Board of Trustees

Finance and Human Resources Committee Meeting

August 11, 2015
5:30 p.m.

Ann Richards Administration Building,
Board Room-Pecan Campus-McAllen, TX

SOUTH TEXAS COLLEGE

South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Tuesday, August 11, 2015
@ 5:30 p.m.
McAllen, Texas

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

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Approval of July 13, 2015 Finance and Human Resources Committee Minutes

The Minutes for the Finance and Human Resources Committee Meeting of July 13, 2015 are presented for Committee approval.

South Texas College
Board of Trustees
Finance and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Monday, July 13, 2015
@ 5:30 p.m.
McAllen, Texas

Minutes

The Finance and Human Resources Committee Meeting was held on Monday, July 13, 2015 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 11:35 a.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, and Ms. Rose Benavidez

Other Trustees Present: Mr. Gary Gurwitz, and Mrs. Graciela Farias

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Mrs. Wanda Garza, Mr. George McCaleb, Ms. Myriam Lopez, Mrs. Becky Cavazos, Mr. Ricardo De La Garza, Mr. Stephen Crum, Mr. Cody Gregg, Mr. Matt Hebbard, Mrs. Brenda Balderaz, Mr. Rey Pedraza, Ms. Lupita Castillo, Mr. Gustavo Martinez, Mr. Raul Cabaza, Mr. Tom Logan, and Mr. Andrew Fish

Approval of June 11, 2015 Finance and Human Resources Committee Minutes

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Minutes for the Finance and Human Resources Committee Meeting of June 11, 2015 were approved as written. The motion carried.

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

Approval of the Hidalgo and Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the July 28, 2015, Board meeting.

The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and possible action on the tax resale of fifty-three (53) properties.

Hidalgo County
On June 2, 2015 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Clerk Records Management Facility for struck off properties located within Hidalgo County. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County. Bids were received on fifty-two (52) properties.

Starr County
On July 31, 2012, Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Courthouse for struck off properties located within Starr County. The tax resale auction was published several times in the Starr County Town Crier. No bids were received at time of auction on any of the Rio Grande City properties; however on March 2, 2015 a private written bid was received.

Linebarger Goggan Blair & Sampson, LLP submitted the analysis of the bids received for the Committee's consideration. The total amount the College would receive was $40,119.43.

The Resolution Authorizing the Tax Resale was included in the packet for the Committee's review. A listing of the bids including, the legal description for each property, the amount of the bid, the amount South Texas College would receive, and the Analysis of Bids Received were enclosed under separate cover for their information and review.

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP was present at the meeting. He informed the Committee that none of the properties proposed for tax resale were believed to be homesteads of the property owners.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the Hidalgo and Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

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

A request to award the proposal for Property, Flood (for permanent structures), Crime, General Liability / Law Enforcement, School Board Legal Liability, Automobile and Workers Compensation Insurance for a period beginning September 1, 2015 through August 31, 2016 at a total cost of $816,008 was scheduled for the July 28, 2015 Regular Board meeting.

Purpose - The basic purpose of insurance was to anticipate catastrophic losses that could financially impair South Texas College. Insurance allows the College to minimize risk of loss from circumstances beyond its control.

Justification - Every year, prior to year end, The College requests proposals for an insurance program that provides the broadest coverage at the most competitive price available in accord with approved or acceptable insurance practice in the State of Texas.

Background - The request for proposals was advertised and issued to seven (7) vendors. Three (3) responses were received.

- **Property Insurance**

  ⇒ Property Insurance to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a total cost of **$478,047**. The policy offers a 2% Wind/Hail Deductible, but not less than $100,000 per building for any wind and hail event and a $100,000 deductible for all other perils. The Deductible for any wind and hail event for the entire schedule is estimated at $6.4 million on building and contents. The flood coverage is $50,000 through $500,000 per building based on the value of the building. The insurance coverage was updated with current construction costs per square foot.

- **Flood Insurance**

  ⇒ The property deductible is $100,000 per building therefore structures with lower valuations have no coverage. Thus, the flood coverage for portables is not recommended at this time since they are all below this deductible amount. Flood Insurance to Nationwide Mutual Insurance Company (Montalvo Insurance Agency) for permanent structures in Zone B at a cost of **$65,594**.

- **Crime Insurance**

  ⇒ Crime Insurance to The Hartford Fire Insurance Company (Montalvo Insurance Agency) at a cost of **$8,562**

- **General Liability / Law Enforcement, School Board Legal Liability and Automobile Insurance**

  ⇒ General Liability / Law Enforcement Insurance and School Board Legal Liability Insurance to Texas Association of Public Schools (TAPS) (Montalvo Insurance Agency) at a cost of **$91,015**. The policy offers a $5,000,000 limit for General Liability / Law Enforcement with a $5,000 deductible and School Board Legal Liability with a $50,000 deductible.

  ⇒ Automobile Insurance to Texas Association of Public Schools (TAPS) (Montalvo Insurance Agency) at a cost of **$14,513.** The policy offers a $1,000 deductible for liability and physical damage and a $50,000 limit for damage to a rented vehicle.

  ⇒ The combined cost is $105,528 ($91,015 + $14,513) with a limit of $5,000,000 or $89,727 ($75,214 + ($14,513) if the limit is reduced to $1,000,000 for General Liability / Law Enforcement. Mr. Raul Cabaza, III, Risk Management Consultant, is recommending the limit be reduced to $1,000,000. Therefore, the cost will total **$89,727**.

- **Workers Compensation Insurance**

  ⇒ Workers Compensation Insurance to Texas Political Subdivisions (Montalvo Insurance Agency) at a total cost of **$174,078**; includes Volunteers.

The total recommended award to Montalvo Insurance Agency was **$816,008**.

Funding Source - Funds for this expenditure were budgeted in the Insurance and Benefits budgets for FY 2015-2016, pending Board approval of the budget.

Reviewers - Responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, the Vice President for Finance and Administrative Services, Mr. Ken Lyons, Risk Manager and the Purchasing Department.

Enclosed Documents - The recommendation letters and spreadsheets provided by Mr. Raul Cabaza, III, were provided in the packet for the Committee's information and review.

Mr. Raul Cabaza attended the July 13, 2015 Finance Committee meeting to discuss the potential insurance options and obtain feedback from the Committee members.

Due to various issues raised by Board and Committee members, the Committee asked Mr. Cabaza whether action could be delayed until August 2015, to allow further time to solicit additional information from respondents, and Mr. Cabaza agreed that this would be acceptable. Furthermore, he agreed to solicit additional information as follows:

- Request pricing on Property Insurance if flood coverage for low-risk zones: Mid Valley, Starr County, and N.A.H. Campuses were removed entirely (currently proposed with $100,000 deductible).
- Request pricing on Flood Insurance to include aforementioned campuses with appropriately reduced deductible.
- Request analysis of optional self-insurance against flood damage by the College.
- Review of Cyber Crime coverage and additional services offered in response to potential losses/exposure.
- Review of appropriate limits on liability related to School Board Legal Liability Insurance / General Liability Insurance

The Committee requested that legal counsel review all proposed insurance coverage and limits.

No action was taken, and Mr. Cabaza agreed to return to the August Finance and Human Resources Committee to provide an update and recommendations based upon answers to the Committee's questions.

Review and Recommend Action on Award of Proposals, Purchases, Renewals, and Lease/Rental

The Finance and Human Resources Committee was asked to recommend Board approval of the proposal awards, purchases, renewals, and lease/rental as follows:

A. Awards
B. Advertising or Memberships
C. Instructional Items
D. Non-Instructional Items
E. Technology Items

A. Awards

1) **Childcare Services (Award):** award the proposal for childcare services for the period beginning September 1, 2015 through August 31, 2016, at an estimated amount of $105,000.00 with the following eighty seven (87) qualifying vendors:

Blessings Learning Academy of Alamo (Alamo, TX)	iKids Academy (Alamo, TX)	New Generation Child Care Center (Alamo, TX)
Super Kids Academy Day Care Center (Alamo, TX)	We Are The Future Child Development Center (Alamo,TX)	My Alphabet Academy (Alton, TX)
Kid'z First Child Care Center, Inc. No. 2 (Alton, TX)	Anna's Childcare (Donna, TX)	Building Blocks Academy (Donna, TX)
Early Start Child Care Development Center (Donna,TX)	Garza's Childcare and Development Center (Donna,TX)	Monte Cristo Learning Center (Edcouch, TX)
All American Child Development (Edinburg, TX)	Alma's Daycare (Edinburg, TX)	Gaby's Day Care Center, Inc. (Edinburg, TX)
Genesis Learning Center, Inc. (Edinburg, TX)	Kids' Kollege Learning Center (Edinburg, TX)	Learning Garden Child Care Center (Edinburg, TX)
Learning Journey Child Care (Edinburg, TX)	Learning Journey, LLC. (Edinburg, TX)	Little Kingdom Learning Center (Edinburg, TX)
Little U Learning Center (Edinburg, TX)	Little Voices Day Care (Edinburg, TX)	Small Wonders Day Care Center (Edinburg, TX)
The Learning Journey Day School (Edinburg, TX)	V.I.P. Learning Center (Edinburg, TX)	Play, Learn, Construct & Conserve Child Care Center (La Joya, TX)
Creative Kidz Day Care Center (Mercedes, TX)	ABC University Early Child Care Center (McAllen, TX)	Adventureland Academy (McAllen, TX)
Brackenridge Children's Center, LLC. (McAllen, TX)	Bright Beginnings (McAllen, TX)	Coky's Day Care Center (McAllen, TX)
Devanhi's Day Care (McAllen, TX)	Generations Academy, LLC. (McAllen, TX)	Kids Avenue Learning Center (McAllen, TX)
Learning Box Academy (McAllen, TX)	Little Cowboys Child Care Center (McAllen, TX)	Little Dreamers Learning Academy (McAllen, TX)
Little Shining Stars Daycare I (McAllen, TX)	Little Rockets Academy (McAllen, TX)	Loving Angels Child Development Center, LLC. (McAllen, TX)
Maria Del Refugio Vargas (McAllen, TX)	Royal Education Center (McAllen, TX)	TLT Childcare and Development Center, LLC. (McAllen, TX)
Tony's Playhouse (McAllen, TX)	Bright Beginnings Learning Center (Mission, TX)	Eaglets Daycare/Development Center (Mission, TX)

Honey's Little Bee's Learning Center (Mission, TX)	Imagination Express Learning Center, LLC. (Mission, TX)	Kidz Crusade Learning and Development (Mission, TX)
Kidz Crusade Childcare and Pre K Academy #2 (Mission, TX)	Love Bugs C E C, LLC. (Mission, TX)	Solecitos Child Care & Development Center (Mission, TX)
Super Star Kids Learning Center, LLC. (Mission, TX)	Martha Alicia Garcia (Mission, TX)	Children's Garden Day Care (Palmview, TX)
Little Minions Learning Academy (Penitas, TX)	Campanitas Day Care (Pharr, TX)	Children's Education Center (Pharr, TX)
Futuros Lideres Learning Center (Pharr, TX)	Kids Academy Daycare (Pharr, TX)	Little Bear Academy Day Care Center (Pharr, TX)
Little Explorers Development & Learning Center (Pharr,TX)	Little One's Discovery Center II, Inc. (Pharr, TX)	Lupita's Day Care (Pharr, TX)
Mara's Little Bears Day Care (Pharr, TX)	My First Steps Child Care & Development Center (Pharr, TX)	My Precious Moments Childcare Development Center (Pharr, TX)
Tiny Rascals Schoolhouse (Pharr, TX)	Tweaty and Christy Day Care (Pharr, TX)	Building Blocks Learning Center (Rio Grande City, TX)
Cutie Pies Children's Development Center (Rio Grande City, TX)	Kami's Cuddling Center (Rio Grande City, TX)	Learning Central, LLC. (Rio Grande City, TX)
Learning Zone City (Rio Grande City, TX)	Learning Zone II (Rio Grande City, TX)	The Methodist Day Care Center (Rio Grande City, TX)
Bright Future Kids Academy (San Juan, TX)	Childtime Academy (San Juan, TX)	The Learning Express (San Juan, TX)
Thomas and Friends Learning Center (San Juan, TX)	We Are The Future Child Development Center (San Juan, TX)	Christian Day Care (Weslaco, TX)
El Shaddai International Christian Day Care Center (Weslaco, TX)	The Growing Patch Early Learning Center (Weslaco, TX)	Kids "R" Kids Learning Academy (Weslaco, TX)

2) **Custodial Supplies (Award):** award the proposal for custodial supplies for the period beginning August 18, 2015 through August 17, 2016 with two one-year options to renew, at an estimated amount of $175,000.00 based on prior year expenditures. The vendors are as follows:
   - **Primary:** Gulf Coast Paper, Co. (Brownsville, TX)
   - **Secondary** Cielo Office Products (McAllen, TX)
     Rio Paper & Supply, LLC. (Pharr, TX)
     Yanitor Paper and Supplies, LLC. (Hidalgo, TX)
3) **Library Materials (Award):** award the library materials for the period beginning September 1, 2015 through August 31, 2016 with two one-year options to renew, at an estimated cost of $233,537.00 with the following vendors:

ABDO Publishing (Minneapolis, MN)	Bearport Publishing (New York, NY)
Bound to Stay/Bound Book, Inc. (Jacksonville, IL)	Cavendish Square Publishing (New York, NY)
Cengage Learning, Inc. (Farmington Hills, MI)	Complete Book and Media Supply, LLC. (Cedar Park, TX)
CRM Learning, LP. (Carlsbad, CA)	Delaney Educational Enterprises (San Diego, CA)
EBSCO Industries, Inc. (Ipswich, MA)	Enslow Publishing, LLC. (New York, NY)

Follett School Solutions, Inc. (McHenry, IL)	Gareth Stevens Publishing (New York, NY)
Salem Press Div of Grey House Publishing (Amenia, NY)	Grey House Publishing, (Amenia, NY)
Central Programs, Inc./dba Gumdrop Books (Bethany, MO)	Ingram Library Services, Inc. (La Vergne,TN)
JOVE (Cambridge, MA)	Latin American Book Source, Inc. (Chula Vista, CA)
Midwest Tape, LLC. (Holland, OH)	Hertzberg New Method, Inc./dba Perma Bound Books (Jacksonville, IL)
Plunkett Research, Ltd. (Houston, TX)	Quality Books, Inc. (Oregon, IL)
Rittenhouse Book Distributors, Inc. (King of Prussia, PA)	Rosen Publishing Group (New York NY)
Scholastic Library Publishing, Inc. (Danbury, CT)	Yankee Book Peddler, Inc./dba YBP Library Services (Contoocook, NH)
World Book, Inc. (Chicago, IL)	

4) **Mail Services (Award):** award the proposal for mail services to Upper Valley Mail Services (McAllen, TX) for the period beginning September 1, 2015 through August 31, 2016 with two one-year options to renew, at an estimated cost of $73,000.00 based on prior year expenditures;
5) **Rental of Storage Facilities (Award):** award the proposal for the rental of storage facilities for the period beginning August 1, 2015 through July 31, 2016 with one-years options to renew, at an estimated cost of $28,000.00 with the following vendors:
   - A-Ok McAllen 5/dba Best Little Warehouse in Texas (McAllen)
   - Ware Affordable Attic III, LP. (McAllen, TX)
   - McAllen Foreign Trade Zone, Inc. (McAllen, TX)
6) **Science Laboratory Supplies (Award):** award the proposal for science laboratory supplies for the period beginning September 1, 2015 through August 31, 2016 with two one-year options to renew, at an estimated cost of $200,000.00 based on prior year expenditures. The vendors are as follows:

Carolina Biological Supply Company (Burlington, NC)	Chemglass Life Sciences (Vineland, NJ)
Flinn Scientific, Inc. (Batavia, IL)	Frey Scientific (Nashua, NH)
Harlan Laboratories, Inc. (Indianapolis, IN)	Midsci (St. Louis, MO)
Nasco (Fort Atkinson, WI)	PASCO Scientific (Roseville, CA)
Phenix Research Products (Candler, NC)	Thomas Scientific (Swedesboro, NJ)
VWR International, LLC. (Radnor, PA)	

B. Advertising or Memberships

7) **Registration Radio Advertising Agreements (Purchase):** purchase registration radio advertising agreements for the period beginning August 1, 2015 through August 31, 2015, at an estimated cost of $16,443.00 from the following sole source vendors:

iHeart Media (Weslaco, TX)	$7,923.00
Entravision Communication Corporation (ECC) (McAllen, TX)	$8,520.00

8) **Registration Television Advertisement Agreements (Purchase):** purchase registration television advertisement agreements for the period beginning August 1,

2015 through August 31, 2015, at an estimated cost of $50,080.00 from the following sole source vendors:

ECC/KCWT TV/RGV CW21 (McAllen, TX)	$3,000.00
ECC/KFXV TV/Fox Channel 2 (McAllen, TX)	$3,000.00
KGBT TV/Channel 4 (Pharr, TX)	$9,130.00
KRGV TV/Channel 5 News (Weslaco, TX)	$7,000.00
ECC/KNVO TV/Univision 48 (McAllen, TX)	$5,925.00
KTLM TV/Telemundo 40 (McAllen, TX)	$7,025.00
KVEO TV/News Center 23 (Brownsville, TX)	$7,000.00
Time Warner Cable Media (McAllen, TX)	$8,000.00

9) **Institutional Participation Fee (Renewal):** renew the institutional participation fee with Achieving the Dream, Inc./Manpower Development Corporation (MDC)(Silver Spring, MD), a sole source vendor, for the period beginning July 1, 2015 through June 30, 2016, at a total cost of $10,000.00;

C. Instructional Items

10) **Portable X-Ray Machine (Purchase):** purchase portable x-ray machine from Merry X-Ray/Source One Healthcare (Mentor, OH), a sole source vendor, at a total cost of $36,687.00;
11) **Testing Materials – CAAP (Purchase):** purchase testing materials – CAAP from ACT CAAP (Iowa City, IA), a sole source vendor, at an estimated cost of $25,725.00;
12) **Ultrasound Simulator (Purchase):** purchase an ultrasound simulator from CAE Healthcare, Inc. (Sarasota, FL), a sole source vendor, at a total cost of $60,320.00;

D. Non-Instructional Items

13) **Air Conditioning Equipment and Supplies (Purchase):** purchase air conditioning equipment and supplies from Carrier Corporation (Richardson, TX/Pharr, TX) and Carrier Enterprise, LLC. (Houston, TX/Pharr, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $50,000.00;
14) **Air Conditioning Filters (Purchase):** purchase and installation of air conditioning filters from J. F. Filtration, Inc. (Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendors, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $102,000.00 based on prior year expenditures;
15) **Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase):** purchase building automation control equipment, parts, and equipment maintenance from Siemens Industry, Inc. (Austin, TX/La Feria, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $75,000.00 which is based on prior year expenditures;
16) **Catering Services (Purchase):** purchase catering services from Centerplate at McAllen Convention Center (McAllen, TX), a sole source vendor, for the period

beginning September 18, 2015 through August 27, 2016, at an estimated cost of $32,722.44;

17) **Chiller Chemicals and Maintenance (Purchase):** purchase chiller chemicals and maintenance from ChemCal, Inc. (Grapevine, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $40,000.00 which is based on prior year expenditures;

18) **Electrical Parts and Supplies (Purchase):** purchase electrical parts and supplies from Bush Supply, Inc. (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $55,000.00 which is based on prior year expenditures;

19) **Library Furniture, Equipment, and Supplies (Purchase)**: purchase library furniture, equipment, and supplies from Demco, Inc. (Madison, WI), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning July 29, 2015 through August 31, 2015, at an estimated cost of $10,000.00;

20) **Parts and Supplies (Purchase):** purchase parts and supplies from W.W. Grainger (Austin, TX/McAllen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated amount of $60,000.00 based on prior year expenditures;

21) **Police Vehicle Equipment and Accessories (Purchase):** purchase police vehicle equipment and accessories from Fleet Safety Equipment, Inc. (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning July 29, 2015 through August 31, 2015, at a total cost of $10,000.00;

22) **Rental Equipment (Purchase):** purchase rental equipment from United Rentals, Inc. (Dallas, TX/Pharr, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $35,000.00 based on prior year expenditures;

23) **Collection Agency Services (Renewal):** renew the collection agency services contracts for the period beginning September 1, 2015 through August 31, 2016, at no charge to the College. The collection fee shall be charged directly to the student. The vendors are as follows:
    - Primary: S & S Recovery, Inc. (Memphis, TN)
    - Secondary: Williams and Fudge, Inc. (Rock Hill, SC) and
      Immediate Credit Recovery (Wappingers Falls, NY)

24) **Elevator Maintenance Agreement (Renewal):** renew the elevator maintenance agreement with Otis Elevator Co. (Farmington, CT/McAllen, TX), a Provista approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $55,000.00;

25) **Equipment Rental Services (Renewal):** renew the equipment rental services contracts for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $70,000.00 based on prior year expenditures. The vendors are as follows:
    - Backstage Productions, LLC. (McAllen, TX)
    - Blueline Rental (Pharr, TX)
    - Rental World (McAllen, TX)

- Space Jump Rentals (Pharr, TX)
- Tejas Equipment Rental (McAllen, TX)

26) **Glass Replacement and Installation(Renewal):** renew the glass replacement and installation contracts for the period beginning August 28, 2015 through August 27, 2016, at an estimated cost of $20,000.00 which is based on prior year expenditures with the following vendors:
- Luna Glass, LLC. (McAllen, TX)
- Risica & Sons, Inc. (Edinburg, TX)
- SDM Construction and Development, LLC. (Pharr, TX)

27) **Online Real Estate Courses (Renewal):** renew the online real estate courses contract with OnCourse Learning Corporation (Atlanta, GA), for the period beginning September 1, 2015 through August 31, 2016, at an estimated amount of $2.50 to $257.50 per class;

28) **Truck Driver/Bus Driver Training (Renewal):** renew the truck driver/bus driver training contract for the period beginning September 1, 2015 through August 31, 2016, at an 18% commission to the College retained from each student's tuition. International Schools, the company originally awarded the contract, is in the process of being acquired by Piedmont Business Colleges, Inc. (Virginia Beach, Virginia) and International Schools wishes to assign the contract to this company. Consent to assign the contract to Piedmont Business Colleges, Inc. is required from the College;

29) **Staff Uniforms and Services (Rental/Renewal):** rental/renewal of staff uniforms and services from Unifirst Corporation (San Antonio, TX/McAllen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning July 1, 2015 through June 30, 2016, at an estimated cost of $20,500.00;

30) **Facility Usage Interlocal Agreements (Lease/Rental):** lease/rental facility usage interlocal agreements with the City of McAllen – McAllen Convention Center (McAllen, TX) for the period beginning September 18, 2015 through August 27, 2016, at an estimated cost of $21,688.00.

E. Technology

31) **Citation Writers and Printers (Purchase):** purchase citation writers and printers from End2End (Oxford, MS), a sole source vendor, at a total cost of $36,000.00;

32) **Computers and Tablets (Purchase):** purchase of computers and tablets from the State of Texas Department of Information Resources (DIR) approved vendors Dell Marketing, LP. (Dallas, TX) and Apple, Inc. (Dallas, TX) and from the National Joint Powers Alliance (NJPA) approved vendor CDW Government (Vernon Hills, IL), in the total amount of $35,664.73;

33) **Enterprise Software and Maintenance (Purchase):** purchase enterprise software and maintenance from Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), at a total cost of $60,000.00.;

34) **Local Telephone Service – McAllen (Purchase):** purchase local telephone services – McAllen from AT&T Texas/AT&T Corporation (San Antonio, TX), a Texas Department of Information Resources (DIR) approved vendor, for the period beginning

September 1, 2015 through August 31, 2016, at an estimated cost of $240,000.00 based on prior year expenditures;

35) **Local Telephone Service – Mid Valley and Starr County (Purchase):** purchase local telephone service – Mid Valley and Starr County from Verizon Southwest, Inc./Verizon Business Network Services, Inc. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $72,000.00 based on prior year expenditures;

36) **Long Distance Phone Service (Purchase):** purchase long distance phone service from AT&T Corporation through the State of Texas Department of Information Resources (DIR)(Dallas, TX), for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $12,030.00 based on prior year expenditures;

37) **Network Cabling Services (Purchase):** purchase network cabling services with BridgeNet Communications, LLC. (Donna, TX), a Board approved vendor, at a total cost of $101,410.13;

38) **Network Server (Purchase):** purchase a network server from Insight Public Sector (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of $39,762.93;

39) **Online Tutoring Service Agreement (Purchase):** purchase online tutoring service agreement from Upswing International, Inc. (Austin, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $29,000.00;

40) **Performance Review Software Component (Purchase)**: purchase a performance review software component from PeopleAdm, Inc. (Austin, TX), a sole source vendor, at a total cost of $22,617.00;

41) **Software License Subscription (Purchase):** purchase a software license subscription from Medicat, LLC. (Atlanta, GA), a sole source vendor, for the period beginning August 1, 2015 through July 31, 2016, at a total amount of $14,900.00;

42) **Training Services (Purchase):** purchase training services from Technology for Education, LLC. (Hewitt, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning July 29, 2015 through August 31, 2015, at a total cost of $40,000.00;

43) **ARMS Annual Maintenance Agreement (Renewal):** renew the ARMS annual maintenance agreement with End2End (Oxford, MS), a sole source vendor, for the period beginning October 1, 2015 through September 30, 2016, at a total cost of $12,000.00;

44) **Book Detection System Maintenance Agreement (Renewal):** renew the book detection system maintenance agreement with 3M Library Systems (St. Paul, MN), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $21,808.00;

45) **Course Management and Hosting Services (Renewal):** renew the course management and hosting services with Blackboard, Inc. (Washington, DC), a sole source vendor, for the period beginning September 30, 2015 through September 29, 2016, at a total cost of $566,233.00;

46) **Library Database Subscription (Renewal):** renew the library database subscription contract with West Publishing Corporation/dba West, A Division of Thomson Reuter

Business (Eagan, MN), for the period beginning August 1, 2015 through July 31, 2016, at an amount of $20,321.28 and extend the subscription period from August 1, 2016 through August 31, 2016 at an amount of $1,612.80 to align the term of service with the College's fiscal year for a total cost of $21,934.08;

47) **Library Serials (Renewal):** renew the library serials contract with Magazine Subscriptions, PTP. (Austin, TX) for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $70,268.59;

48) **Maintenance Management System Agreement (Renewal):** renew the maintenance management system agreement with SchoolDude.com (Cary, NC), a Texas Cooperative Purchasing Network (TCPN) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $24,000.00;

49) **Mobile Application Software Agreement (Renewal):** renew the mobile application software agreement with AT&T Mobility (Atlanta, GA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning June 16, 2015 through June 15, 2016, at a total cost of $39,724.00;

50) **Online Essay Review Services Agreement (Renewal):** renew the online essay review services agreement with Smarthinking/NCS Pearson, Inc. (Chicago, IL), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated amount of $40,500.00 which provides 1,500 services hours;

51) **Oracle License Maintenance (Renewal):** renew software license maintenance with Oracle America, Inc. (Redwood City, CA), a Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 30, 2015 through August 31, 2016, at a total cost of $346,373.01;

52) **Predictive Data Analytics Technology/Hosting Service (Renewal):** renew the predictive data analysis technology/hosting services with Civitas Learning, Inc. (Austin, TX), for the period beginning March 1, 2015 through February 28, 2016, at a total cost of $75,000.00. The total investment is $300,000.00 which the Texas Higher Education Coordinating Board (THECB) will pay $150,000.00 and Texas A & M University – Commerce will pay $75,000.00;

53) **Public Website Hosting Services (Renewal):** renew the public website hosting services maintenance agreement with Rackspace Hosting, Inc. (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total monthly cost of $2,504.00 and annual cost of $30,048.00;

54) **Student Schedule Software Agreement (Renewal):** renew the student schedule software agreement with College Scheduler, LLC. (Redding, CA), a sole source vendor, for the period beginning July 1, 2015 through June 30, 2016, at a total cost of $30,000.00;

SUMMARY TOTAL:

The total for all proposal awards, purchases, renewals, and lease/rental is $3,651,975.91

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommend Board of the proposal awards, purchases, renewals, and lease/rental as presented. The motion carried.

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

Approval will be requested at the July 28, 2015 Board meeting to dispose/recycle technology items with an original value of $1,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology items.

Purpose – The Fixed Asset/Inventory Department requested the disposal/recycling of technology items to be in compliance with the Environmental Protection Agency (EPA) regulations. TDCJ provides an environmentally sound way to dispose of surplus technology equipment.

Justification – As technology becomes obsolete, out of warranty or not functioning, it is disposed of according to South Texas Board Policy #5135 Disposal of Surplus Property. TDCJ is the method of disposal to comply with all EPA regulations. They will clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems are properly disposed of. The technology is currently located at the South Texas College Receiving Department, 3700 W Military Hwy Building D, McAllen, Texas.

Reviewers - These items were inspected by the Technology Resources (TR) and approved by the Vice President for Information Services, Planning & Strategic Initiatives to dispose after Board approval.

Enclosed Documents - A listing of the technology items to be disposed/recycled was provided in the packet for the Committee's review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval to dispose/recycle technology items with an original value of $1,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology items as presented. The motion carried.

Review and Recommend Action as Necessary on Disposal of Portable Buildings

Approval of disposal of ten (10) portable buildings with a purchase price of $30,154.89 or above through a live auction will be requested at the July 28, 2015 Board meeting.

Purpose – The Office of Planning and Construction requested authorization to auction ten (10) portable buildings which were acquired in used condition during the period from 1995 to 1999. Approval was requested to auction these buildings through a live auction in phases.

Disposal was requested due to their deteriorated condition, and an auction could allow the College to recoup some of its investment in the portable buildings.

Justification - The portable buildings were evaluated by the Facilities Planning and Construction Department and Facilities Maintenance and Operations Department staff to determine that they are beyond repair.

The auction would take place at the South Texas College Pecan Campus, 3201 W Pecan Blvd, McAllen, Texas and Mid Valley Campus, 400 N Border, Weslaco, TX.

The auctions would be scheduled in phases due to bond construction schedules:

Phase	Portable and Location	Tentative Auction Date
Phase I	Pecan Portables 8 & 9 Mid Valley Portables 1 & 2	August 2015 or September 2015
Phase II	Pecan Portables 1, 3, 4, & 5	May 2016
Phase III	Pecan Portables 6 & 7	December 2017

The auction date would be determined based on the bond construction schedule of new buildings at the Pecan and Mid Valley Campuses.

After the portable buildings were auctioned and moved out of their existing locations, the space would be used as follows:

Portable Buildings	New Use of Space
Pecan Portables 8 & 9 Mid Valley Portables 1 & 2	Newer portable buildings 18 & 19 Additional room for the Workforce Building Expansion
Pecan Portables 1, 3, 4, & 5	New Student Activities and Cafeteria Building
Pecan Portables 6 & 7	Newer portable buildings 25 & 27

Background - These portables were acquired from Texas State Technical College (TSTC) and Hidalgo Independent School District and were included in the College's Banner computer system fixed assets/inventory module.

Enclosed Documents - A list of the portable buildings to be auctioned was provided in the packet for the Committee's review and information.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the disposal of ten (10) portable buildings with a purchase price of $30,154.89 and above through a live auction as presented. The motion carried.

Review and Recommend Action on External Auditor Services

Approval to award a contract for external auditor services for the fiscal year ending August 31, 2015, with four (4) one-year renewal options to Long Chilton, LLP. (McAllen, TX) will be requested at the July 28, 2015 Board meeting.

Purpose – The external auditors perform the College's annual financial audit and issue an opinion on the financial statements prepared by the College Business Office staff. The audited Comprehensive Annual Financial Report (CAFR) must be submitted annually to the Texas Higher Education Coordinating Board by December 31st.

Justification – The external auditors start the interim audit work related to the financial audit prior to fiscal year end, therefore the College is proposing the selection of an external auditor at this time.

Background - Requests for qualifications for external auditors were advertised on May 4, 2015 and May 11, 2015, and five (5) requests for qualifications were mailed to the following firms:

- Belt Harris Pechacek (Houston, TX)
- Burton McCumber & Cortez, LLP. (McAllen, TX)
- Hart, Silva & Co. (McAllen, TX)
- Long Chilton, LLP. (McAllen, TX)
- Pattillo, Brown & Hill, LLP. (Brownsville, TX)

Two (2) responses were received from the following firms:

- Belt Harris Pechacek (Houston, TX)
- Long Chilton, LLP. (McAllen, TX)

Long Chilton, LLP listed Ruben Moreno, CPA as the audit engagement partner. He has served as the engagement partner for the last ten years. Long Chilton, LLP has performed the College's annual financial audit since FY 1994-1995.

Funding Source - Expenditures were budgeted in the Audit Services budget for FY 2014-2015 budget and in the FY 2015-2016 budget, pending Board approval of the budget.

Reviewers - Responses were reviewed by the Vice President for Finance and Administrative Services, Comptroller, and Purchasing Department.

Enclosed Documents - the following materials were included in the Committee packet:

1. Sample Request for Qualifications
2. External Auditor Qualification Summary
3. Evaluation Summary
4. Blank Evaluation Form

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Dr. Reed recommended that if the Committee recommended the top-ranked firm Long Chilton, LLP. they also recommend that the firm rotate the engagement partner, and the Committee agreed.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the selection of Long Chilton, LLP. for external auditor services with the requested rotation of their engagement partner as proposed. The motion carried.

Review and Recommend Action as Necessary on Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council

Approval of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for the period beginning September 1, 2015 through August 31, 2016 will be requested at the July 28, 2015 Board meeting.

Purpose – The Interlocal Agreement for the Jag Express Intercampus Transportation Services would end on August 31, 2015. Changes were being made to the Agreement since the College would manage and operate the Circulator (Yellow) and Park & Ride routes. The Circulator route provided transportation between the College's Pecan Campus, Technology Campus and Nursing and Allied Health Campus. The Park & Ride routes provided transportation between the Park & Ride Facility directly to and from Pecan Campus Building A. The total net costs to the College were as presented below but may be reduced upon potential contributions from City of Weslaco and Economic Development of Weslaco in the amount of $78,236.

	Amount
Total Operating Cost for System	**$1,041,636**
Less Contributions	
State/Federal Operating	(578,731)
Lower Rio Grande Valley Development Council Match	(40,000)
Total Net Cost to STC	**$422,905**
STC In-Kind and Direct Expenditures	236,848
STC Payment to LRGVDC	186,057

Costs by transportation route were as follows:

Transportation Route	Total Operating Cost for System	Contributions	STC In-Kind & Direct Expenditures	STC Payment to LRGVDC
Mid Valley (Purple)	$165,500	$87,264	$0	$78,236
Starr (Green)	468,466	310,992	50,0000	107,821
Circulator (Yellow)	254,213	132,934	121,279	0
Park & Ride	153,457	87,888	65,569	0
Total	$1,041,636	$618,731	$236,848	$186,057

Justification - The Interlocal Agreement was intended to establish an intercampus bus route to serve all of the College's campuses. The bus routes would benefit students, faculty, and staff of South Texas College and thereby serve the goals of both organizations by facilitating access to the College and its educational programs and to increase use of public transportation in the area.

The bus routes would be free of charge to the students, faculty, and staff of South Texas College by presentation of an official identification (ID) card. The presentation of ID cards would be recorded by LRGVDC to track usage of the service.

The responsibilities of South Texas College in this Agreement would be to:

1. Operate and maintain three buses owned by the College and three buses leased from LRGVDC for the Circulator (yellow) and Park & Ride transportation routes during the College's business days and hours of service according to a schedule;

2. Promote ridership by College students, faculty and staff (promotion efforts will include publicizing the service through newsletters, email notifications, signage at special events and semester registration, and other means it determines would be beneficial to increase participation and raise awareness of the service); and

3. Designate boarding locations at each campus with appropriate signage at each of its campus stop locations.

Funding Source - Funds for this expenditure were budgeted in the Shuttle Buses budget for FY 2015-2016 pending Board approval of the Budget.

Reviewers – The Interlocal Agreement was reviewed by Mr. Tom Logan, Director of Valley Metro at the Lower Rio Grande Valley Development Council, the College's Legal Counsel, Vice President for Finance and Administrative Services, Chief of Police and Director of Safety and Security, and Comptroller.

Enclosed Documents - A copy of the Proposed Interlocal Agreement and the transportation schedule (Exhibit A) was provided in the packet for the Committee's information and review.

Presenters – Mr. Tom Logan from the Lower Rio Grande Development Council (LRGVDC) presented the information on this initiative, including ridership data for the previous year. Mary Elizondo, Vice President for Finance and Administrative Services, and Wanda Garza, Interim Vice President for Student Affairs and Enrollment Management, attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the proposed Interlocal Agreement between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) as presented. The motion carried.

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

Approval to renew a contract for financial advisor for the fiscal year ending August 31, 2016, with First Southwest Company will be requested at the July 28, 2015 Board meeting.

Purpose – The financial advisor renders services to the College by providing independent and professional advice regarding the authorization and issuance of indebtedness in various amounts and forms, and in connection with the authorization, sale, issuance and delivery of such indebtedness, and other financial matters.

Justification – Continuation of financial advisory services on various financial matters from First Southwest to the College are proposed. The financial advisor is registered with the Securities Exchange Commission and Municipal Securities Rulemaking Board, as required by the Dodd-Frank Act.

Background – The College signed an agreement on March 25, 2004, for the period beginning April 1, 2004 and ending March 31, 2009. The College subsequently modified the renewal anniversary date to August 31, 2009 so that it coincides with the College's fiscal year end. On February 26, 2013 the Board of Trustees approved the First Amendment to Financial Advisory Agreement which states that, effective April 1, 2013, the anniversary date for renewals will be September 1 of each year.

In addition, First Southwest Company or the College notifies the other party in writing at least thirty (30) days in advance of the applicable anniversary date that the agreement will not be renewed, the agreement will be automatically renewed on the fifth anniversary of the date thereof for an additional one (1) year period and thereafter will be automatically renewed on each anniversary date for successive one (1) year periods.

Funding Source – The fee schedule remains the same and fees are payable only upon issuance of bonds as approved by the Board of Trustees. Otherwise, there is no annual charge to the College for financial advisory services.

Reviewers – Agreement was reviewed by the Vice President for Finance and Administrative Services, Comptroller, and Purchasing Department.

Enclosed Documents – A copy of the amended and modified agreement was provided in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the renewal of the financial advisor services agreement with First Southwest Company for an additional term beginning September 1, 2015 and ending August 31, 2016, as presented. The motion carried.

Review and Recommend Action on Establishing a Bank Account for the Bond Construction Program

Approval to establish a new bank account at the College's depository bank, BBVA Compass, will be requested at the July 28, 2015 Board meeting.

Purpose - The primary purpose of establishing a new bank account was for depositing the proceeds of the South Texas College District Limited Tax Bonds, Series 2015, as needed to pay for the construction and equipping of College buildings, as per the bond construction program.

Justification - The College conducted the sale of the Bonds in June 2015 and anticipated receiving the bond proceeds in July 2015. The bond proceeds would be initially deposited in TexPool, however, transfers to the operating bank account would be scheduled to coincide with the bond construction program payments.

Background - Per Board Policy #5110: Comptroller Function: Collection, Deposit, and Disbursement of College and Grant Funds, the Board of Trustees must approve by

Resolution the establishment of an operating bank account with the College's Depository Bank.

Enclosed Document – The Resolution Approving the Opening of a New Bank Account was provided in the packet for the Committee's information and review.

Reviewers – South Texas College's legal counsel, Jesus Ramirez, reviewed the Resolution Approving the Opening of a New Bank Account.

Mary Elizondo, Vice President for Finance and Administrative Services, attended the July 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval to establish a new bank account at the College's depository bank, BBVA Compass, for the primary purpose of depositing the South Texas College District Limited Tax Bonds, Series 2015 proceeds, as presented. The motion carried.

Discussion and Action as Necessary on Proposed Budget Amendment for FY 2014-2015

Approval of a proposed budget amendment for FY 2014–2015 will be requested at the July 28, 2015 Board Meeting.

A budget amendment was proposed to transfer funds from the Unrestricted Fund Balance to the Unexpended Construction Plant Fund and the Renewals and Replacements Plant Fund, as follows:

- Funds would be transferred from the Unrestricted Fund Balance in the amount of $6,000,000 to the Unexpended Construction Plant Fund for future construction and renovation projects.
- Funds would be transferred from the Unrestricted Fund Balance in the amount of $1,000,000 to the Renewals and Replacement Plant Fund for future deferred maintenance projects.

After the transfer of $7,000,000, the Unrestricted Undesignated Fund Balance at September 1, 2014 in the amount of $87,171,492 would be reduced to $80,171,492. This amount was sufficient to fund approximately 6 months of operating expenditures.

As a result of the amendment, the total budgeted revenues and expenditures/reserves for fiscal year 2014-2015 would increase from $151,285,133 to $158,285,133, $44,101,542 to $50,101,542, and $4,607,595 to $5,607,595 in the Unrestricted Fund, the Unexpended Construction Plant Fund, and the Renewals and Replacement Plant Fund, respectively, as reflected below.

Fiscal Year 2014-2015 Budgeted Revenues and Expenditures/Reserves

Fund	Original Budget	Proposed Amended Budget	Incr/(Decr)
Unrestricted Fund	$151,285,133	$158,285,133	$7,000,000
Unexpended Construction Plant Fund	$44,101,542	$50,101,542	$6,000,000
Renewals and Replacements Plant Fund	$4,607,595	$5,607,595	$1,000,000

The budget amendment was provided in the packet for the Committee's information and review.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the proposed budget amendment for FY 2014-2015, as presented. The motion carried.

Review and Recommend Action on Unrestricted Fund Balance Designations as of August 31, 2015

Approval of the Unrestricted Fund Balance Designations as of August 31, 2015 will be requested at the July 28, 2015 Board Meeting.

The Unrestricted Fund Balance Designations represents the College's intended future use of available resources and must be approved by the Board of Trustees. The amount approved as the Unrestricted Fund Balance Designations appears on the College's Comprehensive Annual Financial Report and is itemized as Board Designated.

As of August 31, 2014, the Board designated a total of $24,500,000, as reflected in the table below. The total designation of $24,500,000 included 1) a $9,500,000 designation for employee health insurance premiums due to the rising costs of employee health insurance and the uncertainty of continued state funding, 2) a $7,500,000 designation for the continued functionality of the College's Enterprise Resource Planning (ERP) system, 3) a $4,000,000 designation for the deferred maintenance of facilities, and 4) a $3,500,000 designation for the College's business continuity of operations in the event of serious incidents or disasters.

Management proposed additional Unrestricted Fund Balance designations in the total amount of $4,000,000 in fiscal year 2014-2015 for ERP infrastructure maintenance and renewals and for furniture replacements in the amount of $2,000,000 and $2,000,000, respectively. In addition management proposed that $2,000,000 of previously designated funds for health insurance premiums be reassigned as designated funds for ERP infrastructure maintenance and renewals. Including the proposed additional fund balance designations for fiscal year 2014-2015, the total designation as of August 31, 2015 would be $28,500,000, as follows.

Fund Balance Designations Per Fiscal Year	FY 2011 to FY 2014 Amount	FY 2015 Amount
FY 2010-2011		
Health Insurance Premiums	$5,000,000	
FY 2011-2012		
Health Insurance Premiums	2,500,000	
FY 2012-2013		
Health Insurance Premiums	2,000,000	(2,000,000)
FY 2013-2014		
ERP Infrastructure Maintenance and Renewal	7,500,000	
Facilities Deferred Maintenance	4,000,000	
Business Continuity and Disaster Plan	3,500,000	
FY 2014-2015 Proposed Fund Balance Designations		
ERP Infrastructure Maintenance and Renewal		**4,000,000**
Furniture Replacement		**2,000,000**
Total	**$24,500,000**	**$4,000,000**
Total Fund Balance Designation as of August 31, 2015		**$28,500,000**

Including the transfers of $7,000,000 to the Plant Funds, per the proposed budget amendment and the additional designations, and before any adjustments to the Fund Balance for FY 2014-2015 activity, the Unrestricted Fund Balance would be adjusted as follows:

Unrestricted Fund Balance

	Undesignated Fund Balance	Designated Fund Balance	Total Fund Balance
Fund Balance – September 1, 2014	$87,171,492	$24,500,000	$111,671,492
Less: Proposed Plant Funds Transfer	(7,000,000)	--	(7,000,000)
Proposed Amended Balance	80,171,492	24,500,000	104,671,492
Additional Designation	(4,000,000)	4,000,000	--
Adjusted Fund Balance	$76,171,492	$28,500,000	$104,671,492

The total Unrestricted Undesignated Fund Balance of $76,171,492 represented approximately five and one half (5½) months of budgeted expenditures. Per Policy #5350: Unrestricted Fund Balance, the College should maintain an Unrestricted Fund Balance sufficient to cover no less than four months of budgeted expenditures.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the Unrestricted Fund Balance Designation as of August 31, 2015 in the amount of $4,000,000 as presented. The motion carried.

Review and Discussion of Preliminary Summary of Projected Revenues and Expenditures for FY 2015-2016 with Comparison to FY 2014-2015 Approved Budget

The packet included the Preliminary Summary of Projected Revenues and Expenditures for FY 2015-2016 with comparison to the FY 2014-2015 approved budget for the Committee's information and review.

Dr. Shirley A. Reed, President and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, discussed the preliminary revenues and expenditures projections with the Committee.

This was a preliminary plan for the next fiscal year that included the following assumptions:

Revenues:

- State appropriation revenue was projected to increase $2,686,366 from FY 2015. In addition, there was an overall increase in other state revenues consisting of TRS, ORP, and medical insurance for FY 2016, in the amount of $265,657. The state appropriation amount was based on the allocations included in House Bill 1 and the other state revenue was based on state allocation schedules.

- Tuition for FY 2016 was based on projected enrollment of 19,196 traditional students, a 2% increase from Fall 2014, and 13,546 dual enrollment tuition free students for Fall 2015. The projections indicated an increase in tuition of approximately $1,327,759 in FY 2016 and included the Board approved changes to the In District, Out of District, and Out of State tuition rates, and the addition of the new Chemistry, Physics, and Astronomy differential tuitions of $10 per semester credit hour.

- Fees for FY 2016 were based on the same enrollment projections as tuition. The projections included the Board approved increase of $2 per semester credit hour for the Information Technology Fee, the increase of $2 per semester credit hour for the Learning Support Fee, the new Student Activity Fee of $2 per semester credit hour, the removal of the First Repeat and Second Repeat Fees in the amounts of $50 per semester credit hour and $75 per semester credit hour, respectively, and the increase of $25 per semester credit hour for the Third or More Repeat Fee. The projections indicated an increase in fees of approximately $673,986 in FY 2016.

- Other revenue was expected to increase $582,204 in FY 2016. The projected increase was mainly due to the increased revenue from dual enrollment cost reimbursements.

- Tax revenue for FY 2016 was expected to increase $1,464,855, due to an increase in tax appraised values. Of the total increase in tax revenue, approximately $234,280 was due to the increased tax rate of 3 cents related to the 2013 Bond Program.

- Carryover Allocations was projected to increase $4,707,676 in FY 2016. The increase mainly resulted from the increase of $2,500,000 in the transfer to the Unexpended Plant Fund and the addition of approximately $1,581,000 in carryover funds for Continuing Education and Information Services and Planning and Strategic Initiatives.

Expenditures:

- The Salary expenditures budget was proposed to increase $2,994,800 in FY 2016 mainly due to the following:

Addition of new faculty positions approved by the Board of Trustees at the February 24, 2015 Board Meeting (15 faculty)	$825,000
Addition of Internal Audits positions approved by the Board of Trustees at the March 31, 2015 Board Meeting	126,000
Salary adjustments for faculty and staff	1,742,772
Proposed new positions (net)	1,387,341
Proposed increase for pools	82,000
Proposed salary reclassifications/adjustments	198,804
Reductions in salary pools and positions partially funded in FY 2016	(1,367,117)
Total	**$2,994,800**

- The Benefits expenditures budget for FY 2016 was proposed to increase by $602,746.

- The Operating expenditures budget for FY 2016 was proposed to increase by $3,716,784 primarily due to additional marketing and advertising, and improvements for the College's technology resources.

- The Travel expenditures budget for FY 2016 was proposed to increase by $238,832. Approximately twenty five percent of the travel budget represents local mileage reimbursement for faculty.

- The Capital Outlay expenditures budget for FY 2016 was proposed to increase by $1,419,061 primarily due to equipment needed for instructional programs, improvements for the College's technology resources, and items essential for improving the efficiency of the College.

- The Transfers and Contingencies budget for FY 2016 was proposed to increase by $2,736,280. The increase was primarily due to the increase of $2,500,000 for the transfer to the unexpended plant fund. The Limited Tax, Bond Series 2014 Reserve increased by $234,280 and the MTR Bond Series 2007 debt service is projected to increase by $2,000 in FY 2016. This debt service was paid from maintenance and operations taxes.

The Preliminary Summary of Projected Revenues and Expenditures for FY 2015-2016 with Comparison to FY 2014-2015 Approved Budget and presentation was provided in the packet.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the Preliminary Summary of Projected Revenues and Expenditures for FY 2015-2016.

No action was required from the Committee. This item was presented for information and feedback to staff.

Discussion and Action as Necessary on New Staff Positions for FY 2015-2016

Approval of the proposed preliminary new staff position requests for FY 2015-2016 in the amount of $2,460,907 will be requested at the July 28, 2015 Board meeting.

Administration reviewed the need for additional non-faculty staffing positions for FY 2015-2016 and supported the recommendations subject to the availability of funding and Board approval of the final budget.

A total of seventy-one (71) new positions were requested for a total amount of $2,460,907. Thirty (30) of these new positions were currently funded from Pools as Full Time Temporary positions. If approved, they would be changed from Full Time Temporary to new positions and funds would be reduced from the Pools. These thirty (30) positions consisted of ten (10) Security Guard Specialists and twenty (20) Security Guards.

The net increase to the salary budget, however, was $1,387,341, since certain new positions would be funded by existing non-faculty positions, temporary positions, or pool positions as follows:

Funding	Amount
Funding Requested for New Positions	$2,460,907
Reduce Funding from Pool Positions	(942,566)
Reduce Funding from Current Positions	(67,000)
Reduce Funding from Full Time Temporary Positions	(64,000)
Net Salary Budget Increases	**$1,387,341**

A listing of the proposed new staff positions for FY 2015-2016 was included in the packet for the Committee's information and review.

The expenditures for these additional positions were included in the FY 2015-2016 Preliminary Projected Summary of Revenues and Expenditures. No other positions were expected to be requested for FY 2015-2016.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the new staff positions for FY 2015-2016 in the amount of $2,460,907 as presented and subject to the availability of funding and Board approval of the final budget and proposed revisions by administration. The motion carried.

Discussion and Action as Necessary on Salary Adjustments/ Reclassifications for FY 2015-2016

Approval of salary adjustments and reclassifications for FY 2015-2016 will be requested at the July 28, 2015 Board meeting.

The Finance and Human Resources Committee was asked to review the recommended salary adjustments and recommend that the adjustments and reclassifications be included in the Staffing Plan for FY 2015-2016.

A listing of the salary adjustments and reclassifications for FY 2015-2016 was provided in the packet for the Committee's information and review.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the salary adjustments and reclassifications for FY 2015-2016 as presented. The motion carried.

Review and Discussion of Position Vacancy Report for FY 2014-2015

The Staffing Plan Position Vacancy Report for FY 2014-2015 was provided in the packet for the Committee's information and review. Information was current as of July 9, 2015.

Dr. Shirley A. Reed and Mrs. Mary Elizondo discussed the report with the Committee, including difficulties encountered in filling some vacancies due to non-competitive salary offers to prospective candidates. The Committee requested further information provided for their review.

The Position Vacancy Report for Fiscal Year 2014-2015 was presented for information and review by the Committee. No action was required from the Committee.

Adjournment

There being no further business to discuss, the Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 1:55 p.m.

I certify that the foregoing are the true and correct Minutes of the July 13, 2015 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

_____
Dr. Alejo Salinas, Jr.
Presiding

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

Approval will be requested at the August 25, 2015 Board meeting to award the proposal for Property / Flood, Crime, General Liability, School Board Legal Liability, Automobile and Workers Compensation Insurance for the period beginning September 1, 2015 through August 31, 2016 at a total cost of **$729,818**.

Purpose - The basic purpose of insurance is to anticipate catastrophic losses that could financially impair South Texas College. Insurance allows the College to minimize risk of loss from circumstances beyond its control.

Justification - Every year, prior to year end, the College requests proposals for an insurance program that provides the broadest coverage at the most competitive price available in accord with approved or acceptable insurance practice in the State of Texas.

Background - The request for proposals was advertised and issued to seven (7) vendors. Three (3) responses were received.

- **Property Insurance / Flood Insurance**

  ⇒ Request award of Property Insurance coverage to Hartford Fire Insurance Company (Montalvo Insurance Agency) at a total cost of **$478,047**. The policy offers a 2% Wind/Hail Deductible, but not less than $100,000 per building for any wind and hail event and a $100,000 deductible for all other perils. The Deductible for any wind and hail event for the entire schedule is estimated at $6.4 million on building and contents. Property values were updated with current construction costs per square foot.

  ⇒ Flood insurance is included with the property insurance with a deductible of $50,000 or $500,000 per occurrence.

- **Crime Insurance**

  ⇒ Request award of Crime Insurance coverage to The Hartford Fire Insurance Company (Montalvo Insurance Agency) at a cost of **$8,562**

- **General Liability / Law Enforcement, School Board Legal Liability and Automobile Insurance**

  ⇒ Per legal counsel, the College's exposure is shown in the table below:

	Liability Exposure
General Liability	Immune under state law except in minor cases and autos; unlimited liability under Federal statutory causes of action
Automobile	$100,000 / $300,000

  Per legal counsel, under state law, the College is immune from liability except for injuries arising from a motor vehicle accident ($100,000 per person / $300,000 per accident). Under Federal Law, the College has exposure under Section 1983 Clauses of Action (Civil Rights Statute); there is theoretically no limit of liability. Legal counsel advises that though there is no ceiling under civil rights cases, the Board may, based on history, develop a risk policy. Given the College's comprehensive practices and procedures to avoid liability and the experience of the College with these cases, the primary purpose is first to ensure the College has competent legal defense and coverage is within limits. Based on the College's claim history, a $250,000 limits policy would be reasonable and sufficient coverage. Mr. Raul Cabaza, III, Risk Management Consultant, has indicated that $1,000,000 is the minimum General Liability Limit offered by both Texas Association of Public Schools (TPS) and Texas Association of School Boards (TASB). This being the case, a $1,000,000 policy is reasonable.

  ⇒ General Liability Insurance and School Board Legal Liability Insurance to Texas Association of School Boards (TASB) at a cost of **$55,598**. The policy offers a $1,000,000 limit for General Liability including the School Board Legal Liability with a $25,000 deductible per claim. Mr. Raul Cabaza, III, Risk Management Consultant, is recommending the limit be reduced to $1,000,000 from the current $5,000,000.

  ⇒ Automobile Insurance to Texas Association of School Boards (TASB) at a cost of **$13,533.** The policy offers a $1,000 deductible for liability and physical damage. With TASB coverage, persons renting an automobile need to purchase physical damage coverage.

- **Workers Compensation Insurance**

  ⇒ Workers Compensation Insurance to Texas Political Subdivisions (Montalvo Insurance Agency) at a total cost of **$174,078**; includes Volunteers.

The total recommended award to Montalvo Insurance Agency is **$660,687**. The total recommended award to Texas Association of School Boards (TASB) is **$69,131**.

Funding Source - Funds for this expenditure are budgeted in the Insurance and Benefits budgets for FY 2015-2016, pending Board approval of the budget.

Reviewers - Responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, the Vice President for Finance and Administrative Services, Mr. Ken Lyons, Risk Manager and the Purchasing Department.

Enclosed Documents – The Insurance Proposal Notes and the Comparison of Current (2014-2015) and Proposed (2015-2016) Policies follow in the packet for the Committee's information and review. Also, included are the letters and spreadsheets provided by Mr. Raul Cabaza, III, for the Committee's information and review.

Mr. Raul Cabaza will be present at the August 11, 2015 Finance Committee meeting to discuss the potential insurance options and obtain feedback from the Committee members.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the August 25, 2015 Board meeting awarding the proposals for Property / Flood, Crime, General Liability, School Board Legal Liability, Automobile and Workers Compensation Insurance for the period September 1, 2015 through August 31, 2016 at a total cost of **$729,818**.

INSURANCE PROPOSAL NOTES

INSURANCE ISSUE / QUESTION	FINDINGS / CHANGES
The Board requested to ask Hartford to remove flood to see how much of a reduction in policy.	The request was forwarded to Hartford via Raul Cabaza and he was informed that we could not remove Flood Insurance from the quote, as it was included/packaged with Property Insurance (not separable).
Additional Flood Insurance	Raul Cabaza spoke to Hartford and they agreed to change their quote from "*per building*" to "*per occurrence*" which eliminated the need for the additional Flood Insurance. The additional Flood Insurance was initially recommended in order to lower our deductible (on a *per building* basis). However, once the quote changed to a "per occurrence" basis, Raul Cabaza changed his recommendation, and eliminated the additional Flood Insurance.
The Board requested that Legal Counsel be consulted regarding the College's exposure levels and necessary coverage.	Mary Elizondo and Ken Lyons spoke to Chuy Ramirez who requested that the following be included in the Motion: "The College is immune from liability except for injuries arising from a motor vehicle accident ($100,000 per person / $300,000 per accident). Under Federal Law, the College has exposure under Section 1983 Clauses of Action (Civil Rights Statute); there is theoretically no limit of liability…though there is no ceiling under civil rights cases, the Board may, based on history, develop a risk policy. Given the College's comprehensive practices and procedures to avoid liability and the experience of the College with these cases, the primary purpose is first to ensure the College has competent legal defense and coverage is within limits. Based on the College's claim history, a $250,000 limits policy would be reasonable and sufficient coverage. Mr. Raul Cabaza, III, Risk Management Consultant, has indicated that $1,000,000 is the minimum General Liability Limit offered by both TAPS and TASB. This being the case, a $1,000,000 policy is reasonable."

INSURANCE PROPOSAL NOTES

INSURANCE ISSUE / QUESTION	FINDINGS / CHANGES
General Liability / School Board Legal Liability	Original recommendation was to award TAPS which included excess liability coverage of $4,000,000 for a total limit of $5,000,000 (same as current). Per discussions with Legal Counsel, it was determined that the excess liability coverage was not necessary, and a $1,000,000 policy was sufficient (see above). This being the case, Raul Cabaza changed his recommendation to award TASB at a $1,000,000 policy as it is cheaper ($55,598 vs. $59,413) and the deductibles are lower ($25,000 vs. $50,000).
Letter from Carlisle Insurance regarding recommendation for Property Insurance award / Insurance Code 981.004.	Legal Counsel reviewed and discussed with Raul Cabaza Insurance Code 981.004 and advised the College of his interpretation. The original recommendation (award Hartford for Property Insurance) stands.

SOUTH TEXAS COLLEGE
INSURANCE PREMIUM SUMMARY
RFP 15-16-1001
June 25, 2015

COVERAGE PREMIUMS	Bid Proposal Montalvo Insurance Agency	Bid Proposal Texas Association of School Boards	Bid Proposal Carlisle Insurance Agency, Inc.
Property (w/flood & Quake) - Option 1 (2% W/H Ded.)	$ 478,047	No quote	
Property - Option 2 (1% NSW/H Ded)			$ 482,887
Casualty			
--Crime	$ 8,562	No quote	$ 12,250
--School Board Legal Liability	$ 75,214	$ 55,598	No Quote
--General Liability	Included w/School Board Legal	Included w/School Board Legal	No Quote
--Automobile	$ 14,513	$ 13,533	No Quote
--Cyber Liability	Included in TAPS Program	$100,000 Included	No Quote
Workers Comp	$ 174,078	$ 223,239	No Quote
Flood - Zone B (Permanent Structures)	$ 65,594		$ 66,717
Flood - Zone B (Portables)			
TOTAL AWARD BY VENDOR	**$ 660,687**	**$ 69,131**	**$ 482,887**
			Subtract $18,274 for 2% NS Ded.
Property Total:	**$ 478,047**		**$ 482,887**
Crime Total:	**$ 8,562**		**$ 8,562**
Casualty Total:	**$ 69,131**		**$ 69,131**
Workers Comp Total:	**$ 174,078**		**$ 174,078**
Flood Total:			
TOTAL AWARD AMOUNT	**$ 729,818.00**		**$ 734,658**

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

July 17, 2015

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

Re: Property Insurance

Dear Ms. Elizondo:

We received two proposals for the Property Insurance, one from The Hartford Fire Insurance Company through Montalvo Insurance Agency and the other from AmRisc Securities through Carlisle Insurance Agency.

The most important difference is the application of wind and hail deductibles so we draw your attention to the words **any** and **named storm** in the comments below.

The Hartford Fire Insurance Company is an admitted insurance company in Texas and offers:

- 2% Wind/Hail Deductible, but not less than $100,000 per building for **any** wind and hail event.
- $100,000 deductible for all other perils.
- The Deductible for **any** wind and hail event for the entire schedule is estimated at $6.4 million on building and contents.
- The flood coverage is $50,000 or $500,000 per occurrence
- Annual Premium: $478,047.

AmRisc is a Non-Admitted Insurance carrier in Texas and offers:

- 1 % **named storm** Wind/Hail Deductible, but not less than $100,000 per building
- $100,000 deductible for all other perils
- Deductible for a **named storm** event for the entire schedule is estimated at 3.5 million on buildings and contents
- Any wind hail event other than named storm is $100,000 per occurrence
- Annual Premium: $482,887.

Best Value:

- AmRisc
- It offers a named storm deductible at 1%
- It offers a $100,000 deductible per occurrence other than named storm
- Includes flood coverage with a $50,000 per occurrence deductible (x or c zones)

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
P.O Box 1830 / Harlingen, Texas 78554 / 956-423-8755 / Fax (956) 428-0730

Recommendation:

The best value in this case cannot be recommended due to a Texas Department of Insurance rule reviewed by the STC counsel that prohibits purchase of insurance from a non admitted insurance company (Amrisc) when an admitted insurance company (The Hartford) offers coverage.

We recommend purchase of the Property Coverage from The Hartford Insurance Company through Montalvo Insurance Agency for the period of September 1, 2015 to August 31, 2016 for an annual premium of $478,047.

Submitted by:

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

Enclosures

SOUTH TEXAS COLLEGE
Property Insurance RFP #15-16-1001

Proposer	**Current Program** **Montalvo Ins. Agency**	**Bid Proposal** **Montalvo Ins. Agency**	**Bid Proposal** **Carlisle Insurance Agency, Inc.**
Insurance Company	**Hartford Fire Insurance Co.**	**The Hartford Fire Insurance Co.**	**AmRIsc & Continental Casualty Co.**
A.M. Best Rating	A XV	A XV	Various A VIII Rated carriers (8) &A, XV
PROPERTY			
Type of Coverage:	Blanket	Blanket	Blanket per Location
Building Limit:	$190,371,061	$277,237,274	$273,647,540
PCAT's "Other"			$6,132,532
Business Personal Property Limit	$36,972,223	$22,937,058	$44,676,215
TOTAL LIMIT:	$227,343,284	$300,174,332	$324,456,287
EDP Limit	Included with BPP	$23,985,870	Incl in BPP
PROPERTY TIV:		$324,160,202	$324,456,287
Business Income	$34,000,000	$34,100,000	$34,100,000
Equipment Breakdown	Property Limit	Property Limit	$100,000,000*
- Equip. Breakdown Deductible	$100,000	$100,000	$10,000
I.M. Scheduled Equipment	$178,690	$296,083	Incl in Prop "Other"
- I.M. Deductible	$1,000	$1,000	$5,000
AOP Deductible (EDP only)	$100,000	$100,000	$5,000
AOP Deductible (Other than EDP)	$100,000	$100,000	$100,000
Wind/Hail Deductible (Named Storm)	2% per Bldg./ Minimum $100K	2% per Bldg./ Minimum $100K	1% Named Storm per Bldg.; Min.$100K and a max. $3,500,000 Aggr w/trailing $50K ded.
Wind/Hail Ded. (other than Named Storm)	2% per Bldg./ Minimum $100K	2% per Bldg./ Minimum $100K	$100,000 per occur.
Fine Arts Extension	$25,000	$25,000	$250,000
- Fine Arts Deductible	$1,000	$1,000	$5,000
Flood Coverage:			
- Flood - Zones other than A&V	$10,000,000 Zones X or C;	$10,000,000 Aggregate - Zones C	$25,000,000; limited to $10,000,000 Aggregate for Zones A,B, & V , excess of NFIP
- Flood - Zone B	$5,000,000 Zone B	$5,000,000 Aggregate - Zone B	$10,000,000 Aggregate Zone B, excess of NFIP
- Flood Deductible	$100,000 Ded. Zone X & C;	$50,000 Ded Zone C Risk Score < than or = 30; or $500,000 Ded Zone C Risk Score > 30 per occurrence	$50,000 per Occurrence Zone C
- Flood Deductible	$500 Ded. Zone B	$500,000 Ded. Zone B per occurrence	Max NFIP limits for Zone A, V or B, plus $100,000 per Occurrence
Earthquake Coverage:	$1,000,000	$1,000,000	$25,000,000 Annual Aggregate
Quake Deductible	Earth Movement Ded.: $50,000	Earth Movement Ded.: $50,000	Earth Movement Ded.: $50,000
Annual Premium:	**$387,039**	**$478,047**	**$468,917**
Equipment Breakdown Premium	**Included**	**Included**	**$13,970**
Total Annual Premium:	**$387,039**	**$478,047**	**$482,887**
			*Equipment Breakdown quoted thru Continental Casualty Co, A, XV

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

July 17, 2015

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

Re: Flood Insurance

Dear Ms Elizondo:

Flood Insurance proposals through the National Flood Insurance Program were received through Nationwide Mutual Insurance Company from Montalvo Insurance Agency and Carlisle Insurance Agency. The annual premium for permanent and portable buildings is $116,267.

The rates quoted by both vendors are valid for 30 days and there is a 30-day waiting period.

We do not recommend the purchase of flood Insurance policies because coverage is included in the Hartford Property Policy with $50,000 and up to $500,000 Deductible per occurrence for Zones X & C and $500,000 Deductible per occurrence for properties in Zone B.

You have the option to reduce your flood deductible to $1,250 per building at the following additional cost:

- **Nationwide Mutual Insurance Company for permanent structures in Zone B for $65,594,**
- **Nationwide Mutual Insurance Company for portables in Zone B at $50,673.**

This Coverage is offered by both vendors for an additional total annual premium of $116,267.

Sincerely,

Raul Cabaza, III

Raul Cabaza, III, CIC
Licensed Risk Manager

/cp
Enclosure

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
P.O Box 1830 / Harlingen, Texas 78554 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#15-16-1001

Proposer								**Montalvo Ins. Agency**	**Carlisle Insuance Agency**
Insurance Company								**Nationwide Mutual Insurance Co.**	**Nationwide Mutual Insurance Co.**
A.M. Best Rating					**New Min.**				
Technology Campus - McAllen, Texas			**Const.**	**Zone**	**Deduct.**	**Building**	**Contents**	**Premium**	
3700 W. Military Hwy									
Bldg.	A	Technology East	SFR	B	1250	$200,000	$200,000	$1,913	$1,913
Bldg.	B & C	Technology West-with 2 chillers	Brick	B	1250	$400,000	$500,000	$3,022	$3,022
		Cooling Tower #1	Metal	B		$100,000		N/A	N/A
		Cooling Tower #2	Metal	B		$100,000		N/A	N/A
Bldg.	D	Shipping & Receiving	Metal	B	1250	$50,000	$200,000	$1,362	$1,362
3900 W. Military Hwy									
Bldg.	E	Technology East	SFR	B	1250	$200,000	$200,000	$1,913	$1,913
Pecan Campus - McAllen, Texas									
3201 West Pecan Boulevard									
Bldg.	A	Administration	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	B	Art	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	C	Student Success Center	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	D	Administration	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	E	Physical Plant-with 3 chillers	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
		Cooling Tower #1	Metal	B/X	1250	$100,000		N/A	N/A
		Cooling Tower #2	Metal	B/X	1250	$100,000		N/A	N/A
		Cooling Tower #3	Metal	B/X	1250	$100,000		N/A	N/A
		Cooling Tower #4	Metal	B/X	1250	$100,000		N/A	N/A
Bldg.	F	Library	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	G	North Academic	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	H	Student Activities Center	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	J	South Academic	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	K	bookstore)	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	X	Administration	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Pecan Campus - McAllen, Texas									
3200 West Pecan Blvd. (across the street)									
Bldg.	L	Communications Art Center	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	M	Information Technology	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	N	Institutional Support Services	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
3401 West Pecan Boulevard									
Bldg.	T	West Academic Building (12/16/12)	SFR	B	1250	$500,000	$500,000	$3,188	$3,188
3400 West Pecan Boulevard									
		Dr. Ramiro Casso Property		B/X	1250	$100,000			
2601 South Texas College - Pecan East Sudivision									
Bldg.	A	Human Resources	HT	B/X	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	B	Pecan Plaza-East	SFR	BX	1250	$500,000	$500,000	$3,188	$3,188
Bldg.	C	Pecan Plaza-West	SFR	B/X	1250	$500,000	$500,000	$3,188	$3,188
Note: Rates quoted are only valid for 30 days and subject to change						**SUB- TOTAL:**		**$ 65,594.00**	**$65,594**

Comments:

Nationwide - Recommend coverage on permanent structures in attached exhibit.
No coverage is included for the cooling towers or buildings vaued at $100,000 or less.

SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#15-16-1001

Proposer									**Montalvo Ins. Agency**	**Carlisle Insuance Agency**
Insurance Company									**Nationwide Mutual Insurance Co.**	**Nationwide Mutual Insurance Co.**
A.M. Best Rating										
Location			Const.	Square Ft.	New Minimun Deduct.	Building	Contents/ Furniture		**Premium Quote:**	**Premium Quote:**
Pecan Campus - McAllen, Texas										
3201 West Pecan Blvd										
PB	1	Portable Bldg	Frame	7,011	1,250	$300,000	$150,000		$2,005	$2,005
PB	3	Portable Bldg	Frame	1,440	1,250	$50,000	$50,000		$897	$897
PB	4	Portable Bldg	Frame	1,440	1,250	$50,000	$50,000		$897	$897
PB	5	Portable Bldg	Frame	1,440	1,250	$50,000	$50,000		$897	$897
PB	6	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000		$897	$897
PB	7	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000		$897	$897
PB	8	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000		$897	$897
PB	9	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000		$897	$897
PB	10	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000		$897	$897
PB	11	Portable Bldg	Frame	8,160	1,250	$50,000	$50,000		$897	$897
PB	12	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	13	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	14	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	15	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB		South Information Booth	Frame	80	1,000	$50,000	$0		$479	$324
									$ 14,145	**$ 13,990**
3401 West Pecan Blvd.										
PB	16	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	17	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	18	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	19	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	20	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	21	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	22	Portable Bldg	Frame	768	1,250	$50,000	$50,000		$897	$897
PB	23	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	24	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	25	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	26	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	27	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	28	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	29	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
									$ 12,558	**$ 12,558**
3200 West Pecan Blvd.										
PB		North Information Booth	Frame	80	1,000	$50,000	$0		$479	$324
PB	M-13	Portable Bldg -Security Stge.	Frame	440	1,250	$50,000	$50,000		$897	$897
4000 West Pecan Blvd.										
PB	3	Portable Bldg-Security Stge	Frame	900	1,250	$50,000	$50,000		$897	$897
									$2,273	**$2,118**
Technology Campus - McAllen, Texas										
3700 W. Military Hwy										
PB	1	Portable Bldg	Frame	1,045	1,250	$50,000	$50,000		$897	$897
PB	2	Portable Bldg	Frame	1,785	1,250	$50,000	$50,000		$897	$897
PB	3	Portable Bldg	Frame	1,632	1,250	$50,000	$50,000		$897	$897
PB	4	Portable Bldg	Frame	1,500	1,250	$50,000	$50,000		$897	$897
PB	5	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	6	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
PB	7	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000		$897	$897
									$ 6,279	**$6,279**

SOUTH TEXAS COLLEGE
FLOOD INSURANCE EVALUATION – RFP#15-16-1001

Proposer								**Montalvo Ins. Agency**	**Carlisle Ins. Agency**
Insurance Company								**Nationwide Mutual Insurance Co.**	**Nationwide Mutual Insurance Co.**
A.M. Best Rating									
Location			Const.	Square Ft.	Deduct.	Building	Contents/ Furniture		
Mid Valley Campus - Weslaco, Texas									
108 N. Border Ave.									
PB	1	Portable Bldg	Frame	2,380	1,250	$50,000	$100,000	$1,059	$1,059
PB	2	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000	$897	$897
PB	3	Portable Bldg	Frame	900	1,250	$50,000	$50,000	$897	$897
PB	4	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	5	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	6	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	7	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	8	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
								$ 7,338	**$ 7,338**
Mid Valley Campus - Weslaco, Texas									
401 N. Border Ave.									
PB	1	Portable Bldg	Frame	2,380	1,250	$50,000	$150,000	$1,214	$1,214
PB	2	Portable Bldg	Frame	1,560	1,250	$50,000	$50,000	$897	$897
PB	L3	Portable Bldg	Frame	2,232	1250	$50,000	$50,000	$897	$897
								$3,008	**$3,008**
Nursing/Allied Health Campus-McAllen									
1101 E. Vermont Ave.									
PB	1	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	2	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	3	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
								$2,691	**$2,691**
Starr County Campus - Rio Grande City									
142 FM 3167									
PB	1	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	2	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
PB	3	Portable Bldg	Frame	1,536	1,250	$50,000	$50,000	$897	$897
								$2,691	**$2,691**
Note: Rates quoted are only valid for 30 days and subject to change						**SUB- TOTAL:**		**$ 50,983**	**$50,673**
Comment:									
No Portable Coverage at any campus because each valued less than $50,000.									
						GRAND TOTAL:		**$116,577**	**$116,267**

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

June 24, 2015

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

Re: Crime Insurance Evaluation 2015-2016

Dear Ms Elizondo:

Two proposals were received for the Crime Coverage. One from Montalvo Insurance Agency through Hartford Fire Insurance Company and the other from Carlisle Insurance Agency through Travelers Casualty & Surety Company. Texas Association of School Boards does not offer crime without the property coverage.

We recommend purchase of The Hartford Fire Insurance Company proposal through Montalvo Insurance Agency for the period September 1, 2015 to August 31, 2016 at an annual premium of $8,562.00.

Submitted by:

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

Enclosures
cp

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
P.O Box 1830 / Harlingen, Texas 78554 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE
Crime Insurance RFP #15-16-1001

Proposer	**Current Program** Montalvo Insurance Agency	**Bid Proposal** Montalvo Insurance Agency	**Bid Proposal** Carlisle Insurance Agency, Inc.
Insurance Company	**TheHartford Fire Insurance Co.**	**The Hartford Fire Insurance Co.**	**Travelers Casualty & Surety Co.**
A.M. Best Rating	A XV	A XV	A++, XV
CRIME			
Public Employee Dishonesty Form O	$1,000,000	$1,000,000	$1,000,000
Forgery or Alteration - Form B	$1,000,000	$1,000,000	$1,000,000
Theft, Disappearance. Distruction-Form C	$1,000,000	$1,000,000	$250,000
Computer Fraud - Form F	$1,000,000	$1,000,000	$250,000
Deductibles:			
- Form O	$50,000	$50,000	$50,000
- Form B	"	"	$50,000
- Form C	"	"	$50,000
- Computer Fraud	$50,000	$50,000	$50,000
Premium:	**$8,446**	**$8,562**	**$12,250**

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

July 17, 2015

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

RE: School Board Legal Liability, General Liability and Auto Liability-Physical Damage September 1, 2015 - August 31, 2016

Dear Ms. Elizondo:

Two proposals were received for these coverages in response to the RFP.

Montalvo Insurance Agency quoted through the Texas Association of Public Schools (TAPS). The quote has a $5,000,000 limit for General Liability/Law Enforcement with a $5,000 deductible and School Board Legal Liability with $50,000 deductible resulting in a combined premium of $91,015. Auto Insurance was quoted at $14,513 with a deductible of $1,000 for liability and physical damage. This policy has better coverage when a vehicle is rented because it has a $50,000 limit for damage to the rented auto. The cost of this package is $105,528 or $89,727 if the limit is reduced to $1,000,000.

Texas Association of School Boards offered renewal terms for General Liability with a $5,000,000 Aggregate Limit and a $25,000 deductible including the School Board Legal Liability for a combined premium of $78,900. Automobile Insurance was quoted at $13,533 with a deductible of $1,000 for both liability and physical damage coverage. With TASB coverage, persons renting an automobile need to purchase physical damage coverage. The cost of this package is $92,433 or $69,131 if the limit is reduced to $1,000,000.

We recommend purchase of General Liability, School Professional Liability and Automobile Coverage at the $1,000,000 Limits from Texas Association of School Boards for the policy period September 1, 2015 through August 31, 2016 at an annual premium of $69,131.

Submitted by:

Raul Cabaza, III

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

Enclosures
RC/cp

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
P.O Box 1830 / Harlingen, Texas 78554 / 956-423-8755 / Fax (956) 428-0730

SCHOOL BOARD LEGAL LIABILITY INSURANCE EVALUATION RFP #15-16-1001
July 17, 2015

Coverage Features	Current	Proposal	Proposal
Proposer:	**Texas Association of School Boards**	**Texas Association of School Boards**	**Montalvo Insurance Agency**
Address of Proposer:	P.O. Box 301	P.O. Box 301	208 S. Texas Boulevard
	Austin, Texas 78767	Austin, Texas 78767	Weslaco, TX 78596
	800-482-7276	800-482-7276	956-968-5521
	Frank Luna	Adrian Pena	Ramon Montalvo
Name of Company	TASB Risk Management Fund	TASB Risk Management Fund	Texas Association of Public Schools
A. M. Best Rating (A VIII or better)	Not Applicable	Not Applicable	Not Applicable
Admitted/Non-Admitted	Not Applicable	Not Applicable	Not Applicable
Policy Period:	9/1/14-15	9/1/15-16	9/1/15-16
Limit	$5,000,000	$1,000,000	$1,000,000 *
Retentions:			
- Retention	$25,000	$25,000	$50,000
- Employment Practices Retention	$25,000	$25,000	$50,000
Defense Costs in addition to Limit	Yes	Yes	Yes
Duty to Defend or Indemnity Form	Duty to Defend	Duty to Defend	Duty to Defend
Non PecuinaryClaims	Yes	Yes	Yes, Defense Reimbursement - $10,000 Limit
Adm. Hearings - ADR, Spec. Ed., EEOC	Defense reimbursement if the case goes to trial.	Defense reimbursement if the case goes to trial.	Limited defense reimbursement; sublimit $10,000/ $25,000 aggr.
Breach of Employment Contract Coverage	Defense expense, no damage payments.	Defense expense, no damage payments.	Included
Sexual Harassment	Employment Claims -Defense & Damages included	Employment Claims -Defense & Damages included	Included
Employment Practice Claims Only- Sexual Misconduct or Personal Injury	Defense expense. Defense in addition to Limit.	Defense expense. Defense in addition to Limit.	Included
Defense for Individuals w/Disabilities suits	Yes	Yes	Yes
Back Wages	No	No	No
Discrimination of race or national origin	Yes	Yes	Yes
Extended Discovery Period	1 Way	1 Way	One year - 100% of expiring premium; .
PREMIUM:	**$78,899.00**	**$55,598**	**$75,214**
Option $5,000,000 GL & SBLL		**$78,900**	
***EXCESS LIABILITY**			
Excess over $1,000,000 primary:			$4,000,000
General Liability, School Board			
Legal Liability & Law Enforcement			Incl
Liability			Incl
PREMIUM:			**$15,801**

SOUTH TEXAS COLLEGE
General Liability & Auto Insurance RFP #15-16-1001

Proposer	**Current Program** **Texas Association of School Boards**	**Proposal** **Texas Association of School Boards**	**Proposal** **Montalvo Insurance Agency**
Insurance Company	Texas Association of School Boards	Texas Association of School Boards	Texas Association of Public Schools (TAPS)
A.M. Best Rating	N/A	N/A	N/A
GENERAL LIABILITY			
Limits:			
- General Aggregate	$5,000,000	$1,000,000	$1,000,000
- Personal & Advertising Injury	Included	Included	$1,000,000
- Each Occurrence	$5,000,000	$1,000,000	$1,000,000
- Employee Benefits	$100,000	$100,000	$1,000,000
- Medical Expense Limit	N/A	N/A	N/A
Deductible	$25,000	$25,000	$5,000
Addnl Enhancements:			
School Crisis Coverage			Included
Hostage Crisis			$2,000,000
Customer Identity Threat		$10,000	$1,000,000
Cyber Liability Limit		$100,000	$1,000,000
- Deductible		$25,000	Same as GL - $5,000
Premium	**Included with SBLL**	**Included with SBLL**	[2] **Included with SBLL**
AUTOMOBILE			
Liability Limits:	48 vehicles Scheduled	44 Vehicles Scheduled	44 Vehicles Scheduled
- Bodily Injury/Per Person	$100,000	$100,000	$100,000
- Bodily Injury/Per Accident	$300,000	$300,000	$300,000
- Property Damage	$100,000	$100,000	$100,000
- Medical Payments	None	None	None
Liability Deductible	$1,000	$1,000	$1,000
- Hired & Non-Owned Coverage	Included, with $2,500 deductible	Yes, when leased/rented for less than 30 days; subject to $2500 deductible	Included
Physical Damage:			
Limits/Valuation	ACV	ACV	ACV, Aggr. $5,000,000
- Comprehensive Deductible	$1,000	$1,000	$1,000
- Collision Deductible	$1,000	$1,000	$1,000
- Hired Car Physical Damage Limit	Covered Auto, ACV if leased or rented for period of 30 consecutive days or longer (i.e. long-term lease only).[1]	**Covered Auto, ACV** if leased or rented for period of 30 consecutive days or longer (i.e. long-term lease only).[1]	$50,000
Premium	**$13,986**	**$13,533**	**$14,513**
TOTAL PREMIUMS:	**$13,986**	**$13,533**	**$14,513**

[1]No physical damage coverage for vehicles hired, rented or borrowed for a period of 14 days or less.
[2]The standalone GL Premiums is $17,161 with a 1 million limit.

SHEPARD WALTON KING
INSURANCE GROUP VALLEYWIDE

June 24, 2015

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

RE: Workers Compensation Effective September 1, 2015

Dear Ms Elizondo:

Proposals were received from Texas Political Subdivisions through Montalvo Insurance Agency and from Texas Association of School Boards. The spreadsheet reflects the tabulation.

We recommend purchase of the Workers' Compensation Coverage from Texas Political Subdivisions through Montalvo Insurance Agency for the period September 1, 2015 to August 31, 2016 for an annual deposit premium of $174,078.

Submitted by:

Raul Cabaza, III

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

Enclosures
cp

121 W. Pecan / McAllen, Texas 78501 / (956) 682-2841 / Fax (956) 630-4015
P.O Box 1830 / Harlingen, Texas 78554 / 956-423-8755 / Fax (956) 428-0730

SOUTH TEXAS COLLEGE

Workers Compensation RFP #15-16-1001

WORKERS COMPENSATION			
Proposer:	**Current Program** Montalvo Insurance Agency	**Proposal** Montalvo Insurance Agency	**Proposal** Texas Association of School Boards
A.M. Best	N/A	N/A	N/A
Insurance Company	**Texas Political Subdivisions**	**Texas Political Subdivisions**	**TASB RM Fund**
Payroll Classifications			
- 8810 Clerical	$ 12,286,572	$ 11,830,833	$ 11,830,833
- 8868 Professionals	$ 67,286,204	$ 71,625,346	$ 71,625,346
- 9101 All Other	$ 4,944,455	$ 6,254,771	$ 6,254,771
- 8868 Volunteer Instructors[1]	$ 234,000	$ 234,000	$ -
Total Gross Payroll:	$ 84,517,231	$ 89,944,950	$ 89,710,950
Total Estimated Contribution	**$ 174,354**	**$ 174,078**	**$ 223,239**

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

South Texas College
Insurance Policies
COMPARISON OF CURRENT POLICIES (2014-2015) AND PROPOSED POLICIES (2015-2016)

Policy Type	Cost	Proposed	Coverage	Current	Proposed
Commercial Property	$ 387,039	$ 478,047			
	Hartford *Montalvo*	Hartford *Montalvo*	Building Limit:	$190,371,061	$277,237,274
			Business Personal Property Limit	$36,972,223	$22,937,058
			TOTAL LIMIT	$227,343,284	$300,174,332
			EDP Limit	Included with BPP	$23,985,870
			PROPERTY TIV		$324,160,202
			Business Income	$34,000,000	$34,100,000
			Equipment Breakdown	Property Limit	Property Limit
			- Equipment Breakdown Deductible	100,000.00	$100,000
			I.M. Scheduled Equipment	$178,690	$296,083
			- I.M. Deductible	$1,000	$1,000
			AOP Deductible (EDP only)	$100,000	$100,000
			AOP Deductible (Other than EDP)	$100,000	$100,000
			Wind / Hail Deductible (Named Storm)	2% per Bldg. / Minimum $100K	2% per Bldg. / Minimum $100K
			Wind / Hail Ded (other than Named Storm)	2% per Bldg. / Minimum $100K	2% per Bldg. / Minimum $100K
			Fine Arts Extension	$25,000	$25,000
			- Fine Arts Deductible	$1,000	$1,000
	Included with Property Insurance	**Included with Property Insurance**	Flood - Zones other than A&V	$10,000,000 Zones X or C;	$10,000,000 Zones C; excess of NFIP
			Flood - Zone B	$5,000,000 Zone B	$5,000,000 Zone B, excess of NFIP
			- Flood Deductible	$100,000 Ded. Zone X & C;	$50,000 Ded Zone C Risk Score < than or = 30; $500,000 Ded Zone C Risk Score > 30 per Building
			- Flood Deductible	$500,000 Ded. Zone B	$500,000 Ded. Zone B per building
			Earthquake Coverage:	$1,000,000	$1,000,000
			- Quake Deductible	Earth Movement Ded: $50,000	Earth Movement Ded: $50,000
Commercial Crime	$ 8,446	$ 8,562			
	Hartford *Montalvo*	Hartford *Montalvo*	Public Employee Dishonesty - Form O	$1,000,000	$1,000,000
			Forgery or Alteration - Form B	$1,000,000	$1,000,000
			Theft, Disappearance, Destruction - Form C	$1,000,000	$1,000,000
			Computer Fraud - Form F	$1,000,000	$1,000,000
			Deductibles:		
			- Form O	$50,000	$50,000
			- Form B	$50,000	$50,000
			- Form C	$50,000	$50,000
			- Computer Fraud	$50,000	$50,000
General Liability	**Included in Legal Liability**	**Included in Legal Liability**			
			Limits:		
			- General Aggregate	$5,000,000	$1,000,000
	TASB *TASB*	TASB *TASB*	- Personal & Advertising Injury	Included	Included
			- Each Occurrence	$5,000,000	$1,000,000
			- Employee Benefits	$100,000	$100,000
			Deductible	$25,000	$25,000
			Additional Enhancements:		
			Customer Identity Threat		$10,000
			Cyber Liability Limit		$100,000
			- Deductible		$25,000

South Texas College
Insurance Policies
COMPARISON OF CURRENT POLICIES (2014-2015) AND PROPOSED POLICIES (2015-2016)

Policy Type	Cost	Proposed	Coverage	Current	Proposed
Commercial Auto	$ 13,986	$ 13,533			
	TASB *TASB*	TASB *TASB*	Liability Limits:	48 vehicles scheduled	44 vehicles scheduled
			- Bodily Injury / Per Person	$100,000	$100,000
			- Bodily Injury / Per Accident	$300,000	$300,000
			- Property Damage	$100,000	$100,000
			- Medical Payments	None	None
			Liability Deductible	$1,000	$1,000
			- Hired & Non-Owned Coverage	Included, with $2,500 deductible	Yes, when leased/rented for less than 30 days; subject to $2,500 deductible
			Physical Damage:		
			Limits / Valuation	ACV	ACV
			- Comprehensive Deductible	$1,000	$1,000
			- Collision Deductible	$1,000	$1,000
			- Hired Car Physical Damage Limit	Covered Auto, ACV if leased or rented for period of 30 consecutive days or longer (i.e. long-term lease only).	Covered Auto, ACV if leased or rented for period of 30 consecutive days or longer (i.e. long-term lease only).
Legal Liability	$ 78,899	$ 55,598			
	TASB *TASB*	TASB *TASB*	Limit	$5,000,000	$1,000,000
			Retentions:		
			- Retention	$25,000	$25,000
			- Employment Practices Retention	$25,000	$25,000
			Defense Costs in addition to Limit	Yes	Yes
			Duty to Defend or Indemnity Form	Duty to Defend	Duty to Defend
			Non Pecuniary Claims	Yes	Yes
			Adm. Hearings - ADR, Spec. Ed., EEOC	Defense reimbursement if the case goes to trial	Defense reimbursement if the case goes to trial
			Breach of Employment Contract Coverage	Defense expense, no damage payments	Defense expense, no damage payments
			Sexual Harassment	Employment Claims - Defense & Damages included	Employment Claims - Defense & Damages included
			Employment Practice Claims Only - Sexual Misconduct or Personal Injury	Defense expense. Defense in addition to Limit.	Defense expense. Defense in addition to Limit.
			Defense for Individuals w/ Disabilities suits	Yes	Yes
			Back Wages	No	No
			Discrimination of race or national origin	Yes	Yes
			Extended Discovery Period	1 Way	1 Way
Worker's Compensation	$ 174,354	$ 174,078			
	TPS *Montalvo*	TPS *Montalvo*	Payroll Classifications		
			- 8810 Clerical	$12,286,572	$11,830,833
			- 8868 Professionals	$67,286,204	$71,625,346
			- 9101 All Other	$4,944,455	$6,254,771
			- 8868 Volunteer Instructors	$234,000	$234,000
			Total Gross Payroll:	$84,751,231	$89,944,950
	$ 662,724	$ 729,818			

Review and Recommend Action on FY 2015-2016 Committee Meeting Schedule

The Finance and Human Resources Committee is asked to review the following schedule and recommend amendment or approval as appropriate. The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2015-2016 at the August 25, 2015 Regular Board Meeting.

The significant change to the proposed 2015-2016 Committee Meeting Schedule from the current schedule is the shift of Committee Meetings to Tuesdays instead of Thursdays. Regular Board Meetings are generally held on the 4th Tuesday, and holding Committee Meetings on the same night of the week may help keep calendars consistent and predictable.

The proposed meeting schedule for the Finance and Human Resources Committee is as follows:

Weekday	Date	Meeting Time
Thursday	September 10, 2015	6:30 p.m.*
Tuesday	October 6, 2015	5:30 p.m.
Tuesday	November 10, 2015	5:30 p.m.
Tuesday	December 8, 2015	5:30 p.m.
Tuesday	January 12, 2016	5:30 p.m.
Tuesday	February 9, 2016	5:30 p.m.
Tuesday	March 8, 2016	5:30 p.m.
Tuesday	April 12, 2016	5:30 p.m.
Tuesday	May 10, 2016	5:30 p.m.
Tuesday	June 14, 2016	5:30 p.m.
Tuesday	July 12, 2016	5:30 p.m.
Tuesday	August 9, 2016	5:30 p.m.
Tuesday	September 13, 2016	5:30 p.m.

**The date of the September 10, 2015 Committee meeting was set by the Board in September 2014, and the time has been adjusted to accommodate the review of schematic designs for the 2013 Bond Construction Program.*

Finance and Human Resources Committee Meetings are generally scheduled for the second Tuesday of each Month at 5:30 p.m. unless scheduling conflicts require a schedule adjustment.

A full calendar view of the proposed Committee and Board meeting schedule follows in the packet for the Committee's information.

The Finance and Human Resources Committee is asked to recommend action as necessary regarding the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars.

Board Meeting
Committee Meeting Calendar
FY 2015-2016

September 2015

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2016

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2016

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2016

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Regular Board Meeting
Graduation Ceremonies
Holiday/Professional Dev. Day, College Closed

Committee Meetings -
- Education & Workforce Development
- Facilities
- Finance & Human Resources

* Education & Workforce Development Committee: 2nd Tuesday of the month, 3:30 p.m.
* Facilities Committee: 2nd Tuesday of the month, 4:30 p.m.
* Finance & Human Resources Committee: 2nd Tuesday of the month, 5:30 p.m
* Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Board Approved: pending

Revised: 8/4/2015

Review and Recommend Action on Award of Proposals, Purchases, and Renewals

Approval of the following proposal awards, purchases, and renewals will be requested at the August 25, 2015 Board meeting as follows:

A. Awards
B. Advertising or Memberships
C. Non-Instructional Items
D. Technology Items

A. Awards

1) Chiller Maintenance Services (Award)
Award the proposal for chiller maintenance services to Johnson Controls, Inc. (Corpus Christi, TX) for the period beginning November 21, 2015 through November 20, 2016 with two one-year options to renew, at an annual amount of $29,244.00 for scheduled services and an estimated amount of $75,000.00 for repair services totaling $104,244.00.

Purpose – The Facilities Maintenance and Operations department is requesting services for the air cooled and water cooled chillers districtwide.

Justification and Benefit – The chiller maintenance services contract provides scheduled preventive maintenance inspections and emergency service calls for the various chiller units located throughout the College district.

- Quarterly Inspections – 15 Chillers
  - ⇒ Check refrigerant circuit for leaks
  - ⇒ Check operating pressures and temperatures
  - ⇒ Oil analysis
  - ⇒ Check electrical connections
- Semi-Annual Inspections – 2 Chillers
  - ⇒ Meg windings
  - ⇒ Operating controls
- Annual Inspection – 15 Chillers
  - ⇒ Operating Controls
  - ⇒ Inspect thermal insulation for integrity
  - ⇒ Clean condenser tubes
  - ⇒ Clean control panel interior

Background - Proposal documents were advertised on June 29, 2015 and July 6, 2015 and issued to ten (10) vendors. Five (5) responses were received on July 15, 2015 and reviewed by Facilities Maintenance and Operations and the Purchasing Department.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2015-2016 pending Board approval of the budget.

2) Maintenance and Repair Parts, Materials, and Supplies (Award)
Award the proposal for maintenance and repair parts, materials, and supplies for the period beginning August 30, 2015 through August 29, 2016 with two one-year options to renew, at an estimated amount of $160,000.00 based on prior year expenditures.
The vendors are as follows:

Burton Companies (Weslaco, TX)	Carrier Enterprise, LLC. (Pharr, TX)
Central Fence & Supply, Ltd. (Pharr, TX)	Central Plumbing & Electrical Supply (Weslaco, TX)
Crawford Electric (Mission, TX)	Dealers Electrical Supply (McAllen, TX)
Ewing Irrigation (McAllen, TX)	Fairway Supply, Inc. (Austin, TX/ La Feria, TX)
Ferguson Enterprises (Pharr, TX)	Johnson Supply (Pharr, TX)
Johnstone Supply (Pharr, TX)	Lopez Brother Distribution, LLC./dba Interstate Batteries (McAllen, TX)
Morrison Supply Company (McAllen, TX)	MSC Industrial Supply, Co. (Harlingen, TX)
PPG Architectural Finishes, Inc. (McAllen, TX)	R. E. Friedrichs Company (Pharr, TX)
Sherwin Williams Paint, Co. (McAllen, TX)	Trane US, Inc. (Weslaco, TX)
Wofford McAllen Armature Works, Inc. (McAllen, TX)	

Purpose – The Facilities Maintenance and Operations department is requesting parts, materials, and supplies for district wide daily work order request.

Justification and Benefit – The maintenance and repair parts, materials, and supplies are needed for the day to day repairs and improvements in the areas of plumbing, painting, irrigation, electrical, door locks, vehicle and equipment batteries, and air conditioning.

Background - Proposal documents were advertised on June 29, 2015 and July 6, 2015 and issued to thirty-two (32) vendors. Twenty-one (21) responses were received on July 14, 2015 and reviewed by Facilities Maintenance and Operations and the Purchasing Department. Two vendors did not provide the required documents and therefore are not included.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2014-2015 and FY 2015-2016 pending Board approval of the budget.

3) Pest Control Services (Award)
Award the proposal for pest control services to Bug Works Termite & Pest Control, Co. (McAllen, TX) for the period beginning September 1, 2015 through August 31, 2016 with two one-year options to renew, at an estimated cost of $11,680.00.

Purpose – The Facilities Maintenance and Operations Department is requesting district wide pest control services which will be scheduled throughout the year for all South Texas College campuses and facilities.

Justification and Benefit – The pest control services include monthly service at all six (6) cafeterias and warehouse, quarterly pest control service and annual termites/fleas service for all buildings throughout the district.

Background - Proposal documents were advertised on June 29, 2015 and July 6, 2015 and issued to seventeen (17) vendors. Three (3) responses were received on July 14, 2015 and reviewed by Facilities Maintenance and Operations and the Purchasing Department.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2015-2016 pending Board approval of the budget.

4) Printing Projects (Award)
Award the proposal for printing projects and general purpose printing at an estimated amount of $313,409.16 for the period beginning September 1, 2015 through August 31, 2016.

Purpose – The Office of Public Relations and Marketing is requesting service for the printing of publications and general purpose printing for the new fiscal year.

Justification and Benefit – The printing services are needed for various projects that are completed and distributed to faculty, staff, students and the community to provide information related to upcoming events, past events, registration, course schedules, graduation programs, etc.

a. **Printing Projects** – At an estimated amount of $213,409.16 to the following vendors in the amounts listed below:

Publications	**Vendor**	**Amount**
Division Brochures FY 2015-2016	Grunwald Printing Company (Corpus Christi, TX)	$2,005.73
Imprints Tabloids FY 2015-2016	The Monitor – AIM Media TX (McAllen, TX)	$24,200.00
Program of Study Brochures FY 2015-2016	Grunwald Printing Company (Corpus Christi, TX)	$4,912.62
Staying Connected Special Edition Tabloids FY 2015-2016	The Monitor – AIM Media TX (McAllen, TX)	$16,596.00
Class Schedules FY 2015-2016 - Summer/Fall 2016	Gatehouse Media Texas Holdings, II/dba Valley Town Crier (McAllen, TX)	$46,961.01
Class Schedules FY 2015-2016 - Spring 2016	Gatehouse Media Texas Holdings, II/dba Valley Town Crier (McAllen, TX)	$20,103.80
Official Stationary FY 2015-2016 (Letterhead, Envelopes, 2nd Sheet and Business Cards)	FedEx Office (McAllen, TX)	$65,000.00
Student Catalog FY 2015-2016	Trend Offset Printing (Carrollton, TX)	$26,749.00
Viewbook FY 2015-2016	Border Press, Inc. (Brownsville, TX)	$6,525.00

Graduation Announcements & Envelopes	Border Press, Inc. (Brownsville, TX)	$356.00

b. General Purpose Printing – At an estimated amount of $100,000.00 will be awarded to the following ten (10) vendors:

Border Press, Inc. (Brownsville, TX)	Copy Plus (McAllen, TX)
Copy Zone, Ltd. (McAllen, TX)	Expressway Printing, Copying, and More, LLC. (Mercedes, TX)
FedEx Office (McAllen, TX)	Gateway Printing & Office Supply (Edinburg, TX)
Grunwald Printing Company (Corpus Christi, TX)	Office Depot, Inc. (McAllen, TX)
Safeguard Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)

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

Background - Proposal documents were advertised on June 22, 2015 and June 29, 2015 and issued to twenty-four (24) vendors. Sixteen (16) responses were received on July 7, 2015 and reviewed by the Office of Public Relations and Marketing and Purchasing Department.

Funds for this expenditure are budgeted in the Public Relations and Marketing budget and various requesting department's budgets for FY 2015-2016 pending board approval of the budget.

B. Advertising or Memberships

5) Professional Agency Services (Purchase)
Purchase professional agency services from Richards Carlberg, Inc./dba Richards Carlberg (Houston, TX), a sole source vendor, at a total cost of $15,251.62.

The Board awarded a contract for the professional agency services which included the rebranding of South Texas College at the March 26, 2013 Board of Trustees meeting to Richards/Carlberg.

The contract included three (3) phases. Phase I and II were completed in FY 2013-2014 and Phase III in FY 2014-2015. In addition to the rebranding services, the contract also included the payment of out of pocket expenses as they are incurred during the contract period.

Purpose – The Office of Public Relations and Marketing is requesting purchase/payment for the out of pocket expenses for the professional agency service for the FY 2015 contract period.

Justification and Benefit – The contract indicates that the client will reimburse at cost for outlays made such as travel costs, telephone, shipping, postage, and copies. The travel costs were approved by the College on an as needed basis. As the end of the term contract nears, the out of pocket expenses totaling $15,251.62 are now due.

Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2014-2015.

6) Professional Agency & Media Planning Services (Purchase)
Purchase professional agency & media planning services with Richards Carlberg, Inc. /dba Richards Carlberg (Houston, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $955,400.00 as follows:

#	Description	Amount
1	Brand Management + Strategy, Creative Collaboration/Consultation, Photoshoot (up to 20 students), Illustrations, Music Renewal and Creative Development	$350,000.00
2	Creative Development: Continuation of the “In the Making “ campaign, Billboards, Digital Ads, Video and Radio	$590,400.00
3	Out of Pocket Expenses	$15,000.00
	Total Amount	$955,400.00

The Board awarded a contract for the professional agency & media planning services which included the rebranding of South Texas College at the March 26, 2013 Board of Trustees meeting to Richards/Carlberg.

The contract included three (3) phases. Phases I and II were completed in FY 2013-2014 and Phase III in FY 2014-2015. The contract also included out of pocket expenses as needed during the contract period.

This is Phase IV and additional information is in the supporting documentation that follows in the packet.

Purpose - The Office of Public Relations and Marketing is requesting to continue the agency services in FY 2016 to provide brand management and creative design services to the College to support its on-going rebranding initiative. The services include but are not limited to: creative development and design and production of marketing materials. Materials produced include but are not limited to: campaign theme, digital illustrations, online ads, radio and television scripts, print ads, and billboard designs.

Richards/Carlberg and the Office of Public Relations and Marketing will enter into a contractual agreement whereas Public Relations and Marketing will be responsible for design and production of certain materials such as television commercials, radio ads, online ads and Richards/Carlberg will be responsible for material such as billboard panels, digital illustrations, photography, and commercial scripts.

We also intend to bring on Richards/Carlberg's media team as our Agency of Record. This will authorize them to coordinate the purchase of media time and space on behalf of the College. By serving as our Agency of Record, we will also be able to leverage their team for media negotiations and advanced reporting of marketing metrics.

Justification and Benefit - With the launch of the College's brand complete, it is important to move into the next phase. On-going maintenance and expansion of any campaign is vital to its success and longevity. Continuing to partner with Richards/Carlberg will allow us to: enhance the College's branding and enrollment campaign and expand the campaign to include new elements not originally included at launch.

Another critical component of the any campaign is measuring the impact and effectiveness of the advertising. Bringing in Richards/Carlberg as our agency of record (AOR) will allow us to:

- obtain better advertising rates with existing and new vendors
- leverage advertising partnerships/opportunities not currently available to the College
- adjust advertising spending based on performance more easily
- evaluate and utilize emerging advertising technologies
- leverage Richards/Carlberg in-house staffs' expertise and experience from working with other higher educational institutions

Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2015-2016 pending board approval of the budget.

7) Security Benchmark Membership (Purchase)

Purchase a security benchmark membership from Center for Internet Security (East Greenbush, NY), a sole source vendor, for the period beginning August 26, 2015 through August 25, 2018, at a total cost of $13,500.00. The three (3) year membership will provide the College with a significant savings.

Purpose – The Office of Information Security is requesting the membership which will provide tools that will help us configure and audit information resources using best practice standards.

Justification and Benefit – The security benchmark membership is a tool that can check if an information resource is in compliance with an internal or external security standard. It will obtain resources that will allow us to save time in configuring information resources to industry best standards. The membership will cover the entire College, including students, which will provide the College with an additional resource for the classroom.

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

8) Sponsorship Advertisement Agreement (Purchase)
Purchase a sponsorship advertisement agreement from Viper Basketball, LLC. /Rio Grande Valley Vipers (McAllen, TX), a sole source vendor, for the period beginning July 3, 2015 through April 30, 2016, at a total cost of $45,000.00.

Purpose - The Office of Public Relations and Marketing is requesting to purchase a sponsorship advertisement agreement which will provide marketing opportunities for potential students and increase brand awareness.

Justification and Benefit – The sponsorship advertisement agreement includes student of the week promotion to season ticket holders and other community leaders, 0:30 second video board during twelve (12) games, banner placement within the arena, sponsorship of the "Slam Dunk for Education" section, South Texas College link and logo on the Rio Grande Valley Vipers website, digital rotation signage during all twenty four (24) Vipers home games, mascot and dance appearances at College events, Jerry the Jaguar appearance at twelve (12) home games, STEM Viper/South Texas College time-out contest videos, one full-page program ad, and other promotional and marketing opportunities for the Spring, Summer, and Fall semesters.

Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2014-2015 and FY 2015-2016 pending Board approval of the budget.

C. Non – Instructional Items

9) Beverage Products (Renewal)
Renew the beverage products contract with PepsiCo (Hidalgo, TX), for the period beginning October 13, 2015 through October 12, 2016, at an estimated cost of $50,000.00 based on prior year expenditures. PepsiCo will also include a $15,000.00 annual discretionary payment to the College.

Purpose – The Food Services Department is requesting to renew the contract for beverage products which will be sold at the cafeterias operated by South Texas College.

Justification and Benefit – The beverage products will be purchased for the South Texas College Cafeterias located at the Pecan, Technology, Starr County and Mid Valley campuses to provide fountain drinks for students, faculty, and staff. This will also include the selling of 20 oz. carbonated drinks, 20 oz. water, 20 oz. Gatorade, 20 oz. tea, 16 oz. energy drinks and 15.2 oz. juices.

Background – The Board awarded the contract for beverage products at the September 23, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins October 13, 2015 through October 12, 2016.

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

Funds for this expenditure are budgeted in the Food Service Auxiliary budget for FY 2015-2016 pending Board approval of the budget.

10)Fire Suppression Systems Services and Alarm Monitoring (Renewal)
Renew the fire suppression system services and alarm monitoring contracts for the period beginning November 21, 2015 through November 20, 2016, at an estimated cost of $85,099.00. The vendors are as follows:

#	Services	Vendor	Amount
1	Fire Alarm Panels – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$11,990.00
2	Fire Alarm Panels – Repairs	El Fire & Safety, Inc. (Hidalgo, TX)	$20,000.00
3	Kitchen Hoods – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$1,195.00
4	Kitchen Hoods – Repairs	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
5	Fire Sprinklers – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$9,230.00
6	Fire Sprinklers – Repairs	1st FP Services, LLC. (McAllen, TX)	$15,000.00
7	Fire Sprinklers – Upright Sprinkler (Item and Installation Cost)	1st FP Services, LLC. (McAllen, TX)	$10,000.00
8	Clean Agent Fire Suppression System Inspection – Inspection Rates	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	$750.00
9	Fire Extinguishers – Inspection Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
10	Fire Extinguishers – Hydro Test Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
11	Fire Extinguishers – Recharge Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,000.00
12	Fire Alarm Monitoring	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	$7,434.00

Purpose – Facilities Maintenance and Operations is requesting to renew the contracts for fire suppression systems services and alarm monitoring for buildings district wide.

Justification and Benefits – The fire suppression systems and inspections contracts will require periodic inspection of fire suppression systems at all South Texas College campuses. This will include inspection of the fire alarm system, fire sprinkler system inspection and repair, kitchen hood inspections, and inspection of portable fire extinguishers.

Background - The Board awarded the contracts for fire suppression systems services and alarm monitoring at the November 20, 2014 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 21, 2015 through November 20, 2016.

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

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2015-2016 pending Board approval of the budget.

11)Food Service – Nursing and Allied Health Campus (Renewal)
Renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX), for the period beginning October 19, 2015 through October 18, 2016 at a commission of 4% of total sales.

Purpose – The Auxiliary Services Department is requesting to renew the contract to provide food options in the space available at the Nursing and Allied Health Building.

Justification and Benefit – The prepared food is available for the South Texas College faculty, staff, and students at the Nursing and Allied Health Campus. It includes some of the following options: breakfast tacos, sandwiches (hot and cold), salads, drinks, chips, candy, etc.

Background - The Board awarded the contract for food service – Nursing and Allied Health Campus at the August 27, 2013 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins October 19, 2015 through October 18, 2016.

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

12)In-Store Purchases of Materials, Supplies, and Miscellaneous Items (Renewal)
Renew the in-store purchases of materials, supplies, and miscellaneous items contracts for the period beginning October 17, 2015 through October 16, 2016, at an estimated amount of $120,000.00 based on prior year expenditures. The vendors are as follows:

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

Purpose – Various departments and instructional programs are requesting to renew the contracts for items needed during professional meetings and classroom instruction.

Justification and Benefit – The in-store purchases of materials, supplies, and miscellaneous items are necessary throughout the district for the Culinary Arts Program, Science Program instructional labs, Nursing & Allied Health program instructional labs, student activities

events, professional development training, South Texas College sponsored events and division meetings.

Background – The Board awarded the contracts for in-store purchases of materials, supplies, and miscellaneous items at the September 18, 2013 Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins on October 17, 2015 through October 16, 2016.

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

Funds for this expenditure are budgeted in the requesting department's budget for FY 2015-2016 pending Board approval of the budget.

13)Management and Leadership Training Services (Renewal)
Renew the management and leadership training services contract with PD Partners (East Lansing, MI) for the period beginning October 1, 2015 through September 30, 2016, at an estimated cost of $22,000.00.

Purpose – The Office of Professional and Organizational Development is requesting to renew the contract which will include general management and leadership training for College staff.

Justification and Benefit – The management and leadership training services are necessary to cultivate and develop high-level leadership skills among the faculty, staff and administrators of South Texas College. These services will assist with succession planning and capacity-building of our dynamic and innovative institution. They will also be available to provide customized coaching and training as needed on a variety of topics including communication, building strong teams, creating a shared vision, conflict resolution, change management, and great teaching techniques.

Background – The Board awarded the contract for management and leadership training services items at the September 23, 2014 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on October 1, 2015 through September 30, 2016.

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

Funds for this expenditure are budgeted in the Office of Professional and Organizational Development budget for FY 2015-2016 pending Board approval of the budget.

14)Office Supplies (Renewal)
Renew the office supplies contracts for the period beginning October 1, 2015 through September 30, 2016, at an estimated amount of $450,000.00 with the following vendors:

- Primary: Gateway Printing & Office Supply, Inc. (Edinburg, TX)

- Secondary: Quill Corporation (Lincolnshire, IL)
  Office Depot (Boca Raton, FL)

Purpose – It is requested to renew the contracts for office supplies which will include paper, pens, markers, folders, indexes, batteries, binders, labels, dividers, post it notes, tape, etc.

Justification and Benefit – The office supplies are needed for the day to day operation of the College's instructional programs and support services. Also considered are the delivery service they provide, their pricing, and the availability of items.

Background – The Board awarded the contracts for office supplies at the August 26, 2014 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on October 1, 2015 through September 30, 2016.

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

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2015-2016 pending Board approval of the budget.

D. Technology Items

15)Computers (Purchase)
Purchase of computers from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP. (Dallas, TX), in the total amount of $39,358.20.

All purchase requests for computers have been evaluated by the Technology Resources Department and Chief Information Officer. An itemized list with justification is included for your review and information.

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

- Systems being requested meet the South Texas College standard configuration
- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity
- System is for a new hire and Technology Resources does not have refurbished systems available
- Instructional and/or business need must be clearly identified/justified for any equipment that is outside standard configuration or does not replace existing office systems. (ex. mobile devices)

The purchases can be summarized as follows:

- Student Lab-Use Computers
  ⇒ 20 Computers for Learning Commons and Open Labs (CADD and PMT)

Funds for theses expenditure are budgeted in the requesting department budgets for FY 2015-2016 pending Board approval of the budget as follows: Learning Commons and Open Labs.

16)Consulting Services (Purchase)
Purchase consulting services from Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $104,597.00.

Technology Resources is requesting the purchase of five hundred fourteen (514) hours of consulting services for the Elevate software implementation.

The consulting services include software installation and training as well as business process analysis services to document individual and shared departmental business processes related to course registration and payments for South Texas College Continuing Education students.

Funds for this expenditure are budgeted in the Technology Resources Project Manager Risk & Security budget for FY2015-2016 pending Board approval of the budget.

17)Digital Signage Software and Licenses (Purchase)
Purchase digital signage software and licenses from Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $24,726.70.

Purpose – Instructional Technologies is requesting the purchase of digital signage to place critical and time-sensitive information in the hands of students, faculty, staff and other members of the college community and allows the institution to communicate information in a modern, attention-grabbing way that reaches its audience immediately.

Justification and Benefit – The College has invested in digital signage software for over seven (7) years. Due to the growth and anticipated expansion of facilities, the digital signage committee examined several software offerings to determine efficiency and cost effective options to facilitate current digital signage needs as well as future growth. The purchase of this software will enable the college to provide digital signage services districtwide with centralized management.

Funds for this expenditure are budgeted in the Technology Renewal Fund budget for FY 2015-2016 pending Board approval of the budget.

18)Incident Response Services (Purchase)
Purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resource (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $10,500.00.

Purpose – The Information Security Office is requesting remote or on-site services in the event of a security breach. It will include investigation and remediation services.

Justification and Benefit – The incident response services will include thirty (30) consulting hours to support the Information Security Office, either remotely or on-site, in the event of a security breach requiring timely response and remediation activities, such as forensic data collection and analysis and to maintain compliance and improve overall operational efficiency.

Funds for this expenditure are budgeted in the Information Security budget for FY 2015-2016 pending Board approval of the budget.

19) Portable Programmable Logic Controllers (Purchase)
Purchase portable programmable logic controllers (PLC) from Technical Laboratory Systems, Inc. (Houston, TX), a Harris County Department of Education – Choice Partner approved vendor, at a total cost of $25,997.00.

Purpose – The Institute for Advance Manufacturing (IAM) is requesting the purchase of portable programmable logic controllers to expand the mechatronics training curriculum currently offered.

Justification and Benefit – The two (2) controllers will be utilized to support the automated courses and at the same time to support the introduction and intermediate courses in programmable logic controllers. With the portable units, IAM will have the flexibility to conduct in-house and onsite hands-on PLC training. Students will gain knowledge in programming digital/analog inputs/outputs, motor control applications, and gain knowledge in the use of related programmable logic controller software.

Funds for this expenditure are budgeted in the TWC Skills Development Fund 21 grant budget for FY 2014-2015.

20) Application Monitoring Software Agreement (Renewal)
Renew the application monitoring software agreement with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $13,686.40.

Purpose – Technology Resources is requesting the license and maintenance renewal of the application monitoring software used to monitor the network and systems hardware and software performance.

Justification and Benefit - The application monitoring software provides automated, enterprise-level infrastructure and application monitoring across the college district and promotes a proactive posture toward identifying, analyzing, and correcting issues impacting performance and security of hardware and software. The software provides a comprehensive monitoring and incident response solution for the College's major technology systems.

Funds for this expenditure are budgeted in the Technology Resources Project Manager Risk & Security budget for FY 2015-2016 pending Board approval of the budget.

21)Banner Application Maintenance Agreement (Renewal)
Renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $401,802.66.

Purpose – Technology Resources is requesting to renew the maintenance and support for the Banner applications and existing 3rd party applications that work with the College's Banner system.

Justification and Benefit – The applications included in the renewal agreement are Banner Financial Aid, Banner Finance, Banner Finance Self-Service, Banner HR, Banner Employee Self-Service, Banner Student, Banner Student Self-Service, Banner Faculty Self-Service, EDI Smart, Banner Integration for E-Learning, Banner Workflow, Campus Loan Manager, Operational Data Store, Luminis Basic, Enterprise Data Warehouse, Enrollment Management Recruiting, Banner Recruiting and Admission Performance, Banner Travel & Expense Management, Degree Works, Degree Works Transfer Equivalency, Financial Aid FM Need Analysis, WebFOCUS, Xtender Solutions, ApplicationXtender, AppWorx, Cognos, Document Management Suite, Application Xtender Test Bundle, Banner Enterprise Job Scheduler, Application Xtender Web Services, and Banner Document Management Suite.

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

Funds for this expenditure are budgeted in the Application Development Services budget for FY 2015-2016 pending Board approval of the budget.

22)Data Hosting and Maintenance Agreement (Renewal)
Renew the data hosting and maintenance agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $184,256.24.

Purpose – Technology Resources is requesting to renew the hosting and maintenance services agreement for the College's cashiering system.

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

Funds for this expenditure are budgeted in the Application Development Services budget for FY 2015-2016 pending Board approval of the budget.

23)Data Storage Hardware Maintenance Agreement (Renewal)
Renew the data storage hardware maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $24,116.44.

Purpose – Technology Resources is requesting to renew the maintenance agreement for the College's data storage device.

Justification and Benefit – The storage device provides a central location to store critical data from some of the major applications such as E-mail, Banner, and Jagnet. The maintenance includes twenty-four (24) hour technical support, seven (7) days a week for the hardware and software.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

24)Data Storage Software Maintenance Agreement (Renewal)
Renew the data storage software maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $25,500.00.

Purpose – Technology Resources is requesting to renew the software maintenance agreement for the College's digital computer backup and storage solution.

Justification and Benefit – The maintenance agreement supports the Commvault system which backs up critical data from Banner, Jagnet, E-mail and other critical applications, and stores it in a digital format for easier recovery. The agreement provides twenty-four (24) hour year round support for the system software.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

25)Desktop Software Licenses Maintenance and Support (Renewal)
Renew the desktop software licenses maintenance and support with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $40,675.00.

Purpose – Technology Resources is requesting to renew the desktop software licenses maintenance and support used on computers at all campuses as well as the support ticketing system licenses used by the Information Services & Planning (IS&P) Help Desk.

Justification and Benefit – The software licenses are installed on student lab computers and classroom instructor computers throughout all of the college's campuses and remote sites. The software retains the computer's original settings and configurations in order to keep them running efficiently and to prevent hardware failures or downtime. The support ticketing system licenses are used by the IS&P Help Desk to keep track of any technical support issues called in by South Texas College staff, faculty, and students.

Funds for this expenditure are in the Application Development Services and Technology Support Services budgets for FY 2015-2016 pending Board approval of the budget.

26)Email Security Software Licenses Service Agreement (Renewal)
Renew the email security software licenses service agreement with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $36,759.07.

Purpose – The Information Security Department is requesting to renew the agreement to protect email users from malware, spam, and phishing attempts. It also provides secure messaging capabilities to be able to send sensitive data through email.

Justification and Benefit – The email security software licenses protects against threats. Email is widely used as a method to deliver malware, trick people into providing login credentials, and is constantly targeted by spammers. It will provide a service for sharing sensitive information securely with trusted parties and greatly reduce the probability of a successful phishing attempt.

Funds for this expenditure are budgeted in the Information Security budget for FY 2015-2016 pending Board approval of the budget.

27)Network Hardware and Software Maintenance Agreement (Renewal)
Renew the network hardware and software maintenance agreement with Insight Public Sector, Inc. (Tempe, AZ/McAllen, TX), for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $135,439.78.

Purpose - Technology Resources is requesting to renew the maintenance agreement for the college's network hardware and software.

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

Funds for this expenditure are budgeted in the Telecom budget for FY 2015-2016 pending Board approval of the budget.

28)Online Orientation Hosted Subscription Services (Renewal)
Renew the online orientation hosted subscription services with Comevo, LLC. (San Luis Obispo, CA), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $15,600.00.

Purpose – The Office of Dual 2 Degree is requesting to renew the online orientation hosted subscription services which offers services for current, new, prospective, and dual students.

Justification and Benefit – The subscription is currently used and provides multiple services which includes the online orientation, TSI Pre-Assessment and Dual 2 Degree Student Success Plan. With these options available, students do not have to visit a South Texas College campus to complete the state-mandated TSI Assessment, or meet with a counselor advisor to clear their academic status hold. It provides a reporting option to track students, and assists the Division of Student Affairs and Enrollment Management in building a college culture by extending services to all students in our service area.

Funds for this expenditure are budgeted in the Dual 2 Degree budget for FY 2015-2016 pending Board approval of the budget.

29)Server Hardware and Software Maintenance Agreement (Renewal)
Renew the server hardware and software maintenance agreement with Hewlett Packard (HP) Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $22,128.52.

Purpose – Technology Resources is requesting to renew the maintenance agreement for the College's server hardware and software from Hewlett Packard.

Justification and Benefit – The HP hardware and software maintenance agreement supports and maintains some of the College's computer servers. The agreement covers the maintenance and technical support of the existing file and application servers and provides twenty-four (24) hour a day, year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

30)Server Hardware Maintenance and Support Agreement (Renewal)
Renew the server hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $37,041.95.

Purpose – Technology Resources is requesting to renew the server hardware maintenance agreement for the College's Dell servers.

Justification and Benefit – The Dell maintenance agreement supports and maintains the College's computer servers which include the servers used for the security cameras. The

agreement covers the maintenance and technical support of the existing servers and provides twenty-four (24) hour a day, year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

31)System Appliance Maintenance Agreement (Renewal)
Renew the system appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $15,586.68.

Purpose – Technology Resources is requesting to renew the maintenance agreement for the F5 system appliances.

Justification and Benefit - The F5 appliances provide high availability, security and performance for critical business applications such as Luminis, JagPride, Outlook Web Access, Jag Parking and Dual Enrollment. The agreement covers the maintenance and technical support of the appliances and provides twenty-four (24) hour year round support.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

32)TexShare Library Database Program Participation (Renewal)
Renew the TexShare library database program participation with Texas State Library and Archives Commission (Austin, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at a total cost of $19,157.38. This fee is paid in advance and the vendor requires payment by October 31, 2015.

Purpose – Library Services has requested the renewal of the database program participation which will service all faculty, staff and students.

Justification and Benefit - The TexShare library database program participation fee provides access to the information sharing program for all faculty, staff and students from participating Texas colleges and universities. The program provides access to 49 research databases with thousands of full text journal articles that broadly support all the major disciplines taught at South Texas College including literature, nursing and allied health, history, science/technology, business and Spanish. Among the major databases included in the TexShare package are Academic Source Complete, Business Source Complete, Computer Source, EBSCO eBook collection, ERIC (Education Resources Information Center), Health Source Psychology & Behavioral Sciences Collection, Religion & Philosophy, Science & Technology Collection, Texas History Collection, TOPIC Search, Vocational and Career Collection and World History Collection from EBSCO; Health Reference Center Academic, Newstand and Literature Resource Center from Gale; WorldCat from OCLC; and Hertiage Quest, 20th Century American Poetry and 20th Century English Poetry from ProQuest.

Funds for this expenditure are budgeted in the Library Acquisition budget for FY 2015-2016 pending Board approval of the budget.

33)VMware Maintenance Agreement (Renewal)
Renew the VMware maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $25,156.79.

Purpose – Technology Resources is requesting to renew the maintenance agreement for the College's virtual server infrastructure.

Justification and Benefit – The maintenance agreement offers twenty-four (24) hour, year round technical support for the college's virtual servers. These virtual servers host many applications and websites that are used college wide by various departments.

Funds for this expenditure are budgeted in the Infrastructure budget for FY 2015-2016 pending Board approval of the budget.

34)Web Content Management System (Renewal)
Renew the web content management system with Hannon Hill Corporation (Atlanta, GA), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $46,550.00.

Purpose – The Office of Public Relations and Marketing is requesting the renewal of the web content management system which is used to create and maintain the South Texas College website.

Justification – The Cascade server will be utilized in digital campaigns and will help manage content-creating web users. In addition the server will monitor web visitor usage and trends. It is used to manage the digital campaigns and allows us to continue to generate and track leads (prospective students) throughout our website. The lead information is shared with College Connections and Admission staff who are tasked with reaching out to these students.

Funds for this expenditure are budgeted in the Public Relations and Marketing budget for FY 2015-2016 pending Board approval of the budget.

Recommendation:

It is requested that the Finance and Human Resources Committee recommend for Board approval at the August 25, 2015 Board meeting the proposal awards, purchases, and renewals, as listed below:

A. Awards
B. Advertising or Memberships
C. Non-Instructional Items
D. Technology Items

A. Awards

1) **Chiller Maintenance Services (Award):** award the proposal for chiller maintenance services to Johnson Controls, Inc. (Corpus Christi, TX) for the period beginning November 21, 2015 through November 20, 2016 with two one-year options to renew, at an annual amount of $29,244.00 for scheduled services and an estimated amount of $75,000.00 for repair services totaling $104,244.00;
2) **Maintenance and Repair Parts, Materials, and Supplies (Award):** award the proposal for maintenance and repair parts, materials, and supplies for the period beginning August 30, 2015 through August 29, 2016 with two one-year options to renew, at an estimated amount of $160,000.00 based on prior year expenditures; The vendors are as follows:

Burton Companies (Weslaco, TX)	Carrier Enterprise, LLC. (Pharr, TX)
Central Fence & Supply, Ltd. (Pharr, TX)	Central Plumbing & Electrical Supply (Weslaco, TX)
Crawford Electric (Mission, TX)	Dealers Electrical Supply (McAllen, TX)
Ewing Irrigation (McAllen, TX)	Fairway Supply, Inc. (Austin, TX/La Feria, TX)
Ferguson Enterprises (Pharr, TX)	Johnson Supply (Pharr, TX)
Johnstone Supply (Pharr, TX)	Lopez Brother Distribution, LLC./dba Interstate Batteries (McAllen, TX)
Morrison Supply Company (McAllen, TX)	MSC Industrial Supply, Co. (Harlingen, TX)
PPG Architectural Finishes, Inc. (McAllen, TX)	R. E. Friedrichs Company (Pharr, TX)
Sherwin Williams Paint, Co. (McAllen, TX)	Trane US, Inc. (Weslaco, TX)
Wofford McAllen Armature Works, Inc. (McAllen, TX)	

3) **Pest Control Services (Award):** award the proposal for pest control services to Bug Works Termite & Pest Control, Co. (McAllen, TX) for the period beginning September 1, 2015 through August 31, 2016 with two one-year options to renew, at an estimated cost of $11,680.00;
4) **Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of $313,409.16 for the period beginning September 1, 2015 through August 31, 2016 as follows:
   a. **Printing Projects –** At an estimated amount of $213,409.16 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures FY 2015-2016	Grunwald Printing Company (Corpus Christi, TX)	$2,005.73
Imprints Tabloids FY 2015-2016	Aims Media TX – The Monitor (McAllen, TX)	$24,200.00
Program of Study Brochures FY 2015-2016	Grunwald Printing Company (Corpus Christi, TX)	$4,912.62
Staying Connected Special Edition Tabloids FY 2015-2016	Aims Media TX – The Monitor (McAllen, TX)	$16,596.00
Class Schedules FY 2015-2016 - Summer/Fall 2016	Gatehouse Media Texas Holdings, II/dba Valley Town Crier (McAllen, TX)	$46,961.01

Class Schedules FY 2015-2016 - Spring 2016	Gatehouse Media Texas Holdings, II/dba Valley Town Crier (McAllen, TX)	$20,103.80
Official Stationary FY 2015-2016 (Letterhead, Envelopes, 2nd Sheet and Business Cards)	FedEx Office (McAllen, TX)	$65,000.00
Student Catalog FY 2015-2016	Trend Offset Printing (Carrollton, TX)	$26,749.00
Viewbook FY 2015-2016	Border Press, Inc. (Brownsville, TX)	$6,525.00
Graduation Announcements & Envelopes	Border Press, Inc. (Brownsville, TX)	$356.00

b. **General Purpose Printing –** At an estimated amount of $100,000.00 will be awarded to the following ten (10) vendors:

Border Press, Inc. (Brownsville, TX)	Copy Plus (McAllen, TX)
Copy Zone, Ltd. (McAllen, TX)	Expressway Printing, Copying, and More, LLC. (Mercedes, TX)
FedEx Office (McAllen, TX)	Gateway Printing & Office Supply (Edinburg, TX)
Grunwald Printing Company (Corpus Christi, TX)	Office Depot, Inc. (McAllen, TX)
Safeguard Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)

B. Advertising or Memberships

5) **Professional Agency Services (Purchase):** purchase professional agency services from Richards Carlberg, Inc./Richards Carlberg (Houston, TX), a sole source vendor, for the period beginning September 1, 2014 through August 31, 2015, at a total cost of $15,251.62;

6) **Professional Agency & Media Planning Services (Purchase):** purchase professional agency & media planning services with Richards Carlberg, Inc./dba Richard Carlberg (Houston, TX), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $955,400.00 as follows:

#	Description	Amount
1	Brand Management + Strategy, Creative Collaboration/Consultation, Photoshoot (up to 20 students), Illustrations, Music Renewal and Creative Development	$350,000.00
2	Creative Development: Continuation of the “In the Making “ campaign, Billboards, Digital Ads, Video and Radio	$590,400.00
3	Out of Pocket Expenses	$15,000.00
	Total Amount	$955,400.00

7) **Security Benchmark Membership (Purchase)**: purchase a security benchmark membership from Center for Internet Security (East Greenbush, NY), a sole source vendor, for the period beginning August 26, 2016 through August 25, 2018, at a total cost of $13,500.00;
8) **Sponsorship Advertisement Agreement (Purchase):** purchase a sponsorship advertisement agreement from Viper Baseball, LLC./Rio Grande Valley Vipers (McAllen, TX), a sole source vendor, for the period beginning July 3, 2015 through April 30,2016, at a total cost of $45,000.00;

C. Non – Instructional Items

9) **Beverage Products (Renewal):** renew the beverage products contract with PepsiCo (Hidalgo, TX), for the period beginning October 13, 2015 through October 12, 2016, at an estimated cost of $50,000.00 based on prior year expenditures. PepsiCo will also include a $15,000.00 annual discretionary payment to the College;
10) **Fire Suppression Systems Services and Alarm Monitoring (Renewal):** renew the fire suppression systems services and alarm monitoring contracts for the period beginning November 21, 2015 through November 20, 2016, at an estimated cost of $85,099.00. The vendors are as follows:

#	Services	Vendor	Amount
1	Fire Alarm Panels – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$11,990.00
2	Fire Alarm Panels – Repairs	El Fire & Safety, Inc. (Hidalgo, TX)	$20,000.00
3	Kitchen Hoods – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$1,195.00
4	Kitchen Hoods – Repairs	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
5	Fire Sprinklers – Inspection Rates	Allied Fire Protection SA, LP. (McAllen, TX)	$9,230.00
6	Fire Sprinklers – Repairs	1st FP Services, LLC. (McAllen, TX)	$15,000.00
7	Fire Sprinklers – Upright Sprinkler (Item and Installation Cost)	1st FP Services, LLC. (McAllen, TX)	$10,000.00
8	Clean Agent Fire Suppression System Inspection – Inspection Rates	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	$750.00
9	Fire Extinguishers – Inspection Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
10	Fire Extinguishers – Hydro Test Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,500.00
11	Fire Extinguishers – Recharge Rates	El Fire & Safety, Inc. (Hidalgo, TX)	$2,000.00
12	Fire Alarm Monitoring	Alarm Security Group, LLC./dba ASG Security (McAllen, TX)	$7,434.00

11) **Food Service – Nursing and Allied Health Campus (Renewal):** renew the food service – Nursing and Allied Health Campus contract with Domine Catering, LLC. (McAllen, TX), for the period beginning October 19, 2015 through October 18, 2016 at a commission of 4% of total sales;
12) **In-Store Purchases of Materials, Supplies, and Miscellaneous Items (Renewal):** renew the in-store purchases of materials, supplies, and miscellaneous items contracts for the period beginning October 17, 2015 through October 16, 2016, at an

estimated amount of $120,000.00 based on prior year expenditures, with the following vendors:

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

13) **Management and Leadership Training Services (Renewal):** renew the management and leadership training services with PD Partners (East Lansing, MI) for the period beginning October 1, 2015 through September 30, 2016, at an estimated cost of $22,000.00;

14) **Office Supplies (Renewal):** renew the office supplies contracts for the period beginning October 1, 2015 through September 30, 2016, at an estimated amount of $450,000.00 with the following vendors:
- Primary: Gateway Printing & Office Supply, Inc. (Edinburg, TX)
- Secondary: Quill Corporation (Lincolnshire, IL)
  Office Depot (Boca Raton, FL)

D. Technology

15) **Computers (Purchase):** purchase of computers from the State of Texas Department of Information Resources (DIR) approved vendor Dell Marketing, LP. (Dallas, TX), at a total cost of $39,358.20;

16) **Consulting Services (Purchase):** purchase consulting services from Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christ, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $104,597.00;

17) **Digital Signage Software and Licenses (Purchase):** purchase digital signage software and licenses from Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $24,726.70;

18) **Incident Response Services (Purchase):** purchase incident response services from Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $10,500.00;

19) **Portable Programmable Logic Controllers (Purchase):** purchase portable programmable logic controllers (PLC) from Technical Laboratory Systems, Inc. (Houston, TX), a Harris County Department of Education – Choice Partner approved vendor, at a total cost of $25,997.00;

20) **Application Monitoring Software Agreement (Renewal):** renew the application monitoring software agreement with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $13,686.40;

21) **Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection

Consortium (TCC), for the period beginning September 1, 2015 through August 31, 2016, at an estimated cost of $401,802.66;

22) **Data Hosting and Maintenance Agreement (Renewal):** renew the data hosting and maintenance agreement with TouchNet Information Systems, Inc. (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $184,256.24;

23) **Data Storage Hardware Maintenance Agreement (Renewal):** renew the data storage hardware maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $24,116.44;

24) **Data Storage Software Maintenance (Renewal):** renew the data storage software maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $25,500.00;

25) **Desktop Software Licenses Maintenance and Support (Renewal):** renew the desktop software licenses maintenance and support with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $40,675.00;

26) **Email Security Software Licenses Services Agreement (Renewal):** renew the email security software licenses services agreement with Software House International (SHI) Government Solutions (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $36,759.07;

27) **Network Hardware and Software Maintenance Agreement (Renewal):** renew the network hardware and software maintenance agreement with Insight Public Sector, Inc. (Tempe, AZ/McAllen, TX), for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $135,439.78;

28) **Online Orientation Hosted Subscription Services (Renewal):** renew the online orientation hosted subscription services with Comevo, LLC. (San Luis Obispo, CA), a sole source vendor, the period beginning September 1, 2015 through August 31, 2016, at a total cost of $15,600.00;

29) **Server Hardware and Software Maintenance Agreement (Renewal):** renew the server hardware and software maintenance agreement with Hewlett Packard (HP) Company (Roseville, CA), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $22,128.52;

30) **Server Hardware Maintenance and Support Agreement (Renewal):** renew the server hardware maintenance and support agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $37,041.95;

31) **System Appliance Maintenance Agreement (Renewal):** renew the system appliance maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period

beginning September 1, 2015 through August 31, 2016, at a total cost of $15,586.68;

32) **TexShare Library Database Program Participation (Renewal):** renew the TexShare library database program participation with Texas State Library and Archives Commission (Austin, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at a total cost of $19,157.38. This fee is paid in advance and the vendor requires payment by October 31, 2015;

33) **VMware Maintenance Agreement (Renewal):** renew the VMware maintenance agreement with Dell Marketing, LP. (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $25,156.79;

34) **Web Content Management System (Renewal):** renew the web content management system with Hannon Hill Corporation (Atlanta, GA), a sole source vendor, for the period beginning September 1, 2015 through August 31, 2016, at a total cost of $46,550.00.

SUMMARY TOTAL:

The total for all proposal awards, purchases, and renewals is $**3,594,219.59**

SOUTH TEXAS COLLEGE
1. CHILLER MAINTENANCE SERVICES
PROJECT NO. 15-16-1011

VENDOR	Carrier Corporation			Daikin Applied Americas, Inc./ dba Daikin Applied			Johnson Controls, Inc.			Pro Tech Mechanical			TD Industries		
ADDRESS	4410 Dillon Ln Ste 46			12000 Crownpoint Dr Ste 110			2209 N Padre Island Dr Ste F			6346 Harwick Dr			1240 N Vo-Tech Dr Ste C		
CITY/STATE	Corpus Christi, TX 78415			San Antonio, TX 78233			Corpus Christi, TX 78408			Corpus Christi, TX 78417			Weslaco, TX 78596		
PHONE	713-797-8900			210-657-3316			866-680-8101			361-882-2101			956-968-4580		
FAX	713-797-8920			210-657-6913			956-428-1591			361-882-2154			956-968-2999		
CONTACT	Anthony Galvan			Gerald R. Johnson			Adalberto Cavazos			Don Whiteside			Lance Pool		
Description	**Quarterly**	**Semi-Annual**	**Annual**	**Quarterly**	**Semi-Annual**	**Annual**	**Quarterly**	**Semi-Annual**	**Annual**	**Quarterly**	**Semi-Annual**	**Annual**	**Quarterly**	**Semi-Annual**	**Annual**
Preventive Maintenance															
Pecan Campus	$2,520.00		$11,600.00	$5,925.00		$4,936.00	$2,256.00		$5,040.00	$1,242.27		$9,846.77	$3,800.01		$11,325.00
Mid Valley Campus (Carrier 334 Ton Chillers)	$3,360.00		$3,000.00	$3,504.00		$2,880.00	$1,344.00		$1,696.00	$573.83		$1,482.87	$1,674.99		$2,975.00
Mid Valley Campus (Carrier 60 Ton Chiller)	$1,680.00		$1,500.00	$1,560.00		$960.00	$648.00		$848.00	$286.92		$539.65	$950.01		$825.00
Starr County Campus (McQuay Chillers)	$1,875.00		$2,000.00	$3,504.00		$2,880.00	$1,344.00		$1,696.00	$573.83		$1,470.98	$1,374.99		$1,825.00
Starr County Campus (York Chiller)	$1,860.00		$2,300.00	$1,752.00		$1,440.00	$648.00		$848.00	$286.92		$815.75	$950.01		$1,000.00
Starr County Campus (Carrier Chiller)	$1,860.00		$1,800.00	$1,560.00		$960.00	$648.00		$848.00	$286.92		$539.65	$950.01		$825.00
Technology Campus (Carrier Chiller)	$1,950.00		$3,600.00	$2,160.00		$1,920.00	$720.00		$1,680.00	$414.09		$3,245.95	$1,149.99		$1,987.50
Technology Campus (McQuay Chiller)	$1,950.00	$840.00	$3,500.00	$2,160.00	$400.00	$1,520.00	$720.00	$250.00	$1,680.00	$414.09	$598.09	$3,250.86	$1,149.99	$937.50	$2,987.50
Technology Campus (Ingersoll Rand Compressor)						$520.00						$1,193.89			$343.75
Nursing/Allied Health Campus (East-McQuay)	$4,200.00	$800.00	$3,000.00	$1,920.00	$1,000.00	$1,880.00	$1,344.00	$250.00	$1,696.00	$573.84	$587.16	$1,507.92	$1,374.99	$1,000.00	$1,825.00
Nursing/Allied Health Campus (West-York)	$3,780.00		$2,500.00	$1,920.00		$2,880.00	$1,344.00		$1,696.00	$573.81		$1,334.24	$1,374.99		$1,825.00
Total	$25,035.00	$1,640.00	$34,800.00	$25,965.00	$1,400.00	$22,776.00	$11,016.00	$500.00	$17,728.00	$5,226.52	$1,185.25	$25,228.53	$14,749.98	$1,937.50	$27,743.75
Total Yearly Contract Amount	**$ 61,475.00**			**$ 50,141.00**			**$ 29,244.00**			**$ 31,640.30**			**$ 44,431.23**		
Non-Preventive Maintenance Repair Work															
Labor rates for repair work:															
Per Hour Weekdays	$95.00			$120.00			$76.00			$95.00			$80.00		
Per Hour Weekends and Holidays	$142.50			$180.00 Saturdays			$106.00			$142.50			$120.00		
Holidays & Sundays				$240.00											
Replacement Parts Rates:															
% Markup from Cost to Contractor	20%			10%			20%			10%			30%		
2nd Year	3%			2.2%			2%			3%			2%		
3rd Year	3%			2.8%			2%			3%			2%		
TOTAL AMOUNT PROPOSED	$ 61,475.00			$ 50,141.00			$ 29,244.00			$ 31,640.30			$ 44,431.23		
TOTAL EVALUATION POINTS	66.82			70.12			91.32			82.65			75.45		
RANKING	5			4			1			2			3		

SOUTH TEXAS COLLEGE
1. CHILLER MAINTENANCE SERVICES
PROJECT NO. 15-16-1011
EVALUATION FORM

	VENDOR	Carrier Corporation		Daikin Applied Americas, Inc./ dba Daikin Applied		Johnson Controls, Inc.		Pro Tech Mechanical		TD Industries	
	ADDRESS	4410 Dillon Ln Ste 46		12000 Crownpoint Dr Ste 110		2209 N Padre Island Dr Ste F		6346 Harwick Dr		1240 N Vo Tech Dr Ste C	
	CITY/STATE	Corpus Christi, TX 78415		San Antonio, TX 78233		Corpus Christi, TX 78408		Corpus Christi TX 78417		Weslaco, TX 78596	
	PHONE/FAX	713-797-8900		210-657-3316		866-680-8101		361-882-2101		956-968-4580	
	FAX	713-797-8920		210-657-6913		956-428-1591		361-882-2154		956-968-2999	
	CONTACT	Anthony Galvan		Gerald R. Johnson		Adalberto Cavazos		Don Whiteside		Craig Williams	
1	The purchase price. (up to 40 points)	19	19	23.3	23.3	40	40	37	37	26.3	26.3
		19		23.3		40		37		26.3	
		19		23.3		40		37		26.3	
2	The reputation of the vendor and the vendor's goods or services. (up to 18 points)	16	14.66	16	14	17	16.66	16	14.33	17	16
		16		14		18		15		17	
		12		12		15		12		14	
3	The quality of the vendor's good or services. (up to 18 points)	16	14	16	14	17	14.66	15	14	17	14.33
		16		16		17		17		16	
		10		10		10		10		10	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 15 points)	14	12.66	14	12.66	14	13	14	11.33	14	12.66
		13		13		14		13		13	
		11		11		11		7		11	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.5	2	2.16	2	2.5	2	2.33	2	2
		2.5		2.5		2.5		2.5		2	
		2		2		3		2.5		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
7	The total long-term cost to the College to acquire the vendor's good or services. (up to 5 points)	4	4	4	4	4.5	4.5	4	3.66	4.5	4.16
		4		4		5		4		4	
		4		4		4		3		4	
	TOTAL EVALUATION POINTS	66.82		70.12		91.32		82.65		75.45	
	RANKING	5		4		1		2		3	

SOUTH TEXAS COLLEGE
2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES
PROJECT NO. 15-16-1010

	VENDOR	Burton Companies	Carrier Enterprise, LLC.	Central Fence & Supply, Ltd.	Central Plumbing & Electric Supply	Crawford Electric
	ADDRESS	529 E Highway 83	3000 N Hibiscus	504 E Ferguson	625 S Airport Dr	1105 Business Park
	CITY/STATE/ZIP	Weslaco, TX 78596	Pharr, TX 78577	Pharr, TX 78577	Weslaco, TX 78596	Mission, TX 78572
	PHONE	956-968-3121	956-781-0091	956-783-7959	956-968-8525	956-519-1422
	FAX	956-973-3213	866-728-2172	956-787-4311	956-968-7903	956-519-1455
	CONTACT	C. Scott Vaughan	Ernesto Pena III	Celia S. Gregory	Gene Paul Pena	Alfonso Cerda
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
1	Electrical Parts, Materials and Supplies					
	Discount	50%			20%	10-80%
	Benchmark	Burton List			In-House Catalog	Shelf Prices
2	Plumbing Parts, Materials and Supplies					
	Discount	50%			20%	
	Benchmark	Burton List			In-House Catalog	
3	Paint and Supplies					
	Discount	50%				
	Benchmark	Burton List				
4	Lawn and Garden Parts, Materials and Supplies					
	Discount	50%				
	Benchmark	Burton List				
5	Locksmith Parts, Supplies and Door Hardware					
	Discount					
	Benchmark					
6	Lumber and Building Materials and Supplies					
	Discount			0%**		
	Benchmark			Catalog for STC 2015-2016		
7	Sprinkler Systems Parts and Supplies					
	Discount					
	Benchmark					
8	Welding Materials and Supplies					
	Discount	50%				
	Benchmark	Burton List				
9	HVAC Parts and Supplies					
	Discount	50%	40%			
	Benchmark	Burton List	Carrier Website			

**Fencing Material and Labor - Special catalog prices formulated especially for STC.

SOUTH TEXAS COLLEGE
2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES
PROJECT NO. 15-16-1010

	VENDOR	Dealers Electrical Supply	Ewing Irrigation	Fairway Supply, Inc.	Ferguson Enterprises	Johnson Supply
	ADDRESS	1401 E Upas Ave	1312 E Upas	8814 Shoal Creek	705 E Expway 83	801 Mozelle St
	CITY/STATE/ZIP	McAllen, TX 78501	McAllen, TX 78502	Austin, TX 78757	Pharr, TX 78577	Pharr, TX 78577
	PHONE	956-630-2233	956-661-9530	512-452-6300	956-283-0137	956-702-3445
	FAX	956-630-3840	956-661-9533	512-452-8014	956-283-0560	956-702-3419
	CONTACT	Jose Ric Olivarez	Dagoberto Villarreal	Juan Perez	Daniel Pedroza	Francisco R. Nunez
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
1	Electrical Parts, Materials and Supplies					
	Discount	20%			30-60%	
	Benchmark	Retail Pricing			List Price	
2	Plumbing Parts, Materials and Supplies					
	Discount				30-60%	
	Benchmark				List Price	
3	Paint and Supplies					
	Discount				Net%	
	Benchmark				Spray Paints List	
4	Lawn and Garden Parts, Materials and Supplies					
	Discount					
	Benchmark					
5	Locksmith Parts, Supplies and Door Hardware					
	Discount			15-65%		
	Benchmark					
6	Lumber and Building Materials and Supplies					
	Discount					
	Benchmark					
7	Sprinkler Systems Parts and Supplies					
	Discount		Varies Discounts			
	Benchmark					
8	Welding Materials and Supplies					
	Discount				30-60%	
	Benchmark				List Price	
9	HVAC Parts and Supplies					
	Discount					50%
	Benchmark					Retail Pricing

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SOUTH TEXAS COLLEGE

2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES

PROJECT NO. 15-16-1010

	VENDOR	Johnstone Supply	Lopez Brother Distribution, LLC./ dba Interstate Batteries	Morrison Supply Company	MSC Industrial Supply Company	PPG Architectural Finishes, Inc.
	ADDRESS	3107 N Sugar Rd	3317 W Expway 83	1101 N 23rd St	2125 N 77 Sunshine Strip Unit 3	1200 E Hackberry
	CITY/STATE/ZIP	Pharr, TX 78577	McAllen, TX 78503	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78501
	PHONE	956-783-1036	956-688-6060	956-994-9131	800-596-4748	956-227-0120
	FAX	956-783-5106	956-688-6067	956-994-9704	956-412-8131	956-664-2114
	CONTACT	Rick Garcia	Mario Alonzo	Joel Leal	Jorge Blanco	George Ortiz
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
1	Electrical Parts, Materials and Supplies					
	Discount	50%	30%		22%	
	Benchmark				MSC Big Book 2015-2016	
2	Plumbing Parts, Materials and Supplies					
	Discount	50%		0%	12%	
	Benchmark			Shelf Stock Price	MSC Big Book 2015-2016	
3	Paint and Supplies					
	Discount				10%	40% paint; 15% sundries
	Benchmark				MSC Big Book 2015-2016	Wholesale Pricing
4	Lawn and Garden Parts, Materials and Supplies					
	Discount		30%		0%	
	Benchmark				MSC Big Book 2015-2016	
5	Locksmith Parts, Supplies and Door Hardware					
	Discount				12%	
	Benchmark				MSC Big Book 2015-2016	
6	Lumber and Building Materials and Supplies					
	Discount				0%	
	Benchmark				MSC Big Book 2015-2016	
7	Sprinkler Systems Parts and Supplies					
	Discount				0%	
	Benchmark				MSC Big Book 2015-2016	
8	Welding Materials and Supplies					
	Discount	50%	30%		10%	
	Benchmark				MSC Big Book 2015-2016	
9	HVAC Parts and Supplies					
	Discount	50%			10%	
	Benchmark				MSC Big Book 2015-2016	

**Fencing Material and Labor - Special catalog prices formulated especially for STC.

SOUTH TEXAS COLLEGE
2. MAINTENANCE AND REPAIR PARTS, MATERIALS, AND SUPPLIES
PROJECT NO. 15-16-1010

	VENDOR	R. E. Friedrichs Company	Sherwin Williams Paint, Co.	Trane US, Inc.	Wofford McAllen Armature Works, Inc.
	ADDRESS	3409 S Jackson Rd	3500 N 10th	1240 N VoTech Dr Ste G	617 Beaumont Ave
	CITY/STATE/ZIP	Pharr, TX 78577	McAllen, TX 78501	Weslaco, TX 78596	McAllen, TX 78501
	PHONE	956-687-8261	956-686-4131	956-973-0213	956-686-9502
	FAX	956-687-6164	956-686-8140	956-969-0716	956-630-6469
	CONTACT	Austin Friedrichs	Rogelio Hinojosa	Craig Denard	Melanie Wofford
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
1	Electrical Parts, Materials and Supplies				
	Discount				15%
	Benchmark				List Price
2	Plumbing Parts, Materials and Supplies				
	Discount				
	Benchmark				
3	Paint and Supplies				
	Discount		60+%		
	Benchmark		Specific Product List Price		
4	Lawn and Garden Parts, Materials and Supplies				
	Discount				
	Benchmark				
5	Locksmith Parts, Supplies and Door Hardware				
	Discount	10-20%			
	Benchmark	Based off material needed at time of order			
6	Lumber and Building Materials and Supplies				
	Discount	10-20%			
	Benchmark	Based off material needed at time of order			
7	Sprinkler Systems Parts and Supplies				
	Discount				
	Benchmark				
8	Welding Materials and Supplies				
	Discount				
	Benchmark				
9	HVAC Parts and Supplies				
	Discount			45%	
	Benchmark			Book Price	

**Fencing Material and Labor - Special catalog prices formulated especially for STC.

SOUTH TEXAS COLLEGE
3. PEST CONTROL SERVICES
PROJECT NO. 15-16-1009

VENDOR			Bug Off Pest Control		Bug Works Termite & Pest Control, Co.		Orkin, LLC.	
ADDRESS			1609 Mozelle St		715 W Pecan		222 Hanmore Blvd	
CITY/STATE			Pharr, TX 78577		McAllen, TX 78501		Harlingen, TX 78550	
PHONE			956-782-7378		956-687-2645		956-423-7192	
FAX			956-782-1149		956-687-2646		956-412-1532	
CONTACT			Tomas Cantu		Mark Sullivan		Sergio Hernandez	
#	**Qty**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Monthly Pest Control Service (For Cafeterias and Shipping and Receiving Warehouse only)								
1	12	Pecan Campus Cafeteria	$ 110.00	$ 1,320.00	$ 120.00	$ 1,440.00	$ 1,216.68	$ 14,600.16
2	12	Technology Center Cafeteria	$ 45.00	$ 540.00	$ 60.00	$ 720.00	$ 608.34	$ 7,300.08
3	12	Starr County Campus Cafeteria	$ 54.00	$ 648.00	$ 60.00	$ 720.00	$ 608.34	$ 7,300.08
4	12	Mid Valley Campus Cafeteria	$ 45.00	$ 540.00	$ 60.00	$ 720.00	$ 608.34	$ 7,300.08
5	12	Nursing Allied Health Cafeteria	$ 45.00	$ 540.00	$ 60.00	$ 720.00	$ 608.34	$ 7,300.08
6	12	Shipping and Receiving Warehouse	$ 89.00	$ 1,068.00	$ 60.00	$ 720.00	$ 608.34	$ 7,300.08
MONTHLY TOTAL			$	4,656.00	$	5,040.00	$	51,100.56
Quarterly Pest Control Service (For all Buildings, Lawns and Gardens)								
7	4	Pecan Campus	$ 1,895.00	$ 7,580.00	$ 675.00	$ 2,700.00	$ 23,063.00	$ 92,252.00
8	4	Technology Center	$ 375.00	$ 1,500.00	$ 315.00	$ 1,260.00	$ 9,113.00	$ 36,452.00
9	4	Starr County Campus	$ 525.00	$ 2,100.00	$ 100.00	$ 400.00	$ 6,683.00	$ 26,732.00
10	4	Mid Valley Campus	$ 560.00	$ 2,240.00	$ 126.00	$ 504.00	$ 10,800.00	$ 43,200.00
11	4	Nursing Allied Health	$ 375.00	$ 1,500.00	$ 50.00	$ 200.00	$ 1,688.00	$ 6,752.00
12	4	Pecan Plaza	$ 275.00	$ 1,100.00	$ 60.00	$ 240.00	$ 2,903.00	$ 11,612.00
QUARTERLY TOTAL			$	16,020.00	$	5,304.00	$	217,000.00
Annual Service (Termites and Fleas)								
13	1	Pecan Campus	$ 875.00	$ 875.00	$ 675.00	$ 675.00	Included	Included
14	1	Technology Center	$ 345.00	$ 345.00	$ 315.00	$ 315.00	Included	Included
15	1	Starr County Campus	$ 345.00	$ 345.00	$ 120.00	$ 120.00	Included	Included
16	1	Mid Valley Campus	$ 650.00	$ 650.00	$ 126.00	$ 126.00	Included	Included
17	1	Nursing Allied Health	$ 345.00	$ 345.00	$ 50.00	$ 50.00	Included	Included
18	1	Pecan Plaza	$ 275.00	$ 275.00	$ 50.00	$ 50.00	Included	Included
ANNUAL TOTAL			$	2,835.00	$	1,336.00	$	-
ONE TIME SET UP CHARGE							$	27,135.00
TOTAL BID AMOUNT			$	23,511.00	$	11,680.00	$	295,235.56
Price Escalation 2nd Year			0%		Reduce by 1%		0%	
Price Escalation 3rd Year			3%		Reduce by 1%		0%	
TOTAL AWARD AMOUNT			$	23,511.00	$	11,680.00	$	295,235.56
TOTAL EVALUATION POINTS			71.32		95.65		41.58	
RANKING			2		1		3	

SOUTH TEXAS COLLEGE
3. PEST CONTROL SERVICES
PROJECT NO. 15-16-1009
EVALUATION FORM

VENDOR		Bug Off Pest Control		Bug Works Termite & Pest Control, Co.		Orkin, LLC.	
ADDRESS		1609 Mozelle St		715 W Pecan		222 Hanmore Blvd	
CITY/STATE		Pharr, TX 78577		McAllen, TX 78501		Harlingen, TX 78550	
PHONE/FAX		956-782-7378		956-687-2645		956-423-7192	
FAX		956-782-1149		956-687-2646		956-412-1532	
CONTACT		Tomas Cantu		Mark Sullivan		Sergio Hernandez	
1	The purchase price. (up to 40 points)	20	20	40	40	1.6	1.6
		20		40		1.6	
		20		40		1.6	
2	The reputation of the vendor and the vendor's goods and/or services. (up to 18 points)	17	16.33	17	17.66	15	9.66
		17		18		5	
		15		18		9	
3	The quality of the vendor's goods or services. (up to 18 points)	17	15	17	16.33	15	12.66
		16		16		13	
		12		16		10	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 15 points)	14	13.33	14	13.66	14	12.33
		14		14		12	
		12		13		11	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	3	3	3	2.33
		3		3		2	
		3		3		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	4	3.66	5	5	4	3
		3		5		1	
		4		5		4	
TOTAL EVALUATION POINTS		71.32		95.65		41.58	
RANKING		2		1		3	

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Border Press, Inc.	Communication Specialists, Inc.	Copy Plus	Copy Zone, Ltd.	EP Graphics
	ADDRESS	620 E Price Rd	502 S Loop 4	4500 N 10th St Ste 240	4131 N 10th St	169 S Jefferson St
	CITY/STATE/ZIP	Brownsville, TX 78521	Buda, TX 78610	McAllen, TX 78504	McAllen, TX 78504	Berne, IN 46711
	PHONE	956-831-2793	512-478-3448	956-668-7587	956-668-9600	260-589-2145
	FAX	956-831-4565	512-478-3863	956-668-7590	956-668-9603	260-589-2810
	CONTACT	John G. Champion	James F. Adame	Leonel Cantu	Daniel Clarke	Lori Bantz
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
DIVISION BROCHURES FY 2015-2016						
	One (1) issue per year (5 Different Division brochures (4,000 for each))					
1	20,000 Prints	$2,476.00	$3,185.00	$4,192.00	$4,992.75	
IMPRINTS TABLOIDS FY 2015-2016						
	Two (2) issues per fiscal year (Fall and Spring issue)					
1	175,000 prints each run					
2	Cost of 2 runs including delivery to location					
PROGRAM OF STUDY BROCHURES FY 2015-2016						
1	25,000 Prints	$3,986.00	$4,460.00	$3,589.76	$4,890.00	
2	Additional 10,000 prints		$1,930.00	$1,567.34		
STAYING CONNECTED SPECIAL EDITION TABLOIDS FY 2015-2016						
1	220,000 Prints					
2	Cost for 2 runs including delivery					
CLASS SCHEDULES FY 2015-2016 SUMMER/FALL 2016						
	One (1) issue per year					
1	145,000 Summer/ 145,000 Fall; 290,000 Total					
2	165,000 Fall Schedule Only					
	Total					
CLASS SCHEDULES FY 2015-2016 - SPRING 2016						
1	166,500 prints @ 32 pages					
OFFICIAL STATIONERY FY 2015-2016						
1	**Letterhead**					
	1 Reams	$21.09		$29.78		
	Additional Letterhead after base Qty	$32.81		$29.78		
2	**Envelopes**					
	1 Box	$48.40		$44.00		
	2 Boxes					
	3 Boxes					
	Additional Envelopes after base Qty	$34.50		$44.00		
3	**Second Sheets**					
	1 Ream	$18.30		$30.40		
	Additional Second Sheet after base Qty			$30.40		
4	**Business Cards Double Sided**					
	1 Box	$45.34		$24.00		
	Additional Business Cards (d/s) after base Qty	$38.00		$24.00		
FINAL COST PER COMPLETED ORDERS						
5	**Letterhead**					
	500 Reams (500 sheets)	$10,545.00		$14,890.00		
6	**Envelopes**					
	500 Boxes (500 envelopes)	$24,232.00		$22,000.00		
7	**Business Cards Double Sided**					
	1,000 Boxes (250 cards)	$45,340.00		$24,000.00		
8	**Second Sheets**					
	100 Reams (500 sheets)	$1,830.00		$3,040.00		

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Border Press, Inc.	Communication Specialists, Inc.	Copy Plus	Copy Zone, Ltd.	EP Graphics
	ADDRESS	620 E Price Rd	502 S Loop 4	4500 N 10th St Ste 240	4131 N 10th St	169 S Jefferson St
	CITY/STATE/ZIP	Brownsville, TX 78521	Buda, TX 78610	McAllen, TX 78504	McAllen, TX 78504	Berne, IN 46711
	PHONE	956-831-2793	512-478-3448	956-668-7587	956-668-9600	260-589-2145
	FAX	956-831-4565	512-478-3863	956-668-7590	956-668-9603	260-589-2810
	CONTACT	John G. Champion	James F. Adame	Leonel Cantu	Daniel Clarke	Lori Bantz
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
STUDENT CATALOG FY 2015-2016						
	One (1) issue per year					
1	20,000 Prints		$25,693.00			$25,898.00
2	25,000 Prints		$29,814.00			$30,429.00
VIEWBOOK FY 2015-2016						
	One (1) issue per year					
1	25,000 Prints	**$4,795.00**	$7,228.00		$13,999.00	
	Additional 10,000 prints	**$1,730.00**	$2,727.00			
GRADUATION ANNOUNCEMENTS & ENVELOPES						
December 2015 Graduation Announcements & Matching Envelopes						
1	1,400	**$178.00**				
May 2016 Graduation Announcements & Matching Envelopes						
1	1,400	**$178.00**				
Summary of Projects						
Division Brochures FY 2015-2016						
Imprints Tabloids FY 2015-2016						
Program of Study Brochures FY 2015-2016						
Staying Connected Sp Ed Tabloids FY 2015-2016						
Class Schedules FY 2015-2016 Summer/Fall 2016						
Class Schedules FY 2015-2016 Spring 2016						
Official Stationary FY 2015-2016						
Student Catalog FY 2015-2016						
Viewbook FY 2015-2016		$ 6,525.00				
Graduation Announcements & Envelopes FY 2015-2016		$ 356.00				
TOTAL EVALUATION POINTS		84.65	79.98	68.66	78.66	76.33
RANKING		7	8	14	10	11

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Expressway Printing, Copying and More, LLC.	Fed Ex Office	Gatehouse Media Texas Holdings II, Inc.,/ dba Valley Town Crier	Gateway Printing & Office Supply	Grunwald Printing Company
	ADDRESS	2020 E Expway 83	2812 N 10th St	1811 N 23rd	315 S Closner	1418 Morgan Ave
	CITY/STATE/ZIP	Mercedes, TX 78570	McAllen, TX 78501	McAllen, TX 78501	Edinburg, TX 78539	Corpus Christi, TX
	PHONE	956-825-9829	956-682-4040	956-682-2423	956-383-3861	361-882-5654
	FAX	956-825-9930	956-682-4013	956-630-6371	956-383-1037	361-882-7394
	CONTACT	Jose Munoz	Humberto Barberena	Holly Reyes	Sonia Garcia	John Grunwald
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
DIVISION BROCHURES FY 2015-2016						
	One (1) issue per year (5 Different Division brochures (4,000 for each))					
1	20,000 Prints	$11,500.00	$11,044.55	$3,855.00	$2,235.40	**$2,005.73**
IMPRINTS TABLOIDS FY 2015-2016						
	Two (2) issues per fiscal year (Fall and Spring issue)					
1	175,000 prints each run			$12,820.13		
2	Cost of 2 runs including delivery to location			$25,640.26		
PROGRAM OF STUDY BROCHURES FY 2015-2016						
1	25,000 Prints	$9,100.00	$5,586.52	$5,675.00	$3,875.95	**$3,176.55**
2	Additional 10,000 prints		$2,661.20		$1,899.70	**$1,736.07**
STAYING CONNECTED SPECIAL EDITION TABLOIDS FY 2015-2016						
1	220,000 Prints			$9,176.67		
2	Cost for 2 runs including delivery			$18,353.34		
CLASS SCHEDULES FY 2015-2016 SUMMER/FALL 2016						
	One (1) issue per year					
1	145,000 Summer/ 145,000 Fall; 290,000 Total			$27,135.50		
2	165,000 Fall Schedule Only			$19,825.51		
	Total			**$46,961.01**		
CLASS SCHEDULES FY 2015-2016 - SPRING 2016						
1	166,500 prints @ 32 pages			**$20,103.80**		
OFFICIAL STATIONERY FY 2015-2016						
1	**Letterhead**					
	1 Reams		$11.58		$76.75	
	Additional Letterhead after base Qty		$11.58			
2	**Envelopes**					
	1 Box		$49.99		$313.90	
	2 Boxes				$475.70	
	3 Boxes				$603.55	
	Additional Envelopes after base Qty		$49.99			
3	**Second Sheets**					
	1 Ream		$11.58		$18.95	
	Additional Second Sheet after base Qty		$11.58			
4	**Business Cards Double Sided**					
	1 Box		**$32.57**		$36.00	
	Additional Business Cards (d/s) after base Qty				$36.00	
FINAL COST PER COMPLETED ORDERS						
5	**Letterhead**					
	500 Reams (500 sheets)		**$5,790.00**		$38,375.00	
6	**Envelopes**					
	500 Boxes (500 envelopes)		**$24,995.00**		$156,950.00	
7	**Business Cards Double Sided**					
	1,000 Boxes (250 cards)		**$32,570.00**		$36,000.00	
8	**Second Sheets**					
	100 Reams (500 sheets)		**$1,158.00**		$1,895.00	

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Expressway Printing, Copying and More, LLC.	Fed Ex Office	Gatehouse Media Texas Holdings II, Inc.,/ dba Valley Town Crier	Gateway Printing & Office Supply	Grunwald Printing Company
	ADDRESS	2020 E Expway 83	2812 N 10th St	1811 N 23rd	315 S Closner	1418 Morgan Ave
	CITY/STATE/ZIP	Mercedes, TX 78570	McAllen, TX 78501	McAllen, TX 78501	Edinburg, TX 78539	Corpus Christi, TX
	PHONE	956-825-9829	956-682-4040	956-682-2423	956-383-3861	361-882-5654
	FAX	956-825-9930	956-682-4013	956-630-6371	956-383-1037	361-882-7394
	CONTACT	Jose Munoz	Humberto Barberena	Holly Reyes	Sonia Garcia	John Grunwald
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
STUDENT CATALOG FY 2015-2016						
	One (1) issue per year					
1	20,000 Prints					
2	25,000 Prints					
VIEWBOOK FY 2015-2016						
	One (1) issue per year					
1	25,000 Prints	$29,250.00	$7,617.97		$5,921.50	$5,934.29
	Additional 10,000 prints	$8,500.00	$4,022.69		$3,086.40	$2,976.54
GRADUATION ANNOUNCEMENTS & ENVELOPES						
December 2015 Graduation Announcements & Matching Envelopes						
1	1,400					
May 2016 Graduation Announcements & Matching Envelopes						
1	1,400					
Summary of Projects						
Division Brochures FY 2015-2016						$ 2,005.73
Imprints Tabloids FY 2015-2016						
Program of Study Brochures FY 2015-2016						$ 4,912.62
Staying Connected Sp Ed Tabloids FY 2015-2016						
Class Schedules FY 2015-2016 Summer/Fall 2016				$ 46,961.01		
Class Schedules FY 2015-2016 Spring 2016				$ 20,103.80		
Official Stationary FY 2015-2016			$ 65,000.00			
Student Catalog FY 2015-2016						
Viewbook FY 2015-2016						
Graduation Announcements & Envelopes FY 2015-2016						
TOTAL EVALUATION POINTS		74.99	97.64	92.99	84.99	87.98
RANKING		13	1	2	6	4

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Images In Ink, Inc.	Safeguard Universal, LLC.	San Antonio Printing	The Monitor -AIM Media TX	Trend Offset Printing
	ADDRESS	1200 E Hackberry Ste H	2741 Swantner St	2909 W US Hwy 83	1400 E Nolana Loop	2323 McDaniel Dr
	CITY/STATE/ZIP	McAllen, TX 78501	Corpus Christi, TX	McAllen, TX 78501	McAllen TX 78502	Carrollton, TX 75006
	PHONE	956-330-3725	800-221-7419	956-605-0088	956-683-4522	972-243-3556
	FAX	956-994-8133	361-884-8015		956-683-4502	972-243-5993
	CONTACT	Viola Hanshaw	Anthony Anzaldua	Antonio Delgado	Walt Bartlick	Joe Geoghegan
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
DIVISION BROCHURES FY 2015-2016						
	One (1) issue per year (5 Different Division brochures (4,000 for each))					
1	20,000 Prints		$4,600.00			
IMPRINTS TABLOIDS FY 2015-2016						
	Two (2) issues per fiscal year (Fall and Spring issue)					
1	175,000 prints each run				$12,100.00	$15,089.00
2	Cost of 2 runs including delivery to location				**$24,200.00**	$30,178.00
PROGRAM OF STUDY BROCHURES FY 2015-2016						
1	25,000 Prints		$4,800.00			
2	Additional 10,000 prints		$2,300.00			
STAYING CONNECTED SPECIAL EDITION TABLOIDS FY 2015-2016						
1	220,000 Prints				$8,298.00	$11,026.00
2	Cost for 2 runs including delivery				**$16,596.00**	$22,052.00
CLASS SCHEDULES FY 2015-2016 SUMMER/FALL 2016						
	One (1) issue per year					
1	145,000 Summer/ 145,000 Fall; 290,000 Total					$39,268.00
2	165,000 Fall Schedule Only				$20,108.00	$26,125.00
	Total					$65,393.00
CLASS SCHEDULES FY 2015-2016 - SPRING 2016						
1	166,500 prints @ 32 pages				$20,281.00	$26,309.00
OFFICIAL STATIONERY FY 2015-2016						
1	**Letterhead**					
	1 Reams	$58.00	$34.00	$40.50		
	Additional Letterhead after base Qty		$270.00			
2	**Envelopes**					
	1 Box	$68.00	$64.00	$47.50		
	2 Boxes					
	3 Boxes					
	Additional Envelopes after base Qty		$292.50			
3	**Second Sheets**					
	1 Ream	$48.00	$23.00	$16.00		
	Additional Second Sheet after base Qty		$23.00			
4	**Business Cards Double Sided**					
	1 Box	$33.65	$42.00	$18.00		
	Additional Business Cards (d/s) after base Qty		$42.00			
FINAL COST PER COMPLETED ORDERS						
5	**Letterhead**					
	500 Reams (500 sheets)	$8,320.00	$17,000.00	$20,250.00		
6	**Envelopes**					
	500 Boxes (500 envelopes)	$23,490.00	$32,000.00	$23,750.00		
7	**Business Cards Double Sided**					
	1,000 Boxes (250 cards)	$33,650.00	$42,000.00	$18,000.00		
8	**Second Sheets**					
	100 Reams (500 sheets)	$2,200.00	$2,300.00	$1,600.00		

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007

	NAME	Images In Ink, Inc.	Safeguard Universal, LLC.	San Antonio Printing	The Monitor -AIM Media TX	Trend Offset Printing
	ADDRESS	1200 E Hackberry Ste H	2741 Swantner St	2909 W US Hwy 83	1400 E Nolana Loop	2323 McDaniel Dr
	CITY/STATE/ZIP	McAllen, TX 78501	Corpus Christi, TX	McAllen, TX 78501	McAllen TX 78502	Carrollton, TX 75006
	PHONE	956-330-3725	800-221-7419	956-605-0088	956-683-4522	972-243-3556
	FAX	956-994-8133	361-884-8015		956-683-4502	972-243-5993
	CONTACT	Viola Hanshaw	Anthony Anzaldua	Antonio Delgado	Walt Bartlick	Joe Geoghegan
#	**Description**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
STUDENT CATALOG FY 2015-2016						
	One (1) issue per year					
1	20,000 Prints					$23,335.00
2	25,000 Prints					**$26,749.00**
VIEWBOOK FY 2015-2016						
	One (1) issue per year					
1	25,000 Prints					$9,742.00
	Additional 10,000 prints					$6,792.00
GRADUATION ANNOUNCEMENTS & ENVELOPES						
December 2015 Graduation Announcements & Matching Envelopes						
1	1,400			$795.00		
May 2016 Graduation Announcements & Matching Envelopes						
1	1,400			$795.00		
Summary of Projects						
Division Brochures FY 2015-2016						
Imprints Tabloids FY 2015-2016					$ 24,200.00	
Program of Study Brochures FY 2015-2016						
Staying Connected Sp Ed Tabloids FY 2015-2016					$ 16,596.00	
Class Schedules FY 2015-2016 Summer/Fall 2016						
Class Schedules FY 2015-2016 Spring 2016						
Official Stationary FY 2015-2016						
Student Catalog FY 2015-2016						$ 26,749.00
Viewbook FY 2015-2016						
Graduation Announcements & Envelopes FY 2015-2016						
TOTAL EVALUATION POINTS		75.65	78.99	86.65	92.99	89.66
RANKING		12	9	5	2	3

SOUTH TEXAS COLLEGE

4. PRINTING PROJECTS - GENERAL PURPOSE PRINTING

PROJECT NO. 15-16-1007

	NAME	Border Press, Inc.	Copy Plus	Copy Zone, Ltd.	Expressway Printing, Copying and More, LLC.	Fed Ex Office
	ADDRESS	620 E Price Rd	4500 N 10th St Ste 240	4131 N 10th St	2020 E Expway 83	2812 N 10th St
	CITY/STATE/ZIP	Brownsville, TX 78521	McAllen,TX 78504	McAllen, TX 78501	Mercedes, TX 78570	McAllen, TX 78501
	PHONE	956-831-2793	956-668-7587	956-668-9600	956-825-9829	956-682-4040
	FAX	956-831-4565	956-668-7590	956-668-9603	956-825-9930	956-682-4013
	CONTACT	John G. Champion	Leonel Cantu	Daniel Clarke	Jose Munoz	Humberto Barberena
#	**DESCRIPTION**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**
1. FLIERS (SINGLE SIDED)						
	8.5 x 11 24# Text White or similar, 4 Color Process, Full Bleed, No Folds					
	Cost per 25	$45.00	$0.75	$21.67	$5.10	$14.75
	Cost per 50	$73.00	$1.35	$32.04	$10.20	$29.00
2. BROCHURES						
	8.5 x 11 80#, Gloss Text White, 4 Color Process, Double-Sided Printing, Full Bleed Both Sides, Tri-fold					
	Cost per 200	$155.00	$64.00	$155.16	$86.00	$297.51
	Cost per 500	$260.00	$160.00	$277.56	$215.00	$298.51
3. POSTCARDS						
	5 x 7 10 PT White Cover Gloss or similar, (4/1), Double-Sided, Full Bleed					
	Cost per 1,000	$363.00	$137.50	$413.15	$180.00	$189.18
	Cost per 5,000	$571.00	$348.00	$1,765.75	$800.00	$459.24
4. NCR FORMS						
4a	**Based on a 2-part NCR form**					
	8.5 x 11, Single Sided, Black Ink					
	Cost per 100	$44.00	$18.91	$21.20	$24.00	$107.37
	Cost per 500	$97.00	$80.00	$59.40	$119.00	$150.29
4b	**Based on a 3-part NCR form**					
	8.5 x 11, Single Sided, Black Ink					
	Cost per 100	$52.00	$26.74	$35.16	$28.00	$130.29
	Cost per 500	$146.00	$113.50	$113.15	$136.00	$208.34

SOUTH TEXAS COLLEGE

4. PRINTING PROJECTS - GENERAL PURPOSE PRINTING

PROJECT NO. 15-16-1007

	NAME	Gateway Printing & Office Supply	Grunwald Printing Company	Office Depot, Inc.	Safeguard Universal, LLC.	San Antonio Printing
	ADDRESS	315 S Closner	1418 Morgan Ave	6600 N Military Trail	2741 Swantner St	2909 W US Hwy 83
	CITY/STATE/ZIP	Edinburg, TX 78539	Corpus Christi, TX	Boca Raton, FL	Corpus Christi, TX	McAllen, TX 78501
	PHONE	956-383-3861	361-882-5654	561-438-4800	800-221-7419	956-605-0088
	FAX	956-383-1037	361-882-7394	800-593-8830	361-884-8015	
	CONTACT	Sonia Garcia	John Grunwald	Chris McEntee	Anthony Anzaldua	Antonio Delgado
#	**DESCRIPTION**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**	**UNIT PRICE**
1. FLIERS (SINGLE SIDED)						
	8.5 x 11 24# Text White or similar, 4 Color Process, Full Bleed, No Folds					
	Cost per 25	$10.00	$74.52	$12.00	$8.75	
	Cost per 50	$12.70	$76.53	$22.50	$17.50	
2. BROCHURES						
	8.5 x 11 80#, Gloss Text White, 4 Color Process, Double-Sided Printing, Full Bleed Both Sides, Tri-fold					
	Cost per 200	$96.30	$201.94	$186.50	$150.00	
	Cost per 500	$212.35	$264.66	$465.50	$169.00	
3. POSTCARDS						
	5 x 7 10 PT White Cover Gloss or similar, (4/1), Double-Sided, Full Bleed					
	Cost per 1,000	$127.85	$315.34	$214.00	$95.00	
	Cost per 5,000	$497.30	$869.20	$1,070.00	$356.00	
4. NCR FORMS						
4a	**Based on a 2-part NCR form**					
	8.5 x 11, Single Sided, Black Ink					
	Cost per 100	$19.85	$100.33	$10.00	$62.00	$35.00
	Cost per 500	$66.55	$256.53	$50.00	$78.00	$65.00
4b	**Based on a 3-part NCR form**					
	8.5 x 11, Single Sided, Black Ink					
	Cost per 100	$24.15	$119.53	$15.00	$95.00	$45.00
	Cost per 500	$88.10	$352.02	$75.00	$110.00	$105.00

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007
EVALUATION FORM

	NAME	Border Press, Inc.		Communication Specialists, Inc.		Copy Plus		Copy Zone, Ltd.		EP Graphics	
	ADDRESS	620 E Price Rd		502 S Loop 4		4500 N 10th St Ste 240		4131 N 10th St		169 S Jefferson St	
	CITY/STATE/ZIP	Brownsville, TX 78521		Buda, TX 78610		McAllen,TX 78504		McAllen, TX 78501		Berne, IN 46711	
	PHONE	956-831-2793		512-478-3448		956-668-7587		956-668-9600		260-589-2145	
	FAX	956-831-4565		512-478-3863		956-668-7590		956-668-9603		260-589-2810	
	CONTACT	John G. Champion		James F. Adame		Leonel Cantu		Daniel Clarke		Lori Bantz	
1	The purchase price. (up to 40 points)	38	38	32	32	28	28	30	30	28	28
		38		32		28		30		28	
		38		32		28		30		28	
2	The reputation of the vendor and of the vendor's goods and/or services. (up to 15 points)	12	12	12	13	10	10.33	13	12.33	13	13.33
		12		13		10		12		14	
		12		14		11		12		13	
3	The quality of vendor's goods or services. (up to 16 points)	12	12.66	12	12.66	10	11	13	13	13	13
		12		12		10		13		12	
		14		14		13		13		14	
4	The extent to which the goods or services meet the College's needs. (up to 20 points)	15	15.66	15	15.66	12	13	16	17	16	16
		15		15		12		16		15	
		17		17		15		19		17	
5	The vendor's past relationship with the College. (up to 3 points)	2	2.33	2	2.66	2	2.33	2	2.33	2	2
		2		3		2		2		2	
		3		3		3		3		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
7	The total long-term cost of the College to acquire the vendor's goods or services. (up to 0 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
8	The vendor's delivery schedule. (up to 5 points)	4	4	4	4	4	4	4	4	4	4
		4		4		4		4		4	
		4		4		4		4		4	
	TOTAL EVALUATION POINTS	84.65		79.98		68.66		78.66		76.33	
	RANKING	7		8		14		10		11	

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007
EVALUATION FORM

	NAME	Expressway Printing, Copying and More, LLC.		Fed Ex Office		Gatehouse Media Texas Holdings II, Inc./ dba Valley Town Crier		Gateway Printing & Office Supply		Grunwald Printing Company	
	ADDRESS	2020 E Expway 83		2812 N 10th St		1811 N 23rd		315 S Closner		1418 Morgan Ave	
	CITY/STATE/ZIP	Mercedes, TX 78570		McAllen, TX 78501		McAllen, TX 78501		Edinburg, TX 78539		Corpus Christi, TX	
	PHONE	956-825-9829		956-682-4040		956-682-2423		956-383-3861		361-882-5654	
	FAX	956-825-9930		956-682-4013		956-630-6371		956-383-1037		361-882-7394	
	CONTACT	Jose Munoz		Humberto Barberena		Holly Reyes		Sonia Garcia		John Grunwald	
1	The purchase price. (up to 40 points)	30	30	40	40	40	40	30	30	35	35
		30		40		40		30		35	
		30		40		40		30		35	
2	The reputation of the vendor and of the vendor's goods and/or services. (up to 15 points)	12	12	15	14.66	14	13.33	14	14	14	13.66
		12		15		14		14		14	
		12		14		12		14		13	
3	The quality of vendor's goods or services. (up to 16 points)	12	12.33	16	15.66	15	14	15	15	15	14.33
		12		16		14		15		14	
		13		15		13		15		14	
4	The extent to which the goods or services meet the College's needs. (up to 20 points)	15	15.33	20	19.66	19	18	19	18.33	19	18.33
		15		20		17		18		18	
		16		19		18		18		18	
5	The vendor's past relationship with the College. (up to 3 points)	2	2	3	3	3	3	3	3	2	2.66
		2		3		3		3		3	
		2		3		3		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
7	The total long-term cost of the College to acquire the vendor's goods or services. (up to 0 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
8	The vendor's delivery schedule. (up to 5 points)	3	3.33	5	4.66	5	4.66	5	4.66	4	4
		3		5		5		5		4	
		4		4		4		4		4	
	TOTAL EVALUATION POINTS	74.99		97.64		92.99		84.99		87.98	
	RANKING	13		1		2		6		4	

SOUTH TEXAS COLLEGE
4. PRINTING PROJECTS
PROJECT NO. 15-16-1007
EVALUATION FORM

	NAME	Images In Ink, Inc.		Safeguard Universal, LLC.		San Antonio Printing		The Monitor -AIM Media TX		Trend Offset Printing	
	ADDRESS	1200 E Hackberry Ste H		2741 Swantner St		2909 W US Hwy 83		1400 E Nolana Loop		2323 McDaniel Dr	
	CITY/STATE/ZIP	McAllen, TX 78501		Corpus Christi, TX		McAllen, TX 78501		McAllen TX 78502		Carrollton, TX 75006	
	PHONE	956-330-3725		800-221-7419		956-605-0088		956-683-4522		972-243-3556	
	FAX	956-994-8133		361-884-8015				956-683-4502		972-243-5993	
	CONTACT	Viola Hanshaw		Anthony Anzaldua		Antonio Delgado		Walt Bartlick		Joe Geoghegan	
1	The purchase price. (up to 40 points)	28	28	30	30	30	30	38	38	38	38
		28		30		30		38		38	
		28		30		30		38		38	
2	The reputation of the vendor and of the vendor's goods and/or services. (up to 15 points)	13	12.66	13	12.66	15	14.33	14	14	14	14
		13		13		15		14		14	
		12		12		13		14		14	
3	The quality of vendor's goods or services. (up to 16 points)	13	13	13	13	16	15.33	15	15	15	14.33
		13		13		16		15		13	
		13		13		14		15		15	
4	The extent to which the goods or services meet the College's needs. (up to 20 points)	16	16.33	16	16.33	20	19.33	19	19	17	17
		16		16		20		19		16	
		17		17		18		19		18	
5	The vendor's past relationship with the College. (up to 3 points)	2	2.33	2	2	3	3	2	2.33	2	2.33
		2		2		3		2		2	
		3		2		3		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0	0	1	1	0	0	0	0	0	0
		0		1		0		0		0	
		0		1		0		0		0	
7	The total long-term cost of the College to acquire the vendor's goods or services. (up to 0 points)	0	0	0	0	0	0	0	0	0	0
		0		0		0		0		0	
		0		0		0		0		0	
8	The vendor's delivery schedule. (up to 5 points)	3	3.33	4	4	5	4.66	5	4.66	4	4
		3		4		5		5		4	
		4		4		4		4		4	
	TOTAL EVALUATION POINTS	75.65		78.99		86.65		92.99		89.66	
	RANKING	12		9		5		2		3	

SOUTH TEXAS COLLEGE
5. PROFESSIONAL AGENCY SERVICES

NAME	Richards Carlberg, Inc./ dba Richards Carlberg
ADDRESS	1900 W Loop S Ste 1100
CITY/STATE/ZIP	Houston, TX 77027
PHONE	713-965-0764
FAX	713-965-0135
CONTACT	Michelle McLeod

#	Qty	Description	Unit Price	Extension
1	1	Professional Agency Services Period: 9/1/14 - 8/31/15	$ 15,251.62	$ 15,251.62
TOTAL AMOUNT			$ 15,251.62	

SOUTH TEXAS COLLEGE
6. PROFESSIONAL AGENCY & MEDIA PLANNING SERVICES

NAME	Richards Carlberg, Inc./ dba Richards Carlberg
ADDRESS	1900 W Loop S Ste 1100
CITY/STATE/ZIP	Houston, TX 77027
PHONE	713-965-0764
FAX	713-965-0135
CONTACT	Michelle McLeod

#	Qty	Description	Unit Price	Extension
1	1	Brand Management + Strategy, Creative Collaboration/Consultation, Photoshoot (up to 20 students), Illustrations, Music Renewal and Creative Development	$ 350,000.00	$ 350,000.00
2	1	Creative Development: Continuation of the "In the Making" campaign, Billboards, Digital Ads, Video and Radio	$ 590,400.00	$ 590,400.00
3	1	Estimated Out of Pocket Expensive	$ 15,000.00	$ 15,000.00
TOTAL AMOUNT			$	955,400.00

BUDGET: FISCAL SUMMARY

Cost comparison of 2014-2015 expenses versus projected 2015-2016 estimates

	2014-2015	2015-2016
Brand Management + Strategy	$301,572.23	$350,000.00
(agency fees, creative collaboration/consultation, photoshoot, illustrations, creative development, production expenses)		
Out-of-Pocket Expenses	$15,251.62	$15,000.00
(includes, but not limited to travel, shipping, color copies and phone charges)		
Media Spend	$657,603.53[1]	$590,400.00
	$974,427.38	**$955,400.00**

1. *Media planning and buying was handled internally by the Office of Public Relations & Marketing*

BUDGET: SPEND PER FLIGHT

Spring	$263,041.41
Summer	$ 65,760.35
Fall	$328,801.77
	$657,603.53

BUDGET: SPEND PER FLIGHT

Spring	$236,160.00
Summer	$ 41,328.00
Fall	$312,912.00
	$590,400.00

BUDGET: SPEND PER MEDIUM

Out-of-home[1]	$250,658.90	38%
Digital[2]	$127,505.13	19%
Print	$ 48,084.50	7%
Television	$150,855.00	23%
Radio	$ 80,500.00	12%

1. *Includes corporate/high school partnerships, billboards, transit, and cinema*
2. *Includes, but is not limited to: Display ad networks, Google search, YouTube, Mobile app and ad networks, digital stream services (Spotify / Pandora)*

BUDGET: SPEND PER MEDIUM

Out-of-home[1]	$129,800.00	22%
Digital	$307,008.00	52%
Print	$ 53,136.00	9%
Television	$ 47,232.00	8%
Radio	$ 53,136.00	9%

1. *For FY15-16 corporate/high school sponsorship expenses will be drawn from a separate account*

SOUTH TEXAS COLLEGE
7. SECURITY BENCHMARK MEMBERSHIP

NAME			Center for Internet Security	
ADDRESS			31 Tech Valley Dr	
CITY/STATE/ZIP			East Greenbush, NY 12061	
PHONE			518-596-3340	
CONTACT			Laurie Hester	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	Security Benchmark Membership Period: 8/26/15-8/25/18	$ 13,500.00	$ 13,500.00
TOTAL AMOUNT			$ 13,500.00	

SOUTH TEXAS COLLEGE
8. SPONSORSHIP ADVERTISEMENT AGREEMENT

NAME	Vipers Basketball, LLC./Rio Grande Valley Vipers
ADDRESS	4500 N 10th St Ste 315
CITY/STATE/ZIP	McAllen, TX 78504
PHONE	956-972-1145
FAX	956-972-1150
CONTACT	Laura Cisneros

#	Qty	Description	Unit Price	Extension
1	1	Sponsorship Advertisement Agreement Period: 7/3/15 - 4/30/16	$ 45,000.00	$ 45,000.00
TOTAL AMOUNT			$ 45,000.00	

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 8, 2015

PepsiCo
Mr. Christopher Martinez
1601 N International Blvd
Hidalgo, TX 78557

Dear Mr. Martinez:

On September 23, 2014, South Texas College awarded a contract to PepsiCo for Beverage Products. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from October 13, 2015 through October 12, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 12, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Mike McGraw

Name Printed: Mike McGraw

Date: 7/17/15

STC
South Texas College

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McAllen, TX 78502-9701

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3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

June 16, 2015

Allied Fire Protection-SA, LP.
Attn: Mr. Shannon Payne
501 E Cedar
McAllen, TX 78501

Dear Mr. Payne:

On November 20, 2014, South Texas College awarded a contract to Allied Fire Protection-SA, LP. for Fire Suppression Systems Service & Alarm Monitoring for the following services:

- Fire Alarm Panels – Inspection
- Kitchen Hoods – Inspection
- Fire Sprinklers – Inspection

The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2015 through November 20, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Ruben De La Cruz

Name Printed: Ruben DeLa Cruz - MANAGER

Date: 6-18-15

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872 4681
Fax (956) 872 4688

June 16, 2015

El Fire & Safety, Inc.
Attn: Mr. Fernando Rodriguez
2703 Hwy 281
Hidalgo, TX 78557

Dear Mr. Rodriguez:

On November 20, 2014, South Texas College awarded a contract to El Fire & Safety, Inc. for Fire Suppression Systems Service & Alarm Monitoring. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2015 through November 20, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Fernando Rodriguez

Date: 6/19/15

10c

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

June 16, 2015

1st Services, LLC.
Attn: Pete Desmond
2049 Industrial Dr
McAllen, TX 78504

Dear Mr. Desmond:

On November 20, 2014, South Texas College awarded a contract to 1st FP Services, LLC. for Fire Suppression Systems Service & Alarm Monitoring. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2015 through November 20, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Pete Desmond - Vice President

Date: 6/16/2015

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McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4661
Fax (956) 872-4688

June 16, 2015

Alarm Security Group, LLC./
dba ASG Security
Attn: Mr. Toby Bowen
314 Ash Ave
McAllen, TX 78501

Dear Mr. Bowen:

On November 20, 2014, South Texas College awarded a contract to Alarm Security Group, LLC./dba ASG Security for Fire Suppression Systems Service & Alarm Monitoring. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from November 21, 2015 through November 20, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through November 20, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Toby Bowen

Date: 6-16-15

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South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872 4681
Fax (956) 872 4688

July 1, 2015

Domine Catering, LLC.
Attn: Mr. Francisco Domine
7304 N 17th St
McAllen, TX 78504

Dear Mr. Domine:

On August 27, 2013, South Texas College awarded a contract to Domine Catering for Food Service – Nursing Allied Health Campus. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from October 19, 2015 through October 18, 2016 with a 4% commission on sales.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 18, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: [illegible]

Name Printed: Francisco S. Domine

Date: 07-09-15

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

HEB Grocery, Co.
Attn: Mr. Reggie Stevenson
3601 W Pecan Blvd
McAllen, TX 78501

Dear Mr. Stevenson:

On September 18, 2013, South Texas College awarded a contract to HEB Grocery, Co. for In-Store Purchase of Materials, Supplies and Miscellaneous Items. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from October 17, 2015 through October 16, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 16, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: RW

Name Printed: Reginald Stevenson

Date: 17 July 2015

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

Hobby Lobby Store's, Inc.
Attn: Rafael Pinon
3300 N Expway 83
McAllen, TX 78501

Dear Mr. Pinon:

On September 18, 2013, South Texas College awarded a contract to Hobby Lobby Store's, Inc. for In-Store Purchase of Materials, Supplies and Miscellaneous Items. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from October 17, 2015 through October 16, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 16, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Rafael P. Pinon

Date: 07-06-2015

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-6681
Fax (956) 872-4688

July 1, 2015

Sam's Club
Attn: Mr. Carlos Garcia
1400 E Jackson
McAllen, TX 78503

Dear Mr. Garcia:

On September 18, 2013, South Texas College awarded a contract to Sam's Club for In-Store Purchase of Materials, Supplies and Miscellaneous Items. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from October 17, 2015 through October 16, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 16, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Carlos Garcia

Date: 7/2/15

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

Wal-Mart
Attn: Ms. Lorena Ruvalcaba
2410 E Expway 83
Mission, TX 78572

Dear Ms. Ruvalcaba:

On September 18, 2013, South Texas College awarded a contract to Wal-Mart for In-Store Purchase of Materials, Supplies and Miscellaneous Items. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from October 17, 2015 through October 16, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through October 16, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: David

Name Printed: David Gonzalez

Date: 7/9/2015

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 14, 2015

PD Partners
Attn: Ms. Pamela Bergeron
1875 Cricket Ln
E Lansing, MI 48823

Dear Ms. Bergeron:

On September 23, 2014, South Texas College awarded a contract to PD Partners for Management and Leadership Training Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from October 1, 2015 through September 30, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through September 30, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Pamela Bergeron

Name Printed: Pamela Bergeron, P.D. Partners

Date: 7-14-15

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

Gateway Printing & Office Supply, Inc.
Attn: Mr. Butch Shook
315 S Closner
Edinburg, TX 78539

Dear Mr. Shook:

On August 26, 2014, South Texas College awarded a contract to Gateway Printing & Office Supply, Inc. for Office Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from October 1, 2015 through September 30, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through September 30, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: B. Shook

Name Printed: Butch Shook

Date: 7/2/2015

Gateway Printing & Office Supply, Inc.
315 S. Closner
Edinburg, TX 78539
(956) 383-3861 P • (956) 383-4674 F
Butch Shook

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

Quill Corporation
Attn: Mr. Kenneth M. Wnek
100 Schelter Rd
Lincoln, IL 60069

Dear Mr. Wnek:

On August 26, 2014, South Texas College awarded a contract to Quill Corporation for Office Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from October 1, 2015 through September 30, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through September 30, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Barb Slotten

Name Printed: Barb Slotten

Date: 7/10/2015

STC
South Texas College

P.O. Box 9701
McAllen, TX 78502-9701

Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-4681
Fax (956) 872-4688

July 1, 2015

Office Depot
Attn: Mr. Chris McEntee
6600 N Military Trail
Boca Raton, FL 33496

Dear Mr. McEntee:

On August 26, 2014, South Texas College awarded a contract to Office Depot for Office Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from October 1, 2015 through September 30, 2016.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through September 30, 2016 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Chris McEntee

Name Printed: CHRIS McENTEE

Date: 7-27-15

Office Depot Reviewed By RCP LEGAL

SOUTH TEXAS COLLEGE
15. DISTRICT WIDE TECHNOLOGY REQUEST
AUGUST 25, 2015

COMPUTERS

#	Qty	Description	Unit Price	Extension	Requesting Department
1	20	Computer T5810 Workstation, 500GB Hard Drive, 2TB Boot Drive Storage,	$ 1,967.91	$ 39,358.20	Learning Commons and Open Labs - Lelia Salinas
		22" Monitor, 2GB NVIDIA Video Card, 16X DVD+/-RW, Warranty			(20) Replacement systems for CLE and Instructional Resources student labs
					@ TC to be utilized by CADD and PMT Programs to support new software
		COMPUTER TOTAL		**$ 39,358.20**	

SOUTH TEXAS COLLEGE
16. CONSULTING SERVICES

NAME	Ellucian, Inc. through Texas A&M University - Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium
ADDRESS	6300 Ocean Dr
CITY/STATE/ZIP	Corpus Christi, TX 78412
PHONE	361-825-2134
FAX	361-825-5810
CONTACT	Dana Aikman

#	Qty	Description	Unit Price	Extension
1	1	Implementation and Training Period: 9/1/15 - 8/31/16	$ 104,597.00	$ 104,597.00
TOTAL AMOUNT			$	104,597.00

SOUTH TEXAS COLLEGE
17. DIGITAL SIGNAGE SOFTWARE AND LICENSES

NAME			Software House International (SHI) Government Solutions	
ADDRESS			1301 S MoPac Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			800-870-6079	
FAX			512-732-0232	
CONTACT			Jeremy Freedman	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	Publisher Cloud (CMS) Content Editing Software 22 Miles	$ 2,626.40	$ 2,626.40
2	1	23 AdSign Player Licenses 22 Miles	$ 14,526.40	$ 14,526.40
3	1	1 Wayfinding Player License 22 Miles	$ 1,994.80	$ 1,994.80
4	1	Project Management/Project Setup	$ 1,363.20	$ 1,363.20
5	1	Configuration Services for 24 Player Licenses	$ 1,200.00	$ 1,200.00
6	1	4-Hour Online Training for 4 People	$ 473.70	$ 473.70
7	1	Cloud Hosting for 24 Licenses for One (1) Year	$ 2,542.20	$ 2,542.20
8	1	1st Yr Standard Software Warranty and Support	$ -	$ -
TOTAL AMOUNT			$ 24,726.70	

SOUTH TEXAS COLLEGE
18. INCIDENT RESPONSE SERVICES

NAME	Dell Marketing, LP.
ADDRESS	P O Box 676021
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-247-4618
FAX	800-433-9527
CONTACT	Luis Herrera

#	Qty	Description	Unit Price	Extension
1	30	Incident Response Services Period: 9/1/15 - 8/31/16	$ 350.00	$ 10,500.00
TOTAL AMOUNT			$	10,500.00

SOUTH TEXAS COLLEGE
19. PORTABLE PROGRAMMABLE LOGIC CONTROLLERS

NAME			Technical Laboratory Systems, Inc.	
ADDRESS			P O Box 218609	
CITY/STATE/ZIP			Houston, TX 77218	
PHONE			800-445-1088	
FAX			281-391-1113	
CONTACT			Mike Sudduth	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	2	Portable PLC Combined Troubleshooting Learning Systems - Siemens S71200	$ 11,355.00	$ 22,710.00
2	1	50-Copy CD Print License, Portable PLC-Siemens S71200	$ 2,215.00	$ 2,215.00
3	1	50-Copy CD Print License, Portable PLC Combined Troubleshooting-S71200	$ 635.00	$ 635.00
4	1	Shipping and Handling	$ 437.00	$ 437.00
TOTAL AMOUNT			$	25,997.00

SOUTH TEXAS COLLEGE
20. APPLICATION MONITORING SOFTWARE AGREEMENT

NAME			Software House International (SHI) Government Solutions	
ADDRESS			1301 S MoPac Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			800-870-6079	
FAX			512-732-0232	
CONTACT			Jeremy Freedman	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	SolarWinds Network Performance Monitor SLX -License + 1 Year Maintenance (renewal)- Unlimited elements-Win Period: 9/1/15 - 8/31/16	$ 4,846.90	$ 4,846.90
2	1	SolarWinds Maintenance- Technical Support (renewal) - Phone Consulting- 1 year - for SolarWinds NetFlow Traffic Analyzer Module for NPM SLX Period: 9/1/15 - 8/31/16	$ 2,793.30	$ 2,793.30
3	1	SolarWinds Maintenance-Technical Support (renewal) - Phone Consulting - 1 Year- 24x7- for SolarWinds Server & Application Monitor ALX- Unlimited Monitors-Standard polling throughput Period: 9/1/15 - 8/31/16	$ 5,705.30	$ 5,705.30
4	1	SolarWinds Maintenance-Technical Support (renewal) - Phone Consulting - 1 Year- for SolarWinds Firewall Security Manager - up to 4 devices Period: 9/1/15 - 8/31/16	$ 340.90	$ 340.90
TOTAL AMOUNT			$	13,686.40

SOUTH TEXAS COLLEGE
21. BANNER APPLICATION MAINTENANCE AGREEMENT

NAME	Ellucian, Inc. through Texas A&M University - Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium
ADDRESS	6300 Ocean Dr
CITY/STATE/ZIP	Corpus Christi, TX 78412
PHONE	361-825-2134
FAX	361-825-5810
CONTACT	Dana Aikman

#	Qty	Description	Unit Price	Extension
1	1	Banner Financial Aid	$ 30,535.58	$ 30,535.58
2	1	Banner Finance	$ 28,874.92	$ 28,874.92
3	1	Banner Finance Self-Service	$ 3,610.72	$ 3,610.72
4	1	Banner HR	$ 18,488.46	$ 18,488.46
5	1	Banner Employee Self-Service	$ 10,029.31	$ 10,029.31
6	1	Banner Student	$ 29,906.44	$ 29,906.44
7	1	Banner Student Self-Service	$ 6,484.72	$ 6,484.72
8	1	Banner Faculty Self-Service	$ 8,692.04	$ 8,692.04
9	1	EDI Smart	$ 571.77	$ 571.77
10	1	Banner Integration E-Learning	$ 10,179.78	$ 10,179.78
11	1	Banner Workflow	$ 9,905.96	$ 9,905.96
12	1	Campus Loan Manager (CLM)	$ 6,991.30	$ 6,991.30
13	1	Operational Data Store (ODS)	$ 27,726.38	$ 27,726.38
14	1	Luminis Basic	$ 32,193.72	$ 32,193.72
15	1	Enterprise Data Warehouse	$ 19,423.94	$ 19,423.94
16	1	Enrollment Management Recruiting	$ 25,497.64	$ 25,497.64
17	1	Banner Recruiting & Admission Performance	$ 17,994.37	$ 17,994.37
18	1	Banner Travel & Expense Management	$ 4,441.80	$ 4,441.80
19	1	Ellucian Degree Works	$ 8,932.03	$ 8,932.03
20	1	Ellucian Degree Works Transfer Equivalency	$ 4,466.02	$ 4,466.02
21	1	Existing 3rd Party Products - Financial Aid FM Need Analysis	$ 6,247.25	$ 6,247.25
22	1	WebFOCUS	$ 12,688.92	$ 12,688.92
23	1	XtenderSolutions	$ 5,504.37	$ 5,504.37
24	1	Application Xtender	$ 17,279.17	$ 17,279.17

SOUTH TEXAS COLLEGE
21. BANNER APPLICATION MAINTENANCE AGREEMENT

NAME			Ellucian, Inc. through Texas A&M University - Corpus Christi acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium	
#	**Qty**	**Description**	**Unit Price**	**Extension**
25	1	AppWorx	$ 26,095.46	$ 26,095.46
26	1	Cognos	$ 2,736.22	$ 2,736.22
27	1	Document Management Suite	$ 2,275.27	$ 2,275.27
28	1	Application Xtender Test Bundle	$ 1,194.05	$ 1,194.05
29	1	Banner Enterprise Job Scheduler	$ 4,637.10	$ 4,637.10
30	1	Application Xtender Web Services	$ 1,530.46	$ 1,530.46
31	1	Banner Document Management Nov 11 (Application Xtender Desktop)	$ 3,401.29	$ 3,401.29
32	1	Banner Document Management Nov 11 - (Application Xtender Image Capture & Access.NET)	$ 1,347.32	$ 1,347.32
33	1	Banner Document Management - Includes Application Xtender Package	$ 222.91	$ 222.91
34	1	Maintenance	$ 942.14	$ 942.14
35	1	Administration Fee	$ 10,753.83	$ 10,753.83
TOTAL AMOUNT			$	401,802.66

SOUTH TEXAS COLLEGE
22. DATA HOSTING AND MAINTENANCE AGREEMENT

NAME	TouchNet Information Systems, Inc.
ADDRESS	15520 College Blvd
CITY/STATE/ZIP	Lenexa, KS 66219
PHONE	913-599-6699
FAX	913-599-5588
CONTACT	Dirk Bravence

#	Qty	Description	Unit Price	Extension
1	1	Annual Subscription for 9/1/15 - 8/31/2016	$ 31,052.74	$ 31,052.74
2	1	TouchNet Hosting Services for: Payment Gateway Credit Card, Payment Gateway ACH, Payment Gateway PIN/Less Debit, Student Account Center, eBill Solution, Payment Plan Manager, Cashiering-BOE, Marketplace uPay, and Marketplace uStores.	$ 69,668.35	$ 69,668.35
3	1	TouchNet Maintenance Services: Payment Gateway Credit Card, Payment Gateway ACH and Cashiering	$ 38,154.44	$ 38,154.44
4	1	TouchNet Maintenance Services: Payment Gateway Debit	$ 4,979.60	$ 4,979.60
5	1	TouchNet Maintenance Services: Bill+Payment Suite	$ 24,445.01	$ 24,445.01
6	1	TouchNet Maintenance Services: Marketplace	$ 15,956.10	$ 15,956.10
TOTAL AMOUNT			$	184,256.24

SOUTH TEXAS COLLEGE
23. DATA STORAGE HARDWARE MAINTENANCE AGREEEMENT

NAME	Dell Marketing, LP.
ADDRESS	P O Box 67621
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-247-4618
FAX	512-283-9992
CONTACT	Missy Caris

#	Qty	Description	Unit Price	Extension
1	1	Support 24x7 Dell/Compellent Part No. CT-SC040-MTCH	$ 818.00	$ 818.00
2	1	Support 24x7 Dell/Compellent Part No. CT-SC040-MTCH	$ 818.00	$ 818.00
3	1	Support 24x7 Dell/Compellent 3.5" Part No. EN-SAS6-1235-MTCH	$ 1,411.00	$ 1,411.00
4	1	Support 24x7 Dell/Compellent 3.5" Part No. EN-SAS6-1235-MTCH	$ 1,411.00	$ 1,411.00
5	1	Support 24x7 Dell/Compellent 3.5" Part No. EN-SAS6-1235-MTCH	$ 1,411.00	$ 1,411.00
6	1	Support 24x7 Enclosure SC200 Part No. EN-SC200-1235-MTCH	$ 1,200.00	$ 1,200.00
7	1	Support 24x7 Enclosure SC200 Part No. EN-SC200-1235-MTCH	$ 1,200.00	$ 1,200.00
8	1	Support 24x7 Enclosure SC200 Part No. EN-SC200-1235-MTCH	$ 1,200.00	$ 1,200.00
9	1	Support 24x7 Enclosure SC200 Part No. EN-SC200-1235-MTCH	$ 1,200.00	$ 1,200.00
10	1	Support 24x7 SW Core Bundle Part No. SW-CORE-BASE-MTCS	$ 4,158.00	$ 4,158.00
11	8	Support 24x7 SW Core Bundle Part No. SW-CORE-EXP-MTCS	$ 533.25	$ 4,266.00
12	1	Support 24x7 Data Progression Part No. SW-DAPR-BASE-MTCS	$ 1,247.40	$ 1,247.40
13	8	Support 24x7 Data Progression Exp Part No. SW-DAPR-EXP-MTCS	$ 427.50	$ 3,420.00
14	1	Support 24x7 Replay Mgr License	$ 356.04	$ 356.04
TOTAL AMOUNT			$	24,116.44

SOUTH TEXAS COLLEGE
24. DATA STORAGE SOFTWARE MAINTENANCE AGREEMENT

NAME	Dell Marketing, LP.
ADDRESS	P O Box 676021
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-456-3355
FAX	800-433-9527
CONTACT	Emanuel Shelton

#	Qty	Description	Unit Price	Extension
1	1	CommVault Software-Premium Support Coverage Maintenance Period: 9/1/15 - 8/31/16	$ 25,500.00	$ 25,500.00
TOTAL AMOUNT			$ 25,500.00	

SOUTH TEXAS COLLEGE
25. DESKTOP SOFTWARE LICENSES MAINTENANCE AND SUPPORT

NAME			Software House International (SHI) Government Solutions	
ADDRESS			1301 S MoPac Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			800-870-6079	
FAX			512-732-0232	
CONTACT			Angela Sciortino	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	FootPrints Continuous Support (Renewal) BMC Software Part#: FP-MNT Period: 9/1/15 - 8/31/16	$ 22,975.00	$ 22,975.00
2	100	Deep Freeze Mac NA EDU Maintenance Renewal 1 yr 1000+ Faronics- Part#: DFM0.NA2LA.MR1.E09.SN Period: 9/1/15 - 8/31/16	$ 3.25	$ 325.00
3	100	Insight NA EDU Maintenance Renewal 1 yr 50+ CR Faronics - Part#: INS0.NA2LA.MR1.C05.CR Period: 9/1/15 - 8/31/16	$ 47.00	$ 4,700.00
4	3900	Deep Freeze ENT NA EDU Maintenance Renewal 1 yr 1000+ Faronics- Part#: DFE0.NA2LA.MR1.E09.SN Period: 9/1/15 - 8/31/16	$ 3.25	$ 12,675.00
TOTAL AMOUNT			$	40,675.00

SOUTH TEXAS COLLEGE
26. EMAIL SECURITY SOFTWARE LICENSES SERVICE AGREEMENT

NAME			Software House International (SHI) Government Solutions	
ADDRESS			1301 S Mo-Pac Ste 375	
CITY/STATE/ZIP			Austin, TX 78746	
PHONE			800-477-6479	
FAX			512-732-0232	
CONTACT			Angela Sciortino	
#	**Qty**	**Description**	**Unit Price**	**Extension**
1	1	Spam Detection, F-Secure Virus Protection, Zero-Hour Anti-Virus, Proofpoint - Part# PP-B-EPT-S-B	$ 12,468.66	$ 12,468.66
2	1	Regulatory Compliance, Digital Asset Security Proofpoint Part # PP-B-EPVLT-S-B Note: PACE	$ 6,381.41	$ 6,381.41
3	1	Proofpoint Encryption Proofpoint- Part# PP-M-PE-S-A Note: PACE	$ 2,260.85	$ 2,260.85
4	1	Targeted Attack Protection-URL Defense Service SaaS Proofpoint - Part# PP-M-TAPURL-S-B Note: PACE	$ 15,648.15	$ 15,648.15
5	1	Platinum Level Support SaaS (Included) Proofpoint- Part# PP-SUPPORT-PS Note: PACE	$ -	$ -
TOTAL AMOUNT			$ 36,759.07	

SOUTH TEXAS COLLEGE
27. NETWORK HARDWARE AND SOFTWARE MAINENANCE AGREEMENT

NAME	Insight Public Sector, Inc.
ADDRESS	6820 South Harl Ave
CITY/STATE/ZIP	Tempe, AZ 85283
LOCAL ADDRESS	2712 N McColl Rd McAllen, TX
PHONE	956-465-8080
FAX	630-924-6848
CONTACT	Darak Weaver

#	Qty	Description	Unit Price	Extension
1	1	Cisco SmartNet CON-ECMU-1 (Various)	$ 36,034.33	$ 36,034.33
2	1	Cisco SmartNet CON-ISV1-1 (94293354)	$ 1,764.00	$ 1,764.00
3	1	Cisco SmartNet CON-SNT-1 (Various)	$ 47,068.85	$ 47,068.85
4	1	Cisco SmartNet CON-SNT-1 (94293774)	$ 48,697.80	$ 48,697.80
5	1	Cisco SmartNet CON-SNT-1 (93391581)	$ 1,874.80	$ 1,874.80
TOTAL AMOUNT			$	135,439.78

SOUTH TEXAS COLLEGE
28. ONLINE ORIENTATION HOSTED SUBSCRIPTION SERVICES

NAME	Comevo, LLC.
ADDRESS	3591 Sacramento Dr #114
CITY/STATE/ZIP	San Luis Obispo, CA 93401
PHONE	800-748-0975
FAX	805-277-9625
CONTACT	Scott Machado

#	Qty	Description	Unit Price	Extension
1	1	Online Orientation Subscription Fee: Enterprise Package Period: 9/1/15 - 8/31/16	$ 15,600.00	$ 15,600.00
TOTAL AMOUNT			$ 15,600.00	

SOUTH TEXAS COLLEGE
29. SERVER HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT

NAME	Hewlett Packard Company
ADDRESS	8000 Foothills Blvd
CITY/STATE/ZIP	Roseville, CA 95747
PHONE	800-386-1115
FAX	800-307-0361
CONTACT	Tristan Crowder

#	Qty	Description	Unit Price	Extension
1	1	Server Maintenance: N1508011EB_DLO_05JB2 Period: 9/1/15 - 8/31/16	$ 10,606.20	$ 10,606.20
2	1	Server Maintenance: 3-1142195625 Period: 9/1/15 - 8/31/16	$ 9,818.80	$ 9,818.80
3	1	Server Maintenance: 3-1559255493 Period: 9/1/15 - 8/31/16	$ 1,703.52	$ 1,703.52
TOTAL AMOUNT			$	22,128.52

SOUTH TEXAS COLLEGE
30. SERVER HARDWARE MAINTENANCE AND SUPPORT AGREEMENT

NAME	Dell Marketing, LP.
ADDRESS	P O Box 67621
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-247-4618
FAX	866-584-8581
CONTACT	Jareth Barahona

#	Qty	Description	Unit Price	Extension
1	1	Server Power Edge Annual Renewal of Maintenance & Support Period: 9/1/15 - 8/31/16	$ 37,041.95	$ 37,041.95
TOTAL AMOUNT			$	37,041.95

SOUTH TEXAS COLLEGE
31. SYSTEM APPLIANCE MAINTENANCE AGREEMENT

NAME	Dell Marketing, LP.
ADDRESS	P O Box 676021
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-247-4618
FAX	512-283-9992
CONTACT	Carlos Nazas

#	Qty	Description	Unit Price	Extension
1	18	One-Year Extended Service Agreement for F5 Premium Service- Includes LTM & APM Level 1-3 (A7329584)	$ 849.19	$ 15,285.42
2	3	One-Year Extended Service Agreement for F5 Premium Service- Includes LTM & APM Level 1-3 (A7329583)	$ 84.47	$ 253.41
3	55	One-Year Extended Service Agreement for F5 Premium Service- Includes LTM & APM Level 1-3 (A7329582)	$ 0.87	$ 47.85
TOTAL AMOUNT			$	15,586.68

SOUTH TEXAS COLLEGE
32. TEXSHARE LIBRARY DATABASE PROGRAM PARTICIPATION

NAME	Texas State Library and Achieves Commission
ADDRESS	1201 Brazos St
CITY/STATE/ZIP	Austin, TX 78701
PHONE	512-463-7402
FAX	512-936-2306
CONTACT	Russlene Waukechon

#	Qty	Description	Unit Price	Extension
1	1	TexShare Database Membership fee for Fiscal year 2016 Org ID: 320 Period: 9/1/16 - 8/31/17	$ 19,157.38	$ 19,157.38
TOTAL AMOUNT			$ 19,157.38	

SOUTH TEXAS COLLEGE
33. VMWARE MAINTENANCE AGREEMENT

NAME	Dell Marketing, LP.
ADDRESS	P O Box 676021
CITY/STATE/ZIP	Dallas, TX 75267
PHONE	800-247-4618
FAX	512-283-9992
CONTACT	Emanuel Shelton

#	Qty	Description	Unit Price	Extension
1	1	VLA ACAD Basic Sns View 4 Premier Desktop Add-on 10 Desktop NMS 1 Yr (A5869859)	$ 233.62	$ 233.62
2	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
3	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
4	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
5	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
6	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
7	2	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 707.70
8	2	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 707.70
9	4	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 1,415.40
10	4	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 1,415.40
11	2	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 707.70
12	1	VLA ACAD Basic Sns View 4 Premier Desktop Add-on 10 Desktop NMS 1 Yr (A5869859)	$ 233.62	$ 233.62
13	2	VLA Vmware Basic Vsphere 6 Ent 1 Proc 1 Yr (A8305392)	$ 353.85	$ 707.70

SOUTH TEXAS COLLEGE
33. VMWARE MAINTENANCE AGREEMENT

NAME			Dell Marketing, LP.	
#	**Qty**	**Description**	**Unit Price**	**Extension**
14	2	VLA Vmware Prod Vsphere 6 Ent 1 Proc 1 Yr (A8274581)	$ 702.82	$ 1,405.64
15	4	VLA Vmware Prod Vsphere 6 Ent 1 Proc 1 Yr (A8274581)	$ 702.82	$ 2,811.28
16	2	VLA Vmware Prod Vsphere 6 Ent 1 Proc 1 Yr (A8274581)	$ 702.82	$ 1,405.64
17	2	VLA Vmware Prod Vsphere 6 Ent 1 Proc 1 Yr (A8274581)	$ 702.82	$ 1,405.64
18	6	VLA Vmware Prod Vsphere 6 Ent 1 Proc 1 Yr (A8274581)	$ 702.82	$ 4,216.92
19	1	VLA Vmware Prod Sup/Sub Vmware Vcenter Server 6 Standard for Vsphere 6 1 Yr (A8262728)	$ 1,220.90	$ 1,220.90
20	1	VLA Vmware Prod Sup/Sub Vmware Vcenter Server 6 Standard for Vsphere 6 1 Yr (A8262728)	$ 1,220.90	$ 1,220.90
21	1	Electronic License Confirmation Elec Download only (A3458532)	$ -	$ -
22	1	VLA ACAD Basic Sns View 4 Premier Desktop Add-on 10 Desktop NMS 1 Yr (A5869859)	$ 233.62	$ 233.62
23	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
24	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
25	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
26	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
27	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
28	1	VLA Vmware Prod Sns View 4 Premier Desktop Add-on 10 Desktop VMS 1 Yr (A8473865)	$ 464.31	$ 464.31
TOTAL AMOUNT			$	25,156.79

SOUTH TEXAS COLLEGE
34. WEB CONTENT MANAGEMENT SYSTEM

NAME	Hannon Hill Corporation
ADDRESS	3423 Piedmont Rd Ste 520
CITY/STATE/ZIP	Atlanta, GA 30305
PHONE	678-904-6900
FAX	404-835-8633
CONTACT	Joel Dixon

#	Qty	Description	Unit Price	Extension
1	1	Cascade Server Hosted Instance Renewal Period: 9/1/15 - 8/31/16	$ 34,800.00	$ 34,800.00
2	1	Consulting Package - 50 Hours	$ 11,750.00	$ 11,750.00
TOTAL AMOUNT			$	46,550.00

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

Approval of a twelve month contract extension for Commercial Card Services with BBVA Compass from September 1, 2015 through August 31, 2016 will be requested at the August 25, 2015 Board meeting.

Purpose – BBVA Compass provides a Commercial Card Account which can be used to purchase goods and services from those merchants that accept cards as a method of payment.

Justification – The AP card serves as an accounts payable department payment solution. It allows the Business Office to expedite payments to vendors and reduce payment processing and statement reconciliation costs and time for the College. In addition, the program offers the College the potential to earn revenue share on payments made using the AP card. The revenue share is calculated annually and is based on the charge volume and ranges from 1.00% for total charges between $1,500,000 and $1,999,999 to 1.35% for total charges of $15,000,000 and greater. The AP card solution is provided by BBVA Compass as a service to the College.

Background – The contract for commercial card services for the period of April 1, 2013 through August 31, 2014 was awarded to BBVA Compass at the March 26, 2013 Board of Trustees meeting. On August 26, 2014, The Board of Trustees approved a twelve month agreement extension for commercial card services with BBVA Compass from September 1, 2014 through August 31, 2015.

As of July 27, 2015, the AP card was utilized as follows:

Date	Card Transactions	Amount
April 2014	126	$ 74,050.11
May 2014	327	$197,066.15
June 2014	250	$218,520.72
July 2014	376	$238,324.94
August 2014	251	$362,230.60
September 2014	337	$221,998.81
October 2014	383	$326,926.04
November 2014	289	$281,898.19
December 2014	260	$197,584.63
January 2015	306	$230,322.03
February 2105	381	$206,953.62
March 2015	395	$264,861.01
April 2015	503	$383,926.87
May 2015	500	$354,877.52
June 2015	430	$323,913.19
July 2015	287	$219,194.96
Total	**5,401**	**$4,102,649.39**

The annual rebate received for the period of June 2014 through May 2015 was as follows:

Rate	Amount Spent	Rebate
0.45%	$157,666.75	$ 709.50
1.20%	$3,188,931.97	$38,267.18
	Total Rebate	**$38,976.68**

Funding Source – There is no cost to the College for this service.

Reviewers – The payment history and annual rebate data was reviewed by the Vice President for Finance and Administrative Services, Comptroller, and Business Office.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the August 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources committee recommend for Board approval at the August 25, 2015 Board meeting, the twelve month extension for Commercial Card Services with BBVA Compass from September 1, 2015 through August 31, 2016.

Review and Recommend Action on Proposed Employee Salary Pay Plans for FY 2015-2016

Approval of the Proposed Employee Salary Pay Plans for FY 2015-2016 will be requested at the August 25, 2015 Board meeting.

Purpose - The Proposed Employee Salary Pay Plans for FY 2015-2016 for all employee groups is presented for the Committee's review and consideration. The Employee Salary Pay Plans include the proposed pay grade ranges for Classified, Professional Technical (exempt and non-exempt), Administrative, Executive, and Faculty.

Justification - The Employee Salary Pay Plan information was prepared by the Office of Human Resources to reflect the College's proposed compensation structure for FY2015-2016.

Background – Evergreen Solutions conducted a full compensation study in FY 2014 and recommended a more consistent compensation structure which improved consistency within the uniformity of spread within each pay grade range. Range spreads are a measure of a pay range's width, calculated as the percent increase from the minimum salary to the maximum salary of the range. Upon completion of the compensation study, the minimum of the adopted pay plan was set to 7.3% above the minimum starting salary for the classified range of the prior pay plan to match market conditions. In addition, adjustments were made to placement in pay grade based on time in classification and educational supplements were provided to eligible employees.

Reviewers - The President and all the Vice Presidents reviewed the Plan and approved the proposed revisions. New positions included within the Plan were reviewed and approved by the Board of Trustees in July 2015.

Enclosed Documents - A copy of the Proposed Employee Salary Pay Plan is included under separate cover. Staff is still in the process of proofing the document. There may be minor changes prior to final presentation to the Board due to personnel actions such as resignations and/or corrective revisions.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the August 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the August 25, 2015 Board meeting, the Proposed Employee Salary Pay Plans for FY 2015-2016, as presented.

Review and Recommend Action on Proposed Staffing Plan for FY 2015-2016

Approval of the Proposed Staffing Plan for FY 2015-2016 will be requested at the August 25, 2015 Board meeting.

Purpose - The Proposed Staffing Plan for FY 2015-2016 for all employee groups is presented for the Committee's review and consideration. The Staffing Plan includes all positions, titles, classifications, salaries, and salary pools under each Division and Organization of the College. The Staffing Plan also includes title changes for some positions as requested by the Vice Presidents and President and as approved by the Board of Trustees in July, 2015.

Justification - The Staffing Plan information was prepared by the Office of Human Resources, in collaboration with Business Office, to reflect the College's proposed staffing and salary structure for FY 2015-2016.

Background – As indicated in Policy 4100, College Staffing Plan, the Staffing Plan is the official document listing position titles, employees, and salaries for each fiscal year. The Staffing Plan is not a contract between the College and any person listed on it, and neither the Staffing Plan nor any action taken by the Board of Trustees concerning it should be considered creating contract rights, expectations of continued employment, or a property interest for any person listed in the Staffing Plan.

Funding Source – The organization funding each position is listed on the Staffing Plan and is subject to Board approval of the FY 2015-2016 Budget.

Reviewers - The President and all the Vice Presidents reviewed the Plan and approved the proposed revisions. New positions included within the Plan were reviewed and approved by the Board of Trustees in July.

Enclosed Documents - A copy of the FY 2015-2016 Staffing Plan is included under separate cover. Staff is still in the process of proofing the document. There may be minor changes prior to final presentation to the Board due to personnel actions such as resignations and/or corrective revisions.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the August 13, 2015 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the August 25, 2015 Board meeting, the Proposed Staffing Plan for FY 2015-2016, as presented.

Review and Discussion of Proposed Budget for FY 2015-2016

Enclosed is the Proposed Budget for FY 2015-2016 for your information and review.

Dr. Shirley A. Reed, President and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will discuss the proposed budget for FY 2015-2016 with the Committee.

The revenues and expenditures for FY 2015-2016 are based on the following:

Revenues:

- State appropriation revenue is projected to increase $2,687,290 from FY 2015. In addition, there is an overall increase in other state revenues consisting of TRS, ORP, and medical insurance for FY 2016, in the amount of $274,132. The state appropriation amount is based on the allocations included in House Bill 1 and the other state revenue is based on state allocation schedules.

- Tuition for FY 2016 is based on projected enrollment of 19,196 traditional students, a 2% increase from Fall 2014, and 13,546 dual enrollment tuition free students for Fall 2015. The projections indicate an increase in tuition of approximately $1,054,379 in FY 2016 and include the Board approved changes to the In District, Out of District, and Out of State tuition rates, and the addition of the new Chemistry, Physics, and Astronomy differential tuitions of $10 per semester credit hour.

- Fees for FY 2016 are based on the same enrollment projections as tuition. The projections include the Board approved increase of $2 per semester credit hour for the Information Technology Fee, the increase of $2 per semester credit hour for the Learning Support Fee, the new Student Activity Fee of $2 per semester credit hour, the removal of the First Repeat and Second Repeat Fees in the amounts of $50 per semester credit hour and $75 per semester credit hour, respectively, and the increase of $25 per semester credit hour for the Third or More Repeat Fee. The projections indicate an increase in fees of approximately $673,986 in FY 2016.

- Other revenue is expected to increase $552,859 in FY 2016. The projected increase is mainly due to the increased revenue from dual enrollment cost reimbursements.

- Tax revenue for FY 2016 is expected to increase $1,658,376, due to an increase in tax appraised values. Of the total increase in tax revenue, approximately $309,116 is due to the increased tax rate of 3 cents related to the 2013 Bond Program.

- Carryover Allocations is projected to decrease $2,241,106 in FY 2016. The decrease mainly resulted from the decrease of $3,500,000 in the transfer to the Unexpended Plant Fund and the addition of approximately $1,000,000 in carryover funds for Information Services and Planning and Strategic Initiatives.

Expenditures:

- The Salary expenditures budget is proposed to increase $3,297,246 in FY 2016 mainly due to the following:

Addition of new faculty positions approved by the Board of Trustees at the February 24, 2015 Board Meeting (15 faculty)	$825,000
Addition of Internal Audits positions approved by the Board of Trustees at the March 31, 2015 Board Meeting	126,000
Salary adjustments for faculty and staff	1,742,772
Proposed new positions (net)	1,387,341
Proposed increase for pools	82,000
Proposed salary reclassifications/adjustments	198,804
Restoration of FY 2015 frozen positions	302,446
Reductions in salary pools and positions partially funded in FY 2016	(1,367,117)
Total	**$3,297,246**

- The Benefits expenditures budget for FY 2016 is proposed to increase by $728,221.

- The Operating expenditures budget for FY 2016 is proposed to increase by $3,852,928 primarily due to additional marketing and advertising, and improvements for the College's technology resources.

- The Travel expenditures budget for FY 2016 is proposed to increase by $239,044. Approximately twenty five percent of the travel budget represents local mileage reimbursement for faculty.

- The Capital Outlay expenditures budget for FY 2016 is proposed to increase by $970,061 primarily due to equipment needed for instructional programs, improvements for the College's technology resources, and items essential for improving the efficiency of the College.

- The Transfers and Contingencies budget for FY 2016 is proposed to decrease by $4,457,584. The decrease is primarily due to the decrease of $3,500,000 for the transfer to the unexpended plant fund and the decrease of $1,000,000 for the transfer to the renewals and replacements plant fund. The Limited Tax, Bond Series 2014 Reserve increased by $309,116 and the MTR Bond Series 2007 debt service is projected to increase by $2,000 in FY 2016. This debt service is paid from maintenance and operations taxes.

Financial managers have submitted their anticipated expenditure budgets through the budget database for operating, travel, and capital. These expenditures are included in the Proposed Budget for FY 2015-2016.

Copies of the Proposed Draft Budget for FY 2015-2016 are included under separate cover. There may be additional changes prior to final presentation to the Board.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will present the Preliminary Summary of Proposed Budget for FY 2015-2016.

The Proposed Budget for Fiscal Year 2015-2016 is presented for information and review by the Committee. No action is required from the Committee.

South Texas College

Unrestricted Fund

Preliminary Summary of Projected Revenues and Expenditures

Fiscal Years 2015-2016

Preliminary

Budget Summary #30
August 7, 2015

Summary of Revenues	FY 2015 Amended Budget	FY 2016 Requested Budget	Difference FY 2015 Approved to FY 2016 Requested
State Appropriation Revenue	$ 35,896,669	$ 38,583,959	$ 2,687,290
Other State Revenue-ORP	*462,776*	*468,921*	*6,145*
Other State Revenue-TRS	*1,813,018*	*1,928,486*	*115,468*
Other State Revenue-HEGI	*4,488,858*	*4,641,377*	*152,519*
Other State Revenue Subtotal	6,764,652	7,038,784	274,132
Total State Revenues	**42,661,321**	**45,622,743**	**2,961,422**
Total Tuition	**30,671,130**	**31,725,509**	**1,054,379**
Total Fees	**25,600,496**	**26,274,482**	**673,986**
Total Other Revenues	**3,243,620**	**3,796,479**	**552,859**
Total Local Taxes	**35,159,302**	**36,508,562**	**1,349,260**
Total Local Taxes - Bond 2014	**8,754,098**	**9,063,214**	**309,116**
Total Carryover Allocations	**12,195,166**	**9,954,060**	**(2,241,106)**
Total Revenues	**$ 158,285,133**	**$ 162,945,049**	**$ 4,659,916**

Summary of Expenditures	FY 2015 Amended Budget	FY 2016 Requested Budget	Difference FY 2015 Approved to FY 2016 Requested
Total Salaries	**$ 82,256,576**	**$ 85,553,822**	**$ 3,297,246**
Total Benefits	**24,110,566**	**24,868,787**	**758,221**
Total Operating	**27,669,177**	**31,522,105**	**3,852,928**
Total Travel	**1,729,252**	**1,968,296**	**239,044**
Total Capital Outlay	**1,244,212**	**2,214,273**	**970,061**
Total Expenditures	**$ 137,009,783**	**$ 146,127,283**	**$ 9,117,500**
Transfers & Reserves			
Debt Service (MTR Bond Series 2007)	395,400	397,400	2,000
Transfer to Unexpended Plant Fund	8,500,000	5,000,000	(3,500,000)
Transfer to Renewals & Replacements Plant Fund	1,000,000	-	(1,000,000)
Transfer to NAAMREI/IAM	625,852	357,152	(268,700)
Contingency Fund	2,000,000	2,000,000	-
LT, Bond Series 2014	8,754,098	9,063,214	309,116
Total Transfers & Reserves	**21,275,350**	**16,817,766**	**(4,457,584)**
Total Expenditures, Transfers and Reserves	**$ 158,285,133**	**$ 162,945,049**	**$ 4,659,916**

Revenues over Expenditures	**$ -**	**$ -**	**$ -**

Proposed Budget
FY 2015-2016

Proposed Unrestricted Fund Revenues
FY 2015-2016

Summary of Revenues	FY 2015 Amended Budget	FY 2016 Proposed Budget	Increase/ (Decrease)
State Appropriation Revenue	$35,896,669	$38,583,959	$2,687,290
Other State Revenue – ORP	*462,776*	*468,921*	*6,145*
Other State Revenue – TRS	*1,813,018*	*1,928,486*	*115,468*
Other State Revenue - HEGI	*4,488,858*	*4,641,377*	*152,519*
Other State Revenue Subtotal	6,764,652	7,038,784	274,132
Total State Revenues	**42,661,321**	**45,622,743**	**2,961,422**
Total Tuition	**30,671,130**	**31,725,509**	**1,054,379**
Total Fees	**25,600,496**	**26,274,482**	**673,986**
Total Other Revenues	**3,243,620**	**3,796,479**	**552,859**
Total Local Taxes	**35,159,302**	**36,508,562**	**1,349,260**
Total Local Taxes – Bond 2014	**8,754,098**	**9,063,214**	**309,116**
Total Carryover Allocations	**12,195,166**	**9,954,060**	**(2,241,106)**
Total Revenues	**$158,285,133**	**$162,945,049**	**$4,659,916**

Proposed Unrestricted Fund Expenditures
FY 2015-2016

Summary of Expenditures	FY 2015 Amended Budget	FY 2016 Proposed Budget	Increase/ (Decrease)
Total Salaries	**$82,256,576**	**$85,553,822**	**$3,297,246**
Total Benefits	**24,110,566**	**24,868,787**	**758,221**
Total Operating	**27,669,177**	**31,522,105**	**3,852,928**
Total Travel	**1,729,252**	**1,968,296**	**239,044**
Total Capital Outlay	**1,244,212**	**2,214,273**	**970,061**
Total Expenditures	**$137,009,783**	**$146,127,283**	**$9,117,500**
Transfers and Reserves			
Debt Service (MTR Bond Series 2007)	395,400	397,400	2,000
Transfer to Plant Funds	8,500,000	5,000,000	(3,500,000)
Transfer to Renewals & Replacements Plant Fund	1,000,000	-	(1,000,000)
Transfer to NAAMREI / IAM	625,852	357,152	(268,700)
Contingency Fund	2,000,000	2,000,000	-
LT, Bond Series 2014	8,754,098	9,063,214	309,116
Total Transfers and Reserves	**21,275,350**	**16,817,766**	**(4,457,584)**
Total Expenditures, Transfers & Reserves	**$158,285,133**	**$162,945,049**	**$4,659,916**

Projected Unrestricted Fund Revenues
FY 2015-2016

Projected State Appropriation Revenue FY 2015-2016

Appropriation Category	FY 2014-2015	FY 2015-2016	Increase/(Decrease)
Core Operations	$500,000	$500,000	-
Contact Hour Funding	$31,439,246	$33,607,347	$2,168,101
Student Success	$3,394,950	$3,670,736	$275,786
BAT	$562,473	$805,876	$243,403
Total	**$35,896,669**	**$38,583,959**	**$2,687,290**

Projected State Insurance Contribution FY 2015-2016

SB 1812, Eighty-third Legislature, set the payroll state contribution rate for Higher Education Group Insurance (HEGI) contributions for community colleges at 50% of the cost associated with eligible employees. Total projected State Insurance Contribution is **$4,641,377**.

	FY 2015			FY 2016		
Plan Name	**Premium**	**Contribution (State Pays 50%)**	**Employee Pays**	**Premium**	**Contribution (State Pays 50%)**	**Employee Pays**
Member Only	$537.66	$537.66	$0	$576.54	$576.54	$0
Member & Spouse	$1,153.42	$845.54	$307.88	$1,237.02	$906.78	$330.24
Member & Children	$949.94	$743.80	$206.14	$1,018.78	$797.66	$221.12
Member & Family	$1,565.70	$1,051.68	$514.02	$1,679.26	$1,127.90	$551.36

Projected State Retirement Contribution FY 2015-2016

SB 1812, Eighty-third Legislature, limited the payroll state contribution rate for Optional Retirement Program (ORP) and the Teacher Retirement System (TRS) to 50% of the contribution. Total projected State Retirement Contribution is **$2,397,407.**

	FY 2015		FY 2016	
	Contribution Rate (State pays 50%)	Employee Contribution Rate	Contribution Rate (State pays 50%)	Employee Contribution Rate
ORP	6.6% / 8.5%	6.65%	6.6% / 8.5%	6.65%
TRS	6.8%	6.7%	6.8%	7.2%

Projected Student Enrollment FY 2015-2016

Traditional and Dual Enrollment Students

Total projected Tuition and Fee Revenue is **$57,999,991.**

	FY 2015 Actual/Projected		FY 2016 Projected					
Term	**Traditional**	**Dual Enrollment**	✓ **Traditional**	**Traditional Increase %**	**Traditional Increase**	✓ **Dual Enrollment**	**Dual Enrollment Increase %**	**Dual Enrollment Increase**
Fall	18,820	12,505	19,196	2.00%	376	13,546	8.32%	1,041
Spring	17,180	13,305	17,524	2.00%	344	13,869	4.24%	564
SS1	6,823	2,100	6,959	2.00%	136	2,812	33.90%	712
SS2	4,115	850	4,197	2.00%	82	1,054	24.00%	204
Total	**46,938**	**28,760**	**47,876**			**31,281**		

Projected Taxable Value and Tax Rate
FY 2015-2016

Total estimated Local Tax Revenue is **$45,571,776.**

County	FY 2014 Levy 2013 Taxable Value	FY 2015 Levy 2014 Taxable Value	FY 2016 Levy 2015 Taxable Value
Hidalgo County	$28,420,291,101	$29,130,282,895	$31,190,329,931
Starr County	$1,825,908,590	$1,834,876,530	$2,114,162,760
Total	**$30,246,199,691**	**$30,965,159,425**	**$33,304,492,691**

Tax	FY 2014 Levy 2013 Tax Rate	FY 2015 Levy 2014 Tax Rate	FY 2016 Levy 2015 Tax Rate
Maintenance and Operations (M&O)	$0.1100	$0.1400	$0.1400
Interest and Sinking (I&S)	$0.0400	$0.0450	$0.0450
Total	**$0.1500**	**$0.1850**	**$0.1850**

Projected Carryover Allocations
FY 2015-2016

Carryover Allocations	Amount
Non Public Fund	$1,009,498
Unexpended Construction Plant	5,000,000
Continuing Education	929,188
Capital Carryover	1,000,000
Contingency Fund	2,000,000
Carryover Adjustments (Nursing, Royalties)	15,374
Total Carryover Allocations	**$9,954,060**

Projected Unrestricted Fund Expenditures
FY 2015-2016

Projected Salary Expenditures
FY 2015-2016

Function	Amount	Percentage
Instruction	$48,015,858	56.12%
Public Service	474,643	.55%
Academic Support	9,763,914	11.41%
Student Services	8,038,242	9.40%
Institutional Support	13.088,409	15.30%
Operation & Maintenance	6,172,757	7.22%
Total Proposed Salaries Expenditures	**$85,553,822**	**100.00%**

Projected Capital Expenditures
FY 2015-2016

Capital Expenditures Budget Proposals	Amount
Instruction Ultrasound phantoms, 3D printer, portable radiography unit, obstetrics and patient simulator	$334,736
Academic Support Faculty evaluation system, curriculum system, and library books and videos	401,537
Institutional Support Timekeeping system, PeopleAdmin management system, portal upgrades, parking ticket software, JagMobile 4.0, Oracle firewall and data masking, and new Oracle licenses	1,405,000
Operations and Maintenance Cargo and delivery vehicle and document storage	73,000
Total Proposed Increase	**$2,214,273**

Auxiliary Fund
FY 2015-2016

Total Revenues	Total Expenditures
2,119,070	$2,119,070

Revenue Sources	Expenditure Types
Bookstore Commissions	Student/Employee Initiatives
Food Service Sales	Food Service Expenditures
Vending Machine Commissions	Student/Employee Initiatives
Conferences Revenue	Conference Expenditures
Child Care Center Revenue	Child Care Center Expenditures
Student Copier Revenue	Student Copier Expenditures

Restricted Fund
FY 2015-2016

Total Revenues	Total Expenditures
$78,540,505	$78,540,505

Revenue Sources	Expenditure Types
State and Federal Financial Aid	Pell, SEOG, College Work-Study, TEOG Initial and Renewal
State and Federal Grants	TWC Skills Development Fund, Carl Perkins, Nursing Shortage Reduction, Veterans Chapter 31, Wagner Peyser
Private and Local Grants and Scholarships	Student scholarships, VIDA, City of McAllen

Plant Fund
Unexpended-Construction Fund Non-Bond and Bond
FY 2015-2016

Fund	Revenues, Transfer In and Fund Balance Allocation	Expenditures, Transfers and Reserves
Unexpended-Construction Fund-Non-Bond	$13,053,265	$13,053,265
Unexpended-Construction Fund-Bond	$97,862,574	$97,892,574
Total	$110,915,839	$110,915,839

Fund	Ending Cash Balance
Unexpended-Construction Fund-Non-Bond	$15,506,607
Unexpended-Construction Fund-Bond	$60,001,336
Total	$75,507,943

Plant Fund

Renewals & Replacement and Retirement of Indebtedness
FY 2015-2016

Fund	Revenues, Transfer In and Fund Balance Allocation	Expenditures, Transfers and Reserves
Unexpended-Renewals & Replacement	$4,641,250	$4,641,250
Unexpended-Retirement of Indebtedness	$18,981,642	$18,981,642

Fund	Ending Cash Balance
Unexpended-Renewals & Replacement	$16,698,570
Unexpended-Retirement of Indebtedness	$10,765,983

Thank you

Questions?

Review and Discussion of South Texas College Proposed 2015 Tax Rate

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

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate. The College is proposing to adopt a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate and therefore, must hold two public hearings. It is proposed to have the first public hearing on September 10, 2015 and the second public hearing on September 17, 2015.

The notice of effective tax rate concerning the 2015 Property Tax Rate has been published in accordance with the Truth-In-Taxation requirements in the Monitor and Town Crier. A copy is enclosed for your information and review. In addition, the College must publish the Notice of Public Hearings on Tax Increase in a newspaper or mail it to each property owner at least seven (7) days before the public hearings. Furthermore, Tax Code Section 26.065 requires supplemental notice for the hearing on a tax rate increase. If the taxing unit owns, operates, or controls an Internet Web site, the unit shall post on its Web site this additional notice of the public hearings at least seven (7) days immediately before the first hearing on the proposed tax rate increase and remain until the second hearing is concluded.

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

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			$0.1789	$57,033,907
Rollback Tax Rate	$0.1462	$0.0450	$0.1912	$60,658,334
Proposed Tax Rate	***$0.1400***	***$0.0450***	***$0.1850***	***$58,831,387***

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

The proposed debt rate of $0.0450 is the amount necessary to fully fund all the debt service payments, including the LT Bond, Series 2014. The College will maintain the FY 2014-2015 debt rate of $0.0450.

STC is required to hold two public hearings and publish special notices before adopting the proposed tax rate of $0.1850 since this total tax rate exceeds the lower of the effective tax rate or the rollback tax rate. The proposed tax rate would raise $58,831,387, which is $3,482,846 more than taxes imposed last year.

The Notice of Effective Tax Rate for 2015 and a Presentation follow in the packet for your information and review.

2015 Property Tax Rates in South Texas College

This notice concerns the 2015 property tax rates for South Texas College. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per $100 of property value.

Last year's tax rate:	
Last year's operating taxes	$38,937,258
Last year's debt taxes	$12,515,547
Last year's total taxes	$51,452,805
Last year's tax base	$27,812,327,027
Last year's total tax rate	$0.1850/$100
This year's effective tax rate:	
Last year's adjusted taxes (after subtracting taxes on lost property)	$51,408,617
÷ This year's adjusted tax base (after subtracting value of new property)	$28,730,203,142
=This year's effective tax rate (Maximum rate unless unit publishes notices and holds hearings.)	$0.1789/$100
This year's rollback tax rate:	
Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	$38,902,047
÷ This year's adjusted tax base	$28,730,203,142
=This year's effective operating rate	$0.1354/$100
x 1.08=this year's maximum operating rate	$0.1462/$100
+ This year's debt rate	$0.0450/$100
= This year's total rollback rate	$0.1912/$100

Statement of Increase/Decrease

If South Texas College adopts a 2015 tax rate equal to the effective tax rate of $0.1789 per $100 of value, taxes would increase compared to 2014 taxes by $1,263,454.

Schedule A - Unencumbered Fund Balance

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

Type of Property Tax Fund	Balance
Interest and Sinking Money Market Account	15,330,515

Schedule B - 2015 Debt Service

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

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
South Texas College District Limited Tax Refunding Bonds, Series 2007	5,875,000	861,750	0	6,736,750
South Texas College District Limited Tax Refunding Bonds, Series 2010	785,000	236,250	0	1,021,250
South Texas College District Limited Tax Refunding Bonds, Series 2013	1,590,000	96,750	0	1,686,750
South Texas College District Limited Tax Bonds, Series 2014	0	2,687,500	0	2,687,500
South Texas College District Limited Tax Bonds, Series 2015	520,000	4,381,340	0	4,901,340

Total required for 2015 debt service	$17,033,590
- Amount (if any) paid from Schedule A	$3,770,000
- Amount (if any) paid from other resources	$0
- Excess collections last year	$0
= Total to be paid from taxes in 2015	$13,263,590
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2015	$0
= Total debt levy	$13,263,590

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

Name of person preparing this notice: Pablo (Paul) Villarreal, Jr.
Title: Hidalgo County Tax Assessor/Collector
Date Prepared: 08/06/2015

Proposed 2015 Tax Rate

Proposed Tax Rate

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

Truth in taxation is designed to inform the public of increases in total tax revenues assessed by taxing units.

Proposed Tax Rate

Tax Rate Calculations

	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate			$0.1789	$57,033,907
Rollback Tax Rate	$0.1462	$0.0450	$0.1912	$60,658,334
Proposed Tax Rate	**$0.1400**	**$0.0450**	**$0.1850**	**$58,831,387**

Proposed Tax Rate: $0.1850

STC is required to hold two public hearings and publish special notices before adopting the proposed tax rate since the proposed rate ($0.1850):

- Exceeds the lower of the effective tax rate of ($0.1789) or;
- The rollback tax rate of ($0.1912)

Action on Proposed Tax Rate

Deadline for chief appraiser to certify rolls to taxing units - July 27, 2015.

Certification of anticipated collection rate by collector.

Calculation of effective and rollback tax rates.

Action on Proposed Tax Rate

Publication of effective and rollback tax rates, statement, and schedules – August 12, 2015

Meeting of governing body to discuss tax rate - August 25, 2015

If proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule 2 public hearings - August 25, 2015

Action on Proposed Tax Rate

Notice of Public Hearing on Tax Increase is published at least 7 days before public hearing - September 1, 2015

1st Public Hearing - September 10, 2015

Notice of Tax Revenue Increase published before meeting at least 7 days before meeting - September 17, 2015

Action on Proposed Tax Rate

2nd Public Hearing (may not be earlier than 3 days after 1st Public Hearing) - September 17, 2015

Schedule and announce meeting to adopt tax rate 3 to 14 days from this date - September 18, 2015

Meeting to adopt tax rate. Meeting is 3 to 14 days after 2nd Public Hearing - September 22, 2015

Thank you

Questions?

Review and Recommend Action To Take Record Vote and Schedule Two Public Hearings Regarding Adoption of the Proposed Tax Rate that Exceeds the Lower of the Effective Tax Rate or the Rollback Tax Rate

Approval to take Record Vote and Schedule two Public Hearings regarding adoption of the proposed tax rate that exceeds the lower of the effective tax rate or the rollback tax rate will be requested at the August 25, 2015 Board meeting.

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

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			$0.1789	$57,033,907
Rollback Tax Rate	$0.1462	$0.0450	$0.1912	$60,658,334
Proposed Tax Rate	***$0.1400***	***$0.0450***	***$0.1850***	***$58,831,387***

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

The Notice of Public Hearing on Tax Increase and the Notice of Tax Revenue Increase follow in the packet for the Committee's information and review.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the August 25, 2015 Board meeting, to take a record vote and schedule two public hearings, one on September 10, 2015 at 5:30 PM and the second hearing on September 17, 2015 at 5:30 PM before adopting the proposed tax rate of $0.1850 which exceeds the lower of the effective tax rate or the lower of the rollback tax rate.

Notice of Public Hearing on Tax Increase

The South Texas College will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 3.41 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 10, 2015 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

The second public hearing will be held on September 17, 2015 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

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

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

The average taxable value of a residence homestead in South Texas College last year was $61,214. Based on last year's tax rate of $0.1850 per $100 of taxable value, the amount of taxes imposed last year on the average home was $113.25.

The average taxable value of a residence homestead in South Texas College this year is $66,143. If the governing body adopts the effective tax rate for this year of $0.1789 per $100 of taxable value, the amount of taxes imposed this year on the average home would be $118.33.

If the governing body adopts the proposed tax rate of $0.1850 per $100 of taxable value, the amount of taxes imposed this year on the average home would be $122.36.

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

NOTICE
OF TAX REVENUE INCREASE

The South Texas College conducted public hearings on September 10, 2015 and September 17, 2015 on a proposal to increase the total tax revenues of the South Texas College from properties on the tax roll in the preceding year by 3.41 percent.

The total tax revenue proposed to be raised last year at last year's tax rate of $0.1850 for each $100 of taxable value was $51,452,805.

The total tax revenue proposed to be raised this year at the proposed tax rate of $0.1850 for each $100 of taxable value, excluding tax revenue to be raised from new property added to the tax roll this year, is $53,150,876.

The total tax revenue proposed to be raised this year at the proposed tax rate of $0.1850 for each $100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is $54,513,739.

The Board of Trustees of South Texas College is scheduled to vote on the tax rate that will result in that tax increase at a public meeting to be held on September 22, 2015 at South Texas College, Board Rm, Ann Richards Admin. Bldg, 2nd Floor, 3201 W. Pecan, McAllen, TX 78501 at 5:30 PM.

Review and Discussion of Position Vacancy Report for FY 2014-2015

The Staffing Plan Position Vacancy Report for FY 2014-2015 follows in the packet for the Committee's information and review. Information is current as of August 6, 2015.

Dr. Shirley A. Reed and Mrs. Mary Elizondo will discuss the report with the Committee.

The Position Vacancy Report for FY 2014-2015 is based on the following:

- **Vacant Full Time Regular Positions - New - Board Approved Positions for FY 2014-2015:**

  ⇒ The staffing plan for FY 2014-2015 began with 28 new Board approved positions. As of August 6, 2015, Seven (7) new positions approved for FY 2014-2015 remain vacant. Approximately 71% or 5 of the new positions are currently advertised or an applicant recommendation is in progress. For the remaining two positions, the budget is unavailable for one and the other is a position change for FY16.

- **Vacant Full Time Regular Positions – Continuing – CONTINUED from FY 2013-2014:**

  ⇒ A list of seventy one (71) vacant positions due to employee resignations, terminations, and retirement is included and designated as Continuing. These positions are advertised until filled. Approximately 76% or 54 of these positions are currently advertised or in progress for final approval. Ten (10) of the 71 advertised positions have recommendations currently in progress. Seventeen (17) positions are on hold primarily due to funding allotted for temporary positions.

- **Full Time Regular Positions – Partially Funded in FY 2014-2015:**

  ⇒ The staffing plan for FY 2014-2015 called for **44** partially funded positions. As of August 6, 2015, sixteen (16) positions of the 44 remain vacant. These positions were partially funded (less than 100%) in the FY 2014-2015 staffing plan in order to balance the total projected expenditures and total projected revenues. These positions are included on the staffing plan with a salary amount of $2.00 and the total actual salary budget is designated under a "70% Salary Pool" in each account. Approximately 56% or 9 positions are currently advertised or currently in progress for final approval.

The Position Vacancy Report for Fiscal Year 2014-2015 is presented for information and review by the Committee. No action is required from the Committee.

SOUTH TEXAS COLLEGE

NEW Vacant Full-Time Regular Positions Approved for FY2014-2015

New

As of August 6, 2015

Division	Position	Type	Category	Title	Status (1 thru 5)	POSITION STATUS	Proposed Hire Date
Academic Advancement							
HS Programs and Services	703284	New	Prof/Tech Support Exempt	Coord for CTE - Early College High Schools	4	Screening in Progress	08-17-14
Professional & Organizational Dev	705352	New	Prof/Tech Support Exempt	Coord for Professional & Organizational Dev	4	Screening in Progress	08-17-14
Finance and Administrative Services							
Human Resources	703241	New	Prof/Tech Support Exempt	Coordinator for Human Resources	3	Re-Advertised	09-01-15
Human Resources	702241	New	Prof/Tech Support Non-Exempt	Benefits Specialist	x	Position Chng for FY16	09-01-15
Information Services, Planning and Strategic Initiatives							
Infrastructure	716393	New	Prof/Tech Support Exempt	Applications Analyst III	4	Screening in Progress	08-17-15
Infrastructure	717393	New	Prof/Tech Support Exempt	Applications Analyst III	4	Screening in Progress	08-17-15
Office of the President							
Office of President	701340	New	Executive Exempt	Executive Vice President for Student Success	x	Budget Unavailable	01-01-16

Legend
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
4 - Screening in Progress
5 - Recommendation in Progress
x - Other

South Texas College

Vacant-Continuing Full-Time Regular Positions from FY2014-2015

Continuing

As of August 6, 2015

Division	Position	Type	Category	Title	Date Position Vacated	Status (1 thru 5)	Position Status	Proposed Hire Date
Academic Advancement								
Academic Advancement	700089	Cont	Classified Non-Exempt	Administrative Assistant	08-31-15	1	Pending Requisition	09-01-15
Centers for Learning Excellence	721423	Cont	Prof/Tech Support Non-Exempt	CLE Manager	07-31-15	4	Screening in Progress	08-17-15
Centers for Learning Excellence	720423	Cont	Prof/Tech Support Non-Exempt	CLE Manager	05-08-15	4	Screening in Progress	08-17-15
Centers for Learning Excellence	703591	Cont	Administrative Exempt	Director of Ctrs for Lrng Excellence	Funding Encumbered	5	Recommendation in Progress	09-01-15
Centers for Learning Excellence	702423	Cont	Classified Non-Exempt	Learning Excellence Lab Tech	03-11-11	x	Position Chng for FY16	09-01-15
Centers for Learning Excellence	707423	Cont	Classified Non-Exempt	Secretary	10-10-14	x	Position Chng for FY16	09-01-15
Centers for Learning Excellence	705423	Cont	Classified Non-Exempt	Secretary	08-01-15	3	Advertised	09-01-15
Academic Affairs								
Distance Education-Instructional	701374	Cont	Prof/Tech Support Non-Exempt	Course Development Specialist	06-30-15	2	Requisition in Progress	09-01-15
Distance Education-Instructional	704276	Cont	Prof/Tech Support Exempt	Instructional Designer	06-30-15	4	Screening in Progress	08-17-15
Community Engagement and Workforce Development								
Alternative Teacher Certification	701873	Cont	Classified Non-Exempt	Customer Service Technician	Funding Encumbered	x	Budget Unavailable	09-01-15
Alternative Teacher Certification	701880	Cont	Prof/Tech Support Exempt	Program Manager	11-30-07	x	Position Chng for FY16	09-01-15
CPWE - State	705587	Cont	Classified Non-Exempt	Compliance Assistant	Funding Encumbered	x	Budget Unavailable	09-01-15
CPWE - State	708587	Cont	Classified Non-Exempt	Customer Service Technician	11-09-12	x	Budget Unavailable	09-01-15
CPWE - State	707587	Cont	Classified Non-Exempt	Customer Service Technician	Funding Encumbered	x	Budget Unavailable	09-01-15
CPWE - State	714590	Cont	Classified Non-Exempt	Customer Service Technician	06-30-12	4	Screening in Progress	08-17-15
CPWE - State	716590	Cont	Prof/Tech Support Exempt	Continuing Education Coord	11-30-10	x	Budget Unavailable	09-01-15
CPWE - State	718590	Cont	Prof/Tech Support Exempt	Program Developer and Coordinator	Funding Encumbered	x	Budget Unavailable	09-01-15
CPWE - State	720565	Cont	Prof/Tech Support Exempt	Program Developer and Manager	03-03-09	x	Position Chng for FY16	09-01-15
Grant Development & Compliance	701321	Cont	Administrative Exempt	Director of Grant Dev and Mgmnt	08-31-14	3	Re-Advertised	09-01-15
Division of Business and Technology								
Business and Technology	701264	Cont	Classified Non-Exempt	Lab Assistant - Culinary Arts	Funding Encumbered	x	Position Chng for FY16	09-01-15
Welding	701311	Cont	Classified Non-Exempt	Lab Assistant - Welding	10-03-14	4	Screening in Progress	08-17-15
Division of Liberal Arts and Social Sciences								
Div Liberal Arts & Social Sciences	702426	Cont	Classified Non-Exempt	Developmental Lab Technician	Funding Encumbered	x	On hold	09-01-15
Div Liberal Arts & Social Sciences	700173	Cont/Adj	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-21-14	5	Recommendation in Progress	08-10-15
Division of Math, Science and Bachelor Programs								
Div. of Math, Science & BA Programs	701298	Cont	Classified Non-Exempt	Administrative Assistant	Funding Encumbered	4	Screening in Progress	08-17-15
Biology	700204	Cont	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	07-10-15	3	Advertised	09-01-15
Biology	701204	Cont	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	08-21-15	2	Requisition in Progress	09-01-15
Mathematics	702415	Cont	Classified Non-Exempt	Faculty Secretary	08-07-15	1	Pending Requisition	09-01-15
Division of Nursing and Allied Health								
Associate Degree Nursing	704557	Cont	Prof/Tech Support Non-Exempt	Certified Lab Asst	06-30-11	4	Screening in Progress	08-17-15
Emergency Medical Technology	701555	Cont	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	4	Screening in Progress	08-17-15
Emergency Medical Technology	700012	Cont	Classified Non-Exempt	Faculty Secretary	08-05-15	1	Pending Requisition	09-01-15

Legend
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
4 - Screening in Progress
5 - Recommendation in Progress
x - Other

South Texas College

Vacant-Continuing Full-Time Regular Positions from FY2014-2015

Continuing

As of August 6, 2015

Division	Position	Type	Category	Title	Date Position Vacated	Status (1 thru 5)	Position Status	Proposed Hire Date
Finance and Administrative Services								
Business Office	736184	Cont/Adj	Prof/Tech Support Non-Exempt	Accountant	06-30-14	4	Screening in Progress	08-17-15
Business Office	704184	Cont	Classified Non-Exempt	Accounting Assistant	02-18-15	4	Screening in Progress	08-17-15
Business Office	792184	Cont	Classified Non-Exempt	Accounting Assistant	06-22-15	4	Screening in Progress	09-01-15
Business Office	738184	Cont	Classified Non-Exempt	Accounting Assistant	07-05-15	3	Advertised	09-01-15
Business Office	728184	Cont/Adj	Prof/Tech Support Non-Exempt	Accounting Group Supervisor	06-30-14	x	Budget Unavailable	09-01-15
Cashiers Office	700050	Cont	Classified Non-Exempt	Cashier	02-20-15	5	Recommendation in Progress	08-10-15
Cashiers Office	727184	Cont	Classified Non-Exempt	Cashier	04-05-15	4	Screening in Progress	08-17-15
Custodial	721502	Cont	Classified Non-Exempt	Custodian	01-23-15	5	Recommendation in Progress	08-10-15
Custodial	717502	Cont	Classified Non-Exempt	Custodian	03-31-15	5	Recommendation in Progress	08-10-15
Custodial	700502	Cont	Classified Non-Exempt	Custodian	03-06-15	4	Screening in Progress	08-17-15
Custodial	753502	Cont	Classified Non-Exempt	Lead Custodian	05-11-15	2	Requisition in Progress	09-01-15
Dir Fac Planning & Construction	701501	Cont	Administrative Exempt	Director of Facilities Planning and Construction	05-31-15	3	Advertised	09-01-15
Facility Maintenance	702515	Cont	Classified Non-Exempt	Electrician	05-31-15	3	Advertised	09-01-15
Human Resources	717240	Cont	Classified Non-Exempt	Payroll Assistant - Human Resources	06-07-15	5	Recommendation in Progress	08-10-15
Office of Safety and Security	708499	Cont	Classified Non-Exempt	Administrative Assistant	08-21-15	1	Pending Requisition	09-01-15
STC Police	722514	Cont	Prof/Tech Support Non-Exempt	Police Dispatcher	12-31-13	5	Recommendation in Progress	08-17-15
STC Police	715514	Cont	Prof/Tech Support Non-Exempt	Police Officer	06-21-15	3	Advertised	09-01-15
Information Services, Planning and Strategic Initiatives								
Client Services	704392	Cont	Prof/Tech Support Non-Exempt	Client Services Specialist	07-31-14	4	Screening in Progress	08-17-15
Infrastructure	712393	Cont	Prof/Tech Support Non-Exempt	Applications Analyst I	01-05-15	1	Pending Requisition	09-01-15
Infrastructure	703395	Cont	Prof/Tech Support Non-Exempt	Applications Analyst I	06-07-15	2	Requisition in Progress	09-01-15
Infrastructure	711393	Cont	Prof/Tech Support Exempt	Applications Analyst III	09-30-14	4	Screening in Progress	08-17-15
Infrastructure	700194	Cont	Prof/Tech Support Non-Exempt	Reporting Analyst I	05-31-15	2	Requisition in Progress	09-01-15
Information Services and Planning	729101	Cont	Prof/Tech Support Exempt	Project Manager - IS&P	08-06-14	x	On hold	09-01-15
Instructional Resource Open Lab	704426	Cont	Classified Non-Exempt	Open Lab Technician	Title/Org Change	5	Recommendation in Progress	08-10-15
Instructional Resource Open Lab	715102	Cont	Classified Non-Exempt	Open Lab Technician	05-20-15	5	Recommendation in Progress	08-10-15
Library Public Services	739101	Cont	Prof/Tech Support Non-Exempt	Library Specialist	05-31-15	4	Screening in Progress	08-17-15
Library Public Services	732101	Cont	Prof/Tech Support Non-Exempt	Library Specialist	04-19-15	4	Screening in Progress	08-17-15
Research and Analytical Services	702170	Cont	Prof/Tech Support Exempt	Institutional Research Analyst	07-13-15	3	Advertised	09-01-15
Telecom	702392	Cont	Prof/Tech Support Non-Exempt	Network Services Specialist	06-01-14	4	Screening in Progress	08-17-15
Office of the President								
Office of President	704362	Cont	Classified Non-Exempt	Administrative Assistant	Funding Encumbered	x	Position Chng for FY16	09-01-15
Office of President	700202	Cont	Classified Non-Exempt	Administrative Assistant	09-09-08	x	Position Chng for FY16	09-01-15
Office of President	711462	Cont	Prof/Tech Support Non-Exempt	Coordinator of Events	06-21-15	x	Position Chng for FY16	09-01-15
Office of President	704587	Cont	Classified Non-Exempt	Customer Service Technician	07-31-15	1	Pending Requisition	09-01-15
Student Affairs and Enrollment Management								
Dual2Degree	711610	Cont	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	07-02-15	3	Advertised	09-01-15
Dual2Degree	704610	Cont	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	07-31-15	3	Advertised	09-01-15
Dual2Degree	722610	Cont	Prof/Tech Support Non-Exempt	Coordinator of Dual Enrollment	06-30-15	3	Advertised	09-01-15
Enrollment Services & Records	713612	Cont	Classified Non-Exempt	Records Technician	03-31-15	5	Recommendation in Progress	08-17-15
Student Activities and Wellness	700080	Cont	Prof/Tech Support Non-Exempt	Student Activities Specialist	06-05-15	3	Advertised	09-01-15
Student Assessment Center	705331	Cont	Classified Non-Exempt	Staff Secretary	07-05-15	2	Requisition in Progress	09-01-15
Student Affairs & Enrollment Management	700068	Cont	Classified Non-Exempt	Financial Aid Technician	08-03-15	1	Pending Requisition	09-01-15
Student Affairs & Enrollment Management	700190	Cont	Executive Exempt	VP Student Affairs & Enrollment Management	-	3	Re-Advertised	09-01-15

Budget Unavailable = Budget is allocated and being used for another position, such as a temporary position or direct wage employee

Legend
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
4 - Screening in Progress
5 - Recommendation in Progress
x - Other

South Texas College

Full Time Regular Vacant Positions - Partial-Funded Percentage in Salary Pool (Not at 100%)

Partially Funded

As of August 6, 2015

Division	Position	Type	Category	Title	Date Position Vacated	Status (1 thru 5)	Position Status	Proposed Hire Date
Division of Liberal Arts and Social Sciences								
Div Liberal Arts & Social Sciences	700250	FUND%-CONT	Administrative Exempt	Dean for Liberal Arts	01-01-14	x	Position Chng for FY16	09-01-15
Division of Nursing and Allied Health								
Division of Nursing and Allied Health	700557	FUND%-CONT	Administrative Exempt	Dean for Nursing and Allied Health	08-14-15	3	Advertised	09-01-16
Finance and Administrative Services								
Accountability & Management Svcs	705160	FUND%-CONT	Classified Non-Exempt	Accountability Assistant	09-13-09	x	Budget Unavailable	09-01-15
Business Office	702184	FUND%-CONT	Prof/Tech Support Non-Exempt	Accounting Specialist	04-30-14	x	On hold	09-01-15
Cashiers Office	712184	FUND%-CONT	Classified Non-Exempt	Cashier II	09-01-14	4	Screening in Progress	09-01-15
Cashiers Office	739184	FUND%-CONT	Prof/Tech Support Exempt	Systems Analyst I - FAS	11-01-13	x	Budget Unavailable	09-01-15
Facility Maintenance	700004	FUND%-CONT	Prof/Tech Support Exempt	Maintenance Manager	08-21-13	3	Re-Advertised	09-01-15
Human Resources	704240	FUND%-CONT	Administrative Exempt	Assistant Director of Human Resources	09-01-14	5	Recommendation in Progress	08-10-15
Information Services, Planning and Strategic Initiatives								
Infrastructure	710395	FUND%-CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	08-31-13	4	Screening in Progress	09-01-15
Infrastructure	715393	FUND%-CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	10-31-13	4	Screening in Progress	09-01-15
IT Risk and Security	701171	FUND%-CONT	Prof/Tech Support Exempt	Project Manager - Technology Resources	Title/Org Change	3	Advertised	09-01-15
Library Public Services	731101	FUND%-CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	4	Screening in Progress	09-01-15
Office of the President								
Office of President	701369	FUND%-CONT	Administrative Exempt	Director of Fundraising	On hold	x	On hold	09-01-16
Student Affairs and Enrollment Management								
Advising	732332	FUND%-NEW	Prof/Tech Support Non-Exempt	Advisor	09-01-14	4	Screening in Progress	09-01-15
Advising	730332	FUND%-CONT	Prof/Tech Support Non-Exempt	Special Programs Spec	01-01-11	x	Budget Unavailable	09-01-15
Student Financial Services	722440	FUND%-CONT	Prof/Tech Support Non-Exempt	Financial Aid Outreach Spec	09-01-14	x	Budget Unavailable	09-01-15

Budget Unavailable = Budget is allocated and being used for another position, such as a temporary position or direct wage employee

Legend
1 - Pending Requisition
2 - Requisition in Progress
3 - Advertised
4 - Screening in Progress
5 - Recommendation in Progress
x - Other

Review and Discussion of Broaddus and Associates Construction Program Management Fee and Payment Schedule

A new report reflecting information regarding the Broaddus & Associates construction program management fee and payment schedule has been developed for the Committee's review and information and follows in the packet.

Beginning in August 2015, the new report will be included in the Monthly Financial Reports, which are presented at the monthly Board Meeting.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will discuss this report with the Committee.

The Broaddus and Associates Construction Program Management Fee and Payment Schedule is presented for information and review by the Committee. No action is required from the Committee.

South Texas College
Broaddus and Associates Construction Program Management Fee and Payment Schedule
As of July 31, 2015

	Fee Per Agreement		Cumulative Payments As of July 31, 2015 (1)		Balance As of July 31, 2015	
Category	Fee Amount	Fee Allocated Percentage	Fee Amount Paid	Fee Paid Percentage	Fee Amount Not Paid	Fee Not Paid Percentage
1. Mobilization	$ 397,500	10.00%	$ 395,516	99.50%	$ 1,984	0.05%
2. Design	1,590,000	40.00%	294,411	18.52%	1,295,589	32.59%
3. Bidding Construction	1,788,750	45.00%	70,861	3.96%	1,717,889	43.22%
4. Project Closeout	198,750	5.00%	-	0.00%	198,750	5.00%
Total Fee	**$ 3,975,000**	**100.00%**	**$ 760,788**		**$ 3,214,212**	**80.86%**

Fee Amount Per Agreement	$ 3,975,000
Total Paid as of July 31, 2015	**$ 760,788**
Percentage Completed	19.14%
Percentage Not Completed	80.86%

Category	Description
1. Mobilization	Pre-Project Planning, A/E Selection, BIM Macro BIM.
2. Design	Schematic, Design Development, Contraction Documents.
3. Bidding Construction	Contractor Seletion, Daily Reports, Photos & Meeting, Field & Quality Assurance Oversight.
4. Project Closeout	Testing, Turnover, Training, Warranty Compliance, Final Completion.

(1) Invoice amounts submitted by Broaddus & Associates are based on the percentage of completion per category for each project. Invoices are reviewed by the Facilities Planning & Construction staff and the Vice President for Finance & Administrative Services.

Contract Date: August 27, 2014