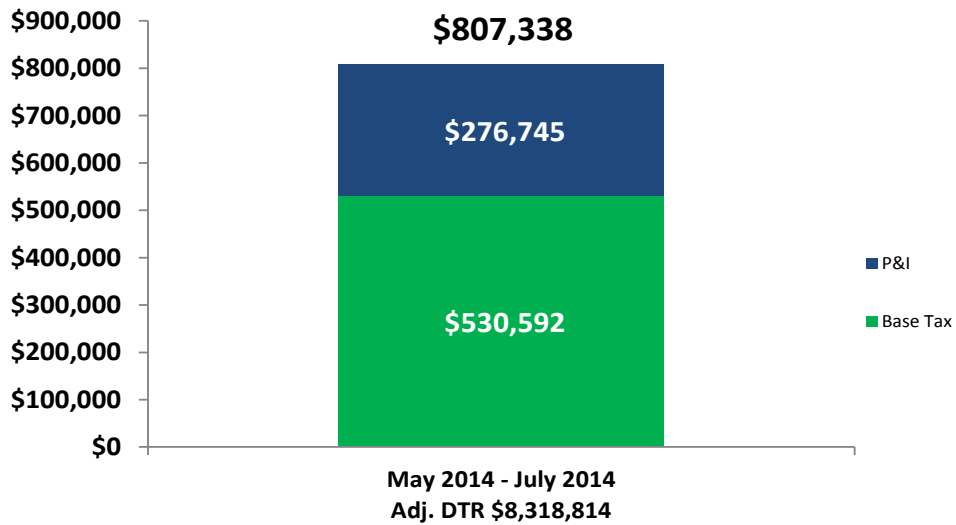
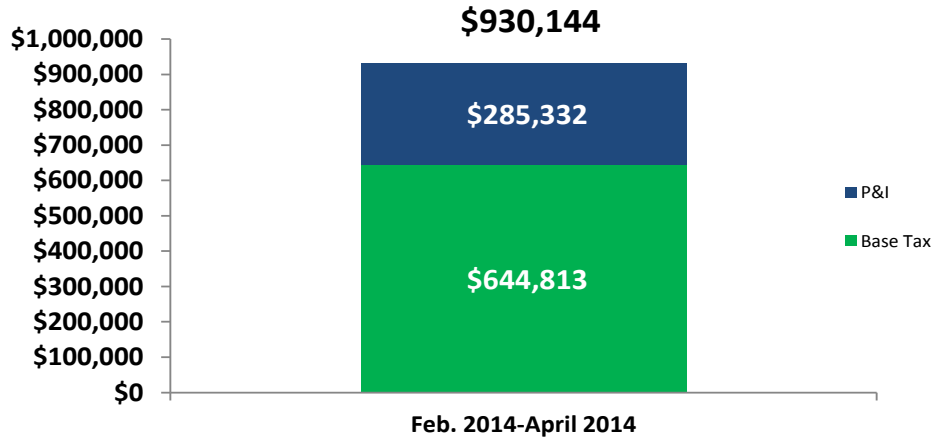
Chapter Twelve: Same as Chapter 13 but specifically designed for agricultural businesses.

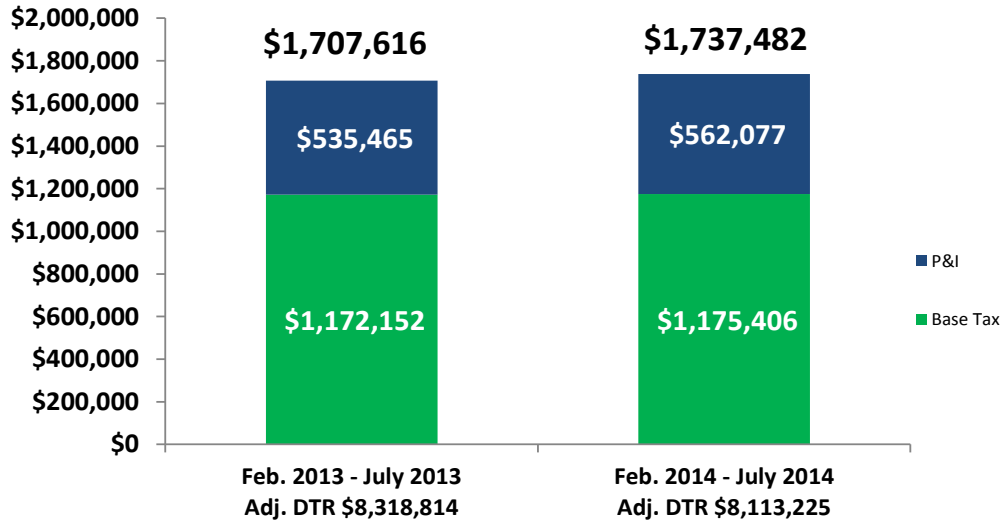
Chapter Thirteen: Entitled "Adjustment of Debts of an Individual with Regular Income," permits a person to retain that amount of earned income necessary for living expenses while paying the court the remainder to be distributed among the individual's creditors to pay off debts on an installment basis.

COLLECTION HIGHLIGHTS

We constantly monitor collections and when we see a decrease in collections, appropriate steps are taken to address collections.

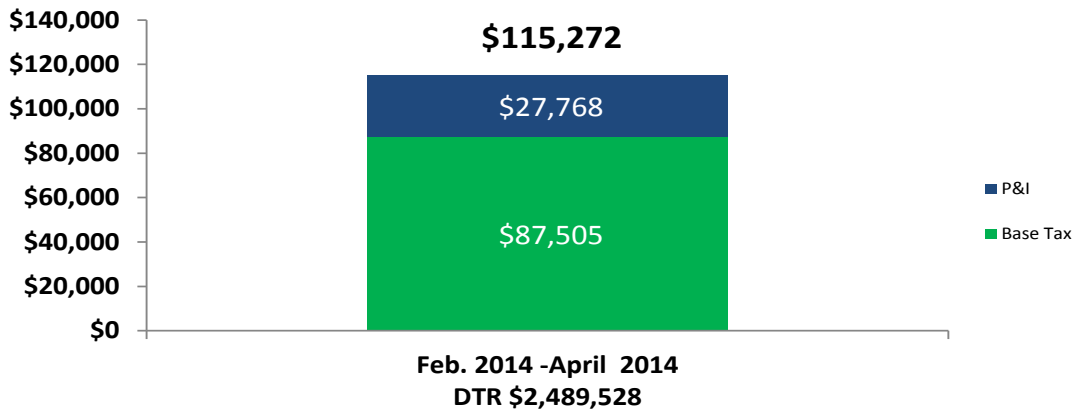
Hidalgo County Collections

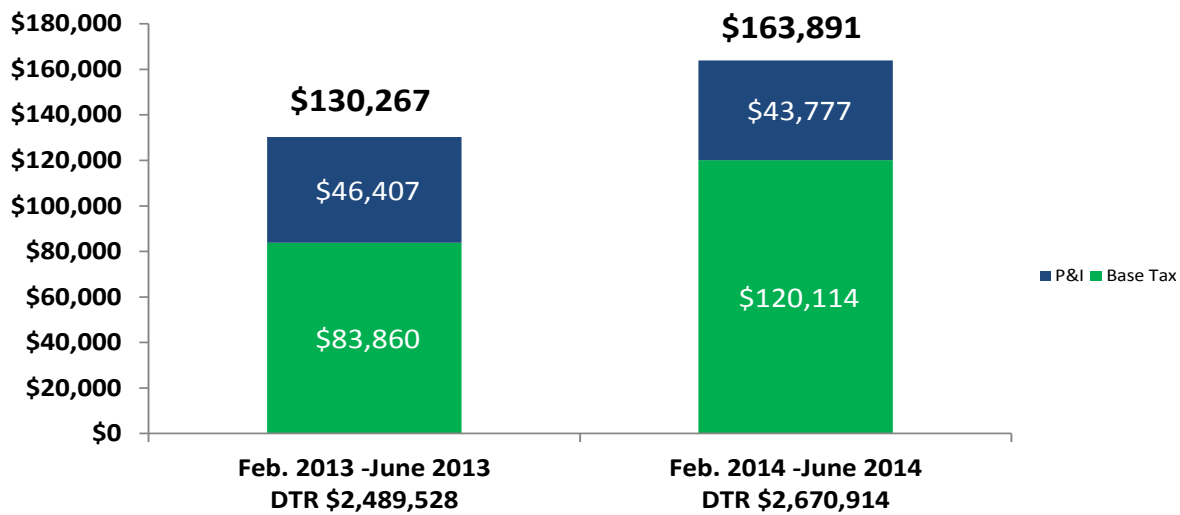




Source: Hidalgo Co. Tax Office

Starr County Collections





Source: Starr Co. Tax Office

Execution of the work plan established for the South Texas College will include the constant monitoring of collection figures in order to adjust resources and enforce the collection of delinquent taxes. Our collection efforts will also include prosecuting pending suits to conclusion, mailing monthly letters, and filing new suits in order to maximize the collection of taxes. We will continue to work closely with you and your administrative staff to provide assistance and advice on all property tax matters, including changes in the law brought about by amendments to the Texas Property Tax Code.

Approval of Minutes July 29, 2014 Work Session and Special Board Meeting

The Minutes of the July 29, 2014 Work Session and Special Board Meeting are submitted for Board approval.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve the Minutes for the July 29, 2014 Work Session and Special Board Meeting as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and adopts the Minutes for the July 29, 2014 Work Session and Special Board Meeting as presented.

Approval Recommended:

**Shirley A. Reed, M.B.A., Ed.D.
President**

South Texas College

Board of Trustees Work Session and Special Meeting

Tuesday, July 29, 2014 @ 3:30 p.m.

Ann Richards Administration Building Board Room

Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Work Session and Special Meeting of the South Texas College Board of Trustees was held on Tuesday, July 29, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:32 p.m. with Dr. Alejo Salinas, Jr., Vice Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Brenda Balderaz, Mr. Ali Kolahdouz, Dr. Ali Esmaili, Mr. Juan Carlos Aguirre, Mrs. Becky Cavazos, Mr. Gilbert Gallegos, Ms. Diana Bravo Gonzalez, Rolando Garcia, Dr. Jeffrey Ting, Dr. John Carpenter, and Andrew Fish.

Determination of a Quorum

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

Review and Discussion of Process for Selecting Architectural Firms for the 2013 Bond Construction Program

Gilbert Gallegos with Broaddus & Associates, the Construction Program Management (CPM) Services Firm contracted to provide management of the 2013 Bond Construction Program, reviewed the proposed Request for Qualifications (RFQ) for Architectural Services for the 2013 Bond Construction Program.

The RFQ, Section 3.3, required the responding architectural firms to identify services consultant firms, including any engineers, that they propose subcontracting to complete the 2013 Bond Construction Program projects for which they may be contracted.

Broaddus & Associates has worked with South Texas College staff and the College's Legal Counsel to develop an RFQ that is consistent with the College's procedures and compliant with all procurement statutes.

At the July 10, 2014 Facilities Committee meeting, Trustees asked for the opportunity to review the RFQ, the evaluation criteria used to develop recommendations, and the process by which projects will be grouped and awarded to design firms.

The following documents were included within this packet:

1. **Presentation by Broaddus & Associates;**
2. ***Request for Qualifications (RFQ) for Architectural Services;***
3. ***RFQ Evaluation for Architectural Services Form;*** and
4. ***Proposed Numbers of Architects per Project and Location***

Broaddus & Associates provided the following presentation on the following topics:

1. Architectural/Engineering Firm Selection Process

Upon the receipt of qualifications, Broaddus & Associates and STC Staff will collaboratively evaluate the responses by architectural and engineering firms to generate a list of qualified firms for each project.

Mr. Gallegos announced that an Evaluation Committee comprised of three team members from Broaddus & Associates and four from STC staff would review and evaluate each response to the RFQ. The Board noted that Broaddus & Associates was ultimately responsible for the recommendations, and Mr. Gallegos agreed, stating that Broaddus & Associates would be responsible for any recommendations to the Board for these 2013 Bond Construction Program architectural firms. The team composition, including a majority of STC staff, did not cause Mr. Gallegos any concern about Broaddus & Associate's ability to make appropriate recommendations.

A list of three qualified firms recommended for each project will be provided to the Facilities Committee for review and discussion. The Facilities Committee will be asked at that meeting for guidance on next steps, such as the option to invite the best qualified firms to interview with the Board.

The Board of Trustees will select the firms for each project or group of projects, and Broaddus & Associates will notify the selected firms in writing and commence contract negotiations. Broaddus & Associates will also contact firms that were considered but not selected.

The Board also noted that Mr. Gallegos' presentation showed that STC Staff would conduct reference checks on architectural firms as part of the evaluation process; Mr. Gallegos stated that this was an error, and that Broaddus & Associates would conduct any necessary reference checks, and STC Staff would not be responsible for this.

2. RFQ and Evaluation Criteria

The responses to the Request for Qualifications will be evaluated by Broaddus & Associates and STC Staff, according to criteria as approved by the Board. The

evaluation form included in this packet will be used to score and rank the responses, and this form will be provided to the Facilities Committee and the Board of Trustees with recommendations.

Broaddus & Associates and STC Staff will evaluate responses against each element outlined in section three of the RFQ, according to the scoring weights provided therein.

The Facilities Committee and the Board will be able to review these evaluation forms. The Trustees will be able to include these evaluations, the results of any interviews that may be held, and other appropriate considerations as they see fit in their ultimate approval of any contract awards for architectural services on the 2013 Bond Construction Program projects. The Facilities Committee and the Board are not bound by the scoring matrix provided within the evaluation forms.

The Trustees also requested that the RFQ be amended to ask responding firms about any litigation involving the firm currently or in the past seven years.

3. Project Assignments for Architectural/Engineering Firms

Broaddus & Associates and STC Staff will use a summary matrix to develop recommendations on grouping of projects to be assigned to a single architectural firm. The proposed project designations would call for 8 separate project designations. Broaddus & Associates anticipates recommending three equally qualified firms for Board consideration for each project designation.

This item was an update for the Board, and provided the Board with an opportunity to give feedback to staff, legal counsel, and the CPM Services firm. No formal action was requested.

The Board would be asked to formally approve the RFQ for Architectural Services for the 2013 Bond Construction Program at the Regular Board Meeting following this work session.

Presentation and Review of Non-Faculty Personnel Compensation Study

At the July 10, 2014 Finance and Human Resources Committee meeting, the Committee was asked to recommend Board approval to implement the recommendations proposed by Evergreen Solutions, LLC as part of the Non-Faculty Personnel Compensation Study. The timeline of the compensation study was as follows:

November 2013 – Evergreen Solutions, LLC

The Board awarded a contract to Evergreen Solutions, LLC in November 2013, hiring them to conduct a compensation study for non-faculty personnel at the College. This

was needed to review and adjust the College's Staffing Plan and Pay Plan to help the College attract and retain high quality personnel.

December 2013 – March 2014 – Data Gathering

The study was conducted from December 2013 through March 2014, including a review of current pay structures, job classifications, pay grades, position titles, job descriptions, and exempt/non-exempt status. All non-faculty, full time staff were asked to participate in online surveys and to meet with the consultants.

April 2014 – Market Analysis

In April 2014, Evergreen Solutions reviewed the data gathered at South Texas College and compared it with the following target market peers. Data collected outside of the College's direct region was adjusted for cost of living using national cost of living index factors. This calculation allows salary dollars from entities across the state to be compared in spending power relevant to the College

- | | |
|---|--|
| 1. Alamo College, TX | 8. McAllen Independent School District, TX |
| 2. Austin Community College, TX | 9. San Jacinto College, TX |
| 3. City of McAllen, TX | 10. Tarleton State University, TX |
| 4. Collin College, TX | 11. Tarrant Community College, TX |
| 5. Dallas County Community College District, TX | 12. Texas A & M International University, TX |
| 6. Edinburg Consolidated I.S.D., TX | 13. Texas A & M University-Kingsville, TX |
| 7. Laredo Community College, TX | 14. University of Texas Medical Branch, TX |
| | 15. University of Texas-Pan American, TX |

May 2014 – June 2014 Initial Proposals

In May 2014 Evergreen Solutions proposed several options to implement recommended adjustments to the College's Staffing Plan and Pay Plan. Staff requested cost estimates to implement the recommendations.

In May 2014 and June 2014 staff delivered the recommended proposals to the Finance and Human Resources Committee as informational items and to solicit feedback. This helped keep the recommendations aligned with the vision of that Committee.

1. Presentation by Evergreen Solutions, LLC

Jeff Ling, Ph.D., Executive Vice President and John Carpenter, Ph.D., Senior Analyst, from Evergreen Solutions, LLC provided a detailed presentation on the compensation study, and responded to questions from the Board about the recommendations proposed by Evergreen Solutions.

2. Review of Recommendations for FY 2014-2015

Dr. Ling and Dr. Carpenter reviewed the recommendations for implementation in FY 2014-2015:

- Adjust the pay plan to bring employees to a maximum range based on-years of service in their current position.
- Adjustment to bring approximately 72 employees to a market grade minimum.
- Adjustment to approximately 152 employees to updated grade placement.
- Adjustment to approximately 192 employees eligible for educational supplement.
- Adjustment to approximately 74 employees' position titles to better reflect actual job duties.

3. Review of Recommendations for Further Study

Mary Elizondo, Vice President of Finance and Administrative Services, reviewed the recommendations for further study, including a comprehensive review of Exempt/Non-Exempt status of positions as well as the evaluation of personnel licenses and certifications and appropriate compensation.

This item was an update for the Board, and provided the Board with an opportunity to give feedback to staff, legal counsel, and Evergreen Solutions. No formal action was requested.

The Board would be asked to formally approve Non-Faculty Personnel Compensation Study recommendations at the Regular Board Meeting following this work session.

Adjournment:

There being no further business to discuss, the Work Session and Special Meeting of the South Texas College Board of Trustees adjourned at 5:40 p.m.

I certify the foregoing are the true and correct minutes of the Thursday, July 29, 2014 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez

Secretary

**Approval of Minutes
July 29, 2014 Regular Board Meeting**

The Minutes of the July 29, 2014 Regular Board Meeting are submitted for Board approval.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve the Minutes for the July 29, 2014 Regular Board Meeting as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and adopts the Minutes for the July 29, 2014 Regular Board Meeting as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR BOARD MEETING
Thursday, July 29, 2014 at 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, TX 78501

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Thursday, July 29, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:02 p.m. with Dr. Alejo Salinas, Jr., Vice Chair, presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Mrs. Wanda Garza, Dr. David C. Plummer, Mr. Carlos Margo, Mr. Gerry Rodriguez, Mrs. Becky Cavazos, Ms. Myriam Lopez, Mr. George McCaleb, Ms. Laura Talbot, Mr. Nick Gonzalez, Mr. Daniel Ramirez, Ms. Jessica Garcia, Ms. Sofia Pena, Ms. Alicia Gomez, Mr. Ali Kolahdouz, Mr. Jose Lucio Gonzalez, Dr. Erasmus Addae, Mr. Luis Eduardo De La Garza, Ms. Santa Elisa Pena, Mrs. Brenda Balderaz, Ms. Laura Edith Requena, Mr. Paul Varville, Dr. Ety Bischoff, Dr. Ali Esmaeili, Mr. Matt Hebbard, Mr. Bill Buhidar, Mr. Jesus Campos, Mr. Michael Hovar, Mr. Robert McDaniel, Ms. Gina Lobato, Mr. Trey Murray, Mr. Gilbert Gallegos, Ms. Diana Bravo Gonzalez, Mr. Rolando Garcia, Dr. Jeffrey Ting, Dr. John Carpenter, Mr. David Diaz, and Andrew Fish.

Determination of a Quorum

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

Invocation:

Mr. Daniel Ramirez, Director of Public Relations and Marketing, said the invocation.

Public Comments:

No public comments were given and a notice of the meeting was posted.

Presentations

Invitation to the Valley Scholars Program 9th Annual “A Night with the Stars”

Ms. Jessica S. Garcia, Valley Scholars Program Coordinator, extended an invitation to the Board of Trustees to attend the Valley Scholars Program’s 9th Annual *A Night with the Stars*, a

fundraising gala to be held on October 9th, 2014 at the Corinthian Banquet & Special Events Center, 6:00 p.m. – 9:00 p.m.

A Night with the Stars supports the Valley Scholars Program, which has provided opportunities including scholarships and mentoring to over 700 students since 1997. Students in the program are given scholarships, personal advisement, opportunities to develop leadership skills, and opportunities for employment. The remarkable students also participate in numerous community service projects throughout the year.

Ms. Garcia briefly discussed the external recognition this program has earned, and shared just a few of the many success stories of the Valley Scholars alumni.

All Board members and other attendees were invited and encouraged to consider sponsorship of the program, purchase of tickets to *A Night with the Stars*, and contributions for the silent auction.

All were encouraged to support and participate in the 9th Annual *A Night with the Stars*. Ms. Garcia was available to coordinate sponsorship by cash, gifts for the silent auction, or in-kind contributions.

Introduction of New Administrative Staff for South Texas College

Dr. Reed introduced several new administrators for South Texas College, including:

- Dr. David Charles Plummer, Interim Vice President for Information Services, Planning, and Strategic Initiatives
- Dr. Erasmus Addae, Dean of Distance Learning
- Brenda Jo Balderaz, Director of Human Resources
- Luis Eduardo De La Garza, Assistant Director of Operations and Maintenance
- Jose Lucio Gonzalez, Director of IT Services
- Ali Kolahdouz, Assistant Chief Information Officer
- Santa Elisa Pena, Director of Counseling
- Laura Edith Requena, Employee Relations Officer

Approval of Minutes June 26, 2014 Regular Board Meeting

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Minutes of the June 26, 2014 Regular Board Meeting were approved as written. The motion carried.

Approval and Authorization to Accept Grant Award(s)

Four grants were included in the Board Packet. A fifth grant award item, the “Texas Adult Education and Literacy Professional Development” Grant from Texas A&M University, was received by staff after the distribution of the Board Packet, and was provided for Board approval at the meeting, under the agenda item allowing for approval of “Additional Grants Received/Pending Official Award.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees approved and authorized accepting the following grant awards and use of related funds as authorized by each grant, contingent upon official award as presented:

1. The McAllen ISD “College and Career Transitions Initiative” (McCCTI) Agreement from the McAllen Independent School District in an amount not to exceed \$163,381.00
2. The Skills Development Fund Grant from the Texas Workforce Commission in the amount of \$270,000.00
3. The Carl Perkins Basic Grant award from the Texas Higher Education Coordinating Board in the amount of \$ 1,352,354
4. Additional Funds for the “Microsoft Excel Training” contract from the Lower Rio Grande Valley Workforce Development Board (Workforce Solutions) in the amount of \$4,968.00
5. The “Texas Adult Education and Literacy Professional Development” Grant from Texas A&M University

The motion carried.

Review and Recommend Action on Proposed New One Semester Certificate Programs:

- 1. Employee and Labor Relations Assistant,**
- 2. Recruiter Assistant, and**
- 3. Payroll Assistant**

Approval of the proposed new one semester Certificate Programs for Employee and Labor Relations Assistant, Recruiter Assistant, and Payroll Assistant was requested.

These proposed certificates were:

- Employee and Labor Relations Assistant – One Semester Certificate
Students will learn:
 - Employee and labor relations practices,
 - Conflict resolution and mediation, and
 - Grievance procedures.
- Recruiter Assistant – One Semester Certificate
Students will learn:
 - Recruiting practices,
 - Attainment of most-qualified employees, and
 - Skills for interviewing and worker placement.
- Payroll Assistant – One Semester Certificate

Students will learn:

- Benefits and compensation practices and laws,
- Software for time and payroll record keeping and reporting, and
- Computation of wages and deductions and preparation of paychecks.

These certificate programs will provide students with the knowledge and skills necessary for employment in a human resources office. Each of these three certificate programs will allow students to transfer credits to the Human Resources Assistant Certificate (1 Year Certificate) and the Associate of Applied Science degree in the Human Resources Specialist program.

The following pages contain:

- The Program Summary, including the objectives, curriculum, program demand to meet occupational need, expected enrollment;
- The proposed curriculum for each one-semester Certificate program; and
- A summary the evaluation processes for new and ongoing programs.

In May 2014, the Education and Workforce Development Committee recommended Board approval of the proposed new one semester Certificate Programs for Employee and Labor Relations Assistant, Recruiter Assistant, and Payroll Assistant as presented.

Upon a motion by Mr. Jesse Villarreal and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed new one semester Certificate Programs for Employee and Labor Relations Assistant, Recruiter Assistant, and Payroll Assistant as presented. The motion carried.

Review of Education and Workforce Development Committee Items

The following items were presented to and discussed with the Education and Workforce Development Committee on July 10, 2014, and an overview was provided to the Board:

1) Presentation on Career and Employer Services

Ms. Celinda Palacios, Director of Career and Employer Services, provided a review of the Career and Employer Services offered by South Texas College. These are services developed to build and maintain a strong relationship between South Texas College and area employers, and to provide excellent workforce and career opportunities for students of South Texas College.

2) Presentation on the Texas Higher Education Coordinating Board Grant to Establish Career and Technical Education Early College High Schools with Mission CISD and Weslaco ISD

Ms. Sofia Pena, Director of Early College High Schools, gave a presentation on the new Career and Technical Education (CTE) Early College High Schools in Mission CISD and Weslaco ISD.

Both new ECHS campuses will offer specialized instruction in the high skill, high demand fields of Diesel Mechanics, Precision Manufacturing Technology, and Welding.

3) Review and Discussion of High School College Readiness Course as Required by HB5

Ms. Laura Talbot, Director of Curriculum and Student Learning, led a review and discussion over the HB5 requirement for local school districts to develop and implement College Readiness courses for graduating seniors.

Students successfully completing these courses will earn a one year exemption from further college readiness testing in the respective academic field, allowing them to enter into college level courses.

By coordinating with other institutions of higher education (IHE) to develop the curriculum and offer it to local school districts, South Texas College will take a proactive role in the development and proper guidance of college preparedness of secondary school students. The five participating IHEs in the Rio Grande Valley will share data on student achievements at the college level, and continue to adjust the curriculum as needed to promote student success.

4) Review of Proposed Presentations to the Association of Community College Trustees (ACCT)

Dr. Shirley A. Reed, President, and Dr. Anahid Petrosian, Vice President for Academic Affairs, provided an update and brief outline of the proposed presentations and logistics for South Texas College at the 2014 ACCT National Leadership Congress in October 2014.

No action was requested of the Committee or the Board:

Review and Action as Necessary on Award of Proposals, Purchases, and Renewals

The Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed below:

- 1) Audio Visual Equipment III (Award):** award the proposal for audio visual equipment III at a total amount of \$30,316.79 to the following vendor:

	Project	Vendor	Amount
1	Pecan Campus Building K 2.922 Counseling Department Conference Room Upgrade	Audio Visual Aids Corp (San Antonio, TX)	\$11,173.17

2	Pecan Campus Building F-152 Director of Instructional Technologies Conference Room Upgrade	Audio Visual Aids Corp (San Antonio, TX)	\$6,540.74
3	Center for Learning Excellence SMART Study Rooms	Audio Visual Aids Corp (San Antonio, TX)	\$6,062.14
4	Pecan Campus Building X-226 Vice President for Finance and Administrative Services Conference Room Upgrade	Audio Visual Aids Corp (San Antonio, TX)	\$6,540.74

2) Childcare Services (Award): award the proposal for childcare services for the period of September 1, 2014 through August 31, 2015, at an estimated amount of \$105,000.00, with the following ninety-five (95) vendors:

Blessings Learning Academy	iKids Academy	Little Giants Learning Center
Super Kids Academy Day Care Center	Children's Training Academy, LLC.	Kid'z First Child Care Center Inc. No. 1
Kid'z First Child Care Center, Inc. No. 2	Building Blocks Academy	Early Start Child Care Development Center
Garza's Childcare and Development Center	Alma's Daycare	Gaby's Day Care Center, Inc.
Genesis Learning Center, Inc.	Kid's Kollege Learning Center	Learning Garden Childcare Center
Learning Journey Childcare	Learning Journey, LLC.	Little Angel's Child Care
Little U Learning Center	Little Voices Day Care	New Beginnings Learning Academy
New Beginnings Preschool	San Mateo Learning Academy	Small Wonders Day Care Center
Small Wonders Day Care Center No. 2	TGS Daycare & Learning Center, LLC.	The Learning Journey Day School
VIP Learning Center	Building My Future Learning Center No. 2	Play, Learn, Construct & Conserve Childcare Ctr
Sisters & Brothers Lil' University, LLC.	Brackenridge Children's Center, LLC.	Children In Action Childcare
Coky's Day Care Center	Generations Academy, LLC.	Interamerican Institute of Texas, LLC.
Kids Avenue Learning Center	Learning Box Academy	Little Dreamers Learning Academy

Little Owls Learning Academy	Little Shining Stars Daycare	Loving Angels Child Development Center LLC.
Magic Child Development Day Care	Mundo de Juguete Learning Center	Royal Education Center
The Children's House	TLT Childcare and Development Center, LLC.	Creative Kidz Day Care Center II
Bright Beginnings Learning Center	Eaglets Daycare/Development Center	Future Leaders Academy
Honey's Little Bee's Learning Center	Isabel's License Child Care Home	Kidz Crusade Child Learning and Dev Center
Kids Crusade Childcare and Pre-K Academy #2	Little Angels Learning Center	Little Club Development Center, Inc.
Little Fingers Day Care, LLC.	Small Prints Learning Center	Super Star Kids Learning Center, LLC.
The Little Pack Daycare, LLC.	Children's Garden Day Care Center	Imagination Express Learning Center, LLC.
Palmview Academy	Building My Future Learning Center	Campanitas Day Care
Children on the Rise! Development Center	Futuros Lideres Learning Center	Little Bear Academy Day Care
Little Explorers Development & Learning Center	Lupita's Child Development Center, Inc.	Lupita's Day Care
Magda's Day Care Center	Mara's Day Care Home	My Precious Moments Childcare Develop. Ctr
Tweaty and Christy Daycare	Wee Care Child Day Care	Creative Kidz Day Care Center
Building Blocks Learning Center	Butterfly Kisses Learning Center	Kami's Cuddling Center
Learning Central, LLC.	Learning Zone	Learning Zone II
Methodist Daycare Center	Grandma's Little Angels Learning Ctr, LLC.	Grandmother's House Day Care
The Learning Tree	Thomas and Friends Learning Center	We Are The Future Child Development Center
Aceleen's Learning Center	EI Shaddai International Christian Day Care	Hill Living Well, Inc./dba Christian Day Care
Kids R Kids Learning Academy	The Growing Patch Early Learning Center	

- 3) Collection Agency Services (Award):** award the proposal for collection agency services for the period of September 1, 2014 through August 31, 2015 with two one-year options to renew, at no charge to the College. The collection fee shall be charged directly to the student. The vendors are as follows:

 - **Primary:** S & S Recovery, Inc. (Memphis, TN)
 - **Secondary:** Williams and Fudge, Inc. (Rock Hill, SC) and Immediate Credit Recovery (Wappingers Falls, NY)
- 4) Equipment Rental Services (Award):** award the proposal for equipment rental services for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$70,000.00 based on prior year expenditures. The vendors are as follows:

 - Backstage Productions, LLC. (McAllen, TX)
 - Blueline Rental (Pharr, TX)
 - Rental World (McAllen, TX)
 - Space Jump Rentals (Pharr, TX)
 - Tejas Equipment Rental (McAllen, TX)
- 5) Library Serials (Award):** award the proposal for library serials to Magazine Subscription PTP (Austin, TX), for the period of September 1, 2014 through August 31, 2015 with two one-year options to renew, at an estimated cost of \$61,691.76;
- 6) Security System Equipment II (Award):** award the proposal for security system equipment II to Security Solutions of DFW (Dallas, TX), at a total cost of \$40,263.20;
- 7) Air Conditioning Filters (Purchase):** purchase and installation of air conditioning filters from J. F. Filtration, Inc./dba Joe Fly Co. (Austin, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$106,000.00 based prior year expenditures;
- 8) Building Automation Control Equipment, Parts and Equipment Maintenance (Purchase):** purchase building automation control equipment, parts and equipment maintenance from Siemens Industry, Inc. (Austin, TX/La Feria, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$75,000.00 based on prior year expenditures;
- 9) Chiller Chemicals and Maintenance (Purchase):** purchase chiller chemicals and maintenance from ChemCal, Inc. (Grapevine, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$39,000.00 based on prior year expenditures;
- 10) Computers, Laptops and Tablets (Purchase):** purchase computers, laptops and tablets from the State of Texas Department of Information Resources (DIR) approved vendor, Dell Marketing, LP. (Dallas, TX), Apple Computer, Inc. (Dallas, TX) and from the National Joint Powers Alliance approved vendor CDW Government, in the total amount of \$117,049.13;
- 11) Electrical Parts and Supplies (Purchase):** purchase electrical parts and supplies from Bush Supply Company (Edinburg, TX) and Crawford Electrical Supply (San Antonio, TX/ Mission, TX), a Texas Association of School Boards (TASB) – Buyboard approved vendors, for the period of August 1, 2014 through July 31, 2015, at an estimated cost of \$58,000.00 based on prior year expenditures;
- 12) Local Telephone Service (Purchase):** purchase local telephone service from AT&T Corporation (Dallas, TX), a State of Texas Department of Information Resources (DIR) TEXAN service contract for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$240,000.00 based on prior year expenditures;

- 13) Network Switch (Purchase):** purchase network switch from Insight Public Sector, Inc. (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$73,435.92;
- 14) Parts and Supplies (Purchase):** purchase parts and supplies from Grainger, Inc. (Austin, TX/McAllen, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$70,000.00 based on prior year expenditures;
- 15) Phone Service (Purchase):** purchase phone service from Verizon Southwest, Inc. (Dallas, TX), a sole source vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$72,000.00;
- 16) Rental Equipment (Purchase):** purchase rental equipment from United Rental, Inc. (Dallas, TX/Pharr, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$35,000.00 based on prior year expenditures;
- 17) Advanced Security License Maintenance (Renewal):** renew the advanced security license maintenance with Oracle America, Inc. (Dallas, TX), a sole source vendor, for the period of August 30, 2014 through August 29, 2015, at a total cost of \$15,556.09;
- 18) Application Monitoring Software Maintenance (Renewal):** renew the application monitoring software maintenance agreement with Software House International (SHI) Government Solutions, Inc. (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period of September 1, 2014 through August 31, 2015, at a total cost of \$13,398.20;
- 19) Business Skills Training Services (Renewal):** renew the business skills training services contract with World Class Training (Brownsville, TX), for the period of September 26, 2014 through September 25, 2015, at a commission to the College of \$18.00 per instructional hour per student;
- 20) Course Management and Hosting Services (Renewal):** renew the course management and hosting services with Blackboard, Inc. (Washington, DC), a sole source vendor, for the period of September 1, 2014 through September 29, 2015, at a total cost of \$485,044.12;
- 21) Database Software Licenses and Support (Renewal):** renew the database software licenses and support agreement with Oracle America, Inc. (Dallas, TX), a sole source vendor, for the period of September 1, 2014 through August 31, 2015, at a total cost of \$278,463.34;
- 22) Glass Replacement and Installation (Renewal):** renew the glass replacement and installation contracts for the period of August 28, 2014 through August 27, 2015, at an estimated cost of \$15,000.00 based on prior year expenditures with the following vendors:
 - Luna Glass, LLC. (McAllen, TX)
 - Risica & Sons, Inc. (Edinburg, TX)
 - SDM Construction and Development, LLC. (Pharr, TX)
- 23) Internal Auditor Services (Renewal):** renew the internal auditor services contract with Burton McCumber & Cortez, LLP. (McAllen, TX), for the period of September 1, 2014 through August 31, 2015, at a cost of approximately \$54,000.00;
- 24) Library Database Subscription (Renewal):** renew the library database subscription agreement with West Publishing Corporation/dba West, A Division of Thomson Reuter Business (Eagan, MN) for the period of August 1, 2014 through July 31, 2015, at an amount of \$19,353.60;

25)Maintenance and Repair Parts, Materials and Supplies (Renewal): renew the maintenance and repair parts, materials and supplies contracts for the period of August 30, 2014 through August 29, 2015, at an estimated cost of \$160,000.00 based on prior year expenditures. The vendors are as follows:

- Vaughan Interests, Inc./dba Burton Companies (McAllen, TX)
- Central Fence & Supply, Ltd. (Pharr, TX)
- Central Plumbing & Electrical Supply, Co. (Weslaco, TX)
- Ewing Irrigation (McAllen, TX)
- Fairway Supply, Inc. (Irving, TX)
- Johnson Supply (Pharr, TX)
- Johnstone Supply (Pharr, TX)
- The Sherwin Williams Company (McAllen, TX)

26)Mail Services (Renewal): renew the contract for mail services with Upper Valley Mail Services (McAllen, TX), for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$70,000.00 based on prior year expenditures;

27)Online Media Monitoring Service (Renewal): renew the online media monitoring service with Meltwater News US, Inc. (San Francisco, CA), a sole source vendor, for the period of September 1, 2014 through August 31, 2015, at a total cost of \$12,700.00;

28)Pest Control Services (Renewal): renew the contract for pest control services with Bug Works Termite & Pest Control, Co. (McAllen, TX), for the period of September 1, 2014 through August 31, 2015, at an estimated cost of \$11,664.84.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals was \$2,327,936.99

The Board asked for more information about item 3, an award for collection agency services. The Trustees requested a report on the collections efforts undertaken by the College, including the amount of outstanding debt and methods used by the College and its contracted agencies. The Board asked that this be presented to the Finance and Human Resources Committee at some time in the near future.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the proposal awards, purchases, and renewals as presented. The motion carried.

Review and Action as Necessary on Bank Depository Services Agreement

Approval to award the bank depository services agreement with BBVA Compass for the period beginning September 1, 2014 through August 31, 2016, with the option to renew for two additional two (2) year periods is requested.

Prior to discussion, Mr. Roy de León and Mr. Gary Gurwitz announced their abstention from the discussion and any action related to this agenda item.

Bids were advertised and mailed to six (6) banks. Four (4) responses were received and evaluated by the Vice President for Finance and Administrative Services, the Comptroller, an Accounting Group Supervisor and the Purchasing Department. The respondents were:

- BBVA Compass
- Frost National Bank
- J.P. Morgan
- Lone Star National Bank

Certificates of Deposit (CD) interest rates for BBVA Compass are based on the LIBOR (London Interbank Offered Rate) index (independently evaluated upon request) and Frost National Bank’s rates are based on the 13-week T-Bill. J.P. Morgan and Lone Star National Bank will offer rates on demand.

For comparison purposes, the interest rates provided by the banks at July 1, 2014 and per bank proposals, are as follows:

Period	Bank	Method	Interest Rate
3 month	BBVA Compass	LIBOR	0.2318%
3 month	Frost National Bank	13-week T-Bill (-04 bps 13-week T-Bill)	0.00% (0.04%-0.04%)
3 month	J.P. Morgan	On Demand	0.00%
3 month	Lone Star National Bank	On Demand	0.06%

BBVA Compass offered no charge for almost all of their services including wire transfers, book transfers, ACH transactions, stop payments, balance reporting, positive pay, and account reconciliation. Frost National Bank, J.P. Morgan and Lone Star National Bank charge varying fees for their services, as reflected in the following proposal summary.

An example of the fees are as follows:

	Charges			
Service	BBVA Compass	Frost National Bank	J.P. Morgan	Lone Star National Bank
Account Maintenance	No Charge	\$10.00 / account / month	\$5.00	\$10.00
Deposits/Credits Posted	No Charge	\$0.30	\$0.50	\$0.20
Debits/Checks Paid	No Charge	\$0.10/item	\$0.09	\$0.12

Stop Payment	No Charge	\$6.00 per online item / \$30.00 manual	\$5.00	\$4.99
Daily Balance Reporting via Internet	No Charge	\$50.00/month + \$15.00/account (Previous Day Reporting) + \$0.03/item (Previous Day Posted Items) + \$50.00/account (Current Day Reporting)	\$20.0	\$25.00
Wire Transfers Outgoing	No Charge	\$10.00/domestic/online	\$5.00 Electronic Fed Debit S/T	\$5.00 web based
Computer Disk monthly bank statement	No Charge	\$25.00/CD + \$0.03/image	\$10.00 via CD Rom Service Monthly Maintenance excluding other debits and credits per month	\$25.00 (per CD Rom, per account, per month)
ACH Credit-two day item	No Charge	\$0.08	\$0.07	\$0.10

In accordance with the Public Funds Collateral Act, all College deposits are guaranteed by the Federal Deposit Insurance Corporation, a letter of credit issued by a Federal Home Loan Bank, and/or by a pledge of eligible securities. The market value of the principal portion of the collateral pledged must at all times be equal to or greater than 102% of the par value of the time and demand deposits plus accrued interest, less the applicable level of FDIC insurance, as determined under the Public Funds Collateral Act.

A proposal summary and evaluation conducted by the staff is included under separate cover.

The Finance and Human Resources Committee recommended Board approval of the award of the bank depository services agreement with BBVA Compass for the period beginning September 1, 2014 through August 31, 2016, with the option to renew for two additional two (2) year periods as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the award of the bank depository services agreement with BBVA Compass for the period beginning September 1, 2014 through August 31, 2016, with the option to renew for two additional two (2) year periods as presented, with Mr. Roy de León and Mr. Gary Gurwitz abstaining. The motion carried.

Review and Action as Necessary on Renewal of Financial Advisor Services Agreement

Approval to renew the financial advisor services agreement with First Southwest Company for an additional term beginning September 1, 2014 and ending August 31, 2015 was requested.

The College signed an agreement on March 25, 2004, for the period beginning April 1, 2004 and ending March 31, 2009. The College subsequently modified the renewal anniversary date to August 31, 2009 so that it coincided with the College's fiscal year end.

The terms of the contract stated that unless First Southwest Company or the College notified the other party in writing at least thirty (30) days in advance of the applicable anniversary date that the agreement would not be renewed, the agreement would be automatically renewed on the fifth anniversary of the date thereof for an additional one (1) year period and thereafter would be automatically renewed on each anniversary date for successive one (1) year periods. The Board of Trustees has continued to approve the renewal of the contract each fiscal year since FY 2009.

The fee schedule remained the same and fees were payable only upon issuance of bonds as approved by the Board of Trustees. Otherwise, there was no annual charge to the College for financial advisory services.

The Board employed First Southwest Company to provide financial advisory services to the College during the confirmation election, sale of bonds, refinancing of bonds, and to provide advisory services for other financial matters. First Southwest Company complied with all the terms and conditions of the agreement and their services were satisfactory.

A modification of the contract was being recommended to clarify that First Southwest is a registered municipal advisor with the Municipal Securities Rulemaking Board and the United States Securities and Exchange Commission.

The revised contract was provided in the packet for the Board information and review. South Texas College's legal counsel reviewed the revised contract and recommended approval.

The Finance and Human Resources Committee recommended Board approval of the renewal of the financial advisor services agreement with First Southwest Company for an additional term beginning September 1, 2014 and ending August 31, 2015, as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the renewal of the financial advisor services agreement with First Southwest Company for an additional term beginning September 1, 2014 and ending August 31, 2015, as presented. The motion carried.

Review and Action as Necessary to Revise Policies

Approval to revise Policy #4311 *Personal Leave*, Policy #4318: *Accommodations for Major Religious Holiday*, and Policy #5520: *Emergency Loan Fund* was requested.

Policy #4311: Personal Leave

Request for the revision to the policy was necessary for the following reasons:

- To remove phrase “not on the approved College calendar” since religious observations were not listed on the College’s academic calendar
- To clarify that employee may use up to a maximum of 3 days of accrued sick leave during any fiscal year as personal leave for religious observances, or could request a modified work schedule in lieu of using a personal day for religious observances.

Policy #4318: Accommodations for Major Religious Holy Days

Approval to revise Policy #4318: *Accommodations for Major Religious Holy Days* was necessary for the following reasons:

- To change the title of the Policy from *Accommodations for Major Religious Holy Days* to *Accommodations for Religious Observance*
- To clarify that employees shall submit a written request for a modified work schedule for accommodations of religious observances, or can use up to three personal days annually in lieu of requesting a modified work schedule.

Policy 5520: Emergency Loan Fund

Approval to revise Policy #5520: *Emergency Loan Fund* was necessary for the following reasons:

- To include that the College may issue emergency loans to students for the purchase of textbooks, per Texas Education Code 56.051, *Emergency Loans*
- To include the valid form of identification required for authentication purposes from students who apply for an *Emergency Loan*
- To clarify that to qualify for an emergency loan, students with active payment arrangements must have made all scheduled payments in full and on time

The revised policies were provided in the packet for the Board’s information and review. The additions to the policies were highlighted in yellow and the deletions were designated with a strikeout.

The revised policies were reviewed by staff, the President's Cabinet, President's Administrative Staff, and by South Texas College's legal counsel.

The Finance and Human Resources Committee recommended Board approval of the proposed revisions to Policy #4311 Personal Leave; Policy # 4318: Accommodations for Major Religious Holy Days; and Policy #5520: Emergency Loan Fund as presented and which supersede any previously adopted Board policy.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the proposed revisions to Policy #4311 Personal Leave; Policy # 4318: Accommodations for Major Religious Holy Days; and Policy #5520: Emergency Loan Fund as presented and which supersede any previously adopted Board policy. The motion carried.

Discussion and Action as Necessary on Non-Faculty Personnel Compensation Study Recommendations

Approval of the Non-Faculty Personnel Compensation Study Recommendations proposed by Evergreen Solutions, LLC was requested.

The contract for the Compensation Study of full-time non-faculty personnel was awarded to Evergreen Solutions, LLC at the November 26, 2013 Board meeting. The primary objective of the compensation study was to develop recommendations for a locally comparable and competitive salary structure so that the College may attract and retain high quality personnel. The compensation study included a review of employee pay structures, job classifications, pay grades, position titles, job descriptions, educational allowances, and employee exempt and non-exempt status.

During the months of December 2013 and January 2014, the College provided Evergreen Solutions with personnel policies, organizational charts, job descriptions, and a database of full-time non-faculty employees' information, including pay and titles.

In February, Evergreen Solutions conducted employee outreach sessions where the purpose of the compensation study was communicated and where employees provided input regarding classification and compensation improvements, benefits, competitors, specific positions requiring additional review, and performance evaluations.

In March, the College employees individually completed an online document, on which they described their job duties and responsibilities. Supervisors reviewed their employees' responses and were able to comment. Overall, 89% of full-time non-faculty employees, or 684 employees, completed or partially completed the online documents. In addition, Vice Presidents also completed a document used to highlight any specific salary, classification, or title issues to Evergreen Solutions.

In April, Evergreen Solutions reviewed job descriptions, the above mentioned online documents, and collected and analyzed market data from the following target market peers. Data collected outside of the College’s direct region was adjusted for cost of living using national cost of living index factors. This calculation allows salary dollars from entities across the state to be compared in spending power relevant to the College:

1. Alamo College, TX	8. McAllen Independent School District, TX
2. Austin Community College, TX	9. San Jacinto College, TX
3. City of McAllen, TX	10. Tarleton State University, TX
4. Collin College, TX	11. Tarrant Community College, TX
5. Dallas County Community College District, TX	12. Texas A & M International University, TX
6. Edinburg Consolidated I.S.D., TX	13. Texas A & M University-Kingsville, TX
7. Laredo Community College, TX	14. University of Texas Medical Branch, TX
	15. University of Texas-Pan American, TX

In May, Evergreen Solutions provided potential salary pay plan options. The Office of Human Resources, the Vice President for Finance and Administrative Services, and Executive staff have conducted an on-going review of positions identified by Evergreen as outliers and those identified by management as potential issues. After the collaborative review of the pay plan options produced by Evergreen, the College requested cost estimates be provided for the Proposed Pay Plan.

The pay plan option recommended by Evergreen Solutions updated the College’s current pay plan to a proposed plan with the minimum pay grade increased to market minimum and with uniform pay range spreads of 75%.

The College’s current pay plan had a minimum starting salary of \$17,862 for Classified Pay Grade I and the market study conducted by Evergreen resulted in bringing the minimum pay range for classified personnel up to \$18,241, or an annual increase of \$379.00 for classified personnel.

In Evergreen Solutions’ proposed pay plan, the number of pay levels for classified personnel, and professional/technical support (exempt) personnel were compressed and the number of pay levels for professional/technical support (non-exempt), administrative, and executive personnel remained the same. The pay grade comparisons are as follow:

Number Of Pay Grades		
Classification	Current Pay Plan	Proposed Pay Plan
Classified	12	7
Professional Technical Support (Exempt)	7	7
Professional Technical Support (Non-Exempt)	6	6
Administrative	5	5
Executive	3	3

Evergreen slotted all staff positions using the Proposed Pay Plan and provided implementation cost estimates for FY 2014-2015 as follows:

Non-Faculty Personnel Compensation Study Recommendations		
Explanation of Detailed Costs	Approximate Number of Adjustments	Approximate Cost Estimates
Bring to Market Grade Minimum	88	\$192,557
Adjust Grade Placement	184	\$323,896
Provide Educational Supplement	225	\$227,250
Total Cost for Recommendations	497	\$743,703

- Approximately 759 non-faculty positions were reviewed for appropriate placement on updated market minimum. There were approximately 88 employees requiring adjustment to bring to market grade minimum at a cost of \$192,557.
- Approximately 759 non-faculty positions were reviewed for appropriate placement on new pay plan. There were approximately 184 employees requiring adjustment due to updated grade placement, either due to time in classification and/or due to market study at a cost of \$323,896
- Approximately 759 positions were reviewed for educational supplement eligibility for those employees holding degrees higher than the minimum education requirement for their positions. There were approximately 225 employees eligible for the educational supplement at a cost of \$227,250
- Approximately 759 non-faculty positions were reviewed for appropriate position titles. After assessment of job descriptions and appropriate grade placement, there were approximately 74 employees with recommended changes in position title.

The pay plan recommendations proposed by Evergreen Solutions were developed to bring employees to a maximum range based on total years of service in current position over 30 years.

Staff recommended the approval of the compensation study plan recommendations as prepared by Evergreen Solutions for implementation in the FY 2014-2015 Staffing Plan.

Staff recommended the continuation of the review and updating of the compensation study plan, to include the appropriate placement and the development of recommended supplements for licenses and certifications for implementation in FY 2015-2016.

The Finance and Human Resources Committee recommended Board approval of the Non-Faculty Personnel Compensation Study Recommendations proposed by Evergreen Solutions, LLC as presented.

Jeff Ling, Ph.D., Executive Vice President, and John Carpenter, Ph.D., Senior Analyst with Evergreen Solutions, LLC reviewed the Non-Faculty Personnel Compensation Study and their

recommendations with the Board at a Work Session and Special Board Meeting on July 29, 2014 at 3:30 p.m., prior to the Regular Board Meeting.

Upon a motion by Mrs. Graciela Farias and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the Non-Faculty Personnel Compensation Study Recommendations proposed by Evergreen Solutions, LLC as presented. The motion carried.

Review and Action as Necessary on Salary Increases for Non Faculty Personnel for FY 2014-2015

Approval of the proposed salary increases for Non Faculty Personnel for FY 2014-2015 was requested.

In keeping with the College's commitment to recruit and retain qualified non faculty personnel, the following salary increases were proposed for Fiscal Year 2014-2015.

Category	Percentage	Amount
Classified	3%	\$237,900
Professional/Technical Exempt	3%	\$210,524
Professional/Technical Non Exempt	3%	\$254,020
Administrative	3%	\$103,354
Executive	3%	\$19,142
Total		\$824,940

In Fiscal Year 2013-2014, salary increases in the amount of approximately \$800,164 were granted for non-faculty personnel as follows:

Category	Percentage	Amount
Classified	4%	\$344,247
Professional/Technical, Exempt	3%	\$131,970
Professional/Technical, Non Exempt	3%	\$229,571
Administrative	3%	\$73,549
Executive	3%	\$20,827
Total		\$800,164

The total amount proposed for salary adjustments for all categories for FY 2014-2015 was approximately \$824,940. This amount was available in the preliminary budget for FY 2014-2015.

The Texas Association of Community Colleges' Faculty and Staff Salaries Survey of the fifty community colleges indicated that for FY 2014-2015 the average increase for Faculty was 3.32% and the average increase for Staff was 2.95%.

The Finance and Human Resources Committee recommended Board approval of the salary increases for Non Faculty Personnel for FY 2014-15 as follows: 3% increase for classified in

the amount of \$237,900, 3% increase for the professional/technical exempt in the amount of \$210,524, 3% increase for professional/technical non-exempt in the amount of \$254,020, 3% increase for administrative in the amount of \$103,354, and 3% increase for executive in the amount of \$19,142, for a total amount of \$824,940, subject to Board approval of the budget, as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the salary increases for Non Faculty Personnel for FY 2014-15 as follows: 3% increase for classified in the amount of \$237,900, 3% increase for the professional/technical exempt in the amount of \$210,524, 3% increase for professional/technical non-exempt in the amount of \$254,020, 3% increase for administrative in the amount of \$103,354, and 3% increase for executive in the amount of \$19,142, for a total amount of \$824,940, subject to Board approval of the budget, as presented. The motion carried.

Discussion and Action as Necessary on New Staff Positions for FY 2014-2015

Approval of the proposed preliminary new staff position requests for FY 2014-2015 in the amount of \$1,422,255 was requested.

Administration reviewed with staff the need for additional non-faculty staffing positions for FY 2014-2015 and supported the recommendations subject to the availability of funding and Board approval of the final budget.

A total of 30 new positions were requested for a total amount of \$1,422,255.

A listing of the proposed new staff positions for FY 2014-2015 was included in the packet for the Board's information and review.

The expenditures for these additional positions were included in the FY 2014-2015 Preliminary Projected Summary of Revenues and Expenditures. No additional positions were expected to be requested to be budgeted for FY 2014-2015.

The operating budget for the contracted security services was proposed to be reduced by \$390,000 to fund the two new police sergeants and six new police officers being requested. As a result, the net increase in the budget for new staff positions was \$1,032,255.

The Finance and Human Resources Committee recommended Board approval of the new staff positions for FY 2014-2015 in the amount of \$1,422,255 as presented and subject to the availability of funding and Board approval of the final budget and proposed revisions by administration.

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the new staff positions for FY 2014-2015 in the amount of \$1,422,255 as presented and subject to the availability of funding and

Board approval of the final budget and proposed revisions by administration. The motion carried.

Review and Action as Necessary to Approve the Publication of the Request for Qualifications (RFQ) for Architectural Services for the 2013 Bond Construction Program

Approval to solicit architectural professional services for the construction projects as outlined in the November 5, 2013 bond election was requested.

With Board approval of the Master Plan, staff worked with Broaddus and Associates, the Construction Program Management Services firm retained by the Board for the 2013 Bond Construction Program. The next step in completing the bond program was the design phase of the proposed construction projects. As part of the preparation, staff and Broaddus & Associates developed a Request for Qualification (RFQ) for Architectural Services.

With Board authorization, staff can begin the required solicitations of Architectural Services.

The proposed RFQ, as prepared for solicitation of Architectural Services for the 2013 Bond Construction Program, was included in the packet. In section 2.7 of the RFQ, it was explained that the College may or may not invite one or more of the most highly qualified Respondents to attend a formal interview. This allowed the Board the option of choosing to interview respondents or make selections without interviewing.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the solicitation of architectural services for the construction projects as outlined in the November 5, 2013 bond election through the Request for Qualifications (RFQ) as presented. The motion carried.

Review and Action as Necessary to Delete Current and Replace Policy #1110: Board Committees

Approval to delete Policy #1110: *Board Committees* and replace it with proposed new Policy #1110: *Board Committees* was requested.

Policy #1110 established a “quorum” requirement for the number of appointed Committee members at a Committee meeting.

Due to the appointment of all seven Trustees to the Facilities Committee, there was some concern regarding the definition of a quorum.

Legal Counsel and the Facilities Committee recommended deleting the definition of quorum and the quorum requirement for Board Committee meetings, thereby allowing Committees to deliberate and make recommendations to the Board as long as at least one Committee member is in attendance.

The functions of the Committees evolved with the growth of the College, and were updated in the policy as well.

The revisions to the quorum issue were reviewed by staff and by South Texas College's legal counsel.

The proposed new policy was included in the packet for the Committee's information and review. The substantial revisions to the Committee function descriptions made it more practical to delete the former policy and replace it with substantially new language and format.

It was recommended that the Board approve the deletion of current Policy #1110: *Board Committees* and adoption of the proposed new Policy #1110: *Board Committees* as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the deletion of current Policy #1110: *Board Committees* and adoption of the proposed new Policy #1110: *Board Committees* as presented. The motion carried.

Review and Action as Necessary on Contracting Mechanical, Electrical, and Plumbing Engineering Design Services for District-Wide Parking Lot Lighting Upgrades

Approval to contract Mechanical, Electrical, and Plumbing (MEP) engineering design services for the District-Wide Parking Lot Lighting Upgrades was requested.

As part of the FY 2013-2014 Facilities Deferred Maintenance Plan, staff scheduled Phase I replacement of some parking lot light fixtures which met their life cycle expectancy of fifteen years or more. This plan included the use of new LED fixtures which would reduce maintenance, have an increased life cycle, and reduce energy consumption. This light fixture replacement project would begin by contracting MEP engineering design services with one of the current firms approved for on-call services.

The three civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$300,000.00.

1. DBR Engineering Consultants, Inc.
2. Halff Associates, Inc.
3. Sigma HN Engineers, PLLC

Since this list of MEP firms was approved at the June 26, 2014 Board meeting, none of these firms were contracted for on-call services. The first recommendation was based on an alphabetical selection, placing DBR Engineering Consultants, Inc. as the first firm to provide these services. As additional projects were awarded to these firms by the Board, staff would begin recommending firms based upon a rotation, designed to equitably balance the awards amongst all three firms.

Funds for design and construction of these improvements were available in the FY 2013-2014 construction budget, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$10,000	Actual design fees are estimated between \$9,000 and \$10,000 and will be finalized during contract negotiations
Construction	\$100,000	Actual cost will be determined after the solicitation of construction proposals

The Facilities Committee recommended Board approval to contract Mechanical, Electrical, and Plumbing (MEP) engineering design services with DBR Engineering Consultants, Inc. for the District-Wide Parking Lot Lighting Upgrades as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized contracting Mechanical, Electrical, and Plumbing (MEP) engineering design services with DBR Engineering Consultants, Inc. for the District-Wide Parking Lot Lighting Upgrades as presented. The motion carried.

Review and Action as Necessary on Contracting Construction Services for Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements

Approval to select a contractor for the Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements was requested.

In October 2013, the Board approved design services with EGV Architects to prepare plans and specifications for these building modifications. Funds for modifications to the Grants and Accountability area at the Pecan Campus were included in the FY 2013-2014 construction budget. These improvements included the following:

- Conversion of former telecommunications room into two staff offices
- Removal of telecommunications infrastructure which is outdated and no longer in use
- Modifications to HVAC system to adapt to new use of space
- Improvement of space efficiency by creating staff offices

STC staff and EGV Architects have issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began on June 2, 2014. A total of ten (10) sets of construction documents were issued to general contractors, sub-contractors, and suppliers and a total of six (6) proposals were received on June 19, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
June 2, 2014	Solicitation of competitive sealed proposals. Ten (10) sets of construction documents were issued.
June 19, 2014	Six (6) proposals were received.

Staff evaluated these proposals and included a proposal summary in the packet. It was recommended that the top ranked contractor be recommended for Board approval. Funds were budgeted in the FY 2013-2014 Construction budget for this project.

The Facilities Committee recommended Board approval to contract construction services with 5 Star Construction Company in the amount of \$94,600.00 for the Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized contracting construction services with 5 Star Construction Company in the amount of \$94,600.00 for the Pecan Campus Ann Richards Administration Building Grants/Accountability Office Improvements project as presented. The motion carried.

Review and Action as Necessary on Substantial or Final Completion of the Following Projects

- 1) Pecan and Starr County Campus Repainting of Exterior Stucco Walls**
- 2) Mid Valley Campus Art Lab Improvements**
- 3) Starr County Campus HVAC Chiller Replacement**

Approval of substantial or final completion and release of final payment for the following projects was requested.

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Pecan and Starr County Campus Repainting of Exterior Stucco Walls	Recommended	No	Certificate of Substantial Completion
2.	Mid Valley Campus Art Lab Improvements	Previously Approved	Recommended	Final Completion Letter
3.	Starr County Campus HVAC Chiller Replacement	Previously Approved	Recommended	Final Completion Letter

1. Pecan and Starr County Campus Repainting of Exterior Stucco Walls

It was recommended that substantial completion for this project with Alpha Building Corporation be approved.

Architects with Amtech Building Sciences 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 June 22, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate is attached.

Alpha Building Corporation 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 August 2014 Board meeting.

2. Mid Valley Campus Art Lab Improvements

It was recommended that Final Completion for this project with All Pro Contractors be approved.

Final Completion including punch list requirements 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 All Pro Contractors be approved. The original cost approved for this project was in the amount of \$9,877.00.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$40,000	\$42,500	\$0	\$42,500	\$32,623	\$9,877

On July 2, 2014 STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

3. Starr County Campus HVAC Chiller Replacement

It was recommended that Final Completion for this project with Highmark Construction be approved.

Final Completion including punch list requirements were accomplished as required in the Owner/Contractor agreement for this project. STC staff delayed recommending approval of final completion for this project because of an undetermined cause for improper water pump performance. It was determined that the cause was due to improper configuration of the system controls by the manufacturer. Staff worked with the chiller manufacturer and a testing and balancing engineering firm which properly configured the system controls. During the time the system was being reconfigured, the contractor completed the required punch list items.

Staff and project engineer at Half Associates were satisfied with the final outcome of this new chiller system and were ready to recommended approval of final completion and release of final payment for this project with Highmark Construction. The original cost approved for this project was in the amount of \$299,000.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$290,000	\$299,000	(\$10,500)	\$288,500	\$284,050	\$4,450

On June 10, 2014 STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

The Facilities Committee recommended Board approval of the substantial or final completion and release of final payment of the projects as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the substantial or final completion and release of final payment of the projects as presented. The motion carried.

Update on Pecan Campus and Pecan Plaza Hail Damage Repairs

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, provided an update on status of hail damage repairs during the July 10, 2014 Facilities Committee meeting.

The total hail damage repair costs can be summarized as follows:

Summary of Hail Storm Damage Insurance Claims	
	Amount
Total Hail Damage Repair Costs	\$8,010,314.14
Less: Owner Requested Repairs	\$332,688.26
Net Hail Damage Repair Costs	\$7,677,625.88
Less Deductible	\$1,698,382.63
Less: Insurance Payments Received	\$3,272,813.37
Difference – Pending Claims	\$2,706,429.88

Summary of STC Out of Pocket Costs	
	Amount
Owner Requested Repairs	\$332,688.26
Deductible	\$1,698,382.63
Pending Claims	\$2,706,429.88
Total STC Out-of-pocket Costs	\$4,737,500.77

Staff continued to forward various construction documents to Chubb for their review. Chubb would provide an updated settlement offer once all documents from STC were provided. Pending documents included items such as final payment applications, final deductive change orders, and final letters from the architect recommending acceptance of final completion. These items would be completed and submitted during the month of July 2014.

This item was for the Board's information only. No action was requested.

Update on Status of 2013 Bond Construction Program

Gerry Rodriguez was joined by Mr. Gilbert Gallegos Senior Vice President with Broaddus and Associates, provided the Board with a brief update on the status of the 2013 Bond Construction Program.

This item was for the Board's information only. No action was requested.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared a design and construction update. This update summarized the status of each capital improvement project currently in progress.

This item was for the Board's information only. No action was requested.

Consideration and Approval of Checks and Financial Reports

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of June 2014. The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 7:18 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney; and
- 1. **Discussion Regarding Cause No. 13-70370; Mike Givilancz, III vs. South Texas College**
- 2. **Discussion Regarding Cause No. CL-12-3347-G; Anna Chance vs. South Texas College**

Open Session:

The South Texas College Board of Trustees returned to Open Session at 7:58 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary Regarding Cause No. 13-70370; Mike Givilancz, III vs. South Texas College

Legal action was taken against the College by Mike Givilancz. The lawsuit was submitted to the College's insurance carrier, Texas Association of School Boards (TASB). TASB assigned Mr. Eduardo Garza from Esparza & Garza, L.L.P. to handle the case.

Mr. Garza has requested a meeting with the Board during executive session to discuss this cause.

No action was taken by the Board.

Discussion and Action as Necessary Regarding Cause No. CL-12-3347-G; Anna Chance vs. South Texas College

Legal action has been taken against the College by Anna Chance, a former faculty member. The lawsuit was submitted to the College's insurance carrier, Texas Association of School Boards (TASB). TASB assigned Mr. Eduardo Garza from Esparza & Garza, L.L.P. to handle the case.

Mr. Garza has requested a meeting with the Board during executive session to discuss this cause.

No action was taken by the Board.

Mr. Roy de León announced that the following items were included within the Board Packet:

Informational Items

- President's Report
- Board Committee Meeting Minutes:
 - July 10, 2014 Education & Workforce Development Committee
 - July 10, 2014 Facilities Committee
 - July 10, 2014 Finance and Human Resources Committee

Announcements

A. Next Meetings:

- Education and Workforce Development Committee Meeting, Thursday, August 14th, 2014 at 3:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Facilities Committee Meeting, Thursday, August 14th, 2014 at 4:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Finance and Human Resources Committee Meeting, Thursday, August 14th, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Public Hearing and Special Board Meeting of the Board of Trustees, Tuesday, August 26, 2014 at 5:00 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas
- Regular Meeting of the Board of Trustees, Tuesday, August 26, 2014 at 5:30 p.m., Ann Richards Administration Building Board Room, Pecan Campus, McAllen, Texas

B. Other Announcements:

- A Reception for Dr. Guy Bailey, President, UTRGV, will be held on Thursday, July 31, 2014 at 5:30 p.m., at the McAllen Convention Center.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:00 p.m.

I certify the foregoing are the true and correct minutes of the Thursday, July 29, 2014 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez

Secretary

Approval and Authorization to Accept Grant Award(s)

Authorization to accept and approve the following grant award(s) and use of related funds as authorized by each grant is requested:

1. The “T-STEM Challenge Scholarship” grant in the amount of \$263,160.

This grant will provide scholarships, at a total value not to exceed \$250,000, for STEM majors beginning September 1, 2014 through August 31, 2015. The grant will also provide Salaries and Fringe Benefits of \$13,160 toward the administration of the scholarship awards and related programs.

This grant allows for STC to provide scholarships to students with a STEM major. In addition to the scholarship, the student will be required to participate in career readiness workshops designed to assist them in writing a resume, interview skills and accessing the STC Job board. This grant will serve to encourage underserved and low income students to persist in their STEM studies.

This grant meets STC’s strategic goal for Access and Success and a High Success Rate through the provision of financial and career counseling support for meritorious students as they pursue their goal of an STC degree in a STEM field and the successful beginning of a career or pursuit of an advanced degree in a STEM field.

2. The Child Care Access Means Parents In School (CCAMPIS) Award from the U.S. Department of Education in the amount of \$872,000 for the following periods:

<u>BUDGET PERIOD</u>	<u>AWARD PERIOD</u>	<u>AMOUNT</u>
1	10/01/2014 - 09/30/2015	\$218,000
2	10/01/2015 - 09/30/2016	\$218,000
3	10/01/2016 - 09/30/2017	\$218,000
4	10/01/2017 - 09/30/2018	\$218,000
GRANT TOTAL		\$872,000

STC will use the funds in support of students through the Child Development Center at the Mid Valley Campus. The center provides quality affordable child care services to low-income students/parents while they attend South Texas College. This service helps improve their academic retention and degree completion.

STC students majoring in child development incorporate the Center as a “Lab School” for field study and training. The program also supports family development by offering effective parent training and parental involvement activities each semester. With this grant award, more parents/students will have the opportunity to attend STC and complete their degree.

Funds will be used to cover childcare fees for eligible students/parents.

This grant meets South Texas College's Strategic Direction Three: "... to ensure student success and positively affect the economic and social mobility of residents in our region." through the affordable childcare services partially funded through this grant.

3. The "Phase II – Nonpoint Source Water Quality Management Planning and Implementation" Grant from Texas A&M University – Kingsville (TAMU-K) Institute for Sustainable Energy and the Environment in the amount of \$3,000.

The Texas Commission on Environmental Quality (TCEQ) has made grant funds available for research and development of methods to improve the quality of rain water which flows through the Valley's drainage systems and eventually makes its way into the Arroyo Colorado. TAMU-K's Institute for Sustainable Energy and the Environment is taking the lead in working with Valley communities to reduce the environmental impact from unfiltered rain water.

As part of this research, the team from TAMU-K partnered with STC to monitor the filtered rain water that flows out of STC's Pecan Campus Northwest Parking Lot's filtration basin. In order to conduct these tests, TAMU-K has secured grant funds for the purchase of testing equipment and materials which will be used in partnership with STC. TAMU-K staff will provide the testing equipment and \$3,000 for supplies needed to prepare data and reports gathered by the testing equipment.

The program includes an in-kind component from South Texas College, which requires the STC to provide \$10,000 in in-kind contributions, in the form of labor to install the testing equipment, monitor the operation, gather data and prepare reports. The time provided as an in-kind contribution will consist of time invested by STC Facilities staff, instructors and students. Facilities staff will assist in coordinating the installation of the equipment, while faculty and students will incorporate the monitoring, data collection and reporting as an instructional component.

This grant is in line with South Texas College's strategic goal for promoting additional educational opportunities for its students. Martin Knecht, Engineering Faculty, will work with up to ten (10) students majoring in Biology to gather and monitor data to help construct, promote and implement low-impact development in the rapidly-growing Lower Rio Grande Valley.

4. Additional Grants Received/Pending Official Award

The approved grants will provide up to \$1,138,160.00 in additional funding for the College to provide services and opportunities throughout the region.

Recommendation:

It is recommended the Board of Trustees approve and authorize accepting the following grant award(s) and use of related funds as authorized by each grant, contingent upon official award as appropriate:

1. The "T-STEM Challenge Scholarship" grant in the amount of \$263,160.
2. The Child Care Access Means Parents In School (CCAMPIS) Award from the U.S. Department of Education in the amount of \$872,000.

3. The “Phase II – Nonpoint Source Water Quality Management Planning and Implementation” Grant from Texas A&M University – Kingsville (TAMU-K) Institute for Sustainable Energy and the Environment in the amount of \$3,000.
4. Additional Grants Received/Pending Official Award.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes accepting the following grant award(s) and using related funds as authorized by each grant, contingent upon official award as appropriate:

1. The “T-STEM Challenge Scholarship” grant in the amount of \$263,160.
2. The Child Care Access Means Parents In School (CCAMPIS) Award from the U.S. Department of Education in the amount of \$872,000.
3. The “Phase II – Nonpoint Source Water Quality Management Planning and Implementation” Grant from Texas A&M University – Kingsville’s (TAMU-K) Institute for Sustainable Energy and the Environment in the amount of \$3,000.
4. Additional Grants Received/Pending Official Award.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Review and Action as Necessary on Approval of Proposed 2015 - 2016 Academic Calendar

Approval of the proposed 2015 - 2016 Academic Calendar is requested.

The Academic Calendar Steering Committee, which includes representatives from each area of the College, has developed the 2015 - 2016 Academic Calendar, which covers the period from Fall 2015 through Summer 2016. The calendar was developed to be compatible with UTPA's academic calendar and local area school district calendars. The calendar was presented to STC faculty and staff for their review, feedback, and input during the months of March and April. Input received from faculty and staff was incorporated into the proposed calendar.

The proposed calendar has been unanimously approved by the Calendar Steering Committee and has been reviewed and approved by the STC Planning and Development Council.

The proposed calendar follows in the packet for the Committee's review and consideration.

The Education and Workforce Development Committee was scheduled to review the 2015 - 2016 Academic Calendar on August 14, 2014. Due to the cancellation of that meeting, this Academic Calendar is presented to the Board without a Committee recommendation.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the 2015 - 2016 Academic Calendar for approval at the August 26, 2014 Board meeting as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the 2015 - 2016 Academic Calendar for approval at the August 26, 2014 Board meeting as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President



Academic Calendar 2015- 2016

Draft as of 5/6/2014

Fall Semester 2015

August 12 (Wednesday)	New Faculty Start Date -New Faculty Benefits & Orientation Human Resources Dept.
August 13 (Thursday)	New Faculty Orientation
August 14 (Friday)	New Faculty Service Area Tour
August 17 (Monday)	Faculty Return – Academic Affairs Convocation/Division Meetings
August 18 (Tuesday)	Distance Education/Virtual Campus Symposium
August 19 (Wednesday)	STC Faculty Teaching Dual Enrollment PD Day
August 20-21 (Thursday-Friday)	Faculty Preparation Days / Departmental Meetings
August 22 (Saturday)	Adjunct / Dual Enrollment Faculty Professional Development Day
August 24 (Monday)	Classes Begin
September 7 (Monday)	College Closed – Labor Day
September 9 (Wednesday)	Census Day - Twelfth Class Day
September 18 (Friday)	College Closed - Professional & Organizational Development Day
November 13 (Friday)	Last Day to Withdraw
November 26-29 (Thursday – Sunday)	College Closed - Thanksgiving Holiday
December 7-13 (Monday – Sunday)	Finals
December 14 (Monday)	Grades Due Date
December 17-January 3 (Thursday-Sunday)	Winter Break (College Closed)

Spring Semester 2016

January 4 (Monday)	College Opens – Staff return
January 11 (Monday)	Faculty Return – Division / Department Meetings
January 12 (Tuesday)	New Faculty Benefits & Orientation - Human Resources Dept.
January 13-15 (Wednesday-Friday)	Faculty Preparation Day /Departmental Meetings
January 16 (Saturday)	Adjunct /Dual Enrollment Faculty Professional Development Day
January 18 (Monday)	Martin Luther King, Jr. Day – College Closed
January 19 (Tuesday)	Classes Begin
February 3 (Wednesday)	Census Day - Twelfth Class Day
February 12 (Friday)	College Closed Professional & Organizational Development Day
March 14 – 20 (Monday - Sunday)	College Closed - Spring Break
March 24 – March 27 (Thursday – Sunday)	College Closed - Semester Break
April 19 (Tuesday)	Last Day to Withdraw
May 7-13 (Saturday – Friday)	Finals
May 13-14 (Friday - Saturday)	Graduation
May 16 (Monday)	Grades Due Date

Summer Sessions 2016

Summer Session I (June 6 – July 7)

May 30 (Monday)	College Closed - Memorial Day
May 31-June 5 (Tuesday-Sunday)	Final registration dates for Summer I, III
June 6 (Monday)	Classes Begin
June 9 (Thursday)	Census Day - Fourth Class Day
June 29 (Wednesday)	Last Day to Withdraw
July 4 (Monday)	College Closed-Independence Day
July 6 (Wednesday)	End of Classes
July 7 (Thursday)	Finals
July 11 (Monday)	Grades Due Date

Summer Session II (July 13 – August 12)

July 11-12 (Monday-Tuesday)	Final registration dates for Summer II
July 13 (Wednesday)	Classes Begin
July 18 (Monday)	Census Day - Fourth Class Day
August 5 (Friday)	Last Day to Withdraw
August 11 (Thursday)	End of Classes
August 12 (Friday)	Finals
August 15 (Monday)	Grades Due Date

Summer Session III (June 6 – August 12)

May 31-June 5 (Tuesday-Sunday)	Final registration dates for Summer I, III
May 30 (Monday)	College Closed - Memorial Day
June 6 (Monday)	Classes Begin
June 14 (Tuesday)	Census Day - Seventh Class Day
July 4 (Monday)	College Closed-Independence Day
July 11-12 (Monday - Tuesday)	No classes
July 28 (Thursday)	Last Day to Withdraw
August 11 (Thursday)	End of Classes
August 12 (Friday)	Finals
August 15 (Monday)	Grades Due Date

Discussion and Action as Necessary on Hidalgo County Tax Resale Property and Resolution Authorizing Tax Resale

Approval of the Hidalgo County Tax Resale Property Bids and Resolution Authorizing Tax Resale is requested.

On June 3, 2014 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Courthouse. Out of the fifty-five (55) properties presented at auction, eight (8) properties were denied by other taxing authorities. They are requesting STC Board approval on forty-seven (47) properties.

The total amount the College will receive is \$41,666.09.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the analysis of the bids received.

The Resolution Authorizing the Tax Resale follows in the packet for the Board's review. A listing of the bids, the legal description for each property, as well as the amount of the bid, the STC amount, and the Analysis of Bids Received are included under separate cover for the Board's information and review.

A representative from Linebarger Goggan Blair & Sampson, LLP will be present at the meeting.

The Finance and Human Resources Committee recommended Board approval of the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

RESOLUTION OF SOUTH TEXAS COLLEGE

On the ____ day of August, 2014, at the regularly scheduled meeting of South Texas College, a motion was duly made and seconded to resell properties described on the attached list, which were acquired by South Texas College through a previous tax foreclosure proceeding. The properties were sold in accordance with Texas Tax Code Ann. §34.05.

BE IT RESOLVED that the Board of South Texas College approved the bids received on the properties described in the attached list and authorizes the Chair for South Texas College to execute tax resale deeds conveying the approved properties.

PASSED AND APPROVED this _____ day of _____, 2014.

Roy de León, Chair

ATTEST:

Paul R. Rodriguez, Secretary

Review and Action as Necessary on Property, Casualty, Flood, & Workers Compensation Insurance

Approval to award the proposal for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portable buildings for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** is requested.

Mr. Raul Cabaza, Vice President with Shepherd Walton King Insurance Group, reviewed the proposals and recommendations with the Committee and responded to their questions.

- **Property Insurance / Flood Insurance**

⇒ Property Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a total cost of **\$387,039**. The policy includes flood insurance with a deductible of \$100K for zones X and C and \$500K for zone B. The earthquake limit is \$1M.

- **Crime Insurance**

⇒ Crime Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a cost of **\$8,446**; includes \$1,000,000 coverage for Computer Fraud.

- **School Board Legal Liability Insurance, General Liability, and Auto Liability-Physical Damage**

⇒ School Board Legal Liability Insurance to Texas Association of School Boards (TASB) at a total cost of **\$78,899**; includes General Liability Insurance at no additional cost

⇒ Automobile Insurance to Texas Association of School Boards (TASB) at a cost of **\$13,986**

- **Workers Compensation**

⇒ Workers Compensation to Texas Political Subdivisions (Montalvo Insurance Agency) at a total cost of **\$174,354**; includes Volunteers.

The total recommended award to Montalvo Insurance Agency is **\$569,839**. The total recommended award to Texas Association of School Boards is **\$92,885**. These amounts equal to the grand total of **\$662,724**.

The request for proposals was advertised and issued to seven (7) vendors. Three (3) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, the Vice President for Finance and Administrative Services, and the Purchasing Department.

The recommendation letters and spreadsheets provided by Mr. Raul Cabaza, III follow in the packet for the Board's information and review.

Funds for this expenditure are budgeted in the Insurance and Benefits budgets for FY 2014-2015, pending Board approval of the budget.

The Finance and Human Resources Committee recommended Board approval to award the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize awarding the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes awarding the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

July 23, 2014

Ms. Maria G. Elizondo
Finance and Administrative Services
South Texas College
P. O. Box 9701
McAllen, TX 78502-9500

Re: Property Insurance

Dear Ms. Elizondo:

We received two proposals for the Property Insurance, one from the Hartford Fire Insurance Company through Montalvo Insurance Agency and the other from Coastal Property Alliance of Texas (CPAT) through Carlisle Insurance Agency.

We recommend the proposal with the 2% Wind/Hail Deductible and \$100,000 deductible for All Other Perils offered by The Hartford and Montalvo Insurance Agency. The policy includes flood insurance with a deductible of \$100,000 for zones X and C and \$500,000 for zone B. The earthquake limit is \$1Million.

1. CPAT offered a 2% Named Storm Deductible with a \$100,000 per building deductible. It has the added benefit of a \$100,000 deductible for other than a Named Storm; therefore, if only a few buildings were damaged your deductible is a flat \$100,000 per building. The 2012 damages were from other than named storm. Applying \$100,000 per building deductible to the claim results in a \$1.8 Million deductible compared to approximately \$1.656 million at 2%.
2. CPAT offered flood and earth movement within there property quote, but the flood coverage was excess on the national flood program per building maximum. If the Carlisle proposal were chosen it is less expensive to purchase flood coverage separately. The earth movement limit is \$5 Million versus Hartford of \$1 Million.

We recommend purchase of the Property Coverage from Hartford Insurance Company through Montalvo Insurance Agency for the period of September 1, 2014 to 2015 for an annual premium of \$387,039.

Submitted by:



**Raul Cabaza, III, CIC
Licensed Risk Manager/Vice President**

Enclosures

SOUTH TEXAS COLLEGE
Property Insurance RFP #14-15-1002

Proposer	Current Program	Bid Proposal	Bid Proposal
Insurance Company	Montalvo Ins. Agency Hartford Fire Insurance Co.	Montalvo Ins. Agency Hartford Fire Insurance Co.	Carlisle Insurance Agency, Inc. CPAT - AmRisk
A.M. Best Rating	A XV	A XV	Various A XV Rated carriers (9)
PROPERTY			
Type of Coverage:	Blanket	Blanket	Blanket by Location
Building Limit:	\$182,411,192	\$190,371,061	\$190,371,061
Business Personal Property Limit	\$36,500,636	\$36,972,223	\$22,905,058
Business Income	\$34,000,000	\$34,000,000	\$34,100,000
EDP Limit	Included with BPP	Included with BPP	\$14,051,165
Equipment Breakdown	Property Limit	Property Limit	\$50,000,000
I.M. Scheduled Equipment	\$170,949	\$178,690	\$178,690
- I.M. Deductible	\$5,000	\$1,000	\$50,000
AOP Deductible (EDP only)	\$50,000	\$100,000	\$50,000
AOP Deductible (Other than EDP)	\$50,000 per Bldg./per occurrence	\$100,000 per Bldg./per occurrence	\$100,000
Wind/Hail Deductible	5% minimum \$100K	2% per Bldg./ Minimum \$100K	2% Named Storm per bldg./ Minimum \$100K.
Wind/Hail Ded (other than Named Storm)		2% per Bldg./ Minimum \$100K	\$100,000 per bldg./ per occur.
Fine Arts Extension	\$50,000	\$25,000	\$25,000
- Fine Arts Deductible	\$50,000	\$1,000	-0-
Flood Coverage Zones other than A&V	\$10,000,000 Zones X or C; \$1,000,000 Zone B	\$10,000,000 Zones X or C; \$5,000,000 Zone B	See separate Flood Quotes
Flood Coverage - Zone B	Incl above		See separate Flood Quotes
Flood Deductible	\$100,000	100,000 Ded. Zone X & C; 500,000 Ded Zone B	See separate Flood Quotes
Earthquake Coverage:	\$1,000,000	\$1,000,000	
Quake Deductible	Quake \$50K	Earth Movement Ded: \$50,000	
Annual Premium:	\$396,512	\$387,039	\$440,893
Alternates/Notes			

July 21, 2014

Ms Maria G. Elizondo
Finance and Administrative Services
P. O. Box 9701
McAllen, TX 78502-9500

Re: Flood Insurance

Dear Ms Elizondo:

Flood Insurance proposals through the National Flood Insurance Program were received through Philadelphia Insurance Company and Harleysville Nationwide Mutual Insurance Company presented by Montalvo Insurance Agency and Carlisle Insurance Agency.

The annual premium for coverage through Philadelphia and Harleysville Mutual is \$130,125. Carlisle provided a proposal through Nationwide Mutual for the same locations at an annual premium of \$134,773.

The rates quoted by both vendors are valid for 30 days as rates are subject to change prior to the renewal date of these policies.

We do not recommend the purchase of these separate Flood Insurance policies because coverage is included in the Hartford Property policy with \$100,000 deductible per occurrence for Zones X & C and \$500,000 Deductible per occurrence for properties in Zone B.

You have the option to reduce your flood deductible to \$1,000 per building at the following additional cost:

- **Philadelphia Insurance Company for permanent structures in Zone B for \$54,758,**
- **Harleysville-Nationwide Mutual Insurance Company for portables in Zone B at \$36,119;**
- **Harleysville-Nationwide Mutual Insurance Company for Zones X & C for \$39,248.**

The coverage is offered by Montalvo Insurance Agency for an additional total annual premium of \$130.125.

Sincerely,



Raul Cabaza, III, CIC
Licensed Risk Manager

/crp
Enclosure

**SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#14-15-1002**

Proposer							Current Montalvo Ins. Agency	Montalvo Ins. Agency	Carlisle Insurance Agency	
Insurance Company							Philadelphia Ins. Co.	Philadelphia Ins. Co.	Nationwide Mutual Insurance Co.	
A.M. Best Rating							A++, XV	A+, XV		
Technology Campus - McAllen, Texas							Premium	Premium		
3700 W. Military Hwy										
Bldg.	A	Technology East	SFR	B	1000	\$200,000	\$200,000	\$ 53,556.50	\$ 54,758	\$1,637
Bldg.	B & C	Technology West-with 2 chillers	Brick	B	1000	\$400,000	\$500,000	Included	Included	\$2,717
Bldg.	D	Shipping & Receiving	Metal	B	1000	\$50,000	\$200,000	Included	Included	\$1,090
3900 W. Military Hwy										
Bldg.	E	Technology East	SFR	B	1000	\$50,000	\$50,000	Included	Included	\$643
Pecan Campus - McAllen, Texas										
3201 West Pecan Boulevard										
Bldg.	A	Administration	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	B	Art	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	C	Student Success Center	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	D	Administration	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	E	Physical Plant-with 3 chillers	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	F	Library	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	G	North Academic	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	H	Student Activities Center	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	J	South Academic	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	K	Student Services(includes	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	X	Administration	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Pecan Campus - McAllen, Texas										
3200 West Pecan Blvd. (across the street)										
Bldg.	L	Communications Art Center	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	M	Information Technology	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	N	Institutional Support Services	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
3401 West Pecan Boulevard										
Bldg.	T	West Academic Building (12/16/12)	SFR	B	1000	\$500,000	\$500,000	Included	Included	\$2,880
3400 West Pecan Boulevard										
		Dr. Ramiro Casso Property		B/X	1000	\$100,000		Included	Included	\$1,330
2601 South Texas College - Pecan East Subdivision										
Bldg.	A	Human Resources	HT	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	B	Pecan Plaza-East	SFR	BX	1000	\$500,000	\$500,000	Included	Included	\$2,880
Bldg.	C	Pecan Plaza-West	SFR	B/X	1000	\$500,000	\$500,000	Included	Included	\$2,880
Note: Rates quoted are only valid for 30 days and subject to change							SUB- TOTAL:	\$ 53,556.50	\$ 54,758.00	\$59,257

**SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#14-15-1002**

Proposer								Montalvo Ins. Agency	Montalvo Ins. Agency	Carlisle Insurance Agency
Insurance Company								Harleyville - Nationwide Mutual Insurance Co.	Harleyville - Nationwide Mutual Insurance Co.	Nationwide Mutual Insurance Co.
A.M. Best Rating								A-, XII	A-, XII	
Location			Const.	Square Ft.	Deduct.	Building	Contents/ Furniture	Premium Quote:	Premium Quote:	Premium Quote:
Pecan Campus - McAllen, Texas										
3201 West Pecan Blvd										
PB	1	Portable Bldg	Frame	7,011	1,000	\$300,000	\$150,000	\$ 1,493	\$1,728	\$1,728
PB	3	Portable Bldg	Frame	1,440	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	4	Portable Bldg	Frame	1,440	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	5	Portable Bldg	Frame	1,440	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	6	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	7	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	8	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	9	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	10	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	11	Portable Bldg	Frame	8,160	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	12	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	13	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	14	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	15	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
								\$ 9,826	\$ 10,087	\$10,087
3401 West Pecan Blvd.										
PB	16	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	17	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	18	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	19	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	20	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	21	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	22	Portable Bldg	Frame	768	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	23	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	24	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	25	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	26	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	27	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	28	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	29	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
								\$ 8,974	\$ 9,002	\$9,002
3200 West Pecan Blvd.										
PB	M-13	Portable Bldg -Security Stge.	Frame	440	1000	\$50,000	\$50,000	\$ 641	\$643	\$643
4000 West Pecan Blvd.										
PB	3	Portable Bldg-Security Stge	Frame	900	1000	\$50,000	\$50,000	\$ 641	\$643	\$643
								\$ 1,282	\$1,286	\$1,286
Technology Campus - McAllen, Texas										
3700 W. Military Hwy										
PB	1	Portable Bldg	Frame	1,045	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	2	Portable Bldg	Frame	1,785	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	3	Portable Bldg	Frame	1,632	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	4	Portable Bldg	Frame	1,500	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	5	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	6	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	7	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
								\$ 4,487	\$ 4,501	\$4,501

**SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#14-15-1002**

Proposer							Montalvo Ins. Agency	Montalvo Ins. Agency	Carlisle Ins. Agency	
Insurance Company							Harleyville - Nationwide Mutual Insurance Co.	Harleyville - Nationwide Mutual Insurance Co.	Nationwide Mutual Insurance Co.	
A.M. Best Rating							A-, XII			
Location		Const.	Square Ft.	Deduct.	Building	Contents/ Furniture	Premium Quote:			
Mid Valley Campus - Weslaco, Texas										
108 N. Border Ave.										
PB	1	Portable Bldg	Frame	2,380	1,000	\$50,000	\$100,000	\$ 946	\$799	\$799
PB	2	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	3	Portable Bldg	Frame	900	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	4	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	5	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	6	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	7	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	8	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
							\$ 5,433	\$ 5,300	\$5,300	
Mid Valley Campus - Weslaco, Texas										
401 N. Border Ave.										
PB	1	Portable Bldg	Frame	2,380	1,000	\$50,000	\$150,000	\$ 946	\$799	\$948
PB	2	Portable Bldg	Frame	1,560	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	L3	Portable Bldg	Frame	2,232	1000	\$50,000	\$50,000	\$ 797	\$643	\$643
							\$ 2,384	\$2,085	\$2,234	
Nursing/Allied Health Campus-McAllen										
1101 E. Vermont Ave.										
PB	1	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	2	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	3	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
							\$ 1,923	\$1,929	\$1,929	
Starr County Campus - Rio Grande City										
142 FM 3167										
PB	1	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	2	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
PB	3	Portable Bldg	Frame	1,536	1,000	\$50,000	\$50,000	\$ 641	\$643	\$643
							\$ 1,923	\$1,929	\$1,929	
Note: Rates quoted are only valid for 30 days and subject to change							SUB- TOTAL:	\$ 36,232	\$ 36,119	\$36,268
							GRAND TOTAL:	\$ 89,788.50	\$90,877	\$95,525

FLOOD ZONES X OR C - OPTIONAL QUOTE EVALUATION

							Montalvo Ins. Agency	Carlisle Ins. Agency	
Insurance Company							NFIP	Nationwide Mutual Ins. Co.	
		Const.	ZONE	Deduct.	Buildings	Contents	Premium	Premium	
McAllen, Texas									
Nursing & Allied Health Campus									
1101 East Vermont									
Total for 2 parts combined into 1 building - Dr. Ramiro R. Casso Nursing & Allied Health Center		C	\$1,000	\$500,000	\$500,000	\$2,880	\$2,880		
Rio Grande City, Texas									
Starr County Campus									
1 Mile North 3167									
Bldg.	A	Administration/ Bookstore	SFR	X	\$1,000	\$500,000	\$100,000	\$1,877	\$1,877
Bldg.	B	Student Success Center	SFR + B19	X	\$1,000	\$500,000	\$100,000	\$1,877	\$1,877
Bldg.	C	North Academic	SFR	X	\$1,000	\$500,000	\$300,000	\$2,433	\$2,433
Bldg.	D	Workforce Center	SFR	X	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	E	South Academic	SFR	X	\$1,000	\$500,000	\$150,000	\$2,026	\$2,026
Bldg.	F	Library	SFR	X	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	G	Student Activities Center	SFR	X	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	H	Student Services	SFR	X	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	J	Manuel Benavides, Jr. Rural Technology Center	SFR	X	\$1,000	\$500,000	\$150,000	\$2,026	\$2,026
		Thermal Plant		X	\$1,000	\$300,000	\$50,000	\$1,422	\$1,422
Weslaco, TX									
Mid Valley Campus									
401 N. Border									
Bldg.	A & B	A=Student Success Center B=Nursing Allied Health	SFR	C	\$1,000	\$500,000	\$500,000	\$2,880	\$2,880
Bldg.	G	North Academic		C	\$1,000	\$500,000	\$200,000	\$2,168	\$2,168
Weslaco, TX									
Mid-Valley Campus									
401 N. Republic									
WE-Bldg. 1			SFR	C	\$1,000	\$200,000	\$50,000	\$1,190	\$1,190
WE-Bldg. 2			SFR	C	\$1,000	\$300,000	\$50,000	\$1,422	\$1,422
Weslaco, TX									
Mid-Valley Campus									
800 W. Railroad									
Bldg.	D	Workforce Center	SFR	C	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	E	Library	SFR	C	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	F	Student Services	SFR	C	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
Bldg.	H	South Academic WDC	Frame	C	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
		Thermal Plant		C	\$1,000	\$400,000	\$50,000	\$1,558	\$1,558
Weslaco, TX									
Mid-Valley Campus									
801 W. Huisache									
Bldg.	C	Mid Valley Campus Wellness Center	SFR	C	\$1,000	\$500,000	\$50,000	\$1,721	\$1,721
GRAND TOTAL:							\$39,248	\$39,248	

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

July 17, 2014

Maria G. Elizondo
Finance and Administrative Services
South Texas College
P. O. Box 9701
McAllen, TX 78501

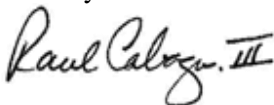
Re: Crime Insurance Evaluation 2014-2015

Dear Ms Elizondo:

One proposal was received from Montalvo Insurance agency for Crime Coverage through Hartford Fire Insurance Company. Texas Association of School Boards advised they could not offer crime without the property coverage.

We recommend purchase of The Hartford Fire Insurance Company proposal through Montalvo Insurance Agency for the period September 1, 2014 to 2015 at an annual premium of \$8,446.00.

Submitted by:



Raul Cabaza, III, CIC
Licensed Risk Manager/ Vice President

Enclosures
KC

SOUTH TEXAS COLLEGE
Crime Insurance RFP #14-15-1002

CRIME	Hartford Fire Insurance Co.	Hartford Fire Insurance Co.	CPAT - AmRisc
Insurance Company	Hartford Fire Insurance Co.	Hartford Fire Insurance Co.	
A.M. Best Rating	A XV	A XV	
Public Employee Dishonesty Form O	\$1,000,000	\$1,000,000	
Forgery or Alteration - Form B	\$1,000,000	\$1,000,000	
Theft, Disappearance,Distraction-Form C	\$1,000,000	\$1,000,000	
Computer Fraud - Form F	\$1,000,000	\$1,000,000	
Deductibles:			
- Form O	\$50,000	\$50,000	
- Form B	"	"	
- Form C	"	"	
- Computer Fraud	\$50,000	\$50,000	
Premium:	\$9,905	\$8,446	No quote

July 17, 2014

Ms Maria G. Elizondo
Finance and Administrative Services
South Texas College
P. O. Box 9701
McAllen, TX 78501

**RE: School Board Legal Liability, General Liability and
Auto Liability-Physical Damage September 1, 2014-2015**

Dear Ms Elizondo:

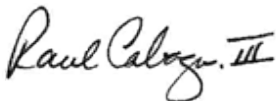
One proposal was received for these coverages in response to the RFP.

TASB premium over the last few years has been lower than other insurance companies.

Texas Association of School Boards offered renewal terms for General Liability with a \$5,000,000 Aggregate Limit with \$25,000 deductible and School Board Legal Liability with the same limits and deductible as expiring for a combined premium of \$78,899. Automobile Insurance was quoted with a deductible of \$1,000 for both liability and physical damage coverage for \$13,986.

We recommend purchase of General Liability, School Professional Liability and Automobile Coverage from TASB for the policy period September 1, 2014 through 2015 at an annual premium of \$92,885.

Submitted by:



Raul Cabaza, III, CIC
Licensed Risk Manager/ Vice President

Enclosures
KC

SCHOOL BOARD LEGAL LIABILITY INSURANCE EVALUATION RFP #14-15-1002
June 26, 2014

Coverage Features	Current	Proposal	Proposal
Proposer:	Texas Association of School Boards	Texas Association of School Boards	Montalvo Insurance Agency
Address of Proposer:	P.O. Box 301 Austin, Texas 78767 800-482-7276 Frank Luna	P.O. Box 301 Austin, Texas 78767 800-482-7276 Frank Luna	208 S. Texas Boulevard Weslaco, TX 78596 956-968-5521 Ramon Montalvo
Name of Company	TASB Risk Management Fund	TASB Risk Management Fund	Western World Ins Company
A. M. Best Rating (A VIII or better)	Not Applicable	Not Applicable	A+
Admitted/Non-Admitted	Not Applicable	Not Applicable	Admitted
Policy Period:	9/1/13-14	9/1/14-15	9/1/14-15
Limit	\$5,000,000	\$5,000,000	\$5,000,000
Retentions:			
- Retention	\$25,000	\$25,000	\$25,000
- Employment Practices Retention	\$25,000	\$25,000	\$25,000
Definition of Insured	Satisfactory	Satisfactory	Satisfactory
Defense Costs in addition to Limit	No	Yes	Yes, up to Defense Cost Max. Limit of \$1,000,000
Duty to Defend or Indemnity Form	Duty to Defend	Duty to Defend	Duty to Defend
Non Pecuniary Claims	Yes	Yes	Yes subject to \$100,000 Aggr Limit
Adm. Hearings - ADR, Spec. Ed., EEOC	Defense reimbursement if the case goes to trial.	Defense reimbursement if the case goes to trial.	Included
Breach of Employment Contract Coverage	Defense expense, no damage payments.	Defense expense, no damage payments.	Included
Sexual Harassment	Employment Claims Only	Employment Claims -Defense & Damages included	Included
Employment Practice Claims Only- Sexual Misconduct or Personal Injury	Defense expense. Defense in addition to Limit.	Defense expense. Defense in addition to Limit.	Defense cost, up to Max Limit of \$1,000,000
Defense for Individuals w/Disabilities suits	Yes	Yes	Included
Back Wages	No	No	Yes, Full Limit
Discrimination of race or national origin	Yes	Yes	Yes
Extended Discovery Period	1 Way	1 Way	One year - 100% of expiring premium; Two years - 150%; Three years - 185% of expiring premium.
General Liability		Yes (see next page)	No
PREMIUM: (Includes General Liability)	\$78,899.00	\$78,899.00	75,945

SOUTH TEXAS COLLEGE
General Liability & Auto Insurance RFP #14-15-1002

	<u>Current Program</u> Texas Association of School Boards	<u>Proposal</u> Texas Association of School Boards
Proposer		
Insurance Company	Texas Association of School Boards	Texas Association of School Boards
A.M. Best Rating	N/A	N/A
GENERAL LIABILITY		
Limits:		
- General Aggregate	\$5,000,000	\$5,000,000
- Personal & Advertising Injury	Included	Included
- Each Occurrence	\$5,000,000	\$5,000,000
- Employee Benefits	\$100,000	\$100,000
- Medical Expense Limit	N/A	N/A
Deductible	\$25,000	\$25,000
Premium	Included w/E&O	Included w/E&O

	<u>Current Program</u> Texas Association of School Boards	<u>Proposal</u> Texas Association of School Boards
AUTOMOBILE		
Liability Limits: (29 vehicles schdl.)		
- Bodily Injury/Per Person	\$100,000	\$100,000
- Bodily Injury/Per Accident	\$300,000	\$300,000
- Property Damage	\$100,000	\$100,000
- Medical Payments	None	None
Liability Deductible	\$1,000	\$1,000
- Hired & Non-Owned Coverage	Included	Included, with \$2,500 deductible
Physical Damage:		
Limits/Valuation	ACV	ACV
- Comprehensive Deductible	\$1,000	\$1,000
- Collision Deductible	\$1,000	\$1,000
- Hired Car Physical Damage Limit	ACV-no coverage for theft, hail damage, Acts of God	Covered Auto, ACV if leased or rented for period of 30 consecutive days or longer (i.e. long-term lease only).*
Premium	\$13,986	\$13,986
TOTAL PREMIUMS:	\$13,986	\$13,986
<p>* No physical damage coverage for vehicles hired, rented or borrowed for a period of 14 days or less. Only Liability with a \$2,500 deductible and is excess over any other coverage or insurance available to the Covered Person.</p>		

July 17, 2014

Ms Maria G. Elizondo
Finance and Administrative Services
South Texas College
P. O. Box 9701
McAllen, TX 78501

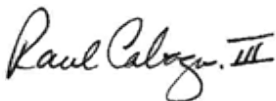
RE: Workers Compensation Effective September 1, 2014

Dear Ms Elizondo:

One proposal was received from Texas Political Subdivisions through Montalvo Insurance Agency and another from the Texas Association of School Boards. The spreadsheet reflects the tabulation.

We recommend purchase of the Workers' Compensation Coverage from Texas Political Subdivisions through Montalvo Insurance Agency for the period September 1, 2014 to 2015 for an annual deposit premium of \$174,354.

Submitted by:



Raul Cabaza, III, CIC
Licensed Risk Manager/ Vice President

Enclosures
KC

SOUTH TEXAS COLLEGE

Workers Compensation RFP #14-15-1002

WORKERS COMPENSATION			
	<u>Current Program</u> Montalvo Insurance Agency	<u>Proposal</u> Montalvo Insurance Agency	<u>Proposal</u> Texas Association of School Boards
Proposer:			
A.M. Best	N/A	N/A	N/A
Insurance Company	Texas Political Subdivisions	Texas Political Subdivisions	TASB RM Fund
Payroll Classifications			
- 8810 Clerical	\$ 12,964,272	\$ 12,286,572	\$ 12,286,572
- 8868 Professionals	\$65,888,305	\$67,286,204	\$67,286,204
- 9101 All Other	\$2,596,528	\$4,944,455	\$4,944,455
- 8868 Volunteer Instructors ⁽¹⁾		\$234,000	
Total Gross Payroll:	\$ 81,449,105	\$ 84,751,231	\$ 84,517,231
Total Estimated Contribution	\$166,476	\$174,354	\$231,446

⁽¹⁾ Note: Accurate records of Volunteers' hours and days worked should be kept in order to verify a claim when it occurs.

**SOUTH TEXAS COLLEGE
INSURANCE PREMIUM SUMMARY
RFP 14-15-1002
June 26, 2014**

COVERAGE PREMIUMS	<u>Bid Proposal</u> Montalvo Insurance Agency	<u>Bid Proposal</u> Texas Association of School Boards	<u>Bid Proposal</u> Carlisle Insurance CPAT Program
Property - Option 1	\$ 387,039 2% w/h deductible (with flood & quake)	No Quote	\$ 416,747 5% named storm w/h ded. (with flood & quake)
Property - Option 2		No Quote	\$ 440,893 2% named storm w/h ded. (without flood & quake)
Casualty			
-- Crime	\$ 8,446	No Quote	No Quote
-- School Board Legal Liability	\$ 75,945	\$ 78,899	No Quote
-- General Liability	No Quote	Included with School Board Legal	No Quote
-- Automobile	No Quote	\$ 13,986	No Quote
-- Cyber Liability	No Quote	included *	No Quote
Workers Comp	\$ 174,354 (includes volunteers)	\$ 231,446	No Quote
Flood - Zone B (Permanent Structures)	\$ 54,758 Flood inc. in Property	No Quote	\$ 59,257 Not inc. in 2% quote
Flood - Zone B (Portables)	\$ 36,119 Flood inc. in Property	No Quote	\$ 36,268 Not inc. in 2% quote
Flood - Zone X or C (Separate policies)	\$ 39,248 Flood inc. in Property	No Quote	\$ 39,248 Not inc. in 2% quote
TOTAL BY VENDOR	\$ 569,839	\$ 92,885	\$ 575,666
Property Total:	\$ 387,039		
Crime Total:	\$ 8,446		
Casualty Total:		\$ 92,885	
Workers Comp Total:	\$ 174,354		
Flood Total:			
TOTAL AMOUNT	\$ 569,839.00	\$ 92,885	
GRAND TOTAL	\$ 662,724.00		

* Coverage for costs assoc. w/ notification of up to 10k individuals affected by a breach + \$100k for other breach response costs. \$100k in defense & settlement costs for any 3rd party privacy liability claims. Access to a broad panel of breach response providers (notification & credit monitoring services, public relations assistance, computer forensics, etc.). Additional coverage may be requested in the future.

Review and Action as Necessary on Award of Proposals, Purchases, and Renewals

Approval of the following proposal awards, purchases, and renewals is requested.

1) Machine Shop Equipment (Award)

Award the proposal for machine shop equipment to Rex Supply Company (Pharr, TX), at a total cost of \$63,411.00.

The machine shop equipment will be used for student instruction in the Division of Technology Precision Manufacturing Technology program. This equipment will be placed at the Pharr Training Center for PSJA dual enrollment program student and STC traditional students.

This equipment will replace the equipment that was damaged during the relocation from the Technology Campus to the Pharr Teaching Center. An insurance claim was completed and submitted.

Proposal documents were advertised and issued to four (4) vendors. Four (4) responses were received and reviewed by the Precision Manufacturing Technology Program and Purchasing Department.

Funds for this expenditure are budgeted in the Property Loss budget for FY 2014-2015 pending Board approval of the budget.

2) Office Supplies (Award)

Award the proposal for office supplies for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated amount of \$450,000.00 as follows:

- **Primary:** Gateway Printing & Office Supplies, Inc. (Edinburg, TX)
- **Secondary:** Quill Corporation (Lincolnshire, IL)
Office Depot, Inc. (Boca Raton, FL)

The proposal award to each vendor will be based upon the services they provide, their pricing, and their availability.

Proposal documents were advertised and issued to eleven (11) vendors. Five (5) responses were received and reviewed by the Purchasing Department.

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2014-2015 pending Board approval of the budget.

3) Printing Projects (Award)

Award the proposal for printing projects and general purpose printing at an estimated amount of \$328,163.44 for the period beginning September 1, 2014 through August 31, 2015 as follows:

A) Printing Projects – At an estimated amount of \$228,163.44 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures	Safeguard Universal, LLC. (Corpus Christi, TX)	\$2,090.00
Imprint Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$20,762.00
Program of Study Brochures	Grunwald Printing Company (Corpus Christi, TX)	\$2,985.12
Staying Connected Special Edition Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$14,400.00
Class Schedules (Summer/Fall)	Valley Newspaper Holdings (McAllen, TX)	\$59,305.53
Class Schedules (Spring)	Valley Newspaper Holdings (McAllen, TX)	\$23,119.19
Official Stationery	San Antonio Printing (McAllen, TX)	\$40,000.00
Student Catalog	Mignone Communications, Inc./A Division of EP Graphics, Inc. (Berne, IN)	\$25,706.16
Viewbook	Grunwald Printing Company (Corpus Christi, TX)	\$5,943.44
Graduation Announcements (Fall and Spring)	Gateway Printing & Office Supplies, Inc. (Edinburg, TX)	\$902.00
Graduation Programs (Fall and Spring)	San Antonio Printing (McAllen, TX)	\$32,950.00

B) General Purpose Printing – At an estimated amount of \$100,000.00 will be awarded to the following eight (8) vendors:

1. Copy Zone, Ltd. (McAllen, TX)
2. Expressway Printing, Copying and More, LLC. (Mercedes, TX)
3. Fed Ex Office (McAllen, TX)
4. Gateway Printing & Office Supplies, Inc. (Edinburg, TX)
5. Grunwald Printing Company (Corpus Christi, TX)
6. Pro-Data Printing (McAllen, TX)
7. Safeguard Universal, LLC. (Corpus Christi, TX)
8. San Antonio Printing (McAllen, TX)

Vendors submitting proposals for the general purpose printing projects provided quotes dependent on the number of copies, type of paper (weight and color), single or double-sided copying, hole punched, bound, glued and any other variable that might impact a particular project. The proposal award to each vendor will be based upon the services they provide, their pricing, and their availability.

Proposal documents were advertised and to issued twenty-four (24) vendors. Twelve (12) responses were received and reviewed by Public Relations and Marketing and Purchasing Department.

Funds for this expenditure are budgeted in the Public Relations and Marketing and various requesting department's budgets for FY 2014-2015 pending Board approval of the budget.

4) Consulting Services (Purchase)

Purchase consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at a cost of \$150.00 per hour not to exceed \$15,000.00.

The Board awarded a contract for the Compensation Study at the November 26, 2013 Board of Trustees Meeting to Evergreen Solutions, LLC. through May 31, 2014. At this time additional services are requested which require a new contract with additional scope of work.

The additional services are as follows:

- Conduct additional FLSA audits to determine appropriate exempt and non-exempt status
- Conduct employee appeals, as needed
- Analyze compensation regarding licenses and certifications
- Provide best practices for potential development of career advancement and reclassifications

Funds for this expenditure are budgeted in the Office of Human Resources for FY 2014-2015 pending Board approval of the budget.

5) Custodial Equipment (Purchase)

Purchase custodial equipment from Gulf Coast Paper Company (Corpus Christi, TX/Brownsville, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$24,636.90.

The custodial equipment will replace obsolete equipment and will be used for maintenance on floors and carpets through the district.

Funds for this expenditure are budgeted in the Custodial budget for FY 2013-2014.

6) Database Administrator Services (Purchase)

Purchase database administrator services from Strata Information Group, Inc. (San Diego, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$300,000.00.

The database administrator services will include support in technical environments, student and faculty/staff self-service and system administrative services, as well as, assist with hardware configuration, system installation and documentation for several projects.

Funds for this expenditure are budgeted in the IT Risk and Security for FY 2014-2015 pending Board approval of the budget.

7) Incident Response Services (Purchase)

Purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$11,000.00.

The incident response services will include forty (40) consulting hours to support the Information Security Office, either remotely or on-site, in the event of a security breach requiring timely response and remediation activities, such as forensic data collection and analysis and to maintain compliance and improve overall operational efficiency.

Funds for this expenditure are budgeted in the Information Security budget for FY 2014-2015 pending Board approval of the budget.

8) Long Distance Service (Purchase)

Purchase long distance service from AT&T Corporation (Dallas, TX) through the State of Texas Department of Information Resources (DIR) TEXAN service contract for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,360.00.

The long distance service will be provided to approved offices and workstations in the district.

Funds for this expenditure are budgeted in the Telecom budget for FY 2014-2015 pending Board approval of the budget.

9) Online Training Services (Purchase)

Purchase online training services from Lynda.com, Inc. (Carpinteria, CA), a sole source vendor, a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at an estimated cost of \$20,943.70.

The online training services will provide the institution with unlimited, cost-effective, organization-wide access to a vast library of instructional videos. The training will provide all faculty and staff an opportunity to learn the latest software, creative and business skills at their own pace.

This staff development program will provide/promote:

- Digital literacy across all academic and administrative department
- A virtual help desk, offer mobile device training and help boost team or student performance; and simplify onboarding

Funds for this expenditure are budgeted in Information Commons and Open Labs budget for FY 2013-2014.

10) Software Maintenance Agreement (Purchase)

Purchase a software maintenance agreement from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 30, 2014 through August 29, 2015, at a total cost of \$25,397.95.

The software maintenance agreement provides 24 hour support for the college's digital computer backup and storage solution.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2014-2015 pending Board approval of the budget.

11) Ventilator (Purchase)

Purchase a ventilator from CareFusion Corporation (Yorba Linda, CA), a sole source vendor, at a total cost of \$17,367.45.

The ventilator will be used for student instruction in the Respiratory Therapy Program in the Division of Nursing and Allied Health. It will provide students with the knowledge and experience of equipment that is used at regional hospitals. The ventilator will benefit students in the follow courses: Home Ventilator Management, Mechanical Ventilator and Pediatric Mechanical Ventilator, Respiratory Home Care and Vocational Nursing Program.

Funds for this expenditure are budgeted in the Respiratory Therapy budget for FY 2013-2014.

12) Web Content Management System (Purchase)

Purchase Cascade Server v 7.2.1, a web content management system from Hannon Hill (Atlanta, GA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at a total cost of \$58,300.00.

Public Relations and Marketing Staff reviewed several different, competing web content management systems to determine which offers the needed features and how they integrate with existing technology. Web development staff also surveyed colleagues at peer institutions to determine which system to recommend for purchase.

The Cascade Server web content management system provided by Hannon Hill provides a robust tool set, integrates well with existing technology at the College, and was highly recommended by peers using it for enterprise web management. Because this system is only available through Hannon Hill, staff recommends purchase through Hannon Hill as a sole source provider for this purchase.

The web content management system will be used to create and maintain South Texas College's website. It will be utilized in digital campaigns and will help manage content-creating web users. In addition, it will monitor web visitor usage and trends.

Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2013-2014.

13) Accreditation and Compliance Management License (Renewal)

Renew the accreditation and compliance management license with Concord USA, Inc. (Atlanta, GA), a sole source vendor, for the period beginning August 14, 2014 through August 13, 2015, at a total cost of \$13,720.00.

The accreditation and compliance management license manages all aspects of accreditation and compliance reporting process, including reaffirmation report preparation, substantive change report preparation, documentation/ evidence collection and web-based hosting for

accreditation reports. It allows collecting, managing and reporting of all data and evidence documents required for ongoing accreditation reporting to various agencies.

Funds for this expenditure are budgeted in the Quality Enhancement Plan budget for FY 2013-2014.

14)Appliance Maintenance Agreement (Renewal)

Renew the appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$16,295.20.

The appliance maintenance agreement supports and maintains the F5 appliances which provide high availability, security and performance for critical business applications. The agreement covers the maintenance and technical support of the appliances and provides twenty-four (24) hour year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2014-2015 pending Board approval of the budget.

15)Banner Application Maintenance Agreement (Renewal)

Renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A&M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$390,127.30.

The Banner systems include: Banner Financial Aid, Banner Finance, Banner Finance Self-Service, Banner HR, Banner Employee Self-Service, Banner Student, Banner Student Self-Service, Banner Faculty Self-Service, EDI Smart, Banner Integration E-Learning, Banner Workflow, Campus Loan Manager, Operational Data Store, Luminis Basic, FOCUS Express, KIOSK, Enterprise Data Warehouse, Enrollment Management Recruiting, Banner Recruiting and Admission Performance, Banner Travel & Expense Management, Financial Aid FM Need Analysis, WebFOCUS, Xtender Solutions, Xtender, AppWorx, Cognos, Document Management Suite, Application Xtender Test Bundle, Banner Enterprise Job Scheduler, Application Xtender Web Services, and Banner Document Management Suite.

The agreement is a standing maintenance agreement with Ellucian, a sole source vendor. The contract is purchased through the Texas Connection Consortium (TCC) in order to purchase at a substantially discounted rate.

Funds for this expenditure are budgeted in the Application Development Services budget for FY 2014-2015 pending Board approval of the budget.

16)Book Detection System Maintenance Agreement (Renewal)

Renew the book detection system maintenance agreement with 3M Library Systems (St. Paul, MN), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$21,295.00.

The book detection system maintenance agreement will provide maintenance and support for all book detection systems used at all STC libraries.

Funds for this expenditure are budgeted in the Library Services budget for FY 2014-2015 pending Board approval of the budget.

17)Data Hosting Services Agreement (Renewal)

Renew the data hosting services agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$177,169.46.

The data hosting services agreement will provide a data secure environment for all payments received at the College. All personal, bank and credit card information must be stored in a PCI-certified data center to prevent fraud. The maintenance will cover support issues for the cashiering system including online payments by credit cards and checks and for the equipment used by STC staff.

Funds for this expenditure are budgeted in the Application Development Services budget for FY 2014-2015 pending Board approval of the budget.

18)Desktop Security Software Maintenance (Renewal)

Renew the desktop security software maintenance with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$39,517.30.

The desktop security software memorizes the computer's setting and configuration for 3,650 student lab computers across all campuses and 90 instructor computers at various classrooms and labs throughout the campuses. The computer settings and configurations are returned to its original state with every restart. The College relies on this software to keep desktops at an original state for faculty, staff and students.

Funds for this expenditure are budgeted in the Technology Support Services budget for FY 2014-2015 pending Board approval of the budget.

19)Email Security Software Licenses Service Agreement (Renewal)

Renew the email security software licenses service agreement with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$38,894.00.

The college relies upon email security service to ensure the safe and efficient transmission of email traffic. Email is widely used as method to infect computers with viruses and deceive people into sharing account credentials by replying to SPAM email. The security software blocks SPAM email, performs anti-virus scanning of messages and can protect files sent through e-mail to ensure safe transmission. The service agreement will renew the existing licenses for one year.

Funds for this expenditure are budgeted in the Information Security budget for FY 2014-2015 pending Board approval of the budget.

20)Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Renewal)

Renew the enterprise antivirus web and network security protection software, maintenance and support from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at an annual cost of \$142,236.98. Significant savings will be realized by the college by accepting this multi-year agreement.

The enterprise antivirus, web and network security protection software, maintenance and support safeguards data, laptops, desktops, servers and network resources through a layered security strategy reliant upon this security product. It also includes the purchase of eight hundred (800) data protection licenses to account for growth as well as advisory and training services.

Funds for this expenditure are budgeted in the Information Security budget for FY 2014-2015 pending Board approval of the budget. In the event that funding is unavailable for the two subsequent years of the 3-year period, the DIR contract allows the college to be released from this obligation.

21)Food Service – Nursing and Allied Health Campus (Renewal)

Renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX) for the period beginning October 19, 2014 through October 18, 2015, at a commission of 4% of total sales.

The food service is available for the STC faculty, staff and students at the Nursing and Allied Health campus.

The Board awarded the contract for food service – Nursing and Allied Health Campus at the August 27, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins on October 19, 2014 through October 18, 2015.

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

22)Hardware Maintenance and Support Agreement (Renewal)

Renew the hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$65,997.19.

The Dell hardware maintenance agreement supports and maintains the College's computer servers. The agreement covers the maintenance and technical support of the existing file and application servers and provides twenty-four (24) hour year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2014-2015 pending Board approval of the budget.

23) HP Hardware and Software Maintenance Agreement (Renewal)

Renew the HP hardware and software maintenance agreement with Hewlett Packard Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor,

for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$23,935.90.

The HP hardware maintenance agreement supports and maintains the College's computer servers. The agreement will cover the maintenance and technical support of the existing file and application servers as well as twenty-four (24) hour year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2014-2015 pending Board approval of the budget.

24) In-Store Purchases of Materials, Supplies and Miscellaneous Items (Renewal)

Renew the in-store purchases of materials, supplies and miscellaneous items contracts for the period beginning October 17, 2014 through October 16, 2015, at an estimated amount of \$112,000.00 with the following vendors:

- HEB Grocery, Co. (McAllen, TX)
- Hobby Lobby Store's Inc. (McAllen, TX)
- Sam's Club (McAllen, TX)
- Wal-Mart (Mission, TX)

The in-store purchases of materials, supplies and miscellaneous items are necessary through the district for the Culinary Arts Program, Science Programs for instructional labs, Nursing & Allied Health programs for instructional labs, student activities events, professional development, STC sponsored events and division meetings.

The Board awarded the contracts for in-store purchases of materials, supplies and miscellaneous items at the September 18, 2013, Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on October 17, 2014 through October 16, 2015.

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

Funds for this expenditure are budgeted in the requesting department's budget for FY 2014-2015 pending Board approval of the budget.

25) Library Materials (Renewal)

Renew the library materials contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$227,912 with the following vendors:

a	ABDO Publishing (Minneapolis, MN)	q	Ingram Library Services, Inc. (La Vergne, TN)
b	Baker & Taylor, Inc. (Charlotte, NC)	r	Insight Media (New York, NY)
c	Bearport Publishing (New York, NY)	s	Latin American Book Source, Inc. (Chula Vista, CA)
d	Books A Million, Inc. (Birmingham, AL)	t	Midwest Tape, LLC. (Holland, OH)
e	Bound to Stay Bound Books, Inc. (Jacksonville, IL)	u	National Education Systems, Inc. (San Antonio, TX)
f	Crabtree Publishing, Co. (New York, NY)	v	PBS Distribution (Arlington, VA)
g	The Creative Company (N. Mankato, MN)	w	Perma Bound Books Hertzberg New Method, Inc. (Jacksonville, IL)

h	Dawn Sign Press (San Diego, CA)	x	Plunkett Research, Ltd. (Houston, TX)
i	Delaney Educational Enterprises (San Diego, CA)	y	Quality Books, Inc. (Oregon, IL)
j	EBSCO Industries, Inc. (Ipswich, MA)	z	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)
k	Follett Library Resource, Inc. (McHenry, IL)	aa	EBSCO Publishing, Inc./dba Salem Press (Hackensack, NJ)
l	The Gale Group/Cengage Learning, Inc. (Farmington Hills, MI)	bb	Scholastic Library Publishing, Inc. (Danbury, CT)
m	Gareth Stevens Publishing (New York, NY)	cc	Show Me Books, Inc. (Bethany, MO)
n	Grey House Publishing (Amenia, NY)	dd	Unique Books, Inc. (St. Louis, MO)
o	Central Programs, Inc./dba Gumdrop Books (Bethany, MO)	ee	World Book, Inc. (Chicago, IL)
p	Infobase Publishing (Brookshire, TX)		

The library materials will include the purchase of books, reference materials and other materials to support the instructional programs and other needs of STC students, faculty and patrons district wide.

The Board awarded the contracts for library materials at the July 24, 2012 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins on September 1, 2014 through August 31, 2015.

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

Funds for this expenditure are budgeted in the Library Acquisition and BAT & Support Materials budgets for FY 2014-2015 pending Board approval of the budget.

26)Mass Notification System Agreement (Renewal)

Renew the mass notification system agreement with Rave Wireless/dba Rave Mobile Safety (Pittsburg, TX), a TIPS/TAPS Purchasing Cooperative approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at a total annual cost of \$44,840.00 and a total cost of \$134,520.00. Significant savings will be realized by the college by accepting this multi-year agreement.

The mass automated notification has proven to be effective for the timely notification of students, faculty and staff during emergencies via home phone, cellular phones, text messages and email. The system will also be used to contact specific student population on upcoming deadlines and payment due dates for tuition and fees.

Funds for this expenditure are budgeted in the Office of Safety & Security budget for FY 2014-2015 pending Board approval of the budget. In the event that funding is unavailable for the two subsequent years of the 3-year period, the contract allows the college to be released from this obligation.

27)Network Equipment and Software Maintenance Agreement (Renewal)

Renew the network equipment and software maintenance agreement with Insight Public Sector (Bloomingdale, IL/McAllen, TX), a State of Texas Department of Information Resources (DIR)

approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$138,710.21.

The network equipment and software maintenance agreement will provide online phone support and software upgrades for all Cisco network equipment. It will also cover equipment failure by providing equipment replacements within the next business day. This equipment is critical to the network infrastructure which provides faculty, staff, and student connectivity to the internet and intranet applications and services such as Blackboard and Banner.

Funds for this expenditure are budgeted in the Telecom budget for FY 2014-2015 pending Board approval of the budget.

28)Online Real Estate Courses (Renewal)

Renew the online real estate courses contract with OnCourse Learning Corporation (Atlanta, GA) for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$2.50 to \$257.50 per class.

The purpose of this project is to provide the community with on-line, non-credit, instructor-facilitated real estate courses that lead to certification as realtors.

The Board awarded the contract for online real estate courses at the June 25, 2013, Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on September 1, 2014 through August 31, 2015.

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

Funds for this expenditure are budgeted in the Continuing Education budget for FY 2014-2015 pending Board approval of the budget.

29)Online Tutoring Services Agreement (Renewal)

Renew the online tutoring services agreement with Smarthinking/NCS Pearson, Inc. (Chicago, IL), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$80,500.00 which provides 3,500 service hours.

The online tutoring services provide 24 hours per day/7 days a week student access to academic tutoring in many subjects including all levels of mathematics, writing, biology (including anatomy and physiology), chemistry, physics, accounting, finance, statistics, business, world languages, ESOL and Spanish.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2014-2015 pending Board approval of the budget.

30)Professional Development and Consultant Services for the Puente Project (Renewal)

Renew the professional development and consultant services for the Puente Project with Catch the Next, Inc. (New York, NY), a sole source vendor, for the period beginning June 1, 2014 through May 31, 2015, at a total cost of \$17,500.00.

The Puente Project is a national-award winning program that has helped tens of thousands of educationally disadvantaged students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations. Begun in 1981 in California, Puente combines accelerated instruction, intensive academic counseling, and mentoring by members of the community. STC's involvement with the Puente Project started in 2012 through a grant from the Texas Higher Education Coordinating Board and a collaboration with Catch the Next, Inc. The corporation provides professional development and consultant services to the Puente faculty and monitors our adherence to Puente Project concepts.

Funds for this expenditure are budgeted in the Liberal Arts and Social Sciences budget for FY 2014-2015 pending Board approval of the budget.

31) Projector Lamps (Renewal)

Renew the for projector lamps contracts for the period beginning September 26, 2014 through September 25, 2015, at an estimated cost of \$30,500.00 with the following vendors:

- Audio Visual Aids Corp (San Antonio, TX)
- Howard Technology Solutions (Ellisville, MS)

The projector lamps will be used by the Instructional Technologies to replace spent projector lamps as needed throughout the district.

The Board awarded the contracts for the projector lamps at the August 27, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 26, 2014 through September 25, 2015.

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

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2014-2015 pending Board approval of the budget.

32) Public Website Hosting Maintenance and Support Agreement (Renewal)

Renew the public website hosting maintenance and support agreement with Rackspace Managed Hosting (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a monthly cost of \$1,763.00 and annual cost of \$21,156.00.

The public website hosting service will host the STC public and library website in a secure off-site location. It will provide 24 x 7 technical support and the ability to keep the website running during events such as hurricanes or routine systems maintenance. The external web hosting services will also provide redundancy to the College's public website in the event of a shutdown of computing resources at the College.

Funds for this expenditure are budgeted in the Distance Education Technology budget for FY 2014-2015 pending Board approval of the budget.

33)Science Laboratory Supplies (Renewal)

Renew the contracts for science laboratory supplies for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$250,000.00 based on prior year expenditures. The vendors are as follows:

- a. Bio Corporation (Alexandria, MN)
- b. Carolina Biological Supply, Co. (Burlington, NC)
- c. Cynmar Corporation (Carlinville, IL)
- d. Flinn Scientific, Inc. (Batavia, IL)
- e. Delta Education, LLC./dba Frey Scientific (Nashua, NH)
- f. NASCO (Fort Atkinson, WI)
- g. Nebraska Scientific (Omaha, NE)
- h. PASCO Scientific (Roseville, CA)
- i. Sargent-Welch/VWR (Arlington Heights, IL)
- j. Thomas Scientific (Swedesboro, NJ)
- k. VWR Education, LLC./dba Ward's Natural Science (Rochester, NY)

The science laboratory supplies and equipment are used for student instruction in the Division of Math and Science by the following programs: Biology, Chemistry, Physics, Geology and Geography. The programs require labs for students to conduct experiments and testing.

The Board awarded the contracts for science laboratory supplies at the July 24, 2012, Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins on September 1, 2014 through August 31, 2015.

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

Funds for this expenditure are budgeted in the Biology, Chemistry, Physics, Geology and Geography budgets for FY 2014-2015 pending Board approval of the budget.

34)Truck Driver/Bus Driver Training (Renewal)

Renew the truck driver/bus driver training contract with International Schools (El Paso, TX), for the period beginning September 1, 2014 through August 31, 2015, at an 18% commission to the College retained from each student's tuition.

The truck driver/bus driver training contractor will provide training, instruction and preparation for the Commercial Driver's License Exam which requires a minimum of 200 clock hours and related services in support of such training in McAllen, Weslaco and Rio Grande City for students in Hidalgo and Starr counties.

The Board awarded the contract for truck driver/bus driver training at the June 25, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 1, 2014 through August 31, 2015.

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

35) Virtual Environment Maintenance Agreement (Renewal)

Renew the virtual environment maintenance agreement with VMWare, Inc. (Palo Alto, CA), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$19,448.49.

The virtual environment maintenance agreement supports and maintains the College's virtual server environment. The agreement will cover the maintenance and technical support of the existing file and application servers as well as twenty-four (24) hour year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2014-2015 pending Board approval of the budget.

Recommendation:

The Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed below:

- 1) **Machine Shop Equipment (Award):** award the proposal for machine shop equipment to Rex Supply (Pharr, TX), at a total cost of \$63,411.00;
- 2) **Office Supplies (Award):** award the proposal for office supplies for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated amount of \$450,000.00 as follows:
 - **Primary:** Gateway Printing & Office Supplies, Inc. (Edinburg, TX).
 - **Secondary:** Quill Corporation (Lincolnshire, IL)
Office Depot, Inc. (Boca Raton, FL/McAllen, TX)
- 3) **Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of \$328,163.44 for the period beginning September 1, 2014 through August 31, 2015 as follows:
 - A) Printing Projects – At an estimated amount of \$228,163.44 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures	Safeguard Universal, LLC. (Corpus Christi, TX)	\$2,090.00
Imprint Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$20,762.00
Program of Study Brochures	Grunwald Printing Company (Corpus Christi, TX)	\$2,985.12
Staying Connected Special Edition Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$14,400.00
Class Schedules (Summer/Fall)	Valley Newspaper Holdings (McAllen, TX)	\$59,305.53
Class Schedules (Spring)	Valley Newspaper Holdings (McAllen, TX)	\$23,119.19
Official Stationery	San Antonio Printing (McAllen, TX)	\$40,000.00
Student Catalog	Mignone Communications, Inc./A Division of EP Graphics, Inc. (Berne, IN)	\$25,706.16
Viewbook	Grunwald Printing Company (Corpus Christi, TX)	\$5,943.44
Graduation	Gateway Printing & Office Supplies, Inc.	\$902.00

Announcements (Fall and Spring)	(Edinburg, TX)	
Graduation Programs (Fall and Spring)	San Antonio Printing (McAllen, TX)	\$32,950.00

B) General Purpose Printing – At an estimated amount of \$100,000.00 will be awarded to the following eight (8) vendors:

1. Copy Zone, Ltd. (McAllen, TX)
2. Expressway Printing, Copying and More, LLC. (Mercedes, TX)
3. Fed Ex Office (McAllen, TX)
4. Gateway Printing & Office Supplies, Inc. (Edinburg, TX)
5. Grunwald Printing Company (Corpus Christi, TX)
6. Pro-Data Printing (McAllen, TX)
7. Safeguard Universal, LLC. (Corpus Christi, TX)
8. San Antonio Printing, (McAllen, TX)

- 4) Consulting Services (Purchase):** purchase consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at a cost of \$150.00 per hour not to exceed \$15,000.00;
- 5) Custodial Equipment (Purchase):** purchase custodial equipment from Gulf Coast Paper Company (Corpus Christi, TX/Brownsville, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$24,636.90;
- 6) Database Administrator Services (Purchase):** purchase database administrator services from Strata Information Group, Inc. (San Diego, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$300,000.00;
- 7) Incident Response Services (Purchase):** purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$11,000.00;
- 8) Long Distance Service (Purchase):** purchase long distance service from AT&T Corporation (Dallas, TX) through the State of Texas Department of Information Resources (DIR) TEXAN service contract for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,360.00;
- 9) Online Training Services (Purchase):** purchase online training services from Lynda.com, Inc. (Carpinteria, CA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at an estimated cost of \$20,943.70;
- 10) Software Maintenance Agreement (Purchase):** purchase a software maintenance agreement from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 30, 2014 through August 29, 2015, at a total cost of \$25,397.95;
- 11) Ventilator (Purchase):** purchase a ventilator from CareFusion Corporation (Yorba Linda, CA), a sole source vendor, at a total cost of \$17,367.45;
- 12) Web Content Management System (Purchase):** purchase a web content management system from Hannon Hill (Atlanta, GA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at a total cost of \$58,300.00;

- 13)Accreditation and Compliance Management License (Renewal):** renew the accreditation and compliance management license with Concord USA, Inc. (Atlanta, GA), a sole source vendor, for the period beginning August 14, 2014 through August 13, 2015, at a total cost of \$13,720.00.
- 14)Appliance Maintenance Agreement (Renewal):** renew the appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$16,295.20;
- 15)Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$390,127.30;
- 16)Book Detection System Maintenance Agreement (Renewal):** renew the book detection system maintenance agreement with 3M Library Systems (St. Paul, MN), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$21,295.00;
- 17)Data Hosting Services Agreement (Renewal):** renew the data hosting services agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$177,169.46;
- 18)Desktop Security Software Maintenance (Renewal):** renew the desktop security software maintenance with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$39,517.30;
- 19)Email Security Software Licenses Service Agreement (Renewal):** renew the email security software licenses service agreement with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$38,894.00;
- 20)Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Renewal):** renew the enterprise antivirus web and network security protection software, maintenance and support from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at an annual cost of \$142,236.98. Significant savings will be realized by the college by accepting this multi-year agreement;
- 21)Food Service – Nursing and Allied Health Campus (Renewal):** renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX) for the period beginning October 19, 2014 through October 18, 2015, at a commission of 4% of total sales;
- 22)Hardware Maintenance and Support Agreement (Renewal):** renew the hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$65,997.19;

23)HP Hardware and Software Maintenance Agreement (Renewal): renew the HP hardware and software maintenance agreement with Hewlett Packard Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$23,935.90;

24)In-Store Purchases of Materials, Supplies and Miscellaneous Items (Renewal): renew the in-store purchases of materials, supplies and miscellaneous items contracts for the period beginning October 17, 2014 through October 16, 2015, at an estimated amount of \$112,000.00, with the following vendors:

- HEB Grocery, Co. (McAllen, TX)
- Hobby Lobby Store’s, Inc. (McAllen, TX)
- Sam’s Club (McAllen, TX)
- Wal-Mart (Mission, TX)

25)Library Materials (Renewal): renew the library materials contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$227,912 with the following vendors:

a	ABDO Publishing (Minneapolis, MN)	q	Ingram Library Services, Inc. (La Vergne, TN)
b	Baker & Taylor, Inc. (Charlotte, NC)	r	Insight Media (New York, NY)
c	Bearport Publishing (New York, NY)	s	Latin American Book Source, Inc. (Chula Vista, CA)
d	Books A Million, Inc. (Birmingham, AL)	t	Midwest Tape, LLC. (Holland, OH)
e	Bound to Stay Bound Books, Inc. (Jacksonville, IL)	u	National Education Systems, Inc. (San Antonio, TX)
f	Crabtree Publishing, Co. (New York, NY)	v	PBS Distribution (Arlington, VA)
g	The Creative Company (N. Mankato, MN)	w	Perma Bound Books Hertzberg New Method, Inc. (Jacksonville, IL)
h	Dawn Sign Press (San Diego, CA)	x	Plunkett Research, Ltd. (Houston, TX)
i	Delaney Educational Enterprises (San Diego, CA)	y	Quality Books, Inc. (Oregon, IL)
j	EBSCO Industries, Inc. (Ipswich, MA)	z	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)
k	Follett Library Resource, Inc. (McHenry, IL)	aa	EBSCO Publishing, Inc./dba Salem Press (Hackensack, NJ)
l	The Gale Group/Cengage Learning, Inc. (Farmington Hills, MI)	bb	Scholastic Library Publishing, Inc. (Danbury, CT)
m	Gareth Stevens Publishing (New York, NY)	cc	Show Me Books, Inc. (Bethany, MO)
n	Grey House Publishing (Amenia, NY)	dd	Unique Books, Inc. (St. Louis, MO)
o	Central Programs, Inc./dba Gumdrop Books (Bethany, MO)	ee	World Book, Inc. (Chicago, IL)
p	Infobase Publishing (Brookshire, TX)		

26)Mass Notification System Agreement (Renewal): renew the mass notification system agreement with Rave Wireless/dba Rave Mobile Safety (Pittsburg, TX), a TIPS/TAPS Purchasing Cooperative approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at a total cost of \$44,840.00 and a total cost of \$134,520.00. Significant savings will be realized by the college by accepting this multi-year agreement;

- 27) Network Equipment and Software Maintenance Agreement (Renewal):** renew the network equipment and software maintenance agreement with Insight Public Sector (Bloomingdale, IL/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$138,710.21;
- 28) Online Real Estate Courses (Renewal):** renew the online real estate courses contract with OnCourse Learning Corporation (Atlanta, GA) for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$2.50 to \$257.50 per class;
- 29) Online Tutoring Services Agreement (Renewal):** renew the online tutoring services agreement with Smarthinking/NCS Pearson, Inc. (Chicago, IL), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$80,500.00 which provides 3,500 service hours;
- 30) Professional Development and Consultant Services for the Puente Project (Renewal):** renew the professional development and consultant services for the Puente Project with Catch the Next, Inc. (New York, NY), a sole source vendor, for the period beginning June 1, 2014 through May 31, 2015, at a total cost of \$17,500.00;
- 31) Projector Lamps (Renewal):** renew the projector lamps contracts for the period beginning September 26, 2014 through September 25, 2015, at an estimated cost of \$30,500.00 with the following vendors:
- Audio Visual Aids Corp (San Antonio, TX)
 - Howard Technology Solutions (Ellisville, MS)
- 32) Public Website Hosting Maintenance and Support Agreement (Renewal):** renew the public website hosting maintenance and support agreement with Rackspace Managed Hosting (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a monthly cost of \$1,763.00 and annual cost of \$21,156.00;
- 33) Science Laboratory Supplies (Renewal):** renew the science laboratory supplies contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$250,000.00 based on prior year expenditures. The vendors are as follows:
- a. Bio Corporation (Alexandria, MN)
 - b. Carolina Biological Supply, Co. (Burlington, NC)
 - c. Cynmar Corporation (Carlinville, IL)
 - d. Flinn Scientific, Inc. (Batavia, IL)
 - e. Delta Education, LLC./dba Frey Scientific (Nashua, NH)
 - f. NASCO (Fort Atkinson, WI)
 - g. Nebraska Scientific (Omaha, NE)
 - h. PASCO Scientific (Roseville, CA)
 - i. Sargent-Welch/VWR (Arlington Heights, IL)
 - j. Thomas Scientific (Swedesboro, NJ)
 - k. VWR Education, LLC. /dba Ward's Natural Science (Rochester, NY)
- 34) Truck Driver/Bus Driver Training (Renewal):** renew the truck driver/bus driver training contract with International Schools (El Paso, TX), for the period beginning September 1, 2014 through August 31, 2015, at an 18% commission to the College retained from each student's tuition;
- 35) Virtual Environment Maintenance Agreement (Renewal):** renew the virtual environment maintenance agreement with VMWare, Inc. (Palo Alto, CA), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$19,448.49.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is \$3,288,015.47.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the proposal awards, purchases, and renewals as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Review and Action as Necessary on Proposed Employee Pay Plans for FY 2014-2015

Approval of the Proposed Employee Pay Plans for FY 2014-2015 is requested.

The Proposed Employee Pay Plans for FY 2014-2015 for all employee groups is presented for the Committee's review and consideration. The Employee Pay Plans include Classified, Professional Technical (exempt and non-exempt), Administrative, Executive, and Faculty.

The Employee Pay Plans information was prepared by the Office of Human Resources and includes the recommendation made by the compensation study firm, Evergreen Solutions. The President and all the Vice Presidents reviewed the plans and approved the proposed revisions.

A copy of the Proposed Employee Pay Plans for FY 2014-2015 is included under separate cover.

The Finance and Human Resources Committee recommended Board approval of the Proposed Employee Pay Plans for FY 2014-2015 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Proposed Employee Pay Plans for FY 2014-2015 as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the Proposed Employee Pay Plans for FY 2014-2015 as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Review and Action as Necessary on Proposed Staffing Plan for FY 2014-2015

Approval of the Proposed Staffing Plan for FY 2014-2015 is requested.

The Proposed Staffing Plan for FY 2014-2015 includes all positions, titles, classifications, salaries, and salary pools.

At the Finance and Human Resources Committee meeting, questions were raised about the vacant positions within the staffing plan. Vacant positions are listed for various reasons, such as:

- All Board approved positions are listed on the Staffing Plan. Vacant positions are listed as of August 15, 2014, and include the new positions budgeted for FY 2014-2015.
- Some positions are funded at \$1.00 and are not expected to be filled this coming fiscal year. These positions are not deleted from the Staffing Plan to allow for a consistent position control record and to allow the position to be filled if priorities change during the year.
- Some positions are funded at \$2.00 and represent positions that are partially funded in salary pools, which allows some flexibility in hiring without over-commitment of those funds to each position.

Salary expenditures budget is proposed to increase \$4,004,589 in FY 2014-2015 mainly due to the following approximate amounts:

- Salary increases in the approximately value of 3% for Faculty, Administrative, Executive, Classified, and Professional/Technical Support staff totaling \$1,739,377.
- Compensation Study proposed adjustments totaling \$743,703
- New staffing requests totaling \$1,451,255.

A copy of the Proposed Staffing Plan is included under separate cover. The Plan was developed with all segments of the College having the opportunity to provide input and assist in establishing staffing priorities for FY 2014-2015. The Staffing Plan also includes the recommendations made by the compensation study firm, Evergreen Solutions, as recommended by the Finance and Human Resources Committee and approved by the Board in July 2014.

Dr. Shirley Reed and Mrs. Mary Elizondo will provide an overview for your information and will be available to respond to questions.

The Finance and Human Resources Committee recommended Board approval of the Proposed Staffing Plan for FY 2014- 2015 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Proposed Staffing Plan for FY 2014- 2015 as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the Proposed Staffing Plan for FY 2014- 2015 as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Discussion of South Texas College Proposed 2014 Tax Rate

Chapter 26 of the Property Tax code requires taxing units to comply with truth-in-taxation laws in adopting the tax rate. The laws have two purposes: to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to roll back or limit a tax increase. The truth-in-taxation requires a taxing unit to calculate two (2) tax rates, the effective tax rate and the rollback tax rate, after receiving its certified appraisal roll from the chief appraisal.

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate. The College is proposing to adopt a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate and therefore, must hold two public hearings. It is proposed to have the first public hearing on September 11, 2014 and the second public hearing on September 18, 2014.

The notice of effective tax rate concerning the 2014 Property Tax Rate has been published in accordance with the Truth-In-Taxation requirements in the Monitor and Town Crier. A copy is enclosed for your information and review. In addition, the College must publish the Notice of Public Hearings on Tax Increase in a newspaper or mail it to each property owner at least seven (7) days before the public hearings. Furthermore, Tax Code Section 26.065 requires supplemental notice for the hearing on a tax rate increase. If the taxing unit owns, operates, or controls an Internet Web site, the unit shall post on its Web site this additional notice of the public hearings at least seven (7) days immediately before the first hearing on the proposed tax rate increase and remain until the second hearing is concluded

The Hidalgo County Tax Assessor/Collector compiled the data for both counties and prepared the Truth-in-Taxation calculation to determine the tax rates as reflected below:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$55,206,638

The proposed maintenance and operations (M&O) tax rate of \$0.1400 is the maximum rate that the College can adopt as approved by the voters on November 5, 2013.

The proposed debt rate of \$0.0450 is the amount necessary to fully fund all the debt service payments, including the LT Bond, Series 2014. The College will maintain the increase from the FY 2013-2014 debt rate to \$0.005. The FY 2013-2014 debt rate was \$0.04.

STC is required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this total tax rate exceeds the lower of the effective tax rate

or the rollback tax rate. That rate would raise \$55,206,638, which is \$11,273,060 more than taxes imposed last year.

The Notice of Effective Tax Rate for 2014 and a Presentation follow in the packet for your information and review.

The proposed 2014 tax rate was reviewed with the Finance and Human Resources Committee at their August 14, 2014 meeting.

This item is provided for the Board's information and discussion only, and no action is requested under this agenda item.

South Texas College

**PROPOSED
2014
TAX RATE**



Proposed Tax Rate

- Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adopting the tax rate.

Proposed Tax Rate

- The truth-in-taxation requires a taxing unit to calculate two (2) tax rates after receiving its certified appraisal roll from the chief appraiser.

⇒ Effective Tax Rate

⇒ Rollback Rate

Tax Rate Calculations

	M & O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$55,206,638

Proposed Tax Rate--\$0.1850

- STC is required to hold two public hearings and publish special notices before adopting the proposed tax rate (\$0.1850) since the proposed rate exceeds the lower of the effective tax rate of (\$0.1472) or the rollback tax rate (\$0.1616).

Action on Proposed Tax Rate

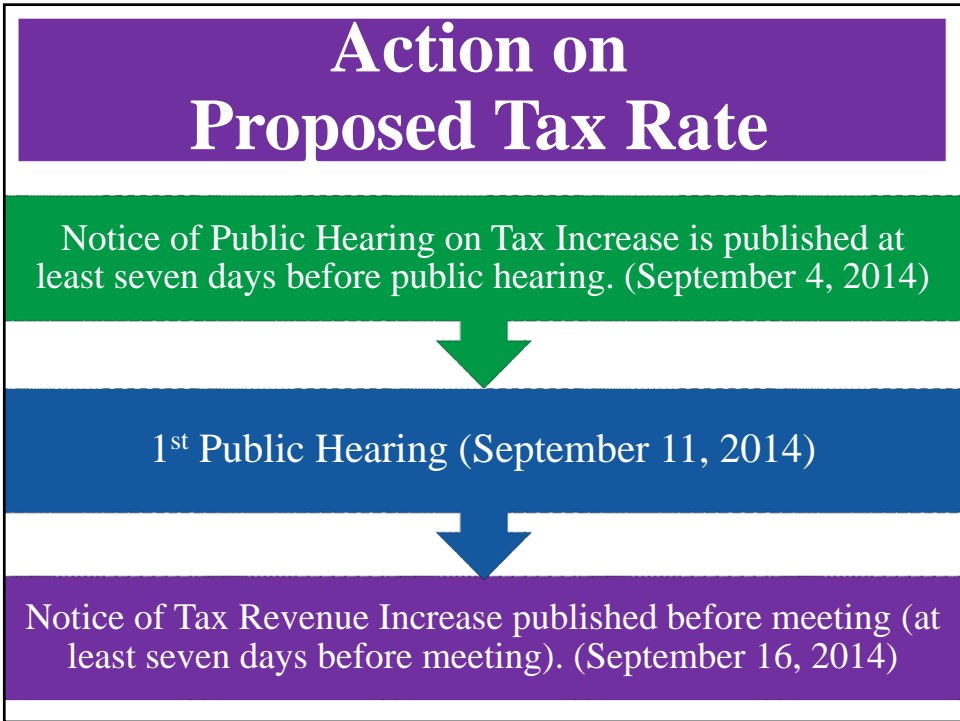
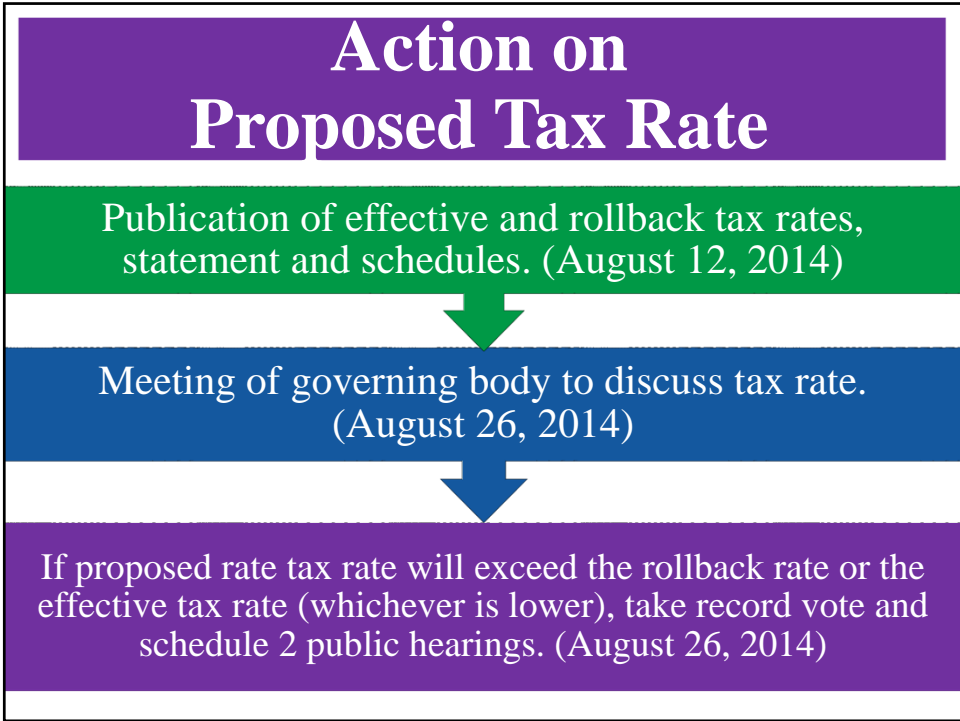
Deadline for chief appraiser to certify rolls to taxing units. (July 25, 2014)



Certification of anticipated collection rate by collector.



Calculation of effective and rollback tax rates.



Action on Proposed Tax Rate

2nd Public Hearing (may not be earlier than 3 days after first Public Hearing). (September 18, 2014)



Schedule and announce meeting to adopt tax rate 3 to 14 days from this date. (September 18, 2014)



Meeting to adopt tax rate. Meeting is 3 to 14 days after 2nd Public Hearing. (September 23, 2014)

Proposed Tax Rate

Questions?

2014 Property Tax Rates in South Texas College

This notice concerns the 2014 property tax rates for South Texas College. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$29,374,171
Last year's debt taxes	\$10,681,517
Last year's total taxes	\$40,055,688
Last year's tax base	\$26,703,792,000
Last year's total tax rate	\$0.1500/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$39,986,061
÷ This year's adjusted tax base (after subtracting value of new property)	\$27,159,959,028
=This year's effective tax rate	\$0.1472/\$100

(Maximum rate unless unit publishes notices and holds hearings.)

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$29,322,997
÷ This year's adjusted tax base	\$27,159,959,028
=This year's effective operating rate	\$0.1080/\$100
x 1.08 =this year's maximum operating rate	\$0.1166/\$100
+ This year's debt rate	\$0.0450/\$100
= This year's total rollback rate	\$0.1616/\$100

Statement of Increase/Decrease

If South Texas College adopts a 2014 tax rate equal to the effective tax rate of \$0.1472 per \$100 of value, taxes would increase compared to 2013 taxes by \$771,148.

Schedule A - Unencumbered Fund Balance

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
Interest and Sinking Money Market Account	15,458,737

Schedule B - 2014 Debt Service

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
South Texas College District Limited Tax Refunding Bonds, Series 2007	4,324,991	2,406,959	0	6,731,950
South Texas College District Limited Tax Refunding Bonds, Series 2010	1,835,000	291,300	0	2,126,300
South Texas College District Limited Tax Refunding Bonds, Series 2013	1,555,000	143,400	0	1,698,400
South Texas College District Limited Tax Bonds, Series 2014	0	3,949,132	0	3,949,132
Total required for 2014 debt service			\$14,505,782	
- Amount (if any) paid from Schedule A			\$2,000,000	
- Amount (if any) paid from other resources			\$0	
- Excess collections last year			\$0	
= Total to be paid from taxes in 2014			\$12,505,782	
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2014			\$0	
= Total debt levy			\$12,505,782	

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at Hidalgo County, Administration Building, 2804 S, US Hwy 281, Edinburg, TX 78539.

Name of person preparing this notice: Pablo (Paul) Villarreal, Jr.

Title: Hidalgo County Tax Assessor/Collector

Date Prepared: 08/07/2014

**Review and Action as Necessary by Record Vote to Schedule Two Public Hearings
 Regarding Adoption of the Proposed Tax Rate that Exceeds the Lower of the Effective
 Tax Rate or the Rollback Tax Rate**

Approval by Record Vote to Schedule two Public Hearings regarding adoption of the proposed tax rate that exceeds the lower of the effective tax rate or the rollback tax rate is requested.

A taxing unit is required to hold two public hearing and publish newspaper ads before adopting a tax rate if that tax rate exceeds the lower of the effective tax rate or the rollback rate. The Tax Assessors for Hidalgo County and Starr County determined South Texas College’s rates to be the following:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate	---	---	\$0.1472	\$44,722,572
Rollback Tax Rate	\$0.1166	\$0.0450	\$0.1616	\$48,716,502
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$55,206,638</i>

The proposed calculated tax rate exceeds the lower of the effective tax rate or the rollback tax rate and, therefore, the Board must take record vote and schedule two public hearings.

The Notice of Public Hearing on Tax Increase, the Notice of Tax Revenue Increase and the Record Vote of Members of the Board follow in the packet for your information and review.

The Finance and Human Resources Committee recommended Board approval by record vote to schedule two public hearings, one on September 11, 2014 at 5:30 PM and the Second Public Hearing on September 18, 2014 at 5:30 PM before adopting the proposed tax rate of \$0.1850 that exceeds the lower of the effective tax rate or rollback tax rate as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize by record vote the scheduling of two public hearings, one on September 11, 2014 at 5:30 PM and the second public hearing on September 18, 2014 at 5:30 PM before adopting the proposed tax rate of \$0.1850 that exceeds the lower of the effective tax rate or rollback tax rate as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes by record vote the scheduling of two public hearings, one on September 11, 2014 at 5:30 PM and the second public hearing on September 18, 2014 at 5:30 PM before adopting the proposed tax rate of \$0.1850 that exceeds the lower of the effective tax rate or rollback tax rate as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Roll Call Vote of Members of the Board

Take Record Vote to Schedule Two Public Hearings for Proposed Tax Rate that Exceeds the Lower of the Effective Tax Rate or the Rollback Tax Rate

1st Public Hearing -- September 11, 2014 at 5:30 p.m.

2nd Public Hearing -- September 18, 2014 at 5:30 p.m.

August 26, 2014

Roy De Leon:	Yea_____	Nay_____	Absent_____
Alejo Salinas, Jr.:	Yea_____	Nay_____	Absent_____
Paul R. Rodriguez:	Yea_____	Nay_____	Absent_____
Rose Benavidez:	Yea_____	Nay_____	Absent_____
Graciela Farias:	Yea_____	Nay_____	Absent_____
Gary Gurwitz:	Yea_____	Nay_____	Absent_____
Jesse Villarreal:	Yea_____	Nay_____	Absent_____

Notice of Public Hearing on Tax Increase

The South Texas College will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 25.68 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 11, 2014 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

The second public hearing will be held on September 18, 2014 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

The members of the governing body voted on the proposal to consider the tax increase as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

The average taxable value of a residence homestead in South Texas College last year was \$60,112. Based on last year's tax rate of \$0.1500 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$90.17.

The average taxable value of a residence homestead in South Texas College this year is \$61,214. If the governing body adopts the effective tax rate for this year of \$0.1472 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$90.11.

If the governing body adopts the proposed tax rate of \$0.1850 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$113.25.

Members of the public are encouraged to attend the hearings and express their views.

NOTICE OF TAX REVENUE INCREASE

The South Texas College conducted public hearings on September 11, 2014 and September 18, 2014 on a proposal to increase the total tax revenues of the South Texas College from properties on the tax roll in the preceding year by 25.68 percent.

The total tax revenue proposed to be raised last year at last year's tax rate of \$0.1500 for each \$100 of taxable value was \$40,055,688.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, excluding tax revenue to be raised from new property added to the tax roll this year, is \$50,245,924.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is \$51,310,902.

The Board of Trustees of South Texas College is scheduled to vote on the tax rate that will result in that tax increase at a public meeting to be held on September 23, 2014 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas 78501 at 5:30 PM.

Review and Action as Necessary on Disposal/Recycle of Technology Items with an Original Value of \$1,000 and Over

Approval to dispose/recycle technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items is requested. These are not capital items, since they are valued under \$5,000.

All disposal/recycling of technology items must be in compliance with the Environmental Protection Agency (EPA) regulations. TDCJ provides an environmentally sound way to dispose of surplus technology equipment.

The technology items are located at the South Texas College Receiving Department, 3700 West Military Hwy, McAllen, Texas.

A listing of the technology items to be disposed/recycled follows in the packet for the Committee's information. These items have been inspected by the Technology Resources (TR) department and approved by the Vice President for Information Services & Planning.

The Finance and Human Resources Committee recommended Board approval to dispose/recycle technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the disposal/recycling of technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the disposal/recycling of technology items with an original value of \$1,000 or over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology items as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

SOUTH TEXAS COLLEGE
TECHNOLOGY FOR RECYCLE OVER \$1,000
AUGUST 2014

Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
36	1 ea	Access T Network Module	0000000511	526F01V0		04/01/96	\$ 1,552.56	000001493	Obsolete
36	1 ea	Frame Relay	0000000475	1206020275		08/05/96	\$ 1,450.00	000001515	Obsolete
29	1 ea	Hampden Model AC-DC Power Supply	0000000500	66991		08/12/96	\$ 1,198.00	000001862	Obsolete
1	1 ea	HP Laser Jet 5M Printer	0000000985	USKC246003		08/25/96	\$ 1,489.00	000001887	Obsolete
20	1 ea	HP Laser Jet 5 Printer	0000000921	USKB126053		02/24/97	\$ 1,268.00	000000921	Broken
14	1 ea	Motorola FT 100S Network Interface	0000001236	20279818		08/18/97	\$ 2,100.00	000001162	Broken
24	1 ea	MB400 Hydraulics System	0000001246	7908-006		08/26/97	\$ 1,675.00	000001246	Obsolete
24	1 ea	MB400 Hydraulics System	0000001247	7908-005		08/26/97	\$ 1,675.00	000001247	Obsolete
24	1 ea	MB400 Hydraulics System	0000001252	7908-004		08/26/97	\$ 1,675.00	000001252	Obsolete
22	1 ea	HP Laser Jet 4100N Printer	0000001609	USEK070525		05/19/98	\$ 1,084.00	000002240	Obsolete
14	1 ea	Catalyst 1900 Server	0000001502	FAA015YOBQ		07/14/98	\$ 2,344.01	000002536	Broken
16	1 ea	Cisco 2511 Server	0000001514	250456011		07/14/98	\$ 2,409.91	000002542	Broken
1	1 ea	IBM Laptop	0000005780	78VLN05		08/14/98	\$ 2,055.00	000002367	Broken
13	1 ea	IBM Thinkpad Laptop	0000001802	78VLM95		08/14/98	\$ 2,055.00	000002366	Broken
3	1 ea	Gateway E1000 Computer	0000001827	0010556237		08/18/98	\$ 1,213.00	000002462	Broken
8	1 ea	HP Laser Jet 4000N Printer	0000001882	SUSEF178614		08/20/98	\$ 1,791.60	000002453	Broken
26	1 ea	HP Laser Jet 4000N Printer	0000001885	SUSEF178888		08/20/98	\$ 1,791.60	000002456	Obsolete
28	1 ea	HP Laser Jet 8000N Printer	0000001880	USBB023587		08/20/98	\$ 3,024.60	000002452	Obsolete
26	1 ea	HP Laser Jet 4000TN Printer	0000001952	USNC154664		08/31/98	\$ 1,468.00	000002765	Obsolete
14	1 ea	Catalyst 1900 Server	0000002169	FAA0235TOCT		11/12/98	\$ 1,272.81	000003886	Broken
14	1 ea	Catalyst 1900 Server	0000002168	FAA023558L8		11/12/98	\$ 1,272.81	000003885	Broken
14	1 ea	Catalyst 1900 Server	0000002935	FAA0312SOF8		12/18/98	\$ 1,998.16	000003482	Broken
14	1 ea	Catalyst 1900 Server	0000002940	FAA0302VOH9		12/18/98	\$ 1,998.16	000003487	Broken
29	1 ea	HP Laser Jet 8000 Printer	0000002533	USBB016250		04/09/99	\$ 2,626.00	000002979	Obsolete
18	1 ea	Pasco Precision Interferometer	0000002654			04/15/99	\$ 1,147.20	000003271	Broken
18	1 ea	Pasco Precision Interferometer	0000002653			04/15/99	\$ 1,147.20	000003270	Broken
2	1 ea	HP Laser Jet 4050 Printer	0000003239	PRINTER 07		04/29/99	\$ 1,427.00	000003764	Broken
4	1 ea	HP Laser Jet 4050 Printer	0000003234	USQA043292		04/29/99	\$ 1,427.00	000003758	Broken
8	1 ea	HP Laser Jet 4050N Printer	0000002756	USQA036725		08/06/99	\$ 1,297.00	000003721	Broken
28	1 ea	HP LaserJet 4050N Printer	0000003206	USQA051765		08/26/99	\$ 1,502.99	000003663	Obsolete
5	1 ea	HP Laser Jet 4050 Printer	0000003274	USBB138576		11/02/99	\$ 1,081.00	000004105	Broken
13	1 ea	HP Laser Jet 4050 Printer	0000003272	USBB138570		11/02/99	\$ 1,081.00	000004103	Broken
33	1 ea	HP Laser Jet 4050TN Printer	0000003276	USBB138577		11/02/99	\$ 1,081.00	000004107	Obsolete
27	1 ea	Adtran ISU 512 Multiplexer	0000003652	120208621		11/16/99	\$ 1,962.00	000004340	Obsolete
13	1 ea	HP Laser Jet 4050 Printer	0000003294	USBC046127		12/02/99	\$ 1,069.00	000004039	Broken
38	1 ea	Gateway GP7-500 Computer	0000003329	0016441292		12/08/99	\$ 1,297.00	000004077	Obsolete
22	1 ea	Gateway GP7-500 Computer	0000003453	0017348327	5000000332	02/03/00	\$ 1,666.00	000004160	Obsolete
4	1 ea	HP Laser Jet 4050 Printer	0000003492	USBC083017		02/25/00	\$ 1,069.00	000004187	Broken
22	1 ea	HP Laser Jet 4050N Printer	0000003554	USBB188471		03/28/00	\$ 1,069.00	000004280	Obsolete
20	1 ea	NP8635 Ultra Portable Projector	0000003570	GOC100664		03/30/00	\$ 3,299.98	000004289	Broken
14	1 ea	Cisco 2620 Server	0000004876	JAB041982VB		04/01/00	\$ 3,292.70	000004840	Broken
37	1 ea	Cisco 2600 Cover	0000004110	474747-02		04/01/00	\$ 3,712.70	000004794	Obsolete
5	1 ea	EIKI Multimedia LC-SVGA860 Projector	0000003821	G9605028		04/17/00	\$ 3,045.00	000004473	Broken
36	1 ea	Elmo Visual Presenter	0000003629	208678		04/18/00	\$ 2,271.00	000004330	Obsolete
22	1 ea	HP Laser Jet 4050 Printer	0000003809	USCC150631		05/18/00	\$ 1,518.00	000004462	Obsolete
18	1 ea	Battery Pack	0000004125	WS00025011943		07/07/00	\$ 3,668.40	000004758	Broken
34	1 ea	APC Power Supply	0000004128	WS0006012526		07/07/00	\$ 2,150.40	000004761	Obsolete
39	1 ea	APC 2200XL Back Up Battery	0000004126	WS0006012529		07/07/00	\$ 2,150.40	000004759	Obsolete
32	1 ea	EIKI Notebook Projector	0000003785	G0201217		07/21/00	\$ 3,563.95	000004775	Obsolete
33	1 ea	M & A Technology Computer	0000004404	E2K0850684		08/23/00	\$ 1,323.23	000004952	Obsolete
4	1 ea	HP Laser Jet 4050 Printer	0000005552	USBB359755		08/31/00	\$ 1,592.71	000005287	Broken
36	1 ea	HP Laser Jet 4050 Printer	0000005469	USCC168533		08/31/00	\$ 1,562.00	000005153	Obsolete
41	1 ea	M&A Computer	0000005031	E2K0850832		08/31/00	\$ 1,532.55	000005411	Obsolete
36	1 ea	EIKI Notebook Projector	0000004955	G0X03318		11/20/00	\$ 3,048.00	000005759	Obsolete
13	1 ea	HP Laser Jet 4050 Printer	0000005611	USBH012201		12/05/00	\$ 1,115.00	000005781	Broken
13	1 ea	HP Laser Jet 4050 Printer	0000005608	USBH012196		12/05/00	\$ 1,115.00	000005778	Broken
6	1 ea	Dell 110 Computer	0000005674	2L4R901	5000001342	01/12/01	\$ 1,333.33	000006246	Broken

**SOUTH TEXAS COLLEGE
TECHNOLOGY FOR RECYCLE OVER \$1,000
AUGUST 2014**

Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
10	1 ea	Dell 110 Computer	000005656	4H4R901		01/21/01	\$ 1,333.33	000006255	Broken
12	1 ea	Dell 110 Computer	000005120	9F5R901	5000001390	01/26/01	\$ 1,106.22	000005942	Broken
14	1 ea	Dell Power Edge 2400 Server	000004546	6S4NG01		03/22/01	\$ 4,659.50	000006310	Broken
17	1 ea	HP Laser Jet 4050TN Printer	000005556	USCC168532		04/01/01	\$ 1,506.88	000006594	Broken
34	1 ea	Alaska Computer	000005711			04/26/01	\$ 2,544.43	000006299	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005762	HDXL01		06/18/01	\$ 2,043.82	000006939	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005763	CRWL01		06/18/01	\$ 2,043.82	000006941	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005776	7DXL01		06/18/01	\$ 2,043.82	000006954	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005748	9DXL01		06/18/01	\$ 2,043.82	000006923	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005790	DRWL01		06/18/01	\$ 2,043.82	000006948	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005745	COXL01		06/18/01	\$ 2,043.82	000006920	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005755	8FXX01		06/18/01	\$ 2,043.82	000006924	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005787	5DXL01		06/18/01	\$ 2,043.82	000006950	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005774	3FXX01		06/18/01	\$ 2,043.82	000006952	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005765	60XX101		06/18/01	\$ 2,043.82	000006945	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005785	7FXX01		06/18/01	\$ 2,043.82	000006944	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005753	JCXX01		06/18/01	\$ 2,043.82	000006932	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005775	HQWL01		06/18/01	\$ 2,043.82	000006951	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005773	3RWL01		06/18/01	\$ 2,043.82	000006953	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005761	4FXX01		06/18/01	\$ 2,043.82	000006940	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005758	1GXX01		06/18/01	\$ 2,043.82	000006934	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005750	20XX01		06/18/01	\$ 2,043.82	000006930	Obsolete
32	1 ea	Dell Latitude C600 Laptop	000005746	2RWL01		06/18/01	\$ 2,043.82	000006921	Obsolete
36	1 ea	HP Laser Jet 2200DTN Printer	000005783	USBRB06286		06/18/01	\$ 1,418.77	000006955	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005740	8FXX01		06/18/01	\$ 2,043.82	000006937	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005756	GQWL01		06/18/01	\$ 2,043.82	000006925	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005749	1DXX01		06/18/01	\$ 2,043.82	000006929	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005760	JQWL01		06/18/01	\$ 2,043.82	000006942	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005751	GRWL01		06/18/01	\$ 2,043.82	000006927	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005752	FRWL01		06/18/01	\$ 2,043.82	000006926	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005788	9WRWL01		06/18/01	\$ 2,043.82	000006922	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005786	GRXL01		06/18/01	\$ 2,043.82	000006943	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005791	DDXX01		06/18/01	\$ 2,043.82	000006947	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005742	HAWX01		06/18/01	\$ 2,043.82	000006936	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005757	DFXX01		06/18/01	\$ 2,043.82	000006928	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005764	BRWL01		06/18/01	\$ 2,043.82	000006949	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005792	JFXL01		06/18/01	\$ 2,043.82	000006946	Obsolete
36	1 ea	Dell Latitude C600 Laptop	000005741	7RWL01		06/18/01	\$ 2,043.82	000006935	Obsolete
12	1 ea	Dell 400 Computer	000005893	55P3M01	5000002482	06/20/01	\$ 1,312.00	000006499	Broken
12	1 ea	Dell 400 Computer	000005885	15P3M01	5000002491	06/20/01	\$ 1,312.00	000006494	Broken
3	1 ea	Gateway 5300 Laptop	000004590	BQA01231120		06/25/01	\$ 1,715.00	000006561	Broken
3	1 ea	Gateway 5300 Laptop	000004612	BQA01231117		06/25/01	\$ 1,715.00	000006560	Broken
32	1 ea	Dell 150 Computer	000006490	5TM3P01		06/27/01	\$ 1,304.00	000006533	Obsolete
34	1 ea	Dell 270 Computer	000005836	8SWDM01	5000002543	06/27/01	\$ 1,152.06	000006441	Obsolete
38	1 ea	Dell 150 Computer	000005847	26NDM01	5000002554	06/27/01	\$ 1,152.06	000006452	Obsolete
38	1 ea	Dell 150 Computer	000005853	64NDM01	5000002560	06/27/01	\$ 1,152.06	000006458	Obsolete
38	1 ea	Dell 150 Computer	000005808	4TWDM01	5000002515	06/27/01	\$ 1,152.06	000006413	Obsolete
39	1 ea	Dell 150 Computer	000005793	H5NDM01	5000002500	06/27/01	\$ 1,032.34	000006398	Obsolete
39	1 ea	Dell 150 Computer	000005824	CSWDM01	5000002531	06/27/01	\$ 1,152.06	000006429	Obsolete
39	1 ea	Dell 150 Computer	000005823	5SWDM01	5000002530	06/27/01	\$ 1,152.06	000006428	Obsolete
39	1 ea	Dell 150 Computer	000005817	DTWDM01	5000002524	06/27/01	\$ 1,152.06	000006422	Obsolete
39	1 ea	Dell 150 Computer	000005842	GRWDM01	5000002549	06/27/01	\$ 1,152.06	000006447	Obsolete
39	1 ea	Dell 150 Computer	000005794	B4NDM01	5000002501	06/27/01	\$ 1,152.06	000006399	Obsolete
39	1 ea	Dell 150 Computer	000005845	45NDM01	5000002552	06/27/01	\$ 1,152.06	000006450	Obsolete
39	1 ea	Dell 150 Computer	000005852	94NDM01	5000002559	06/27/01	\$ 1,152.06	000006457	Obsolete
39	1 ea	Dell 150 Computer	000005806	7VWDM01	5000002513	06/27/01	\$ 1,152.06	000006411	Obsolete
39	1 ea	Dell 150 Computer	000005804	1VWDM01	5000002511	06/27/01	\$ 1,152.06	000006409	Obsolete

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39	1 ea	Dell 150 Computer	000005821	8TWDM01	5000002528	06/27/01	\$ 1,152.06	000006426	Obsolete
39	1 ea	Dell 150 Computer	000005815	8VWDM01	5000002522	06/27/01	\$ 1,152.06	000006420	Obsolete
39	1 ea	Dell 150 Computer	000005816	5TWDM01	5000002523	06/27/01	\$ 1,152.06	000006421	Obsolete
39	1 ea	Dell 150 Computer	000005840	34NDM01	5000002547	06/27/01	\$ 1,152.06	000006445	Obsolete
39	1 ea	Dell 150 Computer	000005798	35NDM01	5000002505	06/27/01	\$ 1,152.06	000006403	Obsolete
39	1 ea	Dell 150 Computer	000005814	2SWDM01	5000002521	06/27/01	\$ 1,152.06	000006419	Obsolete
3	1 ea	Dell 150 Computer	000005778	80RXQ01		08/10/01	\$ 1,229.00	000006647	Broken
18	1 ea	Dell 150 Computer	000005904	ZHBSQ01		08/16/01	\$ 1,266.08	000006605	Broken
37	1 ea	Cisco 2600 Cover	000006445	GRX0532K63T		08/24/01	\$ 1,650.54	000006705	Obsolete
27	1 ea	HP 4550DN Printer	000006396	JPPKG20762		10/23/01	\$ 3,997.00	000007134	Obsolete
3	1 ea	Gateway 5300 Laptop	000006411	BQB01426458	5000003560	12/13/01	\$ 1,979.00	000007143	Broken
3	1 ea	Gateway 5300 Laptop	000006414	BQB01426441	5000003564	12/13/01	\$ 1,979.00	000007147	Broken
3	1 ea	Gateway 5300 Laptop	000006412	BQB01426457	5000003561	12/13/01	\$ 1,979.00	000007144	Broken
33	1 ea	Gateway 500 Computer	000006352	0025673420		12/20/01	\$ 1,110.00	000007232	Obsolete
12	1 ea	Dell 240 Computer	000006612	20QL411	5000003628	01/09/02	\$ 1,091.00	000007087	Broken
12	1 ea	Dell 240 Computer	000006524	653M411	5000003607	01/09/02	\$ 1,091.00	000007067	Broken
12	1 ea	Dell 240 Computer	000006616	72PL411	5000003632	01/09/02	\$ 1,091.00	000007091	Broken
12	1 ea	Dell 240 Computer	000006513	D63M411	5000003596	01/09/02	\$ 1,091.00	000007056	Broken
12	1 ea	Dell 240 Computer	000006613	BOQL411	5000003629	01/09/02	\$ 1,091.00	000007088	Broken
38	1 ea	Dell 240 Computer	000006625	DYPL411	5000003641	01/09/02	\$ 1,091.00	000007100	Obsolete
4	1 ea	Dimension 8200 Computer	000006094	HRJT411	5000003558	01/10/02	\$ 1,673.00	000007120	Broken
16	1 ea	EKI Notebook Projector	000006709	G1Y07367	5000003747	01/23/02	\$ 2,395.00	000007039	Broken
14	1 ea	HP Laser Jet 4550 Printer	000006725	JPPKK07568		02/01/02	\$ 3,515.00	000007411	Broken
26	1 ea	Dell Inspiron 2500 Laptop	000006779	DP57711	5000003801	02/14/02	\$ 1,567.52	000007320	Obsolete
38	1 ea	Dell Dimension 8200 Computer	000006899	39CZ711		02/19/02	\$ 2,200.52	000007334	Obsolete
6	1 ea	Gateway 5350 Laptop	000006792	BQB02061313		03/01/02	\$ 1,766.00	000007395	Broken
12	1 ea	HP Jornada Pocket 540 Computer	000006796	SG12844301		03/05/02	\$ 2,899.60	000007667	Broken
12	1 ea	Dell 240 Computer	000006888	4HXNC11	5000003884	04/04/02	\$ 1,988.00	000007652	Broken
22	1 ea	Compaq Armada E500 Laptop	20665	6J23FTBZT01E	5000003919	04/12/02	\$ 2,228.00	000007687	Obsolete
34	1 ea	Compaq Server	000006232	6J23JZP3L009		04/12/02	\$ 4,471.00	000007704	Obsolete
33	1 ea	Dell 240 Computer	000006962	37K4G11		05/07/02	\$ 2,755.95	000007769	Obsolete
34	1 ea	Compaq Presario 2700T Laptop	000007703	2V24FP8ZX2R8		05/17/02	\$ 2,254.00	000007780	Obsolete
34	1 ea	EIKI Notebook Projector	000007707	G2208333		05/30/02	\$ 1,920.00	000007782	Obsolete
22	1 ea	HP Laser Jet 4100N Printer	000007716	USBBB00483		06/07/02	\$ 1,836.00	000008000	Obsolete
38	1 ea	Dell Dimension 4500 Computer	000007119	C3X9L11	5000004098	06/24/02	\$ 1,192.00	000007879	Obsolete
1	1 ea	HP 4600DN Printer	000008066	JPBKD15700		07/09/02	\$ 3,038.00	000008403	Obsolete
12	1 ea	Dell 280 Computer	000007156	47ZFM11		07/09/02	\$ 1,462.28	000008296	Broken
27	1 ea	HP ProLiant Server	000007137	D221JZG1F221		07/11/02	\$ 4,309.00	000008327	Obsolete
3	1 ea	Dell Laptop260	000007277	7CW6Q11		08/01/02	\$ 2,083.00	000008065	Broken
14	1 ea	Catalyst 3500 Server	000007780	FAB0602P18W		08/01/02	\$ 3,898.63	000008422	Broken
33	1 ea	Dell 240 Computer	000007191	6WLBM11		08/05/02	\$ 1,736.46	000007929	Obsolete
27	1 ea	Dell 240 Computer	000006187	4PGJQ11		08/06/02	\$ 1,325.27	000008318	Obsolete
29	1 ea	Dell 240 Computer	000007745	BPGJQ11		08/06/02	\$ 1,325.27	000008323	Obsolete
29	1 ea	Compaq Evo N600C Laptop	000006215	470019512		08/19/02	\$ 2,008.00	000008332	Obsolete
6	1 ea	HP Laser Jet 4600 Printer	000007291	JPAKD00140	5000004394	08/20/02	\$ 1,875.00	000008330	Broken
6	1 ea	Dell Dimension 8200 Computer	000007846	4WZMM11	5000004478	08/26/02	\$ 4,912.99	000009419	Broken
1	1 ea	Compaq EVO N1000C Laptop	000007971	1V28KQDZ53PC		08/29/02	\$ 1,932.00	000008393	Obsolete
3	1 ea	Dell 260 Computer	000008046	BPS7V11		09/16/02	\$ 1,283.00	000008525	Broken
4	1 ea	Dell 260 Computer	000008060	GB5KV11		09/16/02	\$ 1,413.80	000008539	Broken
5	1 ea	Dell 260 Computer	000008007	FGCXT11		09/16/02	\$ 1,283.00	000008484	Broken
26	1 ea	Dell 260 Computer	000008005	DHCXT11		09/16/02	\$ 1,283.00	000008482	Obsolete
18	1 ea	Dell 260 Computer	000007689	2GJDY11		10/07/02	\$ 1,142.00	000008624	Broken
23	1 ea	Dell 620 Computer	000007670	1FJDY11		10/07/02	\$ 1,142.00	000008643	Deleted
23	1 ea	Dell 620 Computer	000008072	5QPLY11		10/17/02	\$ 1,340.36	000008575	Deleted
38	1 ea	Dell 260 Computer	000007656	4XRLY11		10/17/02	\$ 1,240.28	000008584	Obsolete
3	1 ea	Dell 260 Computer	000007424	1C17021		10/23/02	\$ 1,842.92	000008599	Broken
6	1 ea	Dell 260 Computer	000007432	GCZ9021	5000004643	10/23/02	\$ 1,332.44	000008952	Broken

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
18	1 ea	Dell 260 Computer	000007435	HORF021		10/24/02	\$ 1,520.36	000008655	Broken
16	1 ea	Compaq T Computer	000008352	6J2AKQV1N064	5000006986	11/11/02	\$ 4,381.00	000009173	Broken
8	1 ea	Sun Blade 150 Computer	000007607	FT24250033		11/12/02	\$ 1,942.50	000008971	Broken
32	1 ea	Sharp PG C30XU Projector	000007576	210334505		12/03/02	\$ 3,100.00	000009048	Obsolete
22	1 ea	HP Printer	000007605	JPBKF20261		12/06/02	\$ 4,388.00	000008973	Obsolete
32	1 ea	Dell Latitude C840 Laptop	000007476	JMXS321		12/10/02	\$ 1,909.00	000008872	Obsolete
38	1 ea	Dell 280 Computer	000007458	DWML821		01/09/03	\$ 1,571.00	000008803	Obsolete
12	1 ea	Dell 260 Computer	000008191	HOR0921	5000004846	01/15/03	\$ 1,359.00	000009020	Broken
39	1 ea	Dell 260 Computer	000008188	2YQ0921	5000004843	01/15/03	\$ 1,359.00	000009017	Obsolete
39	1 ea	Dell 260 Computer	000008207	B4R0921	5000004862	01/15/03	\$ 1,359.00	000009036	Obsolete
36	1 ea	Sharp PG-C45X Projector	000008216	211311179		01/16/03	\$ 3,230.00	000008943	Obsolete
29	1 ea	Compaq EVO N1020 Laptop	000008221	1V2CLDLZ50M4		01/17/03	\$ 3,193.00	000009213	Obsolete
22	1 ea	Dell 260 Computer	000008223	7R477		01/24/03	\$ 2,989.16	000009109	Obsolete
21	1 ea	Dell Dimension 4550 Computer	000008397	6CG5N21		04/09/03	\$ 1,621.70	000009196	Broken
36	1 ea	Sharp PG-M20X Projector	000008415	301319038		07/14/03	\$ 2,179.00	000009313	Obsolete
11	1 ea	Dell 270 Computer	000008426	DDS4431		07/24/03	\$ 1,367.40	000009266	Broken
13	1 ea	Dimension 8300 Computer	000008448	GBZK431		07/25/03	\$ 1,671.00	000009299	Broken
6	1 ea	Dell 270 Computer	000008475	4FNCB31	5000004564	08/27/03	\$ 1,126.00	000009237	Broken
10	1 ea	Dell 270 Computer	000008477	8FNCB31	5000004566	08/27/03	\$ 1,126.00	000009239	Broken
12	1 ea	Dell 270 Computer	000008481	6FNCB31	5000004576	08/27/03	\$ 1,126.00	000009249	Broken
12	1 ea	Dell 270 Computer	000008468	6GNCB31	5000004579	08/27/03	\$ 1,126.00	000009251	Broken
12	1 ea	Dell 270 Computer	000008487	HDNCB31	5000004575	08/27/03	\$ 1,126.00	000009248	Broken
27	1 ea	HP Power Supply	000008520			08/28/03	\$ 1,224.00	000009330	Obsolete
37	1 ea	Compaq Power Supply	000008521			08/28/03	\$ 1,224.00	000009331	Obsolete
6	1 ea	Dell 270 Computer	000008579	HV86M31	5000006059	10/10/03	\$ 1,840.00	000009628	Broken
10	1 ea	Dell 270 Computer	000008559	3W86M31	5000006039	10/10/03	\$ 1,840.00	000009608	Broken
10	1 ea	Dell 270 Computer	000008555	3Z86M31	5000006035	10/10/03	\$ 1,840.00	000009604	Broken
10	1 ea	Dell 270 Computer	000008582	4V86M31	5000006062	10/10/03	\$ 1,840.00	000009631	Broken
10	1 ea	Dell 270 Computer	000008557	1V86M31	5000006037	10/10/03	\$ 1,840.00	000009606	Broken
10	1 ea	Dell 270 Computer	000008575	2V86M31	5000006055	10/10/03	\$ 1,840.00	000009624	Broken
41	1 ea	Dell 280 Computer	000008601	FCZNN31		10/23/03	\$ 1,712.20	000009574	Obsolete
32	1 ea	Dell 270 Computer	000008616	2154P31		10/28/03	\$ 1,553.00	000009460	Obsolete
1	1 ea	Dell 270 Computer	000008586	1S3PN31		10/31/03	\$ 2,047.40	000009457	Obsolete
16	1 ea	Dell 270 Computer	000008624	JR3PN31		10/31/03	\$ 2,047.40	000009588	Broken
29	1 ea	Dell Inspiron Laptop	000008626	CRPXN31		10/31/03	\$ 2,235.00	000009433	Obsolete
4	1 ea	Dell 270 Computer	000010512	GK49V31		12/04/03	\$ 1,695.23	000009653	Broken
4	1 ea	Dell 270 Computer	000010518	HJ49V31		12/04/03	\$ 1,695.23	000009659	Broken
5	1 ea	Dell 270 Computer	000008681	7R3PV31		12/04/03	\$ 1,341.03	000009638	Broken
5	1 ea	Dell 270 Computer	000008683	FR3PV31		12/04/03	\$ 1,341.03	000009640	Broken
5	1 ea	Dell 270 Computer	000008679	BR3PV31		12/04/03	\$ 1,341.03	000009636	Broken
11	1 ea	Dell 270 Computer	000010533	HKJNV31		12/04/03	\$ 1,573.80	000009671	Broken
14	1 ea	Dell 270 Computer	000010515	4G49V31		12/04/03	\$ 1,695.23	000009656	Broken
16	1 ea	Dell 270 Computer	000008680	2R3PV31		12/04/03	\$ 1,341.03	000009637	Broken
20	1 ea	Sharp Projector	000008663	308317081		12/04/03	\$ 2,667.00	000009546	Broken
32	1 ea	Sharp PG C45X Projector	000008668	308317089		12/04/03	\$ 2,667.00	000009551	Obsolete
32	1 ea	Sharp PG C45X Projector	000008666	308317099		12/04/03	\$ 2,667.00	000009549	Obsolete
36	1 ea	Sharp PG-C45X Projector	000008670	308317088		12/04/03	\$ 2,667.00	000009553	Obsolete
3	1 ea	Compaq EVO Laptop	000010528	USD34800H9		12/09/03	\$ 1,984.00	000009676	Broken
17	1 ea	HP Compaq NX9010 Laptop	000008716	USD34901QQ		12/11/03	\$ 1,055.00	000009686	Broken
29	1 ea	HP Compaq NX 9010 Laptop	000008719	USD34901QN		12/11/03	\$ 1,055.00	000009689	Obsolete
29	1 ea	HP Compaq NX 9011 Laptop	000008718	USD34901QT		12/11/03	\$ 1,055.00	000009688	Obsolete
29	1 ea	HP Compaq NX 9012 Laptop	000008712	USD34901QM		12/11/03	\$ 1,055.00	000009682	Obsolete
29	1 ea	HP Compaq MX9010 Laptop	000008717	USD34901QW		12/11/03	\$ 1,055.00	000009687	Obsolete
29	1 ea	HP ProLiant DL380 Server	000008705	301111-001		12/11/03	\$ 4,453.00	000009541	Obsolete
1	1 ea	Dell 270 Computer	000010561	53J7041		12/17/03	\$ 1,325.12	000009504	Obsolete
5	1 ea	Dell 270 Computer	000010586	9NH7041		12/17/03	\$ 1,325.12	000009481	Broken
10	1 ea	Dell 270 Computer	000008725	JX01X31		12/17/03	\$ 1,325.12	000009516	Broken

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11	1 ea	Dell 270 Computer	000008738	BV01X31		12/17/03	\$ 1,325.12	000009529	Broken
11	1 ea	Dell 270 Computer	000008722	3Y01X31		12/17/03	\$ 1,325.12	000009513	Broken
11	1 ea	Dell 270 Computer	000008727	ZW01X31		12/17/03	\$ 1,325.12	000009518	Broken
18	1 ea	Dell 270 Computer	000008731	8W01X31		12/17/03	\$ 1,325.12	000009522	Broken
18	1 ea	Dell 270 Computer	000010553	72J7041		12/17/03	\$ 1,325.12	000009496	Broken
41	1 ea	WACOM LCD Tablet	000009352	3HFP00072	500005441	12/17/03	\$ 3,155.00	000010004	Obsolete
5	1 ea	Sharp Projector	000008748	306321057		01/09/04	\$ 2,299.24	000009730	Broken
20	1 ea	Dell 270 Computer	000008792	54Q8441		01/16/04	\$ 1,651.40	000009722	Broken
5	1 ea	Dell 270 Computer	000008898	B14R641		01/29/04	\$ 1,608.00	00009742	Broken
23	1 ea	Dell 270 Computer	000008896	2R3R641		01/29/04	\$ 1,694.40	000009740	Obsolete
19	1 ea	HP ProLiant 380 Server	000009710	R405LDN70001		02/09/04	\$ 2,134.00	000009747	Broken
29	1 ea	HP ProLiant DL380 Server	000009708	R405LDN70002		02/09/04	\$ 2,134.00	000009748	Obsolete
10	1 ea	Dell 270 Computer	000009737	84DNF41	500008984	03/04/04	\$ 1,417.35	000009771	Broken
10	1 ea	Dell 270 Computer	000009747	C4DNF41	500008974	03/04/04	\$ 1,417.35	000009781	Broken
10	1 ea	Dell 270 Computer	000009740	44DNF41	500008981	03/04/04	\$ 1,417.35	000009774	Broken
10	1 ea	Dell 270 Computer	000009738	F4DNF41	500008983	03/04/04	\$ 1,417.35	000009772	Broken
10	1 ea	Dell 270 Computer	21884	J4DNF41	500006125	03/04/04	\$ 1,417.35	000009759	Broken
10	1 ea	Dell 270 Computer	21885	35DNF41	500006118	03/04/04	\$ 1,417.35	000009766	Broken
10	1 ea	Dell 270 Computer	000009745	45DNF41	500008976	03/04/04	\$ 1,417.35	000009779	Broken
10	1 ea	Dell 270 Computer	000009749	73DNF41	500008972	03/04/04	\$ 1,417.35	000009783	Broken
10	1 ea	Dell 270 Computer	000009726	C3DNF41	500006124	03/04/04	\$ 1,417.35	000009760	Broken
10	1 ea	Dell 270 Computer	000009750	15DNF41	500008971	03/04/04	\$ 1,417.35	000009784	Broken
18	1 ea	HP ProLiant DL380 Server	0000027317	R405LDN10005		03/04/04	\$ 3,947.70	000010617	Broken
19	1 ea	HP ProLiant 380 Server	0000027313	R409LDN10003		03/04/04	\$ 3,947.70	000010616	Broken
29	1 ea	HP ProLiant DL380 Server	0000027318	R407LDN10004		03/04/04	\$ 3,947.70	000010619	Obsolete
12	1 ea	Dell 270 Computer	000009771	FGQQM41	500005347	04/01/04	\$ 1,876.49	000009876	Broken
20	1 ea	Sharp Projector	000008810	308316925		04/01/04	\$ 3,196.00	000010008	Broken
11	1 ea	Dell 270 Computer	000008874	4NQLR41		05/03/04	\$ 1,665.30	000009858	Broken
12	1 ea	Dell 270 Computer	000008882	417KR41		05/03/04	\$ 1,956.88	000009857	Broken
22	1 ea	Dell 270 Computer	000008878	827KR41		05/03/04	\$ 1,956.88	000009853	Broken
12	1 ea	HP Laser Jet 4300N Printer	000009785	CNGY100056		05/21/04	\$ 2,174.00	000009879	Broken
31	1 ea	HP 4650DN Printer	000008859	JPCAC01130		06/07/04	\$ 2,913.00	000009880	Obsolete
34	1 ea	APC Smart 3000XL Uninterruptible Power Supply	000009790	QS0416112406		06/08/04	\$ 1,499.55	000010465	Obsolete
11	1 ea	Dell 270 Computer	000009327	28TT851		07/16/04	\$ 1,599.38	000009924	Broken
11	1 ea	Dell 270 Computer	000009343	2HJR851		07/19/04	\$ 1,599.38	000009930	Broken
12	1 ea	Dell 270 Computer	000009407	902ZC51		08/16/04	\$ 1,036.66	000009913	Broken
12	1 ea	Dell 270 Computer	000009401	112ZC51		08/16/04	\$ 1,036.66	000009907	Broken
12	1 ea	Dell 270 Computer	000009414	F12ZC51		08/16/04	\$ 1,036.66	000009920	Broken
12	1 ea	Dell 270 Computer	000009409	302ZC51		08/16/04	\$ 1,036.66	000009915	Broken
12	1 ea	Dell 270 Computer	000009394	H12ZC51		08/16/04	\$ 1,036.66	000009900	Broken
23	1 ea	Dell 270 Computer	000009410	122ZC51		08/16/04	\$ 1,036.66	000009916	Obsolete
28	1 ea	Dell 270 Computer	000009408	C22ZC51		08/16/04	\$ 1,036.66	000009914	Obsolete
29	1 ea	HP Compaq NX 9110 Laptop	000009423	2UA430P1LP		08/16/04	\$ 2,092.00	000009965	Obsolete
10	1 ea	Dell 270 Computer	000009490	1BWRC51		08/21/04	\$ 1,251.00	000010444	Broken
2	1 ea	Dell 270 Computer	000009034	BVYQC51		08/24/04	\$ 1,251.00	000010176	Broken
4	1 ea	Dell 270 Computer	000009003	GSYQC51		08/24/04	\$ 1,251.00	000010135	Broken
4	1 ea	Dell 270 Computer	000008970	HX6QC51		08/24/04	\$ 1,251.00	000010092	Broken
5	1 ea	Dell 270 Computer	000008913	BPSQC51		08/24/04	\$ 1,251.00	000010025	Broken
5	1 ea	Dell 270 Computer	000009138	GZTQC51		08/24/04	\$ 1,251.00	000010256	Broken
6	1 ea	Dell 270 Computer	000009519	63VQC51		08/24/04	\$ 1,251.00	000010489	Broken
6	1 ea	Dell 270 Computer	000009030	GYTQC51		08/24/04	\$ 1,251.00	000010172	Broken
10	1 ea	Dell 270 Computer	000009543	FHTQC51		08/24/04	\$ 1,158.00	000010523	Broken
10	1 ea	Dell 270 Computer	000009488	379PC51		08/24/04	\$ 1,251.00	000010442	Broken
10	1 ea	Dell 270 Computer	000009487	HRVRC51		08/24/04	\$ 1,251.00	000010441	Broken
10	1 ea	Dell 270 Computer	000009479	DC9PC51		08/24/04	\$ 1,251.00	000010433	Broken
10	1 ea	Dell 270 Computer	000009478	GL9PC51		08/24/04	\$ 1,251.00	000010432	Broken
10	1 ea	Dell 270 Computer	000009005	FX6QC51		08/24/04	\$ 1,251.00	000010137	Broken

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
11	1 ea	Dell 270 Computer	000009028	FRYQC51		08/24/04	\$ 1,251.00	000010169	Broken
11	1 ea	Dell 270 Computer	000009044	5ZMPC51		08/24/04	\$ 1,251.00	000010189	Broken
11	1 ea	Dell 270 Computer	000009231	9RVQC51		08/24/04	\$ 1,251.00	000010383	Broken
11	1 ea	Dell 270 Computer	000008977	6ZSQC51		08/24/04	\$ 1,251.00	000010103	Broken
11	1 ea	Dell 270 Computer	000008962	1X6QC51		08/24/04	\$ 1,251.00	000010083	Broken
11	1 ea	Dell 270 Computer	000008963	99ZQC51		08/24/04	\$ 1,251.00	000010084	Broken
11	1 ea	Dell 270 Computer	000008978	5VTPC51		08/24/04	\$ 1,251.00	000010104	Broken
11	1 ea	Dell 270 Computer	000008969	GW6QC51		08/24/04	\$ 1,251.00	000010090	Broken
11	1 ea	Dell 270 Computer	000009038	3VTPC51		08/24/04	\$ 1,251.00	000010181	Broken
11	1 ea	Dell 270 Computer	000009037	GTTPC51		08/24/04	\$ 1,251.00	000010180	Broken
11	1 ea	Dell 270 Computer	000009067	6RYQC51		08/24/04	\$ 1,251.00	000010193	Broken
11	1 ea	Dell 270 Computer	000009077	BVTPC51		08/24/04	\$ 1,251.00	000010204	Broken
11	1 ea	Dell 270 Computer	000009240	6S7RC51		08/24/04	\$ 1,251.00	000010392	Broken
11	1 ea	Dell 270 Computer	000009071	31NPC51		08/24/04	\$ 1,251.00	000010198	Broken
11	1 ea	Dell 270 Computer	000009078	80NPC51		08/24/04	\$ 1,251.00	000010205	Broken
12	1 ea	Dell 270 Computer	000009184	9MWQC51		08/24/04	\$ 1,251.00	000010326	Broken
12	1 ea	Dell 270 Computer	000009070	GN8RC51		08/24/04	\$ 1,251.00	000010196	Broken
12	1 ea	Dell 270 Computer	000009031	JRYQC51		08/24/04	\$ 1,251.00	000010173	Broken
18	1 ea	Dell 270 Computer	000009072	84HRC51		08/24/04	\$ 1,251.00	000010199	Broken
21	1 ea	Dell 270 Computer	000009546	6T7RC51		08/24/04	\$ 1,158.00	000010526	Broken
23	1 ea	Dell Desktop 280 Computer	000009542	HHTQC51		08/24/04	\$ 1,158.00	000010522	Obsolete
26	1 ea	Dell 270 Computer	000009078	80NPC51		08/24/04	\$ 1,251.00	000010205	Obsolete
29	1 ea	Dell 270 Computer	000008982	6Z6QC51		08/24/04	\$ 1,251.00	000010109	Obsolete
32	1 ea	Dell 270 Computer	000008957	9XSQC51		08/24/04	\$ 1,158.00	000010075	Obsolete
32	1 ea	Dell 270 Computer	000009011	3SYQC51		08/24/04	\$ 1,251.00	000010147	Obsolete
32	1 ea	Dell 270 Computer	000009016	5QVRC51		08/24/04	\$ 1,251.00	000010155	Obsolete
32	1 ea	Dell 270 Computer	000008956	CTTPC51		08/24/04	\$ 1,251.00	000010074	Obsolete
32	1 ea	Dell 270 Computer	000009532	GL8RC51		08/24/04	\$ 1,251.00	000010513	Obsolete
32	1 ea	Dell 270 Computer	000009149	91VQC51		08/24/04	\$ 1,251.00	000010270	Obsolete
33	1 ea	Dell 270 Computer	000009234	92VQC51		08/24/04	\$ 1,251.00	000010386	Obsolete
33	1 ea	Dell 270 Computer	000008912	9X6QC51		08/24/04	\$ 1,251.00	000010024	Obsolete
33	1 ea	Dell 270 Computer	000008941	8WYQC51		08/24/04	\$ 1,251.00	000010054	Obsolete
33	1 ea	Dell 270 Computer	000008936	8936C51		08/24/04	\$ 1,251.00	000010049	Obsolete
33	1 ea	Dell 270 Computer	000008917	GDXC51		08/24/04	\$ 1,251.00	000010029	Obsolete
34	1 ea	Dell 270 Computer	8951	GXTPC51		08/24/04	\$ 1,158.00	000010066	Obsolete
37	1 ea	Dell 270 Computer	000008960	BTPC51		08/24/04	\$ 1,158.00	000010080	Obsolete
37	1 ea	Dell 270 Computer	000008954	GP44D51		08/24/04	\$ 1,158.00	000010070	Obsolete
37	1 ea	Dell 270 Computer	000009531	6V6RC51		08/24/04	\$ 1,251.00	000010512	Obsolete
37	1 ea	Dell 270 Computer	000009102	34HRC51		08/24/04	\$ 1,251.00	000010229	Obsolete
37	1 ea	Dell 270 Computer	000009015	8RYQC51		08/24/04	\$ 1,251.00	000010153	Obsolete
37	1 ea	Dell 270 Computer	000008997	5PVRC51		08/24/04	\$ 1,251.00	000010128	Obsolete
38	1 ea	Del 270 computer	000009495	G57RC51		08/24/04	\$ 1,251.00	000010449	Obsolete
14	1 ea	HP Laser Jet 4200 Printer	000009433	USGNX37527		08/25/04	\$ 1,378.00	000010063	Broken
4	1 ea	Smart 2200 Uninterruptible Power Supply	000010796	QS0411115170		08/31/04	\$ 1,714.03	000010574	Broken
4	1 ea	Smart 2200 Uninterruptible Power Supply	000009297	QS0411114931		08/31/04	\$ 1,714.03	000010572	Broken
4	1 ea	Smart 2200 Uninterruptible Power Supply	000009762	QS0411115170		08/31/04	\$ 2,444.03	000010573	Broken
28	1 ea	APC Smart 5000 Uninterruptible Power Supply	000010840	WS0417150802		08/31/04	\$ 4,004.03	000010576	Obsolete
1	1 ea	Dell 280 Computer	000011470	1XW3G61		09/01/04	\$ 1,251.00	000011546	Obsolete
1	1 ea	Dell 280 Computer	000011478	B9L5G61		09/01/04	\$ 1,251.00	000011554	Obsolete
2	1 ea	Dell 280 Computer	000011414	9SW3G61		09/01/04	\$ 1,251.00	000011490	Broken
2	1 ea	Dell 280 Computer	000011382	HMY3G61		09/01/04	\$ 1,251.00	000011458	Broken
3	1 ea	Dell 280 Computer	000011385	GNV3G61		09/01/04	\$ 1,251.00	000011461	Broken
4	1 ea	Dell 280 Computer	21893	8YW3G61		09/01/04	\$ 1,251.00	000011456	Broken
5	1 ea	Dell 280 Computer	000011440	GM9MG61		09/01/04	\$ 1,158.00	000011516	Broken
5	1 ea	Dell 280 Computer	21892	FSW3G61		09/01/04	\$ 1,251.00	000011492	Broken
5	1 ea	Dell 280 Computer	000011442	HWH3G61		09/01/04	\$ 1,251.00	000011518	Broken
6	1 ea	Dell 280 Computer	000011448	4WH3G61		09/01/04	\$ 1,251.00	000011524	Broken

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6	1 ea	Dell 280 Computer	0000011577	5NJ3G61		09/01/04	\$ 1,251.00	000011653	Broken
10	1 ea	Dell 280 Computer	0000010750	HFL5G61		09/01/04	\$ 1,251.00	000011405	Broken
10	1 ea	Dell 280 Computer	0000011690	FHL5G61		09/01/04	\$ 1,251.00	000011766	Broken
11	1 ea	Dell 270 Computer	0000009103	CLD2M51		09/01/04	\$ 1,158.00	000011325	Broken
11	1 ea	Dell 270 Computer	0000009062	8267N51		09/01/04	\$ 1,251.00	000011321	Broken
11	1 ea	Dell 280 Computer	0000011631	3HL5G61		09/01/04	\$ 1,251.00	000011707	Broken
12	1 ea	Dell 280 Computer	0000011587	D1L5G61		09/01/04	\$ 1,251.00	000011663	Broken
14	1 ea	Dell 280 Computer	0000011621	44L5G61		09/01/04	\$ 1,251.00	000011697	Broken
17	1 ea	Dell 280 Computer	0000011615	3VJ3G61		09/01/04	\$ 1,251.00	000011691	Broken
20	1 ea	Dell 270 Computer	0000009057	4367N51		09/01/04	\$ 1,251.00	0000011316	Broken
20	1 ea	Dell 280 Computer	0000009599	5GZ9N61		09/01/04	\$ 1,251.00	000011363	Broken
21	1 ea	Dell 280 Computer	0000011563	C1J3G61		09/01/04	\$ 1,251.00	000011639	Broken
21	1 ea	Dell 280 Computer	0000011618	F5L5G61		09/01/04	\$ 1,251.00	000011694	Broken
21	1 ea	Dell 280 Computer	0000011359	1Y75G61		09/01/04	\$ 1,251.00	000011435	Broken
23	1 ea	Dell Desktop 280 Computer	0000011693	7CD3G61		09/01/04	\$ 1,251.00	000011769	Obsolete
23	1 ea	Dell Desktop 280 Computer	0000010749	DJL5G61		09/01/04	\$ 1,251.00	000011404	Obsolete
26	1 ea	Dell 280 Computer	0000011428	20X3G61		09/01/04	\$ 1,251.00	000011504	Obsolete
26	1 ea	Dell 280 Computer	0000011640	4LL5G61		09/01/04	\$ 1,251.00	000011716	Obsolete
26	1 ea	Dell 280 Computer	0000010401	1GZ9N61		09/01/04	\$ 1,251.00	000011369	Obsolete
26	1 ea	Dell 280 Computer	0000011649	HGL5G61		09/01/04	\$ 1,251.00	000011725	Obsolete
26	1 ea	Dell 280 Computer	0000011500	D3L5G61		09/01/04	\$ 1,251.00	000011576	Obsolete
26	1 ea	Dell 280 Computer	0000011428	20X3G61		09/01/04	\$ 1,251.00	000011504	Obsolete
26	1 ea	Dell 280 Computer	0000011580	3RJ3G61		09/01/04	\$ 1,251.00	000011656	Obsolete
26	1 ea	Dell 280 Computer	0000011438	HJ83G61		09/01/04	\$ 1,251.00	000011514	Obsolete
26	1 ea	Dell 280 Computer	0000011383	4NY3G61		09/01/04	\$ 1,251.00	000011459	Obsolete
37	1 ea	Dell 280 Computer	0000011392	2KY3G61		09/01/04	\$ 1,251.00	000011468	Obsolete
38	1 ea	Dell 280 Computer	0000011439	3N9MG61		09/01/04	\$ 1,158.00	000011515	Obsolete
38	1 ea	Dell 280 Computer	0000011546	5MJ3G61		09/01/04	\$ 1,251.00	000011622	Obsolete
38	1 ea	Dell 280 Computer	0000011343	2MY3G61		09/01/04	\$ 1,251.00	000011419	Obsolete
38	1 ea	Dell 280 Computer	0000011365	3X75G61		09/01/04	\$ 1,251.00	000011441	Obsolete
38	1 ea	Dell 280 Computer	0000011551	6SJ3G61		09/01/04	\$ 1,251.00	000011627	Obsolete
38	1 ea	Dell 280 Computer	0000011545	H5L5G61		09/01/04	\$ 1,251.00	000011621	Obsolete
38	1 ea	Dell 280 Computer	0000011558	41L5G61		09/01/04	\$ 1,251.00	000011634	Obsolete
38	1 ea	Dell 280 Computer	0000011349	FT75G61		09/01/04	\$ 1,251.00	000011425	Obsolete
38	1 ea	Dell 280 Computer	0000011341	6KY3G61		09/01/04	\$ 1,251.00	000011417	Obsolete
38	1 ea	Dell 280 Computer	0000011528	F05G61		09/01/04	\$ 1,251.00	000011604	Obsolete
41	1 ea	Dell 280 Computer	0000011456	4N9MG61		09/01/04	\$ 1,158.00	000011532	Obsolete
41	1 ea	Dell 280 Computer	0000011669	70L5G61		09/01/04	\$ 1,251.00	000011745	Obsolete
28	1 ea	HP Laser Jet 4200 Printer	0000010792	USGNP31964		10/04/04	\$ 1,378.00	000010680	Obsolete
29	1 ea	HP Compaq T5000 Computer	0000010155	CNV4280139		10/04/04	\$ 1,277.00	000010679	Obsolete
19	1 ea	HP ProLiant 380 Server	0000010652	ea3BLDN73D		10/29/04	\$ 3,999.00	000010704	Broken
38	1 ea	Dell 280 Computer	0000010864	BDWSY51		11/02/04	\$ 1,511.09	000010669	Obsolete
17	1 ea	Dell 280 Computer	0000010872	CPB8Z51		11/09/04	\$ 1,528.07	000010671	Broken
27	1 ea	HP ProLiant Server	0000010606	EAIJKJNZ3M		11/09/04	\$ 4,998.52	000010893	Obsolete
38	1 ea	Dell 280 Computer	0000010613	3P9D061	5000006684	11/09/04	\$ 1,633.21	000010721	Obsolete
38	1 ea	Dell 280 Computer	0000010614	5P9D061	5000006685	11/09/04	\$ 1,633.21	000010722	Obsolete
21	1 ea	Dell XPS Laptop	0000010158	C785361		11/24/04	\$ 3,458.70	000010758	Broken
14	1 ea	HP Laser Jet 4250 Printer	0000010244	USBX05191		12/02/04	\$ 1,163.00	000010838	Broken
36	1 ea	Compaq NX9110 Laptop	0000010209	2UA446P0DT		12/02/04	\$ 1,954.00	000010802	Obsolete
36	1 ea	Compaq NX9110 Laptop	0000010214	2UA446P0D2		12/02/04	\$ 1,954.00	000010797	Obsolete
36	1 ea	Compaq NX9110 Laptop	0000010226	2UA446P0DL		12/02/04	\$ 1,954.00	000010785	Obsolete
36	1 ea	Compaq NX9110 Laptop	0000010222	2UA446P0DN		12/02/04	\$ 1,954.00	000010789	Obsolete
36	1 ea	Compaq NX9110 Laptop	0000010254	2UA446P0F2		12/02/04	\$ 1,954.00	000010803	Obsolete
36	1 ea	Sharp XG-C40XU Projector	0000007575	210334458		12/03/04	\$ 3,100.00	000009047	Obsolete
11	1 ea	Dell 280 Computer	0000010130	87GW261		12/06/04	\$ 1,387.42	000010735	Broken
11	1 ea	Dell 280 Computer	0000010132	G5GW261		12/06/04	\$ 1,387.42	000010737	Broken
18	1 ea	Dell 280 Computer	0000010141	G6GW261		12/06/04	\$ 1,387.42	000010746	Broken

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23	1 ea	Dell Desktop 280 Computer	0000010610	55HD061		12/06/04	\$ 1,511.09	000010717	Obsolete
26	1 ea	Dell 280 Computer	0000010632	6BXD061		12/06/04	\$ 1,802.15	000010730	Obsolete
38	1 ea	Dell 280 Computer	0000010902	JRHN461		12/06/04	\$ 1,494.49	000010760	Obsolete
41	1 ea	Dell 280 Computer	0000010620	GB4G061		12/06/04	\$ 1,300.34	000010726	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12454	77TPW81		12/08/04	\$ 1,395.00	N00013588	Obsolete
14	1 ea	Dell 280 Computer	0000010783	GRR461	5000005621	12/09/04	\$ 1,269.87	000010815	Broken
14	1 ea	Dell 280 Computer	0000010784	GDRR461	5000005618	12/09/04	\$ 1,269.87	000010814	Broken
33	1 ea	EIKI LC XB25 Projector	0000010258	G47A2800		12/09/04	\$ 2,270.00	000010828	Obsolete
33	1 ea	EIKI LC XB25 Projector	0000010260	G47A2765		12/09/04	\$ 2,270.00	000010830	Obsolete
33	1 ea	EIKI LC-XB25 Brilliant Projector	0000010251	G47A2668		12/09/04	\$ 2,270.00	000010825	Obsolete
33	1 ea	EIKI LC-XB25 Brilliant Projector	0000010250	G47A2688		12/09/04	\$ 2,270.00	000010824	Obsolete
37	1 ea	Dell 280 Computer	0000010262	H9HB761		12/09/04	\$ 1,591.17	000010912	Obsolete
21	1 ea	Dell Inspiron 9200 Laptop	0000010261	6TJH461		12/13/04	\$ 2,846.60	000010909	Broken
16	1 ea	Dell 280 Computer	0000010272	23P5961		12/15/04	\$ 1,307.22	000010854	Broken
29	1 ea	Dell 280 Computer	0000010269	8KL4961		12/15/04	\$ 1,126.82	000010855	Obsolete
41	1 ea	Dell 280 Computer	0000010599	89YW461		01/07/05	\$ 1,611.87	000010884	Obsolete
12	1 ea	Dell 240 Computer	0000006623	H2PL411	5000003639	01/09/05	\$ 1,091.00	000007098	Broken
1	1 ea	Dell 280 Computer	0000010276	6D4JK61		01/14/05	\$ 1,310.67	000010931	Obsolete
21	1 ea	Dell 280 Computer	0000010283	CD4JK61		01/14/05	\$ 1,310.67	000010947	Broken
38	1 ea	Dell 280 Computer	0000010288	4D4JK61		01/14/05	\$ 1,310.67	000010942	Obsolete
2	1 ea	Dell 280 Computer	0000009591	BSZWG61		01/20/05	\$ 1,686.62	000010877	Broken
5	1 ea	Smart ID250 Sympodium	0000009601	4CFP00155	5000005895	01/25/05	\$ 1,944.00	000010911	Broken
2	1 ea	Dell 280 Computer	0000009676	6N9TQ61		01/31/05	\$ 1,242.61	000011005	Broken
2	1 ea	Dell 280 Computer	0000009686	FHCTQ61		01/31/05	\$ 1,242.61	000011015	Broken
2	1 ea	Dell 280 Computer	0000009667	2M9TQ61		01/31/05	\$ 1,242.61	000010996	Broken
2	1 ea	Dell 280 Computer	0000009666	8M9TQ61		01/31/05	\$ 1,242.61	000010995	Broken
2	1 ea	Dell 280 Computer	0000009670	9JCTQ61		01/31/05	\$ 1,242.61	000010999	Broken
2	1 ea	Dell 280 Computer	0000009668	BGCTQ61		01/31/05	\$ 1,242.61	000010997	Broken
2	1 ea	Dell 280 Computer	0000009662	2HCTQ61		01/31/05	\$ 1,242.61	000010991	Broken
2	1 ea	Dell 280 Computer	0000009685	7HCTQ61		01/31/05	\$ 1,242.61	000011014	Broken
2	1 ea	Dell 280 Computer	0000009672	5KCTQ61		01/31/05	\$ 1,242.61	000011001	Broken
2	1 ea	Dell 280 Computer	0000009673	DJCTQ61		01/31/05	\$ 1,242.61	000011002	Broken
3	1 ea	Dell 280 Computer	0000009687	6KCTQ61		01/31/05	\$ 1,242.61	000011016	Broken
3	1 ea	Dell 280 Computer	0000009658	3LCTQ61		01/31/05	\$ 1,242.61	000010987	Broken
3	1 ea	Dell 280 Computer	0000009688	6JCTQ61		01/31/05	\$ 1,242.61	000011017	Broken
4	1 ea	Dell 280 Computer	0000009671	JM9TQ61		01/31/05	\$ 1,242.61	000011000	Broken
5	1 ea	Dell 280 Computer	0000009612	GWNWP61		01/31/05	\$ 1,251.00	000010963	Broken
5	1 ea	Dell 280 Computer	0000009640	FYNWP61		01/31/05	\$ 1,251.00	000010970	Broken
5	1 ea	Dell 280 Computer	0000009643	30PWP61		01/31/05	\$ 1,251.00	000010967	Broken
5	1 ea	Dell 280 Computer	0000009636	DZNWP61		01/31/05	\$ 1,251.00	000010974	Broken
5	1 ea	Dell 280 Computer	0000009638	3ZNWP61		01/31/05	\$ 1,251.00	000010972	Broken
10	1 ea	Dell 280 Computer	0000009646	CXNWP61		01/31/05	\$ 1,251.00	000010964	Broken
13	1 ea	Dell 280 Computer	0000009645	JYNWP61		01/31/05	\$ 1,251.00	000010965	Broken
14	1 ea	Dell 280 Computer	0000009647	HZNWP61		01/31/05	\$ 1,251.00	000010960	Broken
17	1 ea	Dell 280 Computer	0000009592	1YNWP61		01/31/05	\$ 1,251.00	000010977	Broken
17	1 ea	Dell 280 Computer	0000009649	3WNWP61		01/31/05	\$ 1,251.00	000010962	Broken
21	1 ea	Dell 280 Computer	0000009648	4XNWP61		01/31/05	\$ 1,251.00	000010961	Broken
26	1 ea	Dell 280 Computer	0000009635	9YNWP61		01/31/05	\$ 1,251.00	000010975	Obsolete
38	1 ea	Dell 280 Computer	0000009661	6GCTQ61		01/31/05	\$ 1,242.61	000010990	Obsolete
12	1 ea	Dell 745 Computer	0000010697	CNU503FXSL	5000010697	02/10/05	\$ 2,033.00	000011030	Broken
33	1 ea	HP Compaq NC6000 Laptop	0000010695	CNU503FXX7	5000005647	02/10/05	\$ 2,033.00	000011028	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	0000010694	CNU503FWRF	5000005646	02/10/05	\$ 2,033.00	000011027	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	0000010697	CNU503FXSL	5000005649	02/10/05	\$ 2,033.00	000011030	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	0000010696	CNU503FWQ2	5000005648	02/10/05	\$ 2,033.00	000011029	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	10700	CNU503FXXY	5000005652	02/10/05	\$ 2,033.00	000011034	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	0000010653	CNU503FXPR	5000005642	02/10/05	\$ 2,033.00	000011023	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	0000010699	CNU503FV8W	5000005651	02/10/05	\$ 2,033.00	000011032	Obsolete

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
33	1 ea	HP Compaq NC6000 Laptop	10701	S/B CNU503FYYX	5000005653	02/10/05	\$ 2,033.00	000011036	Obsolete
33	1 ea	HP Compaq NC6000 Laptop	10702	CNU503FXTV	5000005654	02/10/05	\$ 2,033.00	000011035	Obsolete
36	1 ea	HP Laptop	0000010806	2UA50601X1		02/17/05	\$ 1,761.00	000011020	Obsolete
5	1 ea	Sanyo Projector	0000011044	G4701821		02/24/05	\$ 4,479.95	000011994	Broken
5	1 ea	Sanyo Projector	0000011080	G4701849		02/24/05	\$ 4,479.95	000012006	Broken
5	1 ea	Sanyo Projector	0000011074	G4701802		02/24/05	\$ 4,479.95	000012003	Broken
5	1 ea	Sanyo Projector	0000011096	G4601689		02/24/05	\$ 4,479.95	000012012	Broken
5	1 ea	Sanyo Projector	0000011092	G4601540		02/24/05	\$ 4,479.95	000012010	Broken
5	1 ea	Sanyo Projector	0000011078	G4701840		02/24/05	\$ 4,479.95	000012005	Broken
5	1 ea	Sanyo Projector	0000011051	G4701750		02/24/05	\$ 4,479.95	000011997	Broken
5	1 ea	Sanyo Projector	0000011068	G4701823		02/24/05	\$ 4,479.95	000012002	Broken
13	1 ea	Dell 280 Computer	0000008845	G4MBY61		03/18/05	\$ 1,286.07	000011113	Broken
36	1 ea	Dell Latitude D800 Laptop	0000009918	HB1JY61		03/18/05	\$ 1,798.54	000011118	Obsolete
39	1 ea	Dell 280 Computer	0000009939	382P771		04/12/05	\$ 1,251.00	000011146	Obsolete
1	1 ea	Dell 280 Computer	0000010993	DLT0871		04/14/05	\$ 1,251.00	000011179	Obsolete
37	1 ea	Dell 280 Computer	0000010994	B6T0871		04/14/05	\$ 1,251.00	000011180	Obsolete
41	1 ea	Dell 280 Computer	0000010991	16T0871		04/14/05	\$ 1,251.00	000011177	Obsolete
29	1 ea	Dell Latitude E800 Laptop	0000009977	DMMP771	5000005581	04/20/05	\$ 2,385.65	000011247	Obsolete
18	1 ea	Dell 280 Computer	0000010009	85JH71		05/09/05	\$ 1,024.47	000011191	Broken
26	1 ea	Dell 280 Computer	0000009966	313SH71		05/09/05	\$ 1,366.37	000011262	Obsolete
27	1 ea	Dell Latitude D610 Laptop	0000010016	8HRBH71		05/11/05	\$ 1,713.27	000011265	Obsolete
37	1 ea	Dell Latitude D610 Laptop	0000010017	FBRBH71		05/11/05	\$ 1,713.27	000011266	Obsolete
37	1 ea	Dell Latitude D610 Laptop	0000010018	5JRBH71		05/11/05	\$ 1,713.27	000011267	Obsolete
14	1 ea	Dell Latitude D610 Laptop	0000010044	BCJQK71		06/01/05	\$ 1,407.33	000011291	Broken
2	1 ea	Dell 280 Computer	0000010081	33RFP71		06/15/05	\$ 1,251.00	000011827	Broken
2	1 ea	Dell 280 Computer	0000010077	D3RFP71		06/15/05	\$ 1,251.00	000011823	Broken
2	1 ea	Dell 280 Computer	0000010076	81RFP71		06/15/05	\$ 1,251.00	000011822	Broken
2	1 ea	Dell 280 Computer	0000010080	72RFP71		06/15/05	\$ 1,251.00	000011826	Broken
2	1 ea	Dell 280 Computer	0000010066	F2RFP71		06/15/05	\$ 1,251.00	000011812	Broken
2	1 ea	Dell 280 Computer	0000010075	64RFP71		06/15/05	\$ 1,251.00	000011821	Broken
2	1 ea	Dell 280 Computer	0000010072	25RFP71		06/15/05	\$ 1,251.00	000011818	Broken
4	1 ea	Dell 280 Computer	0000010078	C4RFP71		06/15/05	\$ 1,251.00	000011824	Broken
4	1 ea	Dell 280 Computer	0000010064	J5RFP71		06/15/05	\$ 1,251.00	000011811	Broken
4	1 ea	Dell 280 Computer	0000010083	D1RFP71		06/15/05	\$ 1,251.00	000011829	Broken
4	1 ea	Dell 280 Computer	0000010084	42RFP71		06/15/05	\$ 1,251.00	000011830	Broken
6	1 ea	Dell 280 Computer	0000011281	3GBPS71	5000005891	07/01/05	\$ 1,304.35	000011899	Broken
6	1 ea	Dell 280 Computer	0000011759	4DZ7S71	5000006249	07/01/05	\$ 1,304.73	000011856	Broken
6	1 ea	Dell 280 Computer	0000011742	7CZ7S71	5000006232	07/01/05	\$ 1,304.73	000011839	Broken
11	1 ea	Dell 280 Computer	0000011792	JG08S71		07/01/05	\$ 1,212.05	000011872	Broken
14	1 ea	Dell 280 Computer	0000011795	4L08S71		07/01/05	\$ 1,582.24	000011861	Broken
23	1 ea	Dell Desktop 280 Computer	0000011753	HCZ7571	5000006243	07/01/05	\$ 1,304.73	0000011851	Obsolete
23	1 ea	Dell Desktop 280 Computer	0000011756	FCZ7571	5000006246	07/01/05	\$ 1,304.73	0000011853	Obsolete
26	1 ea	Dell Laptop	0000011727	19PKQ71		07/01/05	\$ 1,672.07	000011865	Obsolete
41	1 ea	Dell 280 Computer	0000011804	3FZ7S71		07/01/05	\$ 1,304.35	000011891	Obsolete
38	1 ea	Dell 280 Computer	0000010090	G3H7Z71	5000005711	07/27/05	\$ 1,306.84	000012346	Obsolete
5	1 ea	Dell 280 Computer	18591	8MS5581		08/03/05	\$ 1,304.73	000012383	Broken
6	1 ea	Dell 280 Computer	0000012159	DZW2581		08/03/05	\$ 1,304.73	000012406	Broken
6	1 ea	Dell 280 Computer	0000011869	CJS5581		08/03/05	\$ 1,304.73	000012379	Broken
6	1 ea	Dell 280 Computer	0000012132	B5X2581		08/03/05	\$ 1,304.73	000012434	Broken
17	1 ea	Dell 280 Computer	0000012145	F3X2581		08/03/05	\$ 1,304.73	000012423	Broken
17	1 ea	Dell 280 Computer	0000011844	7LS5581		08/03/05	\$ 1,304.73	000012354	Broken
18	1 ea	Dell 280 Computer	0000011884	8JS5581		08/03/05	\$ 1,304.73	000012393	Broken
20	1 ea	Dell 280 Computer	0000011858	BLS5581		08/03/05	\$ 1,304.73	*000012368	Broken
26	1 ea	Dell 280 Computer	0000019609	88X2581		08/03/05	\$ 1,304.73	000012422	Obsolete
26	1 ea	Dell 280 Computer	0000011849	8NS5581		08/03/05	\$ 1,304.73	000012359	Obsolete
36	1 ea	Dell 280 Computer	16784	HZW2581		08/03/05	\$ 1,304.73	000012409	Obsolete
39	1 ea	Dell 280 Computer	0000012148	83X2581		08/03/05	\$ 1,304.73	000012418	Obsolete

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
32	1 ea	Dell 280 Computer	12242	7KTYF81		09/13/05	\$ 1,216.45	N00012906	Obsolete
32	1 ea	Dell 280 Computer	12226	2NTYF81		09/13/05	\$ 1,216.45	N00012918	Obsolete
32	1 ea	Dell 280 Computer	12228	FMTYF81		09/13/05	\$ 1,216.45	N00012920	Obsolete
32	1 ea	Dell 280 Computer	12215	3JTYF81		09/13/05	\$ 1,216.45	N00012907	Obsolete
32	1 ea	Dell 280 Computer	12241	HKTYF81		09/13/05	\$ 1,216.45	N00012905	Obsolete
37	1 ea	Dell 280 Computer	12216	HJTYF81		09/13/05	\$ 1,216.45	N00012908	Obsolete
37	1 ea	Dell 280 Computer	12240	4NTYF81		09/13/05	\$ 1,216.45	N00012904	Obsolete
37	1 ea	Dell 280 Computer	12234	HMTYF81		09/13/05	\$ 1,216.45	N00012893	Obsolete
37	1 ea	Dell 280 Computer	12217	7FTYF81		09/13/05	\$ 1,216.45	N00012909	Obsolete
39	1 ea	Dell 280 Computer	12225	8NTYF81		09/13/05	\$ 1,216.45	N00012917	Obsolete
39	1 ea	Dell 280 Computer	12232	2LTYF81		09/13/05	\$ 1,216.45	N00012895	Obsolete
39	1 ea	Dell 280 Computer	12227	6KTYF81		09/13/05	\$ 1,216.45	N00012919	Obsolete
39	1 ea	Dell 280 Computer	12224	BKTYF81		09/13/05	\$ 1,216.45	N00012916	Obsolete
39	1 ea	Dell 280 Computer	12236	7JTYF81		09/13/05	\$ 1,216.45	N00012900	Obsolete
39	1 ea	Dell 280 Computer	12222	JLTYF81		09/13/05	\$ 1,216.45	N00012914	Obsolete
39	1 ea	Dell 280 Computer	12229	GKTYF81		09/13/05	\$ 1,216.45	N00012898	Obsolete
2	1 ea	Dell 620 Computer	10416	4PPNM81		10/14/05	\$ 1,261.86	N00013051	Broken
3	1 ea	Dell 620 Computer	10409	BC4NM81		10/14/05	\$ 1,261.86	N00013045	Broken
12	1 ea	Dell 620 Computer	10418	JNPNM81		10/14/05	\$ 1,261.86	N00013049	Broken
14	1 ea	Dell 620 Computer	10394	CB4NM81		10/14/05	\$ 1,261.86	N00013036	Broken
14	1 ea	Dell 280 Computer	10415	3PPNM81		10/14/05	\$ 1,261.86	N00013050	Broken
18	1 ea	Dell 620 Computer	10411	5QPNM81		10/14/05	\$ 1,261.86	N00013053	Broken
18	1 ea	Dell 620 Computer	10387	1C4NM81		10/14/05	\$ 1,261.86	N00013042	Broken
26	1 ea	Dell 620 Computer	10420	8PPNM81		10/14/05	\$ 1,261.86	N00013018	Obsolete
1	1 ea	Dell 620 Computer	12248	9NZHQ81		11/02/05	\$ 1,398.41	N00013094	Obsolete
5	1 ea	Dell 620 Computer	12205	B5H0581	5000005939	11/07/05	\$ 1,363.82	N00013146	Broken
18	1 ea	Dell 620 Computer	12296	H9BHQ81		11/07/05	\$ 1,140.34	N00013000	Broken
26	1 ea	Dell 620 Computer	12297	5NCHQ81		11/07/05	\$ 1,140.34	N00013001	Obsolete
26	1 ea	Dell 620 Computer	12324	CFDYR81	5000005957	11/07/05	\$ 1,192.70	N00013176	Obsolete
34	1 ea	Dell 620 Computer	12203	D5H0581	5000005937	11/07/05	\$ 1,363.82	N00013144	Obsolete
36	1 ea	Dell 745 Computer	12282	4PCHQ81		11/07/05	\$ 1,140.34	N00012985	Broken
37	1 ea	Dell 620 Computer	12290	8MCHQ81		11/07/05	\$ 1,140.34	N00012994	Obsolete
12	1 ea	Dell 620 Computer	12496	3Z2CS81		11/09/05	\$ 1,358.84	N00014563	Broken
26	1 ea	Dell 620 Computer	12497	1Z2CS81		11/09/05	\$ 1,358.84	N00014562	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12259	F0ZNR81		11/09/05	\$ 1,906.74	N00013130	Obsolete
22	1 ea	HP Laser Jet 2450 Printer	10491	CNGXG04951		11/21/05	\$ 1,116.00	N00013418	Obsolete
29	1 ea	Dell 620 Computer	12480	41Q5W81		11/23/05	\$ 1,252.79	N00013454	Obsolete
13	1 ea	Dell 620 Computer	12482	5P57W81		11/28/05	\$ 1,301.88	N00013482	Broken
26	1 ea	Dell Laptop	14915	7ZD9S81		11/28/05	\$ 1,832.12	N00013198	Obsolete
6	1 ea	Dell 280 Computer	10478	JZVCW81		11/30/05	\$ 1,238.01	N00013459	Broken
18	1 ea	Dell 280 Computer	10472	40WCW81	5000006338	11/30/05	\$ 1,238.01	N00013461	Broken
18	1 ea	Dell Latitude D610 Laptop	10498	7M4ZV81		11/30/05	\$ 1,402.40	N00013518	Broken
18	1 ea	Dell 620 Computer	10818	HR6FW81		11/30/05	\$ 1,456.59	N00013511	Broken
38	1 ea	Dell 280 Computer	10462	21WCW81	5000006347	11/30/05	\$ 1,238.01	N00013470	Obsolete
38	1 ea	Dell 280 Computer	10455	11WCW81	5000006340	11/30/05	\$ 1,238.01	N00013463	Obsolete
41	1 ea	Dell 620 Computer	10819	DR6FW81		11/30/05	\$ 1,456.59	N00013512	Obsolete
41	1 ea	Dell 620 Computer	10820	BR6FW81		11/30/05	\$ 1,456.59	N00013513	Obsolete
5	1 ea	Dell 620 Computer	17315	FQW2X81		12/02/05	\$ 1,083.68	N00013504	Broken
21	1 ea	Dell Latitude D610 Laptop	12420	2V5LW81		12/02/05	\$ 1,555.62	N00013138	Broken
21	1 ea	Dell Latitude D610 Laptop	12423	9Y5LW81		12/02/05	\$ 1,555.62	N00013137	Broken
21	1 ea	Dell Latitude D610 Laptop	12419	BJ5LW81		12/02/05	\$ 1,555.62	N00013139	Broken
21	1 ea	Dell Latitude D610 Laptop	12422	8Z5LW81		12/02/05	\$ 1,555.62	N00013140	Broken
21	1 ea	Dell Latitude D610 Laptop	12428	FT5LW81		12/02/05	\$ 1,555.62	N00013134	Broken
33	1 ea	Dell 620 Computer	17310	5RW2X81		12/02/05	\$ 1,083.68	N00013499	Obsolete
37	1 ea	Dell 620 Computer	17318	4SW2X81		12/02/05	\$ 1,083.68	N00013507	Obsolete
37	1 ea	Dell 620 Computer	17314	HQW2X81		12/02/05	\$ 1,083.68	N00013503	Obsolete
37	1 ea	Dell 620 Computer	17327	2RW2X81		12/02/05	\$ 1,083.68	N00013489	Obsolete

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37	1 ea	Dell Latitude D610 Laptop	12421	HV5LW81		12/02/05	\$ 1,555.62	N00013141	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12430	FW5LW81		12/02/05	\$ 1,555.62	N00013132	Obsolete
18	1 ea	Dell Latitude D610 Laptop	13028	JV2TH91		12/08/05	\$ 1,395.00	N00013556	Broken
18	1 ea	Dell Latitude D610 Laptop	13043	263TH91		12/08/05	\$ 1,395.00	N00013620	Broken
21	1 ea	Dell Latitude D610 Laptop	12619	HYFBX81		12/08/05	\$ 1,395.00	N00013610	Broken
21	1 ea	Dell Latitude D610 Laptop	12441	D8TPW81		12/08/05	\$ 1,395.00	N00013575	Broken
21	1 ea	Dell Latitude D610 Laptop	12602	677DX81		12/08/05	\$ 1,395.00	N00013593	Broken
21	1 ea	Dell Latitude D610 Laptop	12455	38TPW81		12/08/05	\$ 1,395.00	N00013589	Broken
21	1 ea	Dell Latitude D610 Laptop	12435	F5TPW81		12/08/05	\$ 1,395.00	N00013569	Broken
21	1 ea	Dell Latitude D610 Laptop	12605	FF7DX81		12/08/05	\$ 1,395.00	N00013596	Broken
21	1 ea	Dell Latitude D610 Laptop	12624	6HGBX81		12/08/05	\$ 1,395.00	N00013615	Broken
21	1 ea	Dell Latitude D610 Laptop	12616	GW6DX81		12/08/05	\$ 1,395.00	N00013607	Broken
21	1 ea	Dell Latitude D610 Laptop	12437	69TPW81		12/08/05	\$ 1,395.00	N00013571	Broken
21	1 ea	Dell Latitude D610 Laptop	12639	GVFBX81		12/08/05	\$ 1,395.00	N00013541	Broken
21	1 ea	Dell Latitude D610 Laptop	12606	6M7DX81		12/08/05	\$ 1,395.00	N00013597	Broken
21	1 ea	Dell Latitude D610 Laptop	12610	CG7DX81		12/08/05	\$ 1,395.00	N00013601	Broken
21	1 ea	Dell Latitude D610 Laptop	12621	H6GBX81		12/08/05	\$ 1,395.00	N00013612	Broken
21	1 ea	Dell Latitude D610 Laptop	12601	HN7DX81		12/08/05	\$ 1,395.00	N00013592	Broken
21	1 ea	Dell Latitude D610 Laptop	12622	HSGBX81		12/08/05	\$ 1,395.00	N00013613	Broken
21	1 ea	Dell Latitude D610 Laptop	12631	JXFBX81		12/08/05	\$ 1,395.00	N00013533	Broken
21	1 ea	Dell Latitude D610 Laptop	12452	39TPW81		12/08/05	\$ 1,395.00	N00013586	Broken
21	1 ea	Dell Latitude D610 Laptop	12440	28TPW81		12/08/05	\$ 1,395.00	N00013574	Broken
21	1 ea	Dell Latitude D610 Laptop	12609	496DX81		12/08/05	\$ 1,395.00	N00013600	Broken
21	1 ea	Dell Latitude D610 Laptop	12632	4XFBX81		12/08/05	\$ 1,395.00	N00013534	Broken
21	1 ea	Dell Latitude D610 Laptop	12614	G87DX81		12/08/05	\$ 1,395.00	N00013605	Broken
21	1 ea	Dell Latitude D610 Laptop	12615	6D7DX81		12/08/05	\$ 1,395.00	N00013606	Broken
21	1 ea	Dell Latitude D610 Laptop	12442	C6TPW81		12/08/05	\$ 1,395.00	N00013576	Broken
27	1 ea	Dell Latitude D610 Laptop	12443	6BTPW81		12/08/05	\$ 1,395.00	N00013577	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12447	G9TPW81		12/08/05	\$ 1,395.00	N00013581	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12449	47TPW81		12/08/05	\$ 1,395.00	N00013583	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12434	76TPW81		12/08/05	\$ 1,395.00	N00013568	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12439	C8TPW81		12/08/05	\$ 1,395.00	N00013573	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12450	D5TPW81		12/08/05	\$ 1,395.00	N00013584	Obsolete
27	1 ea	Dell Latitude D610 Laptop	12445	B7TPW81		12/08/05	\$ 1,395.00	N00013579	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13037	5Z2TH91		12/08/05	\$ 1,395.00	N00013565	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13032	873TH91		12/08/05	\$ 1,395.00	N00013560	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13036	8V2TH91		12/08/05	\$ 1,395.00	N00013564	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13030	HZ2TH91		12/08/05	\$ 1,395.00	N00013558	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13029	943TH91		12/08/05	\$ 1,395.00	N00013557	Obsolete
32	1 ea	Dell Latitude D610 Laptop	17500	D0LNW81		12/08/05	\$ 1,395.00	N00013626	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13039	HW2TH91		12/08/05	\$ 1,395.00	N00013616	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13034	333TH91		12/08/05	\$ 1,395.00	N00013562	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13022	3Y2TH91		12/08/05	\$ 1,395.00	N00013550	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13023	B63TH91		12/08/05	\$ 1,395.00	N00013551	Obsolete
32	1 ea	Dell Latitude D610 Laptop	13024	903TH91		12/08/05	\$ 1,395.00	N00013552	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17491	56LNW81		12/08/05	\$ 1,395.00	N00013624	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17496	9YKNW81		12/08/05	\$ 1,395.00	N00013630	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17497	J6LNW81		12/08/05	\$ 1,395.00	N00013629	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17492	5YKNW81		12/08/05	\$ 1,395.00	N00013625	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12448	C9TPW81		12/08/05	\$ 1,395.00	N00013582	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12620	6VGBX81		12/08/05	\$ 1,395.00	N00013611	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12985	F1JSH91		12/08/05	\$ 1,395.00	N00013545	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13040	383TH91		12/08/05	\$ 1,395.00	N00013617	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12627	JQGBX81		12/08/05	\$ 1,395.00	N00013529	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12982	33JSH91		12/08/05	\$ 1,395.00	N00013542	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12603	J07DX81		12/08/05	\$ 1,395.00	N00013594	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13025	273TH91		12/08/05	\$ 1,395.00	N00013553	Obsolete

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
36	1 ea	Dell Latitude D610 Laptop	12986	93JSH91		12/08/05	\$ 1,395.00	N00013546	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12638	78GBX81		12/08/05	\$ 1,395.00	N00013540	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12983	D2JSH91		12/08/05	\$ 1,395.00	N00013543	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12613	BZ6DX81		12/08/05	\$ 1,395.00	N00013604	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13206	J59HM91		12/08/05	\$ 1,395.00	N00013634	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13026	C23TH91		12/08/05	\$ 1,395.00	N00013554	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13042	G13TH91		12/08/05	\$ 1,395.00	N00013619	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13038	F73TH91		12/08/05	\$ 1,395.00	N00013566	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13033	253TH91		12/08/05	\$ 1,395.00	N00013561	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13035	F83TH91		12/08/05	\$ 1,395.00	N00013563	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13044	BB3TH91		12/08/05	\$ 1,395.00	N00013621	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13031	DZ2TH91		12/08/05	\$ 1,395.00	N00013559	Obsolete
36	1 ea	Dell Latitude D610 Laptop	13027	813TH91		12/08/05	\$ 1,395.00	N00013555	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12990	D4JSH91		12/08/05	\$ 1,395.00	N00013548	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17493	45LNW81		12/08/05	\$ 1,395.00	N00013633	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12984	82JSH91		12/08/05	\$ 1,395.00	N00013544	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12987	74JSH91		12/08/05	\$ 1,395.00	N00013547	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12988	43JSH91		12/08/05	\$ 1,395.00	N00013549	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12446	B9TPW81		12/08/05	\$ 1,395.00	N00013580	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12456	86TPW81		12/08/05	\$ 1,395.00	N00013590	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12436	3BTPW81		12/08/05	\$ 1,395.00	N00013570	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12438	49TPW81		12/08/05	\$ 1,395.00	N00013572	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17489	J0LNW81		12/08/05	\$ 1,395.00	N00013622	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12451	G8TPW81		12/08/05	\$ 1,395.00	N00013585	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17495	CYKNW81		12/08/05	\$ 1,395.00	N00013631	Obsolete
36	1 ea	Dell Latitude D610 Laptop	12433	48TPW81		12/08/05	\$ 1,395.00	N00013567	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17498	9ZKNW81		12/08/05	\$ 1,395.00	N00013628	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17490	J2LNW81		12/08/05	\$ 1,395.00	N00013623	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17499	J1LNW81		12/08/05	\$ 1,395.00	N00013627	Obsolete
36	1 ea	Dell Latitude D610 Laptop	17494	71LNW81		12/08/05	\$ 1,395.00	N00013632	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12628	F0GBX81		12/08/05	\$ 1,395.00	N00013530	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12617	HT7DX81		12/08/05	\$ 1,395.00	N00013608	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12625	39GBX81		12/08/05	\$ 1,395.00	N00013527	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12618	F2GBX81		12/08/05	\$ 1,395.00	N00013609	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12607	HP6DX81		12/08/05	\$ 1,395.00	N00013598	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12626	BFGBX81		12/08/05	\$ 1,395.00	N00013528	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12453	G5TPW81		12/08/05	\$ 1,395.00	N00013587	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12634	74GBX81		12/08/05	\$ 1,395.00	N00013536	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12444	65TPW81		12/08/05	\$ 1,395.00	N00013578	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12629	HWGBX81		12/08/05	\$ 1,395.00	N00013531	Obsolete
37	1 ea	Dell Latitude D610 Laptop	12608	247DX81		12/08/05	\$ 1,395.00	N00013599	Obsolete
12	1 ea	Dell 620 Computer	10499	679G491		01/10/06	\$ 1,193.71	N00014068	Broken
14	1 ea	Dell 620 Computer	10449	JZTH491		01/10/06	\$ 1,278.11	N00014055	Broken
19	1 ea	HP ProLiant BL25P Server	10444	USE5510R7B		01/10/06	\$ 4,992.40	N00013208	Broken
27	1 ea	Dell 620 Computer	12981	2K48491	500006954	01/10/06	\$ 1,166.65	N00014073	Obsolete
29	1 ea	HP ProLiant BL25P Server	10448	USE5510R7C		01/10/06	\$ 4,992.40	N00013209	Obsolete
34	1 ea	Dell 620 Computer	10768	HJ48491		01/10/06	\$ 1,166.65	N00014071	Obsolete
28	1 ea	Dell Dimension 9150 Computer	12478	50RX791		01/11/06	\$ 2,468.40	N00013106	Obsolete
41	1 ea	Dell Dimension 9150 Computer	12476	11RX791		01/11/06	\$ 2,468.40	N00013108	Obsolete
5	1 ea	Dell 620 Computer	12682	hvk7391		01/24/06	\$ 1,102.70	N00014022	Broken
10	1 ea	Dell 620 Computer	12696	6ki7391		01/24/06	\$ 1,102.70	N00013994	Broken
10	1 ea	Dell 620 Computer	12762	7nl7391		01/24/06	\$ 1,102.70	N0013938	Broken
16	1 ea	Dell 620 Computer	12764	2hi7391		01/24/06	\$ 1,102.70	N00013952	Broken
16	1 ea	Dell 620 Computer	12738	5ml7391		01/24/06	\$ 1,102.70	N00013963	Broken
16	1 ea	Dell 620 Computer	12744	dgl7391		01/24/06	\$ 1,102.70	N00013956	Broken
16	1 ea	Dell 620 Computer	12751	4mi7391		01/24/06	\$ 1,102.70	N00014014	Broken
16	1 ea	Dell 620 Computer	12674	bjl7391		01/24/06	\$ 1,102.70	N00013972	Broken

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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
16	1 ea	Dell 620 Computer	12670	3jl7391		01/24/06	\$ 1,102.70	N00013969	Broken
16	1 ea	Dell 620 Computer	12765	7hl7391		01/24/06	\$ 1,102.70	N00013951	Broken
16	1 ea	Dell 620 Computer	12698	8kl7391		01/24/06	\$ 1,102.70	N00013967	Broken
17	1 ea	Dell 620 Computer	12874	BYZKY81		01/24/06	\$ 1,102.70	N00013688	Broken
17	1 ea	Dell 620 Computer	12863	800LY81		01/24/06	\$ 1,102.70	N00013703	Broken
17	1 ea	Dell 620 Computer	12873	HXZKY81		01/24/06	\$ 1,102.70	N00013681	Broken
17	1 ea	Dell 620 Computer	12864	600LY81		01/24/06	\$ 1,102.70	N00013702	Broken
17	1 ea	Dell 620 Computer	12859	C00LY81		01/24/06	\$ 1,102.70	N00013704	Broken
17	1 ea	Dell 620 Computer	12848	2Z4LY81		01/24/06	\$ 1,102.70	N00013857	Broken
17	1 ea	Dell 620 Computer	12871	6YZKY81		01/24/06	\$ 1,102.70	N00013686	Broken
17	1 ea	Dell 620 Computer	12835	BWZKY81		01/24/06	\$ 1,102.70	N00013667	Broken
17	1 ea	Dell 620 Computer	12875	5YZKY81		01/24/06	\$ 1,102.70	N00013685	Broken
17	1 ea	Dell 620 Computer	12866	BZZKY81		01/24/06	\$ 1,102.70	N00013696	Broken
17	1 ea	Dell 620 Computer	12876	JXZKY81		01/24/06	\$ 1,102.70	N00013682	Broken
17	1 ea	Dell 620 Computer	12834	DWZKY81		01/24/06	\$ 1,102.70	N00013668	Broken
17	1 ea	Dell 620 Computer	12856	2ZZKY81		01/24/06	\$ 1,102.70	N00013692	Broken
17	1 ea	Dell 620 Computer	12831	4XZKY81		01/24/06	\$ 1,102.70	N00013674	Broken
17	1 ea	Dell 620 Computer	12869	1ZZKY81		01/24/06	\$ 1,102.70	N00013691	Broken
17	1 ea	Dell 620 Computer	12862	HZZKY81		01/24/06	\$ 1,102.70	N00013698	Broken
17	1 ea	Dell 620 Computer	12861	G00LY81		01/24/06	\$ 1,102.70	N00013705	Broken
17	1 ea	Dell 620 Computer	12872	8YZKY81		01/24/06	\$ 1,102.70	N00013687	Broken
17	1 ea	Dell 620 Computer	12857	200LY81		01/24/06	\$ 1,102.70	N00013700	Broken
17	1 ea	Dell 620 Computer	12865	FZZKY81		01/24/06	\$ 1,102.70	N00013697	Broken
17	1 ea	Dell 620 Computer	12830	8XZKY81		01/24/06	\$ 1,102.70	N00013676	Broken
18	1 ea	Dell 620 Computer	12503	F55LY81		01/24/06	\$ 1,102.70	N00013729	Broken
18	1 ea	Dell 620 Computer	12512	HVZKY81		01/24/06	\$ 1,102.70	N00013781	Broken
18	1 ea	Dell 620 Computer	12508	675LY81		01/24/06	\$ 1,102.70	N00013738	Broken
18	1 ea	Dell 620 Computer	12771	2ql7391		01/24/06	\$ 1,102.70	N00013874	Broken
21	1 ea	Dell 620 Computer	12502	465LY81		01/24/06	\$ 1,102.70	N00013732	Broken
29	1 ea	Dell 620 Computer	12659	2LK7391		01/24/06	\$ 1,102.70	N00013990	Obsolete
29	1 ea	Dell 620 Computer	12656	1qk7391		01/24/06	\$ 1,102.70	N00013991	Obsolete
29	1 ea	Dell 620 Computer	12660	bjk7391		01/24/06	\$ 1,102.70	N00013989	Obsolete
29	1 ea	Dell 620 Computer	12657	7qk7391		01/24/06	\$ 1,102.70	N00013988	Obsolete
29	1 ea	Dell 620 Computer	12708	blj7391		01/24/06	\$ 1,102.70	N00013985	Obsolete
29	1 ea	Dell 620 Computer	12658	jjk7391		01/24/06	\$ 1,102.70	N00013986	Obsolete
29	1 ea	Dell 620 Computer	12649	GQK7391		01/24/06	\$ 1,102.70	N00013987	Obsolete
32	1 ea	Dell 620 Computer	12739	3nl7391		01/24/06	\$ 1,102.70	N00013962	Obsolete
32	1 ea	Dell 620 Computer	12699	5kl7391		01/24/06	\$ 1,102.70	N00013966	Obsolete
32	1 ea	Dell 620 Computer	12676	CTK7391		01/24/06	\$ 1,102.70	N00013970	Obsolete
32	1 ea	Dell 620 Computer	12740	ggj7391		01/24/06	\$ 1,102.70	N00013964	Obsolete
32	1 ea	Dell 620 Computer	12741	6hl7391		01/24/06	\$ 1,102.70	N00013957	Obsolete
32	1 ea	Dell 620 Computer	12700	cjl7391		01/24/06	\$ 1,102.70	N00013965	Obsolete
32	1 ea	Dell 620 Computer	12747	6gl7391		01/24/06	\$ 1,102.70	N00013961	Obsolete
32	1 ea	Dell 620 Computer	12671	fhj7391		01/24/06	\$ 1,102.70	N00013977	Obsolete
32	1 ea	Dell 620 Computer	12697	fkj7391		01/24/06	\$ 1,102.70	N00013975	Obsolete
32	1 ea	Dell 620 Computer	12677	2vk7391		01/24/06	\$ 1,102.70	N00013974	Obsolete
32	1 ea	Dell 620 Computer	12742	1ml7391		01/24/06	\$ 1,102.70	N00013958	Obsolete
33	1 ea	Dell 620 Computer	19465	8P4LY81		01/24/06	\$ 1,102.70	N00013786	Obsolete
37	1 ea	Dell 620 Computer	12693	DKL7391		01/24/06	\$ 1,102.70	N00013922	Obsolete
3	1 ea	Dell 620 Computer	15309	6638K91	5000010078	02/17/06	\$ 1,102.70	N00014160	Broken
3	1 ea	Dell 620 Computer	15343	2838K91	5000010112	02/17/06	\$ 1,102.70	N00014097	Broken
3	1 ea	Dell 620 Computer	15338	9738K91	5000010107	02/17/06	\$ 1,102.70	N00014092	Broken
4	1 ea	Dell 620 Computer	12972	56X4J91	5000006945	02/17/06	\$ 1,102.70	N00014142	Broken
12	1 ea	Dell 620 Computer	15318	4938k91	5000010087	02/17/06	\$ 1,102.70	N00014169	Broken
14	1 ea	Dell 745 Computer	12642	C4X4J91	5000006925	02/17/06	\$ 1,102.70	N00014122	Broken

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21	1 ea	Dell 620 Computer	15323	G638k91	5000010092	02/17/06	\$ 1,102.70	N00014174	Broken
21	1 ea	Dell 620 Computer	12967	74X4J91	500006940	02/17/06	\$ 1,102.70	N00014137	Broken
21	1 ea	Dell 620 Computer	15308	F938k91	5000010077	02/17/06	\$ 1,102.70	N00014159	Broken
21	1 ea	Dell 620 Computer	15348	J538K91	5000010117	02/17/06	\$ 1,102.70	N00014102	Broken
21	1 ea	Dell 620 Computer	12975	J5X4J91	500006948	02/17/06	\$ 1,102.70	N00014145	Broken
21	1 ea	Dell 620 Computer	12977	H5X4J91	500006950	02/17/06	\$ 1,102.70	N00014147	Broken
21	1 ea	Dell 620 Computer	12980	84X4J91	500006953	02/17/06	\$ 1,102.70	N00014150	Broken
21	1 ea	Dell 620 Computer	12966	2BX2J91	500006939	02/17/06	\$ 1,102.70	N00014136	Broken
21	1 ea	Dell 620 Computer	15304	C938k91	5000010073	02/17/06	\$ 1,102.70	N00014155	Broken
21	1 ea	Dell 620 Computer	12962	G2X4J91	500006935	02/17/06	\$ 1,102.70	N00014132	Broken
26	1 ea	Dell 620 Computer	15344	7838K91	5000010113	02/17/06	\$ 1,102.70	N00014098	Obsolete
27	1 ea	Dell 620 Computer	15336	5738K91	5000010105	02/17/06	\$ 1,102.70	N00014090	Obsolete
27	1 ea	Dell 620 Computer	12969	97X4J91	500006942	02/17/06	\$ 1,102.70	N00014139	Obsolete
27	1 ea	Dell 620 Computer	12958	94X4J91	500006932	02/17/06	\$ 1,102.70	N00014129	Obsolete
27	1 ea	Dell 620 Computer	10466	4BX2J91	500006078	02/17/06	\$ 1,102.70	N00014178	Obsolete
27	1 ea	Dell 620 Computer	15315	6738k91	5000010084	02/17/06	\$ 1,102.70	N00014166	Obsolete
27	1 ea	Dell 620 Computer	15335	4738K91	5000010104	02/17/06	\$ 1,102.70	N00014089	Obsolete
27	1 ea	Dell 620 Computer	15312	1738K91	5000010081	02/17/06	\$ 1,102.70	N00014163	Obsolete
27	1 ea	Dell 620 Computer	15316	2938k91	5000010085	02/17/06	\$ 1,102.70	N00014167	Obsolete
27	1 ea	Dell 620 Computer	12976	66X4J91	500006949	02/17/06	\$ 1,102.70	** N00014146	Obsolete
27	1 ea	Dell 620 Computer	15307	8638k91	5000010076	02/17/06	\$ 1,102.70	N00014158	Obsolete
27	1 ea	Dell 620 Computer	15329	5838K91	5000010098	02/17/06	\$ 1,102.70	N00014083	Obsolete
2	1 ea	Dell 620 Computer	14927	7WFRJ91		02/23/06	\$ 1,429.60	N00014250	Broken
23	1 ea	Dell 620 Computer	14929	CWFRJ91		02/23/06	\$ 1,429.60	N00014248	Obsolete
17	1 ea	Dell 620 Computer	13049	8HFRJ91		02/27/06	\$ 1,166.65	N00014203	Broken
17	1 ea	Dell 620 Computer	13046	BGFRJ91		02/27/06	\$ 1,166.65	N00014209	Broken
21	1 ea	Dell 620 Computer	13047	HGFRJ91		02/27/06	\$ 1,166.65	N00014210	Broken
10	1 ea	Dell 620 Computer	13255	H62HQ91		03/30/06	\$ 1,213.79	N00014361	Broken
2	1 ea	Dell 620 Computer	15403	DLVPO91		04/04/06	\$ 1,230.54	N00014378	Broken
27	1 ea	HP ProLiant Server	12992	382608405		04/04/06	\$ 4,523.00	N00013057	Obsolete
4	1 ea	Dell 620 Computer	14948	2HRPQ91		04/07/06	\$ 1,213.79	N00014359	Broken
13	1 ea	Dell 620 Computer	14943	78RPQ91		04/07/06	\$ 1,213.79	N00014354	Broken
13	1 ea	Dell 620 Computer	14945	3HRPQ91		04/07/06	\$ 1,213.79	N00014356	Broken
13	1 ea	Dell 620 Computer	14942	4HRPQ91		04/07/06	\$ 1,213.79	N00014353	Broken
12	1 ea	Dell Inspiron Laptop	17390	G6TPV91		05/04/06	\$ 3,020.96	N00014413	Broken
17	1 ea	HP Compaq T5000 Computer	13363	CNV604039R		05/04/06	\$ 1,026.00	N00014994	Broken
17	1 ea	HP Compaq T5000 Computer	13356	CNV60402XH		05/04/06	\$ 1,026.00	N00014987	Broken
41	1 ea	HP Compaq T5720 Computer	13364	CNV604030S		05/04/06	\$ 1,026.00	N00014995	Obsolete
41	1 ea	HP Compaq T5720 Computer	13357	CNV60402ZT		05/04/06	\$ 1,026.00	N00014988	Obsolete
41	1 ea	HP Compaq T5720 Computer	13359	CNV60403CJ		05/04/06	\$ 1,026.00	N00014990	Obsolete
41	1 ea	HP Compaq T5720 Computer	13360	CNV604030C		05/04/06	\$ 1,026.00	N00014991	Obsolete
41	1 ea	HP Compaq T5720 Computer	13368	CNV604035R		05/04/06	\$ 1,026.00	N00014999	Obsolete
41	1 ea	HP Compaq T5720 Computer	13367	CNV604031T		05/04/06	\$ 1,026.00	N00014998	Obsolete
41	1 ea	HP Compaq T5720 Computer	13366	CNV6040307		05/04/06	\$ 1,026.00	N00014997	Obsolete
41	1 ea	HP Compaq T5720 Computer	13354	CNV60603DT		05/09/06	\$ 1,026.00	N00014926	Obsolete
41	1 ea	HP Compaq T5720 Computer	13352	CNV60603DL		05/09/06	\$ 1,026.00	N00014928	Obsolete
41	1 ea	HP Compaq T5720 Computer	13355	CNV60603FD		05/09/06	\$ 1,026.00	N00014930	Obsolete
41	1 ea	HP Compaq T5720 Computer	13353	CNV60603DS		05/09/06	\$ 1,026.00	N00014921	Obsolete
41	1 ea	HP Compaq T5720 Computer	13349	CNV60603D8		05/09/06	\$ 1,026.00	N00014924	Obsolete
41	1 ea	HP Compaq T5720 Computer	13362	CNV60403Z5		05/09/06	\$ 1,026.00	N00014993	Obsolete
41	1 ea	HP Compaq T5720 Computer	13346	CNV60603DQ		05/09/06	\$ 1,026.00	N00014919	Obsolete
41	1 ea	HP Compaq T5720 Computer	13369	CNV604036N		05/09/06	\$ 1,026.00	N00015000	Obsolete
41	1 ea	HP Compaq T5720 Computer	13365	CNV6040300		05/09/06	\$ 1,026.00	N00014996	Obsolete
41	1 ea	HP Compaq T5720 Computer	13345	CNV60603CV		05/09/06	\$ 1,026.00	N00014920	Obsolete
41	1 ea	HP Compaq T5720 Computer	13350	CNV60603F3		05/09/06	\$ 1,026.00	N00014927	Obsolete

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41	1 ea	HP Compaq T5720 Computer	13347	CNV60603DV		05/09/06	\$ 1,026.00	N00014923	Obsolete
41	1 ea	HP Compaq T5720 Computer	13348	CNV60603DO		05/09/06	\$ 1,026.00	N00014925	Obsolete
41	1 ea	HP Compaq T5720 Computer	13351	CNV60603GP		05/09/06	\$ 1,026.00	N00014922	Obsolete
41	1 ea	HP Compaq T5720 Computer	13344	CNV60603CS		05/09/06	\$ 1,026.00	N00014929	Obsolete
27	1 ea	HP XW9300 Workstation	15370	2UA54612DK		05/11/06	\$ 2,690.75	N00014077	Obsolete
4	1 ea	Sharp Note Vision Projector	15626	603912735	5000005995	05/15/06	\$ 2,886.88	N00014463	Broken
4	1 ea	Sharp Note Vision Projector	15627	603912715	5000007438	05/15/06	\$ 2,886.88	N00014461	Broken
2	1 ea	Dell 620 Computer	15503	F5RK1B1		05/30/06	\$ 1,075.01	N00014491	Broken
6	1 ea	Dell 620 Computer	15505	57RK1B1		05/30/06	\$ 1,075.01	N00014493	Broken
8	1 ea	Dell 620 Computer	15556	CTRK1B1		05/30/06	\$ 1,072.34	N00014595	Broken
18	1 ea	Dell 620 Computer	15439	83KK1B1		05/30/06	\$ 1,088.14	N00014579	Broken
18	1 ea	Dell Latitude D610 Laptop	15680	44GH0B1		05/30/06	\$ 1,454.42	N00014648	Broken
21	1 ea	Dell Latitude D620 Laptop	15668	H4GH0B1		05/30/06	\$ 1,454.42	N00014638	Broken
21	1 ea	Dell Latitude D620 Laptop	15675	H5GH0B1		05/30/06	\$ 1,454.42	N00014643	Broken
21	1 ea	Dell Latitude D620 Laptop	15676	D5GH0B1		05/30/06	\$ 1,454.42	N00014644	Broken
21	1 ea	Dell Latitude D620 Laptop	15670	84GH0B1		05/30/06	\$ 1,454.42	N00014640	Broken
21	1 ea	Dell Latitude D620 Laptop	15681	35GH0B1		05/30/06	\$ 1,454.42	N00014649	Broken
21	1 ea	Dell Latitude D620 Laptop	15678	J4GH0B1		05/30/06	\$ 1,454.42	N00014646	Broken
21	1 ea	Dell Latitude D620 Laptop	15679	85GH0B1		05/30/06	\$ 1,454.42	N00014647	Broken
21	1 ea	Dell Latitude D620 Laptop	15674	G5GH0B1		05/30/06	\$ 1,454.42	N00014642	Broken
21	1 ea	Dell Latitude D620 Laptop	15684	95GH0B1		05/30/06	\$ 1,454.42	N00014652	Broken
27	1 ea	Dell Latitude D620 Laptop	15667	F5GH0B1		05/30/06	\$ 1,454.42	N00014637	Obsolete
33	1 ea	Dell 620 Computer	15509	46RK1B1		05/30/06	\$ 1,075.01	N00014497	Obsolete
33	1 ea	Dell 620 Computer	15499	37RK1B1		05/30/06	\$ 1,075.01	N00014487	Obsolete
33	1 ea	Dell 620 Computer	15506	C5RK1B1		05/30/06	\$ 1,075.01	N00014494	Obsolete
37	1 ea	Dell Latitude D620 Laptop	15682	55GH0B1		05/30/06	\$ 1,454.42	N00014650	Obsolete
37	1 ea	Dell Latitude D620 Laptop	15669	F4GH0B1		05/30/06	\$ 1,454.42	N00014639	Obsolete
37	1 ea	Dell Latitude D620 Laptop	15677	C4GH0B1		05/30/06	\$ 1,568.41	N00014654	Obsolete
19	1 ea	HP ProLiant BL25P Server	21773	USE61511S1	5000006995	06/21/06	\$ 1,974.20	N00014984	Broken
26	1 ea	Dell 620 Computer	15451	BCMY5B1		06/22/06	\$ 1,048.64	N00014813	Obsolete
1	1 ea	Dell 620 Computer	13299	C5016B1		06/26/06	\$ 1,048.64	N00014821	Obsolete
13	1 ea	Dell 620 Computer	13298	B5016B1		06/27/06	\$ 1,048.64	N00014814	Broken
29	1 ea	Dell Latitude D820 Laptop	14964	HNR16B1		06/28/06	\$ 1,797.70	N00014717	Obsolete
13	1 ea	Dell 620 Computer	14959	14RG6D1		07/11/06	\$ 1,048.64	N00014785	Broken
13	1 ea	Thermal 25" Laminator Machine	15020	ED2517874	5000010155	07/18/06	\$ 1,444.96	N00014865	Broken
34	1 CS	Anchor Headsets	15026			07/19/06	\$ 3,784.00	N00014693	Obsolete
26	1 ea	Dell Laptop	15047	80TMCB1		08/01/06	\$ 1,491.97	N00014513	Obsolete
26	1 ea	Dell Laptop	15045	6ZSMCB1		08/01/06	\$ 1,491.97	N00014511	Obsolete
26	1 ea	Dell Laptop	15044	HZSMCB1		08/01/06	\$ 1,491.97	N00014510	Obsolete
29	1 ea	Dell Latitude D620 Laptop	15043	41TMCB1		08/01/06	\$ 1,491.97	N00014509	Obsolete
17	1 ea	Dell 620 Computer	12849	9Z4LY81		08/23/06	\$ 1,102.70	N00013661	Broken
33	1 ea	HP Compaq 4200 Laptop	15721	CND6332DJ3	5000010213	08/24/06	\$ 2,257.00	N00014962	Obsolete
33	1 ea	HP Compaq 4200 Laptop	15722	CND6332CVS	5000010214	08/24/06	\$ 2,257.00	N00014963	Obsolete
34	1 ea	Panasonic TV	15206	YJ6420005		08/25/06	\$ 2,527.61	N00014852	Obsolete
4	1 ea	Dell 620 Computer	20391	BVCKNB1		08/29/06	\$ 2,014.96	N00014931	Broken
19	1 ea	HP ProLiant BL25P Server	15269	USE6361N9P		08/31/06	\$ 4,193.00	N00015018	Broken
19	1 ea	HP ProLiant BL25P Server	15270	USE6361N9S		08/31/06	\$ 4,193.00	N00015019	Broken
19	1 ea	HP ProLiant BL25P Server	15271	USE6361N9M		08/31/06	\$ 4,193.00	N00015020	Broken
29	1 ea	HP ProLiant BL25P Server	15272	USE6361N9V		08/31/06	\$ 4,193.00	N00015021	Obsolete
36	1 ea	Panasonic Plasma TV	13329	YP6340098		08/31/06	\$ 2,481.53	N00015008	Obsolete
34	1 ea	Panasonic TV	15102	YJ6420124		09/18/06	\$ 2,608.43	N00014836	Obsolete
17	1 ea	Dell 745 Computer	15752	HW4YZB1		10/24/06	\$ 1,110.04	N00015099	Broken
19	1 ea	HP Blade System Cisco Networking	15297	USE634N7R9		10/27/06	\$ 3,939.98	N00015087	Broken
19	1 ea	HP Blade System Cisco Networking	15485	USE634N7RB		10/27/06	\$ 3,939.98	N00015088	Broken
27	1 ea	HP ProLiant Server	15717	USE635N3FV		10/27/06	\$ 4,283.66	N00015092	Obsolete

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36	1 ea	Dell 745 Computer	15756	4V4YZB1		10/27/06	\$ 1,001.11	N00015106	Broken
21	1 ea	Dell Latitude D620 Laptop	15812	3N8G1C1		11/08/06	\$ 1,350.95	N00015154	Broken
27	1 ea	Dell Latitude D620 Laptop	15814	FN8G1C1		11/08/06	\$ 1,350.95	N00015152	Obsolete
1	1 ea	Dell 745 Computer	13252	H0T72C1		11/09/06	\$ 2,532.09	N00015226	Broken
20	1 ea	Dell 5310 Printer	15782	4T2T4B1		11/13/06	\$ 1,058.49	N00015118	Broken
11	1 ea	Dell 745 Computer	15877	F4G85C1		11/29/06	\$ 1,431.34	N00015247	Broken
18	1 ea	Dell Latitude 820 Laptop	15842	3X92KC1		02/28/07	\$ 1,375.00	N00015269	Broken
18	1 ea	Symposium Monitor	15890	6IFP00714		03/09/07	\$ 2,999.53	N00015324	Broken
33	1 ea	SHARP XGC330X Projector	15887	609912051		03/09/07	\$ 3,598.51	N00015308	Obsolete
33	1 ea	Sharp XG-C330X Projector	13402	609912090		03/09/07	\$ 3,598.51	N00015312	Obsolete
11	1 ea	Dell 745 Computer	13437	3BVYQC1		04/02/07	\$ 1,128.17	N00015407	Broken
11	1 ea	Dell 745 Computer	13440	2CVYQC1		04/02/07	\$ 1,128.17	N00015410	Broken
24	1 ea	Dell 745 Computer	13442	5CVYQC1		04/02/07	\$ 1,128.17	N00015416	Broken
37	1 ea	Dell 745 Computer	13434	GBVYQC1		04/02/07	\$ 1,128.17	N00015401	Broken
6	1 ea	Dell 745 Computer	15943	4BBZQC1		04/04/07	\$ 1,128.17	N00015443	Broken
6	1 ea	Dell 745 Computer	15937	9CBZQC1		04/04/07	\$ 1,128.17	N00015431	Broken
22	1 ea	Dell 745 Computer	15941	29BZQC1		04/04/07	\$ 1,128.17	N00015439	Broken
28	1 ea	Dell 745 Computer	15936	57BZQC1		04/04/07	\$ 1,128.17	N00015429	Broken
28	1 ea	Dell 745 Computer	15934	188ZQC1		04/04/07	\$ 1,128.17	N00015424	Broken
14	1 ea	Dell 745 Computer	15298	4C69TC1		04/20/07	\$ 1,128.92	N00015491	Broken
17	1 ea	Dell 620 Computer	15295	5C69TC1		04/20/07	\$ 1,128.92	N00015490	Broken
23	1 ea	Dell745 Computer	15294	BB69TC1		04/20/07	\$ 1,128.92	N00015489	Broken
17	1 ea	Dell 745 Computer	15966	JLXNVC1		04/24/07	\$ 1,128.92	N00015506	Broken
23	1 ea	Canon Visualizer	16004	5310100150		05/01/07	\$ 1,341.65	N00015493	Obsolete
23	1 ea	Dell Laptop	15997	9CKPVC1		05/02/07	\$ 2,259.48	N00015521	Obsolete
23	1 ea	Dell Laptop	15996	1CKPVC1		05/02/07	\$ 2,259.48	N00015520	Obsolete
6	1 ea	Dell 745 Computer	16086	GDJJZC1		05/24/07	\$ 1,128.92	N00015608	Broken
18	1 ea	Symposium Monitor	13494	7AFP00932		05/24/07	\$ 1,843.65	N00015451	Broken
18	1 ea	Symposium Monitor	13488	7AFP00951		05/24/07	\$ 1,843.65	N00015437	Broken
18	1 ea	Symposium Monitor	13495	7AFP00252		05/24/07	\$ 1,843.65	N00015452	Broken
23	1 ea	Dell 745 Computer	14247	JFJJZC1		05/24/07	\$ 1,128.92	N00015593	Broken
23	1 ea	Dell 745 Computer	16062	2GJJZC1		05/24/07	\$ 1,128.92	N00015581	Broken
23	1 ea	Dell 745 Computer	16068	CCJJZC1		05/24/07	\$ 1,128.92	N00015587	Broken
23	1 ea	Dell 745 Computer	16075	9GJJZC1		05/24/07	\$ 1,128.92	N00015596	Broken
23	1 ea	Symposium Monitor	13486	7AFP00129		05/24/07	\$ 1,843.65	N00015434	Obsolete
23	1 ea	Dell745 Computer	16089	GCJJZC1		05/27/07	\$ 1,128.92	N00015611	Broken
3	1 ea	Dell 745 Computer	13525	F1PSZC1		05/31/07	\$ 1,026.57	N00015631	Broken
3	1 ea	Dell 745 Computer	13539	51PSZC1		05/31/07	\$ 1,026.57	N00015664	Broken
3	1 ea	Dell 745 Computer	13533	J1PSZC1		05/31/07	\$ 1,026.57	N00015647	Broken
6	1 ea	Dell 745 Computer	13557	93PSZC1		05/31/07	\$ 1,026.57	N00015672	Broken
6	1 ea	Dell 745 Computer	13540	23PSZC1		05/31/07	\$ 1,026.57	N00015665	Broken
6	1 ea	Dell 745 Computer	13532	G1PSZC1		05/31/07	\$ 1,026.57	N00015646	Broken
6	1 ea	Dell Latitude D 820 Laptop	15754	D3CXZC1		05/31/07	\$ 1,682.29	N00015770	Broken
18	1 ea	Dell 745 Computer	13554	BYNSZC1		05/31/07	\$ 1,026.57	N000015669	Broken
18	1 ea	Dell 755 Computer	13546	32PSZC1		05/31/07	\$ 1,026.57	N00015657	Broken
21	1 ea	Dell 745 Computer	13551	10PSZC1		05/31/07	\$ 1,026.57	N00015662	Broken
23	1 ea	Dell 745 Computer	13526	J2PSZC1		05/31/07	\$ 1,026.57	N00015639	Broken
23	1 ea	Dell 755 Computer	13529	FYNSZC1		05/31/07	\$ 1,026.57	N0015642	Broken
23	1 ea	Dell 745 Computer	13515	GWHJZC1		05/31/07	\$ 1,026.57	N0015621	Broken
23	1 ea	Dell745 Computer	13545	62PSZC1		05/31/07	\$ 1,026.57	N00015656	Broken
23	1 ea	Dell 745 Computer	13517	8VHJZC1		05/31/07	\$ 1,026.57	N00015623	Broken
23	1 ea	Dell 745 Computer	13522	HWHJZC1		05/31/07	\$ 1,026.57	N00015628	Broken
26	1 ea	Dell Laptop	15742	HMLRZC1		05/31/07	\$ 1,997.64	N00015742	Obsolete
32	1 ea	Dell 745 Computer	13527	G2PSZC1		05/31/07	\$ 1,026.57	N00015640	Broken
33	1 ea	Dell 745 Computer	13516	DVHJZC1		05/31/07	\$ 1,026.57	N00015622	Broken

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33	1 ea	Dell 745 Computer	13552	84PSZC1		05/31/07	\$ 1,026.57	N00015663	Broken
33	1 ea	Dell 745 Computer	13566	6ZNSZC1		05/31/07	\$ 1,026.57	N00015687	Broken
33	1 ea	Dell 745 Computer	13543	6XHJZC1		05/31/07	\$ 1,026.57	N00015654	Broken
15	1 ea	Canon Imageclass 2300 Copier	13571	6ZS0154224		06/08/07	\$ 2,025.00	N00015643	Broken
23	1 ea	Dell 5310N Printer	13598	FY0V4B1		06/08/07	\$ 1,348.00	N00015771	Obsolete
17	1 ea	Dell 745 Computer	18970	6FQL2D1		06/18/07	\$ 1,126.25	N00015736	Broken
23	1 ea	Dell 745 Computer	13628	5FQL2D1		06/18/07	\$ 1,126.25	N00015727	Broken
23	1 ea	Symposium Monitor	16106	7AFP00967		06/25/07	\$ 1,493.93	N00015976	Obsolete
2	1 ea	Dell 745 Computer	16191	6BZ45D1		07/03/07	\$ 1,101.62	N00015807	Broken
9	1 ea	Panasonic PT- D3500U Projector	13695	SH7350713		07/03/07	\$ 2,585.31	N00015963	Broken
9	1 ea	Panasonic PT- D3500U Projector	13687	SH7350712		07/03/07	\$ 2,585.31	N00015966	Broken
9	1 ea	Panasonic PT- D3500U Projector	13688	SH7350675		07/03/07	\$ 2,585.31	N00015969	Broken
9	1 ea	Panasonic PT- D3500U Projector	13696	SH7350668		07/03/07	\$ 2,585.31	N00015965	Broken
9	1 ea	Panasonic PT- D3500U Projector	13689	SH7350648		07/03/07	\$ 2,585.31	N00015964	Broken
9	1 ea	Panasonic PT- D3500U Projector	13697	SH7350697		07/03/07	\$ 2,585.31	N00015967	Broken
9	1 ea	Panasonic PT- D3500U Projector	16169	SH7350676		07/03/07	\$ 2,585.31	N00015968	Broken
9	1 ea	Panasonic PT- D3500U Projector	16170	SH7350689		07/03/07	\$ 2,585.31	N00015962	Broken
9	1 ea	Panasonic PT- D3500U Projector	16180	SH7350659		07/03/07	\$ 2,816.68	N00015958	Broken
9	1 ea	Panasonic PT- D3500U Projector	13635	SH7350637		07/03/07	\$ 2,816.68	N00015952	Broken
9	1 ea	Panasonic PT- D3500U Projector	13698	SH7350639		07/03/07	\$ 2,816.68	N00015953	Broken
9	1 ea	Panasonic PT- D3500U Projector	16182	SH73506598		07/03/07	\$ 2,816.68	N00015960	Broken
9	1 ea	Panasonic PT- D3500U Projector	16181	SH7350646		07/03/07	\$ 2,816.68	N00015959	Broken
9	1 ea	Panasonic PT- D3500U Projector	16179	SH7350678		07/03/07	\$ 2,816.68	N00015957	Broken
9	1 ea	Panasonic PT- D3500U Projector	16178	SH7350649		07/03/07	\$ 2,816.68	N00015956	Broken
9	1 ea	Panasonic PT- D3500U Projector	16172	SH7350653		07/03/07	\$ 2,816.68	N00015961	Broken
9	1 ea	Panasonic PT- D3500U Projector	13699	SH7350688		07/03/07	\$ 2,816.68	N00015954	Broken
9	1 ea	Panasonic PT- D3500U Projector	13700	SH7350682		07/03/07	\$ 2,816.68	N00015955	Broken
21	1 ea	Dell Latitude D820 Laptop	13690	51G25D1		07/03/07	\$ 3,118.94	N00015829	Broken
29	1 ea	Dell Latitude D820 Laptop	16226	H77D5D1		07/03/07	\$ 1,739.89	N00015841	Obsolete
32	1 ea	Dell 745 Computer	16202	D2Z45D1		07/03/07	\$ 1,101.62	N00015818	Broken
16	1 ea	Dell 745 Computer	16244	B7DDBD1		07/24/07	\$ 1,101.62	N00015852	Broken
16	1 ea	Dell 745 Computer	16239	97DDBD1		07/24/07	\$ 1,101.62	N00015847	Broken
16	1 ea	Dell 745 Computer	16241	B8DDBD1		07/24/07	\$ 1,101.62	N00015849	Broken
16	1 ea	Dell 745 Computer	16306	27DDBD1		07/24/07	\$ 1,101.62	N00015858	Broken
16	1 ea	Dell 745 Computer	16307	H7DDBD1		07/24/07	\$ 1,101.62	N00015859	Broken
16	1 ea	Dell 745 Computer	16275	15MCBD1		07/24/07	\$ 1,101.62	N00015867	Broken
16	1 ea	Dell 745 Computer	16309	GTGDBD1		07/24/07	\$ 1,101.62	N00015862	Broken
16	1 ea	Dell 745 Computer	16240	48DDBD1		07/24/07	\$ 1,101.62	N00015848	Broken
16	1 ea	Dell 745 Computer	16310	G7DDBD1		07/24/07	\$ 1,101.62	N00015864	Broken
29	1 ea	Dell 745 Computer	16308	88DDBD1		07/24/07	\$ 1,101.62	N00015861	Broken
29	1 ea	Dell 745 Computer	16246	8WGDDBD1		07/24/07	\$ 1,101.62	N00015855	Broken
34	1 ea	Panasonic TV	16261	MB71570429		07/24/07	\$ 1,659.16	N00016126	Obsolete
2	1 ea	Dell Latitude 830 Laptop	14158	26N7ZD1		10/29/07	\$ 1,361.79	N00016297	Broken
34	1 ea	Dell Docking Station	14027	95B82D1		10/29/07	\$ 1,661.20	N00016300	Obsolete
23	1 ea	Dell 745 Computer	14152	8L91ZD1		10/31/07	\$ 1,101.62	N00016275	Broken
23	1 ea	Dell 745 Computer	14146	DP91ZD1		10/31/07	\$ 1,101.62	N00016281	Broken
26	1 ea	Dell 745 Computer	14145	8N91ZD1		10/31/07	\$ 1,101.62	N00016282	Broken
14	1 ea	Net Equalizer Server	14026	1914297		11/12/07	\$ 4,915.00	N00016318	Broken
11	1 ea	Dell 745 Computer	14121	J4BZE3F1		11/27/07	\$ 1,674.80	N00016319	Broken
9	1 ea	Panasonic PT- D3500U Projector	14189	SH7650093		12/19/07	\$ 2,464.00	N00016390	Broken
9	1 ea	Panasonic PT- D3500U Projector	16146	SH7650098		12/19/07	\$ 2,464.00	N00016413	Broken
9	1 ea	Panasonic PT- D3500U Projector	16165	SH7650001		12/19/07	\$ 2,464.00	N00016405	Broken
9	1 ea	Panasonic PT- D3500U Projector	16156	SH7650074		12/19/07	\$ 2,464.00	N00016409	Broken
9	1 ea	Panasonic PT- D3500U Projector	14188	SH7650073		12/19/07	\$ 2,464.00	N00016411	Broken
9	1 ea	Panasonic PT- D3500U Projector	16141	SH7650016		12/19/07	\$ 2,464.00	N00016394	Broken

**SOUTH TEXAS COLLEGE
TECHNOLOGY FOR RECYCLE OVER \$1,000
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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
9	1 ea	Panasonic PT- D3500U Projector	16143	SH7650011		12/19/07	\$ 2,464.00	N00016425	Broken
9	1 ea	Panasonic PT- D3500U Projector	14194	SH7650010		12/19/07	\$ 2,464.00	N00016384	Broken
9	1 ea	Panasonic PT- D3500U Projector	14190	SH7650023		12/19/07	\$ 2,464.00	N00016391	Broken
9	1 ea	Panasonic PT- D3500U Projector	16154	SH7650026		12/19/07	\$ 2,464.00	N00016388	Broken
9	1 ea	Panasonic PT- D3500U Projector	14186	SH7650027		12/19/07	\$ 2,464.00	N00016412	Broken
9	1 ea	Panasonic PT- D3500U Projector	16157	SH7650095		12/19/07	\$ 2,464.00	N00016410	Broken
9	1 ea	Panasonic PT- D3500U Projector	14187	SH7640067		12/19/07	\$ 2,464.00	N00016386	Broken
9	1 ea	Panasonic PT- D3500U Projector	14184	SH7650075		12/19/07	\$ 2,464.00	N00016382	Broken
9	1 ea	Panasonic PT- D3500U Projector	16149	SH7650078		12/19/07	\$ 2,464.00	N00016401	Broken
9	1 ea	Panasonic PT- D3500U Projector	16148	SH7650024		12/19/07	\$ 2,464.00	N00016395	Broken
9	1 ea	Panasonic PT- D3500U Projector	16150	SH7650079		12/19/07	\$ 2,464.00	N00016403	Broken
9	1 ea	Panasonic PT- D3500U Projector	14191	SH7650006		12/19/07	\$ 2,464.00	N00016385	Broken
9	1 ea	Panasonic PT- D3500U Projector	16145	SH7650025		12/19/07	\$ 2,464.00	N00016387	Broken
9	1 ea	Panasonic PT- D3500U Projector	16142	SH7650021		12/19/07	\$ 2,464.00	N00016415	Broken
9	1 ea	Panasonic PT- D3500U Projector	16163	SH7650097		12/19/07	\$ 2,464.00	N00016402	Broken
9	1 ea	Panasonic PT- D3500U Projector	16158	SH7650094		12/19/07	\$ 2,464.00	N00016392	Broken
9	1 ea	Panasonic PT- D3500U Projector	16159	SH7650020		12/19/07	\$ 2,464.00	N00016393	Broken
9	1 ea	Panasonic PT- D3500U Projector	14185	SH7650081		12/19/07	\$ 2,464.00	N00016379	Broken
9	1 ea	Panasonic PT- D3500U Projector	14192	SH7650017		12/19/07	\$ 2,464.00	N00016381	Broken
9	1 ea	Panasonic PT- D3500U Projector	16155	SH7650100		12/19/07	\$ 2,464.00	N00016383	Broken
9	1 ea	Panasonic PT- D3500U Projector	16164	SH7640058		12/19/07	\$ 2,464.00	N00016404	Broken
9	1 ea	Panasonic PT- D3500U Projector	16160	SH7650096		12/19/07	\$ 2,464.00	N00016406	Broken
9	1 ea	Panasonic PT- D3500U Projector	16147	SH7650013		12/19/07	\$ 2,464.00	N00016414	Broken
9	1 ea	Panasonic PT- D3500U Projector	16161	SH7650092		12/19/07	\$ 2,464.00	N00016407	Broken
9	1 ea	Panasonic PT- D3500U Projector	16152	SH7650076		12/19/07	\$ 2,464.00	N00016398	Broken
9	1 ea	Panasonic PT- D3500U Projector	16162	SH7650077		12/19/07	\$ 2,464.00	N00016408	Broken
9	1 ea	Panasonic PT- D3500U Projector	16144	SH7650091		12/19/07	\$ 2,464.00	N00016380	Broken
9	1 ea	Panasonic PT- D3500U Projector	13998	SH7650099		12/19/07	\$ 2,464.00	N00016400	Broken
9	1 ea	Panasonic PT- D3500U Projector	16153	SH7650015		12/19/07	\$ 2,464.00	N00016399	Broken
9	1 ea	Panasonic PT- D3500U Projector	16151	SH7650080		12/19/07	\$ 2,464.00	N00016397	Broken
9	1 ea	Panasonic PT- D3500U Projector	14193	SH7650022		12/19/07	\$ 2,464.00	N00016396	Broken
21	1 ea	Dell Latitude D830 Laptop	14319	59Q0SF1		03/07/08	\$ 1,405.60	N00016470	Broken
21	1 ea	Dell Latitude D830 Laptop	14320	69Q0SF1		03/07/08	\$ 1,405.60	N00016471	Broken
20	1 ea	Dell 745 Computer	14327	52VB4G1		04/24/08	\$ 1,267.36	N00016504	Broken
23	1 ea	Symposium Monitor	21025	7DFP00061		05/13/08	\$ 1,850.52	N00016731	Obsolete
34	1 ea	Symposium Monitor	13927	7DFP00068		05/13/08	\$ 1,850.52	N00016732	Obsolete
8	1 ea	Verify System Bulk Degausser	14340	1217003		05/15/08	\$ 2,886.00	N00016590	Broken
8	1 ea	Verify System Bulk Degausser	14345	1217004		05/15/08	\$ 2,886.00	N00016591	Broken
18	1 ea	Dell 755 Computer	12028	473WBG1		05/27/08	\$ 1,256.68	N00016576	Broken
28	1 ea	Dell 755 Computer	16328	880GCG1		05/27/08	\$ 1,462.27	N00016630	Broken
33	1 ea	Dell 755 Computer	12027	483WBG1		05/27/08	\$ 1,256.68	N00016577	Broken
33	1 ea	Dell OPTILEX 755 Computer	12032	F63WBG1		05/27/08	\$ 1,256.68	N00016570	Obsolete
33	1 ea	Dell 755 Computer	12035	J73WBG1		05/27/08	\$ 1,256.68	N00016573	Broken
33	1 ea	Dell 755 Computer	12029	583WBG1		05/27/08	\$ 1,256.68	N00016574	Broken
16	1 ea	Dell Latitude D630 Laptop	11921	42TBG1		05/28/08	\$ 1,678.99	N00016646	Broken
16	1 ea	Dell Latitude D630 Laptop	11923	H2TBG1		05/28/08	\$ 1,678.99	N00016645	Broken
16	1 ea	Dell Latitude D630 Laptop	11904	92TBG1		05/28/08	\$ 1,678.99	N00016642	Broken
23	1 ea	Dell Laptop	11903	C3TBG1		05/28/08	\$ 1,678.99	N00016644	Obsolete
26	1 ea	Dell Laptop	11908	D1TBG1		05/28/08	\$ 1,678.99	N00016643	Obsolete
26	1 ea	Dell Laptop	11945	BMWBCG1		05/29/08	\$ 1,678.99	N00016638	Obsolete
26	1 ea	Dell Laptop	11946	1MWBCG1		05/29/08	\$ 1,678.99	N00016639	Obsolete
26	1 ea	Dell Laptop	11944	7MWBCG1		05/29/08	\$ 1,678.99	N00016640	Obsolete
23	1 ea	Black Multi-record DVD Player (No Brand)	14293	72500729600333		06/10/08	\$ 1,495.00	N00016683	Obsolete
13	1 ea	Dell Latitude D830 Laptop	13701	97KZNG1		07/02/08	\$ 1,102.08	N00016765	Broken
41	1 ea	Dell 5310 Printer	13802	J1LW4B1		08/08/08	\$ 1,117.74	N00016889	Obsolete

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TECHNOLOGY FOR RECYCLE OVER \$1,000
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Pallet	Qty	DESCRIPTION	Silver Tag	Serial Number	Grant Tag	Purchase Date	Purchase Price	PTAG	CODE
8	1 ea	Dell Latitude Laptop	14473	815M2H1		08/11/08	\$ 1,394.40	N00017011	Broken
22	1 ea	HP Scanjet N4460 Scanner	13859	CN86YA0496		10/01/08	\$ 1,186.00	N00017198	Obsolete
13	1 ea	Dell 755 Computer	17638	2QFCLH1		10/21/08	\$ 1,078.30	N00017231	Broken
26	1 ea	Dell 745 Computer	17635	85KHLH1		10/21/08	\$ 1,613.76	N00017228	Broken
13	1 ea	Dell 755 Computer	17733	85NHLH1		10/22/08	\$ 1,007.79	N00017202	Broken
21	1 ea	Dell 755 Computer	17736	2TNHLH1		10/22/08	\$ 1,007.79	N00017205	Broken
23	1 ea	Dell 755 Computer	17738	95NHLH1		10/22/08	\$ 1,007.79	N00017207	Broken
23	1 ea	Dell 755 Computer	17732	1TNHLH1		10/22/08	\$ 1,007.79	N00017201	Broken
23	1 ea	Dell 755 Computer	17742	4SNHLH1		10/22/08	\$ 1,007.79	N00017211	Broken
23	1 ea	Dell 755 Computer	17747	3TNHLH1		10/22/08	\$ 1,007.79	N00017216	Broken
23	1 ea	Dell 755 Computer	17746	HSNHLH1		10/22/08	\$ 1,007.79	N00017215	Broken
23	1 ea	Dell 755 Computer	17744	DSNHLH1		10/22/08	\$ 1,007.79	N00017213	Broken
23	1 ea	Dell 755 Computer	17740	7SNHLH1		10/22/08	\$ 1,007.79	N00017209	Broken
23	1 ea	Dell 755 Computer	17745	JSNHLH1		10/22/08	\$ 1,007.79	N00017214	Broken
23	1 ea	Dell 755 Computer	17739	FSNHLH1		10/22/08	\$ 1,007.79	N00017208	Broken
23	1 ea	Dell 755 Computer	17735	BSNHLH1		10/22/08	\$ 1,007.79	N00017204	Broken
23	1 ea	Dell 755 Computer	17737	CSNHLH1		10/22/08	\$ 1,007.79	N00017206	Broken
23	1 ea	Dell 755 Computer	17741	6SNHLH1		10/22/08	\$ 1,007.79	N00017210	Broken
1	1 ea	Dell 5110CN Color Printer	19617	JKLBB91	5000019922	11/19/08	\$ 1,011.75	N00017286	Obsolete

Review and Action as Necessary on Agreement Extension for BBVA Compass-Visa Commercial Card Services (Accounts Payable Card)

Approval of a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 is requested.

The Board of Trustees awarded the agreement for commercial card services to BBVA Compass at the March 26, 2013 Board of Trustees meeting for the period of April 1, 2013 through August 31, 2014.

The College implemented the Accounts Payable card to serve as an accounts payable department payment solution. This was a new initiative by the Business Office to expedite payments to vendors and reduce payment processing and statement reconciliation costs and time. In addition, the program offers the College the potential to earn revenue share on payments made using the card. The revenue share is based on the charge volume and ranges from 1.00% for total charges between \$1,500,000 and \$1,999,999 to 1.35% for total charges of \$15,000,000 and greater. The Accounts Payable card solution is provided by BBVA Compass as a service to the College. There is no cost to the College for this service.

The implementation of the A/P card was delayed in part because a solution needed to be identified to properly interface the BBVA Compass Center Suite System to the College's software system, Banner. A solution has been identified and vendors are being enrolled.

As of July 29, 2014, the A/P card has been utilized as follows:

Date	Visa Card Transactions	Amount
April 2014	126	\$ 74,050.11
May 2014	327	\$197,066.15
June 2014	250	\$218,520.72
July 2014	362	\$226,057.22
Total	1,065	\$715,694.20

The Finance and Human Resources Committee recommended Board approval of a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes a twelve month agreement extension for Visa Commercial Card Services with BBVA Compass from September 1, 2014 through August 31, 2015 as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Update on 2013 Bond Construction Projects

Facilities Space Programs (Building Interior Spaces)

- Work has been completed by STC staff to update the facilities space programs previously prepared as part of the master planning work by Freese & Nichols
- Facilities space programs have been forwarded to Broaddus & Associates for their review, recommendations, and use to begin work on Bond Construction Program
- Goal is to have all space programs ready to hand over to architects in September 2014

Construction Program Management Firm

- Board of Trustees previously approved negotiation team's recommendation and authorized contracting with Broaddus & Associates (B&A)
- Contract has been prepared and finalized by STC negotiations team, legal counsel, and B&A

Facilities Design Standards and Guidelines

- FPC staff is currently working to update building standards and will forward the recommended standards to B&A for review and consideration
- Goal is to have these standards updated by September 2014

Solicitation of Architectural and Engineering Firms

- The A/E RFQ has been advertised and a pre-qualification conference was held on August 14, 2014 at 2:00 pm in the Cooper Center
- Architectural firms will submit qualifications on Friday, August 22, 2014 and evaluations will begin
- Evaluations will be completed by Friday, August 29, 2014 and the results will be presented to the Board Facilities Committee on September 11, 2014
- A/E contract draft is currently in review
- A/E Fee Schedule – Pursuant to Committee feedback, Broaddus & Associates will review comparable projects and develop an A/E Fee Schedule to reflect the anticipated scope of services and current market rates.
- This new A/E Fee Schedule will be presented for Board Review and adoption prior to any contract negotiations with design firms for the 2013 Bond Construction Program projects.

Solicitation of Engineering Firms

- Draft RFQ's for Civil Engineering (CE)/Surveying Services and for Mechanical Engineering Plumbing (MEP) Services is currently in review; these services will be required for design of Thermal Plants and Parking and Site Improvements
- The proposed schedule for advertising and evaluation of MEP and CE qualifications is as follows:
 - Advertise RFQ's (both CE and MEP) September 2, 2014 and September 9, 2014
 - Engineering firms will submit qualifications on Friday, September 19, 2014 and evaluations will begin September 20, 2014
 - Evaluation results will be presented to the Board Facilities Committee in October 2014

Look Ahead

- Program Confirmation in progress
 - Design Standards and Guidelines Review
 - Macro BIM Start-up
- Confirm Project Priorities in progress
 - Develop Master Program Schedule
- A/E Selection-Evaluations to occur in late August
- Civil Engineering and Surveying Selection to occur in October 2014
- Mechanical Engineering for Thermal Plants Selection to occur October 2014
- AV/Telecommunication Consultants selection to occur in September
- OIS Set-up and training in progress
- Responsibility Matrix to be presented at the September 11, 2014 Facilities Committee Meeting
 - Delegation
 - Board Expectations
- Establish Communication Protocol/Reporting
 - Board
 - Staff
 - Internal
- Total Project Budget Confirmation in progress
- Future Presentations
 - Project Delivery
 - Volume Procurement

This item is for the Board's information only. No action is requested.

Review and Action as Necessary on Approval of Publication of the Request for Qualifications (RFQ) for Mechanical/Electrical/Plumbing and Civil Engineering Services for the 2013 Bond Construction Program

Approval to solicit Mechanical/Electrical/Plumbing (MEP) and Civil Engineering (CE) services for the construction projects as outlined in the November 5, 2013 Bond election is requested.

With previous Board approval of the Master Plan, staff is working with Broaddus and Associates, the Construction Program Management Services firm retained for the 2013 Bond Construction Program, to solicit architectural and engineering services. The next step in the bond program is the design phase for three Thermal Plant projects and Parking and Site Improvement projects. The attached list of Bond projects outlines those requiring engineering services.

It is recommended that MEP engineering services be solicited for design of the Thermal Plant projects and CE services be solicited for design of the new parking lots and site improvements. As part of the design phase preparations, staff and Broaddus & Associates have developed two Request for Qualifications (RFQ) for these engineering services. The RFQ's for engineering services have been prepared based on and are similar to the RFQ for architectural services previously approved by the Board of Trustees. The two RFQ's follow in the Board packet. With Board authorization, staff can begin the required solicitations of these engineering services.

In section 2.7 of each RFQ, it is explained that the College may or may not invite one or more of the most highly qualified Respondents to attend a formal interview. This allows the Board the option of choosing to interview respondents or make selections without interviewing.

The Facilities Committee recommended Board approval of the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President



**STATEMENT OF QUALIFICATIONS
FOR
MECHANICAL ENGINEERING SERVICES**

2013 Bond Construction Program

Preliminary
Pending Board Approval

**RFQ No. 14-15-xxxx
Request for Statement of Qualifications
For Mechanical Engineering Services**

**South Texas College
Statement of Qualifications for
Mechanical Engineering Services**

SECTION 1 – PROGRAM SUMMARY

1.1 **PROJECT DESCRIPTION AND SCOPE:** It is the intent of South Texas College (STC) to select multiple Mechanical, Electrical, Plumbing Engineering firms to provide Professional Services for design and construction administration for various thermal energy plant expansion projects included in the 2013 Bond Construction Program. The engineering scope of work includes , but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration and inspection for the thermal plant expansions located on the Pecan Campus, Mid Valley Campus and Starr County Campus.

Full service-engineering firms licensed in the State of Texas may submit their qualifications. The firm should show demonstrated experience in the following services areas:

- A) Design of thermal plants of various sizes
- B) Ability to expedite design work, maintain schedules, and stay within budgets
- C) Ability to work closely with other design professionals contracted separately by STC to provided related services as part of the Bond Construction Program

Specialized experience in the design of thermal energy plants and expansions to existing plants is required.

Exhibit “A” attached describes the proposed thermal plant construction projects, associated square footage, and construction cost limitations for each thermal energy project included in this Bond Construction Program.

1.2 **PROJECT BUDGET:** In November 2013, voters approved funds in the amount of \$159,028,940 for South Texas College’s 2013 Bond Construction Program. Individual project funds have been allocated to each of the construction projects included in the program. It is the Engineer’s responsibility to make sure that the project design and scope will be achieved within the allocated construction cost limitation for each project assigned.

1.3 **PROJECT PLANNING SCHEDULE:** Key project planning schedules milestones will be established by South Texas College and the Bond Construction Program Management Consultant. Anticipated Phase I program milestones are listed below:

- | | |
|---|----------------|
| • Receive and evaluated qualifications | September 2014 |
| • STC Board approval of firms | October 2014 |
| • Contract negotiations and notice to proceed | November 2014 |
| • 60% construction documents (varies with project size) | May 2015 |
| • Construction proposals and negotiations | June 2015 |
| • Substantial Completion for construction | March 2016 |

- 1.4 **FACILITIES PROGRAM:** South Texas College, through its Bond Construction Program Management Consultant, will provide an outline Facilities Space Program for each building project. A final version will be transmitted to the successful Respondent(s) before start of Schematic Design for each project.
- 1.5 **BUILDING INFORMATION MODELING:** STC intends to implement the use of Building Information Modeling (BIM) in the Bond Program. STC's program management consultant shall facilitate this process and shall coordinate with the STC's assigned project stakeholders inclusive of the Architects, Engineers, Contractors, and Commissioning Agents. STC has a successful facilities management system and process that it will expand with this bond program. Thus, alternate strategies are being developed with the STC's intent being the ability to transition to operations in a more streamlined manner in terms of facilities management information handover. The use of 3D models may be a consideration for operational use. However, the use of relevant information (structured data) associated with spaces, equipment, and documents are considered essential for the transition to operations. STC intends to cooperatively and collaboratively develop the balance of a BIM Execution Plan and associated Program of Requirements (BIM POR). The intent of STC and the program management consultant in this effort is to preclude the restructuring and reformatting of data and associated documents for operational turnover.

SECTION 2 – GENERAL REQUIREMENTS

- 2.1 **GENERAL:** South Texas College ("STC") is soliciting statements of qualifications ("Qualifications") from mechanical engineering firms ("Respondents") for selection of mechanical firms (s) for Professional Services in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications. This Request for Qualifications ("RFQ") provides Respondents with the information necessary to prepare and submit Qualifications for consideration by STC.
- 2.2 **INQUIRIES AND INTERPRETATIONS:** Responses to inquiries which directly affect an interpretation or change to this RFQ will be issued in writing by STC as an addendum and sent to all parties recorded by STC as having received a copy of the RFQ. All such addenda issued by STC prior to the time that proposals are received shall be considered part of the RFQ, and the Respondent shall be required to consider and acknowledge receipt of each addendum in its Qualifications.

Only those inquiries STC replies to by addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect.

- 2.3 **QUALIFICATIONS SUBMITTAL DEADLINE:** STC will accept Qualifications until **2:00 p.m. (local time), Friday September 26, 2014.** Qualifications shall be submitted to the following address:

South Texas College
Purchasing Department
3200 W Pecan Blvd Bldg N-145
McAllen, Texas 78501

2.4 **SUBMISSION OF QUALIFICATIONS:**

- 2.4.1 Submit ten (10) identical copies of the Qualifications, including any supplemental printed material referenced within the Qualifications. An original signature must appear on the “Statement of Interest” and “Execution of Offer” documents of all submitted copies. The Qualifications must be received on or before the time and date specified above.
- 2.4.2 Late Qualifications properly identified will be returned to the Respondent unopened.
- 2.4.3 STC will not accept Qualifications that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).
- 2.4.4 Submittals properly received will become property of STC and WILL NOT be returned to Respondents.
- 2.5 **POINT-OF-CONTACT:** STC requires that Respondents restrict all contact and questions regarding this RFQ to the individuals named below. Questions concerning terms and conditions and technical specifications shall be directed in writing to:

Gerry Rodriguez, AIA
Director of Facilities Planning and Construction
South Texas College
3200 W Pecan Blvd Bldg N-179
McAllen, Texas 78501
Phone: (956) 872-3737
Fax: (956) 872-3747
e-mail: gerry@southtexascollege.edu

or

Diana Bravo Gonzalez, AIA
Senior Project Manager
Broaddus & Associates
1100 E Jasmine Ave Ste 102
McAllen, Texas 78501
Phone: (956) 688-2307
Fax: (956) 688-2315
e-mail: dgonzalez@broaddusassociates.com

- 2.6 **QUALIFICATION BASED SELECTION PROCESS:** This solicitation is a request for professional services in accordance with Chapter 2254 of the Texas Government Code, Title 10, Subchapter A. Professional Services. Selection of the most highly qualified Respondent will be made on the basis of demonstrated competence and qualifications as determined by STC based upon the Qualifications submitted in response to this RFQ.
- 2.7 **EVALUATION OF QUALIFICATIONS:** STC representatives will evaluate and score Qualifications submitted. The evaluation of Qualifications is based on requirements described in SECTION 3 which also indicates the highest possible score for each requirement. STC may, at its option, invite one or more of the most highly qualified Respondents to attend a formal interview in McAllen, Texas, before final selection. The interview(s) will allow the invited Respondents to further discuss and clarify their qualifications with STC, and to respond to questions from STC representatives.
- 2.8 **CONTRACT AWARD PROCESS:** STC reserves the right to award a contract(s) for all or any portion of the requirements proposed by reason of this request, award multiple contracts, or to reject any and all Statement of Qualifications if deemed to be in the best interests of STC and to re-solicit for Statement of Qualifications, and to temporarily or permanently abandon the procurement. If STC awards a contract(s), it will award the contract(s) to the respondents whose Statement of Qualifications is the most advantageous to STC and is determined to be best qualified respondent(s).
- 2.9 **PRE-QUALIFICATIONS CONFERENCE:** A pre-qualifications conference will be held on **Thursday, September 18, 2014 at 2:00 p.m.** local time at following location:

South Texas College
Pecan Campus
3201 W. Pecan Blvd
Cooper Center for Performing Arts-South Conference Room
McAllen, Texas

SECTION 3 – REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS

3.1 PART ONE: STATEMENT OF INTEREST (up to 100 points)

- 3.1.1 Provide a statement of interest for the project(s) as it relates to STC’s Bond Construction Program.
- 3.1.2 From the construction projects listed in Exhibit “A”, provide a list in order of preference for all projects your firm is most interested in and most qualified to perform Engineering design services.
- 3.1.3 Provide a history including credentials about the prime firm.
- 3.1.4 Provide a narrative describing the design team’s unique qualifications and specialized design experience as it relates to the proposed thermal energy plants listed in Exhibit “A”.
- 3.1.5 Provide a statement about the availability and commitment of the prime firm, its principals, its consultants and key professionals to undertake proposed projects.

3.2 PART TWO: PRIME FIRM (up to 100 points)

- 3.2.1 Provide resumes giving the experience and expertise of the principals and key professional members for the *prime firm* that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm.
- 3.2.2 Describe the proposed project assignments and lines of authority and communication for principals and key professional members of the *prime firm* that will be involved in the project(s). Indicate the estimated percent of their time these individuals will commit to the project(s) in order to meet the scheduled milestones.
- 3.2.3 Describe the *prime firm’s* proximity to South Texas College and its ability to respond to planned and/or unexpected meetings with STC representatives during the planning, design and construction phases of the project(s).
- 3.2.4 If applicable, describe the *prime firm’s* experience with the use of Building Information Modeling (BIM) in the planning (programming), design, construction, and commissioning process. Describe past experience with the collection of structured data and documents for use in operational turnover to STC.
- 3.2.5 If applicable, describe any litigation the *prime firm* is currently involved in which could affect the firm’s ability to provide professional services as required for STC’s construction program.

3.3 PART THREE: PROJECT TEAM (up to 100 points)

- 3.3.1 Provide an organizational chart showing the roles of *the prime firm and each sub-consultant* firm(s) or individual(s) to be included.

For each *sub-consultant* firm or individual that the prime firm proposes:

- Identify the sub-consultant and provide a brief history about the consultant
- Describe the sub-consultant's proposed role in the project
- List of project(s) that the prime firm and the sub-consultant have worked together on during the last five (5) years
- Provide a statement of the sub-consultant's availability for the project(s)
- Provide resumes giving the experience and expertise of principals and key professional members for the sub-consultant who will be assigned to the project(s).

3.4 PART FOUR: REPRESENTATIVE PROJECTS (up to 100 points)

3.4.1 List a maximum of five (5) projects the prime firm provided or is providing professional services which involve similar construction or expansion work in an educational setting. Provide the following information for each project listed:

- Project name and location
- Project Owner and contact information
- Project construction cost
- Project size in gross square feet
- Date project was started and completed
- Description of professional services prime firm provided for the project
- Project manager (individual responsible for coordinating the day to day work)
- Project engineer (individual responsible for the overall success of the project)
- Project designer (individual responsible for design concepts)
- Names of consultant firms and their areas of expertise
- Description of what BIM processes and deliverables were provided

3.5 PART FIVE: REFERENCES (up to 100 points)

3.5.1 Provide references for five (5) projects, other than STC, listed in response to, 3.4.1. The references shall include the following current information:

- Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number.

3.6 PART SIX: PROJECT EXECUTION (up to 100 points)

3.6.1 Provide information as part of submission response to assure that Engineering Firm is willing and able to expedite design services and construction administration for the STC's 2013 Bond Construction Program. Please provide insight if Engineer is intending to supplement production capability in order to meet schedule demands.

SECTION 4 – FORMAT FOR STATEMENT OF QUALIFICATIONS

4.1 PAGE SIZE, BINDING, DIVIDERS, AND TABS:

- 4.1.1 Submittals should be printed on letter-size (8-1/2” x 11”) paper and assembled with spiral-type bindings or staples. STC prefers that metal-ring hard cover binders NOT be used.
- 4.1.2 Preprinted material should be referenced in the submittal and included as labeled attachments.
- 4.1.3 Separate each part of the Qualifications by use of a divider sheet with an integral tab for ready reference. Identify the tabs in accordance with the parts under Section 3 - Requirements for Statement of Qualifications.

4.2. TABLE OF CONTENTS:

- 4.2.1 Include a Table of Contents for the Qualifications and give page numbers for each part of the Qualifications as well as any separate attachments. Supplementary information not required by Section 3 – Requirements For Statement Of Qualifications should be clearly identified in the Table of Contents and provided as a separate part.

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SECTION 5 – INSURANCE REQUIREMENTS

- 5.1 Any firm awarded a contract as a result of this solicitation will be required to carry insurance in the types and limits listed below.

Workers' Compensation	Statutory Limit	
Employers' Liability	\$100,000	Each Accident
	\$100,000	Disease - Each Employee
	\$500,000	Disease - Policy Limit
Commercial General Liability	\$2 million	General Aggregate
	\$1 million	Each Occurrence
	\$1 million	Products and Completed Operations
	\$1 million	Personal and Advertising Injury
	\$100,000	Fire Damage
	\$5,000	Medical Payments

Automobile Liability	\$1 million	Each occurrence
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These insurance limits may be increased at the negotiation phase if STC deems necessary.

All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or other equivalent rating service.

Preliminary
Pending Board Approval

ADDENDA CHECKLIST

Any addenda issued by STC to this RFQ will become part of the RFQ. Addenda will be numbered sequentially. Respondent must indicate on this sheet the receipt of any and all addenda.

Receipt is hereby acknowledged of the following addenda to this RFQ.

No. 1 _____

No. 2 _____

No. 3 _____

No. 4 _____

Company/Entity Name: _____

Authorized Signature

Preliminary
Pending Board Approval

EXECUTION OF OFFER

THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE RESPONDENT'S STATEMENT OF QUALIFICATIONS. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER MAY RESULT IN REJECTION OF THE STATEMENT OF QUALIFICATIONS.

In compliance with this solicitation, and subject to all the conditions herein, the undersigned offers and agrees to furnish the products and/or services described in its Statement of Qualifications. Failure to sign the offer, or signing it with a false statement, shall void the submitted offer or any resulting contract, and the Respondent may be removed from STC vendor lists.

By signature hereon, the Respondent acknowledges and agrees that 1) this is a solicitation for qualifications and is not a contract or an offer to contract; 2) the submission of a statement of qualifications by Respondent in response to this solicitation will not create a contract between respondent STC and Respondent; and 3) STC has made no representation or warranty, written or oral, that one or more contracts with STC will be awarded under this solicitation.

By signature hereon, the Respondent hereby certifies that it has the necessary experience, knowledge, abilities, skills, and resources to provide the products and/or perform the services requested herein.

By signature hereon, the Respondent hereby certifies that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171, Tax Code, if applicable.

By signature hereon, the Respondent hereby certifies that it is not debarred, suspended or otherwise declared ineligible for 1) participation in federal programs (pursuant to 24 CFR 84.13), or 2) doing business with the State of Texas.

By executing this offer, Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer.

By the signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership, or institution represented by the Respondent or anyone acting for such firm, corporation, or institution has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the offer made to any competitor or any other person engaged in such line of business.

By signature hereon, Respondent certifies that the individual signing this document and the documents made part of this solicitation is authorized to sign such documents on behalf of the company and to bind the company under any contract which may result from the submission of this proposal.

By signature hereon, Respondent affirms that he has not prepared, or assisted in the preparation of, the specifications or other requirements for this solicitation.

By signature hereon, Respondent signifies his compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

By signature hereon, Respondent signifies his compliance with requirements of the Drug-Free Workplace Act of 1988.

By signature hereon, Respondent represents and warrants that it is a reputable company regularly engaged in providing the products and/or services necessary to meet the terms, conditions and requirements of this solicitation.

Proposal must include Taxpayer Identification Number, full firm name and address of Respondent. Failure to manually sign proposal will disqualify it. The person signing the proposal should show title or authority to bind his/her firm in contract.

Taxpayer Identification Number: _____

Respondent/Company: _____

Signature: _____

Name (Typed/Printed): _____

Title: _____

Street: _____

City/State/Zip: _____

Telephone No.: _____

Fax No.: _____

Preliminary
Pending Board Approval

NOTIFICATION OF CRIMINAL HISTORY

TO BE SUBMITTED WITH BID/PROPOSAL/QUOTE

State of Texas legislative Bill No. 1 Section 4.034, Notification of Criminal History, Subsection (a) states “ a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.”

Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.”

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION

Please check off one box and sign the form in the appropriate space

I, the undersigned agent for the firm named below, certify; that the information concerning notification of felony convictions has been reviewed by me and the information furnished is true to the best of my knowledge.

VENDOR’S NAME:

AUTHORIZED COMPANY OFFICIAL’S NAME (PRINTED): _____

My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.
SIGNATURE OF COMPANY OFFICIAL _____

My firm is not owned nor operated by anyone who has been convicted of a felony.
SIGNATURE OF COMPANY OFFICIAL _____

My firm is owned and/or operated by the following individual(s) who has/have been convicted of a felony:
Name of Felon(s) _____
Details of Conviction(s) _____

SIGNATURE OF COMPANY OFFICIAL _____

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor or other person doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

 Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4

 Signature of person doing business with the governmental entity

 Date

Adopted 06/29/2007



Exhibit "A"
2013 Bond Construction Program
 List of Proposed MEP Projects

Construction Project Description	Proposed Square Feet	Estimated Construction Cost
<i>Pecan Campus</i>		
Pecan Campus Thermal Plant Expansion	1,440	4,300,000
Subtotal	1,440	4,300,000
<i>Mid Valley Campus</i>		
Mid Valley Campus Thermal Plant	4,000	3,800,000
Subtotal	4,000	3,800,000
<i>Starr County Campus</i>		
Starr County Campus Thermal Plant	4,000	3,800,000
Subtotal	4,000	3,800,000
TOTAL	9,440	11,900,000

Preliminary
 Pending Board Approval



**STATEMENT OF QUALIFICATIONS
FOR
CIVIL ENGINEERING AND SURVEYING SERVICES**

2013 Bond Construction Program

Preliminary
Pending Board Approval

**RFQ No. 14-15-xxxx
Request for Statement of Qualifications
For Civil Engineering and Surveying Services**

South Texas College
Statement of Qualifications for
Civil Engineering and Surveying Services

SECTION 1 – PROGRAM SUMMARY

1.1 **PROJECT DESCRIPTION AND SCOPE:** It is the intent of South Texas College to select multiple civil engineering firms to provide Professional Services for design and construction administration for various projects included in the 2013 Bond Construction Program. The Civil Engineering and Surveying scope of work includes, but is not limited to, design, site analysis, preparation of plans and specifications, permit applications, construction engineering and inspection. Full service-engineering firms licensed in the State of Texas may submit their qualifications.

The firm should have demonstrated experience in the following services:

- All aspects of Land Surveying including but not limited too
 - Planimetric Surveying
 - Topographic Surveying
 - Tree surveys
 - Utility Location Verification
 - Property Meets and Bounds Confirmation
 - Confirm or Set benchmarks
 - Location of Existing Buildings/Improvements within Site Limits
 - Identification of existing finish floor elevations
 - Confirmation of Invert Elevations
- Construction staking
- Grading and erosion control
- Design of Storm Water and Drainage Management Systems
- Design of parking facilities
- Design of landscape and irrigation systems
- Design of outdoor electrical area lighting and infrastructure
- Design of ADA accessible routes to meet code requirements
- Site Assessment and Remediation if necessary
- Ability to Expedite Projects and Maintain Schedules and Stay within Budgets
- Ability to work closely with the Architect of Record to meet the STC schedules

Exhibit “A” attached describes the construction projects cost included in this Bond Construction Program.

1.2 **PROJECT BUDGET:** In November 2013, voters approved funds in the amount of \$159,028,940 for South Texas College’s 2013 Bond Construction Program. Individual project funds have been allocated to each of the construction projects included in the program. It is the Engineer’s responsibility to make sure that the project design and scope will be achieved within the allocated Construction Cost Limitation for each project assigned.

1.3 **PROJECT PLANNING SCHEDULE:** Key project planning schedules milestones will be established by South Texas College and the Bond Construction Program Management Consultant. Anticipated Phase I program milestones are listed below:

- Evaluation of qualifications September 2014
- STC Board approval of firms October 2014
- Contract negotiations and notice to proceed November 2014
- 60% construction documents (varies with project size) May 2015
- Construction proposals and negotiations June 2015
- Substantial Completion for construction March 2016

1.4 **FACILITIES PROGRAM:** South Texas College, through its Bond Construction Program Management Consultant, will provide an outline Program for each project. A final version will be transmitted to the successful Respondent(s) before start of Schematic Design for each project.

1.5 **BUILDING INFORMATION MODELING:** STC intends to implement the use of Building Information Modeling (BIM) in the bond program. STC's program management consultant shall facilitate this process and shall coordinate with the STC's assigned project stakeholders inclusive of the Architects, Engineers, Contractors, and Commissioning Agents. STC has a successful facilities management system and process that it will expand with this bond program. Thus, alternate strategies are being developed with the STC's intent being the ability to transition to operations in a more streamlined manner in terms of facilities management information handover. The use of 3D models may be a consideration for operational use. However, the use of relevant information (structured data) associated with spaces, equipment, and documents are considered essential for the transition to operations. STC intends to cooperatively and collaboratively develop the balance of a BIM Execution Plan and associated Program of Requirements (BIM POR). The intent of STC and the program management consultant in this effort is to preclude the restructuring and reformatting of data and associated documents for operational turnover.

SECTION 2 – GENERAL REQUIREMENTS

2.1 **GENERAL:** South Texas College ("STC") is soliciting statements of qualifications ("Qualifications") from surveying and civil engineering firms ("Respondents") for selection of civil engineering and surveying firms (s) for Professional Services in accordance with the terms, conditions, and requirements set forth in this Request for Qualifications. This Request for Qualifications ("RFQ") provides Respondents with the information necessary to prepare and submit Qualifications for consideration by STC.

2.2 **INQUIRIES AND INTERPRETATIONS:** Responses to inquiries which directly affect an interpretation or change to this RFQ will be issued in writing by STC as an addendum and sent to all parties recorded by STC as having received a copy of the RFQ. All such addenda issued by STC prior to the time that proposals are received shall be considered part of the RFQ, and the Respondent shall be required to consider and acknowledge receipt of each addendum in its Qualifications.

Only those inquiries STC replies to by addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect.

- 2.3 **QUALIFICATIONS SUBMITTAL DEADLINE:** STC will accept Qualifications until **2:00 p.m. (local time), Friday September 26, 2014.** Qualifications shall be submitted to the following address:

South Texas College
Purchasing Department
3200 W Pecan Blvd Bldg N-145
McAllen, Texas 78501

- 2.4 **SUBMISSION OF QUALIFICATIONS:**

2.4.1 Submit ten (10) identical copies of the Qualifications, including any supplemental printed material referenced within the Qualifications. An original signature must appear on the "Statement of Interest" and "Execution of Offer" documents of all submitted copies. The Qualifications must be received on or before the time and date specified above.

2.4.2 Late Qualifications properly identified will be returned to the Respondent unopened.

2.4.3 STC will not accept Qualifications that are delivered by telephone, facsimile (fax), or electronic mail (e-mail).

2.4.4 Submittals properly received will become property of STC and WILL NOT be returned to Respondents.

- 2.5 **POINT-OF-CONTACT:** STC requires that Respondents restrict all contact and questions regarding this RFQ to the individuals named below. Questions concerning terms and conditions and technical specifications shall be directed in writing to:

Gerry Rodriguez, AIA
Director of Facilities Planning and Construction
South Texas College
3200 W Pecan Blvd Bldg N-179
McAllen, Texas 78501
Phone: (956) 872-3737
Fax: (956) 872-3747
e-mail: gerry@southtexascollege.edu

or

Diana Bravo Gonzalez, AIA
Senior Project Manager
Broaddus & Associates
1100 E Jasmine Ave Ste 102

McAllen, Texas 78501
Phone: (956) 688-2307
Fax: (956) 688-2315
e-mail: dgonzalez@broaddusassociates.com

- 2.6 **QUALIFICATION BASED SELECTION PROCESS:** This solicitation is a request for professional services in accordance with Chapter 2254 of the Texas Government Code, Title 10, Subchapter A. Professional Services. Selection of the most highly qualified Respondent will be made on the basis of demonstrated competence and qualifications as determined by STC based upon the Qualifications submitted in response to this RFQ.
- 2.7 **EVALUATION OF QUALIFICATIONS:** STC representatives will evaluate and score Qualifications submitted. The evaluation of Qualifications is based on requirements described in SECTION 3 which also indicates the highest possible score for each requirement. STC may, at its option, invite one or more of the most highly qualified Respondents to attend a formal interview in McAllen, Texas, before final selection. The interview(s) will allow the invited Respondents to further discuss and clarify their qualifications with STC, and to respond to questions from STC representatives.
- 2.8 **CONTRACT AWARD PROCESS:** STC reserves the right to award a contract(s) for all or any portion of the requirements proposed by reason of this request, award multiple contracts, or to reject any and all Statement of Qualifications if deemed to be in the best interests of STC and to re-solicit for Statement of Qualifications, and to temporarily or permanently abandon the procurement. If STC awards a contract(s), it will award the contract(s) to the respondents whose Statement of Qualifications is the most advantageous to STC and is determined to be best qualified respondent(s).
- 2.9 **PRE-QUALIFICATIONS CONFERENCE:** A pre-qualifications conference will be held on **Thursday, September 18, 2014 at 2:00 p.m.** local time at following location:

South Texas College
Pecan Campus
3201 W. Pecan Blvd
Cooper Center for Performing Arts-South Conference Room
McAllen, Texas

SECTION 3 – REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS

3.1 PART ONE: STATEMENT OF INTEREST (up to 100 points)

- 3.1.1 Provide a statement of interest for the project(s) as it relates to STC’s Bond Construction Program.
- 3.1.2 From the construction projects listed in Exhibit “A”, provide a list in order of preference for all projects your firm is most interested in and most qualified to perform Engineering design services.
- 3.1.3 Provide a history including credentials about the prime firm.
- 3.1.4 Provide a narrative describing the design team’s unique qualifications and specialized design experience relevant to projects listed in Exhibit “A”.
- 3.1.5 Provide a statement about the availability and commitment of the prime firm, its principals, its consultants and key professionals to undertake proposed projects.

3.2 PART TWO: PRIME FIRM (up to 100 points)

- 3.2.1 Provide resumes giving the experience and expertise of the principals and key professional members for the *prime firm* that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm.
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- 3.3.1 Provide an organizational chart showing the roles of *the prime firm and each consultant* firm(s) or individual(s) to be included.

For each *consultant* firm or individual that the prime firm proposes:

- Identify the consultant and provide a brief history about the consultant
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Preliminary
Pending Board Approval

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Company/Entity Name: _____

Authorized Signature

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In compliance with this solicitation, and subject to all the conditions herein, the undersigned offers and agrees to furnish the products and/or services described in its Statement of Qualifications. Failure to sign the offer, or signing it with a false statement, shall void the submitted offer or any resulting contract, and the Respondent may be removed from STC vendor lists.

By signature hereon, the Respondent acknowledges and agrees that 1) this is a solicitation for qualifications and is not a contract or an offer to contract; 2) the submission of a statement of qualifications by Respondent in response to this solicitation will not create a contract between respondent STC and Respondent; and 3) STC has made no representation or warranty, written or oral, that one or more contracts with STC will be awarded under this solicitation.

By signature hereon, the Respondent hereby certifies that it has the necessary experience, knowledge, abilities, skills, and resources to provide the products and/or perform the services requested herein.

By signature hereon, the Respondent hereby certifies that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171, Tax Code, if applicable.

By signature hereon, the Respondent hereby certifies that it is not debarred, suspended or otherwise declared ineligible for 1) participation in federal programs (pursuant to 24 CFR 84.13), or 2) doing business with the State of Texas.

By executing this offer, Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer.

By the signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership, or institution represented by the Respondent or anyone acting for such firm, corporation, or institution has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly the offer made to any competitor or any other person engaged in such line of business.

By signature hereon, Respondent certifies that the individual signing this document and the documents made part of this solicitation is authorized to sign such documents on behalf of the company and to bind the company under any contract which may result from the submission of this proposal.

By signature hereon, Respondent affirms that he has not prepared, or assisted in the preparation of, the specifications or other requirements for this solicitation.

By signature hereon, Respondent signifies his compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

By signature hereon, Respondent signifies his compliance with requirements of the Drug-Free Workplace Act of 1988.

By signature hereon, Respondent represents and warrants that it is a reputable company regularly engaged in providing the products and/or services necessary to meet the terms, conditions and requirements of this solicitation.

Proposal must include Taxpayer Identification Number, full firm name and address of Respondent. Failure to manually sign proposal will disqualify it. The person signing the proposal should show title or authority to bind his/her firm in contract.

Taxpayer Identification Number: _____

Respondent/Company: _____

Signature: _____

Name (Typed/Printed): _____

Title: _____

Street: _____

City/State/Zip: _____

Telephone No.: _____

Fax No.: _____

Preliminary
Pending Board Approval

NOTIFICATION OF CRIMINAL HISTORY

TO BE SUBMITTED WITH BID/PROPOSAL/QUOTE

State of Texas legislative Bill No. 1 Section 4.034, Notification of Criminal History, Subsection (a) states “ a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.”

Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.”

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION

Please check off one box and sign the form in the appropriate space

I, the undersigned agent for the firm named below, certify; that the information concerning notification of felony convictions has been reviewed by me and the information furnished is true to the best of my knowledge.

VENDOR’S NAME:

AUTHORIZED COMPANY OFFICIAL’S NAME (PRINTED): _____

My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.
SIGNATURE OF COMPANY OFFICIAL _____

My firm is not owned nor operated by anyone who has been convicted of a felony.
SIGNATURE OF COMPANY OFFICIAL _____

My firm is owned and/or operated by the following individual(s) who has/have been convicted of a felony:
Name of Felon(s) _____
Details of Conviction(s) _____

SIGNATURE OF COMPANY OFFICIAL _____

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor or other person doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

 Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4

 Signature of person doing business with the governmental entity

 Date

Adopted 06/29/2007



Exhibit "A"
2013 Bond Construction Program
 List of Proposed CE Projects

Construction Project Description	Proposed Square Feet	Estimated Construction Cost
<i>Pecan Campus</i>		
Pecan Campus Parking and Site Improvements	n/a	2,000,000
Subtotal	0	2,000,000
<i>Nursing & Allied Health Campus</i>		
Nursing and Allied Health Campus Parking and Site Improvements	n/a	1,100,000
Subtotal	n/a	1,100,000
<i>Technology Campus</i>		
Technology Campus Parking and Site Improvements	n/a	650,000
Subtotal	n/a	650,000
<i>Mid Valley Campus</i>		
Mid Valley Campus Parking and Site Improvements	n/a	2,000,000
Subtotal	0	2,000,000
<i>Starr County Campus</i>		
Starr County Campus Parking and Site Improvements	n/a	1,000,000
Subtotal	0	1,000,000
<i>Regional Center for Public Safety Excellence - Pharr</i>		
Regional Center for Public Safety Excellence Parking and Site Improvements	n/a	TBD
Subtotal	n/a	TBD
TOTAL	0	6,750,000

Preliminary
Pending Board Approval

Review and Action as Necessary on FY 2014-2015 Facility Lease Agreements

- 1. Annual Facility Lease Agreements**
- 2. Renewal of Facility Lease Agreement**
- 3. Proposed New Facility Lease Agreement**

Approval of FY 2014-2015 facility lease agreements for use by STC is requested. Facility lease agreements for FY 14-15 include the following:

1. Annual Facility Lease Agreements
2. Proposed New Facility Lease Agreement
3. Renewal of Facility Lease Agreement

1. Annual Facility Lease Agreements

Below is a list of facilities which are leased on an annual basis and used for various instructional purposes.

Facility	Annual Cost
City of McAllen – Boys & Girls Club Othal Brand Center	\$5,000
City of McAllen – Boys & Girls Club Roney Center	\$5,000
City of McAllen – Boys and Girls Club Pool	\$600
City of McAllen – Las Palmas Park	no charge
City of McAllen – Los Encinos Park Tennis Courts	\$600
City of McAllen – Municipal Baseball Complex	\$400
City of McAllen – Municipal Pool	\$6,600
City of McAllen – Palmview Golf Course	\$1,500
City of McAllen – Parks and Recreation	\$1,000
City of McAllen – Westside Park	\$600
City of Mission – Parks & Recreation North Side Pool	\$700
City of Weslaco – City Park Tennis Courts	\$600
Flamingo Bowl (McAllen, TX)	\$10,000
McAllen ISD – Tennis Courts	\$1,350
Mighty Joe's Gym (Weslaco, TX)	\$350
The Practice Tee (Pharr, TX)	\$3,500
Ultimate Fitness Center (Weslaco, TX)	\$6,200
Total	\$44,000

The facilities will provide for Fitness Walking, Weight Training, Bowling, Golf, Basketball, Volleyball, Swimming, and Tennis courses in the Kinesiology program for the fall 2014, spring

2015 and summer 2015. In FY 2013-2014 a total of 986 students used these facilities. A Physical Education Special Activity Fee of \$55 was charged per student for each course taken. A total of \$54,230 was collected for building use fees during FY 2013-2014.

Staff recommends approval of these facility lease agreements for use during the period beginning September 1, 2014 through August 31, 2015, at an estimated total cost of \$44,000. Funds for these expenditures are budgeted in the proposed Facilities Physical Education Facilities Rent budget for FY 2014-2015.

2. Renewal of Facility Lease Agreements

The facility listed below was previously approved for lease on an annual basis and currently requires renewal.

Facility	Renewals in Contract	Renewal Requested	Lease Cost
La Joya ISD – Jimmy Carter Campus classrooms and library space	4	3rd	\$1- plus security and custodial

This facility will provide space for various academic programs during academic year 2014-2015. Staff recommends approval to renew this facility lease agreement for use starting September 1, 2014. Funds for these expenditures are budgeted in the Facilities Lease budget for FY 2014-2015.

3. Proposed New Facility Lease Agreement

Staff is currently working with PSJA School District and developed a facility lease agreement which will provide for use of their facilities for instruction starting fall 2014.

Below is the proposed lease and a description for the proposed use:

Site	Spaces	Proposed Use	Estimated Cost
PSJA School District – CCTA and Ballew High School	Classrooms, Science Labs, Computer labs, Electronics Lab, Welding lab and staff offices	Provide courses in Business, Science, Criminal Justice, Police Academy, Electrician, HVAC and Welding	\$1 annually plus prorated cost of security, custodial and utilities

Staff recommends approval of this facility lease agreement for use during the period beginning September 1, 2014 through August 31, 2015.

The Facilities Committee recommended Board approval of the FY 2014-2015 facility lease agreements for use by STC as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the FY 2014-2015 facility lease agreements for use by STC as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the FY 2014-2015 facility lease agreements for use by STC as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Review and Action as Necessary on Approval of Special Warranty Deeds for Nursing & Allied Health Campus Water Tower Property Adjustments

Approval of Special Warranty Deeds to revise Nursing & Allied Health Campus property boundaries adjacent to the City of McAllen water tower will be requested at the August 26, 2014 Board meeting.

In 2010 the City of McAllen conveyed to STC, 6.63 acres of land adjacent to the Nursing & Allied Health Campus and reserved approximately one acre of land for the construction of a new water tower. The new water tower has since been built and is located approximately fifty feet south of the originally planned location. Because of the adjusted location for the tower, it is not completely located in the one-acre site originally reserved for the tower.

Now that STC is in the process of working with Perez Consulting Engineers to prepare and record a subdivision plat for the 6.63 acres, STC staff and the City of McAllen recommend that the one-acre property boundaries for the tower be revised to reflect the actual location of the tower. In preparation for this revision, the City has prepared the attached Special Warranty Deeds, Metes and Bounds Descriptions, and a revised site survey to reflect the property revisions. Also attached are two simplified site plans showing the original and revised property for the water tower.

The adjustment of the property boundaries will benefit STC by allowing the construction of a new east and west drive included in the campus master plan. This new drive will be constructed as part of the current parking lot expansion project and will support the future Bond construction program requirements.

The Facilities Committee recommended Board approval of the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

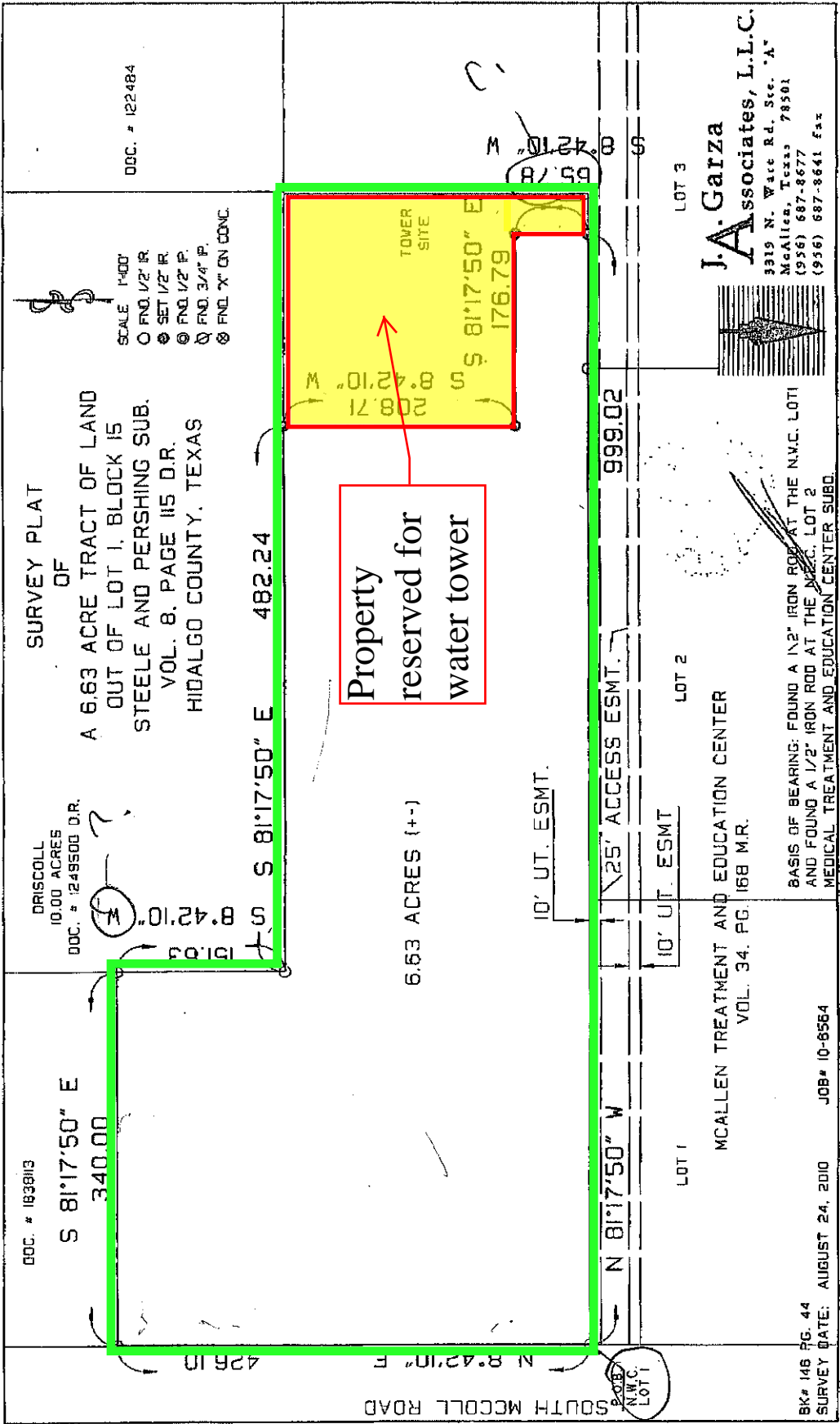
The Board of Trustees of South Texas College approves and authorizes the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

2

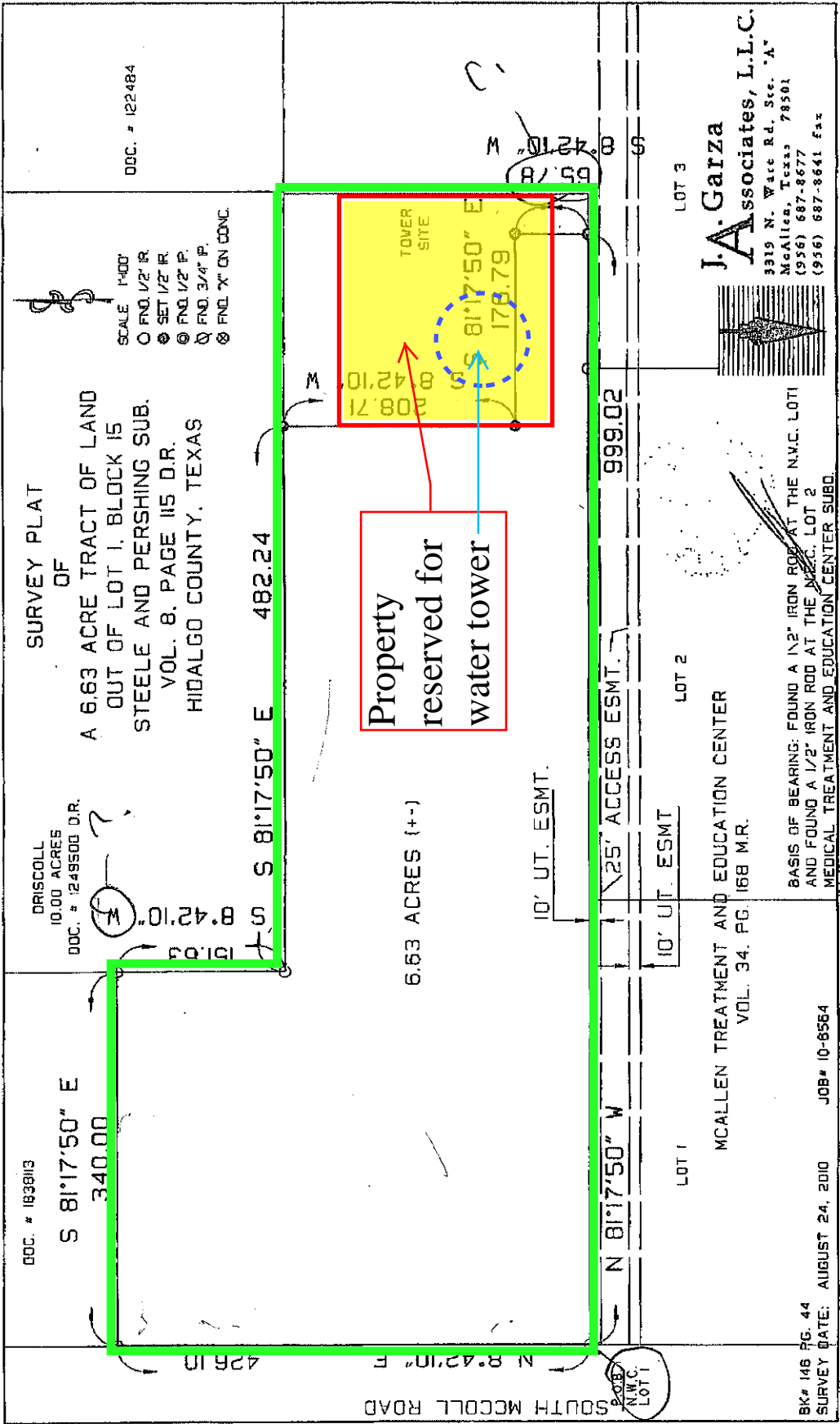
EXHIBIT "A" of 3 Pg.



ORIGINAL PROPERTY RESERVED FOR WATER TOWER

2

EXHIBIT A of 3 Pg. 3



REVISED PROPERTY LOCATION FOR WATER TOWER

SPECIAL WARRANTY DEED

NOTICE OF CONFIDENTIALITY: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR DRIVER'S LICENSE NUMBER.

THE STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF HIDALGO §

That, **CITY OF MCALLEN, a Municipal Corporation, "Grantor"**, whose address is P.O. Box 220, McAllen, Hidalgo County, Texas 78505-0220, for and in consideration of the sum of TEN AND NO/100THS (\$10.00) DOLLARS to the undersigned paid by the "**Grantee**" herein named, the receipt and sufficiency of which is hereby acknowledged, and for which no lien is retained either expressed or implied, have GRANTED, SOLD AND CONVEYED, and by these presents do GRANT, SELL AND CONVEY unto **SOUTH TEXAS COLLEGE, "Grantee"**., whose address is 3201 Pecan Blvd., McAllen, Hidalgo, Texas 78501, all of the following described real property in McAllen, Hidalgo County, Texas, to-wit:

A tract of land containing 0.24 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION, map reference: Volume 8, Page 115, H.C.D.R., and said 0.24 acre of land being a part or portion of a tract of land deeded to the City of McAllen, recorded in Document No. 748459, H.C.D.R., and said 0.24 acre of land being more particularly described by metes and bounds and map as Tract 1 attached hereto as Exhibit "A" and made a part hereof for all purposes.

A tract of land containing 0.02 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION, map reference: Volume 8, Page 115, H.C.D.R., and said 0.02 acre of land being a part or portion of a tract of land deeded to the City of McAllen, recorded in Document No. 748459, H.C.D.R., and said 0.02 acre of land being more particularly described by metes and bounds and map as Tract 3 attached hereto as Exhibit "A" and made a part hereof for all purposes

Exceptions to Conveyance and Warranty:

- 1) Easements and reservations as may appear upon the recorded map and plat thereof or otherwise of record.
- 2) Reservation of all oil, gas and other minerals.
- 3) All valid and outstanding oil and gas mineral leases of record.
- 4) Taxes for the year 2014 and subsequent years.

TO HAVE AND TO HOLD the Property, together with, all and singular, the rights and appurtenances thereto in anywise belonging, to Grantee and Grantee's successors and assigns forever; and subject to the Permitted Exceptions and the restrictions and the other rights reserved by Grantor under this Deed, Grantor does hereby bind Grantor and Grantor's successors and assigns to warrant and forever defend, all and singular, the Property unto the Grantee and Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof, by, through or under Grantor, but not otherwise, by, through or under Grantor, but not otherwise.

EXECUTED this _____ day of _____, **A.D.** 2014.

CITY OF MCALLEN, a Municipal Corporation

By: _____
Roel Rodriguez, P.E. City Manager

CORPORATE ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF HIDALGO §

This instrument was acknowledged before me on _____, 2014 by ROEL RODRIGUEZ, P.E. City Manager, on behalf of CITY OF McALLEN, a municipal corporation of the State of Texas.

Notary Public – State of Texas

Approved as to form:

Gary Henrichson, Deputy City Attorney

AFTER RECORDING RETURN TO:
CITY OF McALLEN
ATTN: R.O.W DEPT.
P. O. BOX 220
McALLEN, TEXAS 78505-0220



Tract 1
METES AND BOUNDS DESCRIPTION
0.24 ACRE OF LAND
STEELE & PERSHING SUBDIVISION
HIDALGO COUNTY, TEXAS

A tract of land containing 0.24 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of **LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION**, map reference: Volume 8, Page 115, H.C.D.R., and said 0.24 acre of land being a part or portion of a tract of land deeded to the City of McAllen, recorded in Document No. 748459, H.C.D.R., and said 0.24 acre of land being more particularly described as follows;

BEGINNING on an iron rod found on an inside corner of South Texas College Nursing Campus Subdivision, recorded in Document No. 2166274, H.C.D.R., for the Northeast corner of this tract and the **POINT OF BEGINNING**;

THENCE, S 08° 40' 59" W, along the West line of said South Texas College Nursing Campus Subdivision, a distance of 50.00 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set, for the southeast corner of this tract;

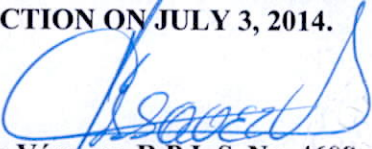
THENCE, N 81° 17' 30" W, a distance of 208.80 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set on the East line of a tract of land deeded to South Texas College, recorded in Document No. 2164176, H.C.D.R., for the southwest corner of this tract;

THENCE, N 08° 44' 50" E, along the East line of said South Texas College, a distance of 50.00 feet to an iron rod found on the Northeast corner of said South Texas College and the South line of Lot 1, Driscoll Subdivision Phase II, recorded in Document No. 1978800, H.C.M.R., for the northwest corner of this tract;

THENCE, S 81° 17' 30" E, along the South line of said Driscoll Subdivision Phase II, a distance of 208.74 feet to the **POINT OF BEGINNING**, containing 0.24 acre of land, more or less.

Bearing basis as per **TEXAS STATE PLANE COORDINATES SYSTEM NAD 1983, South Zone.**

THE ABOVE DESCRIPTION WAS SURVEYED ON THE GROUND UNDER MY DIRECTION ON JULY 3, 2014.


Carlos Vásquez, R.P.L.S. No. 4608
 CVQ Land Surveyors, LLC



Tract 3
METES AND BOUNDS DESCRIPTION
0.02 ACRE OF LAND
STEELE & PERSHING SUBDIVISION
HIDALGO COUNTY, TEXAS

A tract of land containing 0.02 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of **LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION**, map reference: Volume 8, Page 115, H.C.D.R., and said 0.02 acre of land being a part or portion of a tract of land deeded to the City of McAllen, recorded in Document No. 748459, H.C.D.R., and said 0.02 acre of land being more particularly described as follows;

COMMENCING on an iron rod found on an inside corner of South Texas College Nursing Campus Subdivision, recorded in Document No. 2166274, H.C.D.R., **THENCE**, S 08° 40' 59" W, along the West line of said South Texas College Nursing Campus Subdivision, a distance of 249.41 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set, for the Northeast corner of this tract and the **POINT OF BEGINNING**;

THENCE, S 08° 40' 59" W, along the West line of said South Texas College Nursing Campus Subdivision, a distance of 25.00 feet a cotton picker spindle found on the North line of Medical Treatment and Education Center, recorded in Volume 34, Page 168, H.C.M.R., for the southeast corner of this tract;

THENCE, N 81° 19' 57" W, along the North line of said Medical Treatment and Education Center, a distance of 31.91 feet to an X mark cut in concrete found on the common Southeast corner of South Texas College, recorded in Document No. 2164176, H.C.D.R., for the southwest corner of this tract;

THENCE, N 08° 44' 50" E, along the East line of said South Texas College, a distance of 25.00 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set, for the northwest corner of this tract;

THENCE, S 81° 19' 57" E, a distance of 31.89 feet to the **POINT OF BEGINNING**, containing 0.02 acre of land, more or less.

Bearing basis as per **TEXAS STATE PLANE COORDINATES SYSTEM NAD 1983, South Zone.**

THE ABOVE DESCRIPTION WAS SURVEYED ON THE GROUND UNDER MY DIRECTION ON JULY 3, 2014.

Carlos Vásquez, R.P.L.S. No. 4608
 CVQ Land Surveyors, LLC

SPECIAL WARRANTY DEED

NOTICE OF CONFIDENTIALITY: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR DRIVER'S LICENSE NUMBER.

THE STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF HIDALGO §

That, **SOUTH TEXAS COLLEGE, "Grantor"**, whose address is 3201 Pecan Blvd., McAllen, Hidalgo, Texas 78501 , for and in consideration of the sum of TEN AND NO/100THS (\$10.00) DOLLARS to the undersigned paid by the "**Grantee**" herein named, the receipt and sufficiency of which is hereby acknowledged, and for which no lien is retained either expressed or implied, have GRANTED, SOLD AND CONVEYED, and by these presents do GRANT, SELL AND CONVEY unto **CITY OF MCALLEN, a Municipal Corporation, "Grantee"**, whose address is P.O. Box 220, McAllen, Hidalgo County, Texas 78505-0220, all of the following described real property in McAllen, Hidalgo County, Texas, to-wit:

A tract of land containing 0.17 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION, map reference: Volume 8, Page 115, H.C.D.R., and said 0.17 acre of land being a part or portion of a tract of land deeded to the South Texas College, recorded in Document No. 2164176, H.C.D.R., and said 0.17 acre of land being more particularly described by metes and bounds and map as Tract 2 attached hereto as Exhibit "A" and made a part hereof for all purposes.

Exceptions to Conveyance and Warranty:

- 1) Easements and reservations as may appear upon the recorded map and plat thereof or otherwise of record.
- 2) Reservation of all oil, gas and other minerals.
- 3) All valid and outstanding oil and gas mineral leases of record.
- 4) Taxes for the year 2014 and subsequent years.

TO HAVE AND TO HOLD the Property, together with, all and singular, the rights and appurtenances thereto in anywise belonging, to Grantee and Grantee's successors and assigns forever; and subject to the Permitted Exceptions and the restrictions and the other rights reserved by Grantor under this Deed, Grantor does hereby bind Grantor

and Grantor's successors and assigns to warrant and forever defend, all and singular, the Property unto the Grantee and Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof, by, through or under Grantor, but not otherwise, by, through or under Grantor, but not otherwise.

EXECUTED this _____ day of _____, **A.D.** 2014.

SOUTH TEXAS COLLEGE

By: _____
Name: _____
Title: _____

ACKNOWLEDGEMENT

STATE OF TEXAS §

COUNTY OF HIDALGO §

This instrument was acknowledged before me on _____, 2014 by _____ as _____ of SOUTH TEXAS COLLEGE, on behalf of the college.

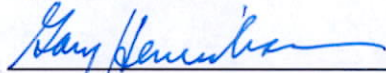
Notary Public – State of Texas

ACCEPTED BY:

CITY OF McALLEN

By: _____
Roel Rodriguez, P.E. City Manager

Approved as to form:



Gary Henrichson, Deputy City Attorney

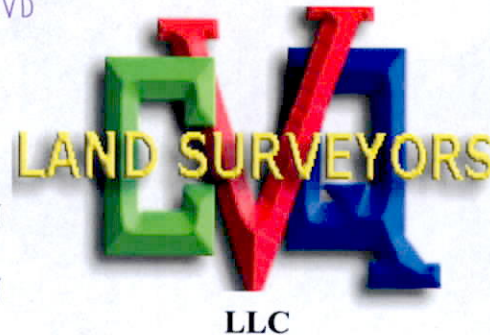
AFTER RECORDING RETURN TO:

CITY OF McALLEN

ATTN: R.O.W DEPT.

P. O. BOX 220

McALLEN, TEXAS 78505-0220



Tract 2
METES AND BOUNDS DESCRIPTION
0.17 ACRE OF LAND
STEELE & PERSHING SUBDIVISION
HIDALGO COUNTY, TEXAS

A tract of land containing 0.17 acre of land, situated in the City of McAllen, Hidalgo County, Texas, and also being a part or portion of **LOT 1, BLOCK 15, STEELE & PERSHING SUBDIVISION**, map reference: Volume 8, Page 115, H.C.D.R., and said 0.17 acre of land being a part or portion of a tract of land deeded to the South Texas College, recorded in Document No. 2164176, H.C.D.R., and said 0.17 acre of land being more particularly described as follows;

COMMENCING on an iron rod found on an inside corner of South Texas College Nursing Campus Subdivision, recorded in Document No. 2166274, H.C.D.R., **THENCE**, S 08° 40' 59" W, along the West line of said South Texas College Nursing Campus Subdivision, a distance of 249.41 feet, **THENCE**, N 81° 19' 57" W, a distance of 31.89 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set on the common line of a City of McAllen tract of land, recorded in Document No. 748459, H.C.D.R. and said South Texas College tract, for the Southeast corner of this tract and the **POINT OF BEGINNING**;

THENCE, N 81° 19' 57" W, a distance of 177.14 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set, for the southwest corner of this tract;

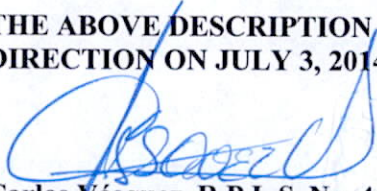
THENCE, N 08° 44' 50" E, a distance of 40.85 feet to a ½" iron rod with a plastic cap stamped "CVQ LS" set on an inside corner of said South Texas College tract, for the northwest corner of this tract;

THENCE, S 81° 17' 30" E, along the Southern most North line of said South Texas College tract, a distance of 177.14 feet to an iron rod found on the Southern most Northeast corner of said South Texas College tract, for the northeast corner of this tract;

THENCE, S 08° 44' 50" W, along the East line of said South Texas College tract, a distance of 40.72 feet to the **POINT OF BEGINNING**, containing 0.17 acre of land, more or less.

Bearing basis as per **TEXAS STATE PLANE COORDINATES SYSTEM NAD 1983, South Zone.**

THE ABOVE DESCRIPTION WAS SURVEYED ON THE GROUND UNDER MY DIRECTION ON JULY 3, 2014.


Carlos Vásquez, R.P.L.S. No. 4608
 CVQ Land Surveyors, LLC

NUMBER	DIRECTION	DISTANCE
L1	N 08°44'50" E	50.00'
L2	S 08°40'59" W	50.00'
L3	N 08°44'50" E	40.85'
L4	S 08°44'50" W	40.72'
L5	S 81°19'57" E	31.89'
L6	S 08°40'59" W	25.00'
L7	N 81°19'57" W	31.91'
LB	N 08°44'50" E	25.00'

10.0' UTILITY EASEMENT
DOCUMENT No. 1978800
H.C.M.R.

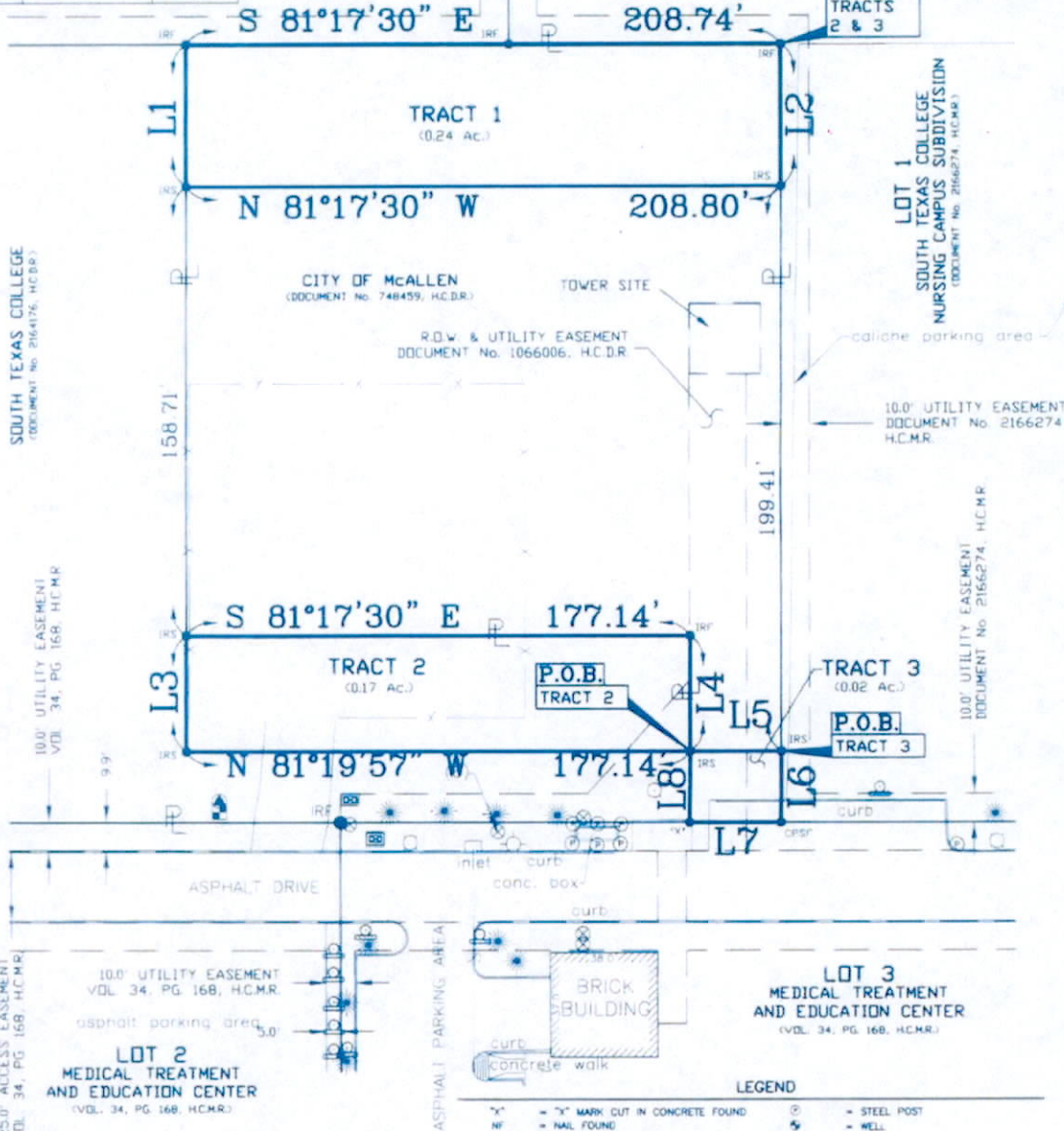
LOT 1
DRISCOLL SUBDIVISION
PHASE II
(DOCUMENT No. 1978800, H.C.M.R.)

10.0' UTILITY EASEMENT
DOCUMENT No. 2166274, H.C.M.R.

P.O.B.
TRACT 1
P.O.C.
TRACTS
2 & 3

SCALE: 1" = 50.00'

BASES OF MEASUREMENT ARE PER
STATE PLANE COORDINATE SYSTEM
AND N.T.S. SOUTH ZONE



FLOOD DESIGNATION

The flood designation for this property is "Zone C" which are "Areas of minimal flooding". As per F.E.M.A.'s Flood Insurance Rate Map Panel No.: 480334 0425 C. Map Revised: November 16, 1982.

Flood Zone is determined by graphic plotting only. We do not assume responsibility for exact determination.

NOTES

- Subject to the subdivision regulations of the County of Hidalgo and/or ordinances or governmental regulations of the city in which the property may be located or holding extraterritorial jurisdiction of said property.
- Easement, rules, regulations and rights in favor of Hidalgo County Irrigation District No. 2, and all visible easements.
- This survey plot is prepared in connection with Title Report No. 748459 & 2164176, and does not guaranty title. This survey is for the exclusive use of the client named herein and may not be copied or transferred to another party without the express written consent of the surveyor.
- If this survey does not bear an original seal and signature, it is **INVALID** as per Section 663.19 of the "The Professional Land Surveying Practices Act" enacted under Article 5282c, Vernon's Texas Civil Statutes.
- This certification is made to the herein named client, it is not transferable nor, certified to any owner or future owner or future lending institutions, certification herein will expire 6 months from this date as noted on this plot and may not be utilized for any specific future transaction of this herein named realstate.

LEGEND

"x" = "X" MARK CUT IN CONCRETE FOUND	⊙ = STEEL POST
NF = NAIL FOUND	⊙ = WELL
IRF = FOUND 1/2" IRON ROD	⊙ = SIGN
IRP = FOUND IRON PIPE	⊙ = BASKETBALL POST
OPSF = COTTON PICKER SPINDLE FOUND	⊙ = PALM TREE
E = PROPERTY LINE	⊙ = TREE
⊙ = FIRE HYDRANT	— OH — = OVERHEAD POWER LINE
⊙ = LIGHT POLE	— X — = CHAINLINK FENCE
⊙ = TRANSFORMER	R.O.W. = RIGHT OF WAY
⊙ = WATER METER	H.C.M.R. = HIDALGO COUNTY MAP RECORDS
⊙ = WATER VALVE	H.C.D.R. = HIDALGO COUNTY DEED RECORDS
⊙ = IRRIGATION VALVE	
⊙ = SANITARY SEWER MANHOLE	

LEGAL DESCRIPTION

This plot is a true and correct representation of a survey made on the ground of the property located at: McAllen, Hidalgo County, Texas, described as follows: **0.43 ACRE OUT OF LOT 1 BLOCK 15, STEELE & PERSHING SUBDIVISION**, Hidalgo County, Texas, according to the map or plat thereof recorded in **Volume 8, Page 1152**, Deed Records, Hidalgo County, Texas.



SURVEYED DATE:	7/3/14
JOB No.:	140613
DRAWN BY:	PT
CHECKED BY:	C.V.
REVISIONS:	

SURVEYOR'S CERTIFICATION

I, Carlos Vasquez, Registered Professional Land Surveyor, do hereby certify the above foregoing plat to be a true and correct representation of the land as surveyed on July 3, 2014, on the ground under my direction.

Carlos Vasquez
R.P.L.S. No. 4608
STATE OF TEXAS

Exhibit "A"
Page 3 of 3

Review and Action as Necessary on Contracting Civil Engineering Design Services for District-Wide ADA Improvements for Building to Building Access Phase II

Approval to contract civil engineering design services for the District-Wide ADA Improvements for Building to Building Access Phase II is requested.

In order to proceed with these Phase II improvements, staff recommends contracting civil engineering services for preparation of plans and specifications for each campus. During fiscal year 2013-2014, the Board of Trustees authorized design services for Phase I improvements which have since been completed. Additional funds have been budgeted in fiscal year 2014-2015 for Phase II Improvements. These improvements have been recommended in order to adapt to new ADA codes which require that campus environments provide equitable building to building access for patrons with disabilities.

The five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$500,000.00.

1. Dannenbaum Engineering
2. Halff Associates, Inc.
3. Melden & Hunt
4. Perez Consulting Engineering
5. R. Gutierrez Engineering

Based on previous project assignments and experience with the five available firms, Dannenbaum Engineering is recommended to provide civil engineering services for this project. Dannenbaum Engineering prepared plans and specifications for Phase I and has become familiar with the recommendations outlined in the ADA inspector's reports. By contracting with Dannenbaum Engineering for Phase II, the remaining improvements can be designed to the same standards and specifications used in Phase I.

Funds are available in the FY2013-2014 unexpended construction budget for design and construction of these improvements, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$25,000	Actual design fees are estimated at \$20,000 and will be finalized during contract negotiations
Construction	\$250,000	Actual cost will be determined after the solicitation of construction proposals

The Facilities Committee recommended Board approval to contract civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes contracting civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President

Civil Engineering Services On Call through 2014

Board Approval	Project Awarded	Firm	Campus	Project	Fee Amount	Totals	Percent Fee	Construction Amount
11/28/2011		Dannenbaum Engineering Half Associates, Inc. Meldon & Hunt Perez Consulting Engineers R. Gutierrez Engineering		Award: 11/29/11 to 11/28/12 w/ two one-year renewals				
	9/19/2011	R. Gutierrez Engineering	Other	Starr/HUD Demolition of Housing Units	41,275	41,275.00	20.97%	\$ 196,841.00
	11/27/2012	R. Gutierrez Engineering	District-wide	ADA Improvements for Building to Building Access	25,000	25,000.00	11.55%	\$ 216,535.81
	11/27/2012	Dannenbaum Engineering	Pecan	Demolition of James Property	12,960**	12,960.00	29.59%	\$ 43,801.00
9/27/2012		Perez Consulting Engineers		1st Renewal: 11/29/12 to 11/28/13				
	1/29/2013	Meldon & Hunt	Mid Valley	Resurfacing Existing Parking Lot 4	21,925.25	21,925.25	14.62%	\$ 149,933.65
	2/26/2013	Meldon & Hunt	Pecan Plaza	Parking Lot Resurfacing and Area Lighting Replacement	21,591.55	21,925.25	10.00%	\$ 215,915.50
	10/28/2013	R. Gutierrez Engineering	Technology	Detention Pond Improvements	8,500	21,591.55	34.00%	\$ 25,000.00
	10/28/2013	Half Associates		2nd Renewal: 11/29/13 to 11/28/14				
10/28/2013		Half Associates		Subdivision Plat	16,930	8,500.00		
	1/28/2014	Perez Consulting Engineers	NAH					N/A
	6/26/2014	Perez Consulting Engineers	District-wide	Portable Building Infrastructure	25,000*	16,930.00	9.09%	\$ 275,000*
		Meldon & Hunt				25,000*		
						25,000*		

* Estimated

** Fees for demolition design services are not consistent with fees for design of new construction.

Summary of Fees Awarded for Civil Engineering Services On Call Contract Period Ending 11/28/14

	Contract Awards		Future Projects* (Estimated)		Total
	11/28/11 - present	Current Project	Current Project	Future Projects* (Estimated)	
Dannebaum Engineering	\$ 25,000.00	\$ 20,000.00	\$ -	\$ -	\$ 45,000.00
Half Associates, Inc.	\$ 8,500.00	\$ -	\$ 15,000.00	\$ -	\$ 23,500.00
Meldon & Hunt	\$ 46,925.25	\$ -	\$ -	\$ -	\$ 46,925.25
Perez Consulting Engineers	\$ 29,890.00	\$ -	\$ -	\$ -	\$ 29,890.00
R. Gutierrez Engineering	\$ 62,866.55	\$ -	\$ -	\$ -	\$ 62,866.55
Total	\$ 173,181.80	\$ 20,000.00	\$ 15,000.00	\$ -	\$ 208,181.80

Other future projects will continue to be awarded based on rotation, project cost amount, and other pertinent information.

Review and Action as Necessary on Substantial and/or Final Completion of the Following Projects

- 1. Pecan Campus Hail Damage Exhaust Fan Repairs**
- 2. Pecan Plaza Space Renovation for the STC Police Department**
- 3. District-Wide Automatic Door Openers Phase II**

Approval of substantial and/or final completion and release of final payment for the following projects is requested:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Pecan Campus Hail Damage Exhaust Fan Repairs	Recommended	Recommended	Certificate of Substantial Completion Final Completion Letter
2.	Pecan Plaza Space Renovation for the STC Police Department	Recommended	Estimated September 2014	Certificate of Substantial Completion
3.	District-Wide Automatic Door Openers Phase II	Previously Approved	Recommended	Final Completion Letter

1. Pecan Campus Hail Damage Exhaust Fan Repairs

It is recommended that substantial completion, final completion, and release of final payment for this project with CAS Companies be approved.

Architects with Amtech Building Sciences 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 July 21, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate is attached.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with CAS Companies be approved. The original cost approved for this project was in the amount of \$72,414.

The following chart summarizes costs related to the above information:

Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$72,414	\$3,796	\$76,210	\$68,793.30	\$7,416.70

On July 21, 2014, STC Planning & Construction Department staff inspected the site to confirm that all work and punch list items were completed.

2. Pecan Plaza Space Renovation for the STC Police Department

It is recommended that substantial completion for this project with 5 Star Construction be approved.

Architects with PBK 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 July 28, 2014. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate is attached.

5 Starr Construction will continue working on the punch list items identified and will have thirty (30) days to complete before final completion can be recommended for approval. It is anticipated that final acceptance of this project will be recommended for approval at the September 2014 Board meeting.

3. District-Wide Automatic Door Openers Phase II

It is recommended that final completion 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 is recommended that final completion and release of final payment for this project with 5 Star Construction be approved. The original cost approved for this project was in the amount of \$96,500.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$130,000	\$96,500	(\$3,900)	\$92,600	\$91,675	\$925

On July 17, 2014, STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

The Facilities Committee recommended Board approval of the substantial and/or final completion and release of final payment of the projects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial and/or final completion and release of final payment of the projects as presented.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the substantial and/or final completion and release of final payment of the projects as presented.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.

President


AIA[®] Document G704[™] – 2000
Certificate of Substantial Completion
PROJECT:
(Name and address)

 Repair of Pecan Campus Hail Damaged
 Mechanical Equipment (PO P0064835)
 - Exhaust Fan Replacement STC Pecan
 Campus Bldg B, F, G, H, J, K, L, M & N
 (TIPS/TAPS Contract #2032212)

PROJECT NUMBER: 12-011/

CONTRACT FOR: General Construction

CONTRACT DATE: February 27, 2014 P.O. Date
 April 3, 2014

 OWNER:

 ARCHITECT:

 CONTRACTOR:

 FIELD:

 FILE:
TO OWNER:
(Name and address)

 South Texas College
 3200 W. Pecan Blvd
 McAllen, Texas 78501

TO CONTRACTOR:
(Name and address)

 CAS Companies, LP
 5402 S. Expressway 83
 Harlingen, Texas 77477

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

STC Pecan Campus Exhaust Fan Replacement at Bldgs B, F, G, H, J, K, L, M & N (TIPS/TAPS Contract #2032212)

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty
Date of Commencement

No warranties shall commence before July 21, 2014. Should any Manufacturer's and/or Installer's Warranties list a commencement date before July 21, 2014, they shall be revised to reflect July 21, 2014 as the warranty commencement date.

 Michael D. Hovar, AIA, RRO, LEED
 AP

ARCHITECT

BY

07/21/2014

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$150.00

The Contractor will complete or correct the Work on the list of items attached hereto within Five (5) days from the above date of Substantial Completion.

 Raymond Moses
 CAS Companies

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at _____ (time) on _____ (date).

 Dr. Shirley A. Reed, President
 South Texas College

OWNER

BY

DATE

July 21, 2014

Mr. Gerardo Rodriguez, AIA, Director
Facilities Planning and Construction
South Texas College
3200 W. Pecan Blvd., Bldg N.
McAllen, TX 78502

Re: Repair of Pecan Campus Hail Damaged Roofs and Related Equipment
(PO P0064835) - Exhaust Fan Replacement STC Pecan Campus Bldg B, F, G,
H, J, K, L, M & N (TIPS/TAPS Contract #2032212)

Dear Mr. Rodriguez,

On July 21, 2014, a walkthrough of the above referenced work was performed with STC staff, CAS Companies and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all work was completed according to specifications.

Based on our observations, we believe that the contractor has fulfilled the construction related requirements for this Phase.

Upon receipt of all required Close-Out Documents, we will proceed with Certification of Final Payment for this Phase.

Sincerely,

Amtech Building Sciences, Inc.



Michael D. Hovar, AIA, LEED AP
Director of Operations, McAllen Office

12011_Ltr_Final Acceptance_Exhaust Fan Repair_072114_GR.doc

Attachments



AIA[®]

Document G704™ – 2000

07-28-14 P03:40 RCVD

Certificate of Substantial Completion

PROJECT:
(Name and address)
South Texas College Pecan Plaza Police
Department Renovations
2609 W. Pecan Blvd.
McAllen, Texas 78501

PROJECT NUMBER: 12209/
CONTRACT FOR: General Construction
CONTRACT DATE: November 8, 2013

OWNER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO OWNER:
(Name and address)
South Texas College
3201 W. Pecan Blvd.
McAllen, Texas 78501

TO CONTRACTOR:
(Name and address)
5 Star Construction
2609 East Mile 2
Mission, Texas 78574

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Substantial Completion of the South Texas College Pecan Plaza Police Department Renovations.
Refer to attached Punch Lists:
1) PBK Architectural Punch List dated July 10, 2014
2) PBK Roof and Exterior Building Envelope Punch List dated June 27, 2014
2) PBK MEP Punch List dated July 8, 2014

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty
July 28, 2014

Date of Commencement
July 28, 2014

PBK Architects, Inc.

ARCHITECT



BY

July 28, 2014

DATE OF ISSUANCE

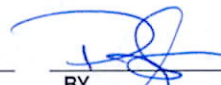
A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$10,000.00

The Contractor will complete or correct the Work on the list of items attached hereto within THIRTY (30) days from the above date of Substantial Completion.

5 Star Construction

CONTRACTOR



BY

7-28-14

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00 PM (time) on July 28, 2014 (date).

South Texas College

OWNER

BY

DATE

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User Notes: (1985233778)



ACR ENGINEERING, INC.

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

July 29, 2014

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

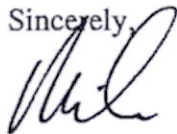
Phone: 956-872-3737
Fax: 956-872-3747

Re: STC District Wide Automatic Door Openers Phase II

Attn: Roberto Cuellar, Assoc., AIA
Project Manager
Facility Planning & Construction

ACR Engineering, Inc. recommends Final Completion of the STC District Wide Automatic Door Openers Phase II 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,


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

Update on Status of 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.

This item is for the Board's information only. No action is requested.

CONSTRUCTION PROJECTS PROGRESS REPORT JULY 15, 2014

Project number	PROJECT DESCRIPTION	Project Development			Design Phase			Solicitation of Proposals			Construction Phase					Architect/Engineer	Contractor	
		Board approval of A/E	Programming	Concept development	Schematic Approval	30%	60%	95%	100%	Solicitation of Proposals	Board approval of contractor	Construction start	30%	50%	75%			95% Substantial Completion
Pecan Campus and Pecan Plaza																		
1-004	Pecan Plaza - Police Department Space Renovation																Rick	5 Star Construction
1-009	Pecan - M, N & L Repaint Purple Areas (RR)																John	Amtech Building Sciences
1-011	Pecan - Hall Damage Repairs (RR)																Robert	Amtech Building Sciences
1-012	Pecan - Annex Grant/Accountability Office Improvements																Robert	SpawGlass Contractors
1-013	Pecan - NAB G226 Astronomy Computer Lab																John	5 Star Construction
1-015	Pecan - Stud Serv Bldg Modifications																Rick	Bridgett/Alpha Construction
1-016	Plaza - Continuing Education Space Renovation																Robert	Bullar Construction
1-019	Pecan - North Academic Building Re-carpeting																John	Alpha Building Corp.
1-020	Pecan - Student Activities Building Re-Carpeting																John	Diaz Floors & Interiors
1-021	Pecan - Building A, G, D & X Electrical Disconnects																John	Diaz Floors & Interiors
Mid Valley Campus																		
2-002	MV - SAB Art Lab Improvements																Rick	TBD
Technology Campus																		
3-002	TC - West Academic Building Re-roofing																Robert	Amtech Building Sciences
3-003	TC - Modifications for Career Planning Services Center	N/A															Rick	N/A
3-005	TC - Detention Pond Improvements (RR)																John	Half Associates
3-006	TC - HVAC Cooling Tower Replacement																Rick	Half Associates
Nursing and Allied Health Campus																		
4-001	NAH - Parking Lot Expansion																John	Perez Consulting Engineers
4-002	NAH - West Wing Recarpeting	N/A	N/A	N/A	N/A												Robert	N/A
4-005	NAH - Subdivision Plat																John	Perez Consulting Engineers
Starr County Campus																		
5-001	Starr - HVAC Chiller Replacement (RR)																Rick	Half Associates
5-002	Starr - Stucco Painting for Buildings (RR)																John	Amtech Building Sciences
5-003	Starr - Parking Lot 5 Lighting																Rick	ACR Engineering
5-004	Starr - South Drive Lighting																Rick	ACR Engineering
District Wide Improvements																		
6-003	DW - ADA Automatic Door Openers																Robert	ACR Engineering
6-004	DW - Building to Building ADA Accessibility																Robert	Dannbaum Engineering
6-007	DW - Classroom Remote Door Lock Hardware																Robert	TBD
6-012	DW - Parking Lots Lighting Upgrades to LED																Rick	DBR
6-016	DW - Update design standards and guidelines	N/A	N/A	N/A	N/A												Rick	Boulthouse Simpson Gates Architects

For FY 2013-2014, 27 projects are currently in progress, 12 have been completed and 16 pending start up in phases later in the fiscal year

Status of Construction Projects In Progress August 2014

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Pecan Plaza Renovations for Police Department	99%	July 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Substantial Completion has been certified 3. Punch list work is complete 4. Staff will move in during August 2014 	\$1,200,000	\$904,143.45	\$716,786.83	\$187,356.62
Stucco Painting for Buildings M, N & L	95%	July 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Substantial Completion has been certified 3. Punch list work is in progress 	\$150,000	\$61,067	\$59,724.04	\$1,342.96
Hail Damage Repairs Construction	100%	June 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Substantial Completion has been certified 3. Final completion will be recommended for Board approval in August 2014 	Const. \$5,500,000	Const. \$7,575,711.73	Const. \$7,568,295.03	Const. \$7,416.70
Grant/Accountability Office Improvements	0%	November 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Board approved contractor in July 2014 3. Contract has been drafted 	\$24,000	\$94,600	\$0	\$94,600
North Academic Building G226 Astronomy Computer Lab	75%	August 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Improvements are being done in house by Maintenance and IT staff 	\$18,500	\$10,648.80	\$7,378.80	\$3,270
Student Services Building Offices Modifications	0%	May 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Board approved contractor in July 2014 3. Contract has been executed 	\$154,050	\$393,000	\$0	\$393,000
Pecan Plaza Continuing Education Classrooms Improvements	20%	October 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction work in progress 	\$170,000	\$185,000	\$0	\$185,000

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus North Academic Building Re-carpeting	100%	June 2014	1. Construction Phase 2. Installation complete	\$26,600	\$18,790	\$16,911	\$1,879
Pecan Campus South Academic Building Re-carpeting	100%	June 2014	1. Construction Phase 2. Installation complete	\$14,220	\$21,771.52	\$19,594.37	\$2,177.15
Pecan Campus Buildings A, E, G & X Electrical Disconnects	50%	August 2014	1. Design Phase 2. Design work in progress	\$7,500	\$8,460	\$0	\$8,460
Mid Valley Campus							
South Academic Building Art Lab Improvements	100%	May 2014	1. Construction Phase 2. Board approved final completion in July 2014	\$40,000	\$42,500	\$32,623	\$9,877
Technology Campus							
West Academic Building Re-roofing	5%	September 2014	1. Design Phase 2. Contract has been executed 3. Design Phase in progress	\$151,000	TBD	\$0	TBD
Modifications for Career Planning Services Center	100%	May 2014	1. Construction Phase 2. Improvements are minor and were done by STC Maintenance staff 3. Work is complete	\$15,000	\$3,773.51	\$3,773.51	\$0
HVAC Cooling Tower Replacement	5%	August 2014	1. Design Phase 2. Board approved in June 2014 to reject proposal, redesign and re-solicit proposals 3. Redesign is in progress	\$12,000	\$15,835	\$12,409.25	\$3,425.75
Detention Pond Improvements	100%	May 2014	1. Construction Phase 2. Work complete 3. Board approved final completion at the June 2014 Board meeting	\$30,000	\$29,985	\$29,985	\$0

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Nursing and Allied Health Campus							
Parking Expansion	90%	August 2014	1. Design Phase 2. Staff is working with engineer to complete plans and specifications	\$54,000	\$47,755	\$5,415	\$42,340
Subdivision Plat for 6.63 Acres	90%	August 2014	1. Design Phase, 2. Staff is working with the engineer to develop subdivision plat	\$0	\$18,745	\$6,530	\$12,215
West Wing Re-carpeting	85%	July 2014	1. Construction phase 2. Work is in progress	\$150,000	\$97,474	\$0	\$97,474
Starr County Campus							
HVAC Chiller Replacement	100%	April 2014	1. Commissioning Phase 2. Work is complete	\$290,000	\$299,000	\$284,050	\$4,450
Repaint Stucco Buildings	95%	June 2014	1. Construction phase 2. Substantial completion has been certified	\$60,000	\$84,408	\$80,187.60	\$4,220.40
Parking Lot 5 and South Drive Lighting	20%	August 2014	1. Construction Phase 2. Work is in progress	\$105,000	\$98,500	\$0	\$98,500
District Wide							
ADA Automatic Door Openers	100%	June 2014	1. Construction Phase 2. Work is complete 3. Final completion will be recommended for Board approval in August 2014	\$130,000	\$96,500	\$81,700	\$14,800
Building to Building Accessibility	100%	May 2014	1. Construction Phase 2. Work is complete	\$200,000	\$228,617.01	\$223,617.01	\$5,000

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Classroom Remote Door Lock System and Hardware	10%	July 2014	<ol style="list-style-type: none"> 1. Project Development Phase 2. Staff is researching best system options prior to hiring electrical engineer for design of electrical improvements needed to support this new system 	\$50,000	TBD	\$0	TBD
Parking Lots Lighting Upgrades to LED	5%	October	<ol style="list-style-type: none"> 1. Board approved engineering firm in July 2014 	\$10,000	TBD	\$0	TBD
Design Standards and Guidelines	60%	July 2014	<ol style="list-style-type: none"> 2. Development Phase 3. Working with A/E consultants to update based on all section of Construction Specifications Institute 4. Information has been forwarded to Bond Construction Program Management consultant for review in input 	\$10,000	\$7,500	\$5,780	\$1,720
For FY 2013-2014, 27 projects are currently in progress, 14 have been completed and 13 pending start up in phases later in the fiscal year – Total 54							

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of July 2014. The approval is for checks submitted for release in the amount greater than \$50,000 and checks in the amount greater than \$10,000 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **July 2014**, and will respond to questions posed by the Board.

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

Recommendation:

It is recommended that the Board of Trustees approve the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of July 2014.

The following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$50,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of July 2014.

Approval Recommended:

Shirley A. Reed, M.B.A., Ed.D.
President

Consideration and Approval of Checks and Financial Reports

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

- A. Release of Checks for \$10,000.00 - \$50,000.00
Released Prior to Board Approval for July 2014
- B. Release of Checks for \$50,000.00 and Above
Board of Trustees Approval Required for July 2014
- C. Release of Checks for \$50,000.00 and Above
Released Prior to Board Approval (Policy 5610) for July 2014
- D. Release of Construction Fund Checks for July 2014
- E. Quarterly Investment Report for July 2014
- F. Summary of Revenue for July 2014
- G. Summary of State Appropriations Income for July 2014
- H. Summary of Property Tax Income for July 2014
- I. Summary of Expenditures by Classification for July 2014
- J. Summary of Expenditures by Function for July 2014
- K. Summary of Auxiliary Fund Revenues and Expenditures for July 2014
- L. Summary of Grant Revenues and Expenditures, July 2014
- M. Summary of Bid Solicitations
- N. Check Register for July 2014

FINANCIAL REPORTS

The Financial Reports are included in your Board packet under separate cover.

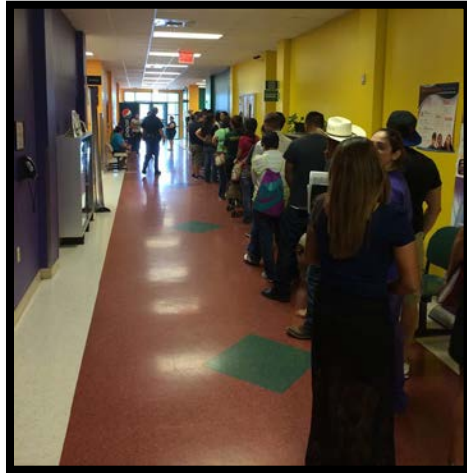
Informational Items

- President's Report

- Board Committee Meeting Minutes:
 - o August 14, 2014 Education & Workforce Development Committee (Cancelled)
 - o August 14, 2014 Facilities Committee
 - o August 14, 2014 Finance and Human Resources Committee

President's Report

The Fall 2014 Semester began on August 25th with student enrollment expected to exceed 32,000 students. Several key areas of the College worked tirelessly to assist students with registration and payment prior to the August 19th “drop date” and to re-register prior to the start of classes on August 25. On August 19th hundreds of students were on campus to meet the final payment deadline and were hours away from establishing payment plans to avoid classes being dropped.



Students were reminded to meet the final payment deadline of August 19th to avoid being dropped from their classes for non-payment.



**NO TIME TO GET TO CAMPUS
DURING THE WEEK?**

**WE'RE OPEN THIS SATURDAY
FROM 10AM-2PM**

The Pecan, Mid-Valley, and Starr County campuses as well as the Pecan Campus bookstore were open Saturdays in August from 10 AM-2 PM to accommodate those wishing to register but are not able to make it to campus. Students were encouraged to stop by campus early to take care of everything they need prior to the first day of class.



Hosted an “informal lunch meeting” with Dr. Guy Bailey, President of the new UTRGV. Joining me for the lunch meeting were key administrative staff members, as well as two Dual Enrollment Medical Sciences Academy students, and a graduate from our Bachelor’s of Applied Technology in Medical and Health Services Management. We held the lunch meeting at the College’s Nursing & Allied Health Campus and the agenda included a welcome, introduction of South Texas College’s leadership team, introduction of the College’s student talent, a PowerPoint

presentation on South Texas College, comments by Dr. Bailey, interaction with the College’s students and leadership team, and discussion of commitment and opportunity to work collaboratively. Dr. Bailey was very pleasant to talk to, he was very impressed by what our students had to say, he enjoyed chatting with all in attendance, and is committed to continuing the great partnership we currently enjoy with UT-Pan American.



Graduates of the Radiologic Technology Program at South Texas College passed the national certification examination administered by the American Registry of Radiologic Technologists (AART) on their first attempt. All twenty graduates earned an Associate of Applied Science Degree in Radiologic Technology from STC this May and applied for state licensure upon passing the AART exam. Radiology students are trained to use radiology equipment and take pictures of targeted areas in a safe manner for the technologist and patient. Students also gain hands-on practicum experience at a local clinic and explore

professional areas such as computed tomography, magnetic resonance imaging, radiation therapy and ultrasound.



Congratulations to Yvette Villarreal, a Registered Nurse and South Texas College alum, for receiving the Daisy Award for Extraordinary Nurses! Yvette is the **first ever** award recipient from the South Texas Health System.



Similar to the Radiologic Technology Program graduates, the Occupational Therapy Assistant Program will soon complete their national exam and we are optimistic they too will have a 100% pass rate.

On March 2-4, 2014, the American Occupational Therapy Association (ACOTE) conducted a site survey of the Occupational Therapy Assistant Program. At its April 5-6, 2014 meeting, ACOTE voted to Grant a Status of Accreditation for a period of 10 years.




Welcomed Denisse Uscanga Mendez- Deputy Secretary for higher and professional education in the State of Veracruz, Carlos Cabaña Soto the president of **Universidad Tecnológica Gutierrez Zamora (UTGZ)**, Jaime Zavala Cuevas- Finance Department Secretary UTGZ, Guillermo Alfonso Villegas Martínez- Direct Assistant Rectoria UTGZ, Leticia Bernal Dellong- Special Projects UTGZ, and Luis Rubio, a delegate from the Municipality. On August 12th a Signing Ceremony between UTGZ and South Texas College was held at the Pecan Campus, Rainbow Room. The signing ceremony

establishes foundational projects for collaboration such as: Cultural Events, the formation of a working committee to meet and oversee ongoing projects, discussion of possible faculty exchange, and discussion of possible visiting student groups for potential joint research projects.

South Texas College
SUITED for SUCCESS

The South Texas College Office of Career & Employer Services are collecting new and gently used professional clothing to distribute to students who may not have been able to afford the "attire" to obtain their dream jobs. All items donated to this worthy cause will help STC students get into the job market and look great while doing it!



DISTRICT WIDE CLOTHING DRIVE
August 12-15, 2014 • 9 am - 4 pm

Bring interview quality clothing donations to the following drop off locations:

- ▶ **Tuesday, August 12th**
Starr County Campus, Building G 1.402-B
- ▶ **Wednesday, August 13th**
Mid Valley Campus, Building F-124
- ▶ **Thursday, August 14th**
Technology Campus, Workforce Center Bldg, C-128
- ▶ **Friday, August 15th**
Pecan Campus, Student Services Bldg, K 2.928

Donation items:	
<p>Men's Attire</p> <ul style="list-style-type: none"> • Dry-cleaned suits • Dress shirts • Dress slacks • Ties • Shoes • Belts 	<p>Women's Attire</p> <ul style="list-style-type: none"> • Interview appropriate suits • Solid Color Blouses • Slacks • Professional Skirts • Shoes • Accessories

For individuals who cannot make the clothing drive dates but would like to make a donation, contact Olivia Rodriguez, 956-872-1992.

The College's Office of Career and Employer Services held a College-wide clothing drive "Suited for Success" to benefit students who may not be able to afford the professional attire necessary for interviews or for their new employment. The clothing donations were held at the Starr, Mid Valley, Technology and Pecan Campuses.



Our Lady of the Lake University- Rio Grande

Valley announced their Fall 2014 enrollment in the Master of Business Administration in Healthcare Management, Master of Science in Organizational Leadership, and PhD in Leadership Studies. These programs are designed with working adults in mind and are offered on the weekend at their campus in La Feria. Interested individuals at South Texas College were asked to

contact or stop by the University Relations Center at the Pecan Campus.



A representative from UTSA was on the Pecan Campus to provide students with admission and transfer information. Mrs. Sonia Treviño was available on August 1st at the College's University Relations, Transfer and Articulation Center to meet with students.

CENTER FOR STUDENT RIGHTS AND RESPONSIBILITIES

Symposium on Student Rights & Responsibilities

The South Texas College Office of Judicial Affairs held a Symposium on Student Rights at all College campuses starting August 18th at Starr County, August 19th at Mid Valley, August 20th at Nursing & Allied Health, August 21st at Technology, and August 23rd at the Pecan Campus.

The Symposium topics were:

- Complaint & Grievance Process
- Grade Appeal Process
- Statistical Data on Complaints & Grievance
- Student Code of Conduct & Judicial Process
- Behavioral Intervention Team & Threat Assessment
- Mediation & Informal Conflict Resolution Services
- Compliance with Federal Title IX Law

Participants who attended and completed all sessions of the Symposium received a certificate of completion.



Faculty and staff were encouraged to attend training sessions on the fundamentals of Microsoft Office 2013 and to explore its new features. Participants learned some of the new enhancements and changes in the software. Sessions were held at the Pecan and Mid Valley campuses on August 7th

and 8th, respectively.

The Office of Career and Employer Services held college-wide résumé writing and interviewing workshops for South Texas College students and alumni. The workshops were held August 4th thru August 6.

District-Wide Resume Writing & Interviewing Workshops		
DATE	LOCATION	TIME
June 10	Pecan Campus-CLE Rm. 128	10:00-11:00am
June 10	Nursing & Allied Health Campus-CLE 2.424	1:00-2:00pm
June 11	Technology Campus-Auditorium	2:00-3:30pm
June 18	Mid-Valley Campus-Bldg. G Lecture Hall	2:00-3:00pm
June 18	Starr County Campus-Bldg. E Auditorium	2:00-3:30pm
June 18	Pecan Campus-CLE Rm. 128	2:30-3:30pm
June 19	Technology Campus-Auditorium	10:00-11:30am



Distance Education held a Symposium on August 19, 2014 from 8AM to 1:30 PM. Faculty were encouraged to join their colleagues for this event. Breakout Sessions were available and participants had an opportunity to learn from and share ideas with their peers who web-enhance and/or teach hybrid/online classes.

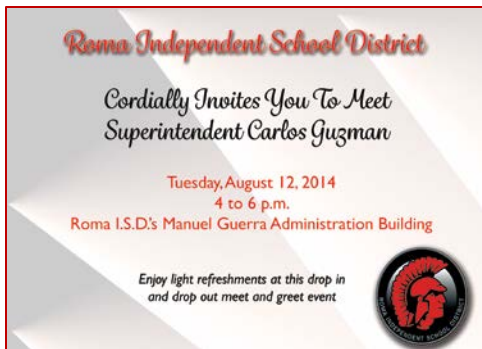
Cynthia Cantu, a Dual Enrollment Medical Science Academy student from Roma, won her second Gold Seal at the 2014 statewide VASE competition for her piece “A Self Portrait of Beautiful Nature.” Cynthia is a 4.0 student and is preparing for a career in medicine or psychology.



- Visited with Nadia Galindo, a reporter with Channel 4 News, who was interested in learning more about the visit by Dr. Guy Bailey, President of the new UTRGV to South Texas College’s Nursing & Allied Health Campus on Tuesday, August 6. She was especially interested in our collaborative efforts and how they will benefit the students of the RGV. This was a great opportunity to highlight the College and to inform the public of our continued partnership with UTPA, now UTRGV.
- Met with representatives from Valley Interfaith. The purpose for their visit was to introduce the new director, Socorro Perales, and to review past and future opportunities for collaboration with them.
- Key staff and I attended a reception honoring Dr. Guy Bailey, President of the new UTRGV. The event was hosted by the City of McAllen, the McAllen Chamber of Commerce, and the McAllen Economic Development Corporation, and held at the McAllen Convention Center. It was another great opportunity to meet Dr. Bailey and to show South Texas College’s support for continued collaborations with the new UTRGV.
- Juan Carlos Aguirre, Associate Dean of Continuing, Professional & Workforce Education and I met to review Continuing Education’s performance and goals for FY 2013-2014 to expand enrollment in Continuing Education by 25%.
- Participated in the American Association of Community Colleges Board Retreat and Committee Meetings held in Washington, D.C. Together with the Board leadership and colleagues, we

discussed pending legislation before Congress, the WorkForce Opportunity, Investment Act, and the national agenda to showcase the success of America's community colleges.

- Participated in a teleconference with the Texas Lyceum Meeting organizers to discuss and review the panelist questions in preparation for the panel discussion scheduled Friday, August 15th at the McAllen Convention Center.



- Attended the reception for Roma ISD's new superintendent, Mr. Carlos Guzman, held Tuesday, August 12th at 4 p.m. at the Roma ISD's Manuel Guerra Administration Building.
- Participated in a conference call with Texas Completes CEOs (Alamo, Austin, Dallas County, El Paso, Kilgore, Odessa, and Lone Star) to discuss where we are and how we proceed with the Texas Completes Initiatives.

- Met with key staff to review the job description and organizational structure for the Chief Information Security Officer position at South Texas College.

- Provided a welcome and engaged in dialogue with faculty members at the Fall 2014 New Faculty Orientation held at the Pecan Campus. The goal of my presentation with the new faculty was to:

- Introduce myself to them and encourage them to introduce themselves as well,
- Connect with the comprehensive mission of our College and recognize they each have a vital role to play in fulfilling that mission,
- Learn how South Texas College serves our students and our community,
- Instill a sense of pride in the participants that they have the opportunity to work for such a world-class institution,
- Set high expectations for excellent customer service, hard work and lastly,
- Have each new faculty member complete a form stating their commitments and contributions to South Texas College and the success of our students



- Participated as a panelist at the Texas Lyceum Quarterly Meeting--*The Changing Face of Texas: The Growing Number of Latinos in Public Education and the Workforce* held August 14-16, 2014 at the McAllen Convention Center. The panel I served on was titled: *Rethinking Higher Ed* and was introduced by Dr. Molly Beth Malcolm, Special Asst. to the President, Austin Community College, and Lyceum Class of 2001, and moderated by Dr. Luzelma Canales, Executive Director, RGV Focus, and Educate Texas. Joining me on the panel were William Serrata, Ph.D., President, El Paso

Community College; Dr. Richard Rhodes, President and CEO, Austin Community College; Ray Martinez, President-elect, Independent Colleges and Universities of Texas (ICUT), and Lyceum Class of 2001; and Dr. Guy Bailey, President, The University of Texas Rio Grande Valley.

- Met with Paul Henley, Director of Institutional Effectiveness and Assessment to review and discuss the College’s Mid-Biennium Report, and planning for the next biennium.
- Participated in the McAllen Chamber of Commerce’s selection committee for this year’s Man and Woman of Year.
- Participated in, and provided a welcome, at the RGV Focus and Region One “signing ceremony” for the House Bill 5 (HB5) College Prep Courses, in response to the HB5 mandate requiring school districts to partner with at least one institution of higher education. Five higher education institutions (South Texas College, UT Brownsville, TSC, UTPA, and TSTC), and 39 school districts in the Rio Grande Valley collaborated on this mandate. Our respective Math and English leaders were hard at work since January to ensure that the two courses developed were rigorous and will ultimately prepare our students for success in their first college level Math and English courses. The two courses include the identification of learning outcomes, homework, and final exams/assessments.



The event was held at the South Texas College Mid Valley Campus and celebrated the commitment by the higher education institutions and school districts to work together to create a high school course that helps prepare high school students for success in college. Overall, it was a great opportunity to celebrate this regional collaboration.



- Attended the groundbreaking of The UTRGV Medical Academic Building, held Tuesday, August 26th at 10 a.m. at UTPA’s Music Building, in Edinburg.
- Together with key staff, continue contract negotiations with representatives from Broaddus & Associates. Resulted in successful conclusion leading to Board action on a recommended fee for Broaddus & Associates to serve as Construction Program Manager for the College’s recent \$159 million bond construction program.
- Continue to meet with the consultant firm hired for the College’s “rebranding” project as well as Daniel A. Ramirez, Director of Public Relations and Marketing. The goal is to present a proposed new logo and advertising campaign for the rebranding of South Texas College.

- Worked closely with the Director of Human Resources in the preparation of employee letters of employment (all classifications) for FY 2014-2015. All letters were prepared and sent on or before August 25, 2014.
- Participated in meetings with key staff to ensure all possible methods were used to make students aware of the August 19th drop date. Toured the Student Support Services Building and personally spoke to students while they were in line at the Cashier's windows to learn what kept them from coming in sooner to get their tuition and fees paid.

Also participated in a meeting with the Enrollment Management Team to review and discuss the early drops effort and results, review the student enrollment and unpaid list, review the first week of classes Attendance Roster Initiative, strategies to reduce the unpaid list and Census Date drops, strategies to increase enrollment through first week and minimester opportunities, and to review district initiatives by campus as well as campus preparations.

- Participated in an interview with Reeve Hamilton, Reporter, with **The Texas Tribune** regarding baccalaureate degrees at community colleges.
- Attended and participated in the Board Committee meetings: Education and Workforce Innovation, Facilities Committee, and Finance & Human Resources Committee.
- Coordinated the agendas and back-up materials for the Education and Workforce Innovation Committee meeting, Facilities Committee meeting, Finance Committee meeting, and Regular Board meeting.
- Continue to meet with STC's President's Cabinet to:
 - facilitate administrative planning on a weekly basis;
 - review and address issues of concern;
 - formulate strategic direction and problem solving; and
 - provide communication and feedback among the President and the Vice Presidents
- Continue to meet with STC's President's Administrative Staff. The purpose of the President's Administrative Staff is to communicate information to all administrative staff and to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College.
- Continue to meet with the College's Vice Presidents, Administrators, Planning and Development Council, Coordinated Operations Council, and other Councils to address immediate concerns and issues facing the College. Topics covered from July 29, 2014 thru August 26, 2014 included:
 - Update on Fall 2014 Enrollment
 - Paid
 - Non-Paid
 - Discussion and Preparation of the Legislative Appropriations Request (LAR) Administrator's Statement

- Discussion of Plan for Implementing Supplemental Instruction for Fall 2014
- Discussion of Whistleblower Provisions
- Review and Discussion of Board Action at the July 29, 2014 Meeting
- Discussion of Professional Development for Administrators and Supervisors: Responding to Allegations of Sexual Harassment
 - External Process
 - Internal Process
- Review and Discussion of Continuing Vacant Positions for FY 2014-2015
- Discussion of SureScore Data Warehouse Model and Data Flow Diagram
- Update on Conversations with Dr. Guy Bailey, President UT-RGV
- Update on Legislative Recommendations from Coordinating Board on Expanding Community College Baccalaureate Degrees
- Discussion of Need to Develop a Self-Sustaining Business Plan for Mid-Valley Child Care Development Center
- Review of Operational and Communication Plan for August 19th Payment Deadline and Recovery Strategies
- Review and Discussion Regarding International Student Recruiting Efforts
- Review and Discussion of Proposed Reductions to Auxiliary Fund Budgets
- Review and Debriefing of Student Drop Process for Non Payment and Strategy
- Discussion of Participation in the Texas Success Center Institute, 2014 - *Pathways to Progress*
- Review of HB5 College Prep Course MOU Signing Ceremony, Friday, August 22, 2014
- Update on Status Report from the Implementation Teams
- Review and Discussion of STC Fraud Complaint Hotline
 - Purpose
 - Procedures
 - Investigation
 - Administrative Follow-Up
- Discussion of Professional Development for Administrators and Supervisors:
 - Responding to Allegations of Sexual Harassment
 - Responsibility to Prevent, Detect, and Report Fraud
- Update and Discussion of Proposed Federal Legislation: Campus Accountability and Safety Act
- Review and Discussion of Development and Approval of Procedures for New Degree and Certificate Programs
- Review and Discussion of: Clearinghouse Study Finds Declining Student Persistence Rates
- Review and Discussion of FY 2012 – 2013 Student Success Points and the Impact on Performance Based Funding
- Review and Discussion of UTRGV Admissions Criteria
- Review and Discussion of Role of South Texas College in Providing Adult Basic Education (ABE)
- Review and Discussion of Preliminary TSI Scores for Students Registered for Fall

*Facilities Committee
Minutes
August 14th, 2014*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, August 14th, 2014
@ 4:30 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Thursday, August 14th, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:38 with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez, Mr. Roy de León, Dr. Alejo Salinas, Jr., and Mr. Jesse Villarreal

Members absent: Mr. Gary Gurwitz, Mr. Paul R. Rodriguez, and Mrs. Graciela Farias.

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Gerry Rodriguez, Mr. George McCaleb, Mrs. Becky Cavazos, Mr. Gilbert Gallegos, Mr. Rolando Garcia, Mr. Trey Murray, Mr. Mike Hovar, Mr. Eli Alvarado, Mr. Chris Sias, and Mr. Andrew Fish

Approval of July 10, 2014 Facilities Committee Meeting Minutes

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Jesse Villarreal, the Minutes for the Facilities Committee Meeting of July 10, 2014 were approved as written. The motion carried.

Review and Discussion of Capital Improvements and Renewals and Replacements Projects for FY 2014 – 2015

Gerry Rodriguez reviewed the proposed **Capital Improvement Projects** budgeted for FY 2014-2015 and the **Renewals and Replacements** budgeted for FY 2014-2015. The proposed projects listed were not related to the Bond Construction Program projects and would be managed by STC's Facilities Planning & Construction Department staff.

The definitions below provide a brief description of **Capital Improvement Projects (CIP)** and **Renewals and Replacements Projects (R & R)**:

Capital Improvement Projects – the College’s construction projects are identified on an annual basis through the Capital Improvements Proposal (CIP) process. This is a process by which the college’s administrative staff, in conjunction with their respective department/division staff, identify facility improvement needs and justification. The various needs are described on a CIP form which includes a project description and evaluation criteria. The evaluation criteria requires the submitter to provide written statements describing how the proposed improvement supports the College’s Strategic Directions. This CIP process was developed in order to prioritize improvements, provide an equitable opportunity, and provide an integrated planning process supporting the college mission and related priorities.

Renewal and Replacements – the College’s Operations and Maintenance staff along with the Planning & Construction staff work together to identify and project facilities deferred maintenance projects. These efforts result in a five year plan which is updated on an annual basis and includes capital renewal construction projects needed at each campus. Using this five year deferred maintenance plan, a Renewals and Replacements budget is prepared each year to address the needs for the following fiscal year.

A spreadsheet outlining the proposed capital improvement projects and budget for Fiscal Year 2014-2015 was included in the packet. These spreadsheets included funds for Construction, Design, FFE (Furniture, Fixtures, & Equipment), Miscellaneous Items, Technology Equipment, and Security Equipment. The Miscellaneous items included materials testing, surveys, cost of advertisement, cost of printing, and related fees required by the governing authorities. The proposed projects would be included in the Unexpended - Construction Fund budget and the Plant Fund - Renewals and Replacements budget.

This item was for the Committee’s information and feedback to staff. No concerns were presented and no action was taken.

Review and Discussion of 2013 Bond Construction Program for FY 2014 – 2015

Mr. Gilbert Gallegos from Broaddus & Associates reviewed the proposed 2013 Bond Construction program projects budgeted for FY 2014-2015.

A spreadsheet outlining the proposed Bond Construction program projects and budget for fiscal year 2014-2015 was provided in the packet. The proposed budget amounts for each project were reviewed with Bond Construction Program Management Consultants Broaddus & Associates. Upon Board approval of the Fiscal Year 2014-2015 budget, which would include the proposed 2013 Bond Construction Program items as the Unexpended – Construction Fund – Bond Series 2014, these projects would be included in the Bond Construction budget. Mr. Gilbert Gallegos with Broaddus & Associates and Mr. Gerry Rodriguez addressed questions from the Committee related to the proposed improvements and budget.

This item was for the Committee's information and feedback to staff. No action was taken.

Update on Status of 2013 Bond Construction Program

Mr. Gilbert Gallegos provided an update on the 2013 Bond Construction Program.

As part of this update, Mr. Gallegos addressed Trustees concerns regarding the Architect/Engineer Fee Schedule which was approved by the Board in 2001, and was proposed by Broaddus & Associates for continued use for the 2013 Bond Construction Program.

Due to the concerns raised, Broaddus & Associates agreed to conduct a survey of comparable projects to revise the Fee Schedule as necessary. Mr. Gallegos announced that a new schedule would be presented for Board review prior to any negotiations with design firms.

This item was for the Committee's information and feedback to staff. No action was taken.

Review and Recommend Action on Approval of Publication of the Request for Qualifications (RFQ) for Mechanical/Electrical/Plumbing and Civil Engineering Services for the 2013 Bond Construction Program

Approval to solicit Mechanical/Electrical/Plumbing (MEP) and Civil Engineering (CE) services for the construction projects as outlined in the November 5, 2013 Bond Construction Program would be requested from the Board.

With previous Board approval of the Master Plan, staff began working with Broaddus and Associates, the Construction Program Management Services firm retained for the 2013 Bond Construction Program, to solicit architectural and engineering services. The next step in the bond program was the design phase for three Thermal Plant projects and Parking and Site Improvement projects. A list of Bond projects outlining those requiring engineering services was provided to the Committee.

It was recommended that MEP engineering services be solicited for design of the Thermal Plant projects and CE services be solicited for design of the new parking lots and site improvements. As part of the design phase preparations, staff and Broaddus & Associates developed two Requests for Qualifications (RFQ) for these engineering services. The RFQ's for engineering services were prepared based on and were similar to the RFQ for architectural services previously approved by the Board of Trustees. Copies of the two RFQ's were provided at the August 14, 2014 Facilities Committee meeting. With Board authorization, staff would begin the required solicitations of these engineering services.

In section 2.7 of the RFQ, it was explained that the College may or may not invite one or more of the most highly qualified Respondents to attend a formal interview. This would allow the Board the option of choosing to interview respondents or make selections without interviewing.

Upon a motion by Mr. Roy de León and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval of the solicitation of Mechanical/Electrical/Plumbing (MEP) and Civil engineering (CE) services, for design of construction projects as outlined in the November 5, 2013 Bond election, through the Request for Qualifications (RFQ) as presented. The motion carried.

Review and Recommend Action on FY 2014-2015 Facility Lease Agreements

Approval of FY 2014-2015 facility lease agreements for use by STC would be requested at the August 26, 2014 Board meeting.

Facility lease agreements proposed for FY 14-15 included the following:

1. Annual Facility Lease Agreements
2. Proposed New Facility Lease Agreement
3. Renewal of Facility Lease Agreement

1. Annual Facility Lease Agreements

Below is a list of facilities which were leased on an annual basis and used for various instructional purposes.

Facility	Annual Cost
City of McAllen – Boys & Girls Club Othal Brand Center	\$5,000
City of McAllen – Boys & Girls Club Roney Center	\$5,000
City of McAllen – Boys and Girls Club Pool	\$600
City of McAllen – Las Palmas Park	no charge
City of McAllen – Los Encinos Park Tennis Courts	\$600
City of McAllen – Municipal Baseball Complex	\$400
City of McAllen – Municipal Pool	\$6,600
City of McAllen – Palmview Golf Course	\$1,500
City of McAllen – Parks and Recreation	\$1,000
City of McAllen – Westside Park	\$600
City of Mission – Parks & Recreation North Side Pool	\$700
City of Weslaco – City Park Tennis Courts	\$600
Flamingo Bowl (McAllen, TX)	\$10,000
McAllen ISD – Tennis Courts	\$1,350
Mighty Joe’s Gym (Weslaco, TX)	\$350
The Practice Tee (Pharr, TX)	\$3,500
Ultimate Fitness Center (Weslaco, TX)	\$6,200
Total	\$44,000

The facilities would provide for Fitness Walking, Weight Training, Bowling, Golf, Basketball, Volleyball, Swimming, and Tennis courses in the Kinesiology program for the fall 2014, spring 2015 and summer 2015. In FY 2013-2014 a total of 986 students used these facilities. A Physical Education Special Activity Fee of \$55 was charged per student for each course taken. A total of \$54,230 was collected for building use fees during FY 2013-2014.

Staff recommended approval of these facility lease agreements for use during the period beginning September 1, 2014 through August 31, 2015, at an estimated total cost of \$44,000. Funds for these expenditures were budgeted in the proposed Facilities Physical Education Facilities Rent budget for FY 2014-2015.

2. Renewal of Facility Lease Agreements

The facility listed below was previously approved for lease on an annual basis and required renewal.

Facility	Renewals in Contract	Renewal Requested	Lease Cost
La Joya ISD – Jimmy Carter Campus classrooms and library space	4	3rd	\$1- plus security and custodial

This facility would provide space for various academic programs during academic year 2014-2015. Staff recommended approval to renew this facility lease agreement for use

starting September 1, 2014. Funds for these expenditures were budgeted in the Facilities Lease budget for FY 2014-2015.

3. Proposed New Facility Lease Agreement

Staff worked with PSJA School District to develop a facility lease agreement which provided for use of their facilities for instruction starting fall 2014.

Below is the proposed lease and a description for the proposed use:

Site	Spaces	Proposed Use	Estimated Cost
PSJA School District – CCTA and Ballew High School	Classrooms, Science Labs, Computer labs, Electronics Lab, Welding lab and staff offices	Provide courses in Business, Science, Criminal Justice, Police Academy, Electrician, HVAC and Welding	\$1 annually plus prorated cost of security, custodial and utilities

Staff recommended approval of this facility lease agreement for use during the period beginning September 1, 2014 through August 31, 2015.

Upon a motion by Mr. Roy de León and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval of the FY 2014-2015 facility lease agreements for use by STC as presented. The motion carried.

Review and Recommend Action on Approval of Special Warranty Deeds to Revise Nursing & Allied Health Campus Property Boundaries Adjacent to City Water Tower

Approval of Special Warranty Deeds to revise Nursing & Allied Health Campus property boundaries adjacent to the City of McAllen water tower would be requested at the August 26, 2014 Board meeting.

In 2010 the City of McAllen conveyed to STC, 6.63 acres of land adjacent to the Nursing & Allied Health Campus and reserved approximately one acre of land for the construction of a new water tower. The water tower was built approximately fifty feet south of the originally planned location. Because of the adjusted location for the tower, it was not completely located within the one-acre site originally reserved for the tower.

Now that STC was in the process of working with Perez Consulting Engineers to prepare and record a subdivision plat for the 6.63 acres, STC staff and the City of McAllen recommended that the one-acre property boundaries for the tower be revised to reflect the actual location of the tower. In preparation for this revision, the City prepared the necessary Special Warranty Deeds, Metes and Bounds Descriptions, and a revised site survey to

reflect the property revisions. These documents were included in the Facilities Committee packet. Two simplified site plans showing the original and revised property for the water tower were also included in the packet.

The adjustment of the property boundaries would benefit STC by allowing the construction of a new east and west drive included in the campus master plan. This new drive would be constructed as part of the current parking lot expansion project and would support the future Bond construction program requirements.

Upon a motion by Mr. Roy de León and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval of the Special Warranty Deeds to revise the Nursing & Allied Health Campus property boundaries adjacent to City water tower as presented. The motion carried.

Review and Recommend Action on Contracting Civil Engineering Design Services for District-Wide ADA Improvements for Building to Building Access Phase II

Approval to contract civil engineering design services for the District-Wide ADA Improvements for Building to Building Access Phase II would be requested at the August 26, 2014 Board meeting.

In order to proceed with these Phase II improvements, staff recommended contracting civil engineering services for preparation of plans and specifications for each campus. During fiscal year 2013-2014, the Board of Trustees authorized design services for Phase I improvements which were since completed. Additional funds were budgeted in fiscal year 2014-2015 for Phase II Improvements. These improvements were recommended in order to adapt to new ADA codes which required that campus environments provide equitable building to building access for patrons with disabilities.

The five civil engineering firms listed below were previously approved by the Board for one year to provide professional services as needed for projects under \$500,000.00.

1. Dannenbaum Engineering
2. Halff Associates, Inc.
3. Melden & Hunt
4. Perez Consulting Engineering
5. R. Gutierrez Engineering

Based on previous project assignments and experience with the five available firms, Dannenbaum Engineering was recommended to provide civil engineering services for this project. Dannenbaum Engineering prepared plans and specifications for Phase I and was familiar with the recommendations outlined in the ADA inspector's reports. By contracting with Dannenbaum Engineering for Phase II, the remaining improvements could be designed to the same standards and specifications used in Phase I.

Funds were available in the FY2013-2014 unexpended construction budget for design and construction of these improvements, with final amount to be negotiated.

Project Budget		
Budget Components	Available Funds	Estimated Cost
Design	\$25,000	Actual design fees are estimated at \$20,000 and will be finalized during contract negotiations
Construction	\$250,000	Actual cost will be determined after the solicitation of construction proposals

Upon a motion by Mr. Roy de León and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval to contract civil engineering design services with Dannenbaum Engineering for the District-Wide ADA Improvements for Building to Building Access Phase II as presented. The motion carried.

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

Approval of substantial and/or final completion and release of final payment for the following projects would be requested at the August 26, 2014 Board meeting:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Pecan Campus Hail Damage Exhaust Fan Repairs	Recommended	Recommended	Certificate of Substantial Completion Final Completion Letter
2.	Pecan Plaza Space Renovation for the STC Police Department	Recommended	Estimated September 2014	Certificate of Substantial Completion
3.	District-Wide Automatic Door Openers Phase II	Previously Approved	Recommended	Final Completion Letter

1. Pecan Campus Hail Damage Exhaust Fan Repairs

It was recommended that substantial completion, final completion, and release of final payment for this project with CAS Companies be approved.

Architects with Amtech Building Sciences 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 July 21, 2014. 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.

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 CAS Companies be approved. The original cost approved for this project was in the amount of \$72,414.

The following chart summarizes costs related to the above information:

Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$72,414	\$3,796	\$76,210	\$68,793.30	\$7,416.70

On July 21, 2014, STC Planning & Construction Department staff inspected the site to confirm that all work and punch list items were completed.

2. Pecan Plaza Space Renovation for the STC Police Department

It was recommended that substantial completion for this project with 5 Star Construction be approved.

Architects with PBK 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 July 28, 2014. 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.

5 Starr Construction 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 September 2014 Board meeting.

3. District-Wide Automatic Door Openers Phase II

It was recommended that final completion 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 Star Construction be approved. The original cost approved for this project was in the amount of \$96,500.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$130,000	\$96,500	(\$3,900)	\$92,600	\$91,675	\$925

On July 17, 2014, STC Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

Upon a motion by Mr. Roy de León and a second by Mr. Jesse Villarreal, the Facilities Committee recommended Board approval of the substantial and/or final completion and release of final payment of the projects as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared the attached design and construction update. This update summarized the status of each capital improvement project currently in progress. Committee members were asked to review and provide input and/or ask questions regarding the construction projects. Gerry Rodriguez was present to respond to questions and address concerns of the Committee. No questions were asked.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 5:27 p.m.

I certify that the foregoing are the true and correct minutes of the August 14th, 2014 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

*Finance & Human
Resources Committee
Minutes
August 14th, 2014*

**South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Thursday, August 14, 2014
@ 5:30 p.m.
McAllen, Texas**

Minutes

The Finance and Human Resources Committee Meeting was held on Thursday, August 14, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:37 p.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Dr. Alejo Salinas, Jr., Mr. Roy de León, Mr. Paul R. Rodriguez, and Ms. Rose Benavidez

Other Trustees Present: None

Members absent: None

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Mrs. Becky Cavazos, Ms. Myriam Lopez, Ms. Alicia Gomez, Mr. George McCaleb, Mrs. Brenda Balderaz, Mr. Aaron Thalman, Mr. Daniel Ramirez, Mr. Michael Cano, Mr. Raul Cabaza, and Mr. Andrew Fish

Approval of July 10, 2014 Finance and Human Resources Committee Minutes

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Minutes for the Finance and Human Resources Committee Meeting of July 10, 2014 were approved as written. The motion carried.

**Discussion and Action as Necessary on Hidalgo County Tax Resale Property
and Resolution Authorizing Tax Resale**

Approval of the Hidalgo County Tax Resale Property Bids and Resolution Authorizing Tax Resale would be requested at the August 26, 2014, Board meeting.

The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and possible action on the tax resale of forty-seven (47) properties.

On June 3, 2014 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Courthouse. Out of the fifty-five (55) properties, eight (8) properties were denied by other taxing authorities. They requested Board approval on forty-seven (47) properties.

The total amount the College would receive was \$41,666.09.

Linebarger Goggan Blair & Sampson, LLP submitted the analysis of the bids received for the Board of Trustees' consideration.

The Resolution Authorizing the Tax Resale was provided in the packet for the Committee's review. A listing of the bids, the legal description for each property, as well as the amount of the bid, the STC amount, and the Analysis of Bids Received were included under separate cover for the Committee's information and review.

Michael Cano from Linebarger Goggan Blair & Sampson, LLP presented this information at the meeting. Mr. Cano affirmed that for each of the properties, excluding those within the Donna Independent School District, all local taxing authorities had already approved the bids as presented. In the case of those properties in Donna ISD, Linebarger Goggan Blair & Sampson, LLP was waiting for a meeting by that district's Board and expected approval from them at their next meeting.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Finance and Human Resources Committee recommend for Board approval at the August 26, 2014 Board meeting, the Hidalgo County Tax Resale Property Bids and Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

Review and Recommend Action on Property, Casualty, Flood, & Workers Compensation Insurance

Approval would be requested at the August 26, 2014 Board meeting, to award the proposal for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portable buildings for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724**.

Mr. Raul Cabaza, III with Shepard Walton King presented his recommendations for the College's insurance policies. The recommendation for Crime Insurance was revised, with a new recommendation provided at the Finance and Human Resources Committee meeting, to reflect an increased coverage from \$250,000 to \$1,000,000. The recommendations from Mr. Cabaza were as follows:

- **Property Insurance / Flood Insurance**

⇒ Property Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a total cost of **\$387,039**. The policy includes flood insurance with a deductible of \$100K for zones X and C and \$500K for zone B. The earthquake limit is \$1M.

- **Crime Insurance**

⇒ Crime Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a cost of **\$8,446**

- **School Board Legal Liability Insurance, General Liability, and Auto Liability-Physical Damage**

⇒ School Board Legal Liability Insurance to Texas Association of School Boards (TASB) at a total cost of **\$78,899**; includes General Liability Insurance at no additional cost

⇒ Automobile Insurance to Texas Association of School Boards (TASB) at a cost of **\$13,986**

- **Workers Compensation**

⇒ Workers Compensation to Texas Political Subdivisions (Montalvo Insurance Agency) at a total cost of **\$174,354**; includes Volunteers.

The total recommended award to Montalvo Insurance Agency was **\$569,839**. The total recommended award to Texas Association of School Boards was **\$92,885**. These amounts equaled to **\$662,724**.

The request for proposals was advertised and issued to seven (7) vendors. Three (3) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, the Vice President for Finance and Administrative Services, and the Purchasing Department.

The recommendation letters and spreadsheets provided by Mr. Raul Cabaza, III, were provided in the packet for the Committee's information and review.

Funds for this expenditure were budgeted in the Insurance and Benefits budgets for FY 2014-2015, pending Board approval of the budget.

Mr. Raul Cabaza was present at the July 10, 2014 Finance Committee meeting to discuss the potential insurance options and obtain feedback from the Committee members.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommend for Board approval at the August 26, 2014

Board meeting, awarding the proposals for Property Insurance, Crime Insurance, School Board Legal Liability, General Liability, Auto Liability-Physical Damage, and Workers Compensation for a period beginning September 1, 2014 through August 31, 2015, and for the Flood Insurance for permanent structures for a period beginning January 3, 2015 through January 2, 2016 and for portables for a period beginning November 1, 2014 through October 31, 2015 at a total cost of **\$662,724** as recommended by Mr. Raul Cabaza, III. The motion carried.

**Review and Recommend Action on Award of Proposals,
 Purchases, and Renewals**

Approval of the following proposal awards, purchases, and renewals would be requested at the August 26, 2014 Board meeting as follows:

- 1) Machine Shop Equipment (Award):** award the proposal for machine shop equipment to Rex Supply (Pharr, TX), at a total cost of \$63,411.00;
- 2) Office Supplies (Award):** award the proposal for office supplies for the period beginning October 1, 2014 through September 30, 2015 with two one-year options to renew, at an estimated amount of \$450,000.00 as follows:
 - **Primary:** Gateway Printing & Office Supplies, Inc. (Edinburg, TX).
 - **Secondary:** Quill Corporation (Lincolnshire, IL)
Office Depot, Inc. (Boca Raton, FL/McAllen, TX)
- 3) Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of \$328,163.44 for the period beginning September 1, 2014 through August 31, 2015 as follows:
 - A) Printing Projects –** At an estimated amount of \$228,163.44 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures	Safeguard Universal, LLC. (Corpus Christi, TX)	\$2,090.00
Imprint Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$20,762.00
Program of Study Brochures	Grunwald Printing Company (Corpus Christi, TX)	\$2,985.12
Staying Connected Special Edition Tabloids	The Monitor – AIM Media TX (McAllen, TX)	\$14,400.00
Class Schedules (Summer/Fall)	Valley Newspaper Holdings (McAllen, TX)	\$59,305.53
Class Schedules (Spring)	Valley Newspaper Holdings (McAllen, TX)	\$23,119.19
Official Stationery	San Antonio Printing (McAllen, TX)	\$40,000.00
Student Catalog	Mignone Communications, Inc./A Division of EP Graphics, Inc. (Berne, IN)	\$25,706.16

Publications	Vendor	Amount
Viewbook	Grunwald Printing Company (Corpus Christi, TX)	\$5,943.44
Graduation Announcements (Fall and Spring)	Gateway Printing & Office Supplies, Inc. (Edinburg, TX)	\$902.00
Graduation Programs (Fall and Spring)	San Antonio Printing (McAllen, TX)	\$32,950.00

B) General Purpose Printing – At an estimated amount of \$100,000.00 will be awarded to the following eight (8) vendors:

1. Copy Zone, Ltd. (McAllen, TX)
2. Expressway Printing, Copying and More, LLC. (Mercedes, TX)
3. Fed Ex Office (McAllen, TX)
4. Gateway Printing & Office Supplies, Inc. (Edinburg, TX)
5. Grunwald Printing Company (Corpus Christi, TX)
6. Pro-Data Printing (McAllen, TX)
7. Safeguard Universal, LLC. (Corpus Christi, TX)
8. San Antonio Printing, (McAllen, TX)

- 4) Consulting Services (Purchase):** purchase consulting services with Evergreen Solutions, LLC. (Tallahassee, FL), a sole source vendor, for the period beginning September 1, 2014 through December 31, 2014, at a cost of \$150.00 per hour not to exceed \$15,000.00;
- 5) Custodial Equipment (Purchase):** purchase custodial equipment from Gulf Coast Paper Company (Corpus Christi, TX/Brownsville, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$24,636.90;
- 6) Database Administrator Services (Purchase):** purchase database administrator services from Strata Information Group, Inc. (San Diego, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$300,000.00;
- 7) Incident Response Services (Purchase):** purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$11,000.00;
- 8) Long Distance Service (Purchase):** purchase long distance service from AT&T Corporation (Dallas, TX) through the State of Texas Department of Information Resources (DIR) TEXAN service contract for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$12,360.00;
- 9) Online Training Services (Purchase):** purchase online training services from Lynda.com, Inc. (Carpinteria, CA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at an estimated cost of \$20,943.70;
- 10) Software Maintenance Agreement (Purchase):** purchase a software maintenance agreement from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 30, 2014 through August 29, 2015, at a total cost of \$25,397.95;

- 11)Ventilator (Purchase):** purchase a ventilator from CareFusion Corporation (Yorba Linda, CA), a sole source vendor, at a total cost of \$17,367.45;
- 12)Web Content Management System (Purchase):** purchase a web content management system from Hannon Hill (Atlanta, GA), a sole source vendor, for the period beginning August 27, 2014 through August 26, 2015, at a total cost of \$58,300.00;
- 13)Accreditation and Compliance Management License (Renewal):** renew the accreditation and compliance management license with Concord USA, Inc. (Atlanta, GA), a sole source vendor, for the period beginning August 14, 2014 through August 13, 2015, at a total cost of \$13,720.00.
- 14)Appliance Maintenance Agreement (Renewal):** renew the appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$16,295.20;
- 15)Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$390,127.30;
- 16)Book Detection System Maintenance Agreement (Renewal):** renew the book detection system maintenance agreement with 3M Library Systems (St. Paul, MN), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$21,295.00;
- 17)Data Hosting Services Agreement (Renewal):** renew the data hosting services agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$177,169.46;
- 18)Desktop Security Software Maintenance (Renewal):** renew the desktop security software maintenance with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$39,517.30;
- 19)Email Security Software Licenses Service Agreement (Renewal):** renew the email security software licenses service agreement with Software House International (SHI) (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$38,894.00;
- 20)Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Renewal):** renew the enterprise antivirus web and network security protection software, maintenance and support from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at an annual cost of \$142,236.98. Significant savings will be realized by the college by accepting this multi-year agreement;

- 21)Food Service – Nursing and Allied Health Campus (Renewal):** renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX) for the period beginning October 19, 2014 through October 18, 2015, at a commission of 4% of total sales;
- 22)Hardware Maintenance and Support Agreement (Renewal):** renew the hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$65,997.19;
- 23)HP Hardware and Software Maintenance Agreement (Renewal):** renew the HP hardware and software maintenance agreement with Hewlett Packard Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$23,935.90;
- 24)In-Store Purchases of Materials, Supplies and Miscellaneous Items (Renewal):** renew the in-store purchases of materials, supplies and miscellaneous items contracts for the period beginning October 17, 2014 through October 16, 2015, at an estimated amount of \$112,000.00, with the following vendors:
- HEB Grocery, Co. (McAllen, TX)
 - Hobby Lobby Store’s, Inc. (McAllen, TX)
 - Sam’s Club (McAllen, TX)
 - Wal-Mart (Mission, TX)
- 25)Library Materials (Renewal):** renew the library materials contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$227,912 with the following vendors:

a	ABDO Publishing (Minneapolis, MN)	q	Ingram Library Services, Inc. (La Vergne, TN)
b	Baker & Taylor, Inc. (Charlotte, NC)	r	Insight Media (New York, NY)
c	Bearport Publishing (New York, NY)	s	Latin American Book Source, Inc. (Chula Vista, CA)
d	Books A Million, Inc. (Birmingham, AL)	t	Midwest Tape, LLC. (Holland, OH)
e	Bound to Stay Bound Books, Inc. (Jacksonville, IL)	u	National Education Systems, Inc. (San Antonio, TX)
f	Crabtree Publishing, Co. (New York, NY)	v	PBS Distribution (Arlington, VA)
g	The Creative Company (N. Mankato, MN)	w	Perma Bound Books Hertzberg New Method, Inc. (Jacksonville, IL)
h	Dawn Sign Press (San Diego, CA)	x	Plunkett Research, Ltd. (Houston, TX)
i	Delaney Educational Enterprises (San Diego, CA)	y	Quality Books, Inc. (Oregon, IL)
j	EBSCO Industries, Inc. (Ipswich, MA)	z	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)
k	Follett Library Resource, Inc. (McHenry, IL)	aa	EBSCO Publishing, Inc./dba Salem Press (Hackensack, NJ)
l	The Gale Group/Cengage Learning, Inc. (Farmington Hills, MI)	bb	Scholastic Library Publishing, Inc. (Danbury, CT)
m	Gareth Stevens Publishing (New York, NY)	cc	Show Me Books, Inc. (Bethany, MO)

n	Grey House Publishing (Amenia, NY)	dd	Unique Books, Inc. (St. Louis, MO)
o	Central Programs, Inc./dba Gumdrop Books (Bethany, MO)	ee	World Book, Inc. (Chicago, IL)
p	Infobase Publishing (Brookshire, TX)		

- 26) Mass Notification System Agreement (Renewal):** renew the mass notification system agreement with Rave Wireless/dba Rave Mobile Safety (Pittsburg, TX), a TIPS/TAPS Purchasing Cooperative approved vendor, for the period beginning September 1, 2014 through August 31, 2017, at a total cost of \$44,840.00 and a total cost of \$134,520.00. Significant savings will be realized by the college by accepting this multi-year agreement;
- 27) Network Equipment and Software Maintenance Agreement (Renewal):** renew the network equipment and software maintenance agreement with Insight Public Sector (Bloomington, IL/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$138,710.21;
- 28) Online Real Estate Courses (Renewal):** renew the online real estate courses contract with OnCourse Learning Corporation (Atlanta, GA) for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$2.50 to \$257.50 per class;
- 29) Online Tutoring Services Agreement (Renewal):** renew the online tutoring services agreement with Smarthinking/NCS Pearson, Inc. (Chicago, IL), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at an estimated amount of \$80,500.00 which provides 3,500 service hours;
- 30) Professional Development and Consultant Services for the Puente Project (Renewal):** renew the professional development and consultant services for the Puente Project with Catch the Next, Inc. (New York, NY), a sole source vendor, for the period beginning June 1, 2014 through May 31, 2015, at a total cost of \$17,500.00;
- 31) Projector Lamps (Renewal):** renew the projector lamps contracts for the period beginning September 26, 2014 through September 25, 2015, at an estimated cost of \$30,500.00 with the following vendors:
- Audio Visual Aids Corp (San Antonio, TX)
 - Howard Technology Solutions (Ellisville, MS)
- 32) Public Website Hosting Maintenance and Support Agreement (Renewal):** renew the public website hosting maintenance and support agreement with Rackspace Managed Hosting (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a monthly cost of \$1,763.00 and annual cost of \$21,156.00;
- 33) Science Laboratory Supplies (Renewal):** renew the science laboratory supplies contracts for the period beginning September 1, 2014 through August 31, 2015, at an estimated cost of \$250,000.00 based on prior year expenditures. The vendors are as follows:
- a. Bio Corporation (Alexandria, MN)
 - b. Carolina Biological Supply, Co. (Burlington, NC)
 - c. Cynmar Corporation (Carlinville, IL)
 - d. Flinn Scientific, Inc. (Batavia, IL)

- e. Delta Education, LLC./dba Frey Scientific (Nashua, NH)
- f. NASCO (Fort Atkinson, WI)
- g. Nebraska Scientific (Omaha, NE)
- h. PASCO Scientific (Roseville, CA)
- i. Sargent-Welch/VWR (Arlington Heights, IL)
- j. Thomas Scientific (Swedesboro, NJ)
- k. VWR Education, LLC. /dba Ward's Natural Science (Rochester, NY)

34)Truck Driver/Bus Driver Training (Renewal): renew the truck driver/bus driver training contract with International Schools (El Paso, TX), for the period beginning September 1, 2014 through August 31, 2015, at an 18% commission to the College retained from each student's tuition;

35)Virtual Environment Maintenance Agreement (Renewal): renew the virtual environment maintenance agreement with VMWare, Inc. (Palo Alto, CA), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of \$19,448.49.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals was \$3,288,015.47

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the proposal awards, purchases, and renewals as listed. The motion carried.

Review and Recommend Action on Proposed Employee Salary Pay Plans for FY 2014-2015

Approval of the Proposed Employee Salary Pay Plans for FY 2014-2015 would be requested at the August 26, 2014 Board meeting.

The Proposed Employee Salary Pay Plans for FY 2014-2015 for all employee groups was presented for the Committee's review and consideration. The Employee Salary Pay Plans include Classified, Professional Technical (exempt and non-exempt), Administrative, Executive, and Faculty.

The Employee Salary Pay Plan information was prepared by the Office of Human Resources and included the recommendation made by the compensation study firm, Evergreen Solutions. The President and all the Vice Presidents reviewed the Plan and approved the proposed revisions.

A copy of the Proposed Employee Salary Pay Plan was provided under separate cover. Staff was still in the process of proofing the document at the time of distribution, and a revised copy was provided at the Committee meeting. There could be minor changes prior to final presentation to the Board.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommend for Board approval at the August 26, 2014

*Finance and Human Resources
Committee Minutes 08-14-2014*