

**South Texas College**  
**Board of Trustees**  
**Finance and Human Resources Committee**  
**Ann Richards Administration Building Board Room**  
**Pecan Campus**  
**Tuesday, March 8, 2016**  
**@ 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 February 16, 2016 and February 22, 2016 Finance and  
Human Resources Committee Minutes**

The Minutes for the Finance and Human Resources Committee Meetings of February 16, 2016 and February 22, 2016 are presented for Committee approval.

**Finance and Human  
Resources Committee  
Minutes  
February 16, 2016**

**South Texas College  
Board of Trustees  
Finance and Human Resources Committee  
Ann Richards Administration Building Board Room  
Pecan Campus  
Tuesday, February 16, 2016  
@ 5:45 p.m.  
McAllen, Texas**

**Minutes**

The Finance and Human Resources Committee Meeting was held on Tuesday, February 16, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:45 p.m. with Dr. Alejo Salinas, Jr., Committee Chair, presiding.

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

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Mrs. Becky Cavazos, Mrs. Brenda Balderaz, Mr. Paul Varville, and Mr. Andrew Fish

**Approval of January 12, 2016 Finance and Human Resources Committee Minutes**

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Ms. Rose Benavidez, the Minutes for the Finance and Human Resources Committee Meeting of January 12, 2016 were approved as written. The motion carried.

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

Approval of the Hidalgo County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the February 23, 2016, Board meeting.

**Purpose** – The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and possible action on the tax resale of ten (10) properties.

Eleven properties were presented to the Finance and Human Resources Committee, but Gustavo Martinez with Linebarger Goggan Blair & Sampson, LLP advised that the property

identified as #6 (T-193-10-C) was not approved by another entity, and the Committee was asked to strike that property from its recommendation. The remaining ten properties were presented for Committee recommendation of Board approval.

**Justification** – The Texas Property Tax Code requires approval from all taxing entities for the resale of a property for an amount that is less than the appraised value on a resale auction.

**Background** - On January 12, 2016 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.

Linebarger Goggan Blair & Sampson, LLP submitted for the Board of Trustees' consideration the analysis of the bids received. The total amount the College would receive is \$6,378.63

**Enclosed Documents** - The Resolution Authorizing the Tax Resale was provided in the packet for the Committee's review. Also included was a listing of the bids, the legal description for each property, as well as the amount of the bid, the South Texas College amount, and the Analysis of Bids Received.

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP attended the 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 recommend Board approval of the Hidalgo County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented.

### **Review and Discussion of College Investments**

A report on the College's investments and investment strategy was presented.

**Purpose** – Ms. Susan Anderson from Valley View Consulting, L.L.C. presented on the investment strategy for College funds and provided an overview of the funds that have been invested.

**Justification** - The presentation provided a brief overview of the Investment Advisor's investment strategy and updated the Committee on future steps.

**Background** – On March 31, 2015, the Board of Trustees approved the award of Investment Advisory Services to Valley View Consulting, L.L.C. Valley View Consulting, L.L.C. has advised South Texas College on options for investments with other financial institutions in addition to the College's bank depository. Valley View Consulting, L.L.C. has assisted the College in developing and executing an investment strategy for College funds while maintaining the preservation and safety of principal, adequate liquidity and maximizing yield

of the College's investment portfolio. The Investment Advisor and College staff worked closely together to review the investment strategy and to identify the best investments available.

The investment strategy considered the following elements:

- Cash flows
- BBVA Compass minimum balance requirement of \$25,000,000.00
- Laddering of investments
- CD bank solicitation responses
- Bond construction projects draw schedule and bond proceeds investments
- Collateral requirements
- Safekeeping account
- Future steps

### Cash Flows

Valley View's investment strategy was developed around projected cash flows identified through extensive cash flow analysis going back for four years of College history. The cash flow model was used to divide balances into three different investment components.

- The first component was the amount that should be left liquid to cover those obligations that were expected to occur within the next three months. That portion of the portfolio should be kept in cash equivalent positions, such as investment pools and money market accounts.
- The second component was for the core portion of the portfolio, or that position that can be reasonably expected to remain unused, based upon historical experiences. Valley View looked back to identify the lowest balance that the Operating Fund ever experienced over the last four years and then categorized half of that amount as the investable core. The investable core was the portion of the portfolio balance that can comfortably be invested beyond the fiscal year.
- The third consideration was for the remainder of the portfolio balance after liquidity and core, called the intermediate portion. The intermediate portion was used to match projected obligations occurring within the fiscal year.

### BBVA Compass Minimum Balance Requirement

The College's Depository Bank required that \$25 million of available funds be kept as a minimum cash balance at the bank to cover banking service fees. These funds were removed from the Operating Fund portfolio and placed into a portfolio entitled, "Operating Fund Reserves." These funds were extracted from the Operating Fund cash flow model calculations.

### Laddering of Investments

Valley View targeted a laddered structure to ensure that investment maturities were available to match projected obligations. In an upward sloping yield curve, the longer the maturity term of an investment, the higher the interest rate. Laddering investments to match anticipated obligations enables the College to extend maturities out along the yield curve to enhance the overall yield of the portfolio.

### CD Solicitation and Responses

The first and second round of investment transactions primarily addressed the core component of the portfolio.

The first CD rate solicitation, which was limited to South Texas area banks, occurred in November 2015. The solicitation resulted in one CD investment with Texas Regional Bank and five CD investments with Inter National Bank for operating funds. The second CD rate solicitation, which also occurred in November 2015, was expanded to banks outside of the South Texas area, but also included local area banks. The solicitation resulted in one CD investment with Texas Regional Bank and seven CD investments with Southside Bank for operating and bond funds. One CD was executed to address one of the intermediate rungs on the maturity ladder.

### Bond Construction Projects Draw Schedule

Bond proceeds, in the amount of \$20 million, were invested in CD's in the second round of investments. Future bond proceed investments will consider the construction draw schedule to ensure that funds are available as needed. The investment strategy for bond proceeds must consider the requirements that the interest rate may not be lower than the treasury yield. The College must open a safekeeping account to hold securities that may be purchased through the result of a competitive yield solicitation for bond proceeds and operating funds.

Enclosed Document – A copy of the College's Quarterly Investment Report as of January 31, 2016 was provided in the packet for the Committee's information and review. In addition a Schedule of Deposit Accounts and Investments by Maturity Terms as of January 31, 2016 and a PowerPoint presentation was included for the Committee's information and review.

Ms. Anderson recommended a revision to Policy to expand the number of eligible banks that could respond to investment opportunities solicited on behalf of South Texas College.

The Finance and Human Resources Committee asked Ms. Anderson to return in March 2016 to present the 2<sup>nd</sup> quarter investment report.

Reviewers – The Vice President for Finance and Administrative Services and Business Office staff reviewed the information being presented.

Mary Elizondo, Vice President for Finance and Administrative Services, attended the February 16, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

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

The Finance and Human Resources Committee was asked to recommend Board approval of the proposal awards, purchases, and renewals as listed below:

- |  |  |
|--|--|
| <p><b>A. Awards</b><br/> <b>B. Instructional Items</b></p> | <p><b>C. Non – Instructional Items</b><br/> <b>D. Technology Items</b></p> |
|--|--|

**A. Awards**

- 1) **Moving Services (Award):** award the proposal for moving services for the period beginning February 24, 2016 through February 23, 2017 with two one-year options for renew, at an estimated amount of \$16,000.00 to the following vendors:
  - **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
  - **Groves Moving & Storage** (Harlingen, TX)
- 2) **Internet Service Provider (Award):** award the proposal for an internet service provider to **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning March 1, 2016 through February 28, 2019 with two one-year options to renew, at a monthly amount of \$4,127.00, an annual amount of \$49,524.00, and a total amount of \$148,572.00;
- 3) **Parking Permit and Citation Management System (Award):** award the proposal for a parking permit and citation management system to **Cardinal Tracking, Inc.** (Lewisville, TX), at a total cost of \$100,320.00;

**B. Instructional Items**

- 4) **Braille Services (Purchase):** purchase braille services from **Mov'in & Tapin** (Weslaco, TX), (New), a sole source vendor, for the period beginning February 24, 2016 through August 31, 2016, at an estimated amount of \$30,000.00;
- 5) **Exam Management Solutions (Purchase):** purchase exam management solutions from **ExamSoft Worldwide, Inc.** (Boca Raton, FL), a sole source vendor, for the period beginning March 1, 2016 through July 31, 2017, at an estimated cost of \$18,750.00;
- 6) **Power Fluid Equipment (Hydraulic Trainers) (Purchase):** purchase power fluid equipment (hydraulic trainters) from **Technical Laboratory System, Inc.** (Houston, TX), a Harris County Department of Education – Choice Partner Purchasing Cooperative approved vendor, at a total cost of \$107,698.00;
- 7) **Ultrasound Training Simulator (Purchase):** purchase an ultrasound training simulator from **Medsim, Inc.** (Ft. Lauderdale, FL), a sole source vendor, at a total cost of \$92,915.00;
- 8) **Nursing and Allied Health Equipment and Supplies (Renewal):** renew the contracts for nursing and allied health equipment and supplies for the period beginning April 21, 2016 through April 20, 2017, at an estimated cost of \$165,000.00 with the following vendors:

|   |  |
|---|--|
| a. <b>Henry Schein, Inc.</b> (Melville, NY) | b. <b>Lee's Pharmacy &amp; Medical Equipment</b> (McAllen, TX) |
| c. <b>Meadows Medical</b> (Quogue, NY)      | d. <b>Med One Equipment Services</b> (Sandy, UT)               |



|  |  |
|--|--|
| e. <b>Moore Medical, LLC.</b> (Farmington, CT)               | f. <b>Enterprise, Inc./dba Pocket Nurse</b> (Monaca, PA) |
| g. <b>Southeastern Emergency Equipment</b> (Youngsville, NC) |  |

**C. Non – Instructional Items**

**9) Furniture (Purchase):** purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$46,072.64;

| # | Vendor   | Amount      |
|---|--|-------------|
| A | <b>Cramer, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)                | \$26,150.08 |
| B | <b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX) | \$19,922.56 |
|   | Total  | \$46,072.64 |

**10) Civil Engineering Services – On-Call Services – Non Bond (Renewal):** renew the contracts for civil engineering services – on-call services – non bond for the period beginning March 31, 2016 through March 30, 2017 with the following vendors:

- a. **Half Associates, Inc.** (McAllen, TX)
- b. **Melden & Hunt, Inc.** (Edinburg, TX)
- c. **Perez Consulting Engineers, LLC.** (McAllen, TX)
- d. **R. Gutierrez Engineering Corporation** (Pharr, TX)

**11) Risk Management Services (Renewal):** renew the risk management services contract with **Shepard Walton King Insurance Group** (McAllen, TX), for the period beginning May 1, 2016 through April 30, 2017, at an estimated cost of \$18,500.00;

**D. Technology**

**12) Campus Receivable Collector (CRC) Software and Training Services (Purchase):** purchase campus receivable collector (CRC) software and training services from **Texas A & M University – Corpus Christi**, an institute of higher education for the State of Texas, for an on behalf of the Texas Connection Consortium (TCC), and Ellucian Company, L.P., for the period beginning March 1, 2016 through February 28, 2017, at an estimated cost of \$18,643.00;

**13) Computers, Laptops, and Tablets (Purchase):** purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), in the total amount of \$138,646.43;

**14) Servers and Switches (Purchase):** purchase servers and switches from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$70,716.12;

**15) Public Website Hosting Services (Renewal):** renew the public website hosting services agreement with **Rackspace Hosting** (San Antonio, TX), a sole source vendor, for the period beginning March 1, 2016 through February 28, 2017, at an annual amount of \$30,513.24.

**SUMMARY TOTAL:**

The total for all proposal awards, purchases, and renewals was \$1,002,346.43.

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

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

Approval will be requested at the February 23, 2016 Board of Trustees meeting for dispose/recycle technology and electronic 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 and electronic items is requested.

**Purpose** – The Fixed Asset/Inventory Department requested the disposal/recycle of technology and electronic 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 and electronic items become obsolete, out of warranty or not functioning, it was 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 would clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems were properly disposed of.

The technology and electronic items were located at the South Texas College, Technology Campus, Receiving Department, 3700 West Military Hwy Building D., McAllen, Texas.

**Reviewers** – These items were inspected by the Technology Resources (TR), Instructional Technologies (IT), and approved by the Interim Vice President for Information Services, Planning and Strategic Initiatives to be disposed after Board approval.

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

Mary Elizondo, Vice President for Finance and Administrative Services, Dr. David Plummer, Interim Vice President for Information Services, Planning and Strategic Initiatives, and Becky Cavazos, Director of Purchasing, attended the February 16, 2016 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/recycle of technology and electronic 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 and electronic items as presented. The motion carried.

### **Review and Recommend Action on Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County**

Approval to renew the contract with Linebarger Goggan Blair & Sampson, LLP to provide delinquent tax collection services for Hidalgo and Starr counties at a 15% fee based on the amount of delinquent tax, penalty, and interest collected for a period from May 1, 2016 through April 30, 2017 will be requested at the February 23, 2016 Board meeting.

**Purpose** – The delinquent tax collection services contract with Linebarger Goggan Blair & Sampson, LLP expired on April 30, 2016. Approval to renew the contract for a one-year period was needed in order to provide collection services for delinquent property taxes that are owed to the College.

**Justification** - Property Tax Code Section 6.30 (c) states that the governing body of a taxing unit may contract with any competent attorney to represent the unit to enforce the collection of delinquent taxes. The attorney's compensation is set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. The Board of Trustees previously approved a 15 percent penalty fee.

**Background** - The contract for delinquent tax collection services was awarded to Linebarger Goggan Blair & Sampson, LLP at the March 25, 2014 Board meeting for the contract period beginning May 1, 2014 through April 30, 2015 with two (2) one-year renewal options. This was the second renewal of the two (2) one-year renewal options.

**Funding Source** – The delinquent tax collection services fee of 15 percent was paid to Linebarger Goggan Blair & Sampson, LLP from the tax collection revenues collected by Hidalgo County and Starr County.

**Enclosed Documents** - A Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year and a Summary Total Tax Levy Uncollected 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 renewal of the Delinquent Tax Contracts for Starr County and Hidalgo County at a 15% fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for a one-year period from May 1, 2016 to April 30, 2017 as presented. The motion carried.

**Review and Recommend Action on Resolution to Impose a 15%  
Penalty for Collection of Delinquent Taxes as Authorized Under Section 33.07  
of the Texas Property Tax Code for Attorney Fees and Expenses**

Approval of the Resolution imposing a 15% penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for attorney fees and expenses will be requested at the February 23, 2015 Board meeting.

**Purpose** – A resolution authorizing the College to levy an additional penalty of 15% to the delinquent tax year 2015 district taxes is needed in order to recover the cost of attorney fees and expenses for the collection of delinquent taxes, penalty, and interest due on 2015 taxes which will remain delinquent on July 1, 2016.

**Justification** – Board action will be necessary on the Resolution previously prepared by legal counsel to approve the 15% additional penalty for the payment of attorney fees and expenses for the collection cost of delinquent taxes for Hidalgo County and Starr County collection services. According to Section 6.30 (c), Attorneys Representing Taxing Units, of the Texas Property Tax Code, the total amount of the contracted attorney's compensation may not exceed 20% of the amount of delinquent tax, penalty, and interest collected.

**Background** – The Resolution imposing a 15% penalty for the collection of tax year 2014 delinquent taxes, the College's prior tax levy year, was approved by the Board on February 24, 2015.

While state law allows the imposition of a higher penalty for collection of delinquent taxes, the College maintains the rate of 15% to simply cover the cost of collection services.

**Enclosed Documents** – The Resolution to be completed with the delinquent tax attorney firm awarded follows in the packet for the Committee's review and information.

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 Resolution imposing a 15% penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for Board approval as presented. The motion carried.

**Review and Discussion of Provisions of House Bill 1295 Related to Disclosure of  
Interested Parties by Persons Contracting with Governmental Entities  
and State Agencies**

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services and Mrs. Becky Cavazos, Director of Purchasing were prepared to provide a presentation on the provisions of House Bill 1295 related to disclosure of interested parties by person contracting with governmental entities and state agencies. House Bill 1295 was adopted by the 84th Legislature and was effective January 1, 2016.

Mr. Paul R. Rodriguez was familiar with HB 1295, and provided his own insights into the requirements of the new law as well.

The Committee asked that this item be presented to the full Board of Trustees.

**Enclosed Documents** – The House Bill 1295 PowerPoint presentation was provided in the packet for the Committee’s review and information.

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

### **Update on Hiring of Internal Auditor Position**

At the January 27, 2015 Board Meeting, the Board of Trustees approved the plan to transition the internal audit function from outsourced services to in-house staff positions. The Board of Trustees approved the positions of an Internal Auditor and a Staff Audit Specialist.

A job description for the internal auditor was prepared and the position was advertised state-wide. Applications were received and the screening committee interviewed four applicants and recommended two applicants to participate in campus visits and faculty and staff forums.

These campus visits were scheduled for February 22, 2016. A special Finance and Human Resources Committee Meeting was scheduled for February 22, 2016, from 1:30 p.m. to 3:30 p.m. in the South Texas College Pecan Campus Ann Richards Administration Building Board Room in order for the candidates to meet with the Committee. One of the candidates would be scheduled to meet with the Committee at 1:30 p.m. and the 2<sup>nd</sup> one at 2:30 p.m.

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

### **Review and Discussion of Position Vacancy Report for FY 2015-2016**

The Staffing Plan Position Vacancy Report for FY 2015-2016 was provided in the packet for the Committee’s information and review. Information was current as of February 10, 2016.

Dr. Shirley A. Reed and Mrs. Mary Elizondo were available to respond to questions from the Committee.

The Position Vacancy Report for FY 2015-2016 was based on the following:

- **Positions Filled in FY 2015-2016:**
  - ⇒ Seventy-three (73) positions were filled between September 1, 2015 and February 10, 2016. Of these 73 positions, 30 were new positions for FY 2015-2016 and 43 were positions continued from FY 2014-2015.

- **Positions Vacated in FY 2015-2016:**
  - ⇒ Twenty-six (26) resignations, terminations, and/or retirement notices were submitted between September 1, 2015 and February 10, 2016.
- **Vacant Full Time Regular Positions - New - Board Approved Positions for FY 2015-2016:**
  - ⇒ Thirty (30) new positions were filled in FY 2016.
  - ⇒ The staffing plan for FY 2015-2016 began with 74 new Board approved positions. Of the 74 new positions, 30 were filled, 36 are currently advertised or in progress for final approval, and the remainder of the positions were partially funded. Five (5) or 14% of the 36 advertised positions had recommendations currently in progress.
- **Vacant Full Time Regular Positions – Continuing – CONTINUED from FY 2014-2015:**
  - ⇒ Forty-three (43) continuing positions were filled in FY 2016.
  - ⇒ A list of ninety-five (95) vacant positions due to employee resignations, terminations, and retirement was included and designated as Continuing. These positions were advertised until filled. Approximately 98% or 93 of these positions were advertised or in progress for final approval. Fifteen (15) or 16% of the 93 advertised positions had recommendations currently in progress.

The Position Vacancy Report for Fiscal Year 2015-2016 and Positions Filled and Vacated Report were 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 6:45 p.m.

I certify that the foregoing are the true and correct Minutes of the February 16, 2016 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

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Dr. Alejo Salinas, Jr.  
Chair

**Finance and Human  
Resources Committee  
Minutes  
February 22, 2016**

**South Texas College  
Board of Trustees  
Finance and Human Resources Committee  
Ann Richards Administration Building Board Room  
Pecan Campus  
Monday, February 22, 2016  
@ 1:30 p.m.  
McAllen, Texas**

**Minutes**

The Finance and Human Resources Committee Meeting was held on Monday, February 22, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 1:35 p.m. with Dr. Alejo Salinas, Jr., Committee Chair, presiding.

Members present: Dr. Alejo Salinas, Jr.

Other Trustees Present: Mr. Gary Gurwitz

Members absent: Mr. Roy de León, Mr. Paul R. Rodriguez, and Ms. Rose Benavidez

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Mr. Jason Gutierrez, Mr. Khalil Abdullah, and Mr. Andrew Fish

This meeting of the Finance and Human Resources Committee was arranged at the request of Dr. Alejo Salinas, Jr., Committee Chair, to provide the Committee and any other Trustees with an opportunity to meet the final candidate for the new Internal Auditor position.

As a new position created to serve as the first in-house internal auditor function, the Internal Auditor would report to the Finance and Human Resources Committee, and the Board of Trustees generally, on audits of the College conducted at the behest of the Board.

The Trustees were also invited to attend public forums with the candidate, and/or to watch the live-streamed Committee meeting if they were unable to attend in person.

**Meeting with Candidate for Internal Auditor Position**

Two finalist candidates for the Internal Auditor Position were invited to meet with the South Texas College Board Finance and Human Resources Committee.

One candidate had since withdrawn from consideration for this position.



The final candidate for the Internal Auditor position, Mr. Khalil Abdullah, was invited to meet with the South Texas College Board Finance and Human Resources Committee.

## **Candidate Background:**

### **Education**

- Bachelors in Business Administration (BBA), UTPA
- Masters in Accountancy (MAcc), UTPA

### **Professional Licenses/Certifications**

- Certified Public Accountant (CPA)
- Certified Internal Auditor (CIA)
- Certified Government Auditing Professional (CGAP)

### **Work History**

Sr. Auditor, <redacted>

09/01/2014 - current

- Leads the planning, performance, reporting and follow up of internal audits and other assigned projects and tasks, under limited supervision for the Audit department.
- Performs risk assessments in preparing the audit plan.

Internal Auditor, The University of Texas Pan American

01/02/2012 – 08/31/2014

- Assume responsibility for complex audit projects.
- Plans and conducts audits in accordance with audit standards.
- Conducts interviews with University personnel to use as evidence for audit fieldwork.
- Conduct tests to determine compliance with applicable policies and procedures.

Professional Staff, Long Chilton, LLP

01/10/2011 – 12/19/2011

- Conduct various types of audits as well as specialize in tax (individual, partnership, corp.).

Mr. Khalil Abdullah met with the Committee and discussed his background and qualifications, and discussed the challenges and opportunities of organizing and operating an Internal Auditor function at the College.

No action was taken by the Committee, and this meeting was to provide the Committee members and other Trustees with the opportunity to meet with the candidate, but not as part of a formal part of the interview process.

## **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 2:17 p.m.

I certify that the foregoing are the true and correct Minutes of the February 22, 2016 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

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Dr. Alejo Salinas, Jr.  
Chair

## **Review and Recommend Action on Award of Proposals, Reject Proposal, Purchases, and Renewals**

Approval of the following proposal awards, reject proposal, purchases, and renewals will be requested at the March 29, 2016 Board meeting as follows:

**A. Awards**

**B. Instructional Items**

**C. Non – Instructional Items**

**D. Technology Items**

### **A. Awards**

#### **1) Building Moving Services (Award)**

Award the proposal for building moving services to **Zuniga’s House Movers, LLC.** (San Juan, TX), for the period beginning May 1, 2016 through April 30, 2017 with two one-year options to renew, at an estimated cost of \$75,000.00.

Purpose – Facilities-Planning and Construction is requesting building moving services for the relocation of portables buildings throughout the district as needed.

Justification and Benefit – It is necessary to move portable building to accommodate enrollment needs at various campuses.

Background - Proposal documents were advertised on January 25, 2016 and February 1, 2016 and issued to one (1) vendor. One (1) response was received on February 9, 2016 and reviewed by Facilities-Planning and Construction and the Purchasing Department.

Funds for this expenditure are budgeted in the Construction – Portable Building Relocation budget for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

#### **2) Digital Signage Upgrade (Award)**

Award the proposal for the digital signage upgrade to **Audio Visual Aids Corp** (San Antonio, TX), at a total amount of \$172,236.00.

Purpose – Instructional Technologies is requesting the upgrade of all digital signage equipment at the Pecan, Mid-Valley, Nursing Allied Health, Starr County, and Technology campuses. The digital signage is located in buildings with high student traffic and display digital images, streaming media, and information. South Texas College has been using digital signage for over seven (7) years to provide information regarding institutional information such as registration, deadlines and special events.

Justification and Benefit – The digital signage upgrade will include purchase and installation of audio visual equipment which includes forty-five (45) displays and sixteen (16) players. This upgrade will replace aging analog displays and players as well as provide a modern interface for growth and expansion.

Background - Proposal documents were advertised on January 4, 2016 and January 11, 2016 and issued to six (6) vendors. Five (5) responses were received on January 19, 2016 and reviewed by Instructional Technologies and the Purchasing Department

Funds for this expenditure are budgeted in the Instructional Technologies budget for FY 2015-2016.

### **3) Online Continuing Education Services (Award)**

Award the proposal for online continuing education services for the period beginning March 30, 2016 through March 29, 2017 with two one-year options for renew, at an estimated cost of \$36.00 to \$7,495.00 per class. There are no deposits required, no minimum orders or any initial inventory to purchase.

The vendors are as follows:

- **Education To Go/A Division of Cengage Learning, Inc.** (Mason, OH)
- **World Education, LLC.** (Arlington, TX)

Purpose – Continuing Professional and Workforce Education is requesting online continuing education services which will include some of the following courses: accounting, computer applications, writing, fitness, law, business management, technology, energy, software development, etc.

Justification and Benefit – The online continuing education services will provide the community with online, non-credit, instructor-facilitated continuing and professional education courses covering the full spectrum from skills training and re-tooling to professional development and personal enrichment.

Background – Proposal documents were advertised on January 19, 2016 and January 26, 2016 and issued to seven (7) vendors. Three (3) responses were received on February 3, 2016 and reviewed by Continuing Professional and Workforce Education and the Purchasing Department.

Funds for this expenditure budgeted in the Continuing Education – State and Continuing Education – Non State budgets for FY 2015-2016.

### **4) Printing of Business Forms (Award)**

Award the proposal for the printing of business forms for the period beginning March 30, 2016 through March 29, 2017 with two one-year options to renew, at an estimated cost of \$27,694.85. The vendors are as follows:

| # | Vendor   | Amount      |
|---|--|-------------|
| 1 | <b>Curtis 1000, Inc.</b> (McAllen, TX)                         | \$15,493.72 |
| 2 | <b>Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX) | \$9,125.13  |
| 3 | <b>Micah's Printing</b> (Berwyn, PA)                           | \$3,076.00  |

Purpose – The Business Office, Cashiers, Office of Admission and Records, Student Financial Services are requesting the printing of business form which are used for information to notify students, payments to vendors and students, and forms that are completed by student requesting services.

The award would list Curtis 1000 as **primary** vendor and Gateway Printing and Office Supply, Inc. and Micah's Printing as **secondary** vendors for any new/additional forms.

Justification and Benefit – The printing of business form will be for various South Texas College business forms used by the Business Office, Cashiers, Office of Admissions and Records, and Student Financial Services. It will include schedule change form, transcript paper, emergency tuition, fees, textbook loan application, promissory note, 1098T form, missing information letters, award letters, scholarship letters, Business Office mailers, student statement mailers, and Accounts Payable checks.

Background – Proposal documents were advertised on January 25, 2016 and February 1, 2016 and issued to eight (8) vendors. Six (6) responses were received on February 9, 2016 and reviewed by Cashiers Office, Office of Admissions and Records, and the Purchasing Department.

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

#### **5) Records Management Services (Award)**

Award the proposal for records management services to **Creative Imaging, LLC.** (Edinburg, TX) (New), for the period beginning March 30, 2016 through March 29, 2017 with two one-year options for renew, at an estimated cost of \$15,000.00.

Purpose – The Division of Finance and Administrative Services area of Risk Manager is requesting the records management services to comply with the College's records control schedule which includes all areas of the College.

Justification and Benefit – The records management services will provide boxing of records, dating of records, tracking of records and destruction of records for the Business Office, Admissions, Financial Aid, Human Resources, Accountability, Maintenance, Purchasing, and other departments as necessary.

Background – Proposal documents were advertised on January 25, 2016 and February 1, 2016 and issued to four (4) vendors. Two (2) responses were received on February 9, 2016 and reviewed by the Risk Manager and the Purchasing Department.

Funds for this expenditure are budgeted in the Records Retention budget for FY 2015-2016 and FY 2016-2017 pending Board approval of the budget.

#### **6) Food Products (Reject)**

Reject the proposals received for the food products to include additional food products, accessories, and supplies and re-advertise.

## **B. Instructional Items**

### **7) Desktop Machining System (Purchase)**

Purchase a desktop machining system from **Technical Laboratory Systems, Inc.** (Houston, TX), a sole source vendor, at a total cost of \$13,995.00.

Purpose – The Engineering Program in the Division of Math and Science is requesting to purchase a desktop machining system for student instruction at the Starr County campus. It will also include software, tooling package and milling vice.

Justification and Benefit – The desktop machining system will provide the students with the capability to produce most anything from very simple to very complex geometric forms in wood, plastic, aluminum or steel. It is also capable of applications in jewelry design, prototyping new products, model making and small parts engineering production.

Funds for this expenditure are budgeted in the Engineering Program budget for FY 2015-2016.

### **8) Online Essay Review Services Agreement (Purchase)**

Purchase an additional online essay review services agreement with **Smarthinking/NCS Pearson, Inc.** (Chicago, IL), a sole source vendor, for the period beginning April 1, 2016 through August 31, 2016, at an estimated amount of \$12,500.00 which provides 500 services hours.

Purpose - The Centers for Learning Excellence is requesting additional online essay review services for all South Texas College campuses and students.

Justification and Benefits - Through the online essay review services, students will have 24 hours per day / 7 days a week student access to submit and receive feedback on their essays in a variety of subjects, including but not limited to English, Business, Nursing and Allied Health, History, Spanish, Biology, Chemistry, Physics, Finance, Philosophy, Sociology, Criminal Justice, and Psychology from any location, on-campus or off-campus. These services supplement the services provided at the College's Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location. The provision of online tutoring services in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for students regardless of their location on-campus or off-campus. Usage of the online essay review service has increased during this academic year, and approximately 2/3 of the hours purchased have already been used. The Centers for Learning Excellence is seeking to purchase additional hours to continue providing this service to students for the rest of the academic year.

Funds for this expenditure are in the Centers for Learning Excellence budget for FY 2015-2016 pending Board of the budget.

**9) Online Tutoring Service Agreement (Purchase)**

Purchase an additional online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning April 1, 2016 through August 31, 2016, at a total cost of \$10,000.00 which provides 500 service hours.

Purpose - The Center for Learning Excellence is requesting additional hours for the online tutoring services for students throughout the district.

Justification and Benefits - The service agreement will include online tutoring and retention services in English, Math, Developmental English, Developmental Math, Developmental Reading, History, Economics, Philosophy, Education, Business, Political Science, Nursing, Psychology, Spanish, Allied Health, Biology, Chemistry, Physics, Sociology, and many other subjects. These services supplement and enhance the services provided at the College's Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location, and, in some cases, providing tutors for subjects in which it is difficult to find qualified tutors locally. These tutoring services provide new, enhanced features such as audio and video tutoring capabilities, data and analytics dashboards, and the ability to schedule appointments and select and rate tutors. The provision of online tutoring services in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for students regardless of their location on or off campus. Usage of the online tutoring service has increased during this academic year, and approximately 2/3 of the hours purchased have already been used. The Centers for Learning Excellence is seeking to purchase additional hours to continue providing this service to students for the rest of the academic year.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2015-2016.

**10) 3D Printer (Purchase)**

Purchase a 3D printer from **Technical Laboratory Systems, Inc.** (Houston, TX), a sole source vendor, at a total cost of \$21,000.00.

Purpose – The Engineering Program in the Division of Math and Science is requesting to purchase a 3D printer for student instruction in the Engineering Graphics courses, Intro to Engineering courses, and for special projects in other courses at the Starr County campus. It will also include software, supplies, installation, and warranty.

Justification and Benefit – The 3D printer will create models and functional prototypes which will enhance the student experience in learning about design. It is also capable of design verification for a wide range of applications.

Funds for this expenditure are budgeted in the Engineering Program budget for FY 2015-2016.

**11)Ultrasound Equipment Maintenance Agreement (Renewal)**

Renew the ultrasound equipment maintenance agreement with **GE Healthcare** (Milwaukee, WI), a sole source vendor, for the period beginning March 1, 2016 through February 28, 2017, at a total cost of \$14,260.00.

Purpose – The Diagnostic Sonography program in the Division of Nursing and Allied Health is requesting to renew the ultrasound equipment maintenance agreement for three (3) ultrasound machines.

Justification and Benefit – The ultrasound equipment is used for student instruction and it is crucial to renew the maintenance and keep the machines running efficiently and effectively.

Funds for this expenditure are budgeted in the Diagnostic Sonography budget for FY 2015-2016.

**C. Non – Instructional Items**

**12)Chiller Chemicals and Maintenance (Purchase)**

Purchase chiller chemicals and maintenance from **U.S. Water Services, Inc./dba ChemCal** (St. Michael, MN), a State of Texas Purchasing and Support Services (TPASS) - Term Contract approved vendor, for the period beginning March 30, 2016 through August 31, 2016, at an estimated amount of \$27,000.00 which is based on prior year expenditures.

Purpose – The Facilities Maintenance and Operations Department is requesting chiller chemicals and maintenance for all the chillers throughout the College district.

Justification and Benefit - The chiller chemicals will be purchased for the operation of the chillers for all South Texas College campuses which will include the monthly service of chemical equipment.

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

**13)Furniture (Purchase)**

Purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$48,536.56.

| # | Vendor  | Amount     |
|---|---|------------|
| A | <b>Allsteel, Inc./Gateway Printing and Office Supply, Inc.</b><br>(Edinburg, TX)          | \$4,173.12 |
| B | <b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX) | \$2,038.62 |
| C | <b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)       | \$2,143.44 |



|   |  |             |
|---|--|-------------|
| C | <b>The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)</b>             | \$1,508.62  |
| D | <b>Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)</b> | \$38,672.76 |
|   | Total  | \$48,536.56 |

The purchases can be summarized as follows:

- Allsteel Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - ⇒ Pecan Campus
    - 12 Chairs for the Student Financial Services
- Datum Filing Systems Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - ⇒ Pecan Campus
    - 3 Shelving units for the Learning Commons and Open Labs
    - 3 Shelving units for the BAT Program
- Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - ⇒ Pecan Campus
    - 6 Chairs for the Academic Affairs Support
- The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - ⇒ Technology Campus
    - 4 Bookcases and 2 Storage Cabinets for the CADD Program
- Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - ⇒ Technology Campus
    - 24 Computer tables, 32 Student Chairs and 16 Tables for the CADD Program

Fund for these expenditures are budgeted in the requesting department budgets for FY 2015-2016 as follows: Academic Affairs Support, BAT/BAS, CADD, Learning Commons and Open Labs, and Student Financial Services.

**14) Professional Development Consultant Services (Purchase)**

Purchase professional development consultant services from **Dr. Heide Wrigley** (Las Cruces, NM), a sole source vendor, for the period beginning April 1, 2016 through November 30, 2016, at a total amount of \$25,000.00.

Purpose – Continuing Professional and Workforce Education is requesting professional development consultant services to comply with one of the requirements of the Mentor College grant from Texas Higher Education Coordinating Board.

Justification and Benefit – The grant requires professional development services through a consultant subcontract to faculty and staff at South Texas College, Laredo Community College, Texas Southmost College, and Texas State Technical College-Harlingen. Dr. Wrigley will provide professional development in the areas of (1) contextualization of basic

skills training such as GED and English as a Second Language, and (2) screening and selection of vulnerable populations for integrated education and training career pathways.

These services will benefit the Career Pathway faculty and staff at the following colleges: South Texas College, Laredo Community College, Texas Southmost College, and Texas State Technical College-Harlingen.

Funds for this expenditure are budgeted in the Coordinating Board Mentor College grant budget for FY 2015-2016 and FY2016-2017 pending Board approval of the budget.

## **D. Technology Items**

### **15) Adobe License Subscription Agreement (Purchase)**

Purchase the Adobe license subscription agreement from **Software House International (SHI) Government** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning April 7, 2016 through April 6, 2017, at an estimated amount of \$20,400.00.

Purpose – Various South Texas College departments are requesting to purchase a non-perpetual license with a one year software assurance that includes upgrades for the currently used Adobe software that will be expiring soon. Adobe has restructured the purchase of their software program; therefore the faculty, staff or student labs currently using this product will need purchase a new license to remain in compliance.

Justification and Benefit – These licenses are used for student instruction by faculty in the Art Program, CADD Program, by students in the CADD Program labs for assignments, Center for Learning Excellence, student open labs, and staff in Public Relations and Marketing, Client Services, Vice President for Finance and Administrative Services, Nursing and Allied Health, Purchasing, and the Institute for Advanced Manufacturing.

Funds for this expenditure are budgeted in the various requesting department's budgets for FY 2015-2016.

### **16) Computers, Laptop, and Scanner (Purchase)**

Purchase of computers, laptop, and scanner from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and from the Texas Cooperative Purchasing Network (TCPN) approved vendor **CDW Government** (Vernon Hills, IL), in the total amount of \$40,357.94.

All purchase requests for computers, laptop, and scanner have been evaluated by Technology Resources Department and the Chief Information Officer. Technology Resources does not have refurbished systems available for new hires. Instructional and/or business needs must be clearly identified/justified for any equipment that is outside standard configuration or does not replace existing office systems. (ex. mobile devices)

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

The purchases can be summarized as follows:

- Staff Computers  
⇒ 4 Computers for Public Relations/Marketing
- Faculty Computers  
⇒ 1 Computer for Computer Science Program  
⇒ 2 Computers for the Associate Degree Nursing Program
- Digital Signage Computers  
⇒ 19 Computers for Instructional Technologies Maintenance & Replacement
- Conference Room Laptop  
⇒ 1 Laptop for Centers for Learning Excellence
- Scanner  
⇒ 1 Scanner for Admin Allowance – Pell Grant (Financial Aid)

Funds for these expenditures are budgeted in the requesting department budgets for FY 2015-2016 as follows: Public Relations/Marketing, Computer Science, Associate Degree Nursing, Instructional Technologies Maintenance & Replacement, Centers for Learning Excellence, and Admin Allowance – Pell (Financial Aid).

#### **17) McAfee Web Gateway Hardware (Purchase)**

Purchase McAfee web gateway hardware from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resource (DIR) approved vendor, at a total cost of \$49,773.38.

Purpose – The Information Security Office is requesting to replace the existing hardware that will be unsupported by the vendor this year. This equipment will serve the college until it becomes obsolete.

Justification and Benefit – The McAfee web gateway hardware is currently used as a defense-in-depth strategy to protect College computing resources from malware. The vendor will stop supporting our existing hardware this year. It will include two units (instead of one) for high availability. This will allow us to avoid interruption of this security control.

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

**18) Network Cable and Supplies (Purchase)**

Purchase network cable and supplies from **Anixter, Inc.** (Shavano Park, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$23,596.90.

Purpose – Technology Resources (TR) is requesting the purchase of data cable, patch cable, and cabling tools which will be used to install network connections in buildings throughout the District as requested by academic programs and support services. The patch cables will be used in a project to clean up and update all data closets throughout the district replacing dated, slower Cat3 and Cat5 patch cables.

Justification and Benefit – All computers are connected to the network and internet via cabling. Departments throughout the District request additional data drops due to additional staff or equipment and TR staff installs the cable per request. The wiring closets of some buildings have a mix of old out-of-date Cat3 and Cat5 patch cables which need to be replaced with Cat6 to take advantage of faster internet speeds. The supplies and tools requested will allow TR to continue to fulfill departmental requests and to replace out-of-date patch cables in wiring closets.

Data cable and patch cables establish connections between equipment in offices, labs, and libraries to the District network and the Internet.

Funds for this expenditure are budgeted in the Technology Support Operating budget for FY 2015-2016.

**19) Terminals and Servers (Purchase)**

Purchase terminals and servers from **Logical Front, LLC.** (The Woodlands, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$81,486.72.

Purpose - Technology Resources is requesting the purchase of one-hundred (100) Thin Client Workstations and two (2) servers which will include installation and configuration. This equipment will support the Pecan Campus Student Welcome Center as part of the renovation project.

Justification and Benefit – The terminals are needed to provide a virtual computer for students that will visit the new Welcome Center. These terminals will have a virtual image tailored to the needs of the students and the department. The servers are needed to provide the computing resources needed by the terminals. The use of VDI technology provides a proactive answer to the routine issues experienced with regular computers such as:

- Longer Shelf Life / Lower On-Going Costs – The expected life of a PC is only four years before it becomes obsolete and sold at auction. Using VDI can extend the life of the hardware to an expected minimum of six years. This allows the College to expend less annual budget on new equipment for end-users.

- Improved Security – Software and files which reside on individual computers can be a security risk. An individual computer can be stolen or the files may be copied. When VDI is implemented, software and files reside on servers rather than an individual computer thereby improving the security. The physical loss of a computer would no longer equal the loss of software and files.
- Better Support –The process of upgrading software will be less time consuming and less staff intensive since software will be upgraded on the server and users will automatically access the newest version upon login.

Funds for this expenditure are budgeted in the Telecom budget for FY 2015-2016.

### **20)Uninterruptable Power Supplies (UPS) and Batteries (Purchase)**

Purchase uninterruptable power supplies (UPS) and batteries from **Black Rock Technology Group** (Bridgeport, CN) (New), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$23,832.00.

Purpose – Technology Resources requesting the purchase of uninterruptable power supplies and batteries to protect the connectivity of equipment in various buildings throughout the College district.

Justification and Benefit – The twenty (20) uninterruptable power supplies (UPS) and batteries will serve as a protection against the loss of power. If there should be an electrical power outage, the uninterruptable power supplies (UPS) and batteries will power the equipment ensuring connectivity continues. In the event the electrical power outage is lengthy, the uninterruptable power supplies (UPS) and batteries allow the equipment to shutdown properly.

Background – Uninterrupted power supplies (UPS) and batteries are common tools used by organizations and are currently in use throughout the District. The lifespan of a UPS is approximately three (3) years requiring the purchase of new batteries and/or uninterruptable power supplies (UPS).

Funds for this expenditure are budgeted in the Technology Support budget for FY 2015-2016.

### **21)Virtual Desktop Licenses (Purchase)**

Purchase virtual desktop licenses from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$15,389.61.

Purpose – Technology Resources is requesting the purchase of one hundred (100) virtual desktop licenses which will be installed in the servers for future software installations to workstations at the Pecan Campus Student Welcome Center.

Justification and Benefit – These licenses will allow various software to be installed or upgraded from the server to the workstation without interruptions. This will streamline all

the software used at the Student Welcome Center and will allow for multiple software upgrades at once.

Funds for this expenditure are budgeted in the Telecom budget for FY 2015-2016.

**22) Clean Address Software Support and Maintenance Subscription (Renewal)**

Renew the clean address software support and maintenance subscription with **Runner Technologies, Inc.** (Boca Raton, FL), a sole source vendor, for the period beginning March 6, 2016 through March 5, 2017, at a total cost of \$10,411.74.

Purpose – The Office of Admissions and Records is requesting the renewal of the clean address software support and maintenance subscription which provides address correction in real-time at the point of entry into the Banner system.

Justification and Benefit – The clean address software support and maintenance subscription provides verification and standardization of addresses in the College’s Banner System for students, employees, and vendors. As addresses are created in Banner, it will verify and correct the address to comply with the United States Postal Services system.

Funds for this expenditure are budgeted in the Admissions and Records budget for FY 2015-2016.

**Recommendation:**

It is requested that the Finance and Human Resources Committee recommend for Board approval at the March 29, 2016 Board meeting the proposal awards, reject proposal, purchases, and renewals as listed below:

- |                               |                                     |
|-------------------------------|-------------------------------------|
| <b>A. Awards</b>              | <b>C. Non – Instructional Items</b> |
| <b>B. Instructional Items</b> | <b>D. Technology Items</b>          |

**A. Awards**

- 1) Building Moving Services (Award):** award the proposal for building moving services to **Zuniga’s House Movers, LLC.** (San Juan, TX), for the period beginning May 1, 2016 through April 30, 2017 with two one-year options to renew, at an estimated cost of \$75,000.00;
- 2) Digital Signage Upgrade (Award):** award the proposal for the digital signage upgrade to **Audio Visual Aids Corp** (San Antonio, TX), at a total amount of \$172,236.00;
- 3) Online Continuing Education Services (Award):** award the proposal for online continuing education services for the period beginning March 30, 2016 through March 29, 2017 with two one-year option to renew, at an estimated cost of \$36.00 to \$7,495.00 per class. There are no deposits required, no minimum orders or any initial inventory to purchase. The vendors are as follows:
  - **Education To Go/A Division of Cengage Learning, Inc. (Mason, OH)**
  - **World Education, LLC. (Arlington, TX)**

- 4) Printing of Business Forms (Award):** award the proposal for the printing of business forms for the period beginning March 30, 2016 through March 29, 2017 with two one-year options to renew, at an estimated cost of \$27,694.85. The vendors are as follows:

| # | Vendor   | Amount      |
|---|--|-------------|
| 1 | <b>Curtis 1000, Inc.</b> (McAllen, TX)                         | \$15,493.72 |
| 2 | <b>Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX) | \$9,125.13  |
| 3 | <b>Micah's Printing</b> (Berwyn, PA)                           | \$3,076.00  |

- 5) Records Management Services (Award):** award the proposal for records management services to **Creative Imaging, LLC.** (Edinburg, TX) (New) with two one-year options to renew, for the period beginning March 30, 2016 through March 29, 2017, at an estimated cost of \$15,000.00;
- 6) Food Products (Reject):** reject the proposals received for the food products to include additional food products, accessories, and supplies and re-advertise;

**B. Instructional Items**

- 7) Desktop Machining System (Purchase):** purchase a desktop machining system from **Technical Laboratory Systems, Inc.** (Houston, TX), a sole source vendor, at a total cost of \$13,995.00;
- 8) Online Essay Review Services Agreement (Purchase):** purchase an additional online essay review services agreement with **Smarthinking/NCS Pearson, Inc.** (Chicago, IL), a sole source vendor, for the period beginning April 1, 2016 through August 31, 2016, at an estimate amount of \$12,500.00 which provides 500 service hours;
- 9) Online Tutoring Service Agreement (Purchase):** purchase an additional online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning April 1, 2016 through August 31, 2016, at a total cost of \$10,000.00 which provides 500 service hours;
- 10) 3D Printer (Purchase):** purchase a 3D printer from **Technical Laboratory Systems, Inc.** (Houston, TX), a sole source vendor, at a total cost of \$21,000.00;
- 11) Ultrasound Equipment Maintenance Agreement (Renewal):** renew the ultrasound equipment maintenance agreement with **GE Healthcare** (Milwaukee, WI), a sole source vendor, for the period beginning March 1, 2016 through February 28, 2017, at a total cost of \$14,260.00;

**C. Non – Instructional Items**

- 12) Chiller Chemicals and Maintenance (Purchase):** purchase chiller chemicals and maintenance from **U.S. Water Services, Inc./dba ChemCal** (St. Michael, MN), a State of Texas Purchasing and Support Services (TPASS) – Term Contract approved vendor, for the period beginning March 30, 2016 through August 31, 2016, at the estimated amount of \$27,000.00 which is based on prior year expenditures;
- 13) Furniture (Purchase):** purchase furniture from the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$48,536.56;

| # | Vendor   | Amount      |
|---|--|-------------|
| A | <b>Allsteel, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)              | \$4,173.12  |
| C | <b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)  | \$2,038.62  |
| B | <b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)        | \$2,143.44  |
| C | <b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)             | \$1,508.62  |
| D | <b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX) | \$38,672.76 |
|   | Total  | \$48,536.56 |

**14)Professional Development Consultant Services (Purchase):** purchase professional development consultant services from **Dr. Heide Wrigley** (Las Cruces, NM), a sole source vendor, for the period beginning April 1, 2016 through November 30, 2016, at a total amount of \$25,000.00;

**D. Technology**

**15)Adobe License Subscription Agreement (Purchase):** purchase the Adobe license subscription agreement from **Software House International (SHI) Government** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning April 7, 2016 through April 6, 2017, at an estimated amount of \$20,400.00;

**16)Computers, Laptop, and Scanner (Purchase):** purchase of computers, laptop, and scanner from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and from the Texas Cooperative Purchasing Network (TCPN) approved vendor **CDW Government** (Vernon Hills, IL), in the total amount of \$40,357.94;

**17)McAfee Web Gateway Hardware (Purchase):** purchase McAfee web gateway hardware from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$49,773.38;

**18)Network Cable and Supplies (Purchase):** purchase network cable and supplies from **Anixter, Inc.** (Shavano Park, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$23,596.90;

**19)Terminals and Servers (Purchase):** purchase terminals and servers from **Logical Front, LLC.** (The Woodlands, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$81,486.72;

**20)Uninterruptable Power Supplies (UPS) and Batteries (Purchase):** purchase uninterruptable power supplies (UPS) and batteries from **Black Rock Technology Group** (Bridgeport, CN) (New), a Texas Association of School Boards – Buyboard approved vendor, at a total cost of \$23,832.00;

**21)Virtual Desktop Licenses (Purchase):** purchase virtual desktop licenses from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total cost of \$15,389.61;



**22)Clean Address Software Support and Maintenance Subscription (Renewal):**  
renew the clean address software support and maintenance subscription with  
**Runner Technologies, Inc.** (Boca Raton, FL), a sole source vendor, for the period  
beginning March 6, 2016 through March 5, 2017, at a total cost of \$10,411.74.

**SUMMARY TOTAL:**

The total for all proposal awards, reject proposal, purchases, and renewals is \$727,470.70

**SOUTH TEXAS COLLEGE  
1. BUILDING MOVING SERVICES  
PROJECT NO. 15-16-1053**

| <b>VENDOR</b>         |              |               |                                    | Zuniga's House Mover, LLC. |               |               |          |            |
|-----------------------|--------------|---------------|------------------------------------|----------------------------|---------------|---------------|----------|------------|
| <b>ADDRESS</b>        |              |               |                                    | 4307 N Veterans Blvd       |               |               |          |            |
| <b>CITY/STATE/ZIP</b> |              |               |                                    | San Juan, TX 78589         |               |               |          |            |
| <b>PHONE</b>          |              |               |                                    | 956-787-2417               |               |               |          |            |
| <b>FAX</b>            |              |               |                                    | 956-782-7976               |               |               |          |            |
| <b>CONTACT</b>        |              |               |                                    | Hugo A. Zuniga             |               |               |          |            |
| #                     | Unit #       | Size          | Cost to Move From:                 | To Technology              | To Mid Valley | To Starr Cnty | To Pecan | To Nursing |
| 1                     | Pecan PB 1   | 72.4' X 96.4' | Pecan Campus                       | \$100,000                  | \$110,000     | \$135,000     | \$90,000 | \$100,000  |
| 2                     | Pecan PB 3   | 24.4' X 60.4' | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 3                     | Pecan PB 4   | 24.4' X 60.4' | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 4                     | Pecan PB 5   | 24.4' X 60.4' | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 5                     | Pecan PB 6   | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 6                     | Pecan PB 7   | 24'4" X 60'   | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 7                     | Pecan PB 8   | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 8                     | Pecan PB 9   | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 9                     | Pecan PB 10  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 10                    | Pecan PB 11  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 11                    | Pecan PB 12  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 12                    | Pecan PB 13  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 13                    | Pecan PB 14  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 14                    | Pecan PB 15  | 24'4" X 60'4" | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 15                    | Pecan PB 16  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 16                    | Pecan PB 17  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 17                    | Pecan PB 18  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 18                    | Pecan PB 19  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 19                    | Pecan PB 20  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 20                    | Pecan PB 21  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 21                    | Pecan PB 22  | 12' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 22                    | Pecan PB 23  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 23                    | Pecan PB 24  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 24                    | Pecan PB 25  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 25                    | Pecan PB 26  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 26                    | Pecan PB 27  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 27                    | Pecan PB 28  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 28                    | Pecan PB 29  | 24' X 64'     | Pecan Campus                       | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 29                    | Pecan PB M13 | 10' X 44'     | Pecan Campus                       | \$4,500                    | \$4,950       | \$5,500       | \$4,500  | \$4,500    |
| 30                    | Pecan PB 3   | 24' X 36'     | Pecan Campus<br>West @ Park & Ride | \$8,500                    | \$8,500       | \$9,500       | \$8,500  | \$8,500    |

**SOUTH TEXAS COLLEGE**  
**1. BUILDING MOVING SERVICES**  
**PROJECT NO. 15-16-1053**

| <b>VENDOR</b>                  |                 |               |                       | Zuniga's House Mover, LLC. |               |               |          |            |
|--------------------------------|-----------------|---------------|-----------------------|----------------------------|---------------|---------------|----------|------------|
| <b>ADDRESS</b>                 |                 |               |                       | 4307 N Veterans Blvd       |               |               |          |            |
| <b>CITY/STATE/ZIP</b>          |                 |               |                       | San Juan, TX 78589         |               |               |          |            |
| <b>PHONE</b>                   |                 |               |                       | 956-787-2417               |               |               |          |            |
| <b>FAX</b>                     |                 |               |                       | 956-782-7976               |               |               |          |            |
| <b>CONTACT</b>                 |                 |               |                       | Hugo A. Zuniga             |               |               |          |            |
| #                              | Unit #          | Size          | Cost to Move From:    | To Technology              | To Mid Valley | To Starr Cnty | To Pecan | To Nursing |
|                                |                 |               |                       |                            |               |               |          |            |
| 31                             | Tech Campus PB1 | 50'4" X 20'3" | Technology Campus     | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 32                             | Tech Campus PB2 | 72' X 24'     | Technology Campus     | \$11,500                   | \$13,000      | \$15,000      | \$11,500 | \$11,500   |
| 33                             | Tech Campus PB3 | 64' X 23' 9"  | Technology Campus     | \$9,000                    | \$9,500       | \$10,500      | \$9,500  | \$9,500    |
| 34                             | Tech Campus PB4 | 30.3' X 50.1' | Technology Campus     | \$9,000                    | \$11,000      | \$12,000      | \$9,000  | \$9,000    |
| 35                             | Tech Campus PB5 | 24' X 64'     | Technology Campus     | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 36                             | Tech Campus PB6 | 24' X 64'     | Technology Campus     | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 37                             | Tech Campus PB7 | 24' X 64'     | Technology Campus     | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
|                                |                 |               |                       |                            |               |               |          |            |
| 38                             | Starr Cnty PB 1 | 24' X 64'     | Starr County Campus   | \$14,000                   | \$15,000      | \$13,000      | \$14,000 | \$14,000   |
| 39                             | Starr Cnty PB 2 | 24' X 64'     | Starr County Campus   | \$14,000                   | \$15,000      | \$13,000      | \$14,000 | \$14,000   |
| 40                             | Starr Cnty PB 3 | 24' X 64'     | Starr County Campus   | \$14,000                   | \$15,000      | \$13,000      | \$14,000 | \$14,000   |
|                                |                 |               |                       |                            |               |               |          |            |
| 41                             | MV Campus PB L1 | 31' X 72'     | Mid Valley Campus     | \$15,000                   | \$13,000      | \$17,000      | \$15,000 | \$15,000   |
| 42                             | MV Campus PB 1  | 24' X 64'     | Mid Valley Campus     | \$15,000                   | \$13,000      | \$17,000      | \$15,000 | \$15,000   |
| 43                             | MV Campus PB 2  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 44                             | MV Campus PB 3  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 45                             | MV Campus PB 4  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 46                             | MV Campus PB 5  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 47                             | MV Campus PB 6  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 48                             | MV Campus PB 7  | 12' X 30'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
| 49                             | MV Campus PB 8  | 24' X 64'     | Mid Valley Campus     | \$11,000                   | \$9,500       | \$12,500      | \$11,000 | \$11,000   |
|                                |                 |               |                       |                            |               |               |          |            |
| 50                             | NAHC PB 1       | 24' X 64'     | Nursing Allied Health | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 51                             | NAHC PB 2       | 24' X 64'     | Nursing Allied Health | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| 52                             | NAHC PB 3       | 24' X 64'     | Nursing Allied Health | \$9,000                    | \$9,500       | \$10,500      | \$9,000  | \$9,000    |
| Price Escalation 2nd Year      |                 |               |                       | 10%                        |               |               |          |            |
| Price Escalation 3rd Year      |                 |               |                       | 10%                        |               |               |          |            |
| <b>TOTAL EVALUATION POINTS</b> |                 |               |                       | 89.99                      |               |               |          |            |
| <b>RANKING</b>                 |                 |               |                       | 1                          |               |               |          |            |

**SOUTH TEXAS COLLEGE**  
**1. BUILDING MOVING SERVICES**  
**PROJECT NO. 15-16-1053**

|                                |   |                            |       |
|--------------------------------|---|----------------------------|-------|
| <b>VENDOR</b>                  |   | Zuniga's House Mover, LLC. |       |
| <b>ADDRESS</b>                 |   | 4307 N Veterans Blvd       |       |
| <b>CITY/STATE/ZIP</b>          |   | San Juan, TX 78589         |       |
| <b>PHONE</b>                   |   | 956-787-2417               |       |
| <b>FAX</b>                     |   | 956-782-7976               |       |
| <b>CONTACT</b>                 |   | Hugo A. Zuniga             |       |
| 1                              | The purchase price.<br>(up to 40 points)  | 40                         | 40    |
|                                |   | 40                         |       |
|                                |   | 40                         |       |
| 2                              | The reputation of the vendor and the vendor's goods and/or services. (up to 18 points)  | 17                         | 15.33 |
|                                |   | 15                         |       |
|                                |   | 14                         |       |
| 3                              | The quality of the vendor's goods or services. (up to 18 points)  | 17                         | 16    |
|                                |   | 16                         |       |
|                                |   | 15                         |       |
| 4                              | The extent to which the goods or services meet the district's needs. (up to 15 points)  | 14                         | 12.66 |
|                                |   | 12                         |       |
|                                |   | 12                         |       |
| 5                              | The vendor's past relationship with the College. (up to 3 points)   | 3                          | 3     |
|                                |   | 3                          |       |
|                                |   | 3                          |       |
| 6                              | The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point) | 0                          | 0     |
|                                |   | 0                          |       |
|                                |   | 0                          |       |
| 7                              | The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)                                       | 3                          | 3     |
|                                |   | 2                          |       |
|                                |   | 4                          |       |
| <b>TOTAL EVALUATION POINTS</b> |   | 89.99                      |       |
| <b>RANKING</b>                 |   | 1                          |       |

**SOUTH TEXAS COLLEGE  
2. DIGITAL SIGNAGE UPGRADE  
PROJECT NO. 15-16-1050**

|                                |    | Audio Visual Aids Corp   | ImageNet Consulting, LLC. | Visual Innovations Company, Inc. | Whitlock                |               |               |               |               |               |            |           |
|--------------------------------|----|--|---------------------------|----------------------------------|-------------------------|---------------|---------------|---------------|---------------|---------------|------------|-----------|
| NAME                           |    | 2903 N Flores St   | 6050 N Course             | 7042 Alamo Downs Pkwy Ste 300    | 11100 Metric Blvd #200E |               |               |               |               |               |            |           |
| ADDRESS                        |    | San Antonio, TX 78212  | Houston, TX 77072         | San Antonio, TX 78238            | Austin, TX 78758        |               |               |               |               |               |            |           |
| CITY/STATE/ZIP                 |    | 800-422-1282   | 469-247-3455              | 210-315-7487                     | 512-280-3710            |               |               |               |               |               |            |           |
| PHONE                          |    | 800-854-8140   | 405-232-4781              | 512-334-1133                     | 512-933-0291            |               |               |               |               |               |            |           |
| FAX                            |    | Ernest Mendez  | Wayne Carlson             | Chris Murgo                      | Elissa Fox              |               |               |               |               |               |            |           |
| CONTACT                        |    | #  | Qty                       | Description                      | Unit Price              | Extension     | Unit Price    | Extension     | Unit Price    | Extension     | Unit Price | Extension |
| 1                              | 9  | DM48E - DM-E Series 48" Slim Direct-Lit LED Display for Business                 | \$ 999.00                 | \$ 8,991.00                      | \$ 955.00               | \$ 8,595.00   | \$ 1,053.11   | \$ 9,477.99   | \$ 1,008.32   | \$ 9,074.88   |            |           |
| 2                              | 43 | DM55E - DM-E Series 55" Slim Direct-Lit LED Display for Business                 | \$ 1,399.00               | \$ 60,157.00                     | \$ 1,395.00             | \$ 59,985.00  | \$ 1,516.70   | \$ 65,218.10  | \$ 1,466.32   | \$ 63,051.76  |            |           |
| 3                              | 1  | APC Smart-UPS C 1000VA with LCD (120V)   | \$ 298.00                 | \$ 298.00                        | \$ 265.00               | \$ 265.00     | \$ 277.78     | \$ 277.78     | \$ 264.44     | \$ 264.44     |            |           |
| 4                              | 16 | C 1000VA Rackmount 2U with LCD (120V)  | \$ 431.00                 | \$ 6,896.00                      | \$ 387.00               | \$ 6,192.00   | \$ 403.33     | \$ 6,453.28   | \$ 383.33     | \$ 6,133.28   |            |           |
| 5                              | 14 | DTP HD DA4 4K 330 4-Port Distribution Amplifier                                  | \$ 1,734.00               | \$ 24,276.00                     | \$ 1,990.00             | \$ 27,860.00  | \$ 1,772.22   | \$ 24,811.08  | \$ 1,772.22   | \$ 24,811.08  |            |           |
| 6                              | 4  | DTP HD DA8 4K 330 8-Port Distribution Amplifier                                  | \$ 2,169.00               | \$ 8,676.00                      | \$ 2,498.00             | \$ 9,992.00   | \$ 2,216.67   | \$ 8,866.68   | \$ 2,216.67   | \$ 8,866.68   |            |           |
| 7                              | 47 | DTP HDMI 4K 330 RX Receiver  | \$ 320.00                 | \$ 15,040.00                     | \$ 292.00               | \$ 13,724.00  | \$ 305.56     | \$ 14,361.32  | \$ 261.11     | \$ 12,272.17  |            |           |
| 8                              | 6  | IPCP Pro 250 Control Processor w/Link License                                    | \$ 1,294.00               | \$ 7,764.00                      | \$ 740.00               | \$ 4,440.00   | \$ 1,322.22   | \$ 7,933.32   | \$ 1,322.22   | \$ 7,933.32   |            |           |
| 9                              | 16 | Power and Device Controller  | \$ 173.00                 | \$ 2,768.00                      | \$ 150.00               | \$ 2,400.00   | \$ 164.44     | \$ 2,631.04   | \$ 164.44     | \$ 2,631.04   |            |           |
| 10                             | 14 | AAP 301 Full-Rack Width, 1U AAP Mounting Frame – 8 capacity                      | \$ 116.00                 | \$ 1,624.00                      | \$ 98.00                | \$ 1,372.00   | \$ 100.00     | \$ 1,400.00   | \$ 100.00     | \$ 1,400.00   |            |           |
| 11                             | 2  | AAP 302 Full-Rack Width, 2U AAP Mounting Frame – 16 capacity                     | \$ 140.00                 | \$ 280.00                        | \$ 135.00               | \$ 270.00     | \$ 133.33     | \$ 266.66     | \$ 133.33     | \$ 266.66     |            |           |
| 12                             | 28 | Two XTP DTP 24 Punch Down Jacks  | \$ 61.00                  | \$ 1,708.00                      | \$ 52.00                | \$ 1,456.00   | \$ 50.00      | \$ 1,400.00   | \$ 50.00      | \$ 1,400.00   |            |           |
| 13                             | 8  | Pair Cable for XTP Systems and DTP Systems                                       | \$ 1,540.00               | \$ 12,320.00                     | \$ 690.00               | \$ 5,520.00   | \$ 1,327.78   | \$ 10,622.24  | \$ 1,327.78   | \$ 10,622.24  |            |           |
| 14                             | 18 | DisplayPort to HDMI Cable (6ft)  | \$ 17.00                  | \$ 306.00                        | \$ 19.00                | \$ 342.00     | \$ 14.04      | \$ 252.72     | \$ 13.89      | \$ 250.02     |            |           |
| 15                             | 47 | HDMI Cable (6ft)   | \$ 17.00                  | \$ 799.00                        | \$ 20.00                | \$ 940.00     | \$ 13.48      | \$ 633.56     | \$ 13.33      | \$ 626.51     |            |           |
| 16                             | 55 | Cat6 Shielded Data Cable for Control (3ft) – Color Purple                        | \$ 4.00                   | \$ 220.00                        | \$ 4.00                 | \$ 220.00     | \$ 3.72       | \$ 204.60     | \$ 3.68       | \$ 202.40     |            |           |
| 17                             | 75 | Cat6 Shielded Data Cable for Control (10ft) – Color Purple                       | \$ 7.00                   | \$ 525.00                        | \$ 6.00                 | \$ 450.00     | \$ 6.64       | \$ 498.00     | \$ 6.57       | \$ 492.75     |            |           |
| 18                             | 46 | Chief Universal Interface Packet 18(Universal Screws for MWRUB and PWRUB mounts) | \$ 8.00                   | \$ 368.00                        | \$ 7.00                 | \$ 322.00     | \$ 6.52       | \$ 299.92     | \$ 5.96       | \$ 274.16     |            |           |
| 19                             | 5  | XTP DTP 24 Punch Down Jack (10x count)   | \$ 154.00                 | \$ 770.00                        | \$ 125.00               | \$ 625.00     | \$ 133.33     | \$ 666.65     | \$ 133.33     | \$ 666.65     |            |           |
| 20                             | 6  | 1-1/2"NPT Coupler  |                           |                                  |                         |               | \$ 26.90      | \$ 161.40     |               | \$ -          |            |           |
| 21                             | 6  | Fixed Pipe 6"  |                           |                                  |                         |               | \$ 17.60      | \$ 105.60     |               | \$ -          |            |           |
| 22                             | 1  | Hardware & Cables  | \$ 1,450.00               | \$ 1,450.00                      |                         |               | \$ 11,454.87  | \$ 11,454.87  | \$ 3,795.00   | \$ 3,795.00   |            |           |
| 23                             | 1  | Installation   | \$ 17,000.00              | \$ 17,000.00                     | \$ 14,750.00            | \$ 14,750.00  | \$ 85,934.75  | \$ 85,934.75  | \$ 49,930.00  | \$ 49,930.00  |            |           |
| 24                             | 1  | Project Travel, Transportation, & Freight Charges                                |                           |                                  |                         |               |               |               | \$ 27,012.00  | \$ 27,012.00  |            |           |
| 25                             | 1  | Less Discount  |                           |                                  |                         |               |               | (24,028.18)   |               |               |            |           |
| <b>TOTAL AMOUNT PROPOSED</b>   |    |  | \$ 172,236.00             | \$ 172,236.00                    | \$ 159,720.00           | \$ 159,720.00 | \$ 229,903.38 | \$ 229,903.38 | \$ 231,977.04 | \$ 231,977.04 |            |           |
| <b>TOTAL EVALUATION POINTS</b> |    |  | 94.65                     | 94.65                            | 92.5                    | 92.5          | 81.5          | 81.5          | 80.75         | 80.75         |            |           |
| <b>RANKING</b>                 |    |  | 1                         | 1                                | 2                       | 2             | 3             | 3             | 4             | 4             |            |           |

**SOUTH TEXAS COLLEGE  
2. DIGITAL SIGNAGE UPGRADE  
PROJECT NO. 15-16-1050  
EVALUATION FORM**

| NAME                           |   | Audio Visual Aids Corp | ImageNet Consulting, LLC. | Visual Innovations Company, Inc. | Whitlock                |      |      |       |       |
|--------------------------------|---|------------------------|---------------------------|----------------------------------|-------------------------|------|------|-------|-------|
| ADDRESS                        |   | 2903 N Flores St       | 6050 N Course             | 7042 Alamo Downs Pkwy Ste 300    | 11100 Metric Blvd #200E |      |      |       |       |
| CITY/STATE/ZIP                 |   | San Antonio, TX 78212  | Houston, TX 77072         | San Antonio, TX 78238            | Austin, TX 78758        |      |      |       |       |
| PHONE                          |   | 800-422-1282           | 469-247-3455              | 210-315-7487                     | 512-280-3710            |      |      |       |       |
| FAX                            |   | 800-854-8140           | 405-232-4781              | 512-334-1133                     | 512-933-0291            |      |      |       |       |
| CONTACT                        |   | Ernest Mendez          | Wayne Carlson             | Chris Murgu                      | Kristie Cantu           |      |      |       |       |
| 1                              | The purchase price.<br>(up to 45 points)  | 41.9                   | 41.9                      | 45                               | 45                      | 31   | 31   | 31    | 31    |
|                                |   | 41.9                   |                           | 45                               |                         | 31   |      | 31    |       |
|                                |   | 41.9                   |                           | 45                               |                         | 31   |      | 31    |       |
|                                |   | 41.9                   |                           | 45                               |                         | 31   |      | 31    |       |
| 2                              | The reputation of the vendor and the vendor's goods and/or services. (up to 15 points)  | 15                     | 14.75                     | 12                               | 11.75                   | 14   | 13.5 | 13    | 13.75 |
|                                |   | 15                     |                           | 12                               |                         | 14   |      | 14    |       |
|                                |   | 15                     |                           | 12                               |                         | 13   |      | 14    |       |
|                                |   | 14                     |                           | 11                               |                         | 13   |      | 14    |       |
| 3                              | The quality of the vendor's goods or services. (up to 16 points)  | 15                     | 15                        | 15                               | 15                      | 15   | 15   | 15    | 15    |
|                                |   | 15                     |                           | 15                               |                         | 15   |      | 15    |       |
|                                |   | 15                     |                           | 15                               |                         | 15   |      | 15    |       |
|                                |   | 15                     |                           | 15                               |                         | 15   |      | 15    |       |
| 4                              | The extent to which the goods or services meet the district's needs. (up to 20 points)  | 19                     | 19                        | 18                               | 18.75                   | 19   | 19   | 19    | 19    |
|                                |   | 19                     |                           | 19                               |                         | 19   |      | 19    |       |
|                                |   | 19                     |                           | 19                               |                         | 19   |      | 19    |       |
|                                |   | 19                     |                           | 19                               |                         | 19   |      | 19    |       |
| 5                              | The vendor's past relationship with the College. (up to 3 points)   | 3                      | 3                         | 2                                | 2                       | 2    | 2    | 2     | 2     |
|                                |   | 3                      |                           | 2                                |                         | 2    |      | 2     |       |
|                                |   | 3                      |                           | 2                                |                         | 2    |      | 2     |       |
|                                |   | 3                      |                           | 2                                |                         | 2    |      | 2     |       |
| 6                              | The impact on the ability of the College to comply with the laws and rules relating to Historically Underutilized Businesses. (up to 1 point) | 1                      | 1                         | 0                                | 0                       | 1    | 1    | 0     | 0     |
|                                |   | 1                      |                           | 0                                |                         | 1    |      | 0     |       |
|                                |   | 1                      |                           | 0                                |                         | 1    |      | 0     |       |
|                                |   | 1                      |                           | 0                                |                         | 1    |      | 0     |       |
| <b>TOTAL EVALUATION POINTS</b> |   | 94.65                  |                           | 92.5                             |                         | 81.5 |      | 80.75 |       |
| <b>RANKING</b>                 |   | 1                      |                           | 2                                |                         | 3    |      | 4     |       |

**SOUTH TEXAS COLLEGE**  
**3. ONLINE CONTINUING EDUCATION SERVICES**  
**PROJECT NO. 15-16-1051**

|  |   |   |                         |                         |
|--|---|---|-------------------------|-------------------------|
| <b>VENDOR</b>                            |   | Education To Go/ A<br>Division of Cengage<br>Learning, Inc. | The Babb Group, Inc.    | World Education, LLC.   |
| <b>ADDRESS</b>                           |   | 5191 Natop Blvd   | 2549B Eastbluff Dr #500 | PO Box 151526           |
| <b>CITY/STATE/ZIP</b>                    |   | Mason, OH 45040   | Newport Beach, CA 92660 | Arlington, TX 76015     |
| <b>PHONE</b>                             |   | 513-229-1529  | 866-500-9101            | 682-227-8309            |
| <b>FAX</b>                               |   |   | 866-391-2978            | 682-514-6629            |
| <b>CONTACT</b>                           |   | Beverly M. Jones  | Danielle Lynn Babb      | Chris Gores             |
| <b>#</b>                                 | <b>Description</b>  | <b>Proposed</b>   | <b>Proposed</b>         | <b>Proposed</b>         |
| 1  | Host and Maintain Noncredit Online Courses  |   | \$240.00***             |                         |
| 2  | Creation of eCommerce storefront with STC branding and Catalog One-time development fee |   | \$55,000.00             |                         |
| 3  | Course Development Fees (Complete)  |   | \$17,000 per course     |                         |
| <b>Instructor- Led Courses</b>           |   |   |                         |                         |
| 1  | Accounting & Finance 24 Hours   | \$65.00 - \$80.00   |                         |                         |
| 2  | Business 24 Hours   | \$65.00 - \$80.00   |                         |                         |
| 3  | College Readiness 24 Hours  | \$65.00   |                         |                         |
| 4  | Computer Applications 24 Hours  | \$65.00 - \$80.00   |                         |                         |
| 5  | Design & Composition 24 Hours   | \$65.00   |                         |                         |
| 6  | Health Care & Medical 8 - 33 Hours  | \$36.00 - \$168.00  |                         |                         |
| 7  | Language & Arts 24 Hours  | \$65.00   |                         |                         |
| 8  | Law & Legal 24 Hours  | \$65.00   |                         |                         |
| 9  | Personal Development 10 - 24 Hours  | \$36.00 - \$65.00   |                         |                         |
| 10                                       | Teaching & Education 24 Hours   | \$65.00   |                         |                         |
| 11                                       | Technology 24 Hours   | \$65.00 - \$85.00   |                         |                         |
| 12                                       | Writing & Publishing 24 Hours   | \$65.00   |                         |                         |
| <b>Career Training Program Per Class</b> |   |   |                         |                         |
| 1  | Business and Professional 16 - 460 Hours  | \$495.00 - \$3,095.00                                       |                         | \$295.00 - \$3,695.00   |
| 2  | Career Online High School 750 Hours   | \$1,095.00  |                         |                         |
| 3  | Career Online High School 100 Hours   |   |                         | \$1,495.00              |
| 4  | Healthcare & Fitness 16 - 400 Hours   | \$695.00 - \$2,395.00                                       |                         | \$895.00 - \$3,695.00   |
| 5  | Hospitality & Service Industry 45 - 500 Hours   | \$399.00 - \$2,395.00                                       |                         | \$1,695.00 - \$3,695.00 |
| 6  | IT & Software Development 6 - 500 Hours   | \$495.00 - \$3,595.00                                       |                         | \$295.00 - \$4,095.00   |
| 7  | Management & Corporate 16 - 390 Hours   | \$495.00 - \$3,095.00                                       |                         |                         |
| 8  | Media & Design 120 - 500 Hours  | \$1,395.00 - \$5,495.00                                     |                         | \$895.00 - \$7,495.00   |
| 9  | Skilled Trades & Industrial 16 - 400 Hours  | \$695.00 - \$3,395.00                                       |                         | \$1,495.00 - \$3,495.00 |
| 10                                       | Sustainable Energy & Going Green 16 - 400 Hours   | \$695.00 - \$2,195.00                                       |                         | \$1,295.00 - \$3,295.00 |
| <b>TOTAL EVALUATION POINTS</b>           |   | 97.65   | 29.99                   | 82.66                   |
| <b>RANKING</b>                           |   | 1   | 3                       | 2                       |

\*\*\*Usage based-per student, per-course access code rate of \$240, assuming enrollment of 500 students for one year \$120,000.00 plus 22% of revenue generated through hosted site.

**SOUTH TEXAS COLLEGE**  
**3. ONLINE CONTINUING EDUCATION SERVICES**  
**PROJECT NO. 15-16-1051**

|                                |   |   |       |                         |      |                       |       |
|--------------------------------|---|---|-------|-------------------------|------|-----------------------|-------|
| <b>VENDOR</b>                  |   | Education To Go/ A Division of Cengage Learning, Inc. |       | The Babb Group, Inc.    |      | World Education, LLC. |       |
| <b>STREET</b>                  |   | 5191 Natop Blvd                                       |       | 2549B Eastbluff Dr #500 |      | PO Box 151526         |       |
| <b>CITY/STATE/ZIP</b>          |   | Mason, OH 45040                                       |       | Newport Beach, CA 92660 |      | Arlington, TX         |       |
| <b>PHONE</b>                   |   | 513-229-1529  |       | 866-500-9101            |      | 682-227-8309          |       |
| <b>FAX</b>                     |   |   |       | 866-391-2978            |      | 682-514-6629          |       |
| <b>CONTACT</b>                 |   | Beverly M. Jones                                      |       | Danielle Lynn Babb      |      | Chris Gores           |       |
| 1                              | The purchase price. (up to 40 points)   | 40  | 40    | 5                       | 5    | 35                    | 35    |
|                                |   | 40  |       | 5                       |      | 35                    |       |
|                                |   | 40  |       | 5                       |      | 35                    |       |
| 2                              | The reputation of the vendor and the vendor's goods and/or services. (up to 18 points)  | 17  | 17.33 | 10                      | 11   | 13                    | 13.33 |
|                                |   | 18  |       | 13                      |      | 14                    |       |
|                                |   | 17  |       | 10                      |      | 13                    |       |
| 3                              | The quality of the vendor's goods and/or services. (up to 18 points)  | 17  | 17.66 | 6                       | 7    | 14                    | 14    |
|                                |   | 18  |       | 9                       |      | 14                    |       |
|                                |   | 18  |       | 6                       |      | 14                    |       |
| 4                              | The extent to which the goods or services meet the district's needs. (up to 15 points)  | 14  | 14.66 | 3                       | 3.33 | 13                    | 13.33 |
|                                |   | 15  |       | 4                       |      | 14                    |       |
|                                |   | 15  |       | 3                       |      | 13                    |       |
| 5                              | The vendor's past relationship with the College. (up to 3 points)   | 3   | 3     | 2                       | 2    | 2                     | 2     |
|                                |   | 3   |       | 2                       |      | 2                     |       |
|                                |   | 3   |       | 2                       |      | 2                     |       |
| 6                              | The impact on the ability of the college to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point) | 0   | 0     | 0                       | 0    | 0                     | 0     |
|                                |   | 0   |       | 0                       |      | 0                     |       |
|                                |   | 0   |       | 0                       |      | 0                     |       |
| 7                              | The long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)   | 5   | 5     | 2                       | 1.66 | 5                     | 5     |
|                                |   | 5   |       | 1                       |      | 5                     |       |
|                                |   | 5   |       | 2                       |      | 5                     |       |
| <b>TOTAL EVALUATION POINTS</b> |   | 97.65   |       | 29.99                   |      | 82.66                 |       |
| <b>RANKING</b>                 |   | 1   |       | 3                       |      | 2                     |       |



**SOUTH TEXAS COLLEGE  
4. PRINTING OF BUSINESS FORMS  
PROJECT NO. 15-16-1052**

| NAME   | Copy Plus, LLC.                                    | Curtis 1000, Inc.                                 | Gateway Printing and Office Supply, Inc.      | Micah's Printing  | Safeguard Universal, LLC.                           | Scrip-State Security Products, Inc.               |
|--|--|---|---|---|---|---|
| ADDRESS  | 4500 N 10th Ste 240<br>McAllen, TX<br>956-668-7587 | 1620 Xinthisma Ave<br>McAllen, TX<br>956-605-1309 | 315 S Closner<br>Edinburg, TX<br>956-383-3861 | 1055 Westlakes Dr Ste 300<br>Berwyn, PA<br>610-727-4068 | 2741 Swantner<br>Corpus Christi, TX<br>800-221-7419 | 136 Commerce Blvd<br>Loveland, OH<br>513-697-7789 |
| CITY/STATE/ZIP   |  |   |   |   |   |   |
| PHONE  |  |   |   |   |   |   |
| FAX  | 956-668-7590                                       | 956-631-1001                                      | 956-383-5942                                  | 610-727-4663  | 361-884-8015  | 513-697-7891                                      |
| CONTACT  | Leonel Cantu                                       | Oscar Zapata                                      | Jeff Talbert                                  | Micah Bertin  | Anthony Anzaldua                                    | Anne E. Thatcher                                  |
| DESCRIPTION  | Proposed   | Proposed  | Proposed                                      | Proposed  | Proposed  | Proposed  |
| <b>1 SCHEDULE CHANGE FORM 2-PART NCR</b>   |  |   |   |   |   |   |
| Qty: 100,000   | \$7,308.00   | \$3,909.00  | \$4,068.57                                    |   | \$3,800.00  |   |
| Set-up charges   | N/A  | \$0.00  | N/A   |   | N/A   |   |
| Estimated Shipping Charges   | Included   | \$450.00  | Included                                      |   | N/A   |   |
| Total  | <b>\$7,308.00</b>                                  | <b>\$4,359.00</b>                                 | <b>\$4,068.57</b>                             |   | <b>\$3,800.00</b>                                   |   |
| Order Filled upon receipt of purchase order  | 7-12 days  | 15 days   | 18-20 Business days                           |   | No Response   |   |
| <b>2 TRANSCRIPT PAPER</b>  |  |   |   |   |   |   |
| Qty: 100,050   | \$15,688.00  | \$2,475.00  | \$4,578.07                                    | \$4,250.00  | \$4,752.37  | \$4,655.99  |
| Set-up charges   | N/A  | \$0.00  | N/A   | \$0.00  | N/A   | No Response                                       |
| Estimated Shipping Charges   | Included   | \$688.00  | Included                                      | Included  | N/A   | No Response                                       |
| Custom Ink Charge  |  |   |   |   |   | \$250.00  |
| Total  | <b>\$15,688.00</b>                                 | <b>\$3,163.00</b>                                 | <b>\$4,578.07</b>                             | <b>\$4,250.00</b>                                       | <b>\$4,752.37</b>                                   | <b>\$4,905.99</b>                                 |
| Order Filled upon receipt of purchase order  | 7-12 days  | 12 days   | 18-20 Business days                           | 8 days  | No Response   |   |
| <b>3 EMERGENCY TUITION, FEES AND TEXTBOOK LOAN APPLICATION AND PROMISSORY NOTE</b> |  |   |   |   |   |   |
| Qty: 4,000   | \$800.00   | \$357.72  | \$892.45                                      |   | \$508.00  |   |
| Set-up charges   | N/A  | \$0.00  | N/A   |   | N/A   |   |
| Estimated Shipping Charges   | Included   | \$128.00  | Included                                      |   | N/A   |   |
| Total  | <b>\$800.00</b>                                    | <b>\$485.72</b>                                   | <b>\$892.45</b>                               |   | <b>\$508.00</b>                                     |   |
| Order Filled upon receipt of purchase order  | 7-12 days  | 12 days   | 5-7 Business days                             |   | No Response   |   |
| <b>4 1098T FORMS</b>   |  |   |   |   |   |   |
| Qty: 50,000  | \$3,853.04   | \$2,626.00  | \$2,485.65                                    | \$2,276.00  | \$2,125.00  |   |
| Set-up charges   | N/A  | \$0.00  | N/A   | N/A   | N/A   |   |
| Estimated Shipping Charges   | Included   | \$200.00  | Included                                      | Included  | \$280.00  |   |
| Total  | <b>\$3,853.04</b>                                  | <b>\$2,826.00</b>                                 | <b>\$2,485.65</b>                             | <b>\$2,276.00</b>                                       | <b>\$2,405.00</b>                                   |   |
| Order Filled upon receipt of purchase order  | 7-12 days  | 5 days  | 18-20 Business days                           | 7 days  | 10-20 days  |   |
| <b>5 MISSING INFORMATION LETTERS</b>   |  |   |   |   |   |   |
| Qty: 10,000  | \$6,566.82   | \$3,260.00  | \$4,363.75                                    | \$3,786.00  | \$3,650.00  |   |
| Set-up charges   | N/A  | \$0.00  | N/A   | \$0.00  | N/A   |   |
| Estimated Shipping Charges   | Included   | \$450.00  | Included                                      | Included  | \$340.00  |   |
| Total  | <b>\$6,566.82</b>                                  | <b>\$3,710.00</b>                                 | <b>\$4,363.75</b>                             | <b>\$3,786.00</b>                                       | <b>\$3,990.00</b>                                   |   |
| Order Filled upon receipt of purchase order  | 7-12 days  | 15 days   | 18-20 Business days                           | 7 days  | 10-20 days  |   |

**SOUTH TEXAS COLLEGE  
4. PRINTING OF BUSINESS FORMS  
PROJECT NO. 15-16-1052**

| #                                    | NAME DESCRIPTION                            | Copy Plus, LLC.    |  | Curtis 1000, Inc. |  | Gateway Printing and Office Supply, Inc. |  | Micah's Printing  |  | Safeguard Universal, LLC. |  | Scrip-Stat Security Products, Inc. |  |
|--------------------------------------|---|--------------------|--|-------------------|--|--|--|-------------------|--|---------------------------|--|------------------------------------|--|
|                                      |   | Proposed           |  | Proposed          |  | Proposed                                 |  | Proposed          |  | Proposed                  |  | Proposed                           |  |
| <b>6 AWARD LETTERS</b>               |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | Qty: 100,000                                | \$6,566.82         |  | \$3,260.00        |  | \$4,285.00                               |  | \$3,786.00        |  | \$3,650.00                |  |                                    |  |
|                                      | Set-up charges                              | N/A                |  | \$0.00            |  | N/A                                      |  | \$0.00            |  | N/A                       |  |                                    |  |
|                                      | Estimated Shipping Charges                  | Included           |  | \$450.00          |  | Included                                 |  | Included          |  | \$340.00                  |  |                                    |  |
|                                      | Total                                       | <b>\$6,566.82</b>  |  | <b>\$3,710.00</b> |  | <b>\$4,285.00</b>                        |  | <b>\$3,786.00</b> |  | <b>\$3,990.00</b>         |  |                                    |  |
|                                      | Order Filled upon receipt of purchase order | 7-12 days          |  | 1.5 days          |  | 18-20 Business days                      |  | 7 days            |  | 10-20 days                |  |                                    |  |
| <b>7 SCHOLARSHIP LETTERS</b>         |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | Qty: 50,000                                 | \$3,867.04         |  | \$1,908.00        |  | \$2,503.15                               |  | \$2,276.00        |  | \$2,100.00                |  |                                    |  |
|                                      | Set-up charges                              | N/A                |  | \$0.00            |  | N/A                                      |  | \$0.00            |  | N/A                       |  |                                    |  |
|                                      | Estimated Shipping Charges                  | Included           |  | \$275.00          |  | Included                                 |  | Included          |  | \$200.00                  |  |                                    |  |
|                                      | Total                                       | <b>\$3,867.04</b>  |  | <b>\$2,183.00</b> |  | <b>\$2,503.15</b>                        |  | <b>\$2,276.00</b> |  | <b>\$2,300.00</b>         |  |                                    |  |
|                                      | Order Filled upon receipt of purchase order | 7-12 days          |  | 1.5 days          |  | 18-20 Business days                      |  | 7 days            |  | 10-20 days                |  |                                    |  |
| <b>8 MAILERS FOR BUSINESS OFFICE</b> |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | Qty: 5,000                                  | \$1,382.76         |  | \$850.00          |  | \$1,032.63                               |  | \$800.00          |  | \$800.00                  |  |                                    |  |
|                                      | Set-up charges                              | N/A                |  | \$0.00            |  | N/A                                      |  | \$0.00            |  | N/A                       |  |                                    |  |
|                                      | Estimated Shipping Charges                  | Included           |  | \$100.00          |  | Included                                 |  | Included          |  | \$38.00                   |  |                                    |  |
|                                      | Total                                       | <b>\$1,382.76</b>  |  | <b>\$950.00</b>   |  | <b>\$1,032.63</b>                        |  | <b>\$800.00</b>   |  | <b>\$838.00</b>           |  |                                    |  |
|                                      | Order Filled upon receipt of purchase order | 7-12 days          |  | 1.5 days          |  | 18-20 Business days                      |  | 7 days            |  | 10-20 days                |  |                                    |  |
| <b>9 STUDENT STATEMENT MAILERS</b>   |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | Qty: 50,000                                 | \$3,840.04         |  | \$1,967.00        |  | \$2,643.13                               |  | \$2,276.00        |  | \$2,100.00                |  |                                    |  |
|                                      | Set-up charges                              | N/A                |  | \$0.00            |  | N/A                                      |  | \$0.00            |  | No Response               |  |                                    |  |
|                                      | Estimated Shipping Charges                  | Included           |  | \$275.00          |  | Included                                 |  | Included          |  | \$200.00                  |  |                                    |  |
|                                      | Total                                       | <b>\$3,840.04</b>  |  | <b>\$2,242.00</b> |  | <b>\$2,643.13</b>                        |  | <b>\$2,276.00</b> |  | <b>\$2,300.00</b>         |  |                                    |  |
|                                      | Order Filled upon receipt of purchase order | 7-12 days          |  | 1.5 days          |  | 18-20 Business days                      |  | 7 days            |  | 10-20 days                |  |                                    |  |
| <b>10 ACCOUNTS PAYABLE CHECKS</b>    |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | Qty: 75,000                                 | \$10,369.34        |  | \$8,500.00        |  | \$5,056.56                               |  | \$5,900.00        |  | \$6,037.50                |  |                                    |  |
|                                      | Set-up charges                              | No Setup           |  | \$0.00            |  | N/A                                      |  | \$0.00            |  | N/A                       |  |                                    |  |
|                                      | Estimated Shipping Charges                  | N/A                |  | \$250.00          |  | Included                                 |  | Included          |  | \$280.00                  |  |                                    |  |
|                                      | Total                                       | <b>\$10,369.34</b> |  | <b>\$8,750.00</b> |  | <b>\$5,056.56</b>                        |  | <b>\$5,900.00</b> |  | <b>\$6,317.50</b>         |  |                                    |  |
|                                      | Order Filled upon receipt of purchase order | 7-12 days          |  | 1.5 days          |  | 18-20 Business days                      |  | 11 days           |  | 10-20 days                |  |                                    |  |
| <b>ESCALATION</b>                    |   |                    |  |                   |  |  |  |                   |  |                           |  |                                    |  |
|                                      | 2nd Year                                    | 2%                 |  | 3%                |  | 0%                                       |  | 4%                |  | 10%                       |  |                                    |  |
|                                      | 3rd Year                                    | 1%                 |  | 5%                |  | 0%                                       |  | 4%                |  | 10%                       |  |                                    |  |
| <b>TOTAL EVALUATION POINTS</b>       |   | 53.65              |  | 84.75             |  | 85.25                                    |  | 85.3              |  | 67.1                      |  | 70.15                              |  |
| <b>RANKING</b>                       |   | 6                  |  | 3                 |  | 1  |  | 2                 |  | 5                         |  | 4                                  |  |

**SOUTH TEXAS COLLEGE  
4. PRINTING OF BUSINESS FORMS  
PROJECT NO. 15-16-1052  
EVALUATION FORM**

| <b>VENDOR</b>                  | <b>Copy Plus, LLC.</b>       | <b>Curtis 1000, Inc.</b> | <b>Gateway Printing and Office Supply, Inc.</b> | <b>Micah's Printing</b>      | <b>Safeguard Universal, LLC.</b> | <b>Scrip-Safe Security Products, Inc.</b> |
|--------------------------------|------------------------------|--------------------------|---|------------------------------|----------------------------------|---|
| <b>ADDRESS</b>                 | 4500 N 10th Ste 240          | 1620 Xinthisma Ave       | 315 S Closser                                   | 1055 Westlakes Dr Ste 300    | 2740 Swantner                    | 136 Commerce Blvd                         |
| <b>CITY/STATE</b>              | McAllen, TX                  | McAllen, TX              | Edinburg, TX                                    | Berwyn, PA                   | Corpus Christi, TX               | Loveland, OH                              |
| <b>PHONE/FAX</b>               | 956-668-7587                 | 956-605-1309             | 956-383-3861                                    | 610-727-4068                 | 800-221-7419                     | 513-697-7789                              |
| <b>FAX</b>                     | 956-668-7590                 | 956-631-1001             | 956-383-4674                                    | 610-727-4663                 | 361-884-8015                     | 513-697-7891                              |
| <b>CONTACT</b>                 | Leonel Cantu                 | Oscar Zapata             | Jeff Talbert                                    | Micah Bertin                 | Anthony Anzaldua                 | Anne E. Thatcher                          |
| 1                              | 20.4<br>20.4<br>20.4<br>20.4 | 39<br>39<br>39<br>39     | 35<br>35<br>35<br>35                            | 34.8<br>34.8<br>34.8<br>34.8 | 28.6<br>28.6<br>28.6<br>28.6     | 23.4<br>23.4<br>23.4<br>23.4              |
| 2                              | 9<br>5<br>7<br>9             | 13<br>7<br>7<br>12       | 14<br>14<br>13<br>13                            | 14<br>13<br>14<br>13         | 12<br>8<br>14<br>12              | 12<br>8<br>14<br>11                       |
| 3                              | 12<br>8<br>10<br>12          | 15<br>13<br>13<br>15     | 14<br>14<br>13<br>14                            | 15<br>13<br>15<br>13         | 14<br>7<br>14<br>7               | 14<br>13<br>15<br>12                      |
| 4                              | 11<br>6<br>13<br>11          | 19<br>16<br>16<br>15     | 18<br>15<br>16<br>11                            | 19<br>16<br>18<br>16         | 18<br>10<br>12<br>7              | 16<br>16<br>18<br>15                      |
| 5                              | 2<br>2<br>2<br>2             | 3<br>3<br>3<br>3         | 3<br>3<br>3<br>3                                | 3<br>3<br>3<br>3             | 3<br>2<br>3<br>3                 | 3<br>3<br>3<br>3                          |
| 6                              | 0<br>0<br>0<br>0             | 0<br>0<br>0<br>0         | 0<br>0<br>0<br>0                                | 0<br>0<br>0<br>0             | 1<br>1<br>1<br>1                 | 0<br>0<br>0<br>0                          |
| 7                              | 4<br>3<br>4<br>1             | 3<br>3<br>3<br>1         | 5<br>5<br>5<br>5                                | 3<br>3<br>3<br>2             | 1<br>1<br>1<br>1                 | 3<br>3<br>3<br>2                          |
| <b>TOTAL EVALUATION POINTS</b> | 53.65                        | 84.75                    | 85.25   | 85.3                         | 67.1                             | 70.15                                     |
| <b>RANKING</b>                 | 6                            | 3                        | 1   | 2                            | 5                                | 4   |

**SOUTH TEXAS COLLEGE**  
**5. RECORDS MANAGEMENT SERVICES**  
**PROJECT NO. 15-16-1054**

|                                       |  |                        |                           |
|---------------------------------------|--|------------------------|---------------------------|
| <b>VENDOR</b>                         |  | Creative Imaging, LLC. | Records Consultants, Inc. |
| <b>ADDRESS</b>                        |  | 1702 S 28th St         | 12829 Wetmore Rd          |
| <b>CITY/STATE/ZIP</b>                 |  | Edinburg, TX 78542     | San Antonio, TX 78247     |
| <b>PHONE</b>                          |  | 956-287-8883           | 877-363-4127              |
| <b>FAX</b>                            |  | 956-287-8881           | 877-366-0776              |
| <b>CONTACT</b>                        |  | Lydia Ochoa            | Dan W. Gibbens            |
| <b>#</b>                              | <b>Description</b>                                   | <b>Proposed</b>        | <b>Proposed</b>           |
| 1                                     | Indexing of Files (per box)                          | \$4.00                 |                           |
| 2                                     | On-Site Processing Fee (per box)<br>Labeling/Barcode | \$8.95                 | \$18.00                   |
| 3                                     | Cost of New Boxes Sold (per box)                     |                        | \$3.50                    |
| 4                                     | Records Destruction Fee (per box)                    | \$2.45                 | \$5.50                    |
| <b>Total Processing Fee (per box)</b> |  | \$15.40                | \$23.50                   |
| <b>Escalation</b>                     |  |                        |                           |
| 5                                     | 2nd Year Escalation                                  | 0%                     | 0%                        |
| 6                                     | 3rd Year Escalation                                  | 0%                     | 0%                        |
| <b>TOTAL EVALUATION POINTS</b>        |  | 93.99                  | ****                      |
| <b>RANKING</b>                        |  | 1                      | ****                      |

\*\*\*\* Vendor did not submit required documents therefore not evaluated.

**SOUTH TEXAS COLLEGE**  
**5. RECORDS MANAGEMENT SERVICES**  
**PROJECT NO. 15-16-1054**  
**EVALUATION FORM**

|                                |   |                        |       |
|--------------------------------|---|------------------------|-------|
| <b>VENDOR</b>                  |   | Creative Imaging, LLC. |       |
| <b>ADDRESS</b>                 |   | 1702 S 28th St         |       |
| <b>CITY/STATE</b>              |   | Edinburg TX 78542      |       |
| <b>PHONE</b>                   |   | 956-287-8883           |       |
| <b>FAX</b>                     |   | 956-287-8881           |       |
| <b>CONTACT</b>                 |   | Lydia Ochoa            |       |
| 1                              | The purchase price.<br>(up to 40 points)  | 40                     | 40    |
|                                |   | 40                     |       |
|                                |   | 40                     |       |
| 2                              | The reputation of the vendor and the vendor's goods and/or services. (up to 18 points)  | 16                     | 16.33 |
|                                |   | 16                     |       |
|                                |   | 17                     |       |
| 3                              | The quality of the vendor's goods or services. (up to 18 points)  | 16                     | 16.33 |
|                                |   | 16                     |       |
|                                |   | 17                     |       |
| 4                              | The extent to which the good or services meet the district's needs. (up to 15 points)   | 14                     | 14.33 |
|                                |   | 14                     |       |
|                                |   | 15                     |       |
| 5                              | The vendor's past relationship with the College. (up to 3 points)   | 2                      | 2     |
|                                |   | 2                      |       |
|                                |   | 2                      |       |
| 6                              | The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point) | 0                      | 0     |
|                                |   | 0                      |       |
|                                |   | 0                      |       |
| 7                              | The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)                                       | 5                      | 5     |
|                                |   | 5                      |       |
|                                |   | 5                      |       |
| <b>TOTAL EVALUATION POINTS</b> |   | 93.99                  |       |
| <b>RANKING</b>                 |   | 1                      |       |

**NO  
BACKUP  
FOR**

**6. Food Products  
(Reject)**

**SOUTH TEXAS COLLEGE**  
**7. DESKTOP MACHINING SYSTEM**

| <b>NAME</b>           |     |  | Technical Laboratory<br>Systems, Inc. |              |
|-----------------------|-----|--|---------------------------------------|--------------|
| <b>ADDRESS</b>        |     |  | P O Box 218609                        |              |
| <b>CITY/STATE/ZIP</b> |     |  | Houston, TX 77218                     |              |
| <b>PHONE</b>          |     |  | 800-445-1088                          |              |
| <b>FAX</b>            |     |  | 281-391-1113                          |              |
| <b>CONTACT</b>        |     |  | Mike Sudduth                          |              |
| #                     | Qty | Description                            | Unit Price                            | Extension    |
| 1                     | 1   | Micromill 2000 P/N MM000700            | \$ 13,450.00                          | \$ 13,450.00 |
| 2                     | 1   | Micromill Quick Change Tooling Package | \$ 455.00                             | \$ 455.00    |
| 3                     | 1   | Milling Vice P/N BI00859A              | \$ 350.00                             | \$ 350.00    |
| 4                     | 1   | Freight                                | \$ 565.00                             | \$ 565.00    |
| 5                     | 1   | Discount                               | \$ (825.00)                           | \$ (825.00)  |
| <b>TOTAL AMOUNT</b>   |     |  | \$                                    | 13,995.00    |

**SOUTH TEXAS COLLEGE**  
**8. ONLINE ESSAY REVIEW SERVICES AGREEMENT**  
**QUOTE NO. R0074396**

| <b>NAME</b>           |            | Smarthinking/NCS Pearson, Inc.   |                   |                  |
|-----------------------|------------|--|-------------------|------------------|
| <b>ADDRESS</b>        |            | 13036 Collection Center Dr   |                   |                  |
| <b>CITY/STATE/ZIP</b> |            | Chicago, IL 60693  |                   |                  |
| <b>PHONE</b>          |            | 801-957-1803   |                   |                  |
| <b>FAX</b>            |            | 206-260-8525   |                   |                  |
| <b>CONTACT</b>        |            | Marjorie McEntire  |                   |                  |
| <b>#</b>              | <b>Qty</b> | <b>Description</b>   | <b>Unit Price</b> | <b>Extension</b> |
| 1                     | 1          | Online Essay Review Services<br>Service Hours: 500<br>Period: 4/1/2016 - 8/31/16 | \$ 12,500.00      | \$ 12,500.00     |
| <b>TOTAL AMOUNT</b>   |            |  | \$                | 12,500.00        |



**SOUTH TEXAS COLLEGE**  
**9. ONLINE TUTORING SERVICE AGREEMENT**  
**QUOTE NO. R0074391**

| <b>NAME</b>           |     |  | Upswing International, Inc. |              |
|-----------------------|-----|--|-----------------------------|--------------|
| <b>ADDRESS</b>        |     |  | 1214 W 5th St Ste A         |              |
| <b>CITY/STATE/ZIP</b> |     |  | Austin, TX 78703            |              |
| <b>PHONE</b>          |     |  | 304-542-7353                |              |
| <b>CONTACT</b>        |     |  | Haley Thaxton               |              |
| #                     | Qty | Description  | Unit Price                  | Extension    |
| 1                     | 1   | Upswing Ulearn Hours<br>24/7 Live Tutoring<br>Service Hours: 500<br>Period: 4/1/16 - 8/31/16 | \$ 10,000.00                | \$ 10,000.00 |
| <b>TOTAL AMOUNT</b>   |     |  | \$                          | 10,000.00    |

**SOUTH TEXAS COLLEGE**  
**10. 3D PRINTER**

| <b>NAME</b>           |     |                              | Technical Laboratory<br>Systems, Inc. |               |
|-----------------------|-----|------------------------------|---------------------------------------|---------------|
| <b>ADDRESS</b>        |     |                              | P O Box 218609                        |               |
| <b>CITY/STATE/ZIP</b> |     |                              | Houston, TX 77218                     |               |
| <b>PHONE</b>          |     |                              | 800-445-1088                          |               |
| <b>FAX</b>            |     |                              | 281-391-1113                          |               |
| <b>CONTACT</b>        |     |                              | Mike Sudduth                          |               |
| #                     | Qty | Description                  | Unit Price                            | Extension     |
| 1                     | 1   | 3D Printer Bundle            | \$ 20,900.00                          | \$ 20,900.00  |
| 2                     | 1   | Installation and Orientation | \$ 950.00                             | \$ 950.00     |
| 3                     | 1   | Freight                      | \$ 650.00                             | \$ 650.00     |
| 4                     | 1   | Discount                     | \$ (1,500.00)                         | \$ (1,500.00) |
| <b>TOTAL AMOUNT</b>   |     |                              | \$                                    | 21,000.00     |

**SOUTH TEXAS COLLEGE**  
**11. ULTRASOUND EQUIPMENT MAINTENANCE AGREEMENT**  
**QUOTE NO. R0074005**

| <b>NAME</b>           |     | GE Healthcare   |             |             |
|-----------------------|-----|---|-------------|-------------|
| <b>ADDRESS</b>        |     | 9900 W Innovation Dr  |             |             |
| <b>CITY/STATE/ZIP</b> |     | Milwaukee, WI 53226   |             |             |
| <b>PHONE</b>          |     | 262-290-1968  |             |             |
| <b>FAX</b>            |     | 262-364-2437  |             |             |
| <b>CONTACT</b>        |     | Kaitlin Scheckel  |             |             |
| #                     | Qty | Description   | Unit Price  | Extension   |
| 1                     | 1   | GE UL Logiq S7 Expert<br>System ID: LS7ER244359<br>Period: 3/1/16 - 2/28/17                 | \$ 5,680.00 | \$ 5,680.00 |
| 2                     | 1   | GE UL Logiq S7 Expert<br>System ID: LS7ER244363<br>Period: 3/1/16 - 2/28/17                 | \$ 5,680.00 | \$ 5,680.00 |
| 3                     | 1   | GE UL GE General Specialist Y Probe<br>System ID: Probe Reserve<br>Period: 3/1/16 - 2/28/17 | \$ 2,900.00 | \$ 2,900.00 |
| <b>TOTAL AMOUNT</b>   |     |   | \$          | 14,260.00   |

**SOUTH TEXAS COLLEGE**  
**12. CHILLER CHEMICALS AND MAINTENANCE**

| <b>NAME</b>           |     |  | U.S. Water Services, Inc./<br>dba ChemCal |              |
|-----------------------|-----|--|---|--------------|
| <b>ADDRESS</b>        |     |  | 12270 43rd St NE                          |              |
| <b>CITY/STATE/ZIP</b> |     |  | St Michael, MN 55376                      |              |
| <b>PHONE</b>          |     |  | 817-251-7166                              |              |
| <b>CONTACT</b>        |     |  | Ken Addington                             |              |
| #                     | Qty | Description  | Unit Price                                | Extension    |
| 1                     | 1   | Chiller Chemicals and Maintenance<br>Period: 3/30/16 - 8/31/16 | \$ 27,000.00                              | \$ 27,000.00 |
| <b>TOTAL AMOUNT</b>   |     |  | \$  | 27,000.00    |

**SOUTH TEXAS COLLEGE  
13. DISTRICT WIDE FURNITURE REQUEST  
MARCH 29, 2016**

| #   | Qty  | Description   | Unit Price | Extension   | Requesting Department  |
|---|--|---|------------|---|--|
| <b>Allsteel, Inc./Gateway Printing and Office Supply, Inc. (TXMAS-9-711030)</b>             |  |   |            |   |  |
| 1   | 12   | SCU-UWDF Scout Armless Chair Adjustable Arms and Back     | \$322.76   | \$3,873.12  | Student Financial Services - Miguel Carranza                           |
| 2   | 1  | Installation  | \$300.00   | \$300.00  | Chairs for Conference Table located at the Student Financial Services. |
|   |  | <b>Allsteel, Inc. Total</b>                               |            | <b>\$4,173.12</b>   |  |
| <b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (TXMAS-14-71080)</b> |  |   |            |   |  |
| 1   | 3  | 2036KS Trackside Top Shelf 36"Wx20"D                      | \$13.35    | \$40.05   | Learning Commons and Open Labs - Lelia Salinas                         |
| 15  | 2036SS Slotted Standard Duty Shelf 36"Wx20"D | \$13.35   | \$200.25   | Shelving units needed for the Open Labs storage areas located at Pecan Campus |  |
| 4   | 7620LC Closed "L" Upright 20"Dx76 1/4"H      | \$36.42   | \$145.68   |   |  |
| 1   | 7620TC Closed "T" Upright 20"Dx76 1/4"H      | \$42.06   | \$42.06    |   |  |
| 6   | QB3602 Kick Plate 36"W, 2"H                  | \$4.72  | \$28.32    |   |  |
| 15  | SB36 Slotted Back Stop 36"Wx2"H              | \$3.70  | \$55.50    |   |  |
| 30  | SR20 Shelf Reinforcement 20"                 | \$1.60  | \$48.00    |   |  |
| 36  | SS-3614 Standard Duty Shelf Support 36"      | \$2.57  | \$92.52    |   |  |
| 1   | Freight                                      | \$222.00  | \$222.00   |   |  |
| 1   | TXMas  | \$9.93  | \$9.93     |   |  |
| 2   | 3  | 2036KS Trackside Top Shelf 36"Wx20"D                      | \$13.35    | \$40.05   | BAT/BAS Program - Ali Esmaili  |
| 15  | 2036SS Slotted Standard Duty Shelf 36"Wx20"D | \$13.35   | \$200.25   | Shelving units needed for the BAT program storage                             |  |
| 4   | 7620LC Closed "L" Upright 20"Dx76 1/4"H      | \$36.42   | \$145.68   |   |  |
| 1   | 7620TC Closed "T" Upright 20"Dx76 1/4"H      | \$42.06   | \$42.06    |   |  |
| 6   | QB3602 Kick Plate 36"W, 2"H                  | \$4.72  | \$28.32    |   |  |
| 15  | SB36 Slotted Back Stop 36"Wx2"H              | \$3.70  | \$55.50    |   |  |
| 30  | SR20 Shelf Reinforcement 20"                 | \$1.60  | \$48.00    |   |  |
| 36  | SS-3614 Standard Duty Shelf Support 36"      | \$2.57  | \$92.52    |   |  |
| 1   | Freight                                      | \$222.00  | \$222.00   |   |  |
| 1   | TXMas  | \$9.93  | \$9.93     |   |  |
| 3   | 1  | Installation  | \$270.00   | \$270.00  |  |
|   |  | <b>Datum Filing Systems, Inc. Total</b>                   |            | <b>\$2,038.62</b>   |  |
| <b>Exemplis Corporation/Gateway Printing and Office Supply, Inc. (TXMAS-4-7110240)</b>      |  |   |            |   |  |
| 1   | 6  | 40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair | \$332.24   | \$1,993.44  | Academic Affairs Support - Anahid Petrosian                            |
|   |  |   |            |   | Office Chairs for the Vice President of Academic Affairs               |
| 2   | 1  | Installation  | \$150.00   | \$150.00  | Staff to replace old and broken chairs                                 |
|   |  | <b>Exemplis Corporation Total</b>                         |            | <b>\$2,143.44</b>   |  |

**SOUTH TEXAS COLLEGE  
13. DISTRICT WIDE FURNITURE REQUEST  
MARCH 29, 2016**

| #   | Qty | Description  | Unit Price | Extension          | Requesting Department   |
|---|-----|--|------------|--------------------|---|
| <b>The Hon Company/Gateway Printing and Office Supply, Inc. (TXMAS-6-71111060)</b>            |     |  |            |                    |   |
| 1   | 2   | HS72ABC Brigade Bookcase 5-Shelf 12-5/8D x 34 1/2W x 71H Black | \$164.16   | \$328.32           | CADD Program - Sara Lozano  |
|   | 1   | HSC2472 5-Shelf Storage Cabinet                                | \$360.99   | \$360.99           | Bookcase and storage cabinet for CADD lab located at Technology Campus A 207  |
| 2   | 2   | HS72ABC Brigade Bookcase 5-Shelf 12-5/8D x 34 1/2W x 71H Black | \$164.16   | \$328.32           | CADD Program - Sara Lozano  |
|   | 1   | HSC2472 5-Shelf Storage Cabinet                                | \$360.99   | \$360.99           | Bookcase and storage cabinet for CADD lab located at Technology Campus A 207  |
| 3   | 1   | Installation   | \$130.00   | \$130.00           |   |
|   |     | <b>The Hon Company Total</b>                                   |            | <b>\$1,508.62</b>  |   |
| <b>Krueger International, Inc./Gateway Printing and Office Supply, Inc. (TXMAS-14-710180)</b> |     |  |            |                    |   |
| 1   | 4   | WBWD2436-74P WorkZone w/Power Basic Worksurface Laminate       | \$530.88   | \$2,123.52         | CADD Program - Sara Lozano  |
|   | 8   | WBWD2472-74P WorkZone w/Power Basic Worksurface Laminate       | \$796.32   | \$6,370.56         | Tables and chairs to replace the outdated drafting tables that are no longer used in the CADD lab located at Technology Campus A 207 . The new furniture will help increase access to emerging technologies |
|   | 4   | WZ.T6PI.29 WorkZone Floor Infeed for 29" Tall Table            | \$158.40   | \$633.60           |   |
|   | 8   | WZ.T6RECP.1 WorkZone Receptacle, 810 6-2-2 (1.12")             | \$12.00    | \$96.00            |   |
|   | 12  | WZ.T6RECP.4I WorkZone Receptacle, 810 6-2-2 (1.12")            | \$12.00    | \$144.00           |   |
|   | 8   | WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper             | \$56.64    | \$453.12           |   |
|   | 16  | SNNAU Strive Nesting Armless Chair                             | \$228.98   | \$3,663.68         |   |
|   | 8   | HUN2060-74P Hurry Up Tables 20x60"                             | \$533.76   | \$4,270.08         |   |
| 2   | 6   | WBWD2436-74P WorkZone w/Power Basic Worksurface Laminate       | \$530.88   | \$3,185.28         | CADD Program - Sara Lozano  |
|   | 6   | WBWD2472-74P WorkZone w/Power Basic Worksurface Laminate       | \$796.32   | \$4,777.92         | Tables and chairs to replace the outdated drafting tables that are no longer used in the CADD lab located at Technology Campus A 208 . The new furniture will help increase access to emerging technologies |
|   | 6   | WZ.T6PI.29 WorkZone Floor Infeed for 29" Tall Table            | \$158.40   | \$950.40           |   |
|   | 6   | WZ.T6RECP.1 WorkZone Receptacle, 810 6-2-2 (1.12")             | \$12.00    | \$72.00            |   |
|   | 12  | WZ.T6RECP.4I WorkZone Receptacle, 810 6-2-2 (1.12")            | \$12.00    | \$144.00           |   |
|   | 6   | WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper             | \$56.64    | \$339.84           |   |
|   | 16  | SNNAU Strive Nesting Armless Chair                             | \$228.98   | \$3,663.68         |   |
|   | 8   | HUN2060-74P Hurry Up Tables 20x60"                             | \$533.76   | \$4,270.08         |   |
| 3   | 1   | Installation   | \$3,515.00 | \$3,515.00         |   |
|   |     | <b>Krueger International, Inc. Total</b>                       |            | <b>\$38,672.76</b> |   |
|   |     | <b>FURNITURE TOTAL</b>   |            | <b>\$48,536.56</b> |   |

**SOUTH TEXAS COLLEGE**

**14. PROFESSIONAL DEVELOPMENT CONSULTANT SERVICES**

| <b>NAME</b>           |            |   | Dr. Heide Wrigley    |                  |
|-----------------------|------------|---|----------------------|------------------|
| <b>ADDRESS</b>        |            |   | 2541 Calle Tenebroso |                  |
| <b>CITY/STATE/ZIP</b> |            |   | Las Cruces, NM 88005 |                  |
| <b>PHONE</b>          |            |   | 575-635-3815         |                  |
| <b>#</b>              | <b>Qty</b> | <b>Description</b>  | <b>Unit Price</b>    | <b>Extension</b> |
| 1                     | 1          | Professional Development Consultant Services<br>Period: 4/1/16 - 11/30/16 | \$ 25,000.00         | \$ 25,000.00     |
| <b>TOTAL AMOUNT</b>   |            |   | \$                   | 25,000.00        |

**SOUTH TEXAS COLLEGE**  
**15. ADOBE LICENSE SUBSCRIPTION AGREEMENT**

| <b>NAME</b>           |     |   | Software House International<br>(SHI) Government |              |
|-----------------------|-----|---|--|--------------|
| <b>ADDRESS</b>        |     |   | 1301 MoPac Expway #375                           |              |
| <b>CITY/STATE/ZIP</b> |     |   | Austin, TX 78746                                 |              |
| <b>PHONE</b>          |     |   | 512-634-8100                                     |              |
| <b>FAX</b>            |     |   | 512-732-0232                                     |              |
| <b>CONTACT</b>        |     |   | Matt Long  |              |
| #                     | Qty | Description   | Unit Price                                       | Extension    |
| 1                     | 1   | Adobe License Software Agreement<br>Period: 4/7/16 - 4/6/17 | \$ 20,400.00                                     | \$ 20,400.00 |
| <b>TOTAL AMOUNT</b>   |     |   | \$ 20,400.00                                     |              |



SOUTH TEXAS COLLEGE  
16. DISTRICT WIDE TECHNOLOGY REQUEST  
MARCH 29, 2016

| <b>COMPUTERS</b> |     |   |  |
|------------------|-----|---|--|
| #                | Qty | Description   | Requesting Department  |
| 1                | 1   | Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory<br>20" Monitor, Integrated Video Card, 16X DVD+-RW, Warranty                        | Computer Science Program - Saeed Molki<br>(1) Replacement of 5-yr-old system for Dept Faculty  |
| 2                | 2   | Computer 3020 MT, i5-4590 Processor, 500GB Hard Drive, 8GB Memory<br>20" Monitor, Integrated Video Card, 16X DVD+-RW, Warranty                        | Associate Degree Nursing Program - Christie Candelaria<br>(2) New systems for new Dept Faculty   |
| 3                | 19  | Workstation T1700 SFF, i5-4590 Processor, 500GB Hard Drive, 8GB Memory<br>No Monitor, AMD FirePro 2GB Video Card, 8x Slimline DVD-Rom Drive, Warranty | Instructional Technologies Maintenance & Replacement - Marie<br>(7) Replacement of Digital Signage systems @ PCN<br>(4) Replacement of Digital Signage systems @ MV<br>(2) Replacement of Digital Signage systems @ Starr<br>(2) Replacement of Digital Signage systems @ TC<br>(1) Replacement of Digital Signage system @ NAH<br>(3) Additional Digital Signage Systems to be used as spares |
| 4                | 4   | Computer iMac, 4.0GHz Quad-Core Intel i7, 1TB Flash Storage, 16GB Memory,<br>27" Monitor, 2GB AMD Radeon Video Card, Warranty                         | Public Relations/Marketing - Daniel Ramirez<br>(4) Replacement of 5-yr-old systems for Dept Staff  |
|                  |     | <b>COMPUTER TOTAL</b>   | <b>\$ 30,955.50</b>  |
| <b>LAPTOP</b>    |     |   |  |
| 5                | 1   | Laptop E5550 Intel Core i5-5300U, 250GB Hard Drive, Battery,<br>8.0GB Memory, Intel Dual Band Wireless Card, Warranty                                 | Centers for Learning Excellence - Cody Gregg<br>(1) Replacement of 5-yr-old system for CLE Conference Room   |
|                  |     | <b>LAPTOP TOTAL</b>   | <b>\$ 1,180.00</b>   |
| <b>SCANNER</b>   |     |   |  |
| 6                | 1   | Scanner Panasonic KV-S7075C, 95 page per minute scan, 600 dpi x 600 dpi Optical Resolution,<br>Hi Speed USB, 1 Year Warranty                          | Admin Allowance - Pell (Financial Aid) - Miguel Carranza<br>(1) Replacement of 7-yr-old system for Dept Staff  |
|                  |     | <b>TABLET TOTAL</b>   | <b>\$ 8,222.44</b>   |
|                  |     | <b>COMPUTER/LAPTOP/SCANNER TOTAL</b>  | <b>\$ 40,357.94</b>  |

**SOUTH TEXAS COLLEGE  
17. MCAFEE WEB GATEWAY HARDWARE  
QUOTE NO. R0074214**

| <b>NAME</b>           |     | Dell Marketing, LP.   |              |              |
|-----------------------|-----|---|--------------|--------------|
| <b>ADDRESS</b>        |     | P O Box 67602   |              |              |
| <b>CITY/STATE/ZIP</b> |     | Dallas, TX 75267  |              |              |
| <b>PHONE</b>          |     | 800-456-3355  |              |              |
| <b>FAX</b>            |     | 800-433-9527  |              |              |
| <b>CONTACT</b>        |     | Marlene Silva   |              |              |
| #                     | Qty | Description   | Unit Price   | Extension    |
| 1                     | 2   | VLA McAfee Web GTW 5500 Appl C 1-+<br>(A8754687)                | \$ 20,135.57 | \$ 40,271.14 |
| 2                     | 2   | VLA McAfee Web Gateway 5500 APPL-C<br>1YRGL+ARMA 1U+ (A8756944) | \$ 4,751.12  | \$ 9,502.24  |
| <b>TOTAL AMOUNT</b>   |     |   | \$           | 49,773.38    |

**SOUTH TEXAS COLLEGE**  
**18. NETWORK CABLE AND SUPPLIES**

|          |            | <b>NAME</b>   | Anixter, Inc.              |                  |
|----------|------------|---|----------------------------|------------------|
|          |            | <b>ADDRESS</b>  | 3522 Paesanos Pkwy Ste 303 |                  |
|          |            | <b>CITY/STATE/ZIP</b>   | Shavano Park, TX 78231     |                  |
|          |            | <b>PHONE</b>  | 210-408-8031               |                  |
|          |            | <b>FAX</b>  | 210-408-2727               |                  |
| <b>#</b> | <b>Qty</b> | <b>Description</b>  | <b>Unit Price</b>          | <b>Extension</b> |
| 1        | 10         | CMP-00424SUP-10G-06<br>Superior C 6A-272-2B<br>23-4P UTP-CMP SOL BC CAT6A, Blue Reel                                    | \$ 699.16                  | \$ 6,991.60      |
| 2        | 200        | MM07-ORC6A-06<br>Ortronics MC6A07-06<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 7ft MC6 GT3, Blue Clarity    | \$ 13.29                   | \$ 2,658.00      |
| 3        | 200        | MM10-ORC6A-06<br>Ortronics MC6A10-06<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 10ft MC6 GT, Blue Clarity    | \$ 14.96                   | \$ 2,992.00      |
| 4        | 50         | MM07-ORC6A-04<br>Ortronics MC6A07-05<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 7ft MC6 GT3, Green Clarity   | \$ 13.29                   | \$ 664.50        |
| 5        | 50         | MM07-ORC6A-03<br>Ortronics MC6A07-02<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 7ft MC6 GT3, Red Clarity     | \$ 13.29                   | \$ 664.50        |
| 6        | 50         | MM07-ORC6A-05<br>Ortronics MC6A07-04<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 7ft MC6 GT3, Yellow Clarity  | \$ 13.29                   | \$ 664.50        |
| 7        | 50         | MM10-ORC6A-04<br>Ortronics MC6A10-05<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B MC6 GT3, Green Clarity, 10ft | \$ 14.96                   | \$ 748.00        |

**SOUTH TEXAS COLLEGE**  
**18. NETWORK CABLE AND SUPPLIES**

| NAME |     |  | Anixter, Inc. |           |
|------|-----|--|---------------|-----------|
| #    | Qty | Description  | Unit Price    | Extension |
| 8    | 50  | MM10-ORC6A-03<br>Ortronics MC6A10-02<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 3ft MC6 GT3, Red Clarity    | \$ 13.05      | \$ 652.50 |
| 9    | 50  | MM10-ORC6A-05<br>Ortronics MC6A10-04<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 10ft MC6 GT, Yellow Clarity | \$ 14.96      | \$ 748.00 |
| 10   | 30  | MM15-ORC6A-06<br>Ortronics MC6A15-06<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 15ft MC6 GT, Blue Clarity   | \$ 17.02      | \$ 510.60 |
| 11   | 10  | MM25-ORC6A-06<br>Ortronics MC6A25-06<br>CBL ASSY MOD 24-4PR Stranded<br>CAT6A IP10 T568A/B 25ft MC6 GT, Blue Clarity   | \$ 23.98      | \$ 239.80 |
| 12   | 50  | Ortronics 40300549<br>1-Port Flush Mount Unloaded<br>Singlegang Tracjack; Fog White                                    | \$ 1.61       | \$ 80.50  |
| 13   | 50  | Ortronics 40300548<br>2-Port Flush Mount Unloaded<br>Singlegang Tracjack; Fog White                                    | \$ 1.61       | \$ 80.50  |
| 14   | 50  | Ortronics 40300547<br>3-Port Flush Mount Unloaded<br>Singlegang Tracjack; Fog White                                    | \$ 1.61       | \$ 80.50  |
| 15   | 50  | Ortronics 40300545<br>6-Port Flush Mount Unloaded<br>Singlegang Tracjack; Fog White                                    | \$ 1.61       | \$ 80.50  |
| 16   | 30  | Compu-Link LCCLCCD1-UPSM<br>2-F Jumper 3.3ft/1MT 8.3/125<br>LC To LC Ceramic Tip, Ultra Polish OS2                     | \$ 21.00      | \$ 630.00 |
| 17   | 20  | Compu-Link LCCLCCD3<br>2-F Jumper 10ft/3MTR 62.5/125<br>LC To LC Ceramic Tip; OM1                                      | \$ 19.84      | \$ 396.80 |
| 18   | 20  | Compu-Link LCCSCCD3-UPSM<br>2-F Jumper 10ft/3MT 8.3/125<br>LC To SC Ceramic Tip, Ultra Polish OS2                      | \$ 21.48      | \$ 429.60 |

**SOUTH TEXAS COLLEGE**  
**18. NETWORK CABLE AND SUPPLIES**

| NAME                |     |   | Anixter, Inc. |             |
|---------------------|-----|---|---------------|-------------|
| #                   | Qty | Description   | Unit Price    | Extension   |
| 19                  | 20  | Compu-Link LCCSCCD3<br>2-F Jumper 10ft/3MTR 62.5/125<br>LC To SC Ceramic Tip; OM1                         | \$ 28.90      | \$ 578.00   |
| 20                  | 20  | Ortronics 42100002<br>Blank Insert Module, Trackjack; Fog White 10/pk                                     | \$ 2.77       | \$ 55.40    |
| 21                  | 3   | Corning-C VFL-350<br>Visual FLT LOC 635NM Red w/ laser perm/blink MD<br>SM/MM W/Dust Cap, Batt & Case     | \$ 411.83     | \$ 1,235.49 |
| 22                  | 3   | Ortronics PHD6AU48<br>48-Port Panel 110-Mod 8W8P<br>T568A/B CAT6A IP10 Clarity 10G<br>Hi-Density Black 2U | \$ 647.73     | \$ 1,943.19 |
| 23                  | 3   | Platinum 100054C<br>EZ-RJPRO HD Crimp Tool<br>Compatible with all EZ-RJ45 & EZ-RJ12/11<br>Connectors      | \$ 67.54      | \$ 202.62   |
| 24                  | 20  | Velcro 189755<br>Velcro (R) Cable TIE 12MMX22.8M<br>Continuous Roll Black                                 | \$ 13.49      | \$ 269.80   |
| <b>TOTAL AMOUNT</b> |     |   | \$            | 23,596.90   |

**SOUTH TEXAS COLLEGE**  
**19. TERMINALS AND SERVERS**

| <b>NAME</b>           |            |  | Logical Front, LLC.     |                  |
|-----------------------|------------|--|-------------------------|------------------|
| <b>ADDRESS</b>        |            |  | 2 Eagle Rsie Pl         |                  |
| <b>CITY/STATE/ZIP</b> |            |  | The Woodlands, TX 77382 |                  |
| <b>PHONE</b>          |            |  | 832-612-1001            |                  |
| <b>FAX</b>            |            |  | 801-327-0674            |                  |
| <b>CONTACT</b>        |            |  | Ricco Thurwalker        |                  |
| <b>#</b>              | <b>Qty</b> | <b>Description</b>   | <b>Unit Price</b>       | <b>Extension</b> |
| 1                     | 100        | Wyse 5030 PCoIP Zero Client, BTX   | \$ 317.40               | \$ 31,740.00     |
| 2                     | 100        | Mounting Bracket for Dell P-Series Monitors-<br>Height Adjustable Stands | \$ 44.89                | \$ 4,489.00      |
| 3                     | 100        | Dell Stereo USB Monitor Soundbar AC511                                   | \$ 31.24                | \$ 3,124.00      |
| 4                     | 100        | Dell 20 Monitor - P2014H 3YR Limited<br>Warranty Monitor                 | \$ 139.99               | \$ 13,999.00     |
| 5                     | 2          | Intel Xeon E5-2680 v3 2.5GHz, 30M Cache,<br>9.60GT/s QPI                 | \$ 10,069.86            | \$ 20,139.72     |
| 6                     | 1          | Install, Config, Training, and Knowledge<br>Transfer                     | \$ 7,995.00             | \$ 7,995.00      |
| <b>TOTAL AMOUNT</b>   |            |  | \$                      | 81,486.72        |

**SOUTH TEXAS COLLEGE**

**20. UNINTERRUPTABLE POWER SUPPLIES (UPS) AND BATTERIES**

| <b>NAME</b>           |            |   | Black Rock Technology Group |                  |
|-----------------------|------------|---|-----------------------------|------------------|
| <b>ADDRESS</b>        |            |   | 211 State St Ste 203        |                  |
| <b>CITY/STATE/ZIP</b> |            |   | Bridgeport, CN 06604        |                  |
| <b>PHONE</b>          |            |   | 203-916-7202                |                  |
| <b>FAX</b>            |            |   | 203-916-7205                |                  |
| <b>CONTACT</b>        |            |   | Chris Davis                 |                  |
| <b>#</b>              | <b>Qty</b> | <b>Description</b>                              | <b>Unit Price</b>           | <b>Extension</b> |
| 1                     | 20         | Minuteman Enterprise Plus LCD<br>E1500RTXL2U    | \$ 525.00                   | \$ 10,500.00     |
| 2                     | 30         | Minuteman UPS - Extended Battery Pack           | \$ 309.00                   | \$ 9,270.00      |
| 3                     | 20         | Minuteman SNMP-NET Remote<br>Management Adapter | \$ 159.00                   | \$ 3,180.00      |
| 4                     | 1          | Shipping and Handling                           | \$ 882.00                   | \$ 882.00        |
| <b>TOTAL AMOUNT</b>   |            |   | \$                          | 23,832.00        |

**SOUTH TEXAS COLLEGE**  
**21. VIRTUAL DESKTOP LICENSES**

| <b>NAME</b>           |     |   | Dell Marketing, LP. |              |
|-----------------------|-----|---|---------------------|--------------|
| <b>ADDRESS</b>        |     |   | P O Box 67602       |              |
| <b>CITY/STATE/ZIP</b> |     |   | Dallas, TX 75267    |              |
| <b>PHONE</b>          |     |   | 800-456-3355        |              |
| <b>FAX</b>            |     |   | 800-433-9527        |              |
| <b>CONTACT</b>        |     |   | Marlene Silva       |              |
| #                     | Qty | Description   | Unit Price          | Extension    |
| 1                     | 1   | VLA VMWARE AE BAS Support Horiz<br>View STD 100Pk CCU 1YR | \$ 3,079.11         | \$ 3,079.11  |
| 2                     | 1   | VLA VMWARE ORAN Horizon View<br>STD 100Pk CCU             | \$ 12,310.50        | \$ 12,310.50 |
| <b>TOTAL AMOUNT</b>   |     |   | \$                  | 15,389.61    |



**SOUTH TEXAS COLLEGE**  
**22. CLEAN ADDRESS SOFTWARE SUPPORT AND**  
**MAINTENANCE SUSSCRIPTION**

| <b>NAME</b>           |     | Runner Technologies, Inc.   |              |              |
|-----------------------|-----|---|--------------|--------------|
| <b>ADDRESS</b>        |     | 6530 W Rogers Cir Ste 31  |              |              |
| <b>CITY/STATE/ZIP</b> |     | Boca Raton, FL 33487  |              |              |
| <b>PHONE</b>          |     | 877-784-0003  |              |              |
| <b>FAX</b>            |     | 561-395-9301  |              |              |
| #                     | Qty | Description   | Unit Price   | Extension    |
| 1                     | 1   | CLEAN_Address Enterprise Suite-Banner-US 1 Year Subscription<br>Period: 3/6/16 - 3/5/17 | \$ 10,411.74 | \$ 10,411.74 |
| <b>TOTAL AMOUNT</b>   |     |   | \$           | 10,411.74    |

### **Review and Recommend Action on Auction of the Technology Campus Chillers**

Approval to auction the existing chiller at the Technology Campus Southwest Building E will be requested at the March 29, 2016 Board meeting.

Purpose – Facilities, Maintenance, and Operations is requesting the auction of an existing chiller at the South Texas College Technology Campus Southwest Building E due to the 2013 Bond Construction Renovation Project for that building.

Justification – The Carrier 160 ton chiller is proposed to be auctioned due to the upcoming renovation of the Technology Campus Southwest building. The chiller is not in use and needs to be removed before the demolition begins. This chiller was part of the existing building's air condition system and will not be used once the 2013 Bond Construction Renovation Project is completed.

Reviewers – This item has been inspected by Facilities, Maintenance, and Operations, Fixed Assets Department, and the Vice President for Finance and Administrative Services and it is recommended that it be auctioned after Board approval.

Background – This Carrier 160 ton chiller was part of the August 31, 2013 purchase of the Southwest Building E which will be renovated as part of the 2013 Bond Construction Projects.

Mary Elizondo, Vice President for Finance and Administrative Services, George McCaleb, Director of Operations, and Becky Cavazos, Director of Purchasing, will be present at the March 8, 2016 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 March 29, 2016 Board meeting, the auction of the existing Carrier 160 ton chiller at the Technology Campus Southwest Building E as presented.



**Review and Discussion of Preliminary Proposed Salary Adjustments for Faculty and Non-Faculty Personnel for FY 2016-2017**

Proposed salary adjustments for Faculty and Non-Faculty Personnel for FY 2016-2017 are being studied.

**a. Faculty Salary Increases**

The College has a Faculty Salary Schedule that includes Steps based on degree attainment and years of service with the College.

The approved Faculty Salary Plan for FY 2015-2016 was based on an average increase of 3%. The base for a master’s degree was increased from \$40,644 to \$41,175 or by an additional \$531.00. The average 3% increase and step adjustments was approved by the Board for FY 2015-2016 at a total cost of approximately \$936,511.

In keeping with the College’s commitment to retain and recruit qualified Faculty, the proposed preliminary faculty salary increase for FY 2016-2017 is approximately \$971,829, which is based on an average increase of 3%.

| <b>Faculty Salary Increases</b> |                            |                                      |  |
|---------------------------------|----------------------------|--------------------------------------|--|
| <b>Category</b>                 | <b>Increase Percentage</b> | <b>FY 2015- 2016 Increase Amount</b> | <b>Proposed FY 2016-2017 Increase Amount</b> |
| Faculty                         | 3%                         | \$936,511                            | \$971,829                                    |

**b. Non-Faculty Personnel Salary Increases**

In Fiscal Year 2015-2016, salary increases in the amount of approximately \$806,261 were granted for existing non-faculty positions.

In keeping with the College's commitment to recruit and retain qualified non-faculty personnel, the following estimated salary increases for Fiscal Year 2016-2017 totaling \$849,414 are proposed.

| <b>Non-Faculty Personnel Salary Increases</b> |                            |                                      |  |
|---|----------------------------|--------------------------------------|--|
| <b>Category</b>                               | <b>Increase Percentage</b> | <b>FY 2015- 2016 Increase Amount</b> | <b>Proposed FY 2016-2017 Increase Amount</b> |
| Administrative                                | 3%                         | \$115,899                            | \$122,731                                    |
| Executive                                     | 3%                         | 16,025                               | 19,109                                       |
| Classified                                    | 3%                         | 227,205                              | 236,112                                      |
| Professional/Technical, Exempt                | 3%                         | 157,618                              | 179,383                                      |
| Professional/Technical, Non Exempt            | 3%                         | 289,514                              | 292,079                                      |
| <b>Total</b>                                  |                            | <b>\$806,261</b>                     | <b>\$849,414</b>                             |

The FY 2016-2017 proposed estimated Salary Adjustments for Faculty are \$971,829 and for Non-Faculty Personnel are \$849,414, for a total of \$1,821,243.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the March 8, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

**Review and Discussion of Preliminary Proposed New Staff Positions  
For FY 2016-2017**

Administration has reviewed with staff the need for additional new non-faculty staffing positions for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget.

A total of ten (10) new positions are being requested for a total amount of \$419,000. Funding in the amount of \$210,000, for five (5) of these new positions has been identified from salary pools, resulting on a proposed net increase in salary budget of \$209,000, as follows:

| Funding  | Amount           |
|--|------------------|
| Funding Requested for New Positions                  | \$419,000        |
| Less -- Funding from Pool Positions                  | 210,000          |
| <b>Net Salary Budget Increases for New Positions</b> | <b>\$209,000</b> |

A listing of the proposed new staff positions for FY 2016-2017 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the March 8, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

**South Texas College**  
**Staffing Requests for FY 2016 -2017 - New Positions**

| <b>Funding for New Positions</b>  |                   |  |   |   |              |                      |
|---|-------------------|--|---|---|--------------|----------------------|
|   | <b>ORG NUMBER</b> | <b>ACCOUNT NAME</b>                      | <b>TITLE</b>  | <b>CLASSIFICATION EXEMPT/NON EXEMPT</b> | <b>GRADE</b> | <b>SALARY BUDGET</b> |
| <b>Office of the President</b>  |                   |  |   |   |              |                      |
| 1   | 120000            | Public Relations/Marketing               | Chief Photographer                                    | Professional/Technical Non-Exempt       | Grade B      | \$ 37,500            |
| 2   | 120000            | Public Relations/Marketing               | Community Relations Assistant                         | Classified                              | Grade G      | \$ 32,000            |
| <b>Total for Office of the President</b>                                      |                   |  |   |   |              | <b>\$ 69,500</b>     |
| <b>Vice President for Academic Affairs</b>                                    |                   |  |   |   |              |                      |
| 3   | 223025            | Psychology                               | Faculty Secretary                                     | Classified                              | Grade A      | \$ 25,000            |
| 4   | 223020            | History                                  | Faculty Secretary                                     | Classified                              | Grade A      | \$ 25,000            |
| 5   | 210002            | Academic Affairs                         | Project Manager                                       | Professional/Technical Exempt           | Grade E      | \$50,000             |
| <b>Total for Vice President for Academic Affairs</b>                          |                   |  |   |   |              | <b>\$ 100,000</b>    |
| <b>Vice President for Finance and Administrative Services</b>                 |                   |  |   |   |              |                      |
| 6   | 480001            | Compliance                               | Coordinator of Victim Assistance                      | Professional/Technical Exempt           | Grade C      | \$ 42,000            |
| 7   | 480001            | Compliance                               | Compliance Manager                                    | Professional/Technical Exempt           | Grade G      | \$ 60,000            |
| 8   | 400003            | Office of VP for Finance & Adm. Services | Project Manager - Finance and Administrative Services | Professional/Technical Exempt           | Grade E      | \$ 50,000            |
| <b>Total for Vice President for Finance and Administrative Services</b>       |                   |  |   |   |              | <b>\$ 152,000</b>    |
| <b>Vice President for Student Affairs and Enrollment Mgmt.</b>                |                   |  |   |   |              |                      |
| 9   | 360001            | Student Assessment                       | Testing Specialist                                    | Professional/Technical Non-Exempt       | Grade B      | \$ 37,500            |
| 10  | 350001            | Student Affairs                          | Director of Advisement for Dual Enrollment            | Administrative/ Exempt                  | Grade B      | \$ 60,000            |
| <b>Total for Vice President for Student Affairs and Enrollment Management</b> |                   |  |   |   |              | <b>\$ 97,500</b>     |
| <b>Total for Funding for New Positions</b>                                    |                   |  |   |   |              | <b>\$419,000</b>     |

**Review and Discussion of Preliminary Proposed New Non-Faculty Staff Positions for  
FY 2016-2017 as Necessary for the 2013 Bond Construction Program  
Facilities Expansion**

An estimated 600,000 square feet of facilities will be added to the South Texas College campuses by the 2013 Bond Construction Program. As a result, it is anticipated that additional staff will be required to service, operate, and maintain the facilities.

Administration has reviewed with staff the need for additional new non-faculty staffing positions necessary for the expanded facility scope for FY 2016-2017 and supports the recommendations subject to the availability of funding and Board approval of the final budget.

A total of 138 new positions for occupying and maintaining the new facilities is being requested for a total amount of \$2,090,888. The new positions are proposed to be hired between the period of October 2016 through August 2017 in preparation of the completion and occupancy of the new facilities.

| <b>Funding Requested</b>                                   | <b>Amount</b> |
|--|---------------|
| <b>2013 Bond Construction Program Facilities Expansion</b> |               |
| New Non-Faculty Staff Positions                            | \$2,090,888   |

A list of the preliminary proposed positions follows in the packet for the Committee's information and review.

A summary of the preliminary proposed new staff positions by Classification necessary for the expanded facility scope are as follows:

**a. New Non-Faculty Staff Positions**

- **Academic Affairs**
  - ⇒ 3 Classified
  - ⇒ 6 Professional/Technical Non-Exempt
  
- **Finance and Administrative Services**
  - ⇒ 1 Administrative/Exempt
  - ⇒ 70 Classified
  - ⇒ 3 Professional/Technical Exempt
  - ⇒ 16 Professional/Technical Non-Exempt
  
- **Information Services and Planning**
  - ⇒ 13 Classified
  - ⇒ 2 Professional/Technical Exempt
  - ⇒ 9 Professional/Technical Non-Exempt



- **Student Affairs and Enrollment Management**
  - ⇒ 2 Classified
  - ⇒ 4 Professional/Technical Exempt
  - ⇒ 6 Professional/Technical Non-Exempt

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the March 8, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

**South Texas College**  
**New Bond Staff Position Requests for FY 2016 - 2017**  
**Summary by Position Title**  
**Proposed Hire Date of October 2016 through August 2017**

**Academic Affairs - 6 position titles**

- 2 Faculty Secretary
- 1 Lab Coordinator
- 1 Lab Specialist II
- 1 Lab Technician
- 2 Student Services Specialist II
- 2 Student Success Specialist

**Finance and Administrative Services – 31 position titles**

- 1 Accounting Specialist
- 1 Accounts Payable Specialist
- 1 Administrative Assistant
- 1 Assistant Director of Facilities Planning and Construction
- 2 Campus Facility Manager
- 2 Carpenter
- 1 Construction Supervisor
- 1 Custodial Supervisor
- 28 Custodian
- 2 Distribution Services Specialist
- 3 Electrician
- 2 Energy Technician
- 2 Fixed Asset & Receiving Technician
- 5 Floor Technicians
- 1 FPC Project Manager
- 1 FPC Project Technician
- 2 HR Assistant
- 1 HR Staffing Specialist
- 4 Lead Custodian
- 1 Locksmith
- 3 Maintenance Assistant
- 4 Maintenance Technician
- 2 Painter
- 1 Payroll Specialist
- 3 Plumber
- 1 Police Compliance Coordinator
- 5 Police Officer
- 6 Security Guard
- 1 Security Support Specialist
- 1 Technical Facilities Specialist
- 1 Warehouse Technician

**South Texas College**  
**New Bond Staff Position Requests for FY 2016 - 2017**  
**Summary by Position Title**  
**Proposed Hire Date of October 2016 through August 2017**

**Finance and Administrative Services – 31 position titles (Continued)**

- 1 Assistant Director of Operations and Maintenance
- 1 Facilities Operations and Maintenance Administrative Coordinator
- 1 Operations Support Coordinator

**Information Services and Planning – 16 position titles**

- 1 Client Services Specialist
- 1 Computer Analyst
- 3 Computer Services Specialist
- 1 Digital Signage/Classroom Technology Training Specialist
- 2 IT Assistant I (MV)
- 1 IT Assistant I (STR)
- 1 IT Assistant I (TCH)
- 2 IT Assistant I (PCN)
- 1 IT Assistant II (MV)
- 1 IT Assistant II (TCH)
- 1 Library Specialist
- 1 Network Services Analyst I
- 5 Open Lab Technician
- 1 Open Labs Analyst
- 1 Project Manager
- 1 Technology Specialist

**Student Affairs and Enrollment Management – 6 position titles**

- 2 Admissions Specialist
- 2 Coordinator of Student Activities for Events
- 2 Counselor (Veterans Support)
- 2 Financial Aid Specialist for Veterans
- 2 Secretary (Student Activities)
- 2 Student Activities Specialist

## **Review and Discussion of the Role of Investment Officers, Investment Committee, and Investment Advisor**

Discussion of the role of Investment Officers, Investment Committee, and Investment Advisor is being presented.

Purpose – Upon the hiring of an Investment Advisor, the College has secured investments beyond CD's at the College's depository bank. Administration recommends strengthening the internal controls over the College's investments by reviewing with the Board of Trustees the role of the College's Investment Officers, Investment Committee, and Investment Advisor.

Justification – As per Policy #5120: Investment Policy and Investment Strategy Statement, Investment Officers will maintain a system of internal controls over the investment activities of the College.

Background – The College's Investment Officers, Investment Committee, and Investment Advisor bear responsibilities related to the College's investments, per Board policy as indicated below. The composition and responsibilities are reflected below.

### Investment Officers

The College's Investment Officers, as per College Policy #5120 Investment Policy and Investment Strategy Statement, are the Vice President for Finance and Administrative Services, the Comptroller, and one of the College's elected officials. The Investment Officers are authorized to deposit, withdraw, invest, transfer, execute documentation, and otherwise manage the College's funds accordingly. The Investment Officers may authorize one Investment Officer to deposit, withdraw, or transfer funds out of or into financial institution deposits, an investment pool or money market mutual fund in order to meet daily operating needs of South Texas College.

The Investment Officers submit an investment report to the Board of Trustees and the President on a monthly basis. The investment report describes in detail the investment position of South Texas College, is prepared jointly by all Investment Officers of the College, and is signed by each Investment Officer of the College

### Investment Committee

Per Policy #5120: Investment Policy and Investment Strategy Statement, the Board of Trustees' Finance and Human Resources Committee shall be the Investment Committee. The Investment Committee shall review the investment portfolio's status and performance, determine and implement appropriate portfolio adjustments, review brokers/dealers/banks/pools and independent training sources, oversee South Texas College's Investment Advisor, monitor compliance with the Investment Policy and Investment Strategy Statement, and perform other duties as necessary to manage South Texas College's funds.

### Investment Advisor

The Investment Advisor shall adhere to the spirit, philosophy, and terms of the Policy and shall invest within the same “Standard of Care.” Per the Investment Advisory Contract, approved by the Board of Trustees on March 31, 2015, the Investment Advisor, Valley View Consulting, LLC, provides consulting services to assist the College in investing public funds through an investment program consistent with its investment strategy, its investment policy and state law.

The Investment Advisor develops an investment strategy for investment of public funds by considering cash flow needs. The Investment Advisor requests solicitation from Investment Providers, such as brokers, dealers, and banks and provides the results to the College’s staff. The Investment Advisor and College staff work closely together to review the investment strategy to identify the best investments available based upon cash flow requirements, risk levels, and yields. All investment transactions are approved by the Comptroller, the Vice President for Finance and Administrative Services, and the President. As per Policy #5110: Comptroller Function: Collection, Deposit, and Disbursement of College and Grant Funds, the President, as delegated by the Board of Trustees, has the authority to open and close accounts with investment providers (brokers/dealers/banks/pools) approved by the Board. The methods/sources to be used to monitor the market price of investments that have been acquired with public funds shall be from sources deemed reliable by an Investment Advisor, including safekeeping agent, brokers/dealers, the Wall Street Journal, Bloomberg, or other market pricing services.

The Investment Advisor presents the Investment Report to the Board of Trustees on a quarterly basis.

### Expanded Investment Strategies

In light of the expanded investment strategies and in order to potentially strengthen the internal controls over the investment activities of the College, Administration requests feedback on the roles and activities of the Investment Officers, Investment Committee and Investment Advisor. An example of an internal control procedure that has been recommended by the Investment Advisor is for the College’s Investment Officers, including the College’s elected official, to hold quarterly meetings with the Investment Advisor. Feedback for other strategies or activities is requested from the Committee.

Reviewers – The Vice President for Finance and Administrative Services and Business Office staff have reviewed the information being presented.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the March 8, 2016 Finance and Human Resources Committee meeting to address any questions by the committee.

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

## **Review and Discussion of Position Vacancy Report for FY 2015-2016**

The Staffing Plan Position Vacancy Report for FY 2015-2016 follows in the packet for the Committee's information and review. Information is current as of March 3, 2016.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will be available to respond to questions from the Committee.

### **Vacancies at Beginning of Fiscal Year 2015 - 2016**

Fiscal Year 2015-2016 started with 97 vacant Full Time Regular positions from the previous fiscal year, and the Board approved seventy four (74) additional new positions for a total of 171 vacant Full Time Regular positions.

### **Position Turnover during Fiscal Year 2015 - 2016**

There have been twenty eight (28) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions to date in the current fiscal year.

### **Positions Filled during Fiscal Year 2015 - 2016**

Seventy nine (79) Full Time, Regular positions have been filled to date in the current fiscal year.

Further details can be found in the Position Vacancy Report on the following pages.

The Position Vacancy Report for Fiscal Year 2015-2016 and Positions Filled and Vacated Report are presented for information and review by the Committee. No action is required from the Committee.

| Division   | Position | Type | Category                     | Title                                   | Date Position Vacated | Position Status | Hire Date |
|--|----------|------|------------------------------|---|-----------------------|-----------------|-----------|
| <b>Academic Advancement</b>                            |          |      |                              |   |                       |                 |           |
| Academic Advancement                                   | 700089   | CONT | Classified Non-Exempt        | Administrative Assistant                | 08-31-15              | Filled          | 02-01-16  |
| Curriculum & Student Learning                          | 703335   | NEW  | Prof/Tech Support Exempt     | Curriculum & Scheduling Coordinator     | New for FY16          | Filled          | 01-11-16  |
| HS Programs and Services                               | 701286   | CONT | Administrative Exempt        | Dir of Academics & HS Projects          | 08-31-15              | Filled          | 12-07-15  |
| <b>Academic Affairs</b>                                |          |      |                              |   |                       |                 |           |
| Academic Affairs                                       | 708279   | CONT | Prof/Tech Support Exempt     | Academic Grants & Proj Offcr            | 08-23-15              | Filled          | 02-15-16  |
| Distance Learning                                      | 701374   | CONT | Prof/Tech Support Non-Exempt | Course Development Specialist           | 06-30-15              | Filled          | 11-09-15  |
| Distance Learning                                      | 704276   | CONT | Prof/Tech Support Exempt     | Instructional Designer                  | 08-31-15              | Filled          | 01-11-16  |
| <b>Division of Business and Technology</b>             |          |      |                              |   |                       |                 |           |
| Business and Technology                                | 701264   | CONT | Classified Non-Exempt        | Lab Assistant - Business and Technology | 09-01-15              | Filled          | 12-01-15  |
| <b>Division of Math, Science and Bachelor Programs</b> |          |      |                              |   |                       |                 |           |
| Biology  | 700204   | CONT | Prof/Tech Support Non-Exempt | Lab Specialist II - Biology             | 07-10-15              | Filled          | 11-09-15  |
| Biology  | 701204   | CONT | Prof/Tech Support Non-Exempt | Lab Specialist II - Biology             | 08-21-15              | Filled          | 03-01-16  |
| <b>Division of Nursing and Allied Health</b>           |          |      |                              |   |                       |                 |           |
| Associate Degree Nursing                               | 704557   | CONT | Prof/Tech Support Non-Exempt | Licensed Lab Assistant - ADN            | 09-01-15              | Filled          | 02-01-16  |
| <b>Finance and Administrative Services</b>             |          |      |                              |   |                       |                 |           |
| Accountability Svcs                                    | 705160   | CONT | Classified Non-Exempt        | Accountability Assistant                | Frozen in FY14 & FY15 | Filled          | 02-29-16  |
| Business Office  | 736184   | CONT | Prof/Tech Support Non-Exempt | Accountant                              | 06-30-14              | Filled          | 03-21-16  |
| Business Office  | 704184   | CONT | Classified Non-Exempt        | Accounting Assistant                    | 02-18-15              | Filled          | 01-01-16  |
| Business Office  | 738184   | CONT | Classified Non-Exempt        | Accounting Assistant                    | 07-05-15              | Filled          | 02-01-16  |
| Business Office  | 745184   | CONT | Administrative Exempt        | Associate Comptroller                   | 09-01-14              | Filled          | 09-01-15  |
| Cashiers Office  | 700050   | CONT | Classified Non-Exempt        | Cashier                                 | 03-31-15              | Filled          | 09-14-15  |
| Cashiers Office  | 727184   | CONT | Classified Non-Exempt        | Cashier                                 | 04-05-15              | Filled          | 11-02-15  |
| Custodial  | 700502   | CONT | Classified Non-Exempt        | Custodian                               | 03-06-15              | Filled          | 11-09-15  |
| Custodial  | 721502   | CONT | Classified Non-Exempt        | Custodian                               | 01-23-15              | Filled          | 12-01-15  |
| Facility Maintenance                                   | 702515   | CONT | Classified Non-Exempt        | Electrician                             | 05-31-15              | Filled          | 11-10-15  |
| Human Resources  | 717240   | CONT | Classified Non-Exempt        | Payroll Assistant - Human Resources     | 06-07-15              | Filled          | 09-09-15  |
| Office of Safety and Security                          | 749514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 746514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 743514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 747514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 733514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist               | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 745514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 751514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 757514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |
| Office of Safety and Security                          | 753514   | NEW  | Classified Non-Exempt        | Security Guard                          | New for FY16          | Filled          | 12-01-15  |

**Positions Filled in FY 2015-2016**

As of March 3, 2016

**Hired**

| Division  | Position | Type | Category                     | Title                                  | Date<br>Position Vacated | Position<br>Status | Hire Date |
|---|----------|------|------------------------------|--|--------------------------|--------------------|-----------|
| Office of Safety and Security                                   | 754514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 752514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 756514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 758514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 759514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 750514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 755514   | NEW  | Classified Non-Exempt        | Security Guard                         | New for FY16             | Filled             | 12-04-15  |
| Office of Safety and Security                                   | 734514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 740514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 735514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 736514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 737514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 739514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 741514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| Office of Safety and Security                                   | 732514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist              | New for FY16             | Filled             | 12-01-15  |
| STC Police  | 722514   | CONT | Prof/Tech Support Non-Exempt | Police Dispatcher                      | 12-31-14                 | Filled             | 09-14-15  |
| STC Police  | 703514   | CONT | Prof/Tech Support Non-Exempt | Police Dispatcher                      | 08-31-15                 | Filled             | 02-01-16  |
| STC Police  | 715514   | CONT | Prof/Tech Support Non-Exempt | Police Officer                         | 06-21-15                 | Filled             | 10-19-15  |
| <b>Information Services, Planning and Strategic Initiatives</b> |          |      |                              |  |                          |                    |           |
| Centers for Learning Excellence                                 | 720423   | CONT | Prof/Tech Support Non-Exempt | CLE Manager                            | 05-08-15                 | Filled             | 01-11-16  |
| Centers for Learning Excellence                                 | 721423   | CONT | Prof/Tech Support Non-Exempt | CLE Manager                            | 07-31-15                 | Filled             | 02-08-16  |
| Centers for Learning Excellence                                 | 703591   | CONT | Administrative Exempt        | Director of Ctrs for Lrng Excellence   | 09-01-05                 | Filled             | 12-01-15  |
| Centers for Learning Excellence                                 | 705423   | CONT | Classified Non-Exempt        | Secretary                              | 08-01-15                 | Filled             | 11-02-15  |
| Client Services   | 704392   | CONT | Prof/Tech Support Non-Exempt | Client Services Specialist             | 07-31-14                 | Filled             | 10-19-15  |
| Infrastructure  | 717393   | CONT | Prof/Tech Support Exempt     | Applications Analyst III               | 09-01-14                 | Filled             | 10-14-15  |
| Infrastructure  | 716393   | CONT | Prof/Tech Support Exempt     | Applications Analyst III               | 09-01-14                 | Filled             | 11-02-15  |
| Learning Commons and Open Labs                                  | 715397   | NEW  | Prof/Tech Support Non-Exempt | Lab Supervisor                         | New for FY16             | Filled             | 12-01-15  |
| Learning Commons and Open Labs                                  | 712397   | CONT | Prof/Tech Support Non-Exempt | Lab Supervisor                         | 11-17-15                 | Filled             | 02-17-16  |
| Learning Commons and Open Labs                                  | 715102   | CONT | Classified Non-Exempt        | Open Lab Technician                    | 05-20-15                 | Filled             | 09-11-15  |
| Learning Commons and Open Labs                                  | 701397   | CONT | Classified Non-Exempt        | Open Lab Technician                    | 08-20-15                 | Filled             | 11-16-15  |
| Learning Commons and Open Labs                                  | 702423   | CONT | Classified Non-Exempt        | Open Lab Technician                    | 09-01-15                 | Filled             | 01-04-16  |
| Library Acquisition   | 746101   | NEW  | Prof/Tech Support Non-Exempt | Graphics and Multimedia Specialist     | New for FY16             | Filled             | 02-01-16  |
| Library Public Services   | 739101   | CONT | Prof/Tech Support Non-Exempt | Library Specialist                     | 05-31-15                 | Filled             | 09-14-15  |
| Library Public Services   | 732101   | CONT | Prof/Tech Support Non-Exempt | Library Specialist                     | 04-19-15                 | Filled             | 09-21-15  |
| Research and Analytical Services                                | 702170   | CONT | Prof/Tech Support Exempt     | Institutional Research Analyst         | 07-13-15                 | Filled             | 12-01-15  |
| Technology Support  | 710392   | CONT | Prof/Tech Support Exempt     | Technology and Client Services Manager | 05-31-14                 | Filled             | 09-01-15  |



South Texas College

Positions Filled in FY 2015-2016

As of March 3, 2016

Hired

| Division   | Position  | Type | Category                     | Title                                   | Date Position Vacated | Position Status | Hire Date |
|--|-----------|------|------------------------------|---|-----------------------|-----------------|-----------|
| <b>Office of the President</b>                   |           |      |                              |   |                       |                 |           |
| Grant Development and Compliance                 | 701321    | CONT | Administrative Exempt        | Director of Grant Dev, Mgmt & Compl     | 08-31-14              | Filled          | 02-15-16  |
| Public Relations/Marketing                       | 722462    | NEW  | Prof/Tech Support Non-Exempt | Multimedia Designer                     | New for FY16          | Filled          | 02-08-16  |
| <b>Student Affairs and Enrollment Management</b> |           |      |                              |   |                       |                 |           |
| Admissions & Records                             | 713612    | CONT | Classified Non-Exempt        | Records Technician                      | 03-31-15              | Filled          | 11-02-15  |
| Advising   | 732332    | CONT | Prof/Tech Support Non-Exempt | Advisor                                 | 09-01-14              | Filled          | 10-01-15  |
| Advising   | 706332    | CONT | Prof/Tech Support Non-Exempt | Advisor                                 | 10-15-15              | Filled          | 03-07-16  |
| Dual2Degree                                      | 706610    | CONT | Classified Non-Exempt        | Administrative Assistant                | 08-05-15              | Filled          | 02-15-16  |
| Dual2Degree                                      | 706190    | CONT | Prof/Tech Support Non-Exempt | College Connection Specialist/Recruiter | 10-30-15              | Filled          | 03-01-16  |
| Dual2Degree                                      | 707190    | CONT | Prof/Tech Support Non-Exempt | College Connection Specialist/Recruiter | 09-22-15              | Filled          | 03-01-16  |
| Dual2Degree                                      | 722610    | CONT | Prof/Tech Support Non-Exempt | Coordinator of Dual Enrollment          | 06-30-15              | Filled          | 11-12-15  |
| Dual2Degree                                      | 711610    | CONT | Prof/Tech Support Non-Exempt | Dual2Degree Specialist                  | 07-02-15              | Filled          | 11-16-15  |
| Dual2Degree                                      | 710610    | CONT | Prof/Tech Support Non-Exempt | Dual2Degree Specialist                  | 10-07-15              | Filled          | 02-15-16  |
| Student Assessment Center                        | 710331    | CONT | Prof/Tech Support Non-Exempt | Testing Specialist                      | 08-17-15              | Filled          | 01-12-16  |
| Student Assessment Center                        | 716331    | NEW  | Prof/Tech Support Non-Exempt | Testing Specialist                      | New for FY16          | Filled          | 03-02-16  |
| Student Assessment Center                        | 705331    | CONT | Classified Non-Exempt        | Staff Secretary                         | 07-05-15              | Filled          | 11-09-15  |
| <b>Total</b>                                     | <b>79</b> |      |                              |   |                       |                 |           |

| Division  | Position | Type | Category                     | Title                                     | Hiring Process Status (Steps 1 - 5) | Position Status            | Proposed Hire Date |
|---|----------|------|------------------------------|---|-------------------------------------|----------------------------|--------------------|
| <b>Academic Advancement</b>                                     |          |      |                              |   |                                     |                            |                    |
| HS Programs and Services  | 720286   | NEW  | Prof/Tech Support Exempt     | Coordinator of Early College High Schools | 2                                   | Requisition in Progress    | 05-02-16           |
| <b>Division of Business and Technology</b>                      |          |      |                              |   |                                     |                            |                    |
| Division of Business & Technology                               | 707415   | NEW  | Classified Non-Exempt        | Lab Assistant – Mid Valley                | 2                                   | Requisition in Progress    | 05-02-16           |
| <b>Division of Liberal Arts and Social Sciences</b>             |          |      |                              |   |                                     |                            |                    |
| Kinesiology   | 701130   | NEW  | Prof/Tech Support Exempt     | Facilities                                | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Division of Math, Science and Bachelor Programs</b>          |          |      |                              |   |                                     |                            |                    |
| Division of Math, Science & BA Programs                         | 707416   | NEW  | Prof/Tech Support Exempt     | Academic Coach                            | 4                                   | Screening in Progress      | 04-11-16           |
| Division of Math, Science & BA Programs                         | 708416   | NEW  | Prof/Tech Support Exempt     | Science Lab Coordinator                   | 5                                   | Recommendation in Progress | 03-21-16           |
| Division of Math, Science & BA Programs                         | 705416   | NEW  | Prof/Tech Support Exempt     | Officer                                   | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Finance and Administrative Services</b>                      |          |      |                              |   |                                     |                            |                    |
| Business Office   | 749184   | NEW  | Prof/Tech Support Non-Exempt | Accountant                                | 5                                   | Recommendation in Progress | 03-21-16           |
| Business Office   | 748184   | NEW  | Prof/Tech Support Non-Exempt | Accounting Specialist                     | 4                                   | Screening in Progress      | 04-11-16           |
| Business Office   | 750184   | NEW  | Prof/Tech Support Exempt     | Financial Analyst                         | 3a                                  | Re-Advertised              | 04-11-16           |
| Central Receiving   | 711584   | NEW  | Classified Non-Exempt        | Fixed Asset and Receiving Technician      | 4                                   | Screening in Progress      | 04-11-16           |
| Central Receiving   | 710584   | NEW  | Classified Non-Exempt        | Fixed Asset and Receiving Technician      | 4                                   | Screening in Progress      | 04-11-16           |
| Fac Planning & Construction                                     | 719501   | NEW  | Classified Non-Exempt        | Space Management Technician               | 5                                   | Recommendation in Progress | 03-21-16           |
| Human Resources   | 722240   | NEW  | Administrative Exempt        | Employee Relations Officer                | 5                                   | Recommendation in Progress | 03-21-16           |
| Human Resources   | 724240   | NEW  | Prof/Tech Support Non-Exempt | Human Resources Specialist                | 4                                   | Screening in Progress      | 04-11-16           |
| Internal Audits   | 700273   | NEW  | Administrative Exempt        | Internal Auditor                          | 4                                   | Screening in Progress      | 04-11-16           |
| Internal Audits   | 701273   | NEW  | Prof/Tech Support Non-Exempt | Staff Audit Specialist                    | 4                                   | Screening in Progress      | 04-11-16           |
| Office of Safety and Security                                   | 742514   | NEW  | Classified Non-Exempt        | Security Guard                            | 4                                   | Screening in Progress      | 04-11-16           |
| Office of Safety and Security                                   | 744514   | NEW  | Classified Non-Exempt        | Security Guard                            | 2                                   | Requisition in Progress    | 05-02-16           |
| Office of Safety and Security                                   | 738514   | NEW  | Prof/Tech Support Non-Exempt | Security Guard Specialist                 | 5                                   | Recommendation in Progress | 04-01-16           |
| Purchasing  | 727580   | NEW  | Prof/Tech Support Exempt     | Construction Buyer                        | 4                                   | Screening in Progress      | 04-11-16           |
| Purchasing  | 728580   | NEW  | Prof/Tech Support Exempt     | Specifications Writer                     | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Information Services, Planning and Strategic Initiatives</b> |          |      |                              |   |                                     |                            |                    |
| Centers for Learning Excellence                                 | 720426   | NEW  | Classified Non-Exempt        | Student Learning Assistant                | 2                                   | Requisition in Progress    | 05-02-16           |
| Centers for Learning Excellence                                 | 721426   | NEW  | Prof/Tech Support Non-Exempt | Learning Excellence Specialist            | 3a                                  | Re-Advertised              | 04-11-16           |
| Centers for Learning Excellence                                 | 722426   | NEW  | Prof/Tech Support Non-Exempt | Learning Excellence Specialist            | 4                                   | Screening in Progress      | 04-11-16           |
| Infrastructure - Instruction                                    | 719393   | NEW  | Prof/Tech Support Exempt     | Database Analyst                          | 4                                   | Screening in Progress      | 04-11-16           |
| Institutional Effectiveness and Assessment                      | 709171   | NEW  | Prof/Tech Support Exempt     | Institutional Effectiveness Analyst       | 3a                                  | Re-Advertised              | 04-11-16           |
| Research and Analytical Services                                | 715170   | NEW  | Prof/Tech Support Exempt     | Institutional Research Analyst            | 4                                   | Screening in Progress      | 04-11-16           |
| Technology Resources  | 710262   | NEW  | Classified Non-Exempt        | Administrative Assistant                  | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Office of the President</b>                                  |          |      |                              |   |                                     |                            |                    |
| Public Relations/Marketing                                      | 723462   | NEW  | Prof/Tech Support Non-Exempt | Copy Writer                               | 4                                   | Screening in Progress      | 04-11-16           |
| Public Relations/Marketing                                      | 721462   | NEW  | Prof/Tech Support Non-Exempt | Social Media Specialist                   | 5                                   | Recommendation in Progress | 03-21-16           |

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

South Texas College

**NEW Vacant Full-Time Regular Positions Approved for FY2015-2016**

As of March 3, 2016

**New Positions for FY2015-2016**

| Division   | Position | Type | Category                     | Title                       | Hiring Process Status (Steps 1 - 5) | Position Status            | Proposed Hire Date |
|--|----------|------|------------------------------|-----------------------------|-------------------------------------|----------------------------|--------------------|
| <b>Student Affairs and Enrollment Management</b> |          |      |                              |                             |                                     |                            |                    |
| Advising   | 733332   | NEW  | Prof/Tech Support Non-Exempt | Advisor                     | 4                                   | Screening in Progress      | 04-11-16           |
| Advising   | 734332   | NEW  | Prof/Tech Support Non-Exempt | Advisor                     | 4                                   | Screening in Progress      | 04-11-16           |
| Advising   | 735332   | NEW  | Prof/Tech Support Non-Exempt | Advisor                     | 4                                   | Screening in Progress      | 04-11-16           |
| Counseling & Disability Services                 | 709336   | NEW  | Classified Non-Exempt        | Secretary                   | 4                                   | Screening in Progress      | 04-11-16           |
| Judicial Affairs                                 | 707191   | NEW  | Classified Non-Exempt        | Secretary                   | 5                                   | Recommendation in Progress | 03-21-16           |
| Student Financial Services                       | 725440   | NEW  | Prof/Tech Support Exempt     | Coordinator of Scholarships | 4                                   | Screening in Progress      | 04-11-16           |
| Student Financial Services                       | 726440   | NEW  | Prof/Tech Support Non-Exempt | Financial Aid Specialist    | 4                                   | Screening in Progress      | 04-11-16           |

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

| Division   | Position | Type | Category                     | Title                                       | Date Position Vacated | Hiring Process Status (Steps 1 - 5) | Position Status            | Proposed Hire Date |
|--|----------|------|------------------------------|---|-----------------------|-------------------------------------|----------------------------|--------------------|
| <b>Academic Advancement</b>                            |          |      |                              |   |                       |                                     |                            |                    |
| Academic Excellence                                    | 701279   | CONT | Classified Non-Exempt        | Valley Scholars Assistant                   | 11-05-15              | 3                                   | Advertised                 | 04-11-16           |
| Curriculum and Student Learning                        | 700095   | CONT | Classified Non-Exempt        | Administrative Assistant                    | 02-08-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Curriculum and Student Learning                        | 702283   | CONT | Prof/Tech Support Non-Exempt | Curriculum Specialist                       | 01-10-16              | 3                                   | Advertised                 | 04-11-16           |
| HS Programs and Services                               | 703285   | CONT | Prof/Tech Support Non-Exempt | Academics Specialist                        | 09-30-15              | 4                                   | Screening in Progress      | 04-11-16           |
| HS Programs and Services                               | 701285   | CONT | Prof/Tech Support Exempt     | Coord of Academics and High School Projects | 12-06-15              | 4                                   | Screening in Progress      | 04-11-16           |
| HS Programs and Services                               | 705286   | CONT | Prof/Tech Support Non-Exempt | Early College High School Specialist        | 08-12-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| HS Programs and Services                               | 702203   | CONT | Classified Non-Exempt        | Secretary                                   | 09-30-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Professional & Organizational Dev                      | 705352   | CONT | Prof/Tech Support Exempt     | Coord for Professional & Organizational Dev | 09-01-14              | 4                                   | Screening in Progress      | 04-11-16           |
| Professional & Organizational Dev                      | 701352   | CONT | Prof/Tech Support Non-Exempt | Professional Development Trainer            | 08-16-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Professional & Organizational Dev                      | 704352   | CONT | Prof/Tech Support Non-Exempt | Professional Development Specialist         | 08-23-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| <b>Academic Affairs</b>                                |          |      |                              |   |                       |                                     |                            |                    |
| Distance Learning                                      | 706276   | CONT | Prof/Tech Support Exempt     | Instructional Designer                      | 12-16-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Distance Learning                                      | 701274   | CONT | Prof/Tech Support Non-Exempt | Help Desk Specialist                        | 09-17-15              | 1                                   | Pending Requisition        | 05-02-16           |
| Mid Valley Campus                                      | 702269   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 11-15-16              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Division of Business and Technology</b>             |          |      |                              |   |                       |                                     |                            |                    |
| Welding  | 701311   | CONT | Classified Non-Exempt        | Lab Assistant - Welding                     | 10-03-14              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Division of Liberal Arts and Social Sciences</b>    |          |      |                              |   |                       |                                     |                            |                    |
| Division of Liberal Arts and Social Sciences           | 702222   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 08-31-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Division of Liberal Arts and Social Sciences           | 704150   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 02-29-16              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Division of Math, Science and Bachelor Programs</b> |          |      |                              |   |                       |                                     |                            |                    |
| Chemistry  | 702200   | CONT | Prof/Tech Support Non-Exempt | Lab Specialist I - Chemistry                | 09-14-15              | 1                                   | Pending Requisition        | 05-02-16           |
| Div. of Math, Science & BA Programs                    | 701416   | CONT | Classified Non-Exempt        | Administrative Assistant                    | 11-30-15              | 1                                   | Pending Requisition        | 05-02-16           |
| Mathematics  | 702415   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 08-07-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Physics  | 702202   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 08-18-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| <b>Division of Nursing and Allied Health</b>           |          |      |                              |   |                       |                                     |                            |                    |
| Division of Nursing and Allied Health                  | 700164   | CONT | Prof/Tech Support Non-Exempt | Senior Administrative Assistant             | 01-31-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Division of Nursing and Allied Health                  | 700557   | CONT | Administrative Exempt        | Dean for Nursing and Allied Health          | 08-14-15              | 3a                                  | Re-Advertised              | 09-01-16           |
| Emergency Medical Technology                           | 700012   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 08-05-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Emergency Medical Technology                           | 701555   | CONT | Prof/Tech Support Non-Exempt | Licensed Lab Assistant - EMT                | 05-15-14              | 4                                   | Screening in Progress      | 04-11-16           |
| Health Information                                     | 700555   | CONT | Classified Non-Exempt        | Faculty Secretary                           | 10-16-15              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Finance and Administrative Services</b>             |          |      |                              |   |                       |                                     |                            |                    |
| Business Office  | 701184   | CONT | Prof/Tech Support Non-Exempt | Accountant                                  | 03-31-16              | 3                                   | Advertised                 | 04-11-16           |
| Business Office  | 728184   | CONT | Prof/Tech Support Non-Exempt | Accountant                                  | 06-30-14              | 3                                   | Advertised                 | 04-11-16           |
| Business Office  | 792184   | CONT | Classified Non-Exempt        | Accounting Assistant                        | 06-22-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Business Office  | 702184   | CONT | Prof/Tech Support Non-Exempt | Accounting Specialist                       | 04-30-14              | 4                                   | Screening in Progress      | 04-11-16           |
| Cashiers Office  | 739184   | CONT | Prof/Tech Support Exempt     | Business System Analyst                     | Frozen in FY14 & FY15 | 4                                   | Screening in Progress      | 04-11-16           |
| Cashiers Office  | 794184   | CONT | Classified Non-Exempt        | Cashier                                     | 06-15-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Cashiers Office  | 712184   | CONT | Classified Non-Exempt        | Cashier II                                  | 09-01-14              | 4                                   | Screening in Progress      | 04-11-16           |
| Cashiers Office  | 731184   | CONT | Classified Non-Exempt        | Cashier II                                  | 01-04-16              | 1                                   | Pending Requisition        | 05-02-16           |
| Custodial  | 735502   | CONT | Classified Non-Exempt        | Custodian                                   | Frozen in FY15        | 4                                   | Screening in Progress      | 04-11-16           |
| Custodial  | 741502   | CONT | Classified Non-Exempt        | Custodian                                   | 06-16-15              | 3                                   | Screening in Progress      | 04-11-16           |

Legend-Tiered steps in Hiring Process  
 1 - Pending Requisition  
 2 - Requisition in Progress  
 3 - Advertised  
 3a - Re-Advertised  
 4 - Screening in Progress  
 5 - Recommendation in Progress  
 x - Position Change

**Vacant-Continuing Full-Time Regular Positions from FY2014-2015**

As of March 3, 2016

**Continuing**

| Division  | Position | Type | Category                     | Title  | Date Position Vacated | Hiring Process Status (Steps 1 - 5) | Position Status            | Proposed Hire Date |
|---|----------|------|------------------------------|--|-----------------------|-------------------------------------|----------------------------|--------------------|
| Custodial   | 700180   | CONT | Classified Non-Exempt        | Custodian  | 06-21-15              | 3                                   | Screening in Progress      | 04-11-16           |
| Custodial   | 712502   | CONT | Classified Non-Exempt        | Custodian  | 08-31-15              | 3                                   | Screening in Progress      | 04-11-16           |
| Custodial   | 753502   | CONT | Classified Non-Exempt        | Lead Custodian                                   | 05-11-15              | 3a                                  | Screening in Progress      | 04-11-16           |
| Custodial   | 709502   | CONT | Classified Non-Exempt        | Custodian  | 02-05-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Custodial   | 737502   | CONT | Classified Non-Exempt        | Custodian  | 01-28-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Fac Planning & Construction                                     | 701501   | CONT | Administrative Exempt        | Director of Facilities Planning and Construction | 12-14-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Fac Planning & Construction                                     | 718501   | CONT | Prof/Tech Support Exempt     | Facil Plng & Constr Proj Mgr                     | 12-14-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Fac Planning & Construction                                     | 703501   | CONT | Prof/Tech Support Exempt     | Facil Plng & Constr Proj Mgr                     | 02-24-16              | 4                                   | Screening in Progress      | 04-11-16           |
| Facility Maintenance  | 704499   | CONT | Classified Non-Exempt        | Maintenance Assistant                            | 11-09-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Facility Maintenance  | 711499   | CONT | Classified Non-Exempt        | Staff Secretary                                  | 08-31-16              | 1                                   | Pending Requisition        | 05-02-16           |
| Human Resources   | 721240   | CONT | Prof/Tech Support Non-Exempt | Human Resources Specialist                       | 05-31-15              | 3                                   | Advertised                 | 04-11-16           |
| Human Resources   | 702240   | CONT | Classified Non-Exempt        | Payroll Assistant - Human Resources              | 02-28-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Human Resources   | 703241   | CONT | Prof/Tech Support Exempt     | Staffing and Compensation Manager                | 09-01-14              | 4                                   | Screening in Progress      | 04-11-16           |
| Office of Safety and Security                                   | 708499   | CONT | Classified Non-Exempt        | Administrative Assistant                         | 08-21-15              | x                                   | Position Chng for FY17     | 09-01-16           |
| STC Police  | 724514   | CONT | Prof/Tech Support Non-Exempt | Police Sergeant                                  | 12-31-15              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Information Services, Planning and Strategic Initiatives</b> |          |      |                              |  |                       |                                     |                            |                    |
| Centers for Learning Excellence                                 | 707423   | CONT | Classified Non-Exempt        | Administrative Assistant                         | 09-01-15              | 3                                   | Re-Advertised              | 04-11-16           |
| Centers for Learning Excellence                                 | 705279   | CONT | Prof/Tech Support Non-Exempt | Learning Excellence Specialist                   | 01-10-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Infrastructure  | 712393   | CONT | Prof/Tech Support Non-Exempt | Applications Analyst I                           | 01-05-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Infrastructure  | 703395   | CONT | Prof/Tech Support Non-Exempt | Applications Analyst I                           | 06-07-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Infrastructure  | 714393   | CONT | Prof/Tech Support Non-Exempt | Applications Analyst II                          | 10-23-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Infrastructure  | 700062   | CONT | Prof/Tech Support Non-Exempt | Applications Analyst II                          | 10-13-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Infrastructure  | 700194   | CONT | Prof/Tech Support Non-Exempt | Reporting Analyst I                              | 05-31-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Infrastructure  | 703393   | CONT | Prof/Tech Support Non-Exempt | Systems Specialist                               | 12-01-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Infrastructure  | 710395   | CONT | Prof/Tech Support Non-Exempt | Web Application Specialist                       | 08-31-13              | 5                                   | Recommendation in Progress | 03-21-16           |
| Infrastructure  | 715393   | CONT | Prof/Tech Support Non-Exempt | Web Application Specialist                       | 10-31-13              | 4                                   | Screening in Progress      | 04-11-16           |
| Inst'l Effectiveness and Assessment                             | 703625   | CONT | Administrative Exempt        | Dir Inst'l Effect & Assmnt                       | 08-31-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Instructional Technologies                                      | 700186   | CONT | Classified Non-Exempt        | Instructional Technologies Assistant I           | 09-13-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Learning Commons and Open Labs                                  | 702271   | CONT | Classified Non-Exempt        | Open Lab Technician                              | 11-30-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Learning Commons and Open Labs                                  | 720397   | CONT | Prof/Tech Support Non-Exempt | Lab Specialist II - Open Lab                     | 02-16-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Library Acquisition   | 700258   | CONT | Prof/Tech Support Non-Exempt | Library Technical Services Spec                  | 09-20-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Library Public Services   | 700060   | CONT | Administrative Exempt        | Director of Library Public Services              | 01-31-16              | x                                   | Position Chng for FY17     | 09-01-16           |
| Library Public Services   | 716101   | CONT | Prof/Tech Support Exempt     | Librarian II                                     | 10-14-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Library Public Services   | 731101   | CONT | Prof/Tech Support Exempt     | Librarian III                                    | 07-31-14              | 3a                                  | Re-Advertised              | 04-11-16           |
| Library Public Services   | 712101   | CONT | Classified Non-Exempt        | Library Technical Services Technician            | 07-20-15              | 4                                   | Screening in Progress      | 04-11-16           |
| Library Public Services   | 738101   | CONT | Prof/Tech Support Non-Exempt | Library Specialist                               | 09-30-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Technology Resources  | 700242   | CONT | Classified Non-Exempt        | Administrative Assistant                         | 02-13-15              | 1                                   | Pending Requisition        | 05-02-16           |
| Technology Resources  | 708395   | CONT | Prof/Tech Support Non-Exempt | Computer Services Specialist                     | 11-05-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Telecom   | 702392   | CONT | Prof/Tech Support Non-Exempt | Network Services Specialist                      | 06-01-14              | 4                                   | Screening in Progress      | 04-11-16           |
| TR PM Risk and Security - Instr                                 | 709391   | CONT | Prof/Tech Support Exempt     | Information Security Analyst                     | 07-13-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| TR PM Risk and Security - Instr                                 | 701171   | CONT | Prof/Tech Support Exempt     | Project Manager - Technology Resources           | 09-01-15              | 4                                   | Screening in Progress      | 04-11-16           |

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

| Division  | Position | Type | Category                     | Title  | Date Position Vacated | Hiring Process Status (Steps 1 - 5) | Position Status            | Proposed Hire Date |
|---|----------|------|------------------------------|--|-----------------------|-------------------------------------|----------------------------|--------------------|
| Office of the President   |          |      |                              |  |                       |                                     |                            |                    |
| CPWE -State   | 704587   | CONT | Classified Non-Exempt        | Customer Service Technician                      | 07-31-15              | 4                                   | Screening in Progress      | 04-11-16           |
| CPWE -State   | 706587   | CONT | Classified Non-Exempt        | Customer Service Technician                      | 07-20-15              | 4                                   | Screening in Progress      | 04-11-16           |
| CPWE -State   | 714590   | CONT | Classified Non-Exempt        | Customer Service Technician                      | 06-30-12              | 5                                   | Recommendation in Progress | 03-21-16           |
| CPWE -State   | 701880   | CONT | Administrative Exempt        | Director of College and Career Preparation       | 09-01-15              | 1                                   | Pending Requisition        | 05-02-16           |
| CPWE -State   | 720565   | CONT | Administrative Exempt        | Director of Professional and Workforce Education | 09-01-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Grant Development and Compliance  | 700123   | CONT | Prof/Tech Support Exempt     | Grant Development Officer                        | 02-21-16              | 1                                   | Pending Requisition        | 05-02-16           |
| Grant Development and Compliance  | 700316   | CONT | Prof/Tech Support Exempt     | Grant Development Officer                        | 06-22-15              | 1                                   | Pending Requisition        | 05-02-16           |
| Office of President   | 704362   | CONT | Classified Non-Exempt        | Administrative Assistant                         | 09-01-05              | 1                                   | Pending Requisition        | 05-02-16           |
| Office of President   | 701340   | CONT | Executive Exempt             | Executive Vice President for Student Success     | 09-01-14              | 1                                   | Pending Requisition        | 05-02-16           |
| Public Relations/Marketing  | 711462   | CONT | Prof/Tech Support Non-Exempt | Coordinator of Community Relations               | 06-21-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Public Relations/Marketing  | 702462   | CONT | Prof/Tech Support Non-Exempt | Public Relations Specialist                      | 08-31-15              | 4                                   | Screening in Progress      | 04-11-16           |
| <b>Student Affairs and Enrollment Management</b>  |          |      |                              |  |                       |                                     |                            |                    |
| Career & Employer Services  | 701275   | CONT | Prof/Tech Support Exempt     | Coord of Career Services                         | 08-13-15              | 4                                   | Screening in Progress      | 04-11-16           |
| College Connections   | 700126   | CONT | Prof/Tech Support Non-Exempt | Student Services Specialist I                    | 11-08-15              | 2                                   | Requisition in Progress    | 05-02-16           |
| Counseling & Disability Services  | 703336   | CONT | Prof/Tech Support Exempt     | Coordinator of ADA Services                      | 01-15-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Counseling & Disability Services  | 700141   | CONT | Prof/Tech Support Exempt     | Counselor  | 09-30-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Dual2Degree   | 700112   | CONT | Prof/Tech Support Non-Exempt | Dual2Degree Specialist                           | 11-11-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Dual2Degree   | 704610   | CONT | Prof/Tech Support Non-Exempt | Dual2Degree Specialist                           | 07-31-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| Student Activities and Wellness   | 700080   | CONT | Prof/Tech Support Non-Exempt | Student Activities Specialist                    | 06-05-15              | 3a                                  | Re-Advertised              | 04-11-16           |
| Student Activities and Wellness   | 722330   | CONT | Prof/Tech Support Non-Exempt | Student Activities Specialist                    | 03-06-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Student Activities and Wellness   | 702330   | CONT | Prof/Tech Support Non-Exempt | Student Activities Specialist                    | 02-29-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Student Affairs & Enrollment Management   | 700190   | CONT | Executive Exempt             | VP Student Affairs & Enrollment Management       | 08-31-13              | 4                                   | Screening in Progress      | 04-11-16           |
| Student Assessment Center   | 706331   | CONT | Classified Non-Exempt        | Testing Technician                               | 01-11-16              | 2                                   | Requisition in Progress    | 05-02-16           |
| Student Financial Services  | 700068   | CONT | Classified Non-Exempt        | Financial Aid Technician                         | 12-12-14              | 5                                   | Recommendation in Progress | 03-21-16           |
| Student Financial Services  | 722440   | CONT | Prof/Tech Support Non-Exempt | Financial Aid Specialist                         | 09-01-14              | 2                                   | Requisition in Progress    | 05-02-16           |
| Student Financial Services  | 720440   | CONT | Prof/Tech Support Non-Exempt | Data Management Coordinator                      | 09-16-15              | 5                                   | Recommendation in Progress | 03-21-16           |
| <b>Budget Unavailable = Budget is allocated and being used for another position, such as a temporary position or direct wage employee</b> |          |      |                              |  |                       |                                     |                            |                    |

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- x - Position Change

| Division  | Position | Type | Category                     | Title                                   | Date Position Vacated | Position Status            |
|---|----------|------|------------------------------|---|-----------------------|----------------------------|
| <b>Academic Advancement</b>                                     |          |      |                              |   |                       |                            |
| Academic Excellence   | 701279   | CONT | Classified Non-Exempt        | Valley Scholars Assistant               | 11-05-15              | Advertised                 |
| Curriculum and Student Learning                                 | 700095   | CONT | Classified Non-Exempt        | Administrative Assistant                | 02-08-16              | Requisition in Progress    |
| <b>Academic Affairs</b>   |          |      |                              |   |                       |                            |
| Distance Learning   | 701274   | CONT | Prof/Tech Support Non-Exempt | Help Desk Specialist                    | 09-17-15              | Pending Requisition        |
| Distance Learning   | 706276   | CONT | Prof/Tech Support Exempt     | Instructional Designer                  | 12-16-15              | Recommendation in Progress |
| <b>Division of Liberal Arts and Social Sciences</b>             |          |      |                              |   |                       |                            |
| Division of Liberal Arts and Social Sciences                    | 704150   | CONT | Classified Non-Exempt        | Faculty Secretary                       | 02-29-16              | Screening in Progress      |
| <b>Division of Math, Science and Bachelor Programs</b>          |          |      |                              |   |                       |                            |
| Chemistry   | 702200   | CONT | Prof/Tech Support Non-Exempt | Lab Specialist I - Chemistry            | 09-14-15              | Pending Requisition        |
| Div. of Math, Science & BA Programs                             | 701416   | CONT | Classified Non-Exempt        | Administrative Assistant                | 11-30-15              | Pending Requisition        |
| <b>Division of Nursing and Allied Health</b>                    |          |      |                              |   |                       |                            |
| Health Information  | 700555   | CONT | Classified Non-Exempt        | Faculty Secretary                       | 10-16-15              | Screening in Progress      |
| <b>Finance and Administrative Services</b>                      |          |      |                              |   |                       |                            |
| Business Office   | 701184   | CONT | Prof/Tech Support Non-Exempt | Accountant                              | 03-31-16              | Advertised                 |
| Cashiers Office   | 731184   | CONT | Classified Non-Exempt        | Cashier II                              | 01-04-16              | Pending Requisition        |
| Custodial   | 709502   | CONT | Classified Non-Exempt        | Custodian                               | 02-05-16              | Requisition in Progress    |
| Custodial   | 737502   | CONT | Classified Non-Exempt        | Custodian                               | 01-28-16              | Requisition in Progress    |
| Fac Planning & Construction                                     | 703501   | CONT | Prof/Tech Support Exempt     | Facil Plng & Constr Proj Mgr            | 02-24-16              | Screening in Progress      |
| Fac Planning & Construction                                     | 718501   | CONT | Prof/Tech Support Exempt     | Facil Plng & Constr Proj Mgr            | 12-14-15              | Screening in Progress      |
| <b>Information Services, Planning and Strategic Initiatives</b> |          |      |                              |   |                       |                            |
| Infrastructure  | 714393   | CONT | Prof/Tech Support Non-Exempt | Applications Analyst II                 | 10-23-15              | Screening in Progress      |
| Infrastructure  | 703393   | CONT | Prof/Tech Support Non-Exempt | Systems Specialist                      | 12-01-15              | Requisition in Progress    |
| Learning Commons and Open Labs                                  | 712397   | CONT | Prof/Tech Support Non-Exempt | Lab Supervisor                          | 11-17-15              | Filled                     |
| Library Acquisition   | 700258   | CONT | Prof/Tech Support Non-Exempt | Library Technical Services Spec         | 09-20-15              | Screening in Progress      |
| Library Public Services   | 700060   | CONT | Administrative Exempt        | Director of Library Public Services     | 01-31-16              | Position Chng for FY17     |
| Library Public Services   | 716101   | CONT | Prof/Tech Support Exempt     | Librarian II                            | 10-14-15              | Requisition in Progress    |
| Technology Resources  | 708395   | CONT | Prof/Tech Support Non-Exempt | Computer Services Specialist            | 11-05-15              | Requisition in Progress    |
| <b>Student Affairs and Enrollment Management</b>                |          |      |                              |   |                       |                            |
| Advising  | 706332   | CONT | Prof/Tech Support Non-Exempt | Advisor                                 | 10-15-15              | Filled                     |
| Counseling & Disability Services                                | 700141   | CONT | Prof/Tech Support Exempt     | Counselor                               | 09-30-15              | Recommendation in Progress |
| Counseling & Disability Services                                | 703336   | CONT | Prof/Tech Support Exempt     | Coordinator of ADA Services             | 01-15-16              | Requisition in Progress    |
| Dual2Degree   | 707190   | CONT | Prof/Tech Support Non-Exempt | College Connection Specialist/Recruiter | 09-22-15              | Filled                     |
| Dual2Degree   | 706190   | CONT | Prof/Tech Support Non-Exempt | College Connection Specialist/Recruiter | 10-30-15              | Filled                     |
| Dual2Degree   | 710610   | CONT | Prof/Tech Support Non-Exempt | Dual2Degree Specialist                  | 10-07-15              | Filled                     |
| Student Financial Services                                      | 720440   | CONT | Prof/Tech Support Non-Exempt | Data Management Coordinator             | 09-16-15              | Recommendation in Progress |