

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Monday February 17, 2014
@ 4:30 PM
McAllen, Texas**

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

I.	Approval of December 12, 2013 Facilities Committee Meeting Minutes	1-8
II.	Approval of January 16, 2014 Facilities Committee Meeting Minutes	9-19
III.	Update on Hail Damage Repairs	20-21
IV.	Review and Action as Necessary on Statute of Limitations Applicable to STC Hail Storm Damage Claim	22
V.	Review and Recommend Action on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings K, L, Human Resources, and HVAC Chilled Water Pipe Insulation	23-31
VI.	Review and Recommend Action on Final Completion of Hail Damage Repairs for Pecan Campus Buildings B, D, X, Casso Residence, Portable Buildings, and HVAC Chilled Water Pipe Raising	32-37
VII.	Review and Recommend Action on Contracting MEP Engineering Design Services for Technology Campus Cooling Tower Replacement.....	38-40
VIII.	Review and Recommend Action on Pecan Plaza Space Renovation for the STC Police Department Change Order No. 2.....	41-46
IX.	Review and Recommend Action on District-Wide Building to Building ADA Compliance Change Order No. 2	47
X.	Review and Recommend Action on Rejection of Proposals for Electrical Improvements for the Pecan Campus Information Booth	48
XI.	Review and Recommend Action on Substantial Completion for Technology Campus Welding Lab Expansion Phase II.....	49-50
XII.	Review and Recommend Action on Final Completion for Mid Valley Campus Resurfacing Parking Lot No. 4.....	51-52
XIII.	Review and Recommend Action on Liquidated Damages Change Order for the Pecan Plaza Parking Lot Resurfacing and Lighting Improvements Project	53

XIV.	Update and Discussion on Status of Solicitation of Bond 2013 Construction Program Management Services	54
XV.	Update on Status of Construction Projects	55-62

Approval of December 12, 2013 Facilities Committee Meeting Minutes

The Minutes for the Facilities Committee Meeting of December 12, 2013 are presented for Committee approval. At the January 16, 2014 Facilities Committee Meeting, the Committee moved to recommend Board approval of these Minutes. This is not the standard practice for approval of Committee Minutes.

The Facilities Committee is hereby asked to approve these Minutes as written.

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, December 12th, 2013
@ 4:30 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Thursday, December 12th, 2013 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:35 with Mr. Gary Gurwitz, Chairman, presiding.

Members present: Mr. Gary Gurwitz, Ms. Rose Benavidez, and Mr. Jesse Villarreal

Other Trustees Present: Mr. Paul R. Rodriguez

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mrs. Diana Pena, Mr. Gerry Rodriguez, Mr. Michael Hovar, Mr. George McCaleb, and Mr. Andrew Fish

Approval of November 19, 2013 Facilities Committee Meeting Minutes

Upon a motion by Ms. Rose Benavidez and a second by Mr. Jesse Villarreal, the Minutes for the Facilities Committee Meeting of November 19, 2013 were approved as written. The motion carried.

Review and Recommend Action to Delete and Replace Policy #1511: *Conflicts of Interest; Prohibited Conduct*

A request for approval to delete Policy #1511: Conflicts of Interest; Prohibited Conduct and replace with proposed revised Policy #1511: Conflict of Interest, Disclosure of Interest, and Prohibited Conduct was intended for the December 17, 2013 Board meeting.

Due to concerns regarding ambiguities the Facilities Committee Chair requested that Legal Counsel and staff do further review and revisions prior to consideration by the Board.

**Review and Recommend Action to Approve Request for Qualifications for 2013
Bond Construction Program Management Services**

Approval of Request for Qualifications (RFQ) for 2013 Bond Construction Program Management services will be requested at the December 17, 2013 Board meeting.

As the College prepares for implementation of the 2013 Bond Construction Program, staff proposed to commence with the solicitation for Qualifications for the Bond Construction Program Management Services. Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, reviewed the proposed draft Request for Qualifications for Construction Program Management Services.

Dr. Reed announced that one revision prior to presentation to the Board was the removal of references to "consultant services", so as to make clear that the Board was soliciting responses from construction program management firms, and not from firms interested only in a consultant role.

The proposed draft RFQ was reviewed by administrative staff and legal counsel and presented for review and consideration by the Board Facilities Committee. The RFQ was organized by the following sections:

Section 1 – General information and intent of the RFQ, history and general requirements of the RFQ

Section 2 – Description of services to be provided

Section 3 – Requirement for statement of qualifications

Section 4 – Format for statement of qualifications

Section 5 – Information on pre-qualification conference

Gerry Rodriguez also announced that the plan was to schedule the publication and distribution of the RFQ during the first week of January, so that staff would be back to work from the Winter Break by the time respondents started attempting to contact the College with questions.

Mr. Paul R. Rodriguez asked whether it would be appropriate to add language prohibiting any contracted Construction Program Manager from hiring architects, engineers, contractors, subcontractors, materials suppliers, or other firms that are

affiliated with the Construction Program Manager. Legal Counsel agreed that this could be done, and would draft language to include in the RFQ so that any responding CPM firms would be aware of the restriction before submitting their qualifications.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the Request for Qualification for 2013 Bond Construction Program Management services as revised. The motion carried.

Update on Hail Damage Repairs

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, provided an update on the status of hail damage repairs during the December 12, 2013 Facilities Committee meeting.

The following table provides the status of each phase of hail damage repairs:

Phase	Description	Design	Proposal	Construction
	Tech Campus Shipping & Receiving	N/A	Approved	Complete
I	HVAC chilled water lines	Complete	Approved	Complete
II	HVAC cooling towers	Complete	Approved	Complete
III	Administration Building A	Complete	Approved	Complete
IV	Administration Building X	Complete	Approved	Complete
V	Administration Building D	Complete	Approved	Complete
VI	Library Building F	Complete	Approved*	Complete
VII	Center for Learning Excellence Building C	Complete	Approved	Complete
VIII	North Academic Building G	Complete	Approved*	95%
IX	Portable Buildings and Casso's Residence	Complete	Approved	95%
X	South Academic Building J	Complete	Approved*	90%
XI	Student Services Building K	Complete	Approved*	50%
XII	Student Activities Building H	Complete	Approved*	90%
XIII	Thermal Plant Building E	Complete	Approved	90%
XIV	Art Building B	Complete	Approved	95%
XV	Cooper Center Building L	Complete	Approved*	70%
XVI	IT Building M	Complete	Approved	95%
XVII	Administrative Services Building N	Complete	Approved	95%
XVIII	West Academic Building T	N/A	N/A	N/A
XIX	Chilled water piping insulation	Complete	Approved	50%
	Pecan Plaza Human Resources	Completed	Approved	90%

* Proposal amount exceeded \$500,000 and required Board approval

Staff, legal counsel, the design team, and the contractor completed responses to the Report received from Chubb. Chubb representative Rodger Blackburn acknowledged receipt of these responses and stated he would review and provide an update.

Gerry Rodriguez advised the Committee that completion of the pending work was on schedule, and final costs would be available as projects were finished.

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

Review and Recommend Action on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings M, N, Portable Buildings, and Casso Residence

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Buildings M (Information Technology), N (Institutional Support), Portable Buildings, and Casso Residence will be requested at the December 17, 2013 Board meeting.

During the March, 2012 hail storm, buildings on the Pecan Campus were damaged. Repairs for these damages have been included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass has since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Substantial Completion Certificates were provided.

Contractor SpawGlass Contractors 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 January, 2014 Board meeting.

Upon a motion by Mr. Jesse Villarreal and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of Hail Damage Repairs for Pecan Campus Buildings M, N, Portable Buildings, and Casso Residence as presented. The motion carried.

Review and Recommend Action on Final Completion of Hail Damage Repairs for Pecan Campus Buildings A, C, and F

Approval of final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings A, C, and F will be requested at the December 17, 2013 Board meeting.

It was recommended that final completion and release of final payment for these projects with SpawGlass Contractors be approved. The original costs approved for these projects are summarized in the following chart:

Building	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
A	\$442,045	(\$95,531.43)	\$346,513.57	\$335,172.10	\$11,341.47
C	\$414,294	(\$70,310.16)	\$343,983.84	\$305,215.06	\$38,768.78
F	\$1,018,308	(\$68,796.14)	\$949,511.86	\$774,563.04	\$174,948.82

STC Planning & Construction Department staff and project architect with Amtech Building Sciences inspected the sites to confirm that all punch list items were completed. Amtech Building Sciences provided letters recommending acceptance of final completion and release of final payment pending delivery of closeout documents. The letters were included within the Facilities Committee packet.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Gary Gurwitz, the Facilities Committee recommended Board approval of the final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings A, C, and F with SpawGlass Contractors as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for District Wide Automatic Door Openers Phase II

Approval to select a contractor for the District Wide Automatic Door Openers Phase II project will be requested at the December 17, 2013 Board meeting.

For fiscal year 2013-2014 construction funds were budgeted for Phase II installation of automatic door openers district wide. Although not required by current ADA code, automatic door openers were being installed at high traffic building entrances. Staff

surveyed all campus buildings to determine where the automatic door openers will be most beneficial. The installation of these openers provided convenience for faculty, staff, and students with disabilities or who may have difficulty opening a standard exterior door.

STC staff and ACR Engineering issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began October 28, 2013 and a total of two (2) proposals were received on November 21, 2013.

Timeline for Solicitation of Competitive Sealed Proposals	
October 28, 2013	Solicitation of competitive sealed proposals. One (1) set of construction documents were issued.
November 21, 2013	Two (2) proposals were received.

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

Funds were available in the FY2013-2014 Construction budget.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Construction	\$130,000	\$96,500

Upon a motion by Mr. Jesse Villarreal and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with 5 Star Construction in the amount of \$96,500 for the District Wide Automatic Door Openers Phase II project as presented. The motion carried.

Review and Recommend Action on Substantial Completion of the Mid Valley Campus South Academic Building Art Lab Improvements

Approval of substantial completion for the Mid Valley Campus South Academic Building Art Lab Improvements will be requested at the December 17, 2013 Board meeting.

Engineers with Boultinghouse Simpson Gates Architects 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 December 3, 2013. A copy of the Substantial Completion Certificate was provided within the Committee packet.

All Pro Contractors, Inc. 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 January, 2014 Board meeting.

Upon a motion by Mr. Jesse Villarreal and a second by Mr. Gary Gurwitz, the Facilities Committee recommended Board approval of the substantial completion of the Mid Valley Campus South Academic Building Art Lab Improvements project as presented. The motion carried.

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. Gerry Rodriguez was available 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 5:20 p.m.

I certify that the foregoing are the true and correct minutes of the December 12th, 2013 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chairman

Approval of January 16, 2014 Facilities Committee Meeting Minutes

The Minutes for the Facilities Committee Meeting of January 16, 2014 are presented for Committee approval.

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, January 16, 2014
@ 4:30 PM
McAllen, Texas**

MINUTES

The Facilities Committee Meeting was held on Thursday, January 16, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:34 with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez

Other Trustees Present: Dr. Alejo Salinas, Jr. and Mr. Paul R. Rodriguez

Members absent: Mr. Gary Gurwitz and Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Congressman Rubén Hinojosa, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mrs. Diana Pena, Mr. Gerry Rodriguez, Mr. Cody Gregg, Mr. Mike Trippel, Mr. Victor Garza, Mrs. Frances Rocha, Ms. Cindy Garza, Ms. Michelle Villarreal, Mr. Tony Flores, Mr. Alex Rios, Mr. Alex Folchi, and Mr. Andrew Fish

Overview of Live Broadcast of Board and Committee Meetings

Mr. Cody Gregg, Dean of Library Services and Instructional Technologies, provided an overview of the audio/video system installed to provide live and archived broadcast of all Board and Committee meetings, as required by state law.

Recently passed HB 2668 required that all public meetings of the STC Board of Trustees, as with all junior colleges enrolling 20,000 students or more per semester, must be live broadcast through the College's website. Under this law, every meeting of the Trustees for which an agenda must be publicly posted must be broadcast in this manner, and all packets and other materials provided in support of public agenda items must also be posted online.

Executive Sessions are protected by state law. In the event that the Board must convene executive session in accordance with the Open Meetings Act, the conference room in X-206 will be kept available to allow for private discussion.

Mr. Gregg's identified the equipment and showed the Committee the broadcast stream, allowing them to see what public viewers would see.

No action was requested.

Approval of December 12, 2013 Facilities Committee Meeting Minutes

The Minutes for the Facilities Committee Meeting of December 12, 2013 were presented for Committee approval.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the December 12, 2013 Facilities Committee Meeting Minutes as presented. The motion carried.

Discussion with Representatives from the Delta Region Regarding Needs of the Region

U.S. Congressman Rubén Hinojosa asked representatives of the Delta Region Revitalization Corp., or DRRC, to provide a brief presentation to the STC Board Facilities Committee regarding the educational needs and opportunities in the Delta Region.

The Congressman previously met with Mr. Roy de León, Board Vice-Chair, who represents the Delta region, and Dr. Shirley Reed, College President. Together they toured facilities at the Mercado in Edcouch, TX and visited with Edcouch-Elsa ISD Board members.

The representatives from the DRRC were Mr. Mike Trippel, Mrs. Frances Rocha, and DRRC Legal Counsel Victor Garza. They were joined by Congressman Hinojosa and members of his staff, as well as staff from the offices of Texas Representatives Oscar Longoria, Jr. and Terry Canales.

The Delta Region Revitalization Corp representatives and the staff members from the State Representatives' offices spoke about the educational needs in the Delta region, and their belief that additional partnerships with South Texas College would provide crucial support to that area.

Congressman Hinojosa sat with the Committee to share his observations of the high caliber of talented residents of the Delta region, and to encourage the Board of Trustees to consider the best ways to increase higher education opportunities to students from that area.

No action was requested at this time. This item was for a discussion with the Congressman and the DRRC delegates.

Update on Hail Damage Repairs

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, provided an update on status of hail damage repairs during the January 16, 2014 Facilities Committee meeting.

The following table provides status of each phase of hail damage repairs:

Phase	Description	Design	Proposal	Construction
	Tech Campus Shipping & Receiving	N/A	Approved	Complete
I	HVAC chilled water lines	Complete	Approved	Complete
II	HVAC cooling towers	Complete	Approved	Complete
III	Administration Building A	Complete	Approved	Complete
IV	Administration Building X	Complete	Approved	Complete
V	Administration Building D	Complete	Approved	Complete
VI	Library Building F	Complete	Approved*	Complete
VII	Center for Learning Excellence Building C	Complete	Approved	Complete
VIII	North Academic Building G	Complete	Approved*	Complete
IX	Portable Buildings and Casso's Residence	Complete	Approved	Complete
X	South Academic Building J	Complete	Approved*	Complete
XI	Student Services Building K	Complete	Approved*	80%
XII	Student Activities Building H	Complete	Approved*	Complete
XIII	Thermal Plant Building E	Complete	Approved	Complete
XIV	Art Building B	Complete	Approved	Complete
XV	Cooper Center Building L	Complete	Approved*	80%
XVI	IT Building M	Complete	Approved	Complete
XVII	Administrative Services Building N	Complete	Approved	Complete
XVIII	West Academic Building T	No Repairs Required		
XIX	Chilled water piping insulation	Complete	Approved*	90%
	Pecan Plaza Human Resources	Completed	Approved	90%

* Proposal amount exceeded \$500,000 and required Board approval

Staff was waiting on a response from Chubb representative for information submitted to them in November. Chubb representative Rodger Blackburn had acknowledged receipt of the information and stated he would review and provide an update. Now that most repair

work had been completed and documentation from STC had been forwarded, it was anticipated that Chubb's response would describe their position regarding this claim. Tables outlining current repair costs, balances to be paid, and projected final costs were included in the packet. This item was for the Committee's information only. No action was requested.

Review and Recommend Action on Substantial Completion of Hail Damage Repairs for Pecan Campus Buildings H and J

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) will be requested at the January 28, 2014 Board meeting.

During the March, 2012 hail storm, buildings on the Pecan Campus were damaged. Repairs for these damages were included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass has since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Certificates of Substantial Completion were provided in the packet.

Contractor SpawGlass Contractors 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 February, 2014 Board meeting.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of Hail Damage Repairs for Pecan Campus Building H (Student Activities Center) and Building J (South Academic) as presented. The motion carried.

**Review and Recommend Action on Contracting Civil Engineering Services for
Preparation of a Subdivision Plat for the Nursing & Allied Health Campus
West 6.63 Acres**

Approval to contract civil engineering services for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres will be requested at the January 28, 2014 Board meeting.

In 2010 the City of McAllen committed to provide STC 6.63 acres for the expansion of the Nursing & Allied Health Campus. In order for the City to authorize future construction projects on the west 6.63 acres, a subdivision plat must be prepared and recorded with the County of Hidalgo.

It was standard practice for STC staff to meet with the City's Planning, Utilities, Engineering and Code Enforcement staff to provide them with information on proposed projects and review the City's requirements affecting each project and therefore a meeting was held to review the proposed parking lot design. Perez Consulting Engineers (PCE) was included in this meeting since they were recently approved to design the parking expansion for the Nursing & Allied Health Campus. During this meeting, it was determined that the 6.63 acres acquired from the City had not been previously platted and therefore a subdivision plat was required before new construction can proceed.

It would be beneficial to the parking lot expansion project to also have Perez Consulting Engineers prepare the subdivision plat so they can become familiar with the property's characteristics and limitations which would affect the design of the parking lot expansion. Although civil engineers from the annually approved list were normally approved based on rotation order and total amount of fees approved, in this case Perez Consulting Engineers was recommended based on the knowledge they will acquire during subdivision process which will impact the parking lot design.

Perez Consulting Engineers was under a one year approval to provide civil engineering services for projects under \$500,000. Fees for preparing and recording the subdivision plat were estimated to be between \$15,000 and \$18,000. A fee proposal would be requested and negotiated with Perez Consulting Engineers upon Board approval. It was recommended that Perez Consulting Engineers be contracted to develop and record the subdivision plat for this campus.

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. A firm is selected for each project on a rotating basis and considering the amount of fees paid for previous projects and other pertinent information.

1. Dannenbaum Engineering
2. Halff Associates, Inc.
3. Meldon & Hunt

4. Perez Consulting Engineers
5. R. Gutierrez Engineering

Based on the benefit described above, Perez Consulting Engineers was recommended to provide engineering services for the preparation of a subdivision plat for this campus.

Funds were budgeted in the FY 2013-2014 Land budget and were available for this service.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$20,000	Actual design fees are estimated at \$18,000 and will be finalized during contract negotiations

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract civil engineering services with Perez Consulting Engineers for the preparation of a subdivision plat for the Nursing & Allied Health Campus west 6.63 acres as presented. The motion carried.

Review and Recommend Action on Contracting Electrical Engineering Design Services for Pecan G, H, and X Electrical Disconnects

Approval to contract electrical engineering design services for the Pecan Campus Building G (North Academic Building), H (Student Activities Building), and X (Ann Richards Administrative Annex) Electrical Disconnects project will be requested at the January 28, 2014 Board meeting.

These proposed improvements included the replacement of three electrical disconnects which provide electrical service to three buildings on the Pecan Campus. These units were approximately fifteen years old and had met their expected life cycle. The metal housings had rusted openings where moisture enters and caused them to shut down on wet days. The presence of moisture in and around these electrical power units had also become a safety concern. Replacement of these units was included in staff's deferred maintenance plan and therefore had been included in the FY 2013-2014 Renewal and Replacement budget. A photo showing the current condition of one unit was included within the packet.

It was recommended that the services of an electrical engineer be contracted to prepare plans and specifications for this deferred maintenance project. When complete, the plans and specifications would be used for solicitation of construction services.

Two Mechanical, Electrical and Plumbing (MEP) 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. A firm is selected for each project on a rotating basis

and considering the amount of fees paid for previous projects and other pertinent information.

1. ACR Engineering
2. Halff Associates, Inc.

ACR Engineering was recommended to provide electrical engineering services for this project based on the amount of fees paid for previous projects. Fees previously approved for ACR Engineering were approximately half of those approved for the other firm.

Funds in the amount of \$50,000 were budgeted in the FY 2013-2014 Renewals and Replacements budget for these improvements and \$7,500 was budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$7,500	Actual design fees are estimated at \$7,000 and will be finalized during contract negotiations
Construction	\$50,000	Actual cost will be determined after the solicitation of construction proposals

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract electrical engineering services with ACR Engineering for the Pecan Campus Buildings G, H, and X Electrical Disconnects as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for Electrical Improvements for the Pecan Campus Information Booth

Approval to select a contractor for the Electrical Improvements for the Pecan Campus Information Booth project will be requested at the January 28, 2014 Board meeting.

For fiscal year 2013-2014 construction funds were budgeted for placement of two temporary information/security booths at two main entrances on the Pecan Campus. Booths were placed in their respective locations which were being monitored to determine if the locations were the most beneficial. These booths were mobile and could be relocated if the current locations proved to be problematic.

Because they were mobile, electrical power for each booth was provided by generators. After three months of use and monitoring, staff concluded that the booth located at the 29th Street entrance should remain as a permanent location and therefore permanent electrical power should be provided. To prepare for installation of permanent power, an electrical engineer with Halff Associates assisted staff with preparation of plans and specifications.

STC staff and Halff Associates issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began December 9, 2013. Five (5) proposals were issued and a total of three (3) were received on January 7, 2014.

Timeline for Solicitation of Competitive Sealed Proposals	
December 9, 2013	Solicitation of competitive sealed proposals. Five (5) sets of construction documents were issued.
January 7, 2014	Three (3) proposals were received.

Staff evaluated these proposals and prepared a proposal summary, included within the packet. It was recommended that the top ranked contractor be recommended for Board approval. Funds were available in the FY 2013-2014 Construction budget through other project savings.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$31,500 for the Pecan Campus Information Booth project as presented. The motion carried.

Review and Recommend Action on Contracting Construction Services for Pecan Campus and Starr County Campus Buildings Exterior Painting

Approval to select a contractor for the Pecan Campus and Starr County Campus Exterior Painting project will be requested at the January 28, 2014 Board meeting.

It had become apparent over the past six to nine years that bold colors on building exteriors on the Pecan Campus and Starr County Campus had faded in areas with a stucco type finish. There were a total of three buildings on the Pecan Campus and three buildings on the Starr County Campus which were in need of improvement to dark colors such as purple, red, blue, green, and yellow. Color on these surfaces was applied as an integral pigment in the final cement finish coat. Time had shown that these bold colors applied in this manner lost their intensity because of the sun's ultra violet rays.

As a remedy to the color fading, staff researched various options and proposes to bring the colors back to their original look by using paint over the original stucco finish. With the proper paint product designed to withstand fading caused by UV rays, colors would have a longer life cycle and could be readily maintained using the same paint when needed.

STC staff issued the necessary plans and specifications for the solicitation of competitive sealed proposals. Solicitation of competitive sealed proposals for this project began

November 11, 2013. A total of nine (9) proposals were issued and a total of four (4) proposals were received on November 26, 2013.

Timeline for Solicitation of Competitive Sealed Proposals	
November 11, 2013	Solicitation of competitive sealed proposals. Nine (9) sets of construction documents were issued.
November 26, 2013	Four (4) proposals were received.

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

Funds were available in the FY 2013-2014 Renewals and Replacements budget.

Source of Funding	Amount Budgeted	Highest Ranked Proposal
Renewal and Replacements	\$210,000	\$145,475

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation in the amount of \$145,475 for the Pecan Campus and Starr County Campus Exterior Painting project as presented. The motion carried.

**Review and Recommend Action on Substantial Completion for Pecan Plaza
 Parking Lot Resurfacing and Area Lighting Replacement**

Approval of substantial completion for the Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project will be requested at the January 28, 2014 Board meeting.

Engineers with R. Gutierrez Engineering 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 January 5, 2014. A copy of the Substantial Completion Certificate was included within the packet.

SDM Construction & Development would continue working on the punch list items identified and would have thirty (30) days to complete before final completion could be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the February, 2014 Board meeting.

Upon a motion by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the substantial completion of Pecan Plaza Parking Lot Resurfacing and Area Lighting Replacement project as presented. The motion carried.

Update on Status of Construction Projects

The Facilities Planning & Construction staff prepared a design and construction update, which was included within the packet. This update summarized the status of each capital improvement project currently in progress. Gerry Rodriguez was present to respond to questions and address concerns of the Committee. No questions or concerns were expressed.

Adjournment

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

I certify that the foregoing are the true and correct minutes of the January 16th, 2014 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chairman

Update on Hail Damage Repairs

Mr. Gerry Rodriguez, Director of Facilities Planning and Construction, will provide an update on status of hail damage repairs during the February 17, 2014 Facilities Committee meeting.

The following table provides status of each phase of hail damage repairs:

Phase	Description	Design	Proposal	Construction
	Tech Campus Shipping & Receiving	N/A	Approved	Complete
I	HVAC chilled water lines	Complete	Approved	Complete
II	HVAC cooling towers	Complete	Approved	Complete
III	Administration Building A	Complete	Approved	Complete
IV	Administration Building X	Complete	Approved	Complete
V	Administration Building D	Complete	Approved	Complete
VI	Library Building F	Complete	Approved*	Complete
VII	Center for Learning Excellence Building C	Complete	Approved	Complete
VIII	North Academic Building G	Complete	Approved*	Complete
IX	Portable Buildings and Casso's Residence	Complete	Approved	Complete
X	South Academic Building J	Complete	Approved*	Complete
XI	Student Services Building K	Complete	Approved*	Complete
XII	Student Activities Building H	Complete	Approved*	Complete
XIII	Thermal Plant Building E	Complete	Approved	Complete
XIV	Art Building B	Complete	Approved	Complete
XV	Cooper Center Building L	Complete	Approved*	Complete
XVI	IT Building M	Complete	Approved	Complete
XVII	Administrative Services Building N	Complete	Approved	Complete
XVIII	West Academic Building T	No Repairs Required		
XIX	Chilled water piping insulation	Complete	Approved*	Complete
	Pecan Plaza Human Resources	Complete	Approved	Complete

* Proposal amount exceeded \$500,000 and required Board approval

Staff is waiting on a response from Chubb representative for information submitted to them in November. Chubb representative Rodger Blackburn has acknowledged receipt of the information and stated he would review and provide an update. Now that most repair work has been completed and documentation from STC has been forwarded, it is anticipated that Chubb's response will describe their position regarding this claim. Attached are tables outlining current repair costs, balances to be paid, and projected final costs. This item is for the Committee's information only. No action is requested.

**South Texas College
Status of Hail Damage Repairs**

SpawGlass Contractors

Job Order	Project Description	Original Contract Amount	Cost Adjustments	Current Contract Amount	Amount Paid	Amount as Due	
1	Technology Campus Shipping & Receiving Building D Roof Repair	\$ 17,409.00	\$ -	\$ 17,409.00	\$ 17,409.00	\$ -	
2	Pecan Phase I Chiller Water Piping HVAC Repair	227,248.00	(93,543.15)	133,704.85	126,800.79	6,904.06	
3	Pecan Phase II HVAC Cooling Towers	357,793.00	(36,163.60)	321,629.40	321,629.40	-	
4	Pecan Phase III Building A	442,045.00	(95,531.43)	346,513.57	346,513.57	-	
5	Pecan Phase IV Building X	299,183.00	(26,883.48)	272,299.52	247,493.52	24,806.00	
6	Pecan Phase V Building D	355,862.00	(72,801.03)	283,060.97	264,648.41	18,412.56	
7	Pecan Phase VI Building F	1,018,308.00	(68,796.14)	949,511.86	949,511.86	-	
8	Pecan Phase VII Building C	414,294.00	(70,310.16)	343,983.84	343,983.84	-	
9	Pecan Phase VIII Building G	583,072.00	954.00	584,026.00	477,052.95	106,973.05	
10	Pecan Phase VIX Portables/Casso	208,540.00	(56,111.78)	152,428.22	84,930.00	67,498.22	
11	Pecan Phase X Building J	694,400.00		694,400.00	601,587.90	92,812.10	
12	Pecan Phase XI Building K	788,443.00		788,443.00	608,371.26	180,071.74	
13	Pecan Phase XII Building H	583,438.00		583,438.00	475,936.16	107,501.84	
14	Pecan Phase XIII Building E	180,037.00	(14,165.24)	165,871.76	120,275.89	45,595.87	
15	Pecan Phase XIV Building B	346,505.00	(38,324.17)	308,180.83	248,432.56	59,748.27	
16	Pecan Phase XV Building L	535,557.00		535,557.00	440,882.48	94,674.52	
17	Pecan Phase XVI Building M	370,911.00		370,911.00	323,118.96	47,792.04	
18	Pecan Phase XVII Building N	337,486.00		337,486.00	283,936.38	53,549.62	
19	Pecan Phase XVIII Building T	No Repairs Required				-	-
20	Pecan Phase XIX Chilled Water Piping Insulation	578,509.00		578,509.00	398,389.54	180,119.46	
21	Pecan Plaza 2501	72,814.00		72,814.00	48,811.33	24,002.67	
	Current Subtotal Status - As of 1/31/14	\$ 8,411,854.00	\$ (571,676.18)	\$ 7,840,177.82	\$ 6,729,715.80	\$ 1,110,462.02	
	Projected Additional Reductions		(413,885.00)				
	Total Projected Contract Amount	\$ 8,411,854.00	\$ (985,561.18)	\$ 7,426,292.82			

Amtech Building Sciences

Project Description	Contract Amount	Amount Paid to Date	Amount as Due
Design Services	\$ 447,426.64	\$ 419,698.22	\$ 27,728.42
TOTAL PROJECTED AMOUNT	\$ 7,873,719.46		

Final Cost

Review and Action as Necessary on Statute of Limitations Applicable to STC Hail Storm Damage Claim

Legal counsel will be present to provide an update on statute of limitations applicable to STC hail storm damage claim, available options, and any necessary action.

Review and Recommend Action on Substantial Completion of Hail Damage Repairs for Pecan Campus Building K, L, Human Resources, and HVAC Chilled Water Pipe Insulation

Approval of substantial completion of Hail Damage Repairs for Pecan Campus Building K (Student Services), Building L (Cooper Center for Communication Arts), Human Resources, and HVAC Chilled Water Pipe Insulation will be requested at the February 20, 2014 Board meeting.

During the March 2012 hail storm, buildings on the Pecan Campus were damaged. Repairs for these damages have been included in the insurance adjuster's list of damaged items. Plans and specifications describing the repairs were issued by Amtech Building Sciences for repair of each building or phase. Job Order Contractor proposals for building repairs were submitted by SpawGlass Contractors and approved. SpawGlass has since accomplished substantial completion for these phases of repair.

Planning & Construction staff along with representatives from Amtech Building Sciences visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, Certificates of Substantial Completion for these phases of repair were prepared. Copies of the Certificates of Substantial Completion are attached.

Contractor SpawGlass Contractors 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 March 2014 Board meeting.

It is requested that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, the substantial completion of Hail Damage Repairs for Pecan Campus Building K (Student Services), Building L (Cooper Center for Communication Arts), Human Resources, and HVAC Chilled Water Pipe Insulation as presented.

Certificate of Substantial Completion

PROJECT: <i>(Name and address)</i> Repair of Pecan Campus Hall Damaged Roofs and Related Equipment Phase 7 - Bldg K (P.O. Phase XI - P0059589)	PROJECT NUMBER: 12-011/ CONTRACT FOR: General Construction CONTRACT DATE: August 10, 2012	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> FILE: <input checked="" type="checkbox"/>
TO OWNER: <i>(Name and address)</i> South Texas College 3200 W. Pecan Blvd McAllen, Texas 78501	TO CONTRACTOR: <i>(Name and address)</i> SpawGlass Contractors, Inc. 4909 E. Grimes, Ste. 116 Harlingen, Texas 78550	

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

A Substantial Completion Certificate for Roof Areas A, B, C & D of Building K was issued on December 23, 2013. Substantial Completion for all remaining Roof Areas of Building K (Areas E, F, G, H1 & H2) is established by this Certificate of Substantial Completion. With issuance of this Certificate of Substantial Completion, the roofing work at all roof areas of Building K are now substantially complete.

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

Garland Co. 15 Yr. NDL Warranties for SBS Modified Bitumen Roofing Systems for Roof Areas A, B, C & D

All other Warranties

Date of Commencement

All the roof areas at the STC Pecan Campus that use Garland Co. Roofing Materials were substantially Complete on December 23, 2013. All the 15 yr. Garland NDL Warranties have been recorded under previous Substantial Completion Certificates and shall commence on December 23, 2013.

No other warranties shall commence before February 3, 2014. Should any Manufacturer's and/or Installer's Warranties list a commencement date before February 3, 2014, they shall be revised to reflect this date as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP



02/03/2014

ARCHITECT

BY

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: \$900.00

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.

Clayton Frady, Project Manager
 SpawGlass Contractors, Inc.

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

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

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

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.



AIA[®] Document G704[™] – 2000

Certificate of Substantial Completion

PROJECT:
(Name and address)

Repair of Pecan Campus Hall
 Damaged Roofs and Related Equipment
 Phase 9 - Bldg L (P.O. Phase XV -
 P0059940)

PROJECT NUMBER: 12-011/

CONTRACT FOR: General Construction

CONTRACT DATE: August 10, 2012

 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)

SpawGlass Contractors, Inc.
 4909 E. Grimes, Ste. 116
 Harlingen, Texas 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

A Substantial Completion Certificate for Roof Areas B, C, D, E, F & H of Building L was issued on December 23, 2013. Substantial Completion for all remaining Roof Areas of Building L (Areas A, B1 & G) is established by this Certificate of Substantial Completion. With issuance of this Certificate of Substantial Completion, the roofing work at all roof areas of Building L are now substantially complete.

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

Garland Co. 15 Yr. NDL Warranties for SBS Modified Bitumen Roofing Systems for Roof Areas B, C, D, E, F & H

Date of Commencement

All the roof areas at the STC Pecan Campus that use Garland Co. Roofing Materials were Substantially Complete on December 23, 2013. All the 15 yr. Garland NDL Warranties have been recorded under previous Substantial Completion Certificates and shall commence on December 23, 2013.

All other Warranties

No other warranties shall commence before February 3, 2014. Should any Manufacturer's and/or Installer's Warranties list a commencement date before February 3, 2014, they shall be revised to reflect this date as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP

ARCHITECT



BY

02/03/2014

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: \$7,600.00

The Contractor will complete or correct the Work on the list of items attached hereto within Forty-Five (45) days from the above date of Substantial Completion.

Clayton Frady, Project Manager

SpawGlass Contractors, Inc.

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

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

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

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.



AIA Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:*(Name and address)*

Repair of Pecan Campus Hail
Damaged Roofs and Related Equipment
Phase 10 - Human Resources (P.O.
P0059330)

PROJECT NUMBER: 12-011/**CONTRACT FOR:** General Construction**CONTRACT DATE:** August 10, 2012OWNER: ARCHITECT: CONTRACTOR: FIELD: FILE: **TO OWNER:***(Name and address)*

South Texas College
3200 W. Pecan Blvd
McAllen, Texas 78501

TO CONTRACTOR:*(Name and address)*

SpawGlass Contractors, Inc.
4909 E. Grimes, Ste. 116
Harlingen, Texas 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Pecan Plaza - Human Resources Building (Bldg. A), Roof Repairs at Roof Area A (Flex Membrane) and Roof Replacement at Roof Area B (Standing Seam Metal Roofing).

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

Flex Roofing Warranty

Date of Commencement

Provide written confirmation from Flex Membrane International Corp., that the pre-existing Warranty for the Flex Roofing System at Area A is intact and in full force, including all areas of repair. Include date that this warranty will no longer be in effect.

All other Warranties

No other warranties shall commence before February 3, 2014. Should any Manufacturer's and/or Installer's Warranties list a commencement date before February 3, 2014, they shall be revised to reflect this date as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP

ARCHITECT

BY

02/03/2014

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: \$3,600.00

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.

Clayton Frady, Project Manager

SpawGlass Contractors, Inc.

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
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The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:
(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.

Certificate of Substantial Completion

PROJECT:
(Name and address)

 Repair of Pecan Campus Hall
 Damaged Roofs and Related Equipment
 Phase 1 - Pipe Insulation & Jacketing
 Bldgs A, B, C, D, F, G, H & X (P.O.
 Phase XIX - P0059592)

PROJECT NUMBER: 12-011/

CONTRACT FOR: General Construction

CONTRACT DATE: August 10, 2012

 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)

 SpawGlass Contractors, Inc.
 4909 E. Grimes, Ste. 116
 Harlingen, Texas 78550

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Substantial Completion Certificates for the pipe insulation and jacketing replacements for the chilled water lines at Buildings A, B, C, D and X was issued on November 19, 2013. Substantial Completion Certificates for the pipe insulation and jacketing replacements for the chilled water lines at Buildings F, G and H was issued on January 10, 2013. With issuance of this Certificate of Substantial Completion, the pipe insulation and jacketing replacements for the chilled water lines at all Buildings are now substantially complete.

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

Pipe insulation and jacketing replacements for the chilled water lines at Buildings A, B, C, D, F, G, H and X

Date of Commencement

No warranties associated with the work described above shall commence before January 10, 2014. Should any Manufacturer's and/or Installer's Warranties list a commencement date before January 10, 2014, they shall be revised to reflect this date as the warranty commencement date.

Michael D. Hovar, AIA, LEED AP

ARCHITECT

BY

January 10, 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: \$0.00

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

Clayton Frady, Project Manager

SpawGlass Contractors, Inc.

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

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

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

The Contractor accepts responsibility for the safety of the building occupants and passers-by while undertaking the corrective measures outlined in the punch-list. The Owner accepts responsibility for insurance, maintenance, utilities and damages to the work - other than damage caused by the Contractor while in the process of undertaking the corrective measures - as the date of Substantial Completion.

Review and Recommend Action on Final Completion of Hail Damage Repairs for Pecan Campus Buildings B, D, X, Casso Residence, Portable Buildings, and HVAC Chilled Water Pipe Raising

Approval of final completion and release of final payments for the Pecan Campus Hail Damage Repairs for Buildings B (Art), D (Administration), X (Administration), Casso Residence, Portable Buildings, and HVAC Chilled Water Pipe Raising will be requested at the February 20, 2014 Board meeting.

It is recommended that final completion and release of final payment for these projects with SpawGlass Contractors be approved. Final payments are shown as the Remaining Balance column in the table below. The original costs approved for these projects are summarized in the following chart:

Building/Repair Phase	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
B	\$346,505.00	(\$38,324.17)	\$308,180.83	\$248,432.56	\$59,748.27
D	\$355,862.00	(\$72,801.03)	\$283,060.97	\$264,648.41	\$18,412.56
X	\$299,183.00	(\$26,883.48)	\$272,299.52	\$247,493.52	\$24,806.00
Casso/Portables	\$208,540.00	(\$56,111.78)	\$152,428.22	\$84,930.00	\$67,498.22
Chilled Water Pipe Raising	\$227,248.00	(\$93,543.15)	\$133,704.85	\$126,800.79	\$6,904.06
Final Payment Total					\$177,369.11

STC Planning & Construction Department staff and project architect with Amtech Building Sciences inspected the sites to confirm that all punch list items were completed. Amtech Building Sciences has provided the attached letters recommending acceptance of final completion and release of final payment pending delivery of closeout documents.

It is recommended that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, the final completion and release of final payments as shown on the table above for the Pecan Campus Hail Damage Repairs for Buildings B (Art), D (Administration), X (Administration), Casso Residence, Portable Buildings, and HVAC Chilled Water Pipe Raising with SpawGlass Contractors as presented.

November 21, 2013

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
Phase 6 – Bldg B

Dear Mr. Rodriguez,

On September 24, 2013, a walkthrough of the above referenced work was performed with STC staff, SpawGlass Project Management 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_Bldg B_112113_GR.doc

Attachments



August 14, 2013

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
Phase 3 – Bldg D

Dear Mr. Rodriguez,

On August 9, 2013, a walkthrough of the above referenced work was performed with STC staff, SpawGlass Project Management 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.

A handwritten signature in blue ink, appearing to read "Michael D. Hovar".

Michael D. Hovar, AIA, LEED AP
Director of Operations, McAllen Office

12011_L_081413_GR.doc

Attachments

August 29, 2013

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
Phase 3 – Bldg X

Dear Mr. Rodriguez,

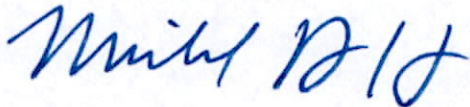
On August 28, 2013, a walkthrough of the above referenced work was performed with STC staff, SpawGlass Project Management and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all work was completed according to specifications.

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_L_082913_GR.doc

Attachments

December 23, 2013

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
Phase 4 – Casso Residence and Portable Bldgs PB-1, PB-3, PB-4, PB-5, PB-6,
PB-7, PB-8, PB-9, PB-10, PB-11, PB-16, PB-17, PB-18, PB-19, PB-20, PB-21,
PB-22, PB-23, PB-24, PB-25, PB-26, PB-27, PB-28, PB-29

Dear Mr. Rodriguez,

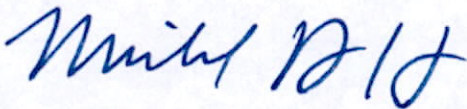
On December 23, 2013, a walkthrough of the above referenced work was performed with STC staff, SpawGlass Project Management and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all work was completed according to 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_Casso Res_PB Bldgs_122313_GR.doc

Attachments

October 14, 2013

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
Phase 1 – Raise Chilled Water Lines at Buildings A, X, D, B, C, F, G and H
to Accommodate Re-roofing Operations as defined in Phase 1 Chilled Water
Piping HVAC (P.O. P0055201 – not including Installation of New Pipe Jackets)

Dear Mr. Rodriguez,

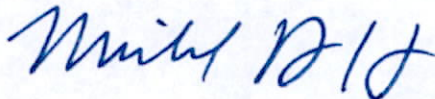
On October 8, 2013, a walkthrough of the above referenced work was performed with STC staff, SpawGlass Project Management, Javier Pena, P.E. of MEP Solutions and Amtech personnel. The purpose of the walkthrough was to verify that all construction related Punch-list items had been corrected and that all 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_Raise Chilled Water Lines_101413_GR.doc

Attachments

Review and Recommend Action on Contracting MEP Engineering Design Services for Technology Campus Cooling Tower Replacement

Approval to contract mechanical engineering design services for the Technology Campus HVAC Cooling Tower replacement project will be requested at the February 20, 2014 Board meeting.

This proposed improvement includes the replacement of an HVAC cooling tower which is part of the existing HVAC cooling system which provides cooling for the entire campus. This unit is approximately eighteen years old and has met its expected life cycle. Because of its age, maintenance has increased and efficiency has decreased. Also, technology has made it possible for new cooling towers to provide a higher level of efficiency than before. Replacement of this unit is included in College's deferred maintenance plan and therefore has been included in the FY 2013-2014 Renewals and Replacements budget. The attached photo shows the current condition of one unit.

It is recommended that the services of a mechanical engineer be contracted to prepare plans and specifications for this deferred maintenance project. When complete, the plans and specifications will be used for solicitation of construction services.

Two Mechanical, Electrical and Plumbing (MEP) 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. A firm is selected for each project on a rotating basis and considering the amount of fees paid for previous projects and other pertinent information.

1. ACR Engineering
2. Halff Associates, Inc.

Halff Associates, Inc. is recommended to provide mechanical engineering services for this project based on previous project assignments, amount of fees paid for previous projects and previous history with design of the HVAC system for the Technology Campus.

Funds in the amount of \$100,000 are budgeted in the FY 2013-2014 Renewals and Replacements budget for these improvements and \$12,000 is budgeted for design services with final amount to be negotiated.

Project Budget		
Budget Components	Amount Budgeted	Actual Cost
Design	\$12,000	Actual design fees will be negotiated and will be based on actual time to performed the work and are estimated to be below \$12,000
Construction	\$100,000	Actual cost will be determined after the solicitation of construction proposals

It is requested that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, to contract mechanical engineering services with Halff Associates, Inc. for the Technology Campus HVAC Cooling Tower replacement as presented.



Technology Campus HVAC Cooling Tower No. 1

Mechanical Electrical Plumbing (MEP) Engineering Services On Call

Board Approval	Project Awarded	Firm	Campus	Project	Amount	Totals	Percent Fee	Construction Amount
7/25/2011		ACR Engineering Half Associates		Award: 7/26/11 to 7/25/2012	Projects Under \$300K			
	11/28/2011	Half Associates	Starr County	HVAC Chiller Replacement	28,500.00		9.88%	288,500.00
	4/4/2012	Half Associates	Technology	Fire Sprinkler Renovation	7,500.00		4.57%	164,147.00
		Half Associates				36,000.00		
	12/12/2011	ACR Engineering	Pecan	Demarcation Engineering Study	3,500.00			N/A
		ACR Engineering				3,500.00		
9/27/2012		ACR Engineering Half Associates		Renewal: 7/26/12 to 7/25/13				
	11/27/2012	ACR Engineering	Pecan	Demarcation Relocation Improvements	12,656.00		22.15%	57,149.00
	6/18/2013	ACR Engineering	District Wide	Automatic Doors	6,000.00		6.22%	96,500.00
		ACR Engineering				18,656.00		
	12/11/2012	Half Associates	Pecan	Art Lab Building Improvements	6,925.00		29.38%	23,568.00
		Half Associates				6,925.00		
5/28/2013		ACR Engineering Half Associates		Renewal: 7/26/13 to 7/25/14				
	8/15/2013	Half Associates	Pecan	Information Booths	4,650.00			TBD
	11/26/2013	Half Associates	Pecan	Pecan G226 and Pecan Plaza 2605 Computer Lab Improvements	TBD			44,000*
		Half Associates				4,650.00		
	10/28/2013	ACR Engineering	Starr County	Parking Lot 5 Lighting and South Drive Lighting	9,000.00		8.57%	105,000*
	1/28/2014	ACR Engineering	Pecan	G, H & X Electrical Disconnects	7,500.00		7.14%	50,000.00
		ACR Engineering				16,500.00		

*Estimated

Mechanical Engineering Plumbing (MEP) Engineering Services On Call					
	Contract Awards		Future		Total
	7/25/11 - present	Current Project	Projects* (Estimated)	(A)	
ACR Engineering	\$ 38,656.00	\$ -	\$ 19,500.00	(A)	\$ 58,156.00
Half Associates, Inc.	\$ 47,575.00	\$ 10,000.00	\$ 6,000.00	(B)	\$ 63,575.00
	\$ 86,231.00	\$ 10,000.00	\$ 25,500.00		\$ 121,731.00
Future Projects *		(A) ACR	(B) Half Associates		
Replace parking lot fixtures	\$ 10,000.00	\$ 10,000.00	\$ -		
Monument signs electrical work	-	-	6,000.00		
Cooper Center marquee	6,000.00				
I.T. Project conduit fiber	9,500.00	9,500.00			
Total	\$ 25,500.00	\$ 19,500.00	\$ 6,000.00		

Other future projects will continue to be awarded based on rotation, project cost amount, and other pertinent information.

Review and Recommend Action on Pecan Plaza Space Renovation for the STC Police Department Change Order No. 2

Approval of proposed Change Order No. 2 with 5 Star Construction for the Pecan Plaza Space Renovation for the STC Police Department project will be requested at the February 20, 2014 Board meeting.

The following items for Change Order No. 2 are requested by STC staff and pricing has been submitted by 5 Star Construction. The proposed change order items have been reviewed and confirmed by the project design team at PBK Architects and STC staff.

Pecan Plaza Space Renovation for the STC Police Department			
Change Order No.	Item Description and Justification	Cost/ Days	Funding Source
2	<ul style="list-style-type: none"> • Description: Replace three exterior storefront entry doors on the north side of the building. • Justification: Existing doors should be replaced due to their age, poor condition, and inability to accept new standard door hardware including panic device. Removed from original plans and specifications in an effort to reduce cost. See attached photos of existing door. 	\$5,313.00	Construction
2	<ul style="list-style-type: none"> • Description: Change one office space into a holding cell by adding a dividing wall, door/frame, ply-wood lining and observation window. This change will also require modifications to the lighting and HVAC system. See plan attached. • Justification: Recently hired Police Sargent and Officers recommend including a holding cell for safe detention when necessary. • Description: This item also includes the elimination of two wall recesses adjacent to the Dispatch room which were originally planned to be used for placement of office equipment. See floor plan attached. • Justification: When metal studs were being installed, Police department visited the construction site and determined that the recesses take up needed space in the Dispatch Room making the space inefficient. 	\$8,090.70	Construction

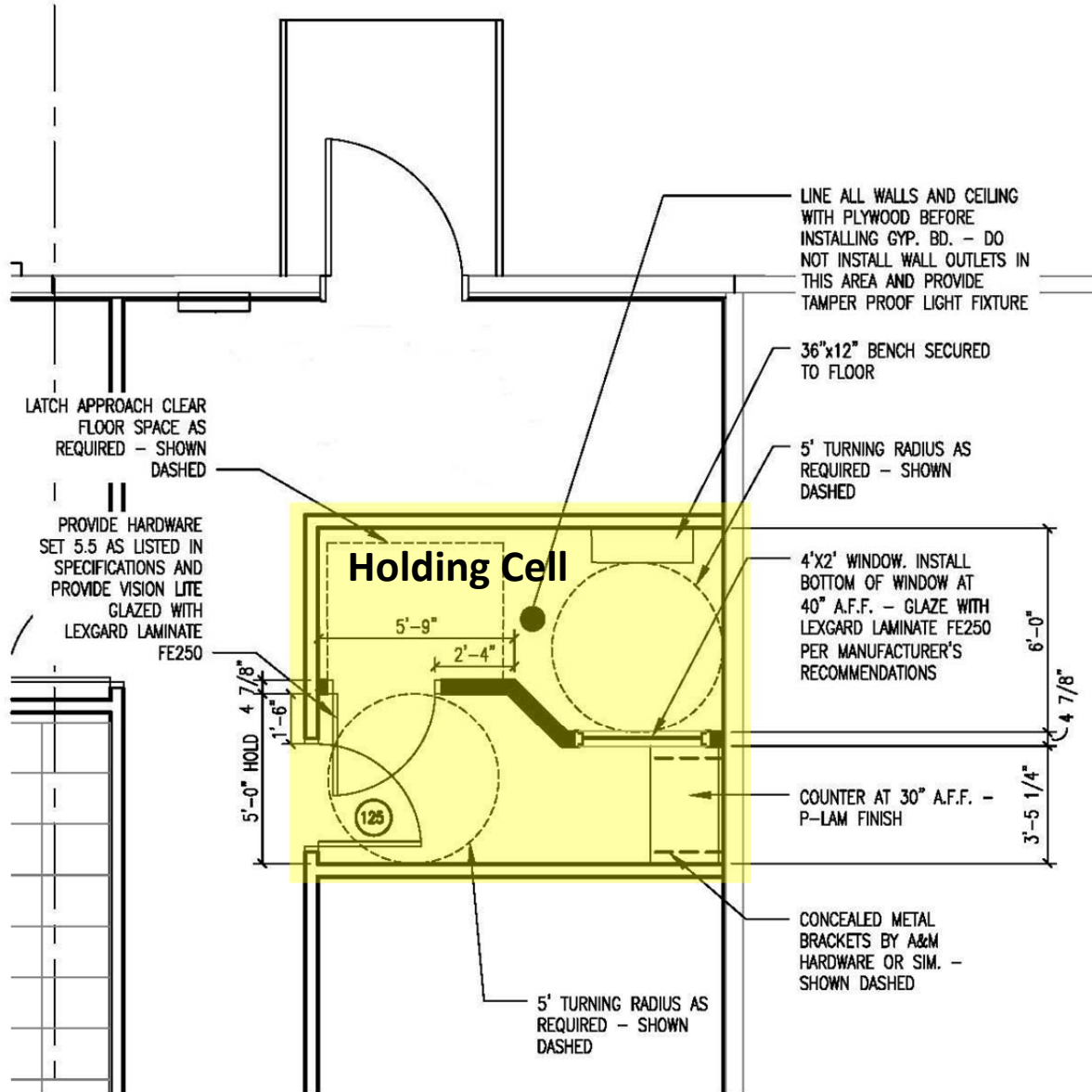
2	<ul style="list-style-type: none"> • Description: Upgrade to evidence locker unit from a 6 to 8 compartment configuration. • Justification: Provide additional built in storage space for evidence collected in an effort to meet the requirements provided by the Texas Commission on Law Enforcement. Evidence collected is required to be stored until courts have determined it is no longer needed for prosecution. 	\$253.45	Construction
2	<ul style="list-style-type: none"> • Description: Change routing of HVAC ductwork supplying air to Dispatch room in order to avoid conflict with existing overhead structural beam. • Justification: This conflict was discovered after the ceiling was removed as part of the demolition work. The change to the duct routing requires an increase to the length of the ducts and additional defusers. 	\$5,901.50	Construction
2	<ul style="list-style-type: none"> • Description: Change a standard interior door and frame to a secured bullet resistant door and frame. • Justification: Staff discovered that one door separating the public area from the secured area was specified as a standard door and should have been specified as a secured bullet resistant door and frame. • Description: This item also includes a credit to change the specified hardware for standard interior doors so that it is consistent with STC's standards. • Justification: Plans and specifications did not follow STC's standards for interior door hardware. 	\$1,465.40	Construction
2	<ul style="list-style-type: none"> • Description: Additional days needed to accomplish above listed change order items. • Justification: Ordering materials related to the above outlined changes affect the project's critical path and will require additional time after the change order is approved. 	45 days	
Total Change Order No. 2		\$21,024.05 45 days	Construction

A representative from PBK Architects and STC staff will attend the February 17, 2014 Facilities Committee meeting to respond to questions from the Facilities Committee members.

It is requested that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, proposed Change Order No. 2 in the amount of \$21,024.05 with 5 Star Construction for the Pecan Plaza Space Renovation for the STC Police Department project as presented.



Existing Entry Doors to be Replaced



DETENTION 125 PLAN

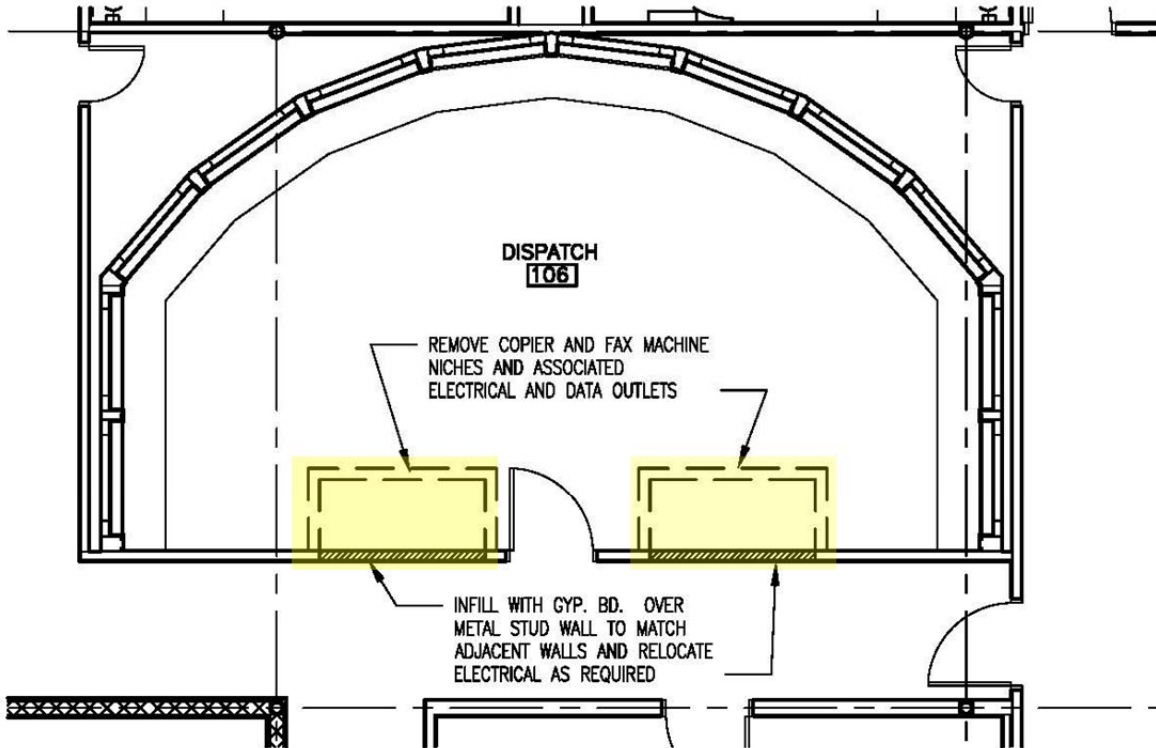
Scale: 1/4" = 1'-0"

PKB ARCHITECTS, INC.
PKB
 3900 North 10th St.
 Suite 810
 McAllen, Texas 78501
 956.687.1330 (tel)
 956.687.1331 (fax)

Project No. : 12209
 Project : PECAN PLAZA POLICE DPT.
 SPACE RENOVATION
 Drawing: CPR #003 - DETENTION
 Date : JANUARY 22, 2014



Proposed Holding Cell



DISPATCH 106 PLAN

Scale: 3/16" = 1'-0"

PBK ARCHITECTS, INC.



3900 North 10th St.
Suite 810
McAllen, Texas 78501
956.687.1330 (tel)
956.687.1331 (fax)

Project No. : 12209

Project : PECAN PLAZA POLICE DPT.
SPACE RENOVATION

Drawing: CPR #003 - DISPATCH ROOM

Date : JANUARY 22, 2014



Recessed Walls in Dispatch Room

**Review and Recommend Action on District-Wide Building to Building ADA
 Compliance Change Order No. 2**

Approval of proposed Change Order No. 2 with CAS Companies for the District-Wide Building to Building ADA Compliance project will be requested at the February 20, 2014 Board meeting.

The following item for Change Order No. 2 is requested by STC staff and pricing has been submitted by CAS Companies. The proposed change order has been reviewed and confirmed by the project design team at Dannenbaum Engineering and STC staff.

District-Wide Building to Building ADA Compliance			
Change Order No.	Item Description and Justification	Cost/ Days	Funding Source
2	<ul style="list-style-type: none"> • Description: Install concrete slab below outdoor covered student lunch area. • Justification: Principal with MISD Achieve Early College High School requested that a concrete slab be installed below the outdoor covered area where students gather during lunch. This is currently a dirt area which becomes muddy when it rains and is not wheelchair accessible. STC's current agreement with MISD states that STC is to provide all permanent improvements on or below the ground including items such as sidewalks and utilities. 	\$8,101 20 days	Construction
Total Change Order No. 2		\$8,101 20 days	Construction

A representative from Dannenbaum Engineering and STC staff will attend the February 17, 2014 Facilities Committee meeting to respond to questions from the Facilities Committee members.

It is requested that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, proposed Change Order No. 2 in the amount of \$8,101 with CAS Companies for the District-Wide Building to Building ADA Compliance project as presented.

Review and Recommend Action on Rejection of Proposals for Electrical Improvements for the Pecan Campus Information Booth

Approval to reject proposals for Electrical Improvements for the Pecan Campus Information Booth will be requested at February 20, 2014 Board meeting.

Half Associates, in consultation with STC staff, prepared the necessary plans and specifications for installation of an underground electrical line to provide power to the Pecan Campus Information Booth located at the 29th Street entrance. The following contractors submitted proposals:

- Alpha Building Corporation
- Metro Electric, Inc.
- Zitro Electric

Prior to moving forward with the installation of this electrical line, staff recommends that additional analyses be done to confirm the long term location of this information booth. Staff also recommends that a preliminary design of a permanent brick and mortar type structure be developed for review by the Board before the electrical improvements are requested.

It is requested that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, to reject the proposals for the Electrical Improvements for the Pecan Campus Information Booth as presented.

Review and Recommend Action on Substantial Completion for Technology Campus Welding Lab Expansion Phase II

Approval of substantial completion for the Technology Campus Welding Lab Expansion Phase II project will be requested at the February 20, 2014 Board meeting.

Architects with EGV Architects 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 January 8, 2014. A copy of the Substantial Completion Certificate is attached.

All Pro Contractors, Inc. 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 March 2014 Board meeting.

It is recommended that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, the substantial completion for the Technology Campus Welding Lab Expansion Phase II project as presented.


AIA® Document G704™ – 2000

Certificate of Substantial Completion

PROJECT: (Name and address) STC Technology Campus Welding Lab Expansion Phase II 3700 W. Military Hwy. McAllen, TX 78501	PROJECT NUMBER: / CONTRACT FOR: General Construction CONTRACT DATE: August 7, 2013	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO OWNER: (Name and address) South Texas College 3201 W. Pecan Ave. McAllen, TX 78501	TO CONTRACTOR: (Name and address) All-Pro Contracting, Inc 1513 Jonquil McAllen, TX 78501	

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

Entire project with the exception of the items listed on punch list.

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

January 8, 2014

EGV Architects, Inc.

ARCHITECT

BY

January 8, 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: \$2,000.00

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.

All-Pro Contractors, Inc.

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 3:00 pm (time) on January 8, 2014 (date).

South Texas College

OWNER

BY

DATE

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

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

Review and Recommend Action on Final Completion for Mid Valley Campus Resurfacing Parking Lot No. 4

Approval of final completion and release of final payment for the Mid Valley Campus Resurfacing Parking Lot No. 4 project will be requested at the February 20, 2014 Board meeting.

It is recommended that final completion and release of final payment for this project with Foremost Paving be approved. The original cost approved for this project was in the amount of \$144,997.85. Change Orders resulting in a credit of \$6,397.62 were previously approved and the total contract amount was reduced to \$138,600.23.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$300,000	\$144,997.85	(\$6,397.62)	\$138,600.23	\$129,081.47	\$9,518.76

On January 13, 2014, STC Planning & Construction Department staff along with Melden & Hunt inspected the site to confirm that all punch list items were completed. Attached is a letter from Melden & Hunt acknowledging all work is complete and recommending release of final payment.

It is recommended that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, the final completion and release of final payment in the amount of \$9,518.76 for the Mid Valley Campus Resurfacing Parking Lot No. 4 project with Foremost Paving as presented.



MELDEN & HUNT INC.
CONSULTANTS • ENGINEERS • SURVEYORS
FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA

January 16, 2014

Mr. Gerardo Rodriguez
South Texas College - Facilities Department
3200 West Pecan Blvd
McAllen, TX 78501

RE: Mid-Valley Campus Resurfacing of Existing Parking Lot 4

Dear Mr. Rodriguez:

A final inspection for the above referenced project was conducted on January 13, 2014 and finds that it has been completed by Foremost Paving, Inc. in accordance with the plans and specifications. All punch list items for the referenced project have been addressed and "As Built" drawings of the drainage improvement will be delivered to your office. Therefore, Melden and Hunt, Inc. recommends final acceptance and release of final payment pending delivery of "As-Built" drawings. The warranty on this project begins January 17, 2014 and ends July 17, 2015.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Kelley Heller-Vela, P.E.
Vice-President

Review and Recommend Action on Liquidated Damages Change Order for the Pecan Plaza Parking Lot Resurfacing and Lighting Improvements Project

Approval of proposed deductive Change Order No. 4 with SDM Construction and Development, LLC. (SDM) for the Pecan Plaza Parking Lot Resurfacing and Lighting Improvements project will be requested at the February 20, 2014 Board meeting.

The following item for Change Order No. 4 is recommended as a result of contractor's delay in meeting the contracted substantial completion date. SDM's contractual completion date was December 26, 2013 and actual certification of completion occurred on January 5, 2014. Total amount of additional days resulting from the completion delay is ten. Liquidated damages are calculated at \$500 per day as provided in the Owner/Contractor agreement.

The proposed change order for liquidated damages has been reviewed and confirmed by STC legal counsel, STC Planning & Construction staff and the project design team at R. Gutierrez Engineering.

Pecan Plaza Parking Lot Resurfacing and Lighting Improvements			
Change Order No.	Item Description	Cost/ Days	Funding Source
4	<ul style="list-style-type: none">Credit for liquidated damages imposed on contractor for delay in meeting the contracted substantial completion date.	(\$5,000)	N/A
Total Change Order No. 4		(\$5,000)	N/A

Due to delays during the project, STC project manager previously advised the contractor regarding possible enforcement of the liquidated damages penalty. A representative from R. Gutierrez Engineers and STC staff will attend the February 17, 2014 Facilities Committee meeting to respond to questions from the Committee members.

It is recommended that the Facilities Committee recommend for Board approval at the February 20, 2014 Board meeting, a deductive change order in the amount of \$5,000 for the Pecan Plaza Parking Lot Resurfacing and Lighting Improvements project as presented.

Update and Discussion on Status of Solicitation of Bond 2013 Construction Program Management Services

Responses to the Request for Qualification for Bond 2013 Construction Program Management Services were received on February 6, 2014. A total of five (5) responses were submitted by interested firms. Below is a list of the prime firms and those who they have partnered with:

Prime Firm	Joint Venture Team	Other Consultants
AG/CM, Inc.	<ul style="list-style-type: none"> • Dykema Architects • Prodigy Construction Management, LLC 	<ul style="list-style-type: none"> • None identified
Broaddus & Associates	<ul style="list-style-type: none"> • None identified 	<ul style="list-style-type: none"> • HPG Design Group – Interior Design • HMG & Associates - MEP • WJHW Consultants – Data, Voice & Acoustical • Maritech Engineering - Structural
Hill International	<ul style="list-style-type: none"> • None identified 	<ul style="list-style-type: none"> • Square One Consultants
South Texas Collaborative (Consists of joint venture team)	<ul style="list-style-type: none"> • Dannenbaum Engineering • Prodigy Construction Management, LLC • GGC Engineers • Munoz & Company 	<ul style="list-style-type: none"> • None identified
STV/Gallagher	<ul style="list-style-type: none"> • Prodigy Construction Management, LLC • Garza Program Management, LLC 	<ul style="list-style-type: none"> • None identified

The evaluation team is in the process of evaluating the responses received to prepare a summary of qualifications and identify the firms who meet the minimum qualifications. Once the evaluations are complete, staff will submit a list of qualified firms to the Board Facilities Committee for review and selection of a “short list” of firms who will be invited to present and interview with the Board of Trustees.

Staff will be present at the February 17, 2014 Facilities Committee meeting to address questions.

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. Gerry Rodriguez will be present to respond to questions and address concerns of the Committee.

CONSTRUCTION PROJECTS PROGRESS REPORT 01/16/14

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Solicitation of Proposals			Construction Phase				
		Board approval of AVE	Programming	Concept development	Schematic Approval	30%	60%	95%	100%	Solicitation of Proposals	Board approval of contractor	Construction start	30%	50%	75%	95%	100%
Pecan Campus and Pecan Plaza																	
1-004	Pecan Plaza - Police Department Space Renovation																
1-005	Pecan - Cooper Center Conf Rm Acoustic Upgrades	N/A															
1-006	Pecan - Information Booths Electrical Connection	N/A	N/A	N/A	N/A												
1-007	Pecan - Library Staff Offices Re-Carpeting (RR)	N/A															
1-008	Pecan - Annex Re-Carpeting (RR)	N/A															
1-009	Pecan - M, N & L Repaint Purple Areas (RR)																
1-010	Plaza - Resurface Parking Lot/Replace Area Lighting (RR)																
1-011	Pecan - Hail Damage Repairs (RR)																
1-012	Pecan - Annex Grant/Accountability Office Improvements																
1-013	Pecan - NAB G226 Astronomy Computer Lab																
1-014	Pecan - Art Building Ceramics Studio Improvements																
1-015	Pecan - Stud Serv Bldg Admissions Office Modifications																
1-016	Plaza - Continuing Education Space Renovation																
1-017	Plaza - 2605 GED Computer Testing Lab																
1-021	Pecan - Building G, H & X Electrical Disconnects																
Mid Valley Campus																	
2-002	MV - SAB Art Lab Improvements																
2-003	MV - Resurface Parking Lot 4 (RR)																
Technology Campus																	
3-001	TC - Welding Lab Expansion Ph II																
3-003	TC - Modifications for Career Planning Services Center	N/A								N/A	N/A						
3-005	TC - Detention Pond Improvements (RR)																
Nursing and Allied Health Campus																	
4-001	NAH - Parking Lot Expansion																
4-001	NAH - Subdivision Plat																
Starr County Campus																	
5-001	Starr - HVAC Chiller Replacement (RR)																
5-002	Starr - Stucco Painting for Buildings (RR)																
5-003	Starr - Parking Lot 5 Lighting																
5-004	Starr - South Drive Lighting																
5-006	Starr - Repair Building H Concrete Columns	N/A	N/A			Repairs will be made as part of Bond Construction Expansion											
District Wide Improvements																	
6-002	DW - Secured Storage Areas	N/A															
6-003	DW - ADA Automatic Door Openers																
6-004	DW - Building to Building ADA Accessibility																
6-005	DW - Outdoor Furniture	N/A															
6-006	DW - Directional Signage	N/A	N/A	N/A	N/A												
6-007	DW - Classroom Remote Door Lock System and Hardware	N/A	N/A	N/A	N/A												

For FY 2013-2014 there are currently 34 projects in progress or completed and 24 scheduled for commencement during this fiscal year

Status of Construction Projects February 2014

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Pecan Campus							
Pecan Plaza Renovations for Police Department	50%	May, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction is in progress 	\$1,200,000	\$864,000	\$177,175	\$686,825
Acoustical Panels for Cooper Center Conference Rooms	50%	March, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Materials have been ordered and will be installed during the month of February, 2014 	\$18,000	\$14,920.96	\$0	\$14,920.96
Electrical Improvements to Pecan Campus Information Booth	On Hold	On Hold	<ol style="list-style-type: none"> 1. Construction Phase 2. Request Board approval to reject proposals in February, 2014 3. Additional testing of booth locations needed before proceeding 	\$0	TBD	\$0	TBD
Stucco Painting for Buildings M, N & L	05%	April, 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Request Board approval of contractor in January, 2014 3. Contract will be negotiated and finalized in February 2014 	\$210,000	TBD	\$0	TBD
Pecan Plaza Parking Lot Resurfacing and Area Lighting	99%	January, 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Substantial Completion was certified on January 5, 2014 3. Contractor working on punch list 4. Liquidated damages in the amount of \$5,000 will be recommended for Board approval in February 2014 due to late completion of project 	\$200,000	\$220,045.93	\$37,102.72	\$182,943.21
Hail Damage Repairs Design	100%	August, 2013	<ol style="list-style-type: none"> 1. Design Phase 2. Amtech has completed design of all design phases 3. They will continue with construction administration until punch list is completed by contractor 	Design \$550,000	Design \$447,426.64	Design \$419,698.22	Design \$27,728.42

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Hail Damage Repairs Construction	95%	March, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. All phases of repairs are substantially complete 3. Contractor is working on punch list items and is expected to be completed in March 2014 	Const. \$5,500,000	Const. \$8,411,854	Const. \$6,729,715.80	Const. \$1,110,462.02
Grant/Accountability Office Improvements	50%	February, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with architect to complete plans and specifications 	\$4,000	TBD	\$0	TBD
North Academic Building G226 Astronomy Computer Lab	50%	February, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working to finalize scope of improvements and determine if electrical engineer will be required 	\$3,700	TBD	\$0	TBD
Art Building Ceramics Studio Improvements	5%	February, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is considering a new location for the proposed improvements 3. Additional investigation is in progress to determine possible change in project scope and cost 	\$3,000	TBD	\$0	TBD
Student Services Building Offices Modifications	25%	March, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with architect on design development 	\$23,108	\$20,700	\$0	\$20,700
Pecan Plaza Continuing Education Classrooms Improvements	70%	February, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Working with staff and architect to finalize plans and specifications 	\$25,500	\$24,000	\$0	\$24,000
Pecan Plaza 2605 GED Computer Testing Lab	On Hold	On Hold	<ol style="list-style-type: none"> 1. Design Phase 2. Staff has determined that these proposed improvements are no longer needed and will consider other future space modifications to be budgeted in FY 2014-2015 	\$6,000	TBD	\$0	TBD
Pecan Campus Buildings G, H & X Electrical Disconnects	0%	April, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Request Board approved contracting of electrical engineer in January, 2014 3. Staff will negotiate and develop contract with engineer in February, 2014 	\$7,500	TBD	\$0	\$7,500

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Mid Valley Campus							
South Academic Building Art Lab Improvements	95%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction work is substantially complete 3. Punch list work is in progress 	\$40,000	\$42,500	\$32,623	\$9,877
Resurfacing Parking Lot 4	100%	August, 2013	<ol style="list-style-type: none"> 1. Construction Phase 2. Engineer has certified Substantial Completion 3. Punch list work is complete 4. Acceptance of final completion will be recommended for Board approval at the February, 2014 Board meeting 	\$300,000	\$149,933.65	\$129,081.47	\$20,852.18
Technology Campus							
Welding Lab Expansion	95%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Architect has certified substantial completion and punch list is in progress 	\$100,000	\$116,000	\$110,200	\$5,800
Modifications for Career Planning Services Center	50%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Improvements are minor and are being done by STC Maintenance staff 3. Work is in progress 	\$15,000	TBD	\$0	TBD
Detention Pond Improvements	100%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase is complete 2. Solicitation of construction proposals is in progress and are due in February, 2014 	\$3,000	\$8,000	\$0	\$8,000

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Nursing and Allied Health Campus							
Parking Expansion	15%	March, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer to develop schematic design 	\$54,000	\$43,370	\$0	\$43,370
Subdivision Plat	5%	July, 2014	<ol style="list-style-type: none"> 1. Design Phase, 2. Staff is work with engineer to develop subdivision plat 	\$0	TBD	\$0	TBD
Starr County Campus							
HVAC Chiller Replacement	99%	March, 2013	<ol style="list-style-type: none"> 1. Construction Phase 2. Substantial Completion approved in March, 2013 – chiller is in operation 3. Substantial completion was late by twenty one days and liquidated damages was be enforced 4. Contractor has signed a deductive change order for liquated damages 5. Pending resolution from chiller manufacture on improper performance by water pumps 6. Staff has given contractor deadline for update on pending punch list items. If contractor cannot complete these items, staff will recommend termination and proceed to complete items using other resources. 7. Contractor has responded and completed 95% of the pending items 	\$290,000	\$299,000	\$284,050	\$4,450

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Stucco Painting for Buildings E, G, & H	05%	April, 2014	<ol style="list-style-type: none"> 1. Construction phase 2. Request Board approval of contractor in January, 2014 3. Contract will be negotiated and finalized in February 2014 	\$60,000	TBD	\$0	TBD
Parking Lot 5 Lighting	40%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer on design development 	\$16,000	TBD	\$0	\$6,000
South Drive Lighting	40%	January, 2014	<ol style="list-style-type: none"> 1. Design Phase 2. Staff is working with engineer on design development 	\$10,000	TBD	\$0	\$10,000
Repair Student Activities Building Columns	N/A	N/A	Repairs will not take place until building expansion occurs as part of the Bond construction program	\$0	\$0	\$0	\$0
District Wide							
Secured Storage Rooms Hardware for Instructional Technologies	15%	March, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Door hardware has been received 3. Maintenance Department Staff will begin installation 	\$250,000	\$52,822.75	\$52,822.75	\$0
ADA Automatic Door Openers	5%	April, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Contractor was approved during the December, 2013 Board meeting 3. Contract have been completed and notice to proceed has been issued 	\$130,000	\$96,500	\$0	\$96,500
Building to Building Accessibility	85%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Construction is in progress 	\$200,000	\$216,535.81	\$65,991.72	150,544.09
Outdoor furniture	100%	February, 2014	<ol style="list-style-type: none"> 1. Construction Phase 2. Installation of replacement benches is complete 	\$25,000	TBD	\$0	TBD

Project	% Complete	Date to Complete	Current Activity	Budget	Contract Amount	Amount Paid	Balance
Directional Signage	15%	February, 2014	<ol style="list-style-type: none"> Design Phase Staff is working with Innerface Architectural Signage to define the scope of additional signage needed 	\$15,000	TBD	\$0	TBD
Classroom Remote Door Lock System and Hardware	10%	March, 2014	<ol style="list-style-type: none"> Design Phase Staff is working on finalizing quantities and locations where hardware will be installed Staff will requests quotes for purchase of door hardware 	\$50,000	TBD	\$0	TBD
For FY 2013-2014, 32 projects are currently in progress, 4 have been completed and 15 pending start up in phases later in the fiscal year							