



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, September 27, 2016
5:30 p.m.**

**Pecan Campus
Ann Richards Administration Building
Board Room
McAllen, Texas**

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, September 27, 2016 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Presentations..... 1 - 5**
 - A. Report on Fall 2016 Enrollment and Review of Enrollment Trends
- VI. Consideration and Action on Agenda Items**
 - A. Review and Action as Necessary on Order Adopting the Tax Rate for 2016
..... 6 - 18
 - B. Review and Action as Necessary on Interlocal Agreement for Dual Credit Programs with McAllen ISD..... 19 - 28
- VII. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes 29 - 81
 - 1. August 23, 2016 Regular Board Meeting
 - 2. September 13, 2016 Public Hearing and Special Board Meeting
 - 3. September 20, 2016 Public Hearing and Special Board Meeting
 - 4. September 20, 2016 Special Board Meeting
- VIII. Consideration and Action on Committee Items**
 - A. Education and Workforce Development Committee**
 - 1. Review of Presentations to the Education and Workforce Development Committee: 82
 - a. Review and Discussion on Proposed Revisions to Policy #3320: Scholastic Progress Standards
 - b. Presentation on Library Services, Activities, and Innovations at South Texas College

B. Finance and Human Resources Committee

1. Review and Action as Necessary on Purchases and Renewals 83 - 94
 - A. Instructional Item
 - 1) Student Learning Solution Services (Purchase)
 - 2) Industrial Supplies, Materials, and Accessories (Renewal)
 - B. Non – Instructional Items
 - 3) Advertisement – Classified Ads (Purchase)
 - 4) Lease of Storage Warehouse (Purchase)
 - 5) Chiller Maintenance Services (Renewal)
 - 6) Promotional T-Shirts for Student Outreach (Renewal)
 - C. Technology
 - 7) Audio Visual Equipment and Supplies (Purchase)
 - 8) Computer Components, Peripherals, Software, and Supplies (Purchase)
 - 9) Computers and Tablets (Purchase)
 - 10) Software and Consulting Services (Purchase)

C. Facilities Committee

1. Update on Status of Board Request to Broaddus & Associates for Project and Program Accountability and Status of 2013 Bond Construction Program 95 - 109
2. Review and Action as Necessary on Updated Timeline for the Scheduled Guaranteed Maximum Prices (GMPs), Completion Dates, and Occupancy Dates for the 2013 Bond Construction Program 110 - 114
3. Review and Action as Necessary on Schematic Design of the 2013 Bond Construction La Joya Jimmy Carter Teaching Site 115 - 131
4. Review and Action as Necessary on Change Orders for Buyout Savings for 2013 Bond Construction Projects 132 - 133
 - 1) Technology Campus Expansion - Demolition
 - 2) Technology Campus Parking and Sitework – Demolition
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7. Review and Action as Necessary on Revised Color Boards for the 2013 Bond Construction Projects 136 - 137
 - 1) Nursing and Allied Health Campus Expansion
 - 2) Technology Campus Southwest Building Renovations
 - 3) Pecan Campus North Academic Building
 - 4) Pecan Campus Student Activities and Cafeteria

- 8. Review and Action as Necessary on Contracting Construction Management-at-Risk Firm for the 2013 Bond Construction Regional Center for Public Safety Excellence 138 - 142
- 9. Review and Action as Necessary on Amendment to Increase Scope to Construction Manager-at-Risk Contract with D. Wilson Construction Company to Include the Non-Bond Construction Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements.. 143 - 145
- 10. Review and Action as Necessary on Color Board for the Non-Bond Pecan Campus Student Services Building K Enrollment Center..... 146
- 11. Review and Action as Necessary on Contracting Mechanical Electrical and Plumbing (MEP) Engineering Services for the Non-Bond Technology Campus Building B Domestic/Fire Sprinkler Lines..... 147 - 151
- 12. Review and Action as Necessary on Contracting Construction Services for the Non-Bond Technology Campus General Motors (GM) Car Storage 152 - 155
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 - 2. District Wide Building to Building ADA Improvements
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IX. Consideration and Approval of Checks and Financial Reports 171 - 173

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER

X. Informational Items

- President’s Report 174 - 185
- Board Committee Meeting Minutes from September 13, 2016:
 - Education and Workforce Development 186 - 189
 - Facilities 190 – 204
 - Finance and Human Resources 205 - 213
- Board Committee Meeting Minutes from September 20, 2016:
 - Facilities 214 - 218

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A. Next Meetings:

- Tuesday, October 11, 2016
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee

- Tuesday, October 25, 2016
 - 4:00 p.m. Facilities Committee
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

- The Valley Scholars Program 11th Annual *A Night with the Stars* will be held Thursday, October 13, 2016, from 6:00 p.m. – 9:00 p.m.

Presentations

A. Report on Fall 2016 Enrollment and Review of Enrollment Trends

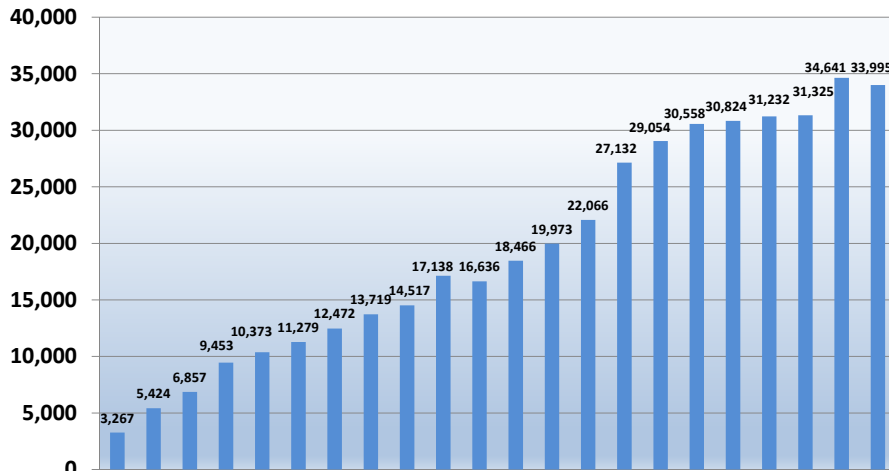
Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will provide the Board with the Fall 2016 Enrollment Report and a discussion of enrollment trends.

This presentation is for the Board's information and feedback to staff, and no action is requested.

Fall 2016 Enrollment



Student Enrollment History

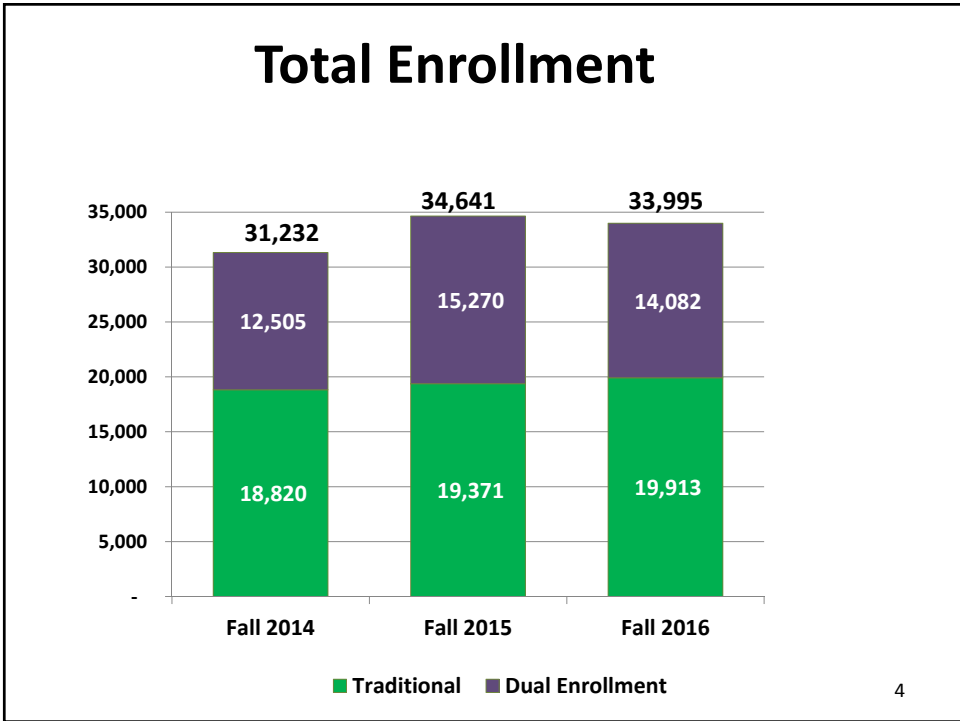


Fall 1995 to Fall 2016

Campus Enrollment

Campus	Fall 2015	Fall 2016	+/-	%
Pecan	11,515	11,546	31	0%
Mid Valley	3,896	4,004	108	3%
Starr County	1,252	1,264	12	1%
NAH	2,030	1,937	-93	-5%
Technology	1,593	1,539	-54	-3%
Distance Learning	5,905	7,496	1,591	27%
Dual Enrollment Taking Class at High School	14,387	12,820	-1,567	-11%
Total Duplicated	41,207	41,625		
Total Unduplicated	34,641	33,995	-646	-2%

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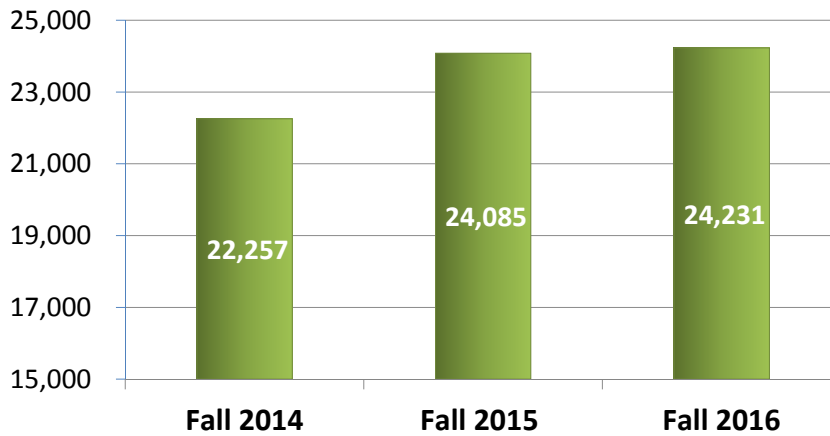


Unduplicated Enrollment by Residence

County	Fall 2014	Fall 2015	Fall 2016	% Increase '15 - '16
Central Hidalgo	19,560	21,298	20,706	-3%
Eastern Hidalgo	5,540	6,212	6,081	-2%
Western Hidalgo	3,336	3,870	3,822	-1%
Starr County	2,151	2,510	2,551	2%
Out of District and Country	738	751	835	11%
TOTAL	31,325	34,641	33,995	-2%

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Full Time Equivalency (total semester credit hours/12)



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Dual Enrollment – Hidalgo County

	Fall 2014	Fall 2015	Fall 2016
DONNA ISD	401	514	459
EDCOUCH-ELSA HS	139	218	155
EDINBURG ISD	1,621	1,877	1,941
HIDALGO ISD	290	311	288
LA JOYA ISD	903	1,503	1,335
LA VILLA HS	61	53	41
MCALLEN ISD	1,759	1,894	1,685
MERCEDES ISD	321	310	341
MISSION ISD	772	951	919
MONTE ALTO ISD	15	46	48
PSJA ISD	3,017	3,440	2,831
PROGRESO HS	167	217	167
SHARYLAND ISD	380	603	633
SOUTH TEXAS ISD	697	694	673
VALLEY VIEW HS	380	458	419
WESLACO ISD	786	1,173	1,115
Subtotal	11,709	14,262	13,050

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Dual Enrollment – Starr County

	Fall 2014	Fall 2015	Fall 2016
RIO GRANDE CITY ISD	445	597	557
ROMA HS	237	263	277
Subtotal	652	860	834

Other – District-wide

	Fall 2014	Fall 2015	Fall 2016
PRIVATE SCHOOLS	73	75	68
CHARTER SCHOOLS	57	61	124
HOME SCHL & OTHERS	14	12	6
Subtotal	144	148	198

	Fall 2014	Fall 2015	Fall 2016
Total Dual Credit	12,505	15,270	14,082

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Review and Action as Necessary on Order Adopting the Tax Rate for 2016

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a presentation on the proposed 2016 Tax Rate for South Texas College to the public and Board of Trustees.

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

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate.

The Notice concerning the 2016 Property Tax Rate and the Notice of Public Hearing on Tax Increase have been published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier. Attached are copies of the Proposed 2016 Tax Presentation, 2016 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for your information and review.

The tax rate for 2015 Tax Year was as follows:

2015 Tax Rate			
	M & O Rate	Debt Rate	Rate
2015 Tax Rate	\$0.1400	\$0.0450	\$0.1850

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's tax rates to be the following:

2016 Tax Rates				
	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	-0-	-0-	\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$65,302,340</i>

Determination of Tax Rates (M&O Rate and Debt Rate)

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

The proposed debt rate of \$0.0450 is the amount necessary to fully fund all the debt service payments, including the M&O Tax Bond Program 2013. The College will maintain the FY 2015-2016 debt rate of \$0.0450.

Public Hearings Prior to Adoption of the Proposed 2016 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeds the lower of the effective tax rate or the rollback tax rate. At the August 23, 2016 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the Proposed 2016 Tax Rate was held on Tuesday, September 13, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the Proposed 2016 Tax Rate was held on Tuesday, September 20, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College was scheduled to take action on the proposed tax rate at a public meeting to be held on September 27, 2016 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

New Voting Requirements

Recent changes to the State Tax Code, Sec. 26.05, require that any action by the South Texas College Board of Trustees to set a tax rate that exceeds the effective tax rate must be a record vote, and at least 60 percent of the members of the Board must vote in favor of the ordinance, resolution, or order establishing that rate.

For South Texas College Board of Trustees, this means that successful establishment of the proposed 2016 Tax Rate requires the support of at least five of the seven Trustees. This rule is beyond the normal quorum and voting requirements for other action.

Approval to adopt a debt service rate of \$0.0450 and maintenance and operations rate of \$0.1400 will be required. Approval of the Order will require a roll call vote of the members of the Board. A copy of the Order follows in the packet for the Board's review.

While the proposed tax rate has not increased over the past year, the proposed rate does exceed the effective tax rate, as defined by the State. Because of this, State tax code requires that the motion to adopt the proposed 2016 Tax Rate be made according to the following script:

“I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively a 2.78 percent increase in the tax rate.”

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize by record vote the Order establishing the tax rate for the 2016 tax year as presented. The motion must be made in the following form: “I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively a 2.78 percent increase in the tax rate.”

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

The Board of Trustees of South Texas College approves and authorizes by record vote the Order establishing the tax rate for the 2016 tax year as presented.

Approval Recommended:

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

President

Proposed 2016 Property Tax Rates

September 20, 2016



Proposed Tax Rates



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

Truth in taxation is designed to inform the public of increases in total tax revenues assessed by taxing units.

Proposed Tax Rates

Truth-In-Taxation requires a taxing unit to calculate two (2) tax rates after receiving its certified appraisal roll from the chief appraiser.

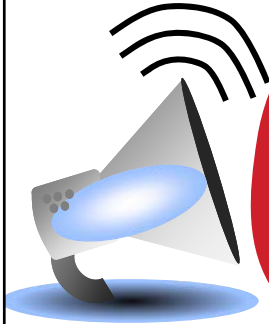
Effective
Tax Rate

Rollback
Rate

Tax Rates Calculations

	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate			\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$65,302,340

Proposed Total Tax Rate: \$0.1850



The College is required to hold two public hearings and publish special notices before adopting the proposed tax rate since the proposed rate (\$0.1850):

- Exceeds the lower of the effective tax rate of (\$0.1800) or;
- The rollback tax rate of (\$0.1920)

Required Steps:

- July 25, 2016 - Deadline for chief appraiser to certify rolls to taxing units
- Certification of anticipated collection rate by collector
- Calculation of effective and rollback tax rates
- August 10, 2016 - Publication of effective and rollback tax rates, statement, and schedules
- August 23, 2016 - Meeting of governing body to discuss tax rate
- August 23, 2016 - If proposed tax rate will exceed the rollback or the effective tax rate (whichever is lower), take record vote and schedule 2 public hearings

Required Steps:

- September 7, 2016 - Notice of Public Hearing on Tax Increase is published
- September 13, 2016 - 1st Public Hearing
- September 20, 2016 - 2nd Public Hearing
- September 20, 2016 - Schedule and announce meeting to adopt tax rate
- September 21, 2016 - Notice of Tax Revenue Increase published
- September 27, 2016 - Meeting to adopt tax rate.

Thank You Questions?



2016 Property Tax Rates in South Texas College

This notice concerns the 2016 property tax rates for South Texas College. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$41,192,650
Last year's debt taxes	\$13,240,495
Last year's total taxes	\$54,433,145
Last year's tax base	\$29,423,321,622
Last year's total tax rate	\$0.1850/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$54,314,878
÷ This year's adjusted tax base (after subtracting value of new property)	\$30,173,070,955
=This year's effective tax rate	\$0.1800/\$100
(Maximum rate unless unit publishes notices and holds hearings.)	

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$41,102,425
÷ This year's adjusted tax base	\$30,173,070,955
=This year's effective operating rate	\$0.1362/\$100
x 1.08=this year's maximum operating rate	\$0.1470/\$100
+ This year's debt rate	\$0.0450/\$100
= This year's total rollback rate	\$0.1920/\$100

Statement of Increase/Decrease

If South Texas College adopts a 2016 tax rate equal to the effective tax rate of \$0.1800 per \$100 of value, taxes would increase compared to 2015 taxes by \$4,631,195.

Schedule A - Unencumbered Fund Balance

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

Type of Property Tax Fund	Balance
Interest and Sinking Money Market Account	12,596,313

Schedule B - 2016 Debt Service

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

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
South Texas College District Limited Tax Refunding Bonds, Series 2007	4,980,000	568,000	0	5,548,000
South Texas College District Limited Tax Refunding Bonds, Series 2010	1,920,000	212,700	0	2,132,700
South Texas College District Limited Tax Refunding Bonds, Series 2013	1,635,000	49,050	0	1,684,050
South Texas College District Limited Tax Bonds, Series 2014	0	2,687,500	0	2,687,500
South Texas College District Limited Tax Bonds, Series 2015	525,000	4,097,106	0	4,622,106
Total required for 2016 debt service			\$16,674,356	
- Amount (if any) paid from Schedule A			\$1,900,000	
- Amount (if any) paid from other resources			\$0	
- Excess collections last year			\$0	
= Total to be paid from taxes in 2016			\$14,774,356	
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2016			\$0	
= Total debt levy			\$14,774,356	

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 3201 W. Pecan, McAllen, Texas.

Name of person preparing this notice: Mary G. Elizondo
 Title: Vice President for Finance and Administrative Services
 Date Prepared: 08/04/2016

Notice of Public Hearing on Tax Increase

The South Texas College will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 2.78 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 13, 2016 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

The second public hearing will be held on September 20, 2016 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

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

FOR:	Alejo Salinas, Jr. Rose Benavidez Roy De Leon	Graciela Farias Gary Gurwitz
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AGAINST:

PRESENT and not voting:

ABSENT:	Jesse Villarreal	Paul R. Rodriguez
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The average taxable value of a residence homestead in South Texas College last year was \$66,143. Based on last year's tax rate of \$0.1850 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$122.36.

The average taxable value of a residence homestead in South Texas College this year is \$68,051. If the governing body adopts the effective tax rate for this year of \$0.1800 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$122.49.

If the governing body adopts the proposed tax rate of \$0.1850 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$125.89.

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

NOTICE OF TAX REVENUE INCREASE

The South Texas College conducted public hearings on September 13, 2016 and September 20, 2016 on a proposal to increase the total tax revenues of the South Texas College from properties on the tax roll in the preceding year by 2.78 percent.

The total tax revenue proposed to be raised last year at last year's tax rate of \$0.1850 for each \$100 of taxable value was \$54,433,145.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, excluding tax revenue to be raised from new property added to the tax roll this year, is \$55,820,181.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is \$60,705,016.

The Board of Trustees of South Texas College is scheduled to vote on the tax rate that will result in that tax increase at a public meeting to be held on September 27, 2016 at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

The Board of Trustees of South Texas College proposes to use the increase in total tax revenue for the purpose of supporting the College's maintenance and operations cost associated with existing, new, and expanded facilities.

ORDER

AN ORDER ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE SOUTH TEXAS COLLEGE DISTRICT FOR THE FISCAL YEAR ENDING AUGUST 31, 2017 AND THE TAX YEAR 2016 IN CONFORMITY WITH THE PROPERTY TAX CODE OF THE STATE OF TEXAS; AND ORDERING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE DISTRICT THAT:

SECTION I: There shall be and is hereby levied for the fiscal year ending August 31, 2017, and the Tax Year 2016, upon the assessed value of all property of every description subject to taxation within the South Texas College District on the 1st day of January A.D. 2016, the following taxes rates, to wit:

- (a) An ad valorem tax to be computed at the rate of \$ 0.1400 per \$100 of the assessed value thereof estimated in lawful currency of the United States of America for the purpose of paying the annual maintenance expense of the College for the period ending August 31, 2017 as provided in the Appropriation Order adopted by the Board of Trustees of the South Texas College District, and when collected such monies are to be deposited in the fund therefore and disbursed for the purposes stated in said Order.
- (b) An ad valorem tax of be computed at the rate of \$ 0.0450 per \$ 100 of the assessed value thereof estimated in lawful currency of United States of America for the purpose of paying the interest and principal on the outstanding series 2007, series 2010, series 2013, series 2014, and series 2015 bonds issue of the South Texas College District, such levy being in conformity with the requirement of the levy of taxes hereof made by Order of the Board of Trustees of the South Texas College District relating to such indebtedness.
- (c) THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.
- (d) THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.79 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.

SECTION II: All Orders or parts of Orders in conflict herewith are hereby repealed.

SECTION III: This Order shall be and remain in full force and effect from and after its passage by the Board of Trustees.

SECTION IV: If any part or parts of this Order are found to be invalid or unconstitutional by a court having competent jurisdiction, then such invalidity or unconstitutionality shall not affect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to that extent this Order is considered severable.

CONSIDERED, PASSED, AND APPROVED this 27th day of September, 2016 at a meeting of the Board of Trustees of the South Texas College District at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

SIGNED this 27th September, 2016

South Texas College District

By: _____
Alejo Salinas Jr., Chair

I hereby certify that the above Order passed on September 27th, 2016 by the following record vote:

Alejo Salinas, Jr.:	Yea___	Nay___	Absent___
Graciela Farias:	Yea___	Nay___	Absent___
Jesse Villarreal:	Yea___	Nay___	Absent___
Rose Benavidez:	Yea___	Nay___	Absent___
Paul R. Rodriguez:	Yea___	Nay___	Absent___
Gary Gurwitz:	Yea___	Nay___	Absent___
Roy De Leon:	Yea___	Nay___	Absent___

ATTEST:

By: _____
Graciela Farias, Vice-Chair

Review and Action as Necessary on Interlocal Agreement for Dual Credit Programs with McAllen ISD

South Texas College presented a new Memorandum of Understanding (MOU) to local school districts with which the College has Dual Credit partnerships. The MOU outlines the partnership terms that help the College and Districts maintain a high level of quality and service to participating dual credit high school students. The MOU also reflects recent Board-approved changes to the tuition and fee structures, as discussed with the Education and Workforce Development Committee and the Board of Trustees.

McAllen ISD has requested that the MOU, which was presented for approval by the Superintendent, instead be redrafted as an Interlocal Agreement. McAllen ISD Legal Counsel also requested several non-substantive changes, which have been completed.

South Texas College legal counsel has advised that there is no conflict in having an Interlocal Agreement with one partnering District, and MOUs with the others.

Under state law, Interlocal Agreements must be approved by the appropriate governing boards of signatories. The Interlocal Agreement for the South Texas College Dual Credit Program partnership with McAllen Independent School District is provided for the Board's review and action as necessary.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the Interlocal Agreement for the South Texas College Dual Credit Program partnership with McAllen Independent School District as presented.

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

The Board of Trustees of South Texas College approves and authorizes the Interlocal Agreement for the South Texas College Dual Credit Program partnership with McAllen Independent School District as presented.

Approval Recommended:

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



Interlocal Agreement **South Texas College Dual Credit Program**

SOUTH TEXAS COLLEGE (herein referred to as the “College”) and **MCALLEN INDEPENDENT SCHOOL DISTRICT** (herein referred to as the “School District”), pursuant to the provisions of the provisions of the Texas Interlocal Cooperation Act, enter into the following Interlocal Agreement and for the terms of which WITNESS THE FOLLOWING (TAC Title:19 Chapter 4, Subchapter D, Rule 4.84 Section (a)):

TERM

This Interlocal Agreement shall be in effect from August 29, 2016 to August 27, 2017.

OVERVIEW

The College is committed to serving the students and communities of South Texas through collaborative work with school districts in the College’s service area. A major initiative promoting a college-going and college graduation culture is the **South Texas College Dual Credit Program**, which includes the provision of the Dual Credit state program to qualified students; therefore,

1) INTERLOCAL AGREEMENT PURPOSE

The purpose of this Interlocal Agreement is to define the roles and responsibilities of the College and the School Districts participating in the Dual Credit Program. This Interlocal Agreement is the agreement that encompasses all dual credit programs, including Early College High Schools (ECHS) and the Academies Program as required by the Texas Higher Education Coordinating Board (THECB). A separate Interlocal Agreement is required by the Texas Education Agency for each Early College High School.

2) RECOGNITION OF HIGER EDUCATION PARTNER

The School District, when reporting and publicizing high school students’ completion of dual credit **courses, degrees or certificates**, will recognize South Texas College as their Higher Education partner. In addition, the School District must adhere to all format and style of all advertising, marketing, reporting, and publicity materials, which includes billboards, print ads, and television commercials, as set forth in the College’s ***Branding, Marketing, and Advertising Guidelines for South Texas College Dual Credit Programs*** at www.southtexascollege.edu/go/dual-credit-marketing.

3) ACADEMIC POLICIES & PROCEDURES

Regular academic policies and procedures applicable to regular college courses and students will also apply to dual credit courses. All referenced policies can be found in the South Texas College Policy Manual online at: <http://admin.southtexascollege.edu/president/policies/index.html>.

a) Eligible Courses

Courses offered by the College for dual credit are developed based on the guidelines published in the Academic Course Guide Manual. The workforce courses are developed based on the guidelines published in the Texas Higher Education Coordinating Board Workforce Education Course Manual, available on their web site at: www.theccb.state.tx.us. The College does not offer remedial and developmental courses for dual credit.

b) Faculty Qualification, Selection, Supervision, and Evaluation

The College has established an approval process for selecting and/or approving qualified faculty to teach dual credit course(s). Each approved Dual Credit Faculty (DCF) will be supervised by the College's respective department chair or designee and be evaluated and monitored to ensure quality of instruction and compliance with the College's policies and procedures, in accordance to the standards established by the State of Texas and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). For a comprehensive view of the Faculty Selection, Supervision, and Evaluation process, refer to the ***Dual Credit Programs Instructional and Quality Standards Manual*** - located at: http://academicaffairs.southtexascollege.edu/highschool/pdf/Dual_Enrollment_Manual.pdf

- i. The School District will collaborate with the College to ensure that the School District instructor applying to teach in the Dual Credit Program meets the credential requirements as stated in the College's ***Board Policy #4151, Academic and Professional Credentials for Faculty***, a copy of which can be found in the South Texas College Policy Manual online, and which includes the criteria used by the College to determine teaching eligibility.
- ii. The College will ensure that College Faculty requested to teach dual credit courses at the School District sites have met acceptable national criminal background checks. School District Faculty have to be cleared by the College's Office of Human Resources to teach any dual credit courses.
- iii. Dual Credit Faculty (DCF) will submit all required reporting documents such as: roster verification, learning outcome results, and submission of grades, by the deadline set by the College.
- iv. College and School District faculty teaching dual credit courses will verify the First Week Class Roster to validate all students who are enrolled in the dual credit class and refer students not on the roster to the appropriate School District Counselor. Any student not listed on the Official 12th Day Verification Census Date Roster will not be enrolled in the dual credit course.
- v. The School District will allow release time from the School District duties for Dual Credit Faculty to attend the two Dual Credit professional development days organized by the College and required departmental meetings.

- vi. College and School District faculty teaching college-level courses are expected to reach out to students who need academic assistance and direct them to the appropriate College or School District support services.
- vii. The School District will forward any concerns regarding Dual Credit Faculty (DCF) or College Faculty teaching the college-level course to the College Department Chair for investigation. To resolve the concerns, a meeting shall take place between the College Department Chair (and/or designee) and the School District Principal (and/or other designated high school administrator) to discuss the issues and reach a decision that is mutually agreeable.

c) Facilities, Teaching Environment, College Courses

i. Facilities

The School District will work with the College to ensure that the School District's facilities meet the expectations and criteria required for college classes, and are appropriate for college-level instruction which include the following:

- School District will ensure that College faculty and dual credit students have appropriate access to all available instructional resources and essential technology;
- School District shall permit access to the College's electronic learning resources when the course is taught at the School District; and
- School District offering science courses shall meet the laboratory safety standards and have material/equipment that comply with College science program requirements.

ii. Teaching Environment

The School District will ensure that the classroom environment is conducive to college-level learning by:

- Designating a classroom for the college dual credit classes;
- Displaying the signs provided by College outside of the classroom that indicates "College Course is in Session"; and
- Assuring no interruptions take place in the college dual credit class while in session, such as removing students for high school activities.

iii. College Courses

- Dual Credit courses must use the College's approved Learning Management System.

d) Course Curriculum, Instruction, and Grading

School Districts which participate in the Dual Credit Program at South Texas College will comply with procedures and guidelines as published in the ***Dual Credit Programs Instructional and Quality Standards Manual***, a copy of which is located at: http://academicaffairs.southtexascollege.edu/highschool/pdf/Dual_Enrollment_Manual.pdf, including the following:

i. Academic Instructional Calendar

Dual Credit classes will follow the College Academic Calendar. Exceptions may be arranged through collaboration between the College and the School District.

ii. Monitoring Instruction

School Districts will work with the College so that College personnel will have the opportunity to monitor the quality of instruction in compliance with the College course syllabus and the standards established by the State of Texas, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the School District.

iii. Books and Supplemental Materials

The School District will provide all textbooks, equipment, and supplemental materials required for the cohort (S sections) classes. College-approved textbooks purchased by the School District will be used for a minimum of three (3) years from the date of purchase. Chairs may request a change of textbooks earlier than three (3) years, if the textbooks are for Technology-based courses. Textbooks and materials shall be available to students on the first class day. Exceptions must be discussed with the High School Programs and Services Administrator and the Department Chair.

iv. Grading Procedures

All Dual Credit Faculty will follow the College Grading System as stated in the College's [Board Policy #3310, Grading System: Credit Programs](#), a copy of which can be found in the South Texas College Policy Manual online, as well as the grading criteria in the department approved syllabus.

v. Grade Appeal

The School District shall direct students who would like to appeal their College Course grade to follow the College's Grade Appeal process. An electronic copy of these documents may be accessed on the Academic Affairs Department webpage at the following link: http://academicaffairs.southtexascollege.edu/grade_appeals/

4) **STUDENT ENROLLMENT & SERVICES**

a) Student Eligibility

The College requires School District partners to follow all College enrollment procedures and guidelines for dual credit students. All procedures and guidelines are outlined in the College *Dual Credit Enrollment and Support Services Manual*. An electronic copy of this document may be accessed on the Dual2Degree Department webpage at the following link: <http://studentservices.southtexascollege.edu/outreach/>.

All students must meet dual credit admissions and eligibility requirements as outlined by the Texas Higher Education Coordinating Board laws and regulations, the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule 4.85, and as stated in the College's [Board Policy #3200, Student Admissions](#), a copy of which can be found in the South Texas College Policy Manual online. School District partners will work with the College to ensure all dual credit applicants are enrolled in a timely manner to ensure student success and will comply with the College Admission and Registration

Timeline. An electronic copy of this document may be accessed on the Dual2Degree Department webpage at the following link:

<http://studentservices.southtexascollege.edu/outreach/>

High school students are eligible to participate in the Dual Credit Program upon meeting the Texas Success Initiative (TSI) Assessment minimum passing scores established by the Texas Higher Education Coordinating Board and the South Texas College Dual Credit Course Pre-Requisites, as published in the aforementioned College ***Dual Credit Enrollment and Support Services Manual*** for College and School District personnel.

Dual Credit students may not enroll in college-level courses until the Spring semester of their 9th grade, and then limited to no more than two (2) courses for that semester from an approved list of recommended courses. All 10th grade students will be limited to only two (2) dual credit courses per semester, and 11th and 12th grade students shall not exceed 16 credit hours per semester; as stated in the College's ***Board Policy #3232, Dual Credit Student Eligibility Requirement***, a copy of which can be found in the South Texas College Policy Manual online.

b) *Composition of Class*

The School District may not enroll both Dual Credit and Non-Dual Credit students in the same section unless one or more of the applicable exceptions for a mixed class comply with the conditions outlined in the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D, Rule 4.85 listed as below:

Mixed Class Exceptions

- 1) If the course involved is required for completion under the State Board of Education High School Program graduation requirements, and the high school involved is otherwise unable to offer such a course.
- 2) If the high school credit-only students are College Board Advanced Placement students.
- 3) If the course is a career and technology/college workforce education course and the high school credit-only students are earning articulated college credits.

If the School District enrolls Non-Dual Credit high school students in a Dual Credit course, the School District must submit a Course Exception Report Memorandum to the College by Census Day available through the school's Specialist from the STC office of Dual2Degree. The report will include the name of the students, students ID numbers (A#), the applicable exception and justification. The School District will send a notification to students that they have been enrolled in the class for high school credit only and will not receive college credit.

c) *Advising*

The College and the School District shall offer comprehensive college advising services for dual credit students consisting of a General Advising Module, group enrollment advising using Degree Works both available online via JagNet on the STC web site, face-to-face advising and a College Advising Training Program for High School District Counselors scheduled through the counseling department on STC campus. New dual credit

students are required to complete a General Advising Module for eligibility into the Dual Credit Program effective Spring 2017. The Module must be completed prior to registration. The responsibilities of the College and School District are delineated below.

College Dual Credit staff will provide the following services:

- Disseminate General Advising Module information and instructions for completion to School District Counselors;
- Provide an orientation and group enrollment advising session using Degree Works for new dual credit students;
- Meet with students for face-to-face advising; and
- Serve as the designated college support services staff for advising dual credit students.

School District Counselors will provide the following services:

- Verify that students have completed the General Advising Module prior to registration;
- Provide a computer lab and schedule the group enrollment advising sessions using Degree Works for all new dual credit students;
- Schedule students cleared for enrollment into appropriate coursework in compliance with the College Dual Credit Course Pre-Requisites;
- Complete the *South Texas College Advising Certification Training* scheduled during the year at STC; and
- Meet with students for face-to-face advising.

Detailed information is published in the College *Dual Credit Enrollment and Support Services Manual*.

d) *Counseling & Student Accommodations*

The College and the School District will adhere to Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008.

The School District will provide classroom accommodations for dual credit students. If the class is taught by a College Faculty at the high school, the College Counselor will coordinate class accommodations with the high school Special Education Counselor. All procedures and guidelines are outlined in the College *Dual Credit Enrollment and Support Services Manual*, as cited in section 4(a) above.

e) *Student Complaints*

Student Grievances or Complaints procedures for handling student complaints, regarding the college course, are applicable to all students including those enrolled in dual credit courses. Dual credit students with complaints shall follow the procedures as stated in the College's [*Board Policy #3313, Student Grievances & Complaints*](#), a copy of which can be found in the South Texas College Policy Manual online and as published in the College Student Handbook at: http://www.southtexascollege.edu/pdf/Student_Handbook.pdf.

f) Transcription of Credit

The College and the School District will transcript dual credit courses for both college credit and high school credit immediately upon student completion of the performance required in each course.

5) **FINANCE SUPPORT SERVICES**

a) Faculty Stipend

School District instructors approved by the College to be Dual Credit Faculty (DCF) and approved to teach college level courses will be paid a stipend by the College per class, per semester, as outlined in the College *Dual Credit Programs Instructional and Quality Standards Manual*, as cited in section 3(d) above.

b) Tuition & Fees

Definition:

- 1) **Sponsored School Districts** have entered into a partnership with South Texas College through a Memorandum of Understanding or an Interlocal Agreement for students enrolled in Dual Credit courses.
- 2) **Independent Student** is a high school student, excluding Early College High Schools and Academies Program, who independently enrolls in college credit courses (non S section) at any South Texas College campus or facility.

Dual Credit Student tuition and fees will be charged as approved by the College Board of Trustees to the School District or to the student. A School District sponsoring students under a Memorandum of Understanding or an Interlocal Agreement and Dual Credit students, excluding Early College High Schools and Academies Program, taking courses independently will be charged tuition and fees as outlined in *Exhibit A: Board Approved Tuition & Fees for Dual Credit Student Sponsored by Partnering School Districts for FY 2016 – 2017*.

School Districts with faculty approved by the College and offering the courses at their campuses will be exempt from paying tuition and differential tuition and fees, with the exception of any Nursing & Allied Health course-specific fees student liability insurance costs, dual credit late processing fee per course, attempting a course three or more times per credit hour fee, electronic distance learning per credit hour fee and hybrid course per credit hour fee, as applicable.

c) Invoicing

The College will invoice the School District that sponsors the student for the applicable charges, in accordance with the *Board Approved Tuition & Fees for Dual Credit Student Sponsored by Partnering School Districts for FY 2016 – 2017* as approved by the College Board of Trustees (Exhibit A).

d) Faculty Charges

When the College provides the faculty, including via interactive distance learning, the School District is responsible for the mileage and faculty cost as stipulated in the Dual Credit Course Agreement (DCCA). This agreement is outlined in the *Dual Credit Programs Instructional and Quality Standards Manual*, as cited in section 3(d) above.

DATA SHARING AGREEMENT

The School District and the College shall create a Data Sharing Agreement that is signed and executed by both parties before any data exchange can occur. The Data Sharing Agreement will outline the privacy and security requirements for partner School Districts. The document will also define the process by which the School District may request, receive, and utilize data shared by South Texas College.

6) HUMAN RESOURCES DEPARTMENT & DATA PRIVACY & SHARING AGREEMENT

The School District will collaborate with the College to ensure that all School District faculty applying to teach in the Dual Credit Program meet the credential requirements as stated in the College's [Board Policy #4151, Academic and Professional Credentials for Faculty](#), a copy of which can be found in the South Texas College Policy Manual online, and submit all required documents for the hiring process to the Human Resources Department as well as agree to full information sharing in the event of an investigation of a personnel matter regarding Dual Credit Faculty.

- a) Any non-academic complaints or concerns against Dual Credit Faculty teaching a College course are required to be reported to the College's Office of Human Resources to the attention of the Director and/or Employee Relations Officers for investigation.
- b) The School District will comply with Title IX of the Education Amendments 1972 (20 U.S.C. s1681 et seq.) regulations as stated in the College's [Board Policy #4216, Discrimination, Harassment, Retaliation, and Sexual Misconduct](#), a copy of which can be found in the South Texas College Policy Manual online, and the School District Title IX policy in resolving complaints. An electronic copy of the College's policy may be accessed on following link:
<http://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf>
 - A list of all Title IX Coordinators is located at the following link:
<http://www.southtexascollege.edu/about/notices/title-ix.html>
- c) The College and the School District will work collaboratively and timely share any and all information necessary in the event of an investigation of a personnel matter.

7) Interlocal Agreement

This Interlocal Agreement may be amended by mutual written agreement of both parties.

The College and School District reserve the right to terminate this Interlocal Agreement upon receipt of written notice to the other party ninety (90) days prior to the termination of this Agreement.

8) NOTIFICATION OF NON—COMPLIANCE AND TERMINATION of AGREEMENT

A Notice of Non-Compliance (Notice) with any requirements as set out in this Agreement may be initiated by any party to this agreement. The Notice shall be in writing, addressed to the party's designee and shall state in particular the alleged non-compliance. The Notice shall include written statements of any person with knowledge of the alleged non-compliance. If the Notice involves any alleged violation of a statute or regulation, a copy of the Notice shall be provided to the President of the Board of Trustees of the College and the President of the Board of Trustees of the School District.

The Notice shall include specific remedial measures required of the party to comply with the agreement. Continuous failure to address noncompliance addressing the recommended remedial measures shall be documented and transmitted to the offending party, and may result in termination of this agreement.

EXECUTED IN TWO (2) Original counterparts on this _____ day of ____ 20 ____.

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South Texas College

Sam Saldivar, Jr.
President, Board of Trustees
McAllen ISD

Approved as to form:
Atlas, Hall, & Rodriguez, LLP

By: _____
Stephen L. Crain

Approval of Minutes

The following Board Meeting Minutes are submitted for approval:

1. August 23, 2016 Regular Board Meeting
2. September 13, 2016 Public Hearing and Special Board Meeting
3. September 20, 2016 Public Hearing and Special Board Meeting
4. September 20, 2016 Special Board Meeting

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the August 23, 2016 Regular Board Meeting Minutes, September 13 and September 20, 2016 Public Hearing and Special Board Meeting Minutes, and September 20, 2016 Special Board Meeting Minutes as presented.

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

The Board of Trustees of South Texas College approves and adopts the August 23, 2016 Regular Board Meeting Minutes, September 13 and September 20, 2016 Public Hearing and Special Board Meeting Minutes, and September 20, 2016 Special Board Meeting Minutes as presented.

Approval Recommended:

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

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, August 23, 2016 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, August 23, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:02 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Paul R. Rodriguez

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mr. Cobby Caputo (via telephone), Mrs. Mary Elizondo, Dr. David Plummer, Dr. Anahid Petrosian, Mrs. Wanda Garza, Mrs. Becky Cavazos, Mr. Paul Varville, Mr. Ricardo De La Garza, Myriam Lopez, Mr. Matthew Hebbard, Mr. Mike Carranza, Mr. Paul Hernandez, Mrs. Brenda Balderaz, Mr. Cody Gregg, Mr. Jesus Campos, Mr. Juan Carlos Aguirre, Mrs. Jessica Garcia, Dr. Ety Bischoff, Dr. Virginia Champion, Ms. Samantha Uriegas, Mr. Daniel Ramirez, Mr. Gilbert Gallegos, Mr. Brian Fruge, Mr. Rolando Garcia, Ms. Diana Bravos Gonzalez, Mr. Eli Ochoa, Mrs. Laura Warren, Ms. Crystal Chavez, Ms. Maritza Cardenas, Mr. Scott Adams, Ms. Veronica Romero, Mr. Mark Graham, Mr. Humberto Rodriguez, Ms. Erica Salinas, Mr. David Iglesias, Mr. Eddie Vela, and Andrew Fish.

Determination of a Quorum

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

Invocation:

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

Presentations

- A. Presentation on the Texas Workforce Commission Skills Development Fund Grant Award in the Amount of \$2,602,165.

Mr. Juan Carlos Aguirre, Director for Continuing, Professional, and Workforce Education provided a presentation on the Skill Development Fund for Healthcare Consortium from the Texas Workforce Commission in the amount of \$2,602,165.

The Board was asked in a separate item to approve and authorize the acceptance of this grant and the use of funds as authorized within the grant. South Texas College would serve as the financial manager for the grant.

This grant would fund skills training programs through August 31, 2019, through partnerships with:

- Doctors Hospital at Renaissance
- C.L. Anderson Jr., M.D., P.A.
- Key Med, Inc.
- Shah Eye Center, P.A
- Sarojini Bose, M.D., P.A.
- Thurmond Eye Associates, P.A.

The grant would provide training for 2961 trainees, for 849 new jobs and 2,112 upgraded jobs, including a Memorandum of Understanding with RGV Med, L. L. C. (dba Doctors Hospital at Renaissance). The grant-funded training would cover a wide range of continuing education topics such as:

Business Technical

Basic Life Support
Body Mechanics
Coding and Classification Systems
EKG
Health Information Systems
Hospital Evacuation and Safety
Medical Billing and Insurance
Mental Health Nursing
Nursing Skills
Pharmacology
RN Exam Preparation
Rehabilitation Skills
Wound Care

General Technical

Administrative Procedures
Fire Safety
Microsoft Applications
Occupational Safety
Risk and Compliance Management

Non-Technical Training

Coaching for High Performance
Creating a Service Culture
Critical Thinking
Customer Service
Handling Workplace Conflict
Human Resource Management
Telephone Etiquette
Valuing Differences

The Board took the following item out of the posted agenda order:

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 5:15 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
 - 1. Update and Action as Necessary Regarding Texas Higher Education Coordinating Board Audit and Action Related to Continuing Education Formula Funding for Specific Programs

Open Session:

The South Texas College Board of Trustees returned to Open Session at 5:55 p.m. No action was taken in Executive Session.

Update and Action as Necessary Regarding Texas Higher Education Coordinating Board Audit and Action Related to Continuing Education Formula Funding for Specific Programs

On July 26, 2016 the Board authorized the President to retain legal counsel regarding the Texas Higher Education Coordinating Board Audit.

No action was taken.

The Board returned to the posted agenda order for the remaining items, as follows:

B. Presentation on Valley Scholars Program and the 11th Annual A Night with the Stars

Ms. Jessica S. Garcia, Valley Scholars Program Coordinator, extended an invitation to the Board of Trustees to attend the Valley Scholars Program's *11th Annual A Night with the Stars*, a fundraising gala to be held on Thursday, October 13th, 2016 at the Corinthian Banquet & Special Events Center, 6:00 p.m. – 9:00 p.m.

A Night with the Stars supports the Valley Scholars Program, which had provided opportunities including scholarships and mentoring to over 800 students since 1997. Students in the program are given scholarships, personal advisement, opportunities to develop leadership skills, and opportunities for employment. The remarkable students also participate in numerous community service projects throughout the year.

Ms. Garcia briefly discussed the program and the annual scholarship fundraiser "A Night with the Stars."

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

All were encouraged to support and participate in the *11th Annual A Night with the Stars*. Ms. Garcia would be available to coordinate sponsorship by cash, gifts for the silent auction, or in-kind contributions.

These presentations were for the Board's information and feedback to staff, and no action was requested.

Approval of Minutes

The following Board Meeting Minutes were submitted for approval:

1. July 26, 2016 Regular Board Meeting

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and adopted the July 26, 2016 Regular Board Meeting Minutes as written. The motion carried.

Approval and Authorization to Accept Grant Award(s)

Authorization to accept and approve the following grant awards and use of related funds as authorized by each grant was requested:

- 1. The Jobs and Education for Texas (JET) Grant from the Texas Workforce Commission in the amount of \$120,585**

The JET grant from the Texas Workforce Commission would help address the current needs of the region by providing students who enroll in the South Texas College Associate Degree Nursing (ADN) Program with the opportunity to learn in a high quality simulation lab. The design for the simulation lab established a more controlled learning environment that mimics real patient scenarios and would enhance student learning outcomes. The grant was for the period from August 31, 2016 through August 31, 2017.

This award aligned with Strategic Direction #3, High Success Rate, by ensuring that students engaged in learning that would prepare them for the workforce, which positively affects the economic and social mobility of residents in our region.

- 2. The College Readiness and Success Models Grant from the Texas Higher Education Coordinating Board in the amount of \$125,000**

This grant award would be managed and implemented by the Continuing Education Department to provide training services to 50 students co-enrolled in contextualized

GED preparation and the first six (6) credit hours of a credit certificate. The funding would pay for salaries, benefits, training materials, supplies, industry tours, and testing fees. The funding cycle was from August 15, 2016 through August 31, 2018.

This award aligned with Strategic Direction #1, Clear Pathways, by providing participants with pathways to a GED credential and a credit certificate leading to employment in a high-demand occupation, with Strategic Direction #2, Access and Success, by providing 50 students with the opportunity to enroll in college and earn a post-secondary credential of value in the regional economy, and with Strategic Direction #3, High Success Rates, by promoting successful completion of training and the first six credit hours of a credit certificate, which would have a positive effect on the economic and social mobility of residents in our region.

On August 8, 2016, the Texas Higher Education Coordinating Board notified the College that they required the execution of the contract accepting this grant no later than August 15, 2016, which did not allow time for presentation for Board authorization. No funds had yet been disbursed to the College, and this acceptance was presented on August 23, 2016 for ratification by the Board of Trustees.

3. The Skill Development Fund for Healthcare Consortium from the Texas Workforce Commission in the amount of \$2,602,165

South Texas College would serve as the fiscal agent for the \$2.6 million grant.

This grant would be administered by Continuing Education to provide customized training in a variety of healthcare areas. The grant would train 2,961 new and existing employees of a Healthcare Consortium comprised of six business partners:

- RGV Med, L. L. C. (dba Doctors Hospital at Renaissance);
- C. L. Anderson, Jr., M.D., P.A.;
- Key Med, Inc.;
- Shah Eye Center, P.A.;
- Sarojini Bose, M.D., P.A.; and
- Thurmond Eye Associates, P.A.

The grant would pay for salaries, benefits, tuition, fees, books, instructional supplies, consumables, curriculum development, and equipment. Additionally, Continuing Education would enter into a Memorandum of Understanding with RGV Med, L. L. C. for \$1,568,929 whereby they would provide highly specialized customized training to 2,100 RGV Med, L. L. C. employees. The funding cycle was from August 24, 2016 through August 31, 2019.

This award aligned with Strategic Direction # 3, High Success Rate. Upon completion of training, participating employees would receive a wage increase thereby increasing their economic and social mobility.

4. The Carl Perkins Basic Grant from the Texas Higher Education Coordinating Board in the amount of \$1,392,334

The “Carl Perkins Basic Grant” in the amount of \$1,392,334 from the Texas Higher Education Coordinating Board (THECB) provided funds to improve graduation, retention, access, quality, and provide for the expansion of Career and Technical Education programs. Funds would be used to for instructional resources, services, professional development, and other program activities for Career and Technical Education in the Divisions of Academic Affairs (Nursing and Allied Health; Business and Technology; and Liberal Arts & Social Sciences), Student Affairs & Enrollment Management, Continuing and Professional Workforce Education and Information Services and Planning. The funding cycle is from September 1, 2016 through August 31, 2017.

This award aligned to Strategic Directions #1, Clear Pathways, by providing students with opportunities in career and technical education, including extensive support to complete programs successfully. This award also aligned to #2, Access and Success, by increasing community awareness and access to career and technical education training and educational programs that aligned to the purpose and intent of Carl Perkins.

The presented grants would provide up to \$4,240,084 in additional funding for the College to provide services and opportunities throughout the region.

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

1. The Jobs and Education for Texas (JET) grant from the Texas Workforce Commission in the amount of \$120,585;
2. The College Readiness and Success Models Grant from the Texas Higher Education Coordinating Board in the amount of \$125,000;
3. The Skill Development Fund for Healthcare Consortium from the Texas Workforce Commission in the amount of \$2,602,165; and
4. The Carl Perkins Basic Grant from the Texas Higher Education Coordinating Board in the amount of \$1,392,334.

The motion carried.

Review of Presentation to the Education and Workforce Development Committee

Mrs. Graciela Farias reviewed the following presentation, which was delivered to the Education and Workforce Development Committee on August 9, 2016:

Presentation on Recruitment Efforts at the South Texas College La Joya Teaching Center

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Dr. Rene Zuniga, South Texas College La Joya Teaching Center Site Coordinator.

Dr. Zuniga served as Chair of the Education Department in addition to leading the STC La Joya Teaching Center. Dr. Zuniga presented on the efforts to increase enrollment at the South Texas College La Joya Teaching Center.

South Texas College partnered with La Joya ISD to open the South Texas College La Joya Teaching Center in 2010, as a joint effort to provide higher education opportunities to communities in western Hidalgo County. These communities include the cities of Alton, La Joya, Mission, Palmhurst, Peñitas, and Sullivan City.

During Academic Years 2013 – 2015, 1,095 traditional students graduated from these communities. The presentation included a list of the top five awarded associate degrees and the top five awarded certificate degrees during this period. During this period, an average of 5,000 students from these communities attended a South Texas College campus each year.

The packet also included a chart of enrollment by academic year since the South Texas College La Joya teaching Center opened in 2010, including traditional, dual credit, and early college high school students. The enrollment figures for Academic Year 2015-2016 were through May 2016, and did not include summer enrollment.

After reviewing the history of the teaching center and the communities it was designed to serve, Dr. Zuniga described new initiatives in place to increase traditional enrollment at the South Texas College La Joya Teaching Center. These initiatives included:

- A community survey to ensure that program offerings at the Center meet the needs of students from the communities serve;
- Renovation of facilities at the South Texas College La Joya Teaching Center, located in the second floor of the Jimmy Carter Early College High School (ECHS);
- New signage to be prominently placed on 311 E. Expressway 83, La Joya; and

- Appointment of Dr. Rene Zuniga as the South Texas College La Joya teaching Center Site Coordinator, and hiring of a part-time staff member to assist with inquiries.

Dr. Zuniga discussed the development of Fall 2016 course and program offerings and reviewed the marketing plan to help inform members of the western Hidalgo County communities about these opportunities available to them through the South Texas College La Joya Teaching Center. The extensive marketing plan included:

Promotional Activities

- Informational booklet
- Website
- Course listing fliers
- Social media posts
- Press release
- Postcards
- Banners
- Announcements on La Joya ISD TV channel
- Information flier for high school seniors

Outreach Activities

- Open House, May 17th
 - ✧ Radio remote & advertising
 - ✧ Postcards sent to students
 - ✧ Social Media activities for the Open House
- Ad in ***Staying Connected*** Special Edition
- Student Recruitment Letters sent students majoring in the following areas:
 - ✧ Education
 - ✧ Interdisciplinary Studies
 - ✧ Business, Marketing, Human Resources
 - ✧ Criminal Justice

Finally, Dr. Zuniga discussed the registration round-up and provide a Fall 2016 enrollment update. As of the morning of August 9, 2016, he was happy to report 94 students had enrolled for courses at the Teaching Center, and he expected that additional students will have enrolled by the start of the Fall 2016 semester.

This review of a presentation was for the Board's information and feedback to staff, and no action was requested.

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

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

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

A. Awards

- 1) **Food Service – Nursing and Allied Health Campus (Award):** award the proposal for food service – the Dr. Ramiro R. Casso Nursing and Allied Health campus to **Domine Catering, LLC.** (McAllen, TX), for the period beginning October 19, 2016 through October 18, 2017 with two one-year options to renew with a 5% commission of total monthly sales;
- 2) **Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of \$314,152.95 for the period beginning September 1, 2016 through August 31, 2017.
 ⇒ **Printing Projects** – at an estimated amount of \$214,152.95 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures FY 2016 – 2017	Grunwald Printing Company (Corpus Christi, TX)	\$1,463.42
Program of Study Brochures FY 2016 - 2017	Grunwald Printing Company (Corpus Christi, TX)	\$3,032.45
Staying Connected Special Edition Tabloids FY 2016 - 2017	Gatehouse Media Texas Holdings II, Inc./dba Valley Town Crier (McAllen, TX)	\$24,613.44
Class Schedules FY 2016 – 2017 Summer/Fall 2017	Gatehouse Media Texas Holdings II, Inc./dba Valley Town Crier (McAllen, TX)	\$47,962.55
Class Schedules FY 2016 – 2017 Spring 2017	Gatehouse Media Texas Holdings II, Inc./dba Valley Town Crier (McAllen, TX)	\$18,954.98
Official Stationary FY 2016 – 2017	FedEx Office (McAllen, TX)	\$55,000.00
Student Catalog FY 2016 – 2017	EP Graphics, Inc. (Berne, IN)	\$32,709.00
Viewbook FY 2016 – 2017	Grunwald Printing Company (Corpus Christi, TX)	\$4,790.11
Graduation Announcements & Envelopes	San Antonio Printing (McAllen, TX)	\$1,140.00
Graduation Programs FY 2016 - 2017	Communication Specialists, Inc. / dba Capital Spectrum (Buda, TX)	\$24,487.00

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

Copy Zone, Ltd. (McAllen, TX)	Expressway Printing, Copying and More, LLC. (Mercedes, TX)
FAGSA USA Printing, LLC. (McAllen, TX)	FedEx Office (McAllen, TX)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Grunwald Printing Company (Corpus Christ, TX)
Safeguard Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)

B. Instructional Items

3) Testing Materials – CAAP (Purchase): purchase testing materials – CAAP from **ACT CAAP** (Iowa City, IA), a sole source vendor, at an estimated amount of \$50,030.00;

C. Non – Instructional Items

4) Professional Agency and Media Planning Services (Purchase): purchase professional agency and media planning services from **Richard Carlberg, Inc. / dba Richards Carlberg** (Houston, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated \$400,000 in production costs and \$660,000 in advertising costs, for a total estimated cost of \$1,051,000.00.

5) Business Skills Training Services (Renewal): renew the business skills training services contract with **World-Class Training** (Brownsville, TX), for the period beginning October 28, 2016 through October 27, 2017, at a commission of \$18.00 per instructional hour;

6) Elevator Maintenance Agreement (Renewal): renew the elevator maintenance agreement with **Otis Elevator, Co.** (San Antonio, TX), a Provista Purchasing Cooperative approved vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$55,000.00;

7) Merchant Services (Renewal): renew the merchant services (credit card processing) contract with **BBVA Compass** (McAllen, TX), for the period beginning September 1, 2016 through August 31, 2017, at an estimated annual cost of \$286,789.26 which is based on projected transactions;

8) Office Supplies (Renewal): renew the office supplies contracts for the period beginning October 1, 2016 through September 30, 2017, at an estimated amount of \$450,000.00 with the following vendors:

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

9) Online Defensive Driving Training (Renewal): renew the online defensive driving training contract for the period beginning August 24, 2016 through October 31, 2017, at a commission of \$8.75 per student, which is 35% of the total tuition of \$25.00. I Drive Safely, LLC., the company originally awarded the contract, is being acquired by **eDriving Fleet, LLC.** (Cape May Court House, NJ) and wishes to assign the contract to this company. Consent to assign the contract to **eDriving Fleet, LLC.** is required from the College;

D. Technology

- 10) On-Demand Subscription Library (Purchase):** purchase on-demand subscription library from Ellucian, Inc. through **Texas A & M University – Corpus Christi** (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning August 31, 2016 through August 30, 2019, at an annual amount of \$21,353.00 and total amount of \$64,059.00;
- 11) Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through the **Texas A & M University – Corpus Christi** (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$392,809.91;
- 12) Data Hosting and Maintenance Agreement (Renewal):** renew the data hosting and maintenance agreement with **TouchNet Information Systems, Inc.** (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at a total amount of \$192,547.77;
- 13) Desktop Computer Software License Agreement (Renewal):** renew the desktop computer software license agreement with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2016 through August 31, 2017, at a total amount of \$38,870.20;
- 14) Email Security Software License Agreement (Renewal):** renew the email security software license agreement with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 28, 2016 through August 27, 2017, at a total amount of \$38,596.60;
- 15) Enterprise Security Manager License Agreement (Renewal):** renew the enterprise security manager license agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning June 11, 2016 through June 10, 2017 at a total amount of \$51,739.16;
- 16) Hardware and Software Maintenance and Support Agreement (Renewal):** renew the hardware and software maintenance and support agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2016 through August 31, 2017, at a total amount of \$92,314.94;
- 17) Internet Services – Pecan Campus (Renewal):** renew the internet services – Pecan Campus with the State of Texas **Department of Information Resources (DIR)** (Austin, TX) for Time Warner Cable, for the period beginning September 1, 2016 through August 31, 2017, at a monthly amount of \$11,193.73 and annual amount of \$134,324.76.

Recommend Action - The total for all proposal awards, purchases, and renewal was \$3,212,234.55.

Mr. Gary Gurwitz and Mr. Roy de León abstained from the deliberation and action as related to item #7 listed above.

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

Review and Action as Necessary on Revision and Deletion of Personnel Policies

The Board was asked to postpone action on the proposed revisions and deletions of personnel policies as follows, to provide staff with additional time to review the policies:

Revision

1. Revise Policy #4002 and Renumber to Policy #4919: *Standards of Conduct*
2. Revise Policy #4910: *Employee Complaint Procedure*
3. Revise Policy #4911: *Disciplinary Documentation Procedures for Non-Annual Employees and Non-Renewal of Annual Employees*
4. Revise Policy #4921: *Termination of Annual Employees During the Term of Their Letter of Appointment*
5. Revise Policy #4919: *Standards of Conduct*

Deletion

6. Delete Policy #4920: *Discipline and Dismissal*

No action was taken and administration would propose any further revisions or deletions to the Finance, Audit, and Human Resources Committee at the appropriate time.

Review and Action as Necessary on Disposal of Surplus Property at \$1,000 and Over

Approval to dispose of surplus property valued at \$1,000 and over through a live auction was requested.

Purpose – The Fixed Assets Department requested the disposal of surplus property valued at \$1,000 and over, through a live auction.

Justification and Benefit – Library Services installed compact shelving at all locations because compact shelving halves the foot print of the collection, freeing up floor space for additional learning and study spaces without sacrificing the collection. There was no place to keep the shelving that was replaced by the compact shelving. Additionally, the library's current original shelving was no longer available. With the expansion of the library at Mid-Valley it was not possible to expand the current shelving or to find spare parts for existing shelving. Accordingly, Library Services recommended that the shelving to be replaced with compact shelving be disposed of as surplus property.

Background – The surplus property went through an evaluation process by the departments to determine if the items were damaged beyond repair and unable to be utilized district wide. After this evaluation process, the department submitted a request to have the property removed from the department and be sent to auction.

The auction items were located at the South Texas College Mid Valley Campus Library in Weslaco, TX. The items would be scheduled to be auctioned in the month of September at the auctioneers' site due to lack of space at the Central Receiving Warehouse.

The items valued over \$1,000 were recorded in the College's inventory in the Banner computer system.

Enclosed Documents - The listing of the items to be auctioned was provided in the packet for the Board's review and information.

The Finance, Audit, and Human Resources Committee recommended Board approval to dispose of surplus property valued at \$1,000 and over through a live auction as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the disposal of surplus property valued at \$1,000 and over through a live auction as presented. The motion carried.

Review and Action as Necessary on Write-off of Obsolete Fixed Assets and Capital Assets at \$3,000 and Over

Approval to write-off obsolete fixed assets and capital assets at \$3,000 and over was requested.

The packet included a listing of fixed assets and capital assets at \$3,000 and over, totaling \$1,316,933.65, which were obsolete as per the Financial Managers and the Fixed Assets Department as of August 31, 2014.

The capital assets value and associated accumulated depreciation would be written-off from the College's capital asset ledger and the reduction would be reflected on the Comprehensive Annual Financial Report as of August 31, 2016.

The packet included a listing of the fixed assets and capital assets at \$3,000 and over that were obsolete during the last two fiscal years, and were proposed for removal from the College's inventory system and general ledger, as applicable.

The Finance, Audit, and Human Resources Committee recommended Board approval to write-off obsolete fixed assets and capital assets at \$3,000 and over as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized writing-off obsolete fixed assets and capital assets at \$3,000 and over as presented. The motion carried.

Review and Discussion of South Texas College Proposed 2016 Tax Rate

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

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate. The College proposed to adopt a tax rate that exceeded the lower of the effective tax rate or the rollback tax rate and therefore, must hold two public hearings. It was proposed to have the first public hearing on September 13, 2016 and the second public hearing on September 20, 2016.

The notice of effective tax rate concerning the 2016 Property Tax Rate was published in accordance with the Truth-In-Taxation requirements in the Monitor and Town Crier. A copy was included in the packet. In addition, the College would be required to publish the Notice of Public Hearings on Tax Increase in a newspaper or mail it to each property owner at least seven (7) days before the public hearings. Furthermore, Tax Code Section 26.065 requires supplemental notice for the hearing on a tax rate increase. If the taxing unit owns, operates, or controls an Internet Web site, the unit shall post on its Web site this additional notice of the public hearings at least seven (7) days immediately before the first hearing on the proposed tax rate increase and remain until the second hearing is concluded.

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

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$65,302,340

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

The proposed debt rate of \$0.0450 was the amount necessary to fully fund all the debt service payments, including the M&O Tax Bond Program 2013. The College would maintain the Fiscal Year 2015 - 2016 debt rate of \$0.0450.

South Texas College was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this total tax rate exceeds the lower of the effective tax rate or the rollback tax rate.

The Notice of Effective Tax Rate for 2016 and a Presentation were provided in the packet for the Board's information and review. No action was requested, and a separate agenda item was provided for Board action as necessary.

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

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

A taxing unit is required to hold two public hearings and publish newspaper ads before adopting a tax rate if that tax rate exceeds the lower of the effective tax rate or the rollback tax rate.

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's rates to be the following:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$65,302,340

The proposed calculated tax rate exceeded the lower of the effective tax rate or the rollback tax rate and, therefore, the Board was required to take record vote and schedule two public hearings.

The Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase were provided in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval to take a record vote and schedule two public hearings, one on September 13, 2016 at 5:30 PM and the second hearing on September 20, 2016 at 5:30 PM before adopting the proposed tax rate of \$0.1850 which exceeds the lower of the effective tax rate or the lower of the rollback tax rate.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approve and authorize by record vote and the scheduling of two public hearings, one on September 13, 2016 at 5:30 PM and the second hearing on September 20, 2016 at 5:30 PM before adopting the proposed tax rate of \$0.1850 which exceeds the lower of the effective tax rate or the lower of the rollback tax rate.

Dr. Alejo Salinas, Jr. asked Dr. Reed to call the record vote, and the vote was taken as follows:

	Yea	Nay	Absent
Dr. Alejo Salinas, Jr., Chair	X		
Mrs. Graciela Farias, Vice Chair	X		
Mr. Jesse Villarreal, Secretary			X
Ms. Rose Benavidez	X		
Mr. Paul R. Rodriguez			X
Mr. Gary Gurwitz	X		
Mr. Roy de León	X		

The motion carried.

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

Approval of a twelve month contract extension for Commercial Card Services with BBVA Compass from September 1, 2016 through August 31, 2017 was requested.

Mr. Roy de León and Mr. Gary Gurwitz abstained from the deliberation and action on this item.

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

Justification – The Commercial Card served as an accounts payable department payment solution. It allowed the Business Office to expedite payments to vendors and reduce payment processing and statement reconciliation costs and time for the College. In addition, the program offered the College the potential to earn revenue share on payments made using the AP card. The revenue share was based on the rebate schedule set forth below:

Monthly Charge Volume		Rebate Percentage
Low	High	
\$1	\$124,999	0.75%
\$125,000	\$166,666	1.00%
\$166,667	\$249,999	1.10%
\$250,000	\$416,666	1.20%
\$416,667	\$624,999	1.25%
\$625,000	\$833,332	1.27%
\$833,333	\$999,999	1.30%
\$1,000,000	\$1,249,999	1.32%
\$1,250,000	And Greater	1.35%
Large Ticket/Reduced Interchange Transaction Rebate 0.70%		

The AP card solution was provided by BBVA Compass as a service to the College.

Background – The contract for commercial card services for the period of April 1, 2013 through August 31, 2014 was awarded to BBVA Compass at the March 26, 2013 Board of Trustees meeting. On August 26, 2014, The Board of Trustees approved two twelve month agreement extensions for commercial card services with BBVA Compass from September 1, 2014 through August 31, 2015 and September 1, 2015 through August 31, 2016.

As of July 31, 2016, the Commercial Card was utilized as follows:

Fiscal Year	Card Transactions	Amount
2013 - 2014	999	\$ 1,181,850.49
2014 - 2015	4,355	\$ 3,549,267.76
09/01/15 – 07/31/16	4,197	\$ 3,571,333.84

The total rebate received for the period of September 2015 through May 2016 was as follows:

Rate	Amount Spent	Rebate
0.70%	\$49,252.54	\$344.77
1.10%	437,518.24	4,812.70
1.20%	2,384,515.21	28,614.18
Total Rebate		\$33,771.65

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

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

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, were available for questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the twelve month extension for Commercial Card Services with BBVA Compass from September 1, 2016 through August 31, 2017.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the twelve month extension for Commercial Card Services with BBVA Compass from September 1, 2016 through August 31, 2017. The motion carried.

Discussion and Action as Necessary on Request for Qualifications (RFQ) Evaluation Process for Professional Services

Approval of action as necessary on Request for Qualifications (RFQ) Evaluation Process for professional services was requested.

The College's External Auditor, Long Chilton LLP, issued a management letter in connection with their Fiscal Year 2014-2015 financial audit. One of the management letter comments indicated the following:

“We recommend that College look at its policies and procedures in place regarding professional services. We also recommend that written policies be reviewed regarding the duties and responsibilities of the facilities committee in order to ensure that decisions made by such committees do not undercut the provisions of laws and regulations associated with purchasing professional services.”

In an effort to address the external auditor’s recommendation, the established procedures were reflected below, for the Board of Trustees references and feedback.

Request for Qualifications (RFQ) Method:

The College followed the requirements of Texas Government Code, Chapter 2254 for contracting for Professional Services.

Professional Services are services provided by the following professions:

1. accounting
2. architecture
3. landscape architecture
4. land surveying
5. medicine
6. optometry
7. professional engineering
8. real estate appraising
9. professional nursing

Also, included are services that are provided in connection with the professional employment or practice of a person who is licensed or registered as:

1. a certified public accountant
2. an architect
3. a landscape architect
4. a land surveyor
5. a physician
6. an optometrist
7. a professional engineer
8. a state certified or state licensed real estate appraiser
9. a registered nurse

The Code requires that professional services be procured by first selecting the most highly qualified provider of those services on the basis of demonstrated competence and qualifications and then attempting to negotiate with that provider a contract at a fair and reasonable price.

Chapter 2254 of the Government Code does not provide criteria for determining competence and qualifications, but the College solicits information, such as the following, to evaluate qualifications:

1. Availability and commitment of the firm to a project
2. The number and experience of the staff who will be assigned to a project
3. Projects assignments and time commitment from firm staff
4. Representative projects the firm has worked on that relate to the South Texas College project, including previous projects the firm has worked on for South Texas College
5. References from previous or current firm clients
6. Ability to meet project schedules
7. The experience of sub-consultants who will be involved in the work

The RFQ Process To Solicit And Award:

The College followed the same general procedures for the solicitation of Professional Services as it did for Level III Purchases (\$50,000 or more) for other goods and services in accordance with Policy 5210.

The process to solicit and award was as follows:

1. The Purchasing Department solicits an RFQ for a minimum of 14 days.
2. The qualifications are received at the Purchasing Department.
3. The references are contacted and reference check forms are completed.
4. The evaluation committee comprised of College employees, faculty and/or staff, ranks the vendors from highest to lowest based on the RFQ criteria. The evaluation and recommendation are presented to the Finance, Audit, and Human Resources Committee or the Facilities Committee.
5. The Board of Trustees will then take action on the recommendation.

Conflict of Interest Disclosure

A conflict of interest disclosure was required from each evaluation committee member, in accordance with Texas House Bill 23. All evaluators were required to sign and acknowledge that no conflict of interest existed before review and evaluation of statements of qualifications. A sample of the conflict of interest disclosure form was provided in the packet.

Board's Final Discretion Regarding Evaluation Committee's Recommendation

Upon the Evaluation Committee's recommendation of the most qualified professional for a particular project, the Board of Trustees may, at its reasonable discretion, instruct the Evaluation Committee to: (1) revisit its review, evaluation, and recommendation of its most qualified respondents, or order of qualified respondents to determine whether any oversight in the procedure has occurred and whether the oversight is material sufficient to require a reordering of the most qualified respondents; or (2) alternatively, the Board of Trustees may reject entirely the selection process of qualifications and require that the RFQ process commence anew.

The proposed revised optional process was as follows:

1. The Purchasing Department will solicit an RFQ for a minimum of 14 days.
2. The qualifications are received at the Purchasing Department.

3. The references are contacted and reference check forms are completed.
4. The evaluation committee comprised of College employees, faculty and/or staff, ranks the vendors from highest to lowest based on the RFQ criteria. The evaluation summary and recommendation are presented to the Finance, Audit, and Human Resources Committee or the Facilities Committee.
5. The Finance, Audit, and Human Resources Committee or the Facilities Committee may request that the evaluation committee revisit its review of all proposals and return with a recommendation. The Committee may accept the recommendation or reject the recommendation and request to re-advertise the qualifications.

Reviewers – The RFQ Evaluation Process was reviewed by Legal Counsel, the Vice President for Finance and Administrative Services, and the Purchasing Department.

Enclosed Documents – A Memorandum from South Texas College's Legal Counsel and a Request for Qualifications spreadsheet was provided in the packet for the Board's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Board Meeting to respond to questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Request for Qualifications (RFQ) Evaluation Process for professional services as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the Request for Qualifications (RFQ) Evaluation Process for professional services as presented. The motion carried.

Review and Action as Necessary on Revisions to the Tuition and Fees Schedules for FY 2016 - 2017

- A. Student Tuition and Fees**
- B. Dual Credit Tuition and Fees**

Approval of proposed revisions to the Tuition and Fees Schedules for FY 2016 - 2017 for students and dual credit students sponsored by partnering school districts was requested.

Administration proposed to delay assessing some of the Student Tuition and Fees as approved by the Board on June 28, 2016. The delay was proposed primarily to allow for proper communication and coordination of the Dual Credit Fee structure changes with the School Districts and to ensure compliance to Texas Education Code 54.009, Increase in Tuition Rate or Fees, by the proper implementation of fee structure into the tuition tables and billing process.

The recommended changes to the previously Board approved Schedule of Student Tuition and Fees Schedules for FY 2016 - 2017 were as follows:

A. Student Tuition and Fees:

- **Include the Independent Dual Credit Tuition And Fees: Excludes Students Enrolled In An Early College High School Or Academies Program for Fall 2016 Only**
 - ⇒ In-district dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour of \$50.00
 - ⇒ Out-of-district and out-of-state/international dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour of \$78.00
- **Revise the Independent Dual Credit Tuition and Fees: Excludes students Enrolled in an Early College High School or Academies Program (Effective Spring 2017)**
 - ⇒ In-district dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour and differential tuition and fees will not be waived
 - ⇒ Out-of-district and out-of-state/international dual credit students enrolled independent of their school district's participation will be charged a tuition rate per credit hour and differential tuition and fees will not be waived
- **Revise Course Fees to include a new fee and revise as follows:**
 - ⇒ **Third or more repeats (Includes Developmental) of \$125.00 per credit hour for Fall 2016 Only**
 - ⇒ **Third or more attempts (Excludes Developmental) of \$125.00 per credit hour Effective Spring 2017**
 - ⇒ **Enrollment in Developmental Studies Courses (>27 credit hours) of \$125.00 per credit hour Effective Spring 2017**

B. Dual Credit Tuition and Fees:

- **Fall 2016**
 - ⇒ Included a table for Dual Credit Tuition for "Fall 2016" reflecting Incidental Fees for Dual Credit Late Processing Fee per course per student after Census Day of \$200 and a notation for the Independent Dual Credit Tuition and Fees for Dual Credit students enrolled independent of their school district participation, excludes students enrolled in an Early College High School or Academies Program.
 - In-district dual credit students enrolled independent of their school district's participation will be charged \$50.00 per credit hour.
 - Out-of-district and out-of-state/international dual credit students enrolled independent of their school district's participation will be charged \$78.00 per credit hour.
- **Effective Spring 2017**
 - ⇒ Changed the table to reflect that it is "Effective Spring 2017"
 - ⇒ Included a Dual Credit Tuition for Tuition rate for in-district dual credit students sponsored by partnering school districts of \$0.00

- ⇒ On the Course Fees remove that it is effective for Spring 2017 as follows:
 - Electronic Distance Learning/VCT Course Fee per credit hour ~~(effective Spring 2017)~~
 - Hybrid Course Fee per credit hour ~~(effective Spring 2017)~~
- ⇒ Revised the wording on the notation for Independent Dual Credit Tuition and Fees for Dual Credit students **enrolled** independent of their school district participation, **excludes students enrolled in an Early College High School or Academies Program.**
 - In-district dual credit students **enrolled** independent of their school district's participation will be charged \$50.00 per credit hour **and differential tuition** and fees will not be waived
 - Out-of-district and out-of-state/international dual credit students **enrolled** independent of their school district's participation will be charged \$78.00 per credit hour **and differential tuition** and fees will not be waived

Reviewers - The revised Tuition and Fees Schedules for FY 2016 – 2017 for students and dual credit students sponsored by partnering school districts were reviewed by staff, the President's Cabinet, and President's Administrative Staff.

The proposed revisions to the two (2) Tuition and Fees Schedules for FY 2016 - 2017 were provided in the packet for the Committee's information and review. The revisions were highlighted in yellow.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revisions to the Tuition and Fees Schedules for FY 2016 - 2017 for students and dual credit students sponsored by partnering school districts as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed revisions to the Tuition and Fees Schedules for FY 2016 - 2017 for students and dual credit students sponsored by partnering school districts as presented. The motion carried.

Update on Status of Board Request to Broaddus & Associates for Project and Program Accountability

On July 13, 2016, Dr. Salinas wrote to Broaddus & Associates, the South Texas College 2013 Bond Construction Program Manager (CPM), requesting the delivery of project and program accountability reporting to the Board of Trustees. The letter, also presented in the packet for the Board's review, outlined the Board's expectations of the CPM.

At the August 9, 2016 Facilities Committee meeting, Dr. Salinas provided a 2013 Bond Construction Program Budget Accountability Reporting spreadsheet and asked Broaddus and Associates to populate the detailed information requested.

Dr. Salinas' proposed spreadsheet and the responsive budget report from Broaddus & Associates were included in the Board packet.

Broaddus & Associates provided an overview of the updated spreadsheet to the Facilities Committee on August 23, 2016 and responded to questions. The Committee provided feedback on further improvements they wished to see.

The Board did not deliberate on this item, as it had been thoroughly reviewed at the Facilities Committee meeting immediately prior to the August 23, 2016 Regular Board Meeting.

No action was taken.

Update on Status of 2013 Bond Construction

The packet included a copy of the presentation prepared by Broaddus and Associates as an update on the status of the 2013 Bond Construction Program. Representatives from Broaddus and Associates attended the August 23, 2016 Regular Board Meeting to provide the update.

Mr. Gilbert Gallegos briefly spoke on the status of the 2013 Bond Construction. The information had been provided at the August 9, 2016 Facilities Committee meeting and many of the key points were discussed in conjunction with the accountability reporting at the August 23, 2016 Facilities Committee meeting, and this update was kept brief.

No action was taken.

Review and Update on Guaranteed Maximum Prices for the 2013 Bond Construction Projects

- 1) Pecan Campus Parking and Site Improvements**
- 2) Starr County Campus Health Professions and Science Building**
- 3) Starr County Campus Library**
- 4) Starr County Campus Student Activities Building Expansion**
- 5) Starr County Campus Student Services Building Expansion**
- 6) Starr County Campus Workforce Training Center Expansion**
- 7) Starr County Campus Parking and Site Improvements**
- 8) Nursing and Allied Health Campus Parking and Site Improvements**

Broaddus and Associates were present to discuss the current status on the Guaranteed Maximum Price (GMP) for the 2013 Bond Construction for the various sites at the Pecan, Starr County, and Nursing and Allied Health Campuses.

The projects listed above were scheduled to deliver GMPs by this meeting, as per the overall schedule approved by the Board of Trustees on May 24, 2016. These GMPs were not delivered for Board review or action.

No action was taken.

Review and Action as Necessary on Amendment to Civil Engineer Agreement for the 2013 Bond Construction Technology Campus Parking and Site Improvements

Approval to amend the existing engineering agreement with Hinojosa Engineering, Inc. to include the additional scope items designed was requested.

Purpose

Authorization was requested to amend the current engineering agreement with Hinojosa Engineering, Inc. to include the design of the additional scope at the Technology Campus.

Justification

The engineer agreement called for compensation based on a percentage of the Construction Cost Limitation to be adjusted if necessary once the final Guaranteed Maximum price is approved.

The current engineering agreement with Hinojosa Engineering stated the following:
Reference Engineering Agreement

8.5 Basic Service Fee Compensation Adjustment

The basic fee lump sum compensation may be adjusted when authorized in writing by Owner and when the Construction Cost Limitation (CCL) increases more than 5% during any phase including acceptance of final GMP award amount. ..

The engineer's current fee was based on the construction cost limitation of \$650,000. The GMP that was approved for this project was in the amount of \$1,985,820. The engineer designed a project with an increased scope of work that was substantially above and beyond the CCL.

Background

The current negotiated fee was based on a project scope of \$650,000 which was negotiated as a fixed fee of 9.05% for a total fee of \$58,825. The revised scope of work was \$1,930,683 based on the current GMP excluding the design and construction contingencies and the fee was re-negotiated to 8.47% for a total revised fee of \$163,528.85.

REVISED FEE SUMMARY					
TECHNOLOGY CAMPUS PARKING AND SITE IMPROVEMENTS					
Engineering Firm	Project Cost	Fee Schedule Amount	Broaddus Offer	Hinojosa Counter	Recommended Fee
Hinojosa Engineering, Inc.	\$1,930,683	8.69%	8.40%	8.54%	8.47%
Base Price	\$1,108,491				
Alternate #1	226,330				
Alternate #2	417,504				
Total GMP-2	1,752,325				
Site Demo GMP-1	178,358				
Total Cost of Work	\$1,930,683				

Breakdown of Fees

Revised Fee	\$163,528.85
Current Negotiated Fee	58,825.00
Additional Fee	<u>\$104,703.85</u>

Funding Source

Bond funds were budgeted in the Bond Construction budget for FY 2015 - 2016.

Presenters

Representatives from Broaddus & Associates were present at the Facilities Committee meeting to respond to questions.

The Facilities Committee recommended Board approval to amend the current AE contract with Hinojosa Engineering Inc. to a fixed fee of \$163,528.85 based on 8.47% of \$1,930,683.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the amendment of the current AE contract with Hinojosa Engineering Inc. to a fixed fee of \$163,528.85 based on 8.47% of \$1,930,683 as presented. The motion carried.

Review and Action as Necessary on Amendment to Construction Manager-at-Risk Contract with Skanska USA Building to Include Increased Scope of Services for the Non-Bond Construction Mid Valley Campus Library Renovations

Approval to increase the scope to the Construction Manager-at-Risk contract with Skanska USA Building, to include the non-bond Mid Valley Campus Library Renovation project, was requested.

Purpose

Authorization was requested to amend the current Construction Manager-at-Risk Contract with Skanska USA Building to include the increased scope of services for the non-bond Mid Valley Campus Library Renovation project.

Justification

The CMR can properly schedule the projects to meet the proposed completion dates and ensure that the building materials and products are consistent for all the projects. The use of one CMR could also provide potential cost savings in contractor general conditions and mobilization fees.

Background

On October 27, 2015, the Board of Trustees approved incorporating the re-design of the existing library space with the design of the 2013 Bond Construction program Mid Valley Campus Library Expansion project with Mata Garcia Architects. The architect was near completion of the 60% construction drawings and the current Construction Manager-at-Risk would begin working on providing Guaranteed Maximum Price for the project. The current Construction Cost Limitation for the 2013 Bond Construction Mid Valley Campus Library Expansion was \$1,750,000.

Funding Source

The current estimated construction cost for the existing library renovations was \$1,585,710 and would be adjusted once the Guaranteed Maximum Price (GMP) proposals were submitted by the Construction Manager-at-Risk to be presented to the Board for approval. Funds were budgeted in the non-bond construction budget for FY 2016 – 2017 in the amount of \$1,585,710.

Enclosed Documents

The packet included a plan indicating the proposed location of the Mid Valley Campus Library Renovation project.

Presenters

Representatives from Broaddus & Associates attended the meeting to respond to questions.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of the proposed amendment to the Construction Manager-at Risk agreement with Skanska USA Building to include the increased scope to the Mid Valley Campus Library Renovation project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed amendment to the Construction Manager-at Risk agreement with Skanska USA Building to include the increased scope to the Mid Valley Campus Library Renovation project as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Pecan Campus South Academic Building

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Pecan Campus South Academic Building was requested.

Purpose

A Guaranteed Maximum Price was used by the Construction Manager-at-Risk (CM@R) to present their maximum construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Boultinghouse Simpson Gates Architects submitted 60% construction documents with enough information regarding the construction work of the project.

Background

Boultinghouse Simpson Gates Architects completed the 60% construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees. Approval of the GMP would allow for the construction to begin and for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to D. Wilson Construction Company which provided a GMP in the amount of \$6,657,834.

Pecan South Academic Building CCL	\$6,800,000
Proposed Pecan South Academic Building GMP	\$6,657,834
Budget Variance	\$146,166

Funding Source

The current Construction Cost Limitation (CCL) for the 2013 Bond Construction Pecan Campus South Academic Building was \$6,800,000. Bond funds were budgeted in the Bond Construction budget for FY 2016 - 2017.

Reviewers

The GMP was reviewed by Broaddus & Associates Cost Control Estimator Joseph Gonzalez who concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus and Associates and a description of the GMP submitted by D. Wilson Construction Company was included in the packet.

Presenters

Representatives from Broaddus & Associates, Boultinghouse Simpson Architects, and D. Wilson Construction Company were present at the meeting to present the proposed Guaranteed Maximum Price.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$6,657,834 with D. Wilson Construction for the 2013 Bond Construction Pecan Campus South Academic Building as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP) in the amount of \$6,657,834 with D. Wilson Construction for the 2013 Bond Construction Pecan Campus South Academic Building as presented. The motion carried.

Review and Action as Necessary on Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Pecan Campus STEM Building

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Pecan Campus STEM Building was requested.

Purpose

A Guaranteed Maximum Price was used by the Construction Manager-at-Risk (CM@R) to present their maximum construction cost to provide the Owner with a complete and functioning project.

Justification

The submitted GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Boultinghouse Simpson Gates Architects submitted 60% construction documents with enough information regarding the construction work of the project.

Background

Boultinghouse Simpson Gates Architects completed the 60% construction documents for the project necessary for the CM@R to provide a complete GMP for review by the project team and approval by the College's Board of Trustees. Approval of the GMP would allow for the construction to begin and for the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to D. Wilson Construction Company which provided a GMP in the amount of \$10,417,059.

Pecan STEM Building CCL	\$8,500,000
Proposed Pecan South Academic Building GMP	\$10,417,059
Budget Variance	(\$1,917,059)

Funding Source

The current Construction Cost Limitation (CCL) for the 2013 Bond Construction Pecan Campus STEM Building was \$8,500,000. Bond funds were budgeted in the Bond Construction budget for FY 2016 - 2017. Funds in the amount of \$1,917,059 could be utilized from the program contingency to cover the budget shortfall with Board approval.

Reviewers

The GMP was reviewed by Broaddus & Associates Cost Control Estimator Joseph Gonzalez who concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

Enclosed Documents

A memorandum from Broaddus and Associates and a description of the GMP submitted by D. Wilson Construction Company were included in the packet.

Presenters

Representatives from Broaddus & Associates, Boultinghouse Simpson Architects, and D. Wilson Construction Company attended the meeting to present the proposed Guaranteed Maximum Price.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) in the amount of \$10,417,059 and utilization of program contingency in the amount of \$1,917,059 to cover the budget shortfall with D. Wilson Construction for the 2013 Bond Construction Pecan Campus STEM Building as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP) in the amount of \$10,417,059 and utilization of program contingency in the amount of \$1,917,059 to cover the budget shortfall with D. Wilson Construction for the 2013 Bond Construction Pecan Campus STEM Building as presented. The motion carried.

Review and Action as Necessary on Revised Exterior Elevations and Floor Plans for the 2013 Bond Construction Starr County Campus Student Services Expansion

Approval of exterior elevations and floor plans for the 2013 Bond Construction Starr County Campus Student Services Expansion project was requested.

Purpose

Exterior elevations corresponding to the revised floor plans for the 2013 Bond Construction Starr County Campus Student Services Building Expansion project were presented for Board approval.

Justification

The exterior elevations corresponding to the revised floor plans showed the external views of the buildings.

Background

At the June 28, 2016 Board meeting, the comparisons of the design space and programs for these projects were presented to the Board for review and approval. The architect provided revised floor plans indicating the reduction in square footage in an effort to meet the program budgets. The Board requested the design team to provide exterior elevations for the Student Services Building and Student Activities Building Expansions at the Starr County Campus.

These exterior elevations were presented to the Facilities Committee on August 9, 2016. The Committee recommended approval of the drawings for the Starr County Student

Services Building Expansion project, but did not recommend approval of the Starr County Student Activities Building Expansion project.

Enclosed Documents

The exterior elevations and floor plans for the Starr County Student Services Building Expansion project were provided.

Presenters

Representatives from Broaddus & Associates and Mata Garcia Architects will be present to address any questions.

The Facilities Committee recommended Board approval of the exterior elevations and floor plans for the Starr County Campus Student Services Expansion project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the exterior elevations and floor plans for the Starr County Campus Student Services Expansion project as presented. The motion carried.

Review and Action as Necessary on Revised Exterior Elevations and Floor Plans for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion

Approval on revised exterior elevations and floor plans for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion was requested.

Purpose

Exterior elevations corresponding to the revised floor plans for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion were presented for approval.

Justification

The exterior elevations corresponding to the revised floor plans showed the external views of the buildings.

Background

At the June 28, 2016 Board meeting, the comparisons of the design space and programs for this project was presented to the Board for review and approval. The architect provided revised floor plans indicating the reduction in square footage in an effort to meet the program budgets. At the August 9, 2016 Facilities Committee meeting, the Committee requested an additional option for the exterior elevation of the Student Activities Building Expansion in an effort to make the expansion to appear as one building. Mata Garcia Architects has provided exterior elevations showing this additional option. The Facilities Committee also requested cost estimates for both options.

Options

1. Cost estimate for elevation presented on August 9, 2016 was \$1,167,702.
2. Cost estimate for the revised elevation was \$1,182,702.

Enclosed Documents

Exterior elevations and floor plans for the Starr Student Activities Building Expansion were enclosed.

Presenters

Representatives from Broaddus & Associates and Mata Garcia Architects were present at the meeting to address any questions.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of the exterior elevations and floor plans for the Starr County Campus Student Activities Building Expansion project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the exterior elevations and floor plans for the Starr County Campus Student Activities Building Expansion project as presented. The motion carried.

Review and Action as Necessary on the Proposed Master Plan for the Regional Center for Public Safety Excellence

Approval of the proposed master plan for the Regional Center for Public Safety Excellence was requested.

Purpose

The master plan for the Regional Center for Public Safety Excellence showed the anticipated future needs and growth of this center located in Pharr.

Justification

Approval of the master plan for the Regional Center for Public Safety Excellence was necessary for the project team to move forward with the project planning and design.

Background

At the April 26, 2016 Board meeting, an amendment to the architect agreement with PBK Architects was approved to include master planning services for the Regional Center for Public Safety Excellence project. A two (2) day design charrette was conducted by PBK Architects and G2 Solutions Group on June 20, 2016 and June 21, 2016 to determine the design goals of the new center.

Representatives of South Texas College, Broaddus and Associates, local municipalities, and state public safety organizations were present at the design charrette to outline the goals and needs of the 20 year master plan as part of the 2013 Bond Construction program. PBK Architects developed a comprehensive long range master plan to address both present and future stakeholder expectations. On July 25, 2016, PBK Architects

presented the preliminary master plan to the representatives listed above including PSJA ISD and Hidalgo County Sheriff's department.

Reviewers

The proposed master plan was reviewed by Broaddus and Associates and College staff.

Enclosed Documents

The proposed Master Plan from PBK Architects was provided under separate cover for the Board's review.

Presenters

Representatives from PBK Architects, G2 Solutions Group, and Broaddus and Associates were present at the meeting to present the proposed master plan for the Regional Center for Public Safety Excellence.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of the proposed master plan for the Regional Center for Public Safety Excellence as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed master plan for the Regional Center for Public Safety Excellence as presented. The motion carried.

Update on and Action as Necessary to Document Construction Progress for the 2013 Bond Construction Pecan Thermal Plant

An update on the status of construction progress for the 2013 Bond Construction Pecan Campus Thermal Plant project was presented to the Facilities Committee on August 9, 2016. During that update, Mr. Gilbert Gallegos provided the following information:

Background

Construction of the Pecan Campus Thermal Plant has been ongoing and was 75% complete. Its capacity would ultimately provide chilled water for new and future Pecan Campus buildings.

This project was located on Pecan Campus in the center south portion. Whereas this was the most efficient location to allow for distribution of chilled water, it was also one of the most congested areas due to a multitude of utilities both old and new which required much coordination and discovery. Besides these challenges it did not come without the unique issues that arose within the complexity of this project execution.

These unique issues were focused on two items; 1) new cooling tower column locations and 2) elevated platform adjustment due to dimensional discrepancy. Regardless of these issues, D. Wilson Construction Company was moving forward with completion of this project in timely manner.

Issue #1

Halff & Associates acting as Design Engineer of Record provided contractor the incorrect column locations for new cooling towers. In order to accommodate the discrepancy, the top of the column had to be modified with a galvanized cap which was designed by the structural engineer (see attached photo). Halff & Associates accepted responsibility of the miscalculations and associated costs. There would be no cost impact to Owner.

Issue #2

Halff & Associates was the Design Engineer of the original 2001 Bond Construction Thermal Energy Plant and had related documents to use as the basis of design including dimensions of existing cooling tower locations. Unfortunately, the existing information was not reflective of actual conditions and a discrepancy of 18" that was actually constructed.

At the November 24, 2015 Board meeting, Alternate #2 – Add Center Framing was approved by Board of Trustees in the amount of \$141,000 which facilitated vertical access to cooling tower cleaning and overall safe maintenance. This elevated platform surrounded the existing and new cooling towers and due to the discrepancy of 18" an adjustment of the elevated platform had to be made. In essence, the east side of the existing cooling tower platform had to be cut, refabricated, re-galvanized and reused for the west side of existing cooling towers.

In order to have this material galvanized, steel had to be sent to Houston, Texas. D. Wilson Construction Company placed the order at the commencement of project based on the dimensions that were provided on the construction documents. Unfortunately, the discrepancy was not realized until the material had been delivered to fabricator's location.

Typically, dimensions are field verified but in this case it was difficult to verify because the new elevated conditions had not been constructed. Additionally, D. Wilson Construction Company ordered the material to expedite schedule with the information available which was incorrect. If material would have been ordered once the chiller yard enclosure was defined it could have added an additional month to schedule. There would be no cost impact to Owner.

Recommended Action

After the presentation the College's Legal Counsel, Mr. Jesus Ramirez, recommended that Broaddus & Associates present formal documentation of these facts to the Board for the official record.

Gilbert Gallegos of Broaddus and Associates and Jesus Ramirez agreed on the following process for documenting the issues of the construction progress for the 2013 Bond Construction Pecan Thermal Plant:

1. The issues would be addressed through the normal change order process as part of the construction contract.
 - a. The construction changes would be documented using additional signed structural engineering drawings issued by Chanin Engineering Inc. through Halff Associates for the cooling tower support column modifications.

- b. In addition, construction shop drawings from Southern Steel Fabricators (subcontractor) would be issued and approved by the engineers for the modifications needed for the mezzanine framing at the cooling towers.

These changes would not require any increased costs to the Guaranteed Maximum Price and were provided at no cost to South Texas College.

The Change Orders would be documented in the change order log and noted as adding no cost and no additional days to the current contract with D. Wilson Construction.

The Board took no action at this meeting, and asked that the Change Orders be developed and presented to the Board at a subsequent meeting.

Review and Action as Necessary on Proposed Use of Buyout Savings for the 2013 Bond Construction Mid Valley Campus Projects

Approval on proposed use of buyout savings for the 2013 Bond Construction Mid Valley Campus Projects was requested.

Purpose

The buyout savings for the 2013 Bond Construction Mid Valley Campus Parking and Site Improvements and Mid Valley Campus Thermal Plant was discussed at the August 9, 2016 Facilities Committee meeting.

Background

On April 26, 2016 the Board approved the GMP's for the Mid Valley Campus Parking and Site Improvements and Mid Valley Campus Thermal Plant with Skanska USA Building. Several alternates were not accepted at the time the GMP was approved. There was an interest to accept these alternates at a later date as part of the buyout saving process. Based on this process, Broaddus & Associates with the assistance of Skanska USA Building brings forward cost information to allow the acceptance of alternates previously presented.

Broaddus & Associates renegotiated the delivery of these items as follows:

Project	Contractor	Current Buyout Savings	Requested Item	Cost
Mid Valley Parking and Site Improvements	Skanska	\$146,670	80 parking spaces	\$0
Mid Valley Thermal Plant	Skanska	\$6,189	Cooling Tower	\$109,376

Options

Mid Valley Parking and Site Improvements

Accept the complete parking lot including 80 parking spaces as designed for \$0 additional costs as part of Skanska USA negotiation process.

Because there was no cost to the owner for accepting this alternate, approval would leave \$146,670 in Buyout Savings to be utilized for additional scope elsewhere, and this was sufficient to cover the additional Cooling Tower for the Mid Valley Thermal Plant project.

Mid Valley Thermal Plant

Accept Alternate for third Cooling Tower using funds from Mid Valley Parking and Site Improvements Buyout Savings.

Presenters

Representatives from Broaddus & Associates and Skanska, Inc. attended the meeting to discuss the buyout savings.

The Facilities Committee recommended Board approval to use \$109,376 in buyout savings to reincorporate the deferred Cooling Tower for the 2013 Bond Construction Mid Valley Campus Thermal Plant project, and to authorize the addition of the deferred parking spaces at the Mid Valley Campus Parking and Site Improvements project to total 161 spaces, at \$0 cost to the College, as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the use of \$109,376 in buyout savings to reincorporate the deferred Cooling Tower for the 2013 Bond Construction Mid Valley Campus Thermal Plant project, and to authorize the addition of the deferred parking spaces at the Mid Valley Campus Parking and Site Improvements project to total 161 spaces, at \$0 cost to the College, as presented. The motion carried.

Review and Action as Necessary on Color Boards for the 2013 Bond Construction Projects

- 1) Nursing and Allied Health Campus Expansion**
- 2) Technology Campus Southwest Building Renovations**
- 3) Pecan Campus North Academic Building**
- 4) Pecan Campus Student Activities and Cafeteria**

The architects prepared color boards containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Facilities Committee.

Approval of proposed colors and finishes for the 2013 Bond Construction projects was requested.

The proposed colors and finishes were reviewed with College staff and Broaddus and Associates. Representatives from the respective architects attended the August 23, 2016 Regular Board meeting to present the color boards as follows:

- Nursing and Allied Health Campus Expansion – ERO Architects
- Technology Campus Southwest Building Renovations – EGV Architects
- Pecan Campus North Academic Building – PBK Architects
- Pecan Campus Student Activities and Cafeteria – The Warren Group

Color boards and renderings were provided under separate cover for the Board's review.

On Tuesday, August 23, 2016, the Facilities Committee postponed this item for review by the Board to allow for full participation by the Trustees.

The Board reviewed the presentations by the Architectural Firms as noted, and requested some revisions to the proposed colors and finishes for the projects at the Pecan Campus and the Technology Campus as presented. No formal action was taken.

Review and Action as Necessary on Contracting Construction Services for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room

Approval to contract Construction Services for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room was requested.

Purpose

Authorization was requested to contract construction services for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room.

Justification

The procurement of a contractor would provide for construction services necessary for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room

Background

The improvements to the existing main entrance of Building B would replace the existing door and frame system to prevent water leaks and provide an updated finish to the metal frame components. The proposed conference room would serve the various departments located at the Technology Campus and would be built in a space that was currently underutilized. The conference room would be built using the college's current finishes and equipment standards. The college contracted with ROFA Architects to prepare plans and specifications for the Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room. The design team at ROFA Architects worked with college staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals.

Solicitation of competitive sealed proposals for this project began on July 5, 2016. A total of one (1) set of construction documents was issued and construction documents were also made available via contractor plan rooms. One (1) proposal was received on July 21, 2016.

Timeline for Solicitation of Competitive Sealed Proposals	
July 5, 2016	Solicitation of competitive sealed proposals began.
July 21, 2016	One (1) proposal was received.

College staff reviewed and evaluated the competitive sealed proposal and recommended NM Contracting, LLC as the highest ranked in the amount of \$114,900.

Funding Source

As part of the FY 2015 - 2016 Non-Bond Construction budget, funds in the amount of \$110,000 were budget for this project. Additional funds were available in savings from other construction projects to fund the balance of the proposed construction amount.

Source of Funding	Amount Budgeted	Additional Funds Available	Highest Ranked Proposal NM Contracting, LLC
Non-Bond Construction	\$110,000	\$4,900	\$114,900

Reviewers

The proposal was reviewed by ROFA Architects and staff from the Facilities Planning & Construction, and Purchasing departments.

Enclosed Documents

Staff evaluated the proposal and provided a proposal summary. It was recommended that the qualified contractor approved by the Board.

This item is scheduled for presentation to the Facilities Committee at a special meeting scheduled for Tuesday, August 23, 2016.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval to contract construction services with NM Contracting, LLC in the amount of \$114,900 for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized contracting construction services with NM Contracting, LLC in the amount of \$114,900 for the Non-Bond Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room project as presented. The motion carried.

Review and Action as Necessary on Substantial Completion and Final Completion of the Following Non-Bond Construction Projects
 1) **District Wide Building to Building ADA Improvements**
 2) **Pecan Campus Upgrade Fence along 31st Street**

Approval of substantial and/or final completion for the following non-bond construction projects was requested.

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	District Wide Building to Building ADA Improvements Engineer: Dannenbaum Engineering Contractor: 5 Star Construction	Recommended	Estimated September 2016	Substantial Completion
2.	Pecan Campus Upgrade Fence along 31 st Street Architect: N/A Contractor: Central Fence	Recommended	Recommended	Substantial Completion

1. District Wide Building to Building ADA Improvements

It was recommended that substantial completion for this project with 5 Star Construction be approved.

Dannenbaum Engineering and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on July 25, 2016. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was included in the packet.

Contractor 5 Star Construction would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the September 2016 Board meeting.

2. Pecan Campus Upgrade Fence along 31st Street

It was recommended that substantial and final completion for this project with Central Fence be approved.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with Central Fence be approved. The original cost approved for this project was in the amount of \$27,092.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$50,000	\$27,092	(\$256.20)	\$26,835.80	\$0	\$26,835.80

On August 5, 2016, Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

On Tuesday, August 23, 2016, the Facilities Committee recommended Board approval of substantial completion of the District Wide Building-to-Building ADA Improvements project and substantial completion, final completion, and release of final payment for the Pecan Campus Upgrade Fence along 31st Street project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized substantial completion of the District Wide Building-to-Building ADA Improvements project and substantial completion, final completion, and release of final payment for the Pecan Campus Upgrade Fence along 31st Street project as presented. The motion carried.

Update on Status of Non-Bond Program Construction Projects

The Facilities Planning and Construction staff prepared a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza attended the meeting to respond to questions and address concerns of the Board. No action was taken.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of July 2016. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, was available to review of the Financial Report for the month of July 2016, and respond to questions posed by the Board.

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees approved the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of July 2016. The motion carried.

Announcements

A. Next Meetings:

- Tuesday, September 13, 2016
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – First Public Hearing on the 2016 Tax Rate
 - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, September 20, 2016
 - 5:30 p.m. – Second Public Hearing on the 2016 Tax Rate
- Tuesday, September 27, 2016
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:25 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, August 23, 2016 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

SOUTH TEXAS COLLEGE
1st Public Hearing and Special Board Meeting
On the Proposed 2016 Tax Rate
Tuesday, September 13, 2016 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Public Hearing and Special Board Meeting of the South Texas College Board of Trustees on the Proposed 2016 Tax Rate was held on Tuesday, September 13, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:39 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Mrs. Becky Cavazos, Mr. Khalil Abdullah, Ms. Katarina Bugariu, Mrs. Brenda Balderaz, and Andrew Fish.

Determination of a Quorum

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

Presentation on South Texas College Proposed 2016 Tax Rate

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a presentation on the proposed 2016 Tax Rate for South Texas College to the public and Board of Trustees.

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

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate.

The Notice concerning the 2016 Property Tax Rate and the Notice of Public Hearing on Tax Increase were published in accordance with the Truth-In-Taxation requirements in

the Monitor and the Starr County and Mid Valley Town Crier. The packet included copies of the Proposed 2016 Tax Presentation, 2016 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for the Board's information and review.

The tax rate for 2015 Tax Year was as follows:

2015 Tax Rate			
	M & O Rate	Debt Rate	Rate
2015 Tax Rate	\$0.1400	\$0.0450	\$0.1850

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's tax rates to be the following:

2016 Tax Rates				
	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	-0-	-0-	\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$65,302,340

Determination of Tax Rates (M&O Rate and Debt Rate)

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

The proposed debt rate of \$0.0450 was the amount necessary to fully fund all the debt service payments, including the M&O Tax Bond Program 2013. The College would maintain the FY 2015-2016 debt rate of \$0.0450.

Public Hearings Prior to Adoption of the Proposed 2016 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeds the lower of the effective tax rate or the rollback tax rate. At the August 23, 2016 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the Proposed 2016 Tax Rate was scheduled for Tuesday, September 13, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the Proposed 2016 Tax Rate was scheduled for Tuesday, September 20, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College was scheduled to take action on the proposed tax rate at a public **meeting** to be held on September 27, 2016 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

No action was request of the Board at this time.

Public Comments

No speakers signed up or made public comments to the Board.

Close of the September 13, 2016 Public Hearing on the Proposed 2016 Tax Rate

At 5:46 p.m. there were no additional speakers, and Board Chair Dr. Alejo Salinas, Jr. closed the September 13, 2016 Public Hearing on the Proposed 2016 Tax Rate.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 5:47 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 13, 2016 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

SOUTH TEXAS COLLEGE
2nd Public Hearing and Special Board Meeting
On the Proposed 2016 Tax Rate
Tuesday, September 20, 2016 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Public Hearing and Special Board Meeting of the South Texas College Board of Trustees on the Proposed 2016 Tax Rate was held on Tuesday, September 20, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:39 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Dr. David Plummer, Mr. Matthew Hebbard, Mr. Rolando Garcia, Ms. J. R. Cantu, and Andrew Fish.

Determination of a Quorum

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

Presentation on South Texas College Proposed 2016 Tax Rate

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a presentation on the proposed 2016 Tax Rate for South Texas College to the public and Board of Trustees.

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

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate.

The Notice concerning the 2016 Property Tax Rate and the Notice of Public Hearing on Tax Increase were published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier. The packet included copies of the Proposed 2016 Tax Presentation, 2016 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for the Board's information and review.

The tax rate for 2015 Tax Year was as follows:

2015 Tax Rate			
	M & O Rate	Debt Rate	Rate
2015 Tax Rate	\$0.1400	\$0.0450	\$0.1850

The Tax Assessors for Hidalgo County and Starr County determined South Texas College's tax rates to be the following:

2016 Tax Rates				
	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate	-0-	-0-	\$0.1800	\$63,661,664
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$67,599,287
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$65,302,340</i>

Determination of Tax Rates (M&O Rate and Debt Rate)

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

The proposed debt rate of \$0.0450 was the amount necessary to fully fund all the debt service payments, including the M&O Tax Bond Program 2013. The College would maintain the FY 2015-2016 debt rate of \$0.0450.

Public Hearings Prior to Adoption of the Proposed 2016 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeds the lower of the effective tax rate or the rollback tax rate. At the August 23, 2016 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the Proposed 2016 Tax Rate was held on Tuesday, September 13, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the Proposed 2016 Tax Rate was scheduled for Tuesday, September 20, 2016 @ 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College was scheduled to take action on the proposed tax rate at a public meeting to be held on September 27, 2016 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

No action was request of the Board at this time.

Public Comments

Ms. J. R. Cantu signed up for public comments to the Board. Dr. Salinas acknowledged Ms. Cantu and invited her to speak.

Ms. Cantu asked for information about student enrollment in developmental education courses, and also asked questions regarding the status of 2013 Bond Construction Program projects at the South Texas College Technology Campus and improvements for student safety at that campus.

Dr. Shirley Reed briefly responded to the questions, and Ms. Cantu finished her public comments.

No other members of the public signed up for or made comments.

Close of the September 20, 2016 Public Hearing on the Proposed 2016 Tax Rate

At 5:45 p.m. there were no additional speakers, and Board Chair Dr. Alejo Salinas, Jr. closed the September 20, 2016 Public Hearing on the Proposed 2016 Tax Rate.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 5:45 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 20, 2016 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Tuesday, September 20, 2016 @ 5:45 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Special Board Meeting of the South Texas College Board of Trustees was held on Tuesday, September 20, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:46 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Dr. Anahid Petrosian, Mr. Matthew Hebbard, Mr. Ricardo De La Garza, and Andrew Fish.

Determination of a Quorum

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

**Discussion and Action as Necessary to Terminate Contract with
Cardinal Tracking for the Parking Permit and Citation Management
System**

The Board awarded the proposal for a parking permit and citation management system to Cardinal Tracking, Inc. (Lewisville, TX), at a total cost of \$100,320.00 at their February 16, 2016 meeting.

The parking permit and citation management system was used to input and document the acquisition of parking permits and the issuance of citations for parking and traffic control, including fine accumulations, late fees, dismissals, administrative review hearings, and other related functions. This contract includes the purchase of software, implementation, training, and maintenance and support.

Cardinal Tracking, Inc. had failed to comply with the terms of their contract and administration considered the option of terminating the contract. Staff provided notice of such possible action to Cardinal Tracking, Inc.

On Tuesday, September 13, 2016, the Finance, Audit, and Human Resources Committee recommended Board authorization for the College President to send a letter terminating

the contract with Cardinal Tracking, Inc. as presented. The proposed letter of termination will be distributed at the Board meeting.

Mr. Jesus Ramirez, legal counsel, and Mary Elizondo, Vice President for Finance and Administrative Services, were present at the Board meeting to address any questions by the Board.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the College President to send the proposed letter declaring Cardinal Tracking, Inc. in default and termination of the contract as presented. The motion carried.

Review and Action as Necessary on Pending Guaranteed Maximum Prices (GMPs) for the 2013 Bond Construction Program

On Tuesday, September 13, 2016, the Facilities Committee requested that Broaddus & Associates discuss the pending Guaranteed Maximum Prices (GMPs) for the 2013 Bond Construction Program with the Facilities Committee prior to the date of the Regular Board Meeting on Tuesday, September 27, 2016.

The following projects in the 2013 Bond Construction Program were pending Board approval of GMPs:

1. Pecan Campus Parking and Site Improvements
2. Nursing and Allied Health Campus Thermal Plant Expansion
3. Nursing and Allied Health Campus Thermal Plant Expansion Parking and Site Improvements
4. Nursing and Allied Health Campus Parking and Site Improvements
5. Mid Valley Campus Workforce Expansion
6. Mid Valley Library Expansion
7. Starr County Campus Health Professions and Science Building
8. Starr County Campus Workforce Expansion
9. Starr County Campus Library Expansion
10. Starr County Campus Student Services Expansion
11. Starr County Campus Student Activities Expansion
12. Starr County Campus Parking and Site Improvements
13. Regional Center for Public Safety Excellence Training Facility
14. Regional Center for Public Safety Excellence Parking and Site Improvements

Broaddus and Associates the list with the Facilities Committee on Tuesday, September 20, 2016 at a special committee meeting.

At that meeting, the Facilities Committee was presented with proposal Guaranteed Maximum Prices for the Pecan Campus Parking and Site Improvements project and the Starr County Campus Health Professions and Science Building project, which Broaddus & Associates intended to formally present on September 27, 2016.

The Committee reviewed both proposed GMPs, and recommended Board approval of each, as follows:

Pecan Campus Parking and Site Improvements Project

Broaddus & Associates proposed a Guaranteed Maximum Price (GMP) for the Pecan Campus Parking and Site Improvements project, in the amount of \$2,527,000.

Construction Cost Limitation

The Construction Cost Limitation (CCL) for this project was \$2,122,925, which included funds set aside for an IT Duct Bank.

Proposed Construction Alternates

Alternate 01 (\$67,200) – Construction of a new driveway to service the Thermal Plant

Alternate 02 (\$24,600) – Installation of pavers between existing Building H and the new Student Activities Building and Cafeteria

Alternate 03a (-\$270,000) – Deductive Alternate to delete 130 parking spaces west of the South Academic Building

Alternate 03b (-\$182,200) – Deductive Alternate to delete 83 parking spaces north of the South Academic Building

The Facilities Committee reviewed the proposed Alternate 01 and Alternate 02, and supported including them within the GMP.

The Facilities Committee reviewed the proposed deductive Alternates 03a and 03b, and discussed the impact this would have on parking. Broaddus & Associates suggested that the 83 parking spaces identified in Alternate 03b could be included later, as part of the potential construction of a new library at the main entrance to the campus from Pecan Boulevard.

Administration responded that parking was a premium on the campus, and recommended against the deletion of any parking already included in the schematic designs previously approved by the Board.

The Facilities Committee responded that the proposed construction was an effort to catch up with the facilities needs of the College, and agreed that the additional parking should not be postponed.

Broaddus & Associates agreed with administration and the Committee's assessment of the parking issues at Pecan Campus, and recommended the rejection of deductive Alternates 03a and 03b.

The Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) for the Pecan Campus Parking and Site Improvements project as part of the 2013 Bond Construction Program, in the amount of \$2,618,800, which includes Alternate 1 for the construction of a new driveway and Alternate 2 for the addition of concrete pavers, as presented. The motion included the rejection of the proposed deductive Alternates 03a and 03b.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the Guaranteed Maximum Price (GMP) for the Pecan Campus Parking and Site Improvements project as part of the

2013 Bond Construction Program, in the amount of \$2,618,800, which includes Alternate 1 for the construction of a new driveway and Alternate 2 for the addition of concrete pavers, as presented, and the rejection of the proposed deductive Alternates 03a and 03b. The motion carried.

Starr County Campus Health Professions and Science Building Project

Broaddus & Associates presented a preliminary balance of the GMP for the Starr County Campus Health Professions and Science Building.

Previously approved Partial GMP

A previous partial GMP had been approved by the Board, and included the necessary foundation work and structural steel. That partial GMP was in the amount of \$1,736,000.

Construction Cost Limitation

The Construction Cost Limitation (CCL) for this project was \$8,500,000. There was \$6,764,000 remaining within the CCL for the balance of the project.

Proposed Balance of the GMP

The proposed balance of the GMP was submitted in the amount of \$7,785,000. This was \$1,021,000 above the CCL.

Recommendation by Broaddus & Associates to use Program Contingency

Broaddus & Associates recommended providing \$541,004 from the 2013 Bond Construction Program Contingency Fund. This left a need for \$479,996 to cover the GMP.

The Committee acknowledged that Broaddus & Associates expected to identify additional funding from the bond revenue, as buyout savings were realized on projects throughout the 2013 Bond Construction Program. The Committee agreed to recommend Board approval of the proposed Balance of the GMP on the expectation that buyout savings be used to increase the contingency funds used to cover project budget deficits, such as the pending \$479,996 needed to cover the proposed GMP.

The Facilities Committee recommended Board approval of the balance of the Starr County Campus Health Professions Building project in the amount of \$7,785,000, for a total project GMP of \$9,521,000.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the balance of the Starr County Campus Health Professions Building project in the amount of \$7,785,000, for a total project GMP of \$9,521,000. The motion carried.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 5:50 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 20, 2016 Special Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

Review of Presentation to the Education and Workforce Development Committee

a. Review and Discussion on Proposed Revisions to Policy #3320: Scholastic Progress Standards

The Education and Workforce Development Committee reviewed proposed revisions to Policy #3320: *Scholastic Progress Standards*. The proposed revisions would rename the policy and established new terminology and standards for academic probation and academic suspension.

The Committee raised several issues and asked that administration give further review to the policy and bring any proposed revisions back to the Committee when ready.

b. Presentation on Library Services, Activities, and Innovations at South Texas College

Dr. David Plummer, Interim Vice President for Information Services, Planning, and Strategic Initiatives, Dr. Lelia Salinas, Director of Learning Commons and Open Labs, and Mr. Jesus Campos, Director for Library Technical Services, provided a presentation on library services, activities, and innovations at South Texas College.

The College had already undertaken and planned additional major renovations to existing libraries and construction of new libraries at its Starr County Campus, Mid Valley Campus, and Nursing & Allied Health Campuses as part of the 2013 Bond Construction Program. Additionally, significant innovations were underway at the Pecan Campus Library.

This presentation included a report on the usage of libraries by South Texas College students, faculty, staff, and the communities served. Along with the usage information, administration presented the findings of several surveys of users' assessments of library services.

South Texas College had undertaken some innovative strategies in its offerings to its clientele. This presentation reviewed many of these innovations, which included a transition to a Learning Commons Model, piloting and installation of Collaborative Furniture, installation of Compact Shelving, the creation of Writing Centers, and the development of a variety of learning spaces to accommodate different activities and learning styles beneficial to the libraries' many visitors.

Finally, the presenters shared feedback from peer institutions that visited South Texas College and reviewed these new services, activities, and innovations.

This review of a presentation is for the Board's information and feedback to staff, and no action is requested.

Review and Action as Necessary on Purchases and Renewals

Approval of the following purchases and renewals is requested.

A. Instructional Item

C. Technology Items

B. Non- Instructional Items

A. Instructional Item

1) Student Learning Solution Services (Purchase)

Purchase student learning solution services from **Pearson Education, Inc.** (Old Tappan, NJ), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$158,988.00.

Purpose – The Bachelor Program of Allied Science in Organizational Leadership is requesting to purchase the student learning solution services which include e-books to continue serving three hundred (300) plus students for the Fall 2016, Spring 2017, and Summer 2017 respectfully.

Justification and Benefit – The student learning solution services is a competency-based model focused on content mastery. The Texas Affordable Baccalaureate (TAB) Program will awards credits and degrees based on measureable competencies and improve college access and completion by reducing education costs and time-to-degree, ultimately tying into state's "closing the gaps" policy.

The TAB program courses are as follows: Issues in Organizational Leadership, Data Driven Decision Making I and II, Behavior and Ethics in Leadership I and II, Management Theory I and II, Organizational Change, and Capstone I and II.

Background – At the May 28, 2013 Board of Trustees meeting, the College for All Texans Foundation awarded a grant for the development of the Texas Affordable Baccalaureate (TAB) Program for the period of June 18, 2012 to September 30, 2018.

Since the start of the program, the number of students that have participated in the program are as follows:

- 2013 – 2014: 58 students
- 2014 – 2015: 195 students
- 2015 – 2016: 304 students

Funds for this expenditure are budgeted in the BAS Book and Resources budget for FY 2016 – 2017.

2) Industrial Supplies, Materials, and Accessories (Renewal)

Renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2016 through November 24, 2017, at an estimated amount of \$60,000.00 with the following vendors:

- **Burton Companies** (Weslaco, TX)
- **International Industrial Supply Company** (Brownsville, TX)

- **MSC Industrial Supply Company** (Harlingen, TX)
- **Rex Supply Company** (Pharr, TX)

Purpose – The Institute for Advance Manufacturing and Precision Manufacturing Program are requesting to renew the contracts to purchase industrial supplies, materials, and accessories for student instruction.

Justification and Benefit – The industrial supplies, materials, and accessories include steel rods, aluminum rods, steel rods, and drill rods used in student instructional labs.

Background - The Board awarded the contract for industrial supplies, materials, and accessories at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 25, 2016 and ends November 24, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/25/15 - 11/24/16	2 – one year options
1 st Renewal	9/27/16		11/25/16 – 11/24/17

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

Funds for this expenditure are budgeted in the Institute for Advanced Manufacturing and Precision Manufacturing budgets for FY 2016 – 2017.

B. Non – Instructional Items

3) Advertisement – Classified Ads (Purchase)

Purchase advertisement – classified ads from **AIM Media Texas/The Monitor** (McAllen, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$80,000.00.

Purpose – The advertisement – classified ads are requested by various College departments for the advertising of proposals, budget and tax information, and personnel vacancies.

Justification and Benefit – The advertisement will be used by the Purchasing Department for classified ads soliciting request for proposals or qualifications, Business Office for budget and tax legal ads, and the Office of Human Resources for advertising vacant positions.

Funds for this expenditure are budgeted in the Purchasing Department, Business Office, and Human Resources budgets for FY 2016 – 2017.

4) Lease of Storage Warehouse (Purchase)

Purchase the lease of storage warehouse with the **McAllen Foreign Trade Zone** (McAllen, TX), a Board approved vendor, for the period beginning January 1, 2017

through December 31, 2017, at a monthly amount of \$4,680.00 totaling \$56,160.00 annually.

Purpose – Facilities Planning and Construction is requesting at least 11,700 square feet of floor space near the Technology Campus during the Bond Construction to store furniture and equipment as needed.

Justification and Benefit – The items stored in this space are various classroom and office furniture items that are distributed as requested and needed throughout the district. These items were previously stored at the Technology Campus in Building E which is now under renovation as part of the 2013 Bond Construction.

Funds for this expenditure are budgeted in the Facilities Planning and Construction budget for FY 2016 – 2017.

5) Chiller Maintenance Services (Renewal)

Renew the chiller maintenance services contract with **Johnson Controls, Inc.** (Corpus Christi, TX), for the period beginning November 21, 2016 through November 20, 2017, at an annual amount of \$29,828.88 for scheduled services and an estimated amount of \$75,000.00 for as needed repair services totaling \$104,828.88.

Purpose – Facilities Operation and Maintenance is requesting to renew the contract for services for the air cooled and water cooled chillers districtwide.

Justification and Benefit – The chiller maintenance services contract provides scheduled preventive maintenance inspections and emergency service calls for the various chiller units located throughout the College district and does not include purchase of the chillers for the Bond 2013 Construction.

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

Background - The Board awarded the contract for chiller maintenance services at the August 25, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 21, 2016 and ends November 20, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	8/25/15	11/21/15 - 11/20/16	2 – one year options
1 st Renewal	9/27/16		11/21/16 – 11/20/17

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

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2016 – 2017.

6) Promotional T-Shirts for Student Outreach (Renewal)

Renew the promotional t-shirts for student outreach contracts, for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$55,000.00 with the following vendors:

- a. **A & L Athletics** (McAllen, TX)
- b. **Authentic Promotions.com** (Carmichael, CA)
- c. **Champion Awards** (Weslaco, TX)
- d. **Elite Promotions** (Brownsville, TX)
- e. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- f. **Images In Ink, Inc.** (McAllen, TX)
- g. **Imprezos Pro Uniforms, LLC.** (Pharr, TX)
- h. **Tekna Impact, LLC.** (McAllen, TX)

Purpose – Public Relations and Marketing, Student Activities, and Student Outreach are requesting the purchase of t-shirts for various community events and to promote South Texas College.

Justification and Benefit – The requesting departments have provided the South Texas College events below:

- Public Relations and Marketing - \$16,000.00
 - ⇒ T-shirts used for special events to create awareness of South Texas College at all College campuses
 - ⇒ White t-shirts with South Texas College logo for registration round-ups, career fairs, and financial aid fairs for student recruitment
 - ⇒ T-shirts with the “Junior Jaguar” and “Future Student” imprint for promoting a college going culture among elementary age children
 - ⇒ T-shirts for distribution during the Vipers Basketball Games. The program helps the college create a college going culture among students
 - ⇒ Assorted t-shirts for online promotion
 - ⇒ T-shirts to promote “Ladies Night” event for women in non-traditional programs and high school students making college choices
 - ⇒ T-shirts given out at various radio remotes at all campuses
 - ⇒ T-shirts used to promote new campuses: La Joya and Pharr

- Student Activities and Wellness - \$19,000.00
 - ⇒ Student Intramural Sport Teams (Basketball, Soccer, Flag Football, Dodge Ball, Volleyball, champions, etc.)
 - ⇒ Student Leadership Academy and Student Government Association
 - ⇒ Get out the vote, voter registration drives
 - ⇒ Student Activities and Wellness events for marketing and recruitment (Earth Day, etc.)
 - ⇒ First Year Connection Orientations (Spring, Summer, and Fall semesters)
 - ⇒ Mentoring to Achieve Latino Educational Success (MALES)

- Student Outreach - \$20,000.00
 - ⇒ College Bound t-shirts for elementary school students participating in the College Bound Adopted Elementary Initiative. Each student is provided a future student t-shirt that is worn on South Texas College Friday's. The college has the following nine (9) elementary schools: Marcell Elementary, Mission CISD; Roosevelt Elementary, McAllen ISD; Cesar Chavez Elementary, PSJA ISD; North Grammar Elementary, RGCISD; E.B. Reyna Elementary, La Joya ISD; Lincoln Elementary, Edinburg CISD; Progreso West Elementary, Progreso ISD; Taylor Elementary; Mercedes ISD and Weslaco ISD. This program builds a college-going culture.
 - ⇒ College bound t-shirts are provided to College Bound Elementary Junior Jaguar Ambassadors. Fifth grade students from the adopted elementary schools attend the Junior Jaguar Leadership Conference and are commissioned as Junior Ambassadors of Higher Education. The students wear their shirt to identify themselves as South Texas College Junior Ambassadors, and are commissioned to spread the message of financial literacy, going to college and staying in school.
 - ⇒ South Texas College t-shirts for distribution to high school students participating in college bound programs and campus visits. Hidalgo and Starr Counties are home to over 77 high school sites with over 55,000 students in grades 9-12. In 2015, the College Connections' staff conducted over 120 high school visits, hosted college bound events and welcomed over 4,000 prospective students to one of our 5 campuses.
 - ⇒ South Texas College t-shirts are provided as promotional giveaways at recruitment events, community events, college fairs, and local schools. The South Texas College t-shirts build excitement about the college and are worn by students on College Fridays.

Background - The Board awarded the contracts for promotional t-shirts for student outreach at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins November 27, 2016 and ends November 26, 2017.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/27/15 - 11/26/16	2 – one year options
1 st Renewal	9/27/16		11/27/16 – 11/26/17

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

Funds for this expenditure are budgeted in Public Relations and Marketing, Student Activities, and Student Outreach budgets for FY 2016 - 2017.

C. Technology Items

7) Audio Visual Equipment and Supplies (Purchase)

Purchase audio visual equipment and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$130,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Audio Visual Aids Corp (San Antonio, TX) – Texas Association of School Boards – Buyboard and TIPS Purchasing Cooperative	\$50,000.00
B & H Foto & Electronics, Corp. (New York, NY) – Texas Association of School Boards – Buyboard, Harris County Dept of Ed – Choice Partners, and E & I Cooperative Services	\$50,000.00
Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard	\$10,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard	\$10,000.00
Audio Fidelity Communications Corp/dba Whitlock (Austin, TX) – State of Texas Department of Information Resources (DIR)	\$10,000.00

Purpose – The audio visual equipment and supplies purchases are requested district wide as needed to support classroom instruction, staff presentations, office operations, and communication with internal and external individuals or groups.

Justification and Benefit – The audio visual equipment and supplies are purchased district wide for the day to day operation of departments and instructional programs. This includes some of the following items:

- Headphones – Distance Education, Instructional Technologies and Academic programs
- Digital Cameras, Lenses, Camera Cases – Art Program, Public Relations and Marketing, Planning and Construction and all other requesting departments and academic programs
- Dome Cameras/Camcorders – Nursing Allied Health Programs, Public Relations and Marketing, and Instructional Technologies
- Computer Cables, Printer Cables, and Projector Cables – Technology Resources and all other requesting departments and academic programs
- Sound Equipment – Instructional Technologies and all other requesting departments and academic programs
- Projector Screens and Parts – Instructional Technologies and all other requesting departments and academic programs

Funds for this expenditure are budgeted in the various requesting departments and academic programs budgets for FY 2016 – 2017.

8) Computer Components, Peripherals, Software, and Supplies (Purchase)

Purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$230,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Best Buy (Richfield, MN/McAllen, TX) – Harris County Dept of Ed – Choice Partners	\$10,000.00
CDW Government (Vernon Hills, IL) – State of Texas Department of Information Resources (DIR), National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN), National Joint Power Alliance (NJPA), Harris County Dept of Ed – Choice Partners, and TIPS Purchasing Cooperative	\$80,000.00
Dell Marketing, LP. (Dallas, TX) – Department of Information Resources (DIR)	\$80,000.00
GovConnection (Merrimack, NH) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Purchasing Cooperative, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)	\$20,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and TIPS Purchasing Cooperative	\$10,000.00
SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and Harris County Dept of Ed – Choice Partners	\$30,000.00

Purpose – The computer components, peripherals, software, and supplies purchases are requested district wide as needed to support classroom instruction, staff office operations, and communication with internal and external individuals or groups.

Justification and Benefit – The computer components, peripherals, software, and supplies are purchased district wide for the day to day operation of departments and instructional programs. The following are some of the items requested by programs/departments:

- Scanners, Printers, Storage Media, Surge Protectors, Toner Cartridges, and Cables – All departments district wide
- Barcode Scanner – Library Services, Security, Central Receiving, and Instructional Technologies
- Memory – Business Computer Systems Program and All Departments District Wide
- Head Phones – Open Labs, Center for Learning Excellence, and Distance Education
- Web Cameras – Distance Education and All Departments District Wide

- Computer Parts – Business Computer Systems Program and other departments and programs
- Software – Instructional and Business packages

Funds for this expenditure are budgeted in the Instructional Technologies, Library Services, Central Receiving, Distance Education, and other departments and academic programs budgets for FY 2016 – 2017.

9) Computers and Tablets (Purchase)

Purchase of computers and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP**. (Dallas, TX), in the total amount of \$343,763.62.

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

An itemized list with justification is included for your review and information.

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

- Systems being requested meet the South Texas College standard configuration
- The new systems will replace an older model (5+ years and out of warranty)
- Software requirements exceed the system capacity

The purchases can be summarized as follows:

- Faculty/Staff Computers
 - ⇒ 74 Computers for Technology Support (Pecan Campus)
 - ⇒ 29 Computers for Technology Support (Starr County Campus)
 - ⇒ 14 Computers for Technology Support (Mid-Valley Campus)
 - ⇒ 10 Computers for Technology Support (Technology Campus)
 - ⇒ 6 Computers for Technology Support (NAH Campus)
 - ⇒ 4 Computers for Technology Support (La Joya Teaching Center)
 - ⇒ 3 Computers for Technology Support (Pharr Teaching Center)
- Student Lab Computers
 - ⇒ 99 Computers for Technology Support (Mid-Valley Campus)
 - ⇒ 91 Computers for Technology Support (NAH Campus)
 - ⇒ 62 Computers for Technology Support (Pecan Campus)
 - ⇒ 45 Computers for Technology Support (Technology Campus)
 - ⇒ 40 Computers for Technology Support (Starr County Campus)
 - ⇒ 23 Computers for Technology Support (La Joya Teaching Center)
- Classroom-instruction Tablets
 - ⇒ 2 Tablets for Educational Technologies

Funds for these expenditure are budgeted in the requesting department budgets for FY 2016 - 2017 as follows: Technology Support and Educational Technologies.

10) Software and Consulting Services (Purchase)

Purchase software and consulting services from **Ellucian Company, LP.** (Fairfax, VA) through Texas A&M University – Corpus Christ acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2016 through August 31, 2017, at an estimated cost of \$300,000.00.

Purpose – The Information Technology Department is requesting to purchase software and consulting services for various Banner related projects.

Justification and Benefit – The software and services will provide for new and/or additional functionality of the Banner Accounts Receivable (AR) module, payroll management module, Banner integration with Blackboard, and the Ellucian mobile application. Services will include consulting and training of staff to be able to configure and best utilize the various systems, implementation services, annual maintenance and project management services.

These software and services were selected as a result of an action plan developed through surveys, face-to-face interviews and a review of the recommendations generated through this process. The items above were prioritized for providing improved functionality and services to faculty, staff and students at the college.

Funds for this expenditure are budgeted in the Technology Resources Project Management Risk and Security Budget for FY 2016 – 2017.

Recommendation:

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

- | | |
|------------------------------------|----------------------------|
| A. Instructional Item | C. Technology Items |
| B. Non- Instructional Items | |

A. Instructional Item

- 1) Student Learning Solution Services (Purchase):** purchase student learning solution services from **Pearson Education, Inc.** (Old Tappan, NJ), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$158,988.00;
- 2) Industrial Supplies, Materials, and Accessories (Renewal):** renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2016 through November 24, 2017, at an estimated amount of \$60,000.00 with the following vendors:
 - **Burton Companies** (Weslaco, TX)
 - **International Industrial Supply Company** (Brownsville, TX)

- **MSC Industrial Supply Company** (Harlingen, TX)
- **Rex Supply Company** (Pharr, TX)

B. Non – Instructional Items

- 3) **Advertisement – Classified Ads (Purchase):** purchase advertisement – classified ads from **AIM Media Texas/The Monitor** (McAllen, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$80,000.00;
- 4) **Lease of Storage Warehouse (Purchase):** purchase the lease of warehouse with the **McAllen Foreign Trade Zone** (McAllen, TX), a Board approved vendor, for the period beginning January 1, 2017 through December 31, 2017, at a monthly amount of \$4,680.00 totaling \$56,160.00;
- 5) **Chiller Maintenance Services (Renewal):** renew the chiller maintenance services contract with **Johnson Controls, Inc.** (Corpus Christi, TX), for the period beginning November 21, 2016 through November 20, 2017, at an annual amount of \$29,828.88 for scheduled services and an estimated amount of \$75,000.00 for repair services totaling \$104,828.88;
- 6) **Promotional T-Shirts for Student Outreach (Renewal):** renew promotional t-shirts for student outreach contracts, for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$55,000.00 with the following vendors:
 - a. **A & L Athletics** (McAllen, TX)
 - b. **Authentic Promotions.com** (Carmichael, CA)
 - c. **Champion Awards** (Weslaco, TX)
 - d. **Elite Promotions** (Brownsville, TX)
 - e. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
 - f. **Images In Ink, Inc.** (McAllen, TX)
 - g. **Imprezos Pro Uniforms, LLC.** (Pharr, TX)
 - h. **Tekna Impact, LLC.** (McAllen, TX)

C. Technology

- 7) **Audio Visual Equipment and Supplies (Purchase):** purchase audio visual equipment and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$130,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

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Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard	\$10,000.00
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- 8) **Computer Components, Peripherals, Software, and Supplies (Purchase):** purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$230,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

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GovConnection (Merrimack, NH) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Purchasing Cooperative, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)	\$20,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and TIPS Purchasing Cooperative	\$10,000.00
SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and Harris County Dept of Ed – Choice Partners	\$30,000.00

- 9) **Computers and Tablets (Purchase):** purchase of computers and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$343,763.62;
- 10) **Software and Consulting Services (Purchase):** purchase software and consulting services from **Ellucian Company, LP.** (Fairfax, VA) through Texas A&M University – Corpus Christ acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2016 through August 31, 2017, at an estimated cost of \$300,000.00.

Recommend Action - The total for all purchases and renewals is \$1,518,669.02.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the purchases and renewals as presented.

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

The Board of Trustees approves and authorizes the purchases and renewals as presented.

Approval Recommended:

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

Update on Status of Board Request to Broaddus & Associates for Project and Program Accountability and Status of 2013 Bond Construction Program

On July 13, 2016, Dr. Salinas wrote to Broaddus & Associates, the South Texas College 2013 Bond Construction Program Manager (CPM), requesting the delivery of project and program accountability reporting to the Board of Trustees. The letter outlined the Board's expectations of the CPM.

Broaddus & Associates was asked to provide the following documentation to the Facilities Committee on Tuesday, September 13, 2016:

- Budget Accountability Reporting spreadsheet;
- Total Project Cost (TPC) worksheet;
- Update on the status of the 2013 Bond Construction Program;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates reviewed the provided documentation with the Facilities Committee on September 13, 2016. The Facilities Committee provided feedback to Broaddus & Associates, and asked for some updated information, particularly related to pending GMPs, and scheduled a special Facilities Committee meeting for Tuesday, September 20, 2016.

On September 20, 2016, at a Special Board Meeting, the Board took action to approve the proposed GMPs for the Pecan Campus Parking and Site Improvements project and the balance of the Starr County Campus Health Professions and Science Building project; the updated documentation will be provided in October.

The documentation included within the packet for the Board's information and review does not reflect the actions of September 20, 2016. Updated documentation will be provided in October 2016, reflecting the Board approvals as appropriate.

No action is requested.

Construction Project Description	Sq. Ft.							CCL/\$SF	Org. CCL	Current CCL
	Org. Square Feet	Proposed Sq. Feet	Variance in Sq. Ft.	Explanation for proposed increase in Sq. Footage	Construction Based on Org. Sq. Ft.	Construction Based on Proposed Sq. Ft.	Variance in Constructin due to change in Sq. Ft.			
Pecan Campus										
North Academic Building	61,267	64,299	3,032	Student Collaboration, Unisex Baths, MDF, 10' Corridors	\$ 13,893,664	\$ 11,019,627	\$ 2,874,037	171	\$ 10,500,000	\$ 10,951,000
South Academic Building	40,000	41,694	1,694	Student Collaboration, Unisex Baths, MDF, 10' Corridors	\$ 9,196,633	\$ 7,087,980	\$ 2,108,653	170	\$ 6,800,000	\$ 6,657,834
STEM	48,879	50,614	1,735	Student Collaboration, Unisex Baths, MDF, 10' Corridors, All Science Labs	\$ 11,536,375	\$ 8,801,714	\$ 2,734,661	174	\$ 8,500,000	\$ 10,417,059
Multi-purpose space for student support srvs. & activities	33,042	31,219	(1,823)	SF does not include terrace	\$ 8,112,884	\$ 5,385,518	\$ 2,727,366	173	\$ 5,700,000	\$ 6,303,179
Thermal Plant Expansion	1,440	3,105	1,665	SF not defined at start	\$ -	\$ 4,194,000	\$ (4,194,000)	N/A	\$ 4,300,000	\$ 4,194,000
Parking & Site Improvements	-	-	-		\$ -	\$ 2,024,416	\$ (2,024,416)	N/A	\$ 2,000,000	\$ 2,024,416
Subtotal	184,628	190,931	6,303		\$ 42,739,556	\$ 38,513,256	\$ 4,226,300	172	\$ 37,800,000	\$ 40,547,488
Nursing & Allied Health Campus										
Expansion for Nursing & Allied Health	87,222	93,296	6,074	Student Collaboration, Unisex Baths, MDF, 10' Corridors, 2000 SF in Library,	\$ 17,310,640	\$ 17,755,997	\$ (445,357)	190	\$ 16,600,000	\$ 16,634,860
Thermal Plant Expansion				In lieu of Self Standing Chill Water, Contributing Chiller Line Extension and	\$ -	\$ 559,640	\$ (559,640)	N/A	\$ -	\$ 181,470
Parking & Site Improvements				New Parking, Utilities, Service, etc	\$ -	\$ -	\$ -	N/A	\$ 1,100,000	\$ 841,085
Subtotal	87,222	93,296	6,074		\$ 17,310,640	\$ 18,315,637	\$ (1,004,997)	190	\$ 17,700,000	\$ 17,657,415
Technology Campus										
Expansion for Technical & Workforce training programs	72,000	72,000	-	Limited to 8' Corridors due to existing shell	\$ 12,190,819	\$ 10,412,857	\$ 1,777,962	167	\$ 12,000,000	\$ 10,412,857
Parking & Site Improvements (1,793,216 +192,604 = 1,985,820)	-	-	-	New Parking, Utilities, Truck Driving area not in original scope	\$ -	\$ 1,860,999	\$ (1,860,999)	N/A	\$ 650,000	\$ 1,860,999
Subtotal	72,000	72,000	-		\$ 12,190,819	\$ 12,273,856	\$ (83,037)	167	\$ 12,650,000	\$ 12,273,856
Mid Valley Campus										
Professional & Science Bldg.	76,069	78,649	2,580	Student Collaboration, Unisex Baths, MDF, 10' Corridors, Pier Foundation	\$ 18,827,059	\$ 13,957,874	\$ 4,869,185	177	\$ 13,500,000	\$ 14,453,388
Expansion for Technical & Workforce training programs	10,000	11,810	1,810		\$ 2,308,064	\$ 2,066,750	\$ 241,314	175	\$ 1,750,000	\$ 2,997,098
Library Expansion	10,369	10,814	445		\$ 2,393,231	\$ 1,825,104	\$ 568,127	169	\$ 1,750,000	\$ 2,364,405
Student Services Bldg. Expansion	14,269	17,929	3,660	Original Program did not include Student Services	\$ 3,293,376	\$ 3,141,250	\$ 152,126	175	\$ 2,500,000	\$ 3,525,923
Thermal Plant Expansion	4,000	3,088	(912)		\$ -	\$ 3,787,322	\$ (3,787,322)	N/A	\$ 3,800,000	\$ 3,787,322
Parking & Site Improvements	-	-	-		\$ -	\$ 1,987,090	\$ (1,987,090)	N/A	\$ 2,000,000	\$ 1,987,090
Subtotal	114,707	122,290	7,583		\$ 26,821,730	\$ 26,765,390	\$ 56,340	174	\$ 25,300,000	\$ 29,115,226
Starr County Campus										
Health Professionals & Science Ctr (1,736,000)	48,690	51,789	3,099	Student Collaboration, Unisex Baths, MDF, 10' Corridors	\$ 12,397,425	\$ 9,041,004	\$ 3,356,421	175	\$ 8,500,000	\$ 9,041,004
Expand technical workforce training facilities	9,302	16,869	7,567		\$ 2,156,521	\$ 2,901,570	\$ (745,049)	172	\$ 1,600,000	\$ 3,094,000
Library and renovate existing space for Culteral Arts Center	16,516	18,381	1,865	Board Approved additional square footage for Library 6/14	\$ 3,373,085	\$ 3,116,178	\$ 256,907	170	\$ 2,800,000	\$ 3,407,000
Expansion of student services, advising, admissions, and financial services bldg.	5,000	5,310	310	Inludes enclosed Corridor	\$ 1,292,198	\$ 902,700	\$ 389,498	170	\$ 850,000	\$ 1,198,402
Expansion of student activities building	4,923	4,670	(253)	Exhibit Space Volume is taller (14') which requires more material, A/C, etc.	\$ 1,272,299	\$ 806,317	\$ 465,982	173	\$ 850,000	\$ 1,167,702
Thermal Plant Expansion	4,000	4,267	267		\$ -	\$ 3,911,000	\$ (3,911,000)	N/A	\$ 3,800,000	\$ 3,911,000
Parking & Site Improvements (GMP 1 - 119,800)	-	-	-		\$ -	\$ 1,237,180	\$ (1,237,180)	N/A	\$ 1,000,000	\$ 1,237,180
Subtotal	88,431	101,286	12,855		\$ 20,491,528	\$ 21,915,949	\$ (1,424,421)	172	\$ 19,400,000	\$ 23,056,288
Regional Center for Public Safety Excellence - Pharr										
New Regional Center for Publish Safety	16,000	21,120	5,120		\$ 3,169,435	\$ 3,696,000	\$ (526,565)	175	\$ 2,800,000	\$ 2,800,000
Parking & Site Improvements	-	-	-		\$ -	\$ -	\$ -	N/A	\$ 200,000	\$ 200,000
Subtotal	16,000	21,120	5,120		\$ 3,169,435	\$ 3,696,000	\$ (526,565)	175	\$ 3,000,000	\$ 3,000,000
STC La Joja Teaching Site (Jimmy Carter ECHS)										
Develop STEM labs and entry level workforce training programs	11,000	11,000	-		\$ 1,100,000	\$ 1,100,000	\$ -	100	\$ 1,100,000	\$ 1,100,000
Subtotal	11,000	11,000	-		\$ 1,100,000	\$ 1,100,000	\$ -	100	\$ 1,100,000	\$ 1,100,000
Total	573,988	611,923	37,935		\$ 123,823,708	\$ 122,580,089	\$ 1,243,619	175	\$ 116,950,000	\$ 126,750,273

Construction Project Description	Org. Square Feet	Proposed Sq. Feet	Sq. Ft. Variance	Explanation for proposed increase in Sq. Footage	Construction Based on Org. Sq. Ft.	Construction Based on Proposed Sq. Ft.	Variance in Constructin due to change in Sq. Ft.	CCL/\$SF	Org. CCL	Current CCL
What has been Net Added?			37,935			Additional Cost Based on Average SF	\$ 6,637,352			
							Original Adjusted Delta			

Construction Cost				Part II - Construction Phase Svcs. - GMP Inclusions					Part I Construction Services	Owner Procured		GMP + Fees + Chillers + OCIP	Professional Services			
CCL Variance	Org. Construction Contingency	Current Construction Contingency	Variance in Construction Contingency	Fixed Equipment	IT Ductbank	GMP Target	Current Est. or GMP (red)	Variance or Delta	Fees	Chillers	OCIP	SUBTOTAL	Design	Furniture Consultant	CPM	Additional Serv.
\$ 451,000	\$ 150,000	\$ 162,000	\$ 12,000			\$ 10,500,000	\$ 10,951,000	\$ (451,000)	\$ 16,427		\$ 120,570	\$ 11,087,997	\$ 600,000	\$ 21,274	\$ 371,010	\$ 86,698
\$ (142,166)	\$ 100,000	\$ 100,000	\$ -			\$ 6,800,000	\$ 6,657,834	\$ 142,166	\$ 10,638		\$ 78,116	\$ 6,746,588	\$ 400,000	\$ 13,890	\$ 236,318	\$ 54,586
\$ 1,917,059	\$ 125,000	\$ 125,000	\$ -			\$ 8,500,000	\$ 10,417,059	\$ (1,917,059)	\$ 13,298		\$ 97,645	\$ 10,528,002	\$ 550,000	\$ 16,973	\$ 327,523	\$ 75,653
\$ 603,179	\$ 85,000	\$ 100,000	\$ 15,000	\$ 585,000		\$ 6,285,000	\$ 6,888,179	\$ (603,179)	\$ 9,491		\$ 72,116	\$ 6,969,786	\$ 400,000	\$ 11,473	\$ 220,666	\$ 50,971
\$ (106,000)	\$ 50,000	\$ 50,000	\$ -			\$ 4,300,000	\$ 4,194,000	\$ 106,000	\$ 6,825	\$ 553,440	\$ 47,480	\$ 4,801,745	\$ 350,000	\$ 500	\$ 138,526	\$ 30,998
\$ 24,416	\$ 30,000	\$ 30,000	\$ -		\$ 122,925	\$ 2,122,925	\$ 2,147,341	\$ (24,416)	\$ 3,321		\$ 24,374	\$ 2,175,036	\$ 200,000	\$ -	\$ 62,245	\$ 14,378
\$ 2,747,488	\$ 540,000	\$ 567,000	\$ 27,000	\$ 585,000	\$ 122,925	\$ 38,507,925	\$ 41,255,413	\$ (2,747,488)	\$ 60,000	\$ 553,440	\$ 440,301	\$ 42,309,154	\$ 2,500,000	\$ 64,110	\$ 1,356,288	\$ 313,284
\$ 34,860	\$ 250,000	\$ 205,000	\$ (45,000)	\$ 375,000		\$ 16,975,000	\$ 17,009,860	\$ (34,860)	\$ 25,584		\$ 195,006	\$ 17,230,450	\$ 1,000,000	\$ 48,380	\$ 566,022	\$ 130,743
\$ 181,470	\$ -	\$ -	\$ -			\$ -	\$ 181,470	\$ (181,470)	\$ 274	\$ 378,170	\$ 2,054	\$ 561,968	\$ 50,000	\$ -	\$ 900	\$ -
\$ (258,915)	\$ 16,000	\$ 16,000	\$ -		\$ 321,915	\$ 1,421,915	\$ 1,163,000	\$ 258,915	\$ 2,142		\$ 16,279	\$ 1,181,421	\$ 120,000	\$ -	\$ 36,194	\$ 8,360
\$ (42,585)	\$ 266,000	\$ 221,000	\$ (45,000)	\$ 375,000	\$ 321,915	\$ 18,396,915	\$ 18,354,330	\$ 42,585	\$ 28,000	\$ 378,170	\$ 213,339	\$ 18,973,839	\$ 1,170,000	\$ 48,380	\$ 603,116	\$ 139,103
\$ (1,587,143)	\$ 175,000	\$ 151,179	\$ (23,821)			\$ 12,000,000	\$ 10,412,857	\$ 1,587,143	\$ 14,115		\$ 137,835	\$ 10,564,807	\$ 850,000	\$ 18,300	\$ 374,227	\$ 84,197
\$ 1,210,999	\$ 10,000	\$ 33,640	\$ 23,640		\$ 102,575	\$ 752,575	\$ 1,963,574	\$ (1,210,999)	\$ 885		\$ 8,633	\$ 1,973,092	\$ 75,000	\$ -	\$ 19,959	\$ 6,855
\$ (376,144)	\$ 185,000	\$ 184,819	\$ (181)	\$ -	\$ 102,575	\$ 12,752,575	\$ 12,376,431	\$ 376,144	\$ 15,000	\$ -	\$ 146,468	\$ 12,537,899	\$ 925,000	\$ 18,300	\$ 394,186	\$ 91,052
\$ 953,388	\$ 200,000	\$ 193,887	\$ (6,113)			\$ 13,500,000	\$ 14,453,388	\$ (953,388)	\$ 28,377		\$ 155,099	\$ 14,636,864	\$ 800,000	\$ 26,858	\$ 449,002	\$ 128,285
\$ 1,247,098	\$ 25,000	\$ 25,000	\$ -			\$ 1,750,000	\$ 2,997,098	\$ (1,247,098)	\$ 3,679		\$ 20,095	\$ 3,020,872	\$ 125,000	\$ 3,531	\$ 61,324	\$ 11,096
\$ 614,405	\$ 25,000	\$ 25,000	\$ -			\$ 1,750,000	\$ 2,364,405	\$ (614,405)	\$ 3,679		\$ 20,095	\$ 2,388,179	\$ 150,000	\$ 3,661	\$ 62,092	\$ 10,867
\$ 1,025,923	\$ 37,000	\$ 51,049	\$ 14,049	\$ 325,000		\$ 2,825,000	\$ 3,850,923	\$ (1,025,923)	\$ 5,939		\$ 32,401	\$ 3,889,263	\$ 750,000	\$ 5,038	\$ 99,843	\$ 16,376
\$ (12,678)	\$ 52,602	\$ 61,547	\$ 8,945			\$ 3,800,000	\$ 3,787,322	\$ 12,678	\$ 8,054	\$ 714,200	\$ 42,877	\$ 4,552,453	\$ 275,000	\$ 1,412	\$ 110,605	\$ 28,207
\$ (12,910)	\$ 29,032	\$ 31,731	\$ 2,699		\$ 492,063	\$ 2,492,063	\$ 2,479,153	\$ 12,910	\$ 5,272		\$ 33,638	\$ 2,518,063	\$ 247,915	\$ -	\$ 61,397	\$ 14,182
\$ 3,815,226	\$ 368,634	\$ 388,214	\$ 19,580	\$ 325,000	\$ 492,063	\$ 26,117,063	\$ 29,932,289	\$ (3,815,226)	\$ 55,000	\$ 714,200	\$ 304,205	\$ 31,005,694	\$ 2,347,915	\$ 40,500	\$ 844,263	\$ 209,013
\$ 541,004	\$ 125,000	\$ 125,000	\$ -			\$ 8,500,000	\$ 9,041,004	\$ (541,004)	\$ 25,985		\$ 94,645	\$ 9,161,634	\$ 550,000	\$ 31,935	\$ 294,243	\$ 69,998
\$ 1,494,000	\$ 25,000	\$ 25,000	\$ -			\$ 1,600,000	\$ 3,094,000	\$ (1,494,000)	\$ 4,891		\$ 18,397	\$ 3,117,288	\$ 110,000	\$ 6,101	\$ 53,961	\$ 11,841
\$ 607,000	\$ 42,000	\$ 42,000	\$ -			\$ 2,800,000	\$ 3,407,000	\$ (607,000)	\$ 8,560		\$ 32,175	\$ 3,447,735	\$ 200,000	\$ 10,832	\$ 92,988	\$ 19,493
\$ 348,402	\$ 13,000	\$ 13,000	\$ -			\$ 850,000	\$ 1,198,402	\$ (348,402)	\$ 2,598		\$ 9,770	\$ 1,210,770	\$ 75,000	\$ 3,279	\$ 30,473	\$ 5,975
\$ 317,702	\$ 13,000	\$ 13,000	\$ -			\$ 850,000	\$ 1,167,702	\$ (317,702)	\$ 2,598		\$ 9,770	\$ 1,180,070	\$ 75,000	\$ 3,229	\$ 30,935	\$ 5,831
\$ 111,000	\$ 55,000	\$ 58,000	\$ 3,000			\$ 3,800,000	\$ 3,911,000	\$ (111,000)	\$ 11,617	\$ 563,901	\$ 43,643	\$ 4,530,161	\$ 300,000	\$ 2,624	\$ 109,321	\$ 28,207
\$ 237,180	\$ 15,000	\$ 15,000	\$ -		\$ 226,820	\$ 1,226,820	\$ 1,464,000	\$ (237,180)	\$ 3,751		\$ 14,059	\$ 1,481,810	\$ 100,000	\$ -	\$ 30,888	\$ 7,135
\$ 3,656,288	\$ 288,000	\$ 291,000	\$ 3,000	\$ -	\$ 226,820	\$ 19,626,820	\$ 23,283,108	\$ (3,656,288)	\$ 60,000	\$ 563,901	\$ 222,459	\$ 24,129,468	\$ 1,410,000	\$ 58,000	\$ 642,809	\$ 148,480
\$ -	\$ 57,000	\$ 57,000	\$ -			\$ 2,800,000	\$ 2,800,000	\$ -	\$ -		\$ 32,344	\$ 2,832,344	\$ 200,000	\$ 4,800	\$ 99,344	\$ 22,947
\$ -	\$ 18,000	\$ 18,000	\$ -			\$ 200,000	\$ 200,000	\$ -	\$ -		\$ 2,185	\$ 202,185	\$ 50,000	\$ -	\$ -	\$ -
\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 34,529	\$ 3,034,529	\$ 250,000	\$ 4,800	\$ 99,344	\$ 22,947
\$ -	\$ 16,000	\$ 16,000	\$ -			\$ 1,100,000	\$ 1,100,000	\$ -	\$ -		\$ 10,370	\$ 1,110,370	\$ 100,000	\$ 3,000	\$ 35,894	\$ 8,292
\$ -	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ 1,100,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ 10,370	\$ 1,110,370	\$ 100,000	\$ 3,000	\$ 35,894	\$ 8,292
\$ 9,800,273	\$ 1,738,634	\$ 1,743,033	\$ 4,399	\$ 1,285,000	\$ 1,266,298	\$ 119,501,298	\$ 129,301,571	\$ (9,800,273)	\$ 218,000	\$ 2,209,711	\$ 1,371,671	\$ 133,100,953	\$ 8,702,915	\$ 237,090	\$ 3,975,900	\$ 932,171
CCL Variance	Org. Construction Contingency	Current Construction Contingency	Variance in Construction Contingency	Fixed Equipment	IT Ductbank	GMP Target	Current Est. or GMP (red)	Variance [Target GMP to GMP]	Fees	Chillers	OCIP	SUBTOTAL	Design	Furniture Consultant	CPM	Additional Serv.
Construction Cost				Part II - Construction Phase Svcs. - GMP Inclusions					Part I Construction Services	Owner Procured		GMP + Fees + Chillers + OCIP	Professional Services			
\$ 116,950,000										\$ -						\$ 15,670,000
\$ 126,750,273										\$ 3,799,382						\$ 13,848,076
\$ (9,800,273)										\$ (3,799,382)						\$ 1,821,924
\$ (9,800,273)				\$ (1,285,000)	\$ (1,266,298)					\$ (3,799,382)						\$ 1,821,924

Furniture	Technology	Misc. Cost (1.5 % of CCL)	SUBTOTAL	Additional Costs	Total Project Cost Summary		
					TOTAL Projected Costs to date	Bond Total Cost	Variance [Total Projected Costs to Bond Total Cost]
\$ 675,000	\$ 1,024,009	\$ 164,265	\$ 14,030,253		\$ 14,030,253	\$ 14,843,110	\$ 812,857
\$ 450,000	\$ 732,589	\$ 110,638	\$ 8,744,609		\$ 8,744,609	\$ 9,454,426	\$ 709,817
\$ 550,000	\$ 681,873	\$ 145,548	\$ 12,875,572		\$ 12,875,572	\$ 13,103,319	\$ 227,747
\$ 500,000	\$ 311,901	\$ 94,548	\$ 8,559,345		\$ 8,559,345	\$ 8,828,254	\$ 268,909
\$ -	\$ 55,282	\$ 62,910	\$ 5,439,961		\$ 5,439,961	\$ 5,542,049	\$ 102,088
\$ -	\$ -	\$ 30,366	\$ 2,482,025		\$ 2,482,025	\$ 2,490,261	\$ 8,236
\$ 2,175,000	\$ 2,805,654	\$ 608,275	\$ 52,131,765	\$ -	\$ 52,131,765	\$ 54,261,419	\$ 2,129,654
\$ 820,000	\$ 1,192,881	\$ 250,875	\$ 21,239,351		\$ 21,239,351	\$ 21,773,439	\$ 534,088
\$ -	\$ -	\$ 2,722	\$ 615,590		\$ 615,590	\$ 601,877	\$ (13,713)
\$ -	\$ -	\$ 12,616	\$ 1,358,591		\$ 1,358,591	\$ 1,717,717	\$ 359,126
\$ 820,000	\$ 1,192,881	\$ 266,213	\$ 23,213,532	\$ -	\$ 23,213,532	\$ 24,093,033	\$ 879,501
\$ 600,000	\$ 668,249	\$ 156,193	\$ 13,315,973		\$ 13,315,973	\$ 14,864,990	\$ 1,549,017
\$ -	\$ -	\$ 27,915	\$ 2,102,821		\$ 2,102,821	\$ 905,324	\$ (1,197,497)
\$ 600,000	\$ 668,249	\$ 184,108	\$ 15,418,794	\$ -	\$ 15,418,794	\$ 15,770,314	\$ 351,520
\$ 900,000	\$ 992,248	\$ 217,513	\$ 18,150,770		\$ 18,150,770	\$ 17,277,682	\$ (873,088)
\$ 100,000	\$ 149,818	\$ 44,956	\$ 3,516,597		\$ 3,516,597	\$ 2,257,363	\$ (1,259,234)
\$ 150,000	\$ 107,559	\$ 35,466	\$ 2,907,824		\$ 2,907,824	\$ 2,288,968	\$ (618,856)
\$ 150,000	\$ 157,165	\$ 52,889	\$ 5,120,574		\$ 5,120,574	\$ 4,114,228	\$ (1,006,346)
\$ -	\$ 58,748	\$ 56,810	\$ 5,083,235		\$ 5,083,235	\$ 5,042,398	\$ (40,837)
\$ -	\$ -	\$ 29,806	\$ 2,871,363		\$ 2,871,363	\$ 2,796,035	\$ (75,328)
\$ 1,300,000	\$ 1,465,538	\$ 437,440	\$ 37,650,363	\$ -	\$ 37,650,363	\$ 33,776,674	\$ (3,873,689)
\$ 600,000	\$ 667,262	\$ 135,615	\$ 11,510,687		\$ 11,510,687	\$ 11,267,182	\$ (243,505)
\$ 100,000	\$ 78,051	\$ 46,410	\$ 3,523,652		\$ 3,523,652	\$ 2,051,983	\$ (1,471,669)
\$ 250,000	\$ 269,378	\$ 51,105	\$ 4,341,531		\$ 4,341,531	\$ 3,732,378	\$ (609,153)
\$ 60,000	\$ 101,372	\$ 17,976	\$ 1,504,845		\$ 1,504,845	\$ 1,162,522	\$ (342,323)
\$ 60,000	\$ 106,431	\$ 17,516	\$ 1,479,012		\$ 1,479,012	\$ 1,166,402	\$ (312,610)
\$ -	\$ 44,342	\$ 58,665	\$ 5,073,320		\$ 5,073,320	\$ 4,938,772	\$ (134,548)
\$ -	\$ -	\$ 18,558	\$ 1,638,391		\$ 1,638,391	\$ 1,397,789	\$ (240,602)
\$ 1,070,000	\$ 1,266,836	\$ 345,845	\$ 29,071,438	\$ -	\$ 29,071,438	\$ 25,717,028	\$ (3,354,410)
\$ 150,000	\$ 371,977	\$ 42,000	\$ 3,723,412		\$ 3,723,412	\$ 3,655,134	\$ (68,278)
\$ -	\$ -	\$ 3,000	\$ 255,185		\$ 255,185	\$ 319,337	\$ 64,152
\$ 150,000	\$ 371,977	\$ 45,000	\$ 3,978,597	\$ -	\$ 3,978,597	\$ 3,974,471	\$ (4,126)
\$ 50,000	\$ 249,100	\$ 16,500	\$ 1,573,156		\$ 1,573,156	\$ 1,436,000	\$ (137,156)
\$ 50,000	\$ 249,100	\$ 16,500	\$ 1,573,156	\$ -	\$ 1,573,156	\$ 1,436,000	\$ (137,156)
\$ 6,165,000	\$ 8,020,235	\$ 1,903,381	\$ 163,037,645	\$ -	\$ 163,037,645	\$ 159,028,939	\$ (4,008,706)

Potential Buy Out Savings @ 3%

\$ 328,530

\$ 199,735

\$ 312,512

\$ 189,095

\$ 125,820

\$ 60,732

\$ 1,216,425

\$ -

\$ 499,046

\$ 5,444

\$ 25,233

\$ 529,722

\$ -

\$ 312,386

\$ 55,830

\$ 368,216

\$ -

\$ 433,602

\$ 89,913

\$ 70,932

\$ 105,778

\$ 113,620

\$ 59,613

\$ 873,457

\$ -

\$ 271,230

\$ 92,820

\$ 102,210

\$ 35,952

\$ 35,031

\$ 117,330

\$ 37,115

\$ 691,689

\$ -

\$ 84,000

\$ 6,000

\$ 90,000

\$ -

\$ 33,000

\$ 33,000

\$ 3,802,508

FFE	Technology	Misc. Cost (1.5 % of CCL)	SUBTOTAL	Additional Costs	TOTAL Projected Costs	Bond Total Cost	Variance [Total Projected Costs to Bond Total Cost]
\$ 6,231,186	\$ 8,723,657	\$ 1,475,748		\$ -	\$ 163,037,645		
\$ 6,165,000	\$ 8,020,235	\$ 1,903,381		\$ -	\$ 159,028,939		
\$ 66,186	\$ 703,422	\$ (427,633)		\$ -	\$ 4,008,706		
					\$ -		
\$ 66,186	\$ 703,422	\$ (427,633)		\$ -	\$ 4,008,706		

SOUTH TEXAS COLLEGE

2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

September 13, 2016

**BROADDUS
& ASSOCIATES**



BOARD APPROVAL ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline – 09/13/16

June '16 July '16 August '16 September '16 October '16

	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
1						
2	Pecan Campus Student Services GMP	GMP Approvals – Two Meetings in July	Pharr RCPSE CM@R Selection – 8/23	GMP Approvals– Starr Campus HP&S Bldg. – Pack. 2 – 9/27	La Joya Schematic Design Approval	
3	Pecan Campus North Academic GMP	Starr County Health Professional Pkg. #1 GMP	Pharr RCPSE Master Plan – 8/23	Pharr RCPSE Schematic Design – 9/27	GMP Approvals – Starr Campus Projects	
4	Technology Building GMP	Pharr RCPSE CM@R Selection	GMP Approvals – Pecan Campus STEM, S. Academic – 8/23	Pecan Campus Parking & Site GMP – 9/27	GMP Approval – MVC Library & Workforce	
5	Technology Site GMP	MVC GMP Approvals	CM@R MVC Library Amendment – 8/23	Starr County Site GMP – 9/27	N&AH Campus Site GMP Approval	
6			Starr County Exterior Elevations	La Joya SD & Cost Update		
			Project Color Boards	Pharr RCPSE CM@R Recommendation – 9/27		
				N&AH Thermal Energy Parking & Site Amendment		
				Project Color Boards		

Board Approval

OPERATIONAL ITEMS

**South Texas College
2013 Bond Construction Program
Upcoming Timeline**

June '16 July '16 August '16 September '16 October '16

	June '16	July '16	August '16	September '16	October '16
1	Building Standards	NTP's	NTP's	NTP's	NTP's
2	Notice to Proceed Issuance (NTP)	Staff Increase	Ongoing Mobilization & Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity
3	Thermal Energy Plant Construction	Pecan Campus Chiller Delivery	City of McAllen P&Z Approval – North Academic	FF&E Budget Confirmation	Buyout Savings Request
4	Mid-Valley Mobilization	Budget FY '17		Pecan Campus Portable Bldg. Removal	
5	N&AH Mobilization			Schedule Optimization	
6	Chiller Factory Test				
7					
8					
9					
10					

Operational

INFORMATION & PRESENTATION ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline

	June '16	July '16	August '16	September '16	October '16
1	OCIP Credit - \$9.8M, \$204,500 CMR Credit, \$129K	Bond Program Contingency Reconciliation	Pecan Campus Thermal Plant Issue Presentation	Bond Program Budget Update	Bond Program Budget Update
2			Bond Program Budget Update	Contingency & Buyout tracking	Contingency & Buyout tracking
3					
4					
5					
6					
7					
8					
9					
10					

Informational/Presentations

2013 BOND CONSTRUCTION PROGRAM PROGRESS REPORT - September 13, 2016

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

STC 2013 Bond construction Program - Pecan North Academic Building

Scorecard #15

Status: Submitted

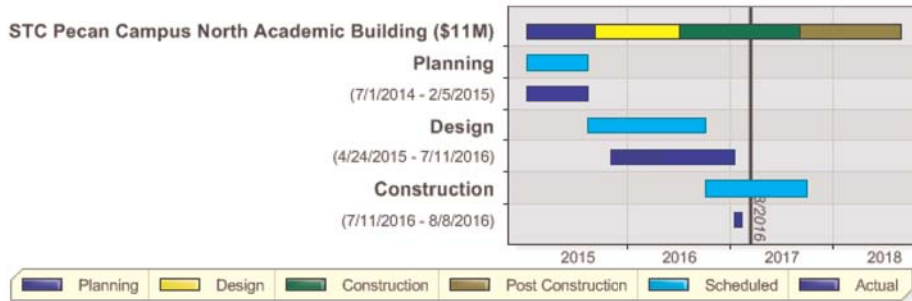
09/08/2016



Scope

	Initial Program	Current Program
Building SF	61,267	61,267
Budget	\$10,500,000	\$10,500,000
SD Estimate		\$11,015,000
DD Estimate		\$11,400,000
CD 30%		\$11,462,000
CD 60% GMP		\$10,951,000

Schedule



Activity

30 Day Look Ahead

- Lay out pier locations
- Tie 86 piers
- Begin drilling pier holes
- Building pad complete

Key Consultants/Contractors

- Architect: PBK Architects
- MEP: DBR Engineering
- Structural: Chanin Engineering
- Civil: Perez Consulting Engineers
- AV/IT WJHW Consultants
- D. Wilson Construction Co.

Key Owner Issues or Concerns

- Need steel shop drawing approvals

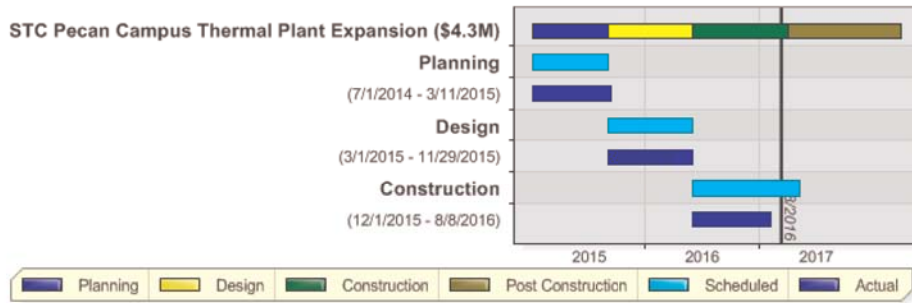
Recent Photo



Scope

	Initial Program	Current Program
Building SF	1,440	3,182
Budget	\$4,300,000	\$4,300,000
GMP		\$4,194,000

Schedule



Activity

30 Day Look Ahead

- Install electrical transformer
- Start-up of HVAC system.
- Chiller Star-up
- Begin installation of finishes; millwork, flooring, fixtures, ect...
- Flush Chiller Plant & Tower pipping

Key Consultants/Contractors

- Architect: Half Associates
- Structural: Chanin Engineering
- MEP: Half Associates
- Civil: PCE Engineering
- AV/IT WJHW Consultants

Key Owner Issues or Concerns

- Sanitary Sewer Connection for CofO; part of Site Improvements project.
- Flatwork for CofO; part of Site Improvements project.

Recent Photo



Nursing and Allied Health Bldg

Scorecard #18
 Status: **Submitted**
 09/08/2016



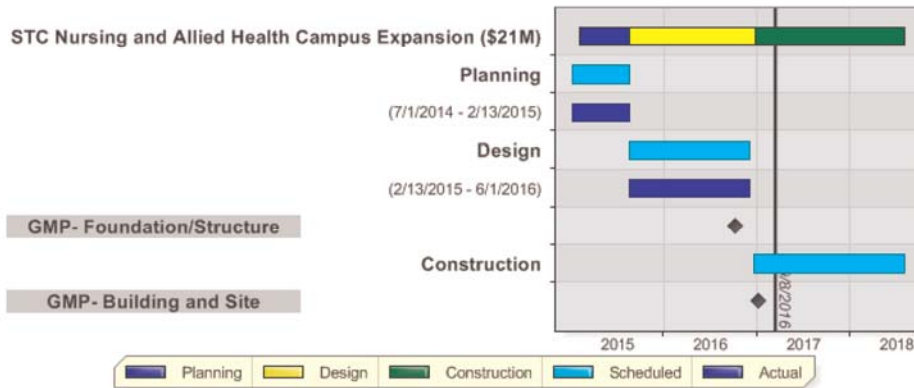
Scope

- Hospital Simulation Center
- Library
- Cafeteria
- Classrooms
- Offices

Budget

	Current Budget
Construction	\$16,600,000

Schedule



Activity

30 Day Look Ahead

- Underground Plumbing
- Underground Electrical
- Grade beam excavation

Key Consultants/Contractors

- ERO Architects
- 720 Design of Library
- Gutierrez Engineering
- D. Wilson Construction Co.

Key Owner Issues or Concerns

- Steel Shop Drawings
- Elevator Manufacturer
- Location of Floor Elec/Data Boxes
- Freezer location

Recent Photo



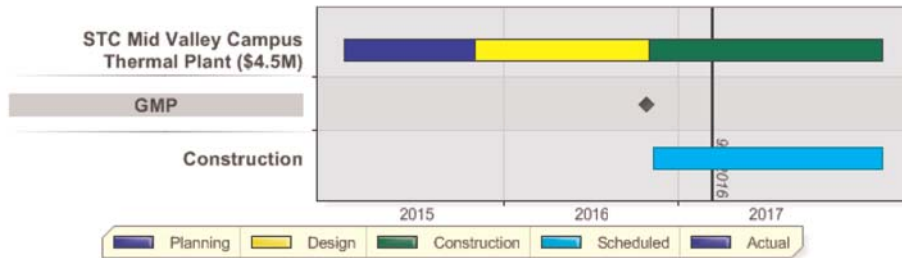
Scope

Design for a New Thermal Energy Plant for the Mid Valley Campus to include all new STC Bond projects and Retrofit of all existing buildings

Budget

	Initial Budget
Construction	\$4,506,269
Architect/Engineer	\$0
Other	\$0
Project Management	\$0

Schedule



Activity

30 Day Look Ahead

- Install foundation reinforcing steel
- Place concrete foundation

Key Consultants/Contractors

- DBR Engineering
- Rofa Architects
- Mata Garcia Architects
- EGV Architects
- Half Civil
- Skanska USA

Key Owner Issues or Concerns

- Unforeseen underground concrete slabs

Recent Photo



Mid Valley Parking and Site Improvements

Scorecard #15
09/08/2016



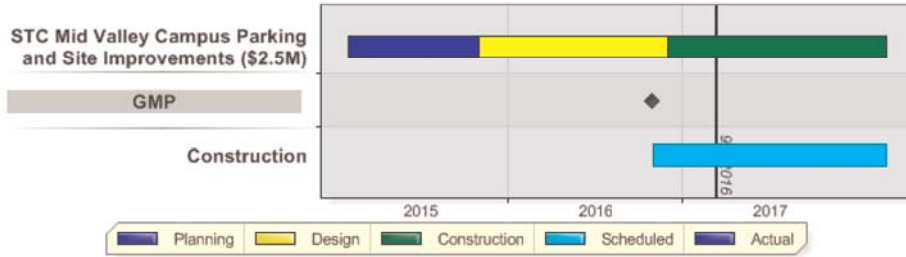
Scope

Design of all Civil Engineering , Landscaping and Surveying for All the Mid Valley Campus Bond Projects which includes a new parking lot

Budget

	Initial Budget
Construction	\$2,479,153

Schedule



Activity

30 Day Look Ahead

- Continue conditioning and testing of subgrade.
- Installation of select fill to grade.

Key Consultants/Contractors

- Halff Civil
- Rofa Architects
- Mata Garcia Architects
- EGV Architects
- DBR Engineering
- Skanska USA

Key Owner Issues or Concerns

- Unforeseen underground concrete slabs

Recent Photo



Review and Action as Necessary on Updated Timeline for the Scheduled Guaranteed Maximum Prices (GMPs), Completion Dates, and Occupancy Dates for the 2013 Bond Construction Program

The updated timeline for the scheduled Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program is presented for review and action as necessary.

Purpose

The Board is asked to review and take action as appropriate regarding the updated timeline for scheduled delivery of Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program projects.

Justification

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project. The timeline establishes dates for the Program Manager to submit GMPs with a recommendation for Board approval.

Background

On April 26, 2016 a proposed Guaranteed Maximum Price (GMP) Timeline was presented to the Board for information only. At the May 24, 2016 Board meeting, an updated timeline which included completion dates and occupancy dates was approved and adopted.

Broadus and Associates proposed further revisions to this timeline at the Facilities committee on August 9, 2016, but the proposal was rejected by the Committee and not presented to the Board. The timeline was rejected primarily due to concerns voiced by administration about the timeframe allotted for occupancy of facilities in time for the scheduled semester.

Broadus and Associates is working to update the GMP schedule, completion dates, and occupancy dates which will be presented upon completion to the Facilities Committee for a recommendation to the Board for action as appropriate.

The timeline includes the following information, for each project in the 2013 Bond Construction Program:

- **Guaranteed Maximum Price (GMP)** indicates the deadline for Broadus & Associates to submit and recommend Board approval of a GMP.
- **Temporary Certification of Occupancy** – this is the date at which furniture, fixtures, and equipment can be installed, but regular occupancy is not permitted.
- **Completion dates** - including substantial completion and final completion, establish deadlines for the design and construction teams to complete phases of the project.
- **Occupancy dates** - based upon completion dates, above, and indicate when students, faculty, and staff will be able to fully utilize the facilities.

The Temporary Certification of Occupancy has been added to this timeline in response to Broadus & Associates' recommendation that the college consider implementing a

phased move-in to those projects which can be delivered prior to benchmark deadlines, but with very little anticipated time to complete the move in before facilities are needed.

Enclosed Documents

Broaddus & Associates provided the enclosed report to the Facilities Committee on September 13, 2016.

On September 20, 2016, at a Special Board Meeting, the Board took action to approve the proposed GMPs for the Pecan Campus Parking and Site Improvements project and the balance of the Starr County Campus Health Professions and Science Building project; the updated documentation will be provided in October.

The report included within the packet for the Board's information and review does not reflect the actions of September 20, 2016. Updated documentation will be provided in October 2016, reflecting the Board approvals as appropriate.

Presenters

Representatives from Broaddus & Associates were present at the Facilities Committee meeting to present the updated timeline for the scheduled Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates.

The Facilities Committee did not recommend any action.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize any action as necessary regarding the approval and adoption of updated timeline for the delivery of Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program as presented.

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

The Board of Trustees approves and authorizes any action as necessary regarding the approval and adoption of updated timeline for the delivery of Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program as presented.

Approval Recommended:

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

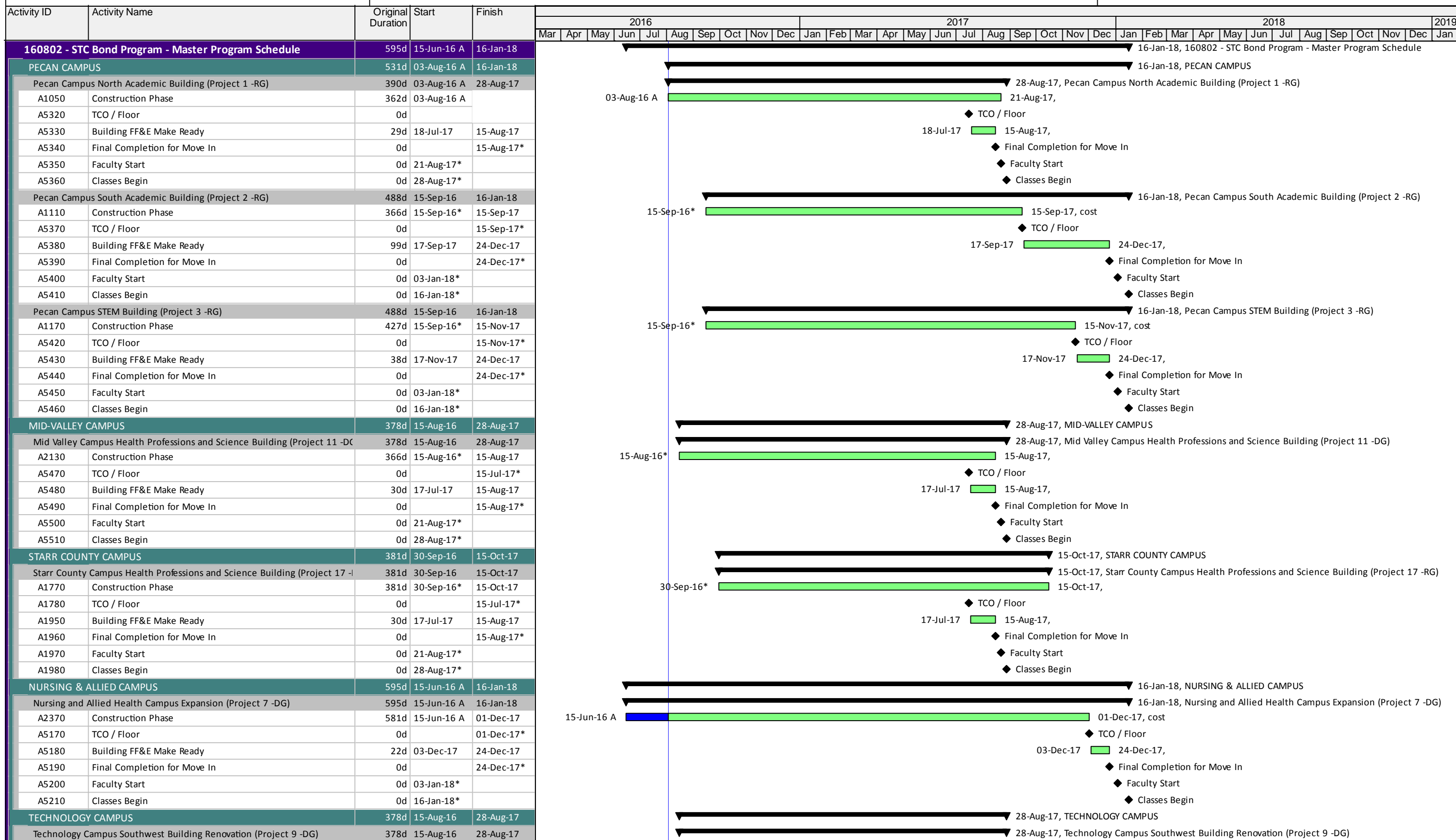
2013 Bond Construction Program Schedule

#	Projects	B&A Contract Sq. ft	B&A Contract Budget	Architect/Engineers	Contractors	Facilities Committee GMP Schedule		Board Approval GMP Schedule		Revised Dates as of 9/6/2016				Target Dates as of 9.6.16	Construction Period	FFE Completion of Move In	Revised Dates as of 9.16.16	FFE Completion of FFE & Make Ready as of 9.6.16	Semester	STC Academic Timeline	
						Revised Schedule As of 5/19/16	Revised Schedule As of 8/3/16	Schedule As of 5/19/16	Schedule As of 8/3/16	Construction Start Date as of 5/19/16	Construction Start Date as of 8/3/16	Substantial Completion Date As of 5/19/16	Substantial Completion Date As of 9/6/16	Temp Cert. of Occupancy (TCO) Target Date as of 9.6.16						Faculty Start Date	Classes Begin
Buildings, Expansions and Renovations																					
Pecan Campus																					
1	North Academic Building	61,267	\$14,843,110	PBK Architects	D. Wilson Construction	06/28/16	06/28/16	06/28/16	06/28/16	7/1/2016	8/8/2016	7/2017	8/15/2017	7/5/17	12.5 months	8/15/2017	8/15/2017	Fall 2017	8/21/2017	8/28/2017	
2	South Academic Building	40,000	\$9,454,426	BSA Architects	D. Wilson Construction	08/09/16	08/23/16	08/23/16	08/23/16	9/1/2016	9/15/2016	9/1/2017	9/15/2017	11/15/2017	12 months	11/2017	12/24/17	Spring 2018	1/3/2018	1/16/2018	
3	STEM Building	48,879	\$13,103,319	BSA Architects	D. Wilson Construction	08/09/16	08/23/16	08/23/16	08/23/16	9/1/2016	9/15/2016	11/1/2017	11/15/2017	11/15/2017	14 months	12/2010	12/24/17	Spring 2018	1/3/2018	1/16/2018	
4	Student Activities Building and Cafeteria	33,042	\$8,828,254	Warren Group Architects	D. Wilson Construction	06/28/16	06/28/16	06/28/16	06/28/16	7/1/2016	8/15/2016	4/2017	8/15/2017		12 months	09/2017		Early Fall 2017	9/15/2017	8/28/2017	
Mid-Valley Campus																					
5	Health Professions and Science Building	76,069	\$19,794,354	ROFA Architects	Skanska USA	07/12/16	07/26/16	07/26/16	07/26/16	8/1/2016	8/15/2016	9/2017	8/15/2017	7/10/17	12 months	8/15/2017	8/15/2017	Fall 2017	8/21/2017	8/28/2017	
6	Library Expansion	10,369	\$1,882,184	Mata+Garcia Architects	Skanska USA	07/12/16	10/11/16	07/26/16	10/25/16	8/1/2016	11/1/2016	7/2017	8/28/2017		10 months	8/21/2017		Fall 2017	8/21/2017	8/28/2017	
7	Student Services Building Expansion	14,269	\$2,836,391	ROFA Architects	Skanska USA	07/12/16	07/26/16	07/26/16	07/26/16	8/1/2016	9/01/2016	7/2017	8/28/2017		12 months	8/21/2017		Fall 2017	8/21/2017	8/28/2017	
8	Workforce Training Center Expansion	10,000	\$1,921,739	EGV Architects	Skanska USA	07/12/16	09/27/16	07/26/16	09/27/16	8/1/2016	10/15/2016	7/2017	8/28/2017		10 months	8/21/2017		Fall 2017	8/21/2017	8/28/2017	
Starr County Campus																					
9	Health Professions and Science Building Partial GMP					06/28/16	07/26/16	06/28/16	07/26/16	7/1/2016	8/15/2016	6/30/2017				8/15/2017			8/21/2017	8/28/2017	
	Health Professions and Science Building Package 2	48,690	\$12,123,842	Mata+Garcia Architects	D. Wilson Construction	08/09/16	09/13/16	08/23/16	09/27/16	9/1/2016	10/1/2016	6/30/2017	8/15/2017	7/02/2017	12 months	8/15/2017	8/15/2017	Fall 2017	8/21/2017	8/28/2017	
10	Library	16,516	\$3,376,229	Mata+Garcia Architects	D. Wilson Construction	08/09/16	10/11/16	08/23/16	10/25/16	9/1/2016	11/1/2016	6/30/2017	9/1/2017		10 months	09/2017		Early Fall 2017	9/15/2017	8/28/2017	
11	Student Activities Building Expansion	4,923	\$1,010,002	Mata+Garcia Architects	D. Wilson Construction	08/09/16	10/11/16	08/23/16	10/25/16	9/1/2016	11/1/2016	6/30/2017	9/1/2017		10 months	09/2017		Early Fall 2017	9/15/2017	8/28/2017	
12	Student Services Building Expansion	5,000	\$1,034,955	Mata+Garcia Architects	D. Wilson Construction	08/09/16	10/11/16	08/23/16	10/25/16	9/1/2016	11/1/2016	6/30/2017	9/1/2017		10 months	09/2017		Early Fall 2017	9/15/2017	8/28/2017	
13	Workforce Training Center Expansion	9,302	\$2,050,676	EGV Architects	D. Wilson Construction	08/09/16	10/11/16	08/23/16	10/25/16	9/1/2016	11/1/2016	6/30/2017	9/1/2017		10 months	09/2017		Early Fall 2017	9/15/2017	8/28/2017	
Nursing & Allied Campus																					
14	Campus Expansion Package 1					05/10/16	05/10/16	05/24/16	05/24/16	6/1/2016	6/1/2016	-			18 months	12/24/2017			1/3/2018	1/16/2018	
	Campus Expansion Package 2	87,222	\$22,645,000	ERO Architects	D. Wilson Construction	08/09/16	07/26/16	08/23/16	07/26/16	9/1/2016	9/1/2016	2/2018	12/1/2017	12/01/2017	15 months	12/24/2017	12/24/17	Spring 2018	1/3/2018	1/16/2018	
Technology Campus																					
15	Southwest Building Renovation Demolition Package					-	-	NTP	03/29/16	5/2016	5/2016	-			3 months	8/15/2017			8/21/2016	8/28/2017	
	Southwest Building Renovation Building Package	72,000	\$14,583,033	EGV Architects	ECON Construction	06/14/16	06/14/16	06/28/16	06/28/16	7/2016	8/15/2016	7/2017	7/15/2017	07/15/2017	12 months	8/15/2017	8/15/2017	Fall 2017	8/21/2016	8/28/2017	
Regional Center for Public Safety Excellence																					
16	Training Facility	16,000	\$3,974,471	PBK Architects	TBD		2/14/2017		2/28/2017	3/2017	4/2017	1/2018	2/2018		10 months	4/2018		Summer 2018		6/4/2018	
La Joya Center																					
17	Training Labs Improvements	11,000	\$1,436,000	EGV Architects	TBD		12/6/2016		12/13/2016	11/2016	2/17/2017	5/2017	8/15/2017		12 months	8/21/2017		Fall 2017	8/21/2016	8/28/2017	
Thermal Plants																					
18	Pecan Campus Thermal Plant Expansion	1,440	\$5,542,049	Halff Associates	D. Wilson Construction	NA	11/10/15	NTP	11/24/15	12/2015	12/01/2015	9/2016	10/30/2016		10 months	12/1/2017		Fall 2017	8/22/2016	8/29/2016	
19	Mid Valley Thermal Plant	4,000	\$4,885,586	DBR Engineering	D. Wilson Construction	NTP	04/12/16	NTP	04/26/16	5/2016	6/1/2016	2/2017	2/2017		8 months	3/2017		Spring 2017	1/4/2017	1/17/2017	
20	Starr County Thermal Plant	4,000	\$4,885,584	Sigma HN Engineers	D. Wilson Construction	06/14/16	06/14/16	06/28/16	06/28/16	7/1/2016	9/1/2016	5/2017	7/2017		10 months	9/2017		Fall 2017	1/3/2018	1/16/2018	
21	Nursing and Allied Health Campus Thermal Plant*	-	\$3,000,000	Halff Associates	D. Wilson Construction	10/11/16	10/11/16	10/25/16	10/25/16	11/2016	11/2016	9/2017	9/2017		10 months	10/2017		Fall 2017	1/3/2018	1/16/2018	
Parking & Site Improvements																					
22	Pecan Campus Parking and Site Improvements	-	\$2,490,261	Perez Consulting Engineers	D. Wilson Construction	08/09/16	09/13/16	08/23/16	09/27/16	9/2017	11/2016	7/2017	9/2017		10 months	10/2017		Fall 2017	1/3/2018	1/16/2018	
23	Mid Valley Campus Parking and Site Improvements	-	\$2,456,421	Halff Associates	Skanska USA	NTP	04/12/16	NTP	04/26/16	5/2016	6/2016	5/2017	7/2017		11 months	08/2017		Fall 2017	8/21/2017	8/28/2017	
24	Starr County Campus Parking and Site Improvements Partial	-				08/09/16	06/14/16	08/23/16	06/28/16	9/2016	9/2016	7/2017	9/2017		12 months	10/2017					
	Starr County Campus Parking and Site Improvements Package 2		\$1,235,739	Melden & Hunt Engineering	D. Wilson Construction	08/09/16	09/13/16	08/23/16	09/27/16	9/2016	11/2016	7/2017	9/2017		10 months	10/2017		Fall 2017	1/3/2018	1/16/2018	
25	Nursing and Allied Health Campus Parking and Site Improvements	-	\$1,448,033	R.Gutierrez Engineers	D. Wilson Construction	06/14/16	10/11/16	08/23/16	10/25/16	7/2016	11/2016	1/2018	11/2017		12 months	2/2018		Spring 2018	1/3/2018	1/16/2018	
26	Technology Campus Parking and Site Improvements	-	\$1,187,281	Hinojosa Engineering	ECON Construction	06/14/16	06/14/16	06/28/16	06/28/16	3/2017	10/2016	7/2017	8/2017		10 months	8/2017		Fall 2017	8/21/2017	8/28/2017	
27	Regional Center for Public Safety Parking and Site Improvements	-	\$	TBD	TBD		03/14/17		03/28/17	TBD	4/2017	1/2018	4/2018		12 months	6/2018		Summer 2018		6/4/2018	
TOTAL		573,988	\$ 159,028,940																		
*Non Bond Funds			\$3,000,000																		

Not adjusted to reflect Board action on Tuesday, September 20, 2016

160802 - STC Bond Program - Master Program Schedule

DATE: 07-Sep-16



█ Remaining Level of Effort
 █ Actual Work
 █ Critical Remaining Work
█ Actual Level of Effort
 █ Remaining Work
 ◆ Milestone



160802 - STC Bond Program - Master Program Schedule

DATE: 07-Sep-16

Activity ID	Activity Name	Original Duration	Start	Finish	2016												2017												2018												2019
					Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan		
A2250	Construction Phase	366d	15-Aug-16*	15-Aug-17	15-Aug-16*												15-Aug-17																								
A5270	TCO / Floor	0d		01-Jul-17*													◆ TCO / Floor																								
A5280	Building FF&E Make Ready	44d	03-Jul-17	15-Aug-17													03-Jul-17												15-Aug-17												
A5290	Final Completion for Move In	0d		15-Aug-17*													◆ Final Completion for Move In																								
A5300	Faculty Start	0d	21-Aug-17*														◆ Faculty Start																								
A5310	Classes Begin	0d	28-Aug-17*														◆ Classes Begin																								
Technology Campus Parking and Site Improvements (Project 10 -DG)		331d	01-Oct-16	28-Aug-17													01-Oct-16*												28-Aug-17, Technology Campus Parking and Site Improvements (Project 10 -DG)												
A2190	Construction Phase	305d	01-Oct-16*	01-Aug-17	01-Oct-16*												01-Aug-17																								
A5220	TCO / Floor	0d		01-Jul-17*													◆ TCO / Floor																								
A5230	Building FF&E Make Ready	44d	03-Jul-17	15-Aug-17													03-Jul-17												15-Aug-17												
A5240	Final Completion for Move In	0d		15-Aug-17*													◆ Final Completion for Move In																								
A5250	Faculty Start	0d	21-Aug-17*														◆ Faculty Start																								
A5260	Classes Begin	0d	28-Aug-17*														◆ Classes Begin																								

█ Remaining Level of Effort
 █ Actual Work
 █ Critical Remaining Work
█ Actual Level of Effort
 █ Remaining Work
 ◆ Milestone



Review and Action as Necessary on Schematic Design of the 2013 Bond Construction La Joya Jimmy Carter Teaching Site

Approval of the schematic design by EGV Architects for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site project is requested.

Purpose

Schematic design is the first phase of basic design services provided by the project design team. In this phase, the design team prepares schematic drawings based on the Owner's project program and design meetings with staff and a project Advisory Committee. The approval of this phase is necessary to establish the basis on which the project design team is given authorization to proceed with design development and construction document phases.

Justification

Once schematic design is approved, EGV Architects will proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using College design standards as well as all applicable codes and ordinances. The phases of a construction project are as follows: 1.) Schematic Design, 2.) Design Development, 3.) Construction Documents, 4.) Bidding, 5.) Construction, and 6.) Closeout

Background

As previously authorized by the Board of Trustees, EGV Architects began working with Broaddus and Associates, Facilities Planning and Construction, and College staff to develop the program requirements and the schematic design of the La Joya Jimmy Carter Teaching Site project. An Advisory Committee consisting of College and La Joya ISD representatives was formed to develop the needs of the program to incorporate into the project program and design. This project is part of the 2013 Bond Construction Program and includes the following scope:

- **Architect**
 - EGV Architects
- **Competitive Sealed Proposals based on 100% drawing completion**
- **Total Project Cost including construction**
 - \$1,436,000
- **Program Scope**
 - New Outdoor Welding Lab including equipment
 - Furniture, Fixtures and Equipment for:
 - 2 Computer Labs
 - 2 Science Labs
 - 2 Science Prep Rooms
 - Science Storage Room
 - 3 Classrooms

Funding Source

The current total project cost including construction is \$1,436,000. Bond funds are budgeted in the Bond Construction budget for FY 2016 - 2017. La Joya ISD will be responsible for providing additional funds which are itemized on the attached Total Project Cost Estimate.

Reviewers

The proposed schematic design has been reviewed by Broaddus and Associates and staff from South Texas College Facilities Planning and Construction, Operations and Maintenance, Coordinated Operations Council, and Administration.

Enclosed Documents

EGV Architects has developed a schematic presentation describing the proposed design. Enclosed are drawings of the schematic design and Total Project Cost estimate.

Presenters

Representatives from Broaddus and Associates and EGV Architects will be present at the Board meeting to present the schematic design.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed schematic design by EGV Architects for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site project as presented.

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

The Board of Trustees approves and authorizes the proposed schematic design by EGV Architects for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site project as presented.

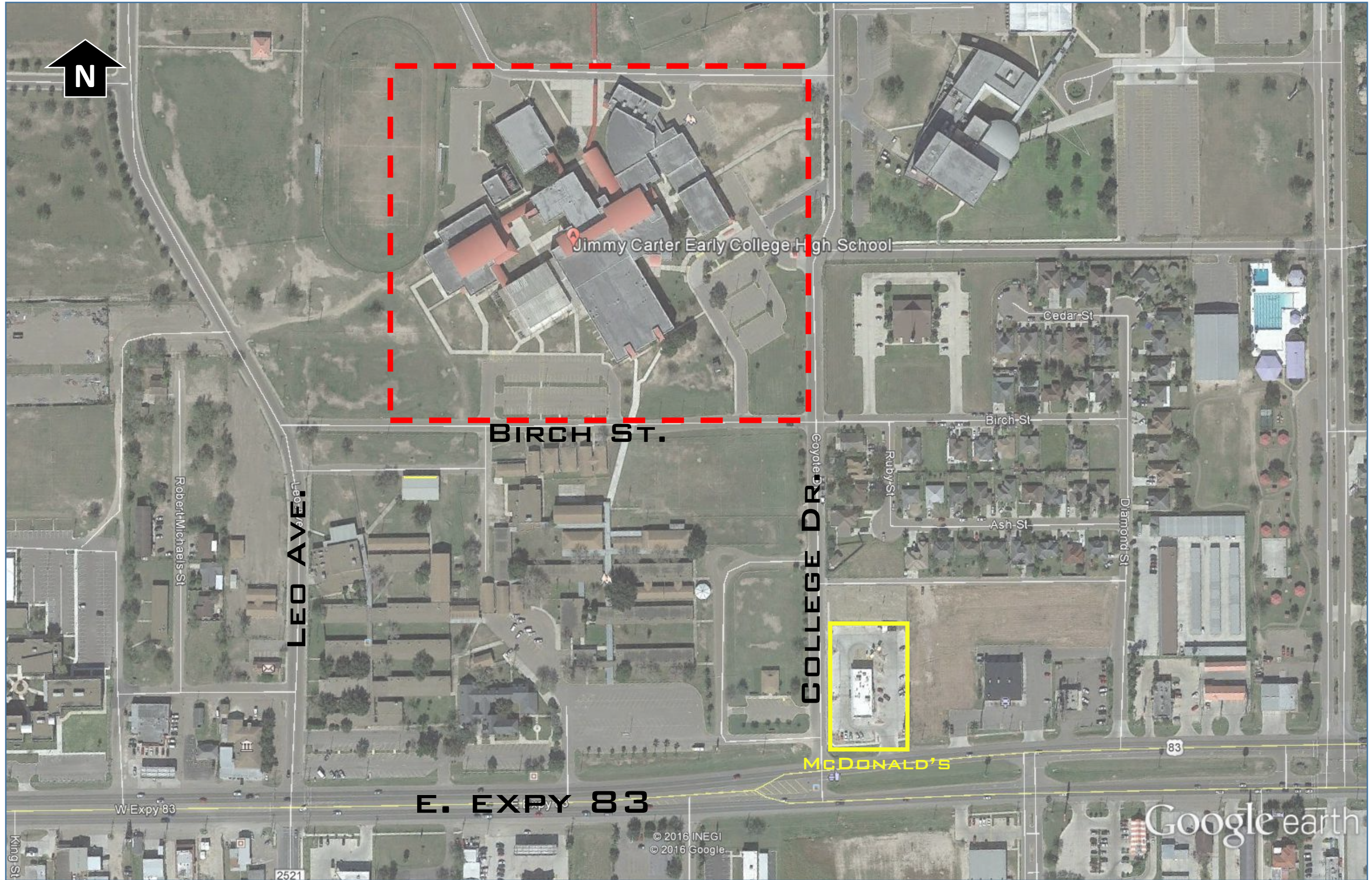
Approval Recommended:

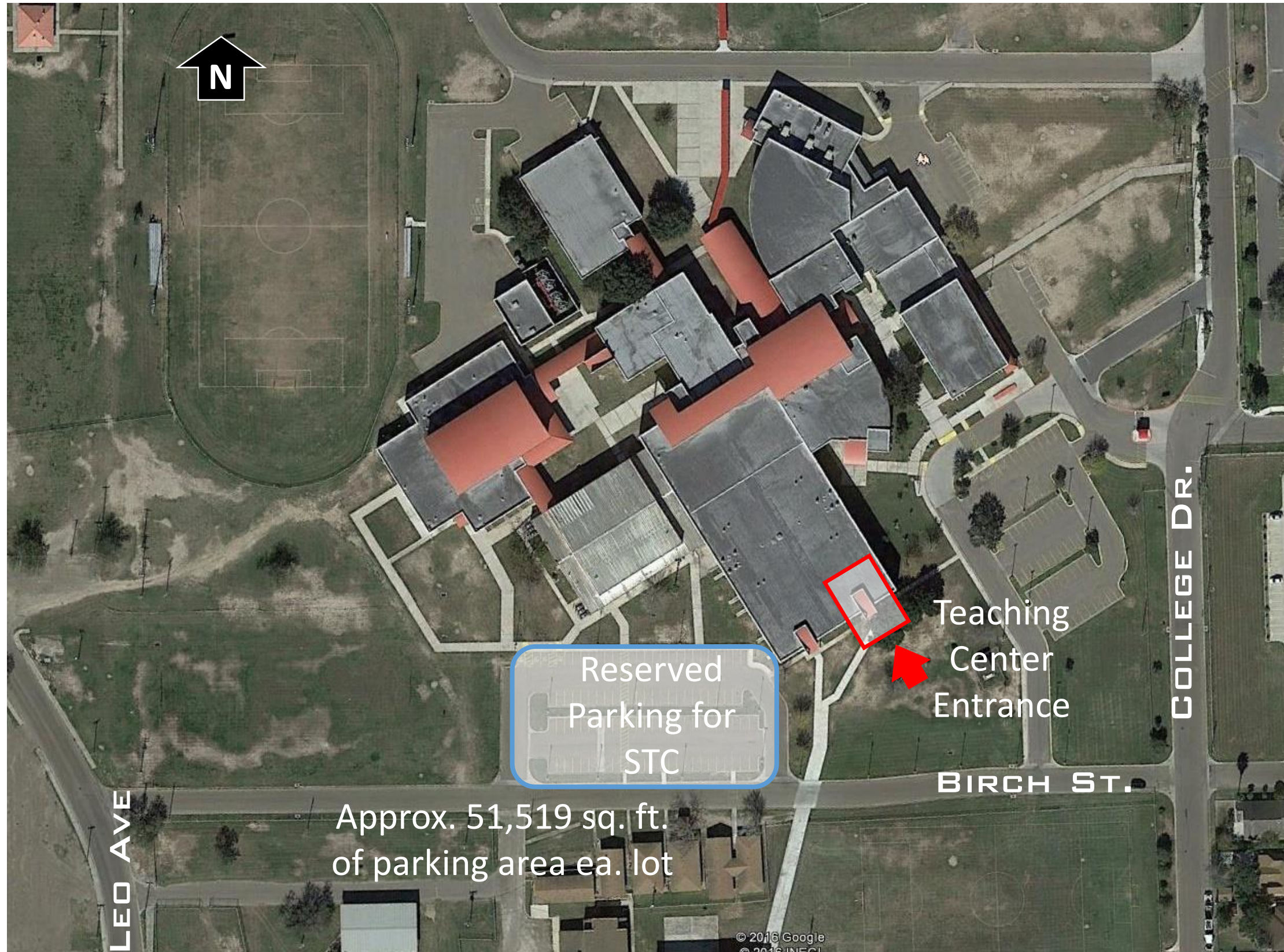
Shirley A. Reed, M.B.A., Ed.D.
President



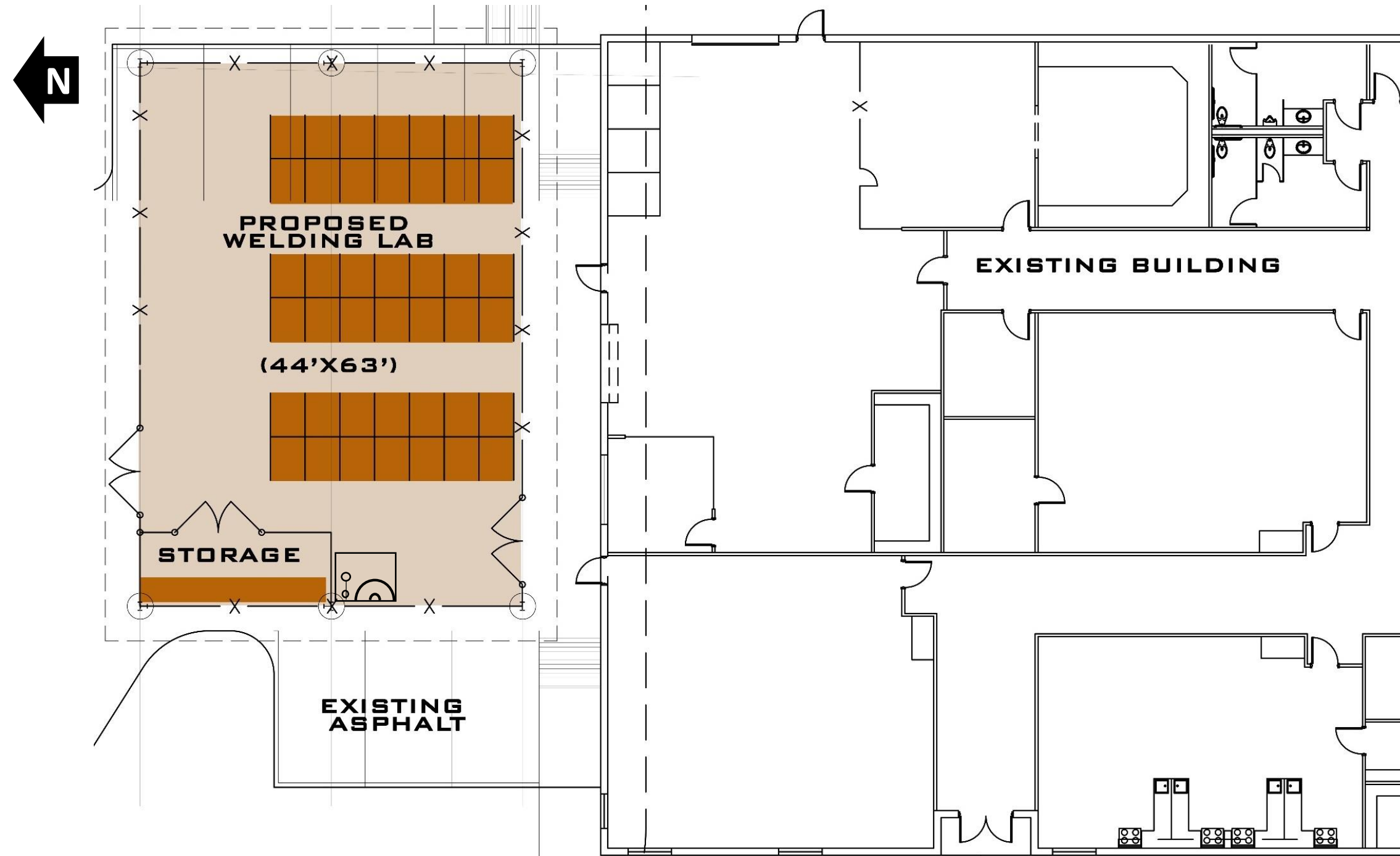
LA JOYA TEACHING CENTER







Welding Lab

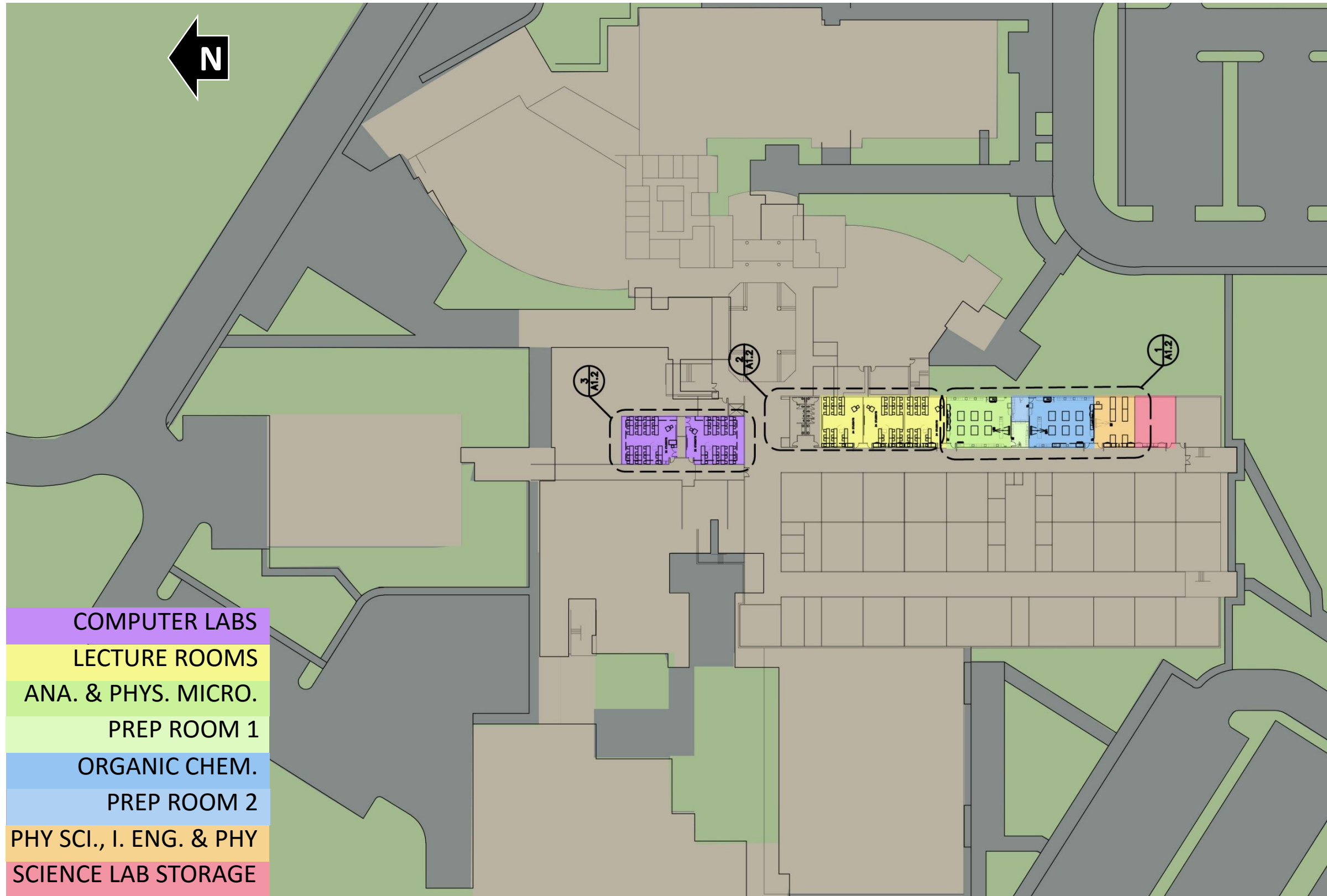


Welding Lab

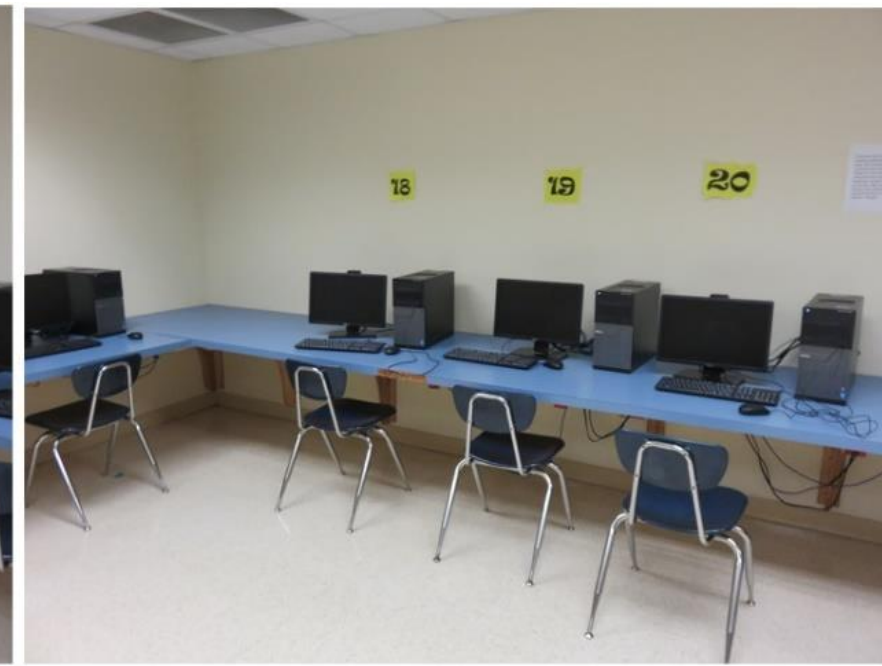


- BY LA JOYA:
- ELECTRICAL SERVICE FOR WELDING LAB FROM PANELS TO STATIONS

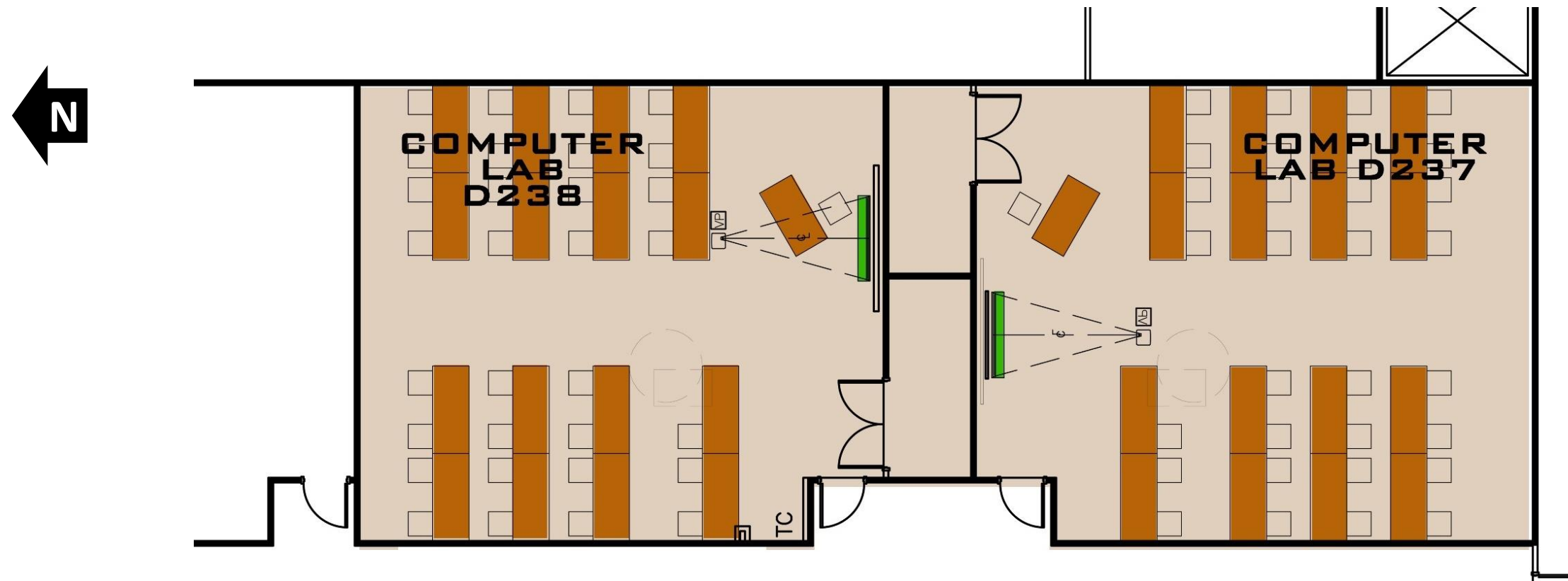
- BY STC:
- 42 WELDING BOOTHS
- METAL BUILDING
- METAL RACKS AT STORAGE
- CHAINLINK FENCE & GATES
- EXHAUST @ EA. STATION EXHAUST TO ROOF
- SPRINKLER (DRY PIPE)
- EYEWASH & HANDSINK



- COMPUTER LABS
- LECTURE ROOMS
- ANA. & PHYS. MICRO.
- PREP ROOM 1
- ORGANIC CHEM.
- PREP ROOM 2
- PHY SCI., I. ENG. & PHY
- SCIENCE LAB STORAGE



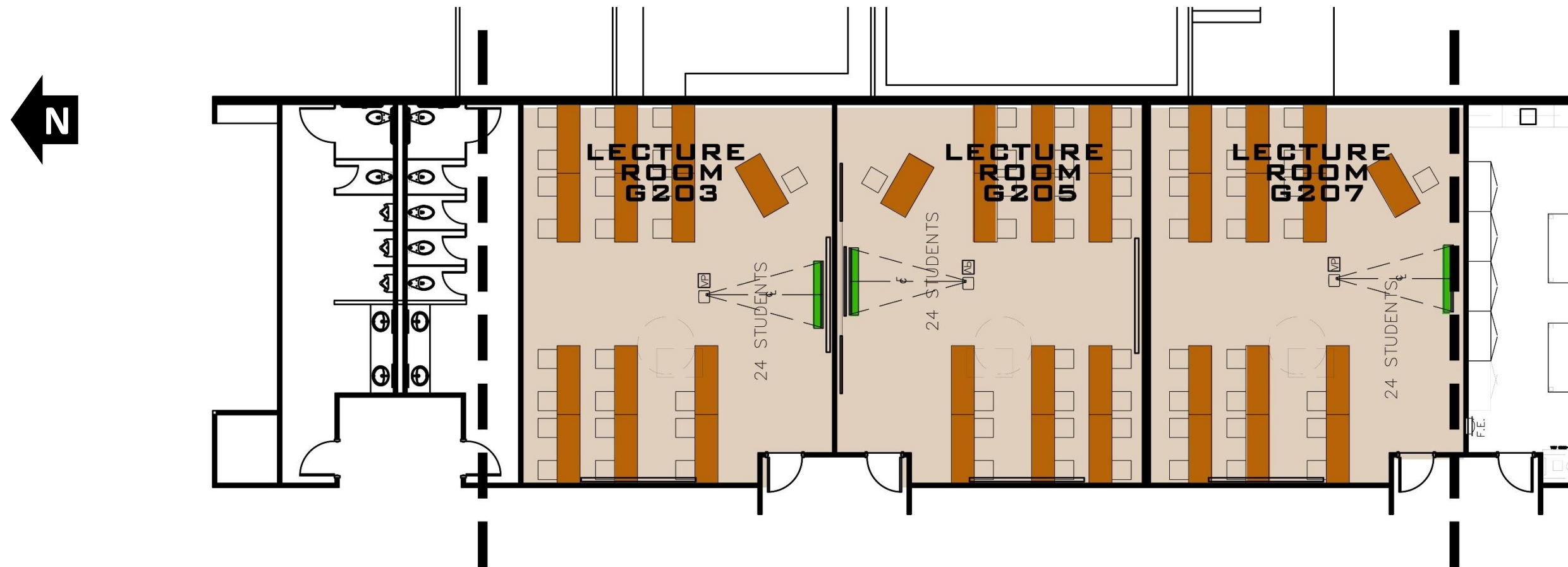
Computer Labs D238 and D237



- BY LA JOYA:
- POWER & DATA TO TABLES
- REMOVE COUNTERS ALONG WALLS
- REPAINT WALLS
- POWER & DATA TO PODIUM EXISTING FLOOR OUTLETS

- BY STC:
- NEW 6'X2'6" TABLES & CHAIRS
- INSTRUCTOR'S PODIUM
- NEW MANUAL SCREEN & PROJECTOR
- SERVER ROOM @ EXIST STORAGE
- SWITCH FOR COMPUTERS @ SCIENCE LABS

Lecture Rooms G203, G205, and G207



- BY LA JOYA:
- REMOVE CABINETS ALONG WEST WALLS
- REPAINT WALLS
- POWER & DATA TO PODIUM AND PROJECTOR

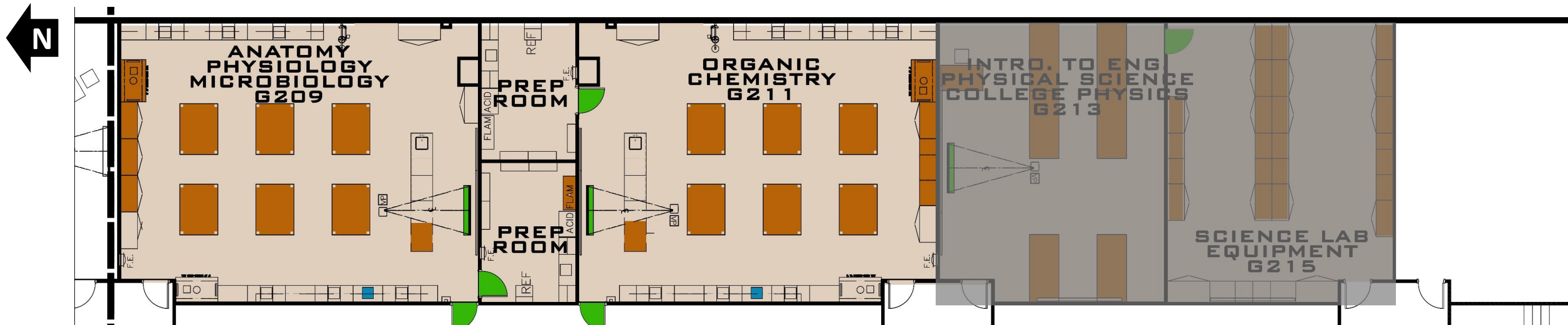
- BY STC:
- NEW 6'X2'6" TABLES & CHAIRS
- NEW PROJECTOR & MANUAL SCREEN
- INSTRUCTOR'S PODIUM



EXISTING SCIENCE LABS

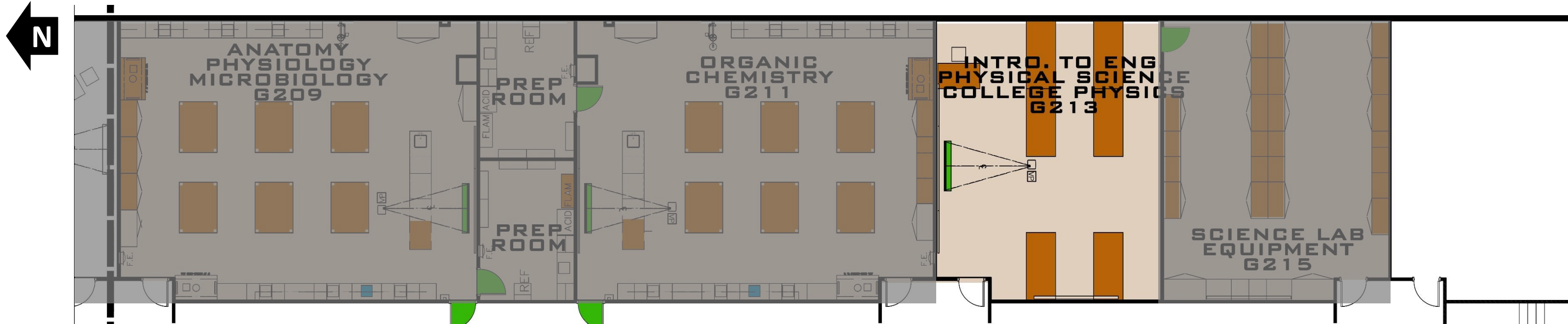


Anatomy Physiology Microbiology G209 and Organic Chemistry G211



- **BY LA JOYA:**
- POWER TO NEW TABLES (CORE FLOOR FOR OUTLETS)
- POWER & DATA TO PODIUM, PROJECTOR AND COMPUTER STATION
- REPAINT WALLS
- INSTALL DOUBLE FAUCETS AT ALL EXISTING SINKS
- NEW ADA SINK TO BE SAW CUT INTO EXISTING COUNTER
- NEW EXIT DOOR/DEMO & REINFORCE/NEW PANIC HARDWARE/EXIT LIGHT
- NEW (5'0") FUME HOOD AT MICROBIOLOGY, NEW 6' FUMEHOOD AT CHEMISTRY
- ADD/UPGRADE AC TO ROOM, MAKE UP AIR
- ADD PURGE SYSTEM, CURB, DUCTWORK UP TO ROOF
- ISIMET SYSTEM
- **BY STC:**
- INSTRUCTOR'S PODIUM & NEW COMPUTER/ PRINTER STATION
- DISTILLATION SET-UP (AT MICROBIOLOGY)
- NEW 72"x54" LAB TABLES & NEW CHAIRS
- NEW PROJECTOR & MANUAL SCREEN
- BIO-WASTE CONTAINER, 55-GAL
- NEW UNDERCOUNTER ICE MACHINE (ORGANIC CHEMISTRY)
- NEW RING STAND AT EACH SINK (ORGANIC CHEMISTRY)

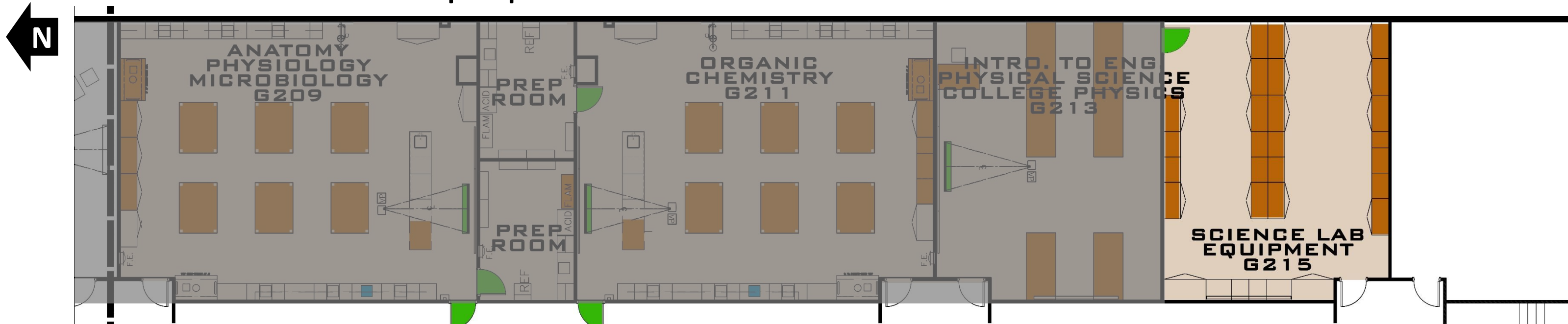
Science Classroom G213



- BY LA JOYA:
- POWER & DATA TO TABLES, PODIUM & COMPUTER STATION
- POWER & DATA TO SCREEN & PROJECTOR
- NEW ELECTRICAL STRIP ALONG WALLS TO SERVICE TABLE (24 STUDENTS MAX)
- REMOVE EXISTING MILLWORK ALONG WEST WALL
- REPAINT EXISTING WALLS AFTER DEMO

- BY STC:
- INSTRUCTOR'S PODIUM
- NEW 8' LONG TABLES, 4 STUDENTS PER TABLE
- NEW COMPUTER/ PRINTER STATION
- NEW ELECTRICAL SCREEN & PROJECTOR

Science Lab Equipment G215



- BY LA JOYA:
- NEW EXHAUST FOR FLAMMABLES
- REINFORCE OF FLOOR STRUCTURE (IF NEEDED)

- BY STC:
- CABINETS & OPEN SHELVING
- FURNITURE AS REQUIRED

Total Project Cost Estimate

La Joya Teaching Site

South Texas College					La Joya ISD		
	Cost/SF	CCL				Cost/SF	CCL
Exterior signage allowance	1	\$15,000	\$15,000				
Subtotal			\$15,000				
Welding Lab					Welding Lab		
Building (Hot-dipped Components)	2,772	\$40	\$110,880		New Electrical Primary Service Allowance	1	\$50,000 \$50,000
Concrete Piers(30"dia. X 15'D)	9	\$1,500	\$13,500		New Water Line	100	\$15 \$1,500
Asphalt Patching Allowance	1	\$7,000	\$7,000		New Sewer Line	100	\$22 \$2,200
Secondary Electrical Service W/Panel Allowance	1	\$30,000	\$30,000				
Galv. Chain Link Fence (20') at Perimeter of Welding Lab	4,280	\$12	\$51,360				
Welding Station Construction	42	\$1,000	\$42,000				
Electrical to Each Welding Station	42	\$1,600	\$67,200				
Electrical Lighting	20	\$1,100	\$22,000				
Welding station Exhaust System	42	\$5,000	\$210,000				
New Standalone Showe/Eyewash	1	\$1,662	\$1,662				
New Standalone Drinking Fountain	1	\$2,158	\$2,158				
New Stand Alone SS Handsink	1	\$1,100	\$1,100				
SUBTOTAL WELDING LAB			\$558,860		SUBTOTAL WELDING LAB		\$53,700
Computer lab D238					Computer lab D238		
Furniture (See FF&E)					Power to tables	8	\$625 \$5,000
					Remove counters along the wall	1	\$500 \$500
					Repaint walls	1340	\$4 \$5,360
					Power and data to podium	1	\$625 \$625
Subtotal Computer labs			\$0		Subtotal Computer labs		\$11,485
Computer lab D237					Computer lab D237		
Furniture (See FF&E)					Power to tables	8	\$625 \$5,000
					Remove counters along the wall	1	\$500 \$500
					Repaint walls	1340	\$4 \$5,360
					Power and data to podium	1	\$625 \$625
Subtotal Computer labs			\$0		Subtotal Computer labs		\$11,485
Lecture room G203					Lecture room G203		
Furniture (See FF&E)					Power to the podium	1	\$625 \$625
Subtotal Lecture Room			\$0		Repaint walls	1340	\$4 \$5,360
					Subtotal Lecture Room		\$5,985
Lecture room G205					Lecture room G205		
Furniture (See FF&E)					Power to the Podium	1	\$625 \$625
Subtotal Lecture Room			\$0		Repaint walls	1340	\$4 \$5,360
					Subtotal Lecture Room		\$5,985
Lecture room G207					Lecture room G207		
Furniture (See FF&E)					Power to the podium	1	\$625 \$625
Subtotal Lecture Room			\$0		Repaint walls	1340	\$4 \$5,360
					Subtotal Lecture Room		\$5,985
Anatomy & Physiology G209					Anatomy & Physiology G209		
New 72x54 Lab Tables with science counter tops (See FF&E)					Power to tables	6	\$1,200 \$7,200
					Power and data to computer station	5	\$625 \$3,125
					Repaint Walls	1440	\$4 \$5,040
					Install double faucet at all sinks	1	\$600 \$600
					New ADA sink to be sawcut into existing counter	1	\$850 \$850
					New exit door and hardware	1	\$2,500 \$2,500
					Exhaust to roof and Fire alarm	1	\$8,600 \$8,600
					Isimet System	1	\$35,000 \$35,000
					Fume hoods	1	\$15,500 \$15,500
					Upgrade Duct System (Verification for Make-up Air)	1	\$3,500 \$3,500
Subtotal Anatomy &Physiology Microbiology			\$0		Subtotal Anatomy &Physiology Microbiology		\$81,915
Organic Chemistry G211					Organic Chemistry G211		
New 72x54 Lab Tables with science counter tops (See FFE)					Demo Existing Cabinets	30	\$3 \$90
Bio Waste Container	1	\$80	\$80		Power to tables	6	\$1,200 \$7,200
Undercounter Ice Machine	1	\$5,000	\$5,000		Power and data to computer station	5	\$625 \$3,125
					Repaint Walls	1440	\$4 \$5,760
					Install double faucet at all sinks	1	\$600 \$600
					New ADA sink to be sawcut into existing counter	1	\$850 \$850
					New exit door and hardware	1	\$2,500 \$2,500
					Exhaust for Fume Hood (Curb/Flashing/Fire alarm)	1	\$8,600 \$8,600
					Isimet System	1	\$35,000 \$35,000
					Fume hoods	1	\$15,500 \$15,500
					Upgrade Duct System (Verification for Make-up Air)	1	\$3,500 \$3,500
Subtotal			\$5,080		Subtotal Organic Chemistry		\$82,635

Anatomy and Microbiology Prep G209A				Anatomy and Microbiology Prep G209A				
<i>See FF&E budget for Equipment</i>				<i>Replace door with fire-rated door and hardware</i>				
<i>New Autoclave</i>	1	\$8,500	\$8,500	<i>Purge Fan</i>	1	\$25,000	\$25,000	
<i>New Incubator</i>	1	\$7,500	\$7,500	<i>Eyewash and plumbing for eyewash</i>	1	\$3,500	\$3,500	
<i>New Freezer</i>	1	\$4,000	\$4,000	<i>Power and water for new autoclave</i>	1	\$1,500	\$1,500	
				<i>Remove existing flammable cabinet & Connect to auto clast to existing vault</i>	1	\$1,500	\$1,500	
Subtotal Anatomy & Physiology Prep			\$20,000	Subtotal Anatomy & Physiology Prep			\$33,000	
Organic Chemistry Prep G211A				Organic Chemistry Prep G211A				
<i>See FF&E budget for Equipment</i>				<i>Replace door with fire-rated door and hardware</i>				
<i>Nitric Acid Storage</i>	1	\$3,000	\$3,000	<i>Purge Fan</i>	1	\$25,000	\$25,000	
<i>Biowaste Container</i>	1	\$80	\$80	<i>Eyewash and plumbing for eyewash</i>	1	\$3,500	\$3,500	
Subtotal Organic Chemistry Prep			\$3,080	Subtotal Organic Chemistry Prep			\$31,000	
Physical Science				Physical Science				
<i>Moveable furniture in FF&E</i>				<i>Power to tables</i>				
					4	\$625	\$2,500	
				<i>Repaint Walls</i>		1220	\$4	\$4,880
				<i>electirc strip along all walls</i>		1	\$1,000	\$1,000
				<i>Remove existing Millwork along westwall</i>		1	\$250	\$250
				<i>New Door</i>		1	\$2,500	\$2,500
Subtotal Physical Science			\$0	Subtotal Physical Science			\$11,130	
Storage Room G215				Storage Room G215				
<i>See FF&E budget for Equipment</i>				<i>New exhaust</i>				
Subtotal Physical Science			\$0	Subtotal Storage Room			\$8,500	
Subtotal CCL			\$602,020	Subtotal			\$342,850	
Contingency 10%			\$60,202	Contingency 10%			\$34,285	
TOTAL CCL			\$662,222.00	TOTAL CCL			\$377,135.00	
Soft Costs				Soft Costs				
<i>Consultant Fees (AE, PM, Furniture etc)</i>								
				\$120,000				
<i>FF&E</i>				\$140,000				
<i>Technology/ Equipment</i>				\$249,100				
<i>Miscellaneous expenses</i>				\$60,000				
<i>Subtotal Soft Costs</i>				\$569,100				
<i>Contingency 10%</i>				\$56,910				
Total Soft costs				\$626,010				
TOTAL PROJECT COST				\$1,228,030				
Miscellaneous Expenses- Building				Miscellaneous Expenses- Building				
<i>Test and Air Balance</i>				20,000				
<i>Material Testing</i>				20,000				
<i>Geotechnical</i>				10,000				
<i>Blue-line Reprographics</i>				10,000				
Total				60,000				

Review and Action as Necessary on Change Orders for Buyout Savings for 2013 Bond Construction Projects

- 1) Technology Campus Expansion - Demolition**
- 2) Technology Campus Parking and Sitework – Demolition**

Approval on proposed change orders for use of buyout savings for the 2013 Bond Construction Projects is requested.

Purpose

The current buyout savings for the 2013 Bond Construction Projects above will be reviewed and the proposed savings will be processed by submitting a change order. These buyout savings are realized when actual construction services are contracted at a lower cost than provided for in a Board approved Guaranteed Maximum Price (GMP).

GMPs include Design and Construction contingency funds based upon a percentage of the total construction cost. When buyout savings reduce the total construction costs, the associated contingencies are also reduced from the GMP.

The proposed Change Orders would reduce the overall GMPs due to buyout savings and associated reductions to project level Design and Construction contingencies, and the reduced costs would be transferred to the 2013 Bond Construction Program Contingency fund.

Background

On June 28, 2016 the Board approved the amended Partial GMPs for the Technology Campus Expansion and the Technology Campus Parking and Site Improvements projects with ECON Construction. As part of the buyout process, ECON brings forward cost information to allow the acceptance of actual buyout savings and adjustments to the contingencies within the projects. They are as follows:

Funding Source

Buyout savings

Project	Design Contingency	Construction Contingency	Buyout Savings	Total Savings
Tech Campus Expansion	\$9,106	\$5,141	\$106,483	\$120,730
Tech Campus- Parking Site Improvements	\$9,105	\$5,141	\$8,000	\$22,246
Total Savings	\$18,211	\$10,282	\$114,483	\$142,976

Technology Southwest Building Renovation	
Partial GMP Approved	\$358,106
Balance of GMP Approved	10,175,481
Total GMP Approved	<u>\$10,533,587</u>
Deductive Change Order	(120,730)
Revised GMP	<u>\$10,412,857</u>
Technology Campus Parking and Site Improvements	
Partial GMP Approved	\$192,604
Balance of GMP Approved	1,793,216
Total GMP Approved	<u>\$1,985,820</u>
Deductive Change Order	(22,246)
Revised GMP	<u>\$1,963,574</u>

Broaddus and Associates recommends accepting the buyout savings for a total of \$142,976 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Contingency. The current program contingency fund amount, including these change orders, totals to \$1,345,056.

Staff has recommended that Broaddus and Associates provide a regular report on buyout savings and documentation as those savings are reallocated to the 2013 Bond Construction Program Contingency fund, to help the College track its overall program budget.

Presenters

Representatives from Broaddus and Associates and ECON Construction will be present at the Board meeting to discuss the buyout savings.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed change orders for the buyout savings in the amount of \$142,976 for the 2013 Bond Construction Technology Campus projects as presented.

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

The Board of Trustees approves and authorizes the proposed change orders for the buyout savings in the amount of \$142,976 for the 2013 Bond Construction Technology Campus projects as presented.

Approval Recommended:

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

Review and Action as Necessary on Change Orders for the 2013 Bond Construction Pecan Campus Thermal Plant

Approval of change orders for the 2013 Bond Construction Pecan Campus Thermal Plant is requested.

Purpose

The use of the change order process will provide for proper documentation of any changes in the contract documents for the 2013 Bond Construction Pecan Campus Thermal Plant project.

Background

On August 9, 2016, Broaddus provided an update on the status of the construction process for the 2013 Bond Construction Pecan Campus Thermal Plant. Broaddus and Associates discussed two items: 1) new cooling tower column locations and 2) elevated platform adjustment due to dimensional discrepancy. Broaddus and Associates explained that both items were addressed by the Engineer of Record, Half Associates, through additional engineering documents along with construction modifications performed by the Construction Manager-at-Risk, D. Wilson Construction. The issues were corrected at no cost impact to South Texas College.

Broaddus and Associates was directed by the College's legal counsel to document these two issues through the use of construction change orders. The change orders have been provided by the program manager noting the changes to the contract documents and noting the no cost impacts to the Owner.

Broaddus and Associates and College staff have reviewed the change orders and recommend approval by the Board.

Presenters

Representatives from Broaddus and Associates will be present at the Board meeting to address any questions.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed no cost change orders for the 2013 Bond Construction Pecan Campus Thermal Plant projects as presented.

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

The Board of Trustees approves and authorizes the proposed no cost change orders for the 2013 Bond Construction Pecan Campus Thermal Plant projects as presented.

Approval Recommended:

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

Review and Recommend Action as Necessary Regarding 2013 Bond Construction Program Contingencies and Use of Non-Bond Funds

On September 20, 2016, the Board of Trustees approved Guaranteed Maximum Prices (GMPs) for two projects:

- Pecan Campus Parking and Site Improvements
- Starr County Campus Health Professions and Science Building (balance of the previously approved GMP)

Upon approval of the proposed GMPs for both projects, the College has exhausted the available 2013 Bond Construction Program Contingency fund established and maintained by Broaddus & Associates to cover project budget deficits program-wide. The approved GMPs exceeded the established program contingency.

Broaddus & Associates is working to identify options to cover these unbudgeted expenses, including the use of project buyout savings and unexpended project level Design and Construction contingency funds.

Administration will present a summary report of the utilization of the program level contingency fund, as well as the allocation and balances of project level Design and Construction contingency funds.

Administration will also include a summary of the utilization of non-bond funds in conjunction with 2013 Bond Construction Program projects.

Administration will distribute the summary reports on Tuesday, September 27, 2016.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the 2013 Bond Construction Program Contingencies and the use of non-bond funds.

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

The Board of Trustees approves and authorizes action as necessary regarding the 2013 Bond Construction Program Contingencies and the use of non-bond funds.

Approval Recommended:

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

Review and Action as Necessary on Revised Color Boards for the 2013 Bond Construction Projects

- 1) Nursing and Allied Health Campus Expansion**
- 2) Technology Campus Southwest Building Renovations**
- 3) Pecan Campus North Academic Building**
- 4) Pecan Campus Student Activities and Cafeteria**

Approval of the revised colors and finishes for the 2013 Bond Construction projects is requested.

Background

On August 23, 2016, the architects presented color boards for the projects listed above to the Board of Trustees. During the review, the Trustees gave specific feedback on some items. The architects have made appropriate changes and will present their revisions for review and feedback.

The architects have prepared revised color boards containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Board. The revised colors and finishes have been reviewed with College staff and Broaddus and Associates.

Enclosed Documents

Color boards and renderings are provided under separate cover for the Board's review.

Presenters

Representatives from the respective architects will be present at the September 27, 2016 meeting to present the color boards as follows:

Nursing and Allied Health Campus Expansion – ERO Architects

The Board of Trustees was favorable toward the presentation on this project, and no revisions were requested.

Technology Campus Southwest Building Renovations – EGV Architects

The Board of Trustees was generally favorable toward the presentation but requested that additional colors be used to improve the aesthetics of the facility.

Pecan Campus North Academic Building – PBK Architects

The Board of Trustees was generally favorable toward the presentation but requested that additional colors be used to improve the aesthetics of the facility. This included floor patterns as well as restroom interiors.

Pecan Campus Student Activities and Cafeteria – The Warren Group

The Board of Trustees was generally favorable toward the presentation but requested that additional colors be used to improve the aesthetics of the facility. This included floor patterns as well as restroom interiors.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the selection of revised colors and finishes for the 2013 Bond Construction Nursing and Allied Health Campus Expansion, Technology Campus Southwest Building Renovations, Pecan Campus North Academic Building, and Pecan Campus Student Activities and Cafeteria projects as presented.

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

The Board of Trustees approves and authorizes the selection of revised colors and finishes for the 2013 Bond Construction Nursing and Allied Health Campus Expansion, Technology Campus Southwest Building Renovations, Pecan Campus North Academic Building, and Pecan Campus Student Activities and Cafeteria projects as presented.

Approval Recommended:

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

Review and Action as Necessary on Contracting Construction Management-at-Risk Firm for the 2013 Bond Construction Regional Center for Public Safety Excellence

Approval to contract construction management-at-risk (CMR) services for the 2013 Bond Construction Regional Center for Public Safety Excellence is requested.

Purpose

The procurement of a construction management-at-risk firm will provide for pre-construction and construction services necessary for the 2013 Bond Construction Regional Center for Public Safety Excellence.

Background

On February 23, 2015 and on January 26, 2016, the Board of Trustees previously approved design services with PBK Architects, Inc. and Dannenbaum Engineering Company, respectively, to prepare plans and specifications for the 2013 Bond Construction Regional Center for Public Safety Excellence. The design teams are currently working on preparing schematic designs for the projects.

Solicitation of request for CMR proposals for this project began on June 6, 2016. A total of eight (8) sets of request for proposals were issued and a total of four (4) proposals were received on June 22, 2016.

Timeline for Solicitation of Construction Management-At-Risk	
June 6, 2016	Solicitation of construction management-at-risk began.
June 22, 2016	Four (4) proposals were received.

The published Request for Proposals (RFP) used to solicit Construction Manager @ Risk proposals outlined the method by which an evaluation committee comprised of staff from Broaddus & Associates and College staff would evaluate all proposals and recommend Board approval to contract with the top-ranked firm.

Justification

Approval of the construction management-at-risk firm allows for the CMR to provide pre-construction services which includes collaboration with the design consultant teams, program manager (Broaddus and Associates), and the College. The CMR will be involved with the design process through constructability reviews and providing preliminary construction estimates to meet the design program and budget.

Funding Source

Funds are budgeted in the FY 16 – 17 Bond Construction Budget

Reviewers

The proposals have been reviewed by staff from Broaddus & Associate, Facilities Planning & Construction, Operations & Maintenance, and Purchasing departments.

Enclosed Documents

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

The Facilities Committee recommended Board approval to contract construction management-at-risk services with Noble General Contractors for the 2013 Bond Construction Regional Center for Public Safety Excellence as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction management-at-risk services with Noble General Contractors for the 2013 Bond Construction Regional Center for Public Safety Excellence as presented.

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

The Board of Trustees approves and authorizes contracting construction management-at-risk services with Noble General Contractors for the 2013 Bond Construction Regional Center for Public Safety Excellence as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
CONSTRUCTION MANAGER AT RISK
PROJECT NO. 15-16-1072**

VENDOR		Enriquez Construction Group, LLC.		Holchemont, Ltd.		Noble General Contractors		SpawGlass Contractors, Inc.	
ADDRESS		3025 S Sugar Rd		900 N Main St		435 S Texas Blvd		4909 E Grimes #116	
CITY/STATE/ZIP		Edinburg, TX 78539		McAllen, TX 78501		Weslaco, TX 78596		Harlingen, TX 78550	
PHONE		956-259-8005		956-686-2901		956-520-8183		956-412-9880	
FAX		956-259-8009		956-686-2925		956-520-8338		956-412-3581	
CONTACT		Gilbert Enriquez		Michael Che Montalvo		Rene Capistran		Eric Kennedy	
#	Description	Percent	Proposed	Percent	Proposed	Percent	Proposed	Percent	Proposed
Part I: Pre-Construction Phase Services									
1	Schematic Design Phase	Not Indicated	\$1,000.00	0.15%	\$8,000.00	0.038%	\$2,000.00	0.06%	\$3,333.00
2	Design Development Phase	Not Indicated	\$2,000.00	0.15%	\$8,000.00	0.095%	\$5,000.00	0.06%	\$3,333.00
3	Construction Document Phase	Not Indicated	\$3,000.00	0.20%	\$10,300.00	0.057%	\$3,000.00	0.06%	\$3,333.00
Part I Pre-Construction Phase Services Total		\$ 6,000.00		\$ 26,300.00		\$ 10,000.00		\$ 9,999.00	
Part II: Construction Phase Services									
1	Construction Phase (Overhead & Profit)	4.0%	\$210,400.00	4.0%	\$210,400.00	3.5%	\$184,100.00	2.99%	\$157,500.00
2	Estimated General Conditions	3.9%	\$205,140.00	5.50%	\$289,300.00	4.75%	\$249,850.00	4.67%	\$245,717.00
3	Contractor's Construction Contingency	2.0%	\$105,200.00	2.0%	\$105,200.00	2.0%	\$105,200.00	1.0%	\$52,600.00
4	Contractor's Design Contingency	1.0%	\$52,600.00	1.0%	\$52,600.00	1.52%	\$80,000.00	2.0%	\$105,200.00
Part II: Construction Phase Services Phase Total		\$ 573,340.00		\$ 657,500.00		\$ 619,150.00		\$ 561,017.00	
Cost of Work		89.1%	\$4,686,660.00	87.5%	\$4,602,500.00	88.23%	\$4,640,850.00	89.14%	\$4,688,984.00
Construction Cost Limitation		\$ 5,260,000.00		\$ 5,260,000.00		\$ 5,260,000.00		\$ 5,260,000.00	
Part I Pre-Construction and Part II Construction Phase Services Total		\$ 579,340.00		\$ 683,800.00		\$ 629,150.00		\$ 571,016.00	
TOTAL EVALUATION POINTS		833.00		791.29		845.71		836.71	
RANKING		3		4		1		2	

**SOUTH TEXAS COLLEGE
CONSTRUCTION MANAGER AT RISK
PROJECT NO. 15-16-1072**

VENDOR		Enriquez Construction Group, LLC.		Holchemont, Ltd.		Noble General Contractors		Spaw Glass	
ADDRESS		3025 S Sugar Rd		900 N Main St		435 S Texas Blvd		4909 E Grimes #116	
CITY/STATE		Edinburg, TX 78539		McAllen, TX 78501		Weslaco, TX 78596		Harlingen, TX 78550	
PHONE/FAX		956-259-8005		956-686-2901		956-520-8183		956-412-9880	
FAX		956-259-8009		956-686-2925		956-520-8338		956-412-3581	
CONTACT		Gilbert Enriquez		Michael Che Montalvo		Rene Capistran		Eric Kennedy	
1	The Respondent's pricing and delivery schedule. (up to 100 points)	99	99.00	84	84.00	91	91.00	100	100.00
		99		84		91		100	
		99		84		91		100	
		99		84		91		100	
		99		84		91		100	
		99		84		91		100	
		99		84		91		100	
2	The Respondent's experience with Construction Manager at Risk Construction Projects. (up to 100 points)	91	91.43	85	84.00	93	94.00	95	92.57
		94		88		97		90	
		94		85		95		94	
		98		80		95		94	
		90		90		100		100	
		85		80		90		85	
		88		80		88		90	
3	The Respondent's capability to perform the construction management services for the project. (up to 100 points)	97	92.29	93	88.14	95	94.71	96	91.86
		96		90		96		90	
		94		85		98		90	
		96		94		95		94	
		95		95		100		100	
		85		80		95		88	
		83		80		84		85	
4	The Respondent's project execution plan, schedule, and technical competence as a construction manager. (up to 100 points)	95	91.00	94	87.43	96	93.43	96	90.86
		95		90		95		90	
		93		85		96		91	
		95		93		98		96	
		95		90		95		95	
		80		80		90		88	
		84		80		84		80	
5	The Respondent's utilization of a project scheduling throughout the design and construction phases, as part of construction management. (up to 100 points)	92	92.29	90	87.57	96	94.29	94	93.00
		92		90		95		91	
		94		85		95		92	
		96		93		96		93	
		95		90		95		95	
		90		85		95		96	
		87		80		88		90	

**SOUTH TEXAS COLLEGE
CONSTRUCTION MANAGER AT RISK
PROJECT NO. 15-16-1072**

VENDOR		Enriquez Construction Group, LLC.		Holchemont, Ltd.		Noble General Contractors		Spaw Glass	
6	The Respondent's utilization of a project cost control plan, in construction management, which will assure that the Owner's project budget shall not be exceeded. (up to 100 points)	92	90.71	93	87.71	97	93.29	94	90.00
		95		90		95		85	
		93		85		96		90	
		93		92		96		93	
		95		90		95		95	
		84		80		90		88	
		83		84		84		85	
7	The Respondent's capability to perform a quality control process during the entire project duration. (up to 100 points)	95	91.14	95	88.43	97	94.86	96	91.57
		94		90		95		91	
		93		87		97		90	
		96		94		96		94	
		95		90		100		95	
		85		82		95		90	
		80		81		84		85	
8	The Respondent's job site safety program. (up to 100 points)	90	91.14	92	90.29	97	94.71	94	93.43
		91		89		95		94	
		94		90		95		95	
		98		98		98		94	
		90		90		95		95	
		90		85		95		92	
		85		88		88		90	
9	The Respondent's service support (references). (up to 100 points)	95	94.00	95	93.71	95	95.43	95	93.43
		92		92		95		88	
		93		91		95		93	
		98		98		98		93	
		90		90		95		95	
		95		95		95		95	
		95		95		95		95	
TOTAL EVALUATION POINTS		833.00		791.29		845.71		836.71	
RANKING		3		4		1		2	

Review and Action as Necessary on Amendment to Increase Scope to Construction Manager-at-Risk Contract with D. Wilson Construction Company to Include the Non-Bond Construction Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements

Approval to increase the scope to the Construction Manager-at-Risk contract with D. Wilson Construction to include the Non-Bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements is requested.

Purpose

Authorization is requested to increase the scope of the 2013 Bond Construction Nursing and Allied Health Campus Expansion to the Construction Manager-at-Risk (CMR) with D. Wilson Construction to include the Non-Bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements.

Justification

As with the other campuses, one CMR per campus is being designated to construct the 2013 Bond Construction projects. Including the Non-Bond Thermal Energy Plant Parking and Site Improvements with the current Bond 2013 Nursing and Allied Health Campus construction scope will allow the current CMR to coordinate the construction of the entire campus expansion effectively. The CMR can properly schedule the projects to meet the proposed completion dates and ensure that the building materials and products are consistent for all the projects. The use of one CMR could also provide potential cost savings in contractor general conditions and mobilization fees.

Background

On April 26, 2016, the Board of Trustees authorized an amendment to R. Gutierrez Engineering agreement to increase civil design services for the non-bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements. As the CMR for the 2013 Bond Nursing and Allied Health Campus Parking and Site Improvement project, D. Wilson Construction has been working with Broaddus & Associates, Facilities Planning & Construction, College staff, and R. Gutierrez by providing pre-construction services.

Funding Source

The current Construction Cost Limitations (CCL) is \$200,000 and will be adjusted once the Guaranteed Maximum Price (GMP) proposals have been submitted by the Construction Manager-at-Risk to be presented to the Board for approval. Funds have been budgeted in the non-bond construction budget for FY 2016 - 2017.

Enclosed Documents

Enclosed is a plan indicating the proposed location of the Thermal Plant Parking and Site Improvements at the Nursing and Allied Health Campus.

Presenters

Representatives from Broaddus & Associates will be present at the Facilities Committee meeting to respond to questions.

The Facilities Committee recommended Board approval to increase the scope of the Construction Manager-at-Risk contract with D. Wilson Construction to include the non-bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements as presented.

Recommendation:

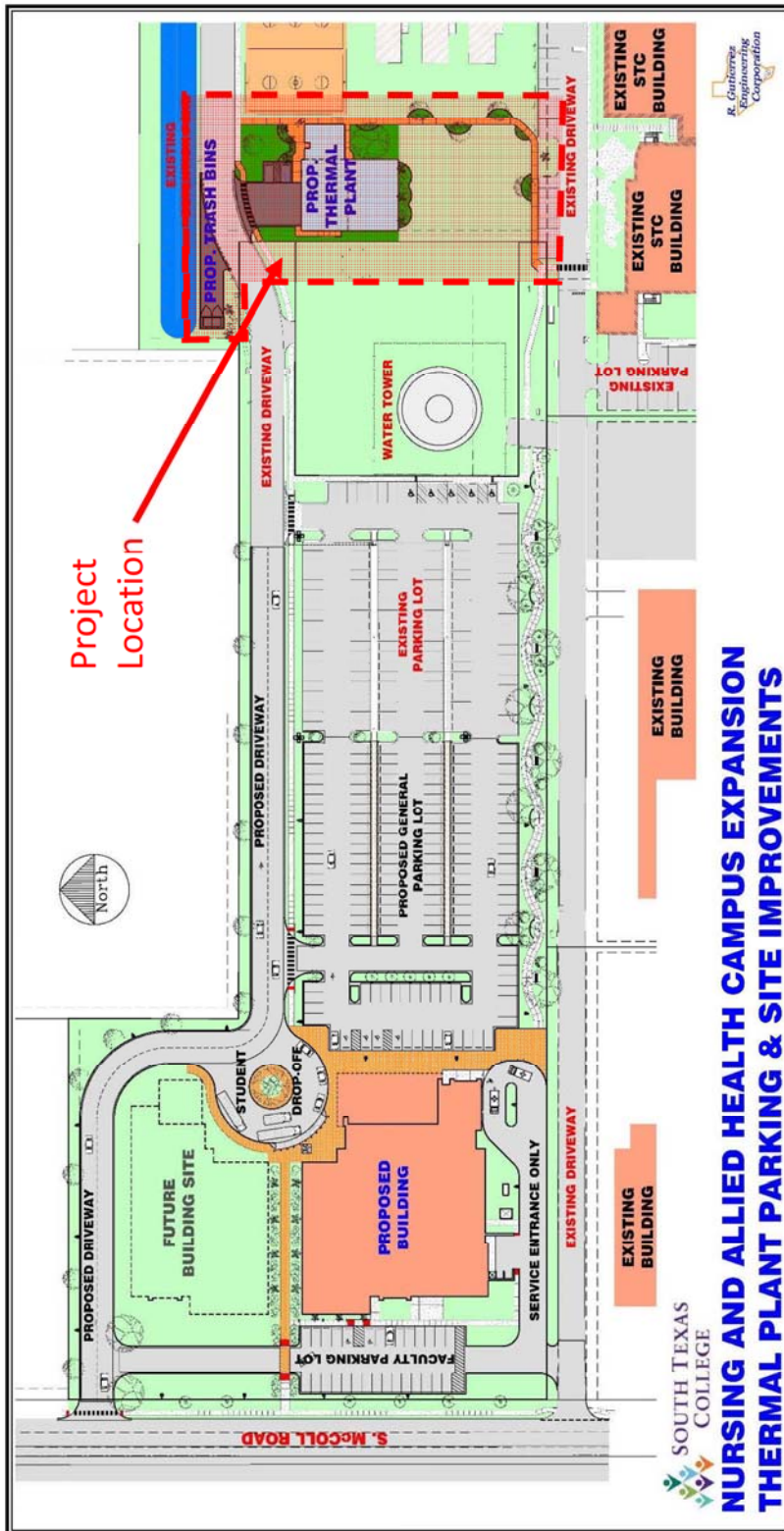
It is recommended that the Board of Trustees of South Texas College approve and authorize increasing the scope of the Construction Manager-at-Risk contract with D. Wilson Construction to include the non-bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements as presented.

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

The Board of Trustees approves and authorizes increasing the scope of the Construction Manager-at-Risk contract with D. Wilson Construction to include the non-bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements as presented.

Approval Recommended:

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



SOUTH TEXAS COLLEGE
NURSING AND ALLIED HEALTH CAMPUS EXPANSION
THERMAL PLANT PARKING & SITE IMPROVEMENTS

R. Crutcher
 Engineering
 Corporation

Review and Action as Necessary on Color Board for the Non-Bond Pecan Campus Student Services Building K Enrollment Center

Approval of the colors and finishes for the Non-Bond Pecan Campus Student Services Building K Enrollment Center is requested.

Background

The architects have prepared a color board and rendering containing interior paint colors, wall finishes, flooring materials and millwork finishes for review by the Board. The colors and finishes have been reviewed with College staff.

Presenters

Representatives from Boultinghouse Simpson Gates Architects will be present at the September 27, 2016 meeting to present the color selections.

Enclosed Documents

The color board and renderings are provided under separate cover for the Board's review.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the selection of proposed colors and finishes for the Non-Bond Pecan Campus Student Services Building K Enrollment Center as presented

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

The Board of Trustees approves and authorizes the selection of proposed colors and finishes for the Non-Bond Pecan Campus Student Services Building K Enrollment Center as presented

Approval Recommended:

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

Review and Action as Necessary on Contracting Mechanical Electrical and Plumbing (MEP) Engineering Services for the Non-Bond Technology Campus Building B Domestic/Fire Sprinkler Lines

Approval to contract mechanical, electrical, and plumbing (MEP) engineering services to prepare plans for the Non-Bond Technology Campus Building B Domestic/Fire Sprinkler Lines project is requested.

Purpose

Mechanical, Electrical, Plumbing (MEP) professional engineering services are necessary for design and construction administration services for the Technology Campus Building B Domestic /Fire Sprinkler Lines project. The engineering scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection for the project.

Justification

This project will provide replacement of the existing domestic and fire sprinkler lines within Building B at the Technology Campus. This project is planned and scheduled as part of the Deferred Maintenance Plan developed by the Facilities Planning and Construction and Facilities Operation and Maintenance departments.

Background

The existing lines are over 20 years old and in need of replacement. The College's Operation and Maintenance Department has been replacing portions of the existing piping due to water leaks and have also noted a build-up of corrosion within the piping which restricts the proper water flow and pressure for the building.

Funding Source

Funds for these expenditures are budgeted in the non-bond Renewals and Replacements Fund for FY 2016 - 2017.

Enclosed Documents

A plan indicating the building location is enclosed. College staff completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting mechanical, electrical, and plumbing (MEP) engineering services with Halff Associates for preparation of plans for the Non-Bond Technology Campus Building B Domestic /Fire Sprinkler Lines project as presented.

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

The Board of Trustees approves and authorizes contracting mechanical, electrical, and plumbing (MEP) engineering services with Half Associates for preparation of plans for the Non-Bond Technology Campus Building B Domestic /Fire Sprinkler Lines project as presented.

Approval Recommended:

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

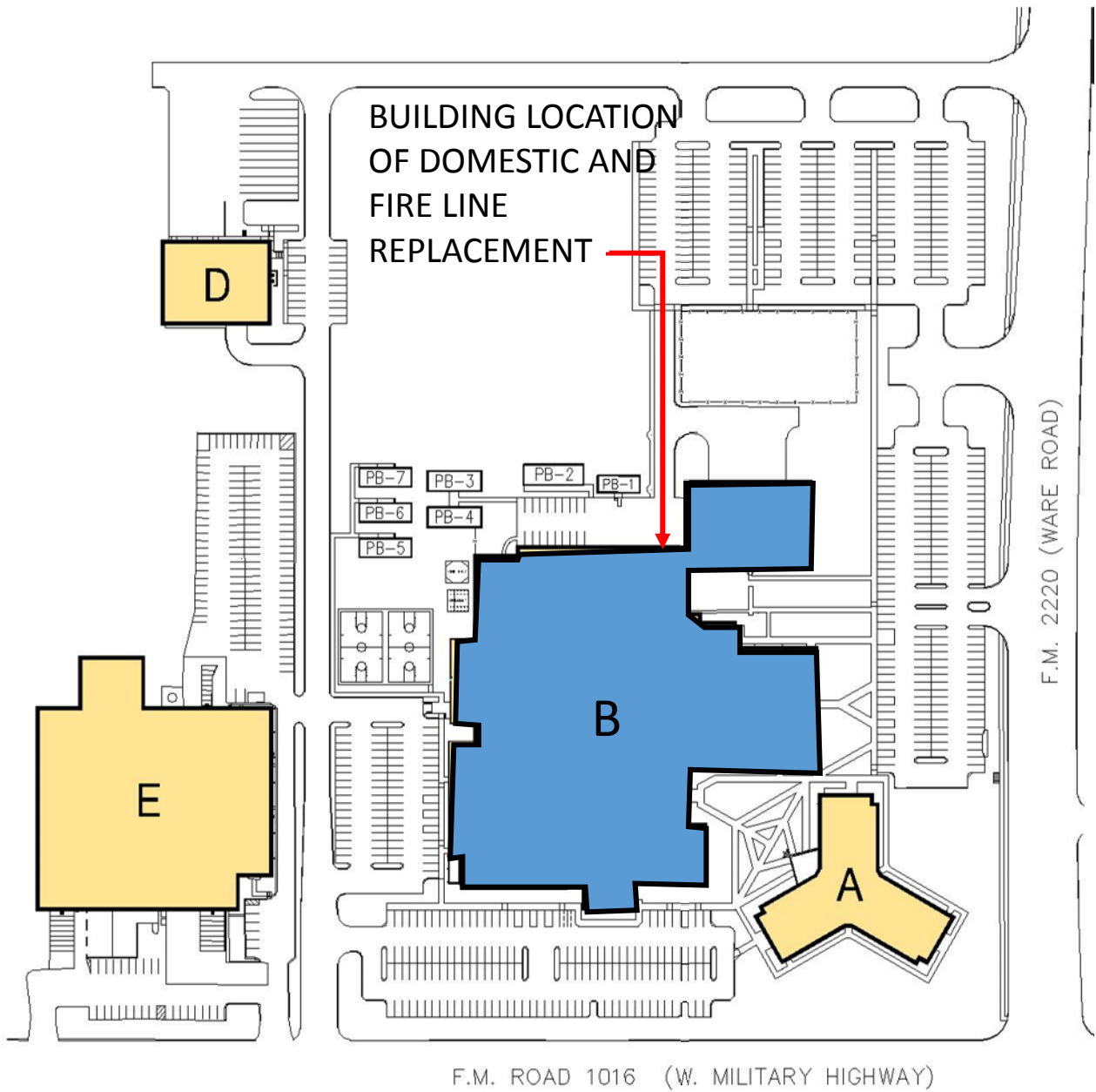
President

**SOUTH TEXAS COLLEGE
MEP ENGINEERING SERVICES
TECHNOLOGY CAMPUS BUILDING B DOMESTIC/FIRE SPRINKLER LINES
PROJECT NO. 16-17-1013**

VENDOR	DBR Engineering Consultants, Inc.	Half Associates, Inc.	Sigma HN Engineers, PLLC.	Trinity MEP Engineering, LLC.
ADDRESS	200 S 10th St Ste 901	5000 W Military Ste 100	701 S 15th St	3533 Moreland Dr Ste A
CITY/STATE/ZIP	McAllen, TX 78501	McAllen, TX 78503	McAllen, TX 78501	Weslaco, TX 78596
PHONE	956-683-1640	956-664-0286	956-332-3206	956-973-0500
FAX	956-683-1903	956-664-0282	956-687-5561	956-351-5750
CONTACT	Edward Puentes	Hugo Avila	Jesus Gabriel Hinojosa	Leonardo Munoz
3.1 Statement of Interest				
3.1.1 Statement of Interest for Project	Pointed out the work the firm has provided for STC recently, including several projects within the last two years. Indicated their understanding of STC's need for quick response and attention to detail.	Pointed out the work the firm has provided to STC on many projects and indicated that the staff for this project would be the same that has served STC on previous projects.	The firm emphasized the experience of the two principals within the firm. They indicated that STC would be working directly with the two principals and pointed out that the firm's size would be better able to meet the needs in a cost-effective manner.	Indicated the firm's experience in providing MEP engineering services in South Texas from small projects to large new construction.
3.1.2 History and Statistics of Firm	- Providing services since 1972 - 120 staff member in 5 offices in Texas - 8 Managing Partners - Offices in Houston, San Antonio, Austin, McAllen and Corpus Christi	- Founded in Dallas in 1950 - Has 13 offices in Texas - McAllen office since 1994 - About 560 total staff	Established in 2012. Indicated a combined 20 years experience of the two principals. Stated that they have completed over 160 projects with 42 of these for higher education.	- Established in 2008. - Has a staff of 14 - Pointed to a sister company, Texas Fireguard, which specializes in fire protection design
3.1.3 Narrative on qualifications and specialized experience	The firm emphasized their hands-on approach to construction administration and their ability to provide commissioning and operator training on the equipment to be installed related to the project.	Pointed out their familiarity with STC staff and their expectations. They stated about the work already done under previous projects at the STC Technology Campus.	Indicated that their size allows them to be more flexible and better able to meet client's need in a cost-effective manner. Pointed out previous work for STC and the knowledge of it existing systems.	Pointed to their 8 years of experience in fire protection design. Indicated the 1.5 years experience of the principal.
3.1.4 Statement of Availability and Commitment	Indicated that the firm's design team meets each week to discuss project schedules and allocate staff to meet needs to project. Stated that they will be available "as often as needed by the college."	Indicated that the staff identified will be ready and available for the project. They pointed to the depth of staff at their McAllen office and the support from other offices.	Indicated that firm has the resources to perform work immediately for STC. Listed a staff of six, including the principals. Stated that they will ensure the necessary resources for the project.	Indicated the firm's availability to perform the work based on the work load. They pointed out their commitment to complete the project within designated schedules.
3.2 Prime Firm				
3.2.1 Resumes of Principals and Key Members	Included resumes for the following staff: - Edward Puentes, PE, Partner/Project Manager - Antonio Salazar, Jr., Mechanical Designer - T. Joey Beltz, EIT, Electrical Designer - Maritza Garza, EIT, Plumbing Designer	Included resumes for the following staff: - Menton "Trey" Murray III, PE, LEED AP - Hugo H. Avila, PE, Project Manager - Robert Tijerina, PE, HVAC/Plumbing - Jose Delgado, PE, LEED AP BD+C, Electrical Engineer - Tom Dearmin, PE, LEED AP, Electrical Engineer - Gabriel Benavides Jr., PE, Electrical Engineer	Provided resumes for the two principals: - Jesus Gabriel Hinojosa, PE, LEED AP - Jose Antonio Nicanor, PE, LEED AP	Included resumes for the following staff: - Leonardo Munoz, P.E, R.M.E
3.2.2 Project Assignments and Lines of Authority	Listed the assignments for the above named staff and the time commitment each will devote to the project. The project manager will commit 75% of his time to project. The others are indicated at 50% time commitment.	Showed percentage time assignments for eleven named staff members who would be involved in the project.	Indicated a 100% time commitment from both principles for the project and provided the time commitments from the five other staff.	Stated that time involvement will be based on complexity of the project.
3.2.3 Prime Firm's Proximity and ability to respond to unplanned meetings	Pointed to their McAllen location and that they are only 15 minutes away from the STC Technology Campus.	Located in McAllen. Stated that they are less than 1 mile away from the STC Technology Campus.	Located in McAllen. Indicated that their office is 5.5 miles from the campus.	Located in Weslaco, Texas and therefore in close proximity to STC.
3.2.4 Litigation that could affect firm's ability provide services	Indicated that there is no past or pending litigation that would affect ability to provide services to STC.	Stated that the limited litigation they are involved with is unrelated to STC and will have no impact in their performance for STC.	Indicated that they are not currently involved in litigation that would affect ability to provide services to STC.	Indicated that they do not have any litigation.
3.3 Project Team				
3.3.1 Organization chart with Role of Prime Firm and basic Services consultants	Included organization chart with the staff who will be assigned to project. Indicated that no sub-consultants will be used for project.	Included organization chart with the staff who will be assigned to the project and their roles.	Organization chart was included showing the primary roll of the two principals and which included two subconsultants. The subconsultants are: - Mata Garcia Architects - CLH Engineering	Included organization chart that showed the lines of authority and positions of firm staff.
3.4 Representative Projects				
3.4.1 Minimum of 5 projects firm has worked on	- South Texas College - Mid Valley Campus - Health Profession and Science Building (\$12.5 million) -South Texas College-District-Wide Lighting Upgrades (\$50,000) -South Texas College-Pecan Campus-North Academic Building (\$10.5 million) -McAllen ISD-Memorial High School and Brown Middle School Fire Alarm Replacement (\$283,291.00) -Rice University -Bake College and Will Rice College Commons Area Fire Sprinkler Addition	-McAllen ISD -Fire Alarm Replacements and New Fire Sprinkler System at McAllen High School (\$2,288,204) -McAllen ISD - Fire Alarm Replacements and New Fire Sprinkler System at James "Nikki" Rowe High School (\$2,580,930) -McAllen ISD - Memorial High School HVAC Replacement and New Fire Sprinkler (\$4,531,338) -South Texas College- Technology Center New Fire Sprinkler System (\$164,147) -Texas State Technical College Student Services Center (\$1,304,991)	- South Texas College - Starr County Thermal Plant Expansion (\$3.8 million) - South Texas College -Pecan Campus Student Services Building Modifications (\$350K) - UT-RGV- One Stop (\$1.7 million) - La Joya ISD - Hidalgo County FEMA Safe Room (\$5.75 million) - Edinburg CISD - Freddy Gonzalez Elementary School Renovations (\$1.36 million)	-Mission CISD - Cantu Elementary Fire Sprinkler (\$383,000) -City of McAllen - McAllen Performing Arts Center (\$45,000,000) -Houston ISD - Furr High School (\$40,000,000) -PSJA ISD - Pathway Towards Independence Center (\$150,000) -City of McAllen - McAllen Boys and Girls Club (\$250,000)
3.5 References				
3.5.1 References	- PSJA ISD - City of McAllen -McAllen ISD -TSTC-Harlingen - UT-RGV	- Harlingen CISD - McAllen ISD - San Benito ISD - La Joya ISD -UT-RGV	- La Joya ISD - UT-RGV -Edinburg CISD -Brownsville ISD	-Mission CISD -PSJA ISD -City of McAllen -Houston ISD
3.6 Project Execution				
3.6.1 Willingness and ability to expedite services. Ability to supplement production.	Indicated their ability to expedite design services. Stated that they do not foresee any need to supplement production capability, but can do so by utilizing staff from other offices.	Indicated that their staff of 17 at the McAllen office provides a production capacity that no other local firm can match. Also added that staff from other offices is available if needed.	Indicated that meeting schedules and accelerated timelines is part of the firm's culture. Stated that they are willing and able to expedite services. Pointed to a proven track record for the two principals.	Indicated willingness to expedite design services.
Total Evaluation Points	547.83	549.67	535.67	539.17
Ranking	2	1	4	3

**SOUTH TEXAS COLLEGE
MECHANICAL, ELECTRICAL, AND PLUMBING ENGINEERING SERVICES
TECHNOLOGY CAMPUS BUILDING-B DOMESTIC/FIRE SPRINKLER LINES
PROJECT NO. 16-17-1013
EVALUATION FORM**

VENDOR	DBR Engineering Consultants, Inc.	Half Associates, Inc.	Sigma	Trinity
ADDRESS	200 S 10th St Ste 901 McAllen, TX 78501	5000 W Military Ste 100 McAllen, TX 78503	701 S 15th St McAllen, TX 78501	3533 Moreland Dr Ste A Weslaco, TX 78596
CITY/STATE/ZIP	956-683-1640	956-664-0286	956-332-3206	956-973-0500
PHONE	956-683-1903	956-664-0282	956-687-5561	956-351-5750
FAX	Edward Puentes	Hugo Avila	Jesus Gabriel Hinojosa	Leonardo Munoz
CONTACT				
3.1 Statement of Interest (up to 100 points)				
3.1.1 Statement of interest on projects	92	93	95	95
3.1.2 Firm History and credentials	95	90	90	85
3.1.3 Narrative describing firm's qualifications and specialized design experience	92	92	94	88
3.1.4 Availability and commitment of firm, consultants, and key professionals	95	94	90	92
	91	95	87	89
3.2 Prime Firm (up to 100 points)				
3.2.1 Experience and expertise of principles and key members, including resumes	92	92	93	90
3.2.2 Proposed project assignments, lines of authority, estimated time assignment of personnel	92	90	82	88
	85	80	85	85
3.2.3 Firm's proximity of college and ability to respond to project needs	90	92	90	85
3.2.4 Litigation prime firm is involved in	92	94	88	92
	92	95	93	89
3.3 Project Team (up to 100 points)				
3.3.1 Organizational chart showing, roles of prime firm and basic services consultants	90	93	92	92
--Name Consultant and provide brief history	90	90	90	88
--Consultant's proposed role in project	85	80	85	85
--Projects Consultant and prime firm have worked together on in last 5 years	90	90	90	90
--Statement of Consultant's availability for this project	93	93	88	90
--Resumes showing experience and expertise of key individuals	94	95	92	93
3.4 Representative Projects (up to 100 points)				
3.4.1 Specific data on 5 representative projects	90	90	85	90
--Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project engineer; and Project designer.	92	94	90	90
	85	80	85	85
	85	92	90	92
	94	94	85	90
	90	90	90	90
3.5 Five References (up to 100 points)				
3.5.1 Name Owner and Owner's Representative and phone numbers.	90	95	92	90
	90	90	80	85
	95	100	70	100
	95	95	95	92
	95	95	95	95
	94	95	90	93
3.6 Project Execution (up to 100 points)				
3.6.1 Willingness and ability to expedite design and construction administration for project.	90	95	94	90
	90	90	90	85
	85	80	80	80
	92	93	95	93
	95	95	90	90
	95	95	94	94
TOTAL EVALUATION POINTS	547.83	549.67	535.67	539.17
RANKING	2	1	4	3



TECHNOLOGY CAMPUS 

Review and Action as Necessary on Contracting Construction Services for the Non-Bond Technology Campus General Motors (GM) Car Storage

Approval to contract construction services for the Non-Bond Technology Campus General Motors (GM) Car Storage project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Non-Bond Technology Campus General Motors (GM) Car Storage project.

Background

On December 15, 2015, the Board of Trustees approved design services with R. Gutierrez Engineering to prepare plans and specifications for the Non-Bond Technology Campus General Motors (GM) Car Storage. The design team at R. Gutierrez Engineering worked with college staff in preparing and issuing the necessary plans and specifications for the solicitation of competitive sealed proposals.

Solicitation of competitive sealed proposals for this project began on August 18, 2016. A total of six (6) sets of construction documents were issued to general contractors, subcontractors, and plan rooms. A total of four (4) proposals were received on September 1, 2016.

Timeline for Solicitation of Competitive Sealed Proposals	
August 18, 2016	Solicitation of competitive sealed proposals began.
September 1, 2016	Four (4) proposals were received.

Justification

The existing General Motors car storage area is constructed of a caliche surface. Faculty and staff at the Technology Campus had requested to replace the existing caliche surface with a permanent impermeable surface for proper drainage and maintenance. The vehicles stored in this facility have been donated for classroom training for students enrolled in automotive courses. The project will also include exterior lighting, storm drainage, fencing, and landscaping. This project was submitted as part of the College's Capital Improvement Process.

Funding Source

As part of the FY 2016 - 2017 Renewals and Replacements construction budget, funds in the amount of \$275,000 are budgeted for this project.

Source of Funding	Amount Budgeted	Highest Ranked Proposal Roth Excavating, Inc.
Renewals and Replacements	\$275,000	\$262,500

Reviewers

The proposals have been reviewed by R. Gutierrez Engineering, College faculty, and staff from the Facilities Planning and Construction, Operations and Maintenance, and Purchasing departments.

Enclosed Documents

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

The Facilities Committee will be asked to recommend Board action as necessary at a special Facilities Committee meeting on Tuesday, September 27, 2016 at 3:30 p.m.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Roth Excavating, Inc. in the amount of \$262,500 for the Non-Bond Technology Campus General Motors (GM) Car Storage project as presented.

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

The Board of Trustees approves and authorizes contracting construction services with Roth Excavating, Inc. in the amount of \$262,500 for the Non-Bond Technology Campus General Motors (GM) Car Storage project as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS - GM CAR STORAGE AREA UPGRADE
PROJECT NO. 16-17-1014**

VENDOR	5 Star Construction	Hector Balderas, LLC.	Holchemont, Ltd.	Roth Excavating, Inc.	Synergy Builders of Texas
ADDRESS	3209 Melody Ln	927 W Expway 83	900 N Main St	5820 N Cage Blvd Ste 1	PO Box 4292
CITY/STATE/ZIP	Mission, Texas 78574	Donna, Texas 78537	McAllen, TX 78501	Pharr, Texas 78577	Edinburg, TX 78542
PHONE	956-867-5040	956-461-2821	956-686-2901	956-787-2742	956-222-6624
FAX	956-599-9055	956-461-2820	956-686-2925	956-787-5152	
CONTACT	Alan Oakley	Hector Balderas	Michael Che Montalvo	Tyler Wulf	Dagoberto Perez, Jr.
#	Project Description	Proposed	Proposed	Proposed	Proposed
1	Base Proposal: Technology Campus GM Car Storage Area Upgrade	\$ 311,800.00	\$ 255,079.48	\$ 262,500.00	\$ 240,000.00
2	Begin Work Within	15 Working Days	10 Working Days	5 Working Days	45 Working Days
3	Completion of Work Within	110 Calendar Days	45 Calendar Days	40 Calendar Days	90 Calendar Days
TOTAL AWARD AMOUNT		\$ 311,800.00	\$ 255,079.48	\$ 262,500.00	\$ 240,000.00
TOTAL EVALUATION POINTS		76.49	****	89.29	82.16
RANKING		4	****	1	2

****Bid did not include signed and completed execution of offer, notification of criminal history, or conflict of interest questionnaire therefore not evaluated.

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS - GM CAR STORAGE AREA UPGRADE
PROJECT NO. 16-17-1014**

VENDOR		5 Star Construction	Holchemont, Ltd.	Roth Excavating, Inc.	Synergy Builders of Texas				
ADDRESS		3209 Melody Ln	900 N Main St	5820 N Cage Blvd Ste 1	PO Box 4292				
CITY/STATE/ZIP		Mission, Texas 78574	McAllen, TX 78501	Pharr, Texas 78577	Edinburg, TX 78542				
PHONE		956-867-95040	956-686-2901	956-787-2742	956-222-6624				
FAX		956-599-9055	956-686-2925	956-787-5152					
CONTACT		Alan Oakley	Michael Che Montalvo	Tyler Wulf	Dagoberto Perez, Jr.				
1	The Respondent's price proposal. (up to 45 points)	34.7	34.70	38.7	38.70	41	41.00	45	45.00
		34.7		38.7		41		45	
		34.7		38.7		41		45	
		34.7		38.7		41		45	
		34.7		38.7		41		45	
		34.7		38.7		41		45	
		34.7		38.7		41		45	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.86	6	8.21	9	8.86	8	7.00
		9		8.5		9		7	
		9		9		9		7	
		8		8		8		7	
		9		8		9		7	
		9		9		10		5	
		9		9		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	8.93	8	8.50	9	8.50	8	7.00
		9		8.5		9		7	
		9		9		8.5		8	
		8.5		8		8		7.5	
		9		8		9		7	
		9		9		9		5	
		9		9		7		6.5	
4	The Respondent's safety record. (up to 5 points)	3	3.36	4	4.00	4	4.43	3	3.00
		4		4		5		3	
		3		4		4.5		3.5	
		3		3.5		4.5		3.5	
		3		4		4		2	
		4		5		5		3	
		3.5		3.5		4		3	
5	The Respondent's proposed personnel. (up to 8 points)	6	6.21	7	7.21	7	6.79	7	6.50
		7		7		7		6	
		6.5		7.5		7		7.5	
		6.5		7.5		7		6.5	
		7		7		7		7	
		4		7		6		4.5	
		6.5		7.5		6.5		7	
6	The Respondent's financial capability in relation to the size and the scope of the project. (up to 9 points)	9	7.29	6	7.00	7	7.93	6	6.43
		8		7.5		7		6	
		7		6		8.5		7	
		7		6.5		8		7	
		6		7		8		6	
		6		9		9		7	
		8		7		8		6	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4.64	5	5.00	5	4.79	5	4.93
		5		5		5		4	
		5		5.5		4		6	
		4.5		4.5		4		5.5	
		4		5		5		5	
		4		5		6		4	
		5		5		4.5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	2.5	2.50	3.2	3.20	7	7.00	2.3	2.30
		2.5		3.2		7		2.3	
		2.5		3.2		7		2.3	
		2.5		3.2		7		2.3	
		2.5		3.2		7		2.3	
		2.5		3.2		7		2.3	
		2.5		3.2		7		2.3	
TOTAL EVALUATION POINTS		76.49	81.83	89.29	82.16				
RANKING		4	3	1	2				

Review and Action as Necessary on Contracting Civil Engineering Services for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement

Approval to contract civil engineering design services for the non-bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement is requested.

Purpose

The procurement of a civil engineer will provide for design services necessary for the site grading for proper drainage and sidewalk replacement of the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project.

Justification

The procurement of a civil engineer will allow for the engineer to work with staff to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using college design standards as well as all applicable codes and ordinances. Construction documents will then be issued to request for quotes.

Background

College staff has requested the site be improved to include the replacement of the existing sidewalk to allow for proper storm drainage to prevent water from entering the library building during heavy rain events. Portions of the existing sidewalk north of the library has also been noted to be replaced due to non-compliance with current ADA codes. This project was budgeted through the normal Capital Improvement Process (CIP).

In order to proceed with the design of site grading and sidewalk replacement, staff recommends contracting civil engineering services for preparation of plans and specifications. This work will be scheduled to be constructed during the fall of 2017.

Four civil engineering firms listed below were previously approved by the Board to provide professional on-call services as needed for projects under \$500,000.

1. Halff Associates
2. Melden and Hunt Inc.
3. Perez Consulting Engineers
4. R. Gutierrez Engineering

Based on the following criteria, Melden and Hunt, Inc. is recommended to provide civil engineering services for this project.

- Previous experience with site drainage and sidewalk design
- Familiarity with the civil design work and surveying at the campus for current projects
- Familiarity with the College's standards and processes

Funding Source

Funds are available in the FY 2016 – 2017 renewals and replacements budget for design and construction for this project.

Proposed Project Budget		
Budget Components	Amount Available	Proposed Costs
Design	\$5,000	Design fees are proposed at 10%.
Construction	\$50,000	Actual cost will be determined after the request for quotes.

Enclosed Documents

The packet includes a site plan indicating the proposed location of the project.

The Facilities Committee recommended Board approval to contract civil engineering services with Melden and Hunt, Inc. for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project as presented.

Recommendation:

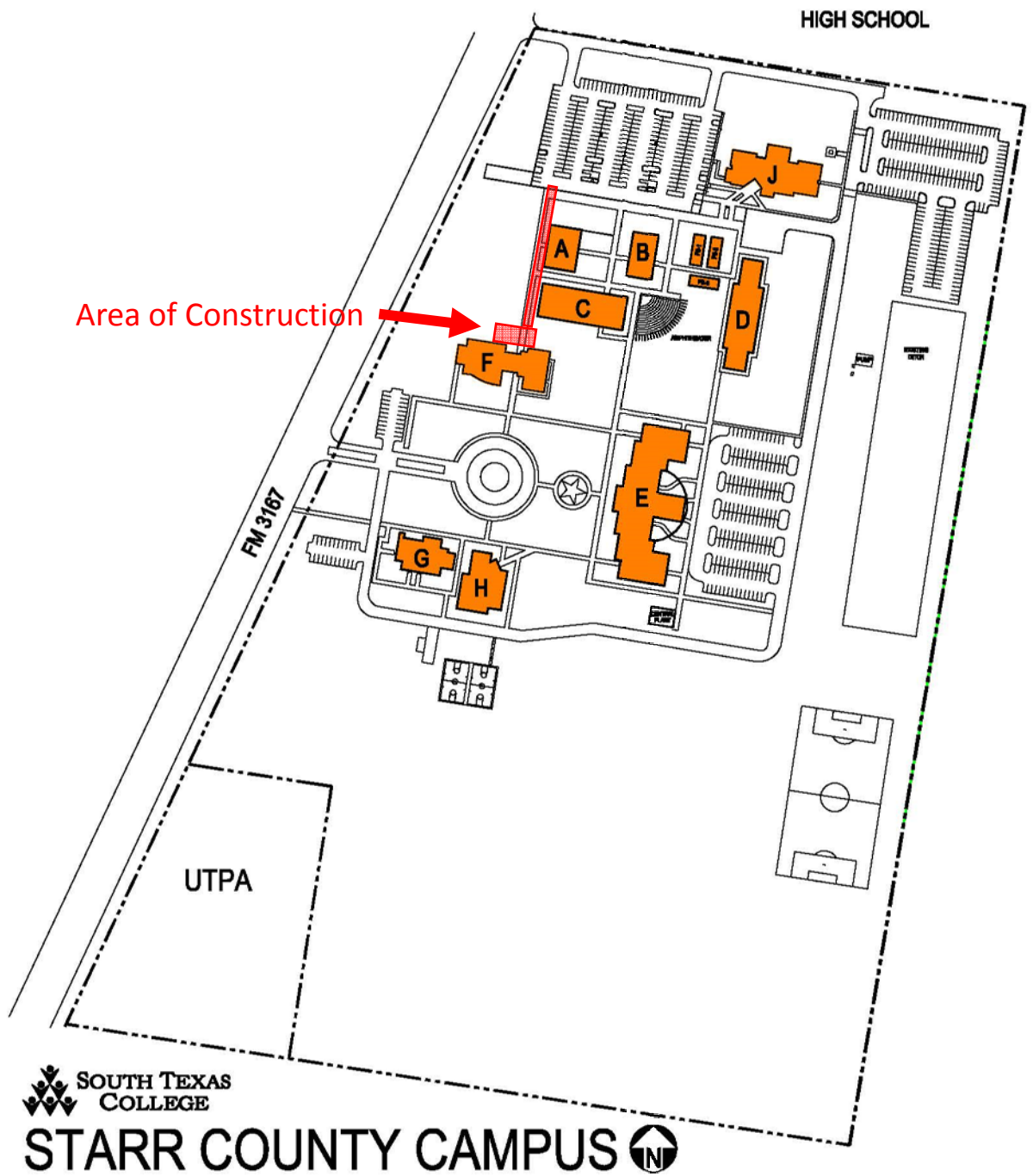
It is recommended that the Board of Trustees of South Texas College approve and authorize contracting civil engineering services with Melden and Hunt, Inc. for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project as presented.

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

The Board of Trustees approves and authorizes contracting civil engineering services with Melden and Hunt, Inc. for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project as presented.

Approval Recommended:

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



Review and Action as Necessary on Substantial Completion and/or Final Completion of the Following Non-Bond Construction Projects

- 1. Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2**
- 2. District Wide Building to Building ADA Improvements**

Approval of substantial and/or final completion for the following non-bond construction projects will be requested at the September 27, 2016 Board Meeting:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2 Engineer: Perez Consulting Engineers Contractor: Mid Valley Paving	Recommended	Recommended	Certificate of Substantial Completion and Final Completion Letter
2.	District Wide Building to Building ADA Improvements Engineer: Dannenbaum Engineering Contractor: 5 Star Construction	Approved August 2016	Recommended	Final Completion Letter

1. Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2

It is recommended that substantial and final completion for this project with Mid Valley Paving be approved.

Perez Consulting Engineers and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on August 22, 2016. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate is enclosed.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with Mid Valley Paving be approved. The original cost approved for this project was in the amount of \$98,367.30.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$250,000	\$98,367.30	\$0	\$98,367.30	\$93,448.93	\$4,918.37

On September 6, 2016, Perez Consultant Engineers and Planning & Construction Department staff inspected the site to confirm that all punch list items were completed. Enclosed is a final completion letter from Perez Consulting Engineers acknowledging all

work is complete and recommending release of final payment to Mid Valley Paving in the amount of \$4,918.37

2. District Wide Building to Building ADA Improvements

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

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with 5 Star Construction be approved. The original cost approved for this project was in the amount of \$466,112.03.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$400,000	\$466,112.03	\$2,058.01	\$468,170.04	\$421,682.66	\$46,487.38

On August 25, 2016, Dannenbaum Engineering and Planning & Construction Department staff inspected the site to confirm that all punch list items were completed. Enclosed is a final completion letter from Dannenbaum Engineering acknowledging all work is complete and recommending release of final payment to 5 Star Construction in the amount of \$46,487.38.

Due to time constraints at the September 13, 2016 Facilities Committee meeting, the Facilities Committee did not take action on this item and requested that it be presented to the Board without a committee recommendation.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial completion, final completion, and release of final payment for the Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2 project and final completion and release of final payment for the District Wide Building to Building ADA Improvements project as presented.

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

The Board of Trustees approves and authorizes the substantial completion, final completion, and release of final payment for the Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2 project and final completion and release of final payment for the District Wide Building to Building ADA Improvements project as presented.

Approval Recommended:

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

Certificate of Substantial Completion

Project: South Texas College Nursing and Allied Health Campus Resurface Parking Lot #2	Owner: South Texas College (STC)	Owner's Project No. 15-16-1085
Contract: STC Nursing Allied Health Campus - McAllen Resurface Parking Lot #2		Date of Contract: July 20, 2016 NTP: August 5, 2016
Contractor: William R. Mize, President Mid Valley Paving, Inc. 306 S. Illinois Mercedes, Texas 78570		Engineer: PCE-Perez Consulting Engineers 808 Dallas Avenue McAllen, Texas 78501 Project No. STC16105

This [~~tentative~~] [definitive] Certificate of Substantial Completion applies to:

X All Work under the Contract Documents

The following specified portions:

DATE OF SUBSTANTIAL COMPLETION: August 22, 2016

The work to which this Certificate applies has been inspected by authorized representatives of the OWNER, CONTRACTOR, and ENGINEER, and found to be substantially complete. The Date of Substantial Completion of the Project (or portion thereof designated above) is hereby declared and is also the date of commencement of applicable warranted required by Contract Documents, except as stated below.

A [~~tentative~~] [~~revised tentative~~] [definitive] list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Plans and Contract Documents.

The responsibilities between the OWNER and the CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided by the Contract Documents except as follows:

Amended Responsibilities

X Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

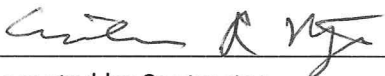
The following Documents are attached to and made part of this Certificate:

Substantial Completion Inspection Report (attached)

This Certificate does not constitute acceptance of the Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Plans and Contract Documents.



Executed by Engineer
PCE-Perez Consulting Engineers, L.L.C.



Accepted by Contractor
William R. Mize, President
Mid Valley Paving, Inc.

Accepted by Owner
South Texas College



September 6, 2016

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

**Re: STC Nursing & Allied Health Campus Resurface Parking Lot #2
Project No.: RFP 15-16-1085
Final Completion**

Dear Dr. Reed,

As requested by Mid Valley Paving, Inc., the final site inspection was held on Tuesday, September 6, 2016 for this project. Representatives from South Texas College, Perez Consulting Engineers, and Mid Valley Paving were present during this inspection.

The site was visually inspected and to the best of my knowledge based on the requirements outlined in the contract documents for final completion; we feel that Mid Valley Paving, Inc., has fulfilled their obligations in this contract and therefore we recommend final completion and final payment for this project.

We appreciate the opportunity to provide our consulting services to you and look forward to working with you on future projects. If you should have any questions or desire further information concerning this project please feel free to contact our office.

Respectfully submitted,
Perez Consulting Engineers

A handwritten signature in black ink, appearing to read 'René González', is written over the printed name below.

René González, P.E.

CC: Robert Cuellar, STC
Mid Valley Paving, Inc.
File

September 2, 2016

South Texas College
3200 West Pecan Blvd., Bldg. N, Suite 179
McAllen, Texas 78501

ATTN: *Mr. Roberto Cuellar*

**REF: *South Texas College – District Wide
ADA Improvements***

SUBJ: *Final Completion Certification*

Dear Mr. Cuellar,

As you are aware, Substantial Completion of the ADA Improvements project was granted on July 26, 2016. The Substantial Completion Punch List was issued to the Contractor and the items on the punch list were to be completed by the Contractor within 30 days of the date of substantial completion per the contract for construction. We have reviewed the completed punch list items and do hereby certify that the Area Wide ADA Improvements project is Complete as of August 25, 2016. We recommend that payment for retainage be released to the Contractor. The Contractor's one year warranty for the project shall begin July 26, 2016.

Should you have questions regarding this subject, please contact me at (956) 682-3677. The signature below certifies and attests to the facts as stated above:



Richard Seitz, P.E.
Dannenbaum Engineering

Date 09/05/16

Update on Status of Non-Bond Program Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the Board.

CONSTRUCTION PROJECTS PROGRESS REPORT - September 06, 2016

Project number	PROJECT DESCRIPTION	Project Development			Design Phase			Construction Phase			Project Manager	Architect/Engineer	Contractor				
		Project Development	Contract Negotiations	Board approval of A/E	Concept Development	Schematic Approval	30%	60%	95%	100%				Solicit of Proposals	Approve Contractor	Construction Start	30%
Pecan Campus and Pecan Plaza																	
15-1-002a	Pecan - Covered Area for Ceramic Arts Kilns											Robert	EGV Architects	Holchmont Ltd.			
15-1-002b	Pecan - Interior Renovation for Ceramic Arts											Robert	EGV Architects	Henson			
15-1-006	Pecan - Library Study Rooms Additions											Robert	Boutinghouse Simpson Gales Architects	TBD			
15-1-007	Pecan - Student Activities Sports Field Lighting											Robert	DBR Engineering	Zfiro Electric			
15-1-012	Pecan - Infrastructure for Relocation of Portable Buildings											Rick	Melken & Hunt	Celso Construction			
15-1-013	Pecan - Infrastructure for Portable Buildings - Phase II											Robert	Sigma Engineering	Zfiro Electric			
15-1-017	Pecan - Relocation of Electrical Power Lines											Robert	Sigma Engineering	Metro Electric			
15-1-017	Pecan - Building K Enrollment Center											David	Boutinghouse Simpson Gales Architects	TBD			
15-1-020	Pecan - AECHS Service Drive and Sidewalk											Rick	R. Gutierrez Engineering	Roth Excavation			
15-1-801	Pecan - Resurfacing East Loop Road and Entrance (RR)											Robert	Melken & Hunt	TBD			
16-1-141	Pecan - Removal of Existing Trees											Robert	TBD	Maldonado Nursery			
16-1-801	Pecan - Building A Sign Replacement (RR)											Robert	Public Relations				
16-1-802	Pecan - Upgrade Fence Along 31st Street (RR)											David					
16-1-803	Pecan Plaza - Emergency Generator and Wiring											Sam	TBD	TBD			
16-1-804	Pecan Plaza - Resurfacing Back Side of Building B (RR)											Rick	Half Associates	15 Star Construction			
16-1-016	Pecan Plaza - Parking Area for Police Vehicles											David	R. Gutierrez Engineering	TBD			
	Pecan Plaza - GED Modifications											Robert	FPC	OAM			
	Pecan Plaza - Renovation - Music Practice Rooms											Rick	FPC	OAM			
Mid Valley Campus																	
16-2-807	MV - Childcare Center Play Ground Flooring (RR)											Rick	N/A	Park Plaza Recreational			
16-2-907	MV - Covered Walkway for Building G											Sam	TBD	TBD			
16-2-911	MV - Building H Data Cabling Infrastructure (RR)											Robert	N/A	DIR/Bridgnet			
Technology Campus																	
15-3-004	TC - Building B Doors and Frame Replacement											Robert	ROFA	TBD			
15-3-005	TC - GM Car Storage Area Upgrade											David	R. Gutierrez Engineers	TBD			
15-3-014	TC - Workforce Building Conference Room											Robert	ROFA	TBD			
13-3-802	TC - West Academic Building Re-Roofing (RR)											Robert	Amtech Building Sciences	Rio Roofing			
14-3-804	TC - Cooling Tower Replacement (RR)											Rick	Half Associates	Pro-Tech			
15-3-803	TC - Repair Concrete Floor Mechanical Room (RR)											David	CLH Engineering	TBD			
16-2-011	TC - Ford Lab Exhaust System											Sam	TBD	TBD			
16-2-812	TC - Building B Flooring Replacement (RR)											Robert	FPC	TBD			
16-2-813	TC - Building B Domestic/Fire Sprinkler Lines (RR)											Sam		TBD			
16-2-814	TC - Building B Concrete Floor Repairs (RR)											Sam		TBD			
Nursing and Allied Health Campus																	
14-4-804	NAH - Irrigation System Upgrade (RR)											Rick	SSP Design	Southern Landscapes			
16-4-864	NAH - Thermal Plant											Robert	Half Associates				
16-4-816	NAH - Resurface Parking Lot #2 (RR)											Robert	PCE	Mid Valley Paving			
Starr County Campus																	
15-3-905	Starr - Building E & J Crisis Mgt. Center Generator											Sam		TBD			
16-4-818	Starr - Building F Site Grading & Sidewalk Replacement (RR)											Sam	TBD	TBD			
District Wide Improvements																	
14-6-010	DW - Building 10 Building ADA Compliance Ph II											Robert	Dannbaum Engineering	TBD			
14-6-013	DW - La Joya Monument Sign											David	N/A	TBD			
14-6-802	DW - Lighting Upgrades for Parking Lots (RR)											Robert	DBR Engineering	Metro Electric			
15-6-001	DW - Outdoor Furniture											Rick	N/A	TBD			
15-6-002	DW - Directional Signage											David	N/A	TBD			
16-6-017	DW - Surveillance Cameras & Poles Campus Entrances											David	N/A	TBD			
16-6-819	DW - Walkway LED Lighting Upgrade Ph I (RR)											Rick	N/A	TBD			
16-6-821	DW - Air Handler Blower Wheels (RR)											Rick	N/A	TBD			
16-6-821	DW - Active Learning Classrooms-Flooring Replacement											David	N/A	TBD			

For FY 2015-2016, 25 non-bond projects are currently in progress, 19 have been completed and 30 pending start up - 74 Total

Status of Non-Bond Construction Projects in Progress August 2016

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Pecan Campus								
Covered Area for Ceramic Arts Kilns	100%	December 2015	1. Construction Phase 2. Construction Complete	\$ 325,000.00	\$ (18,792.85)	\$ 343,792.85	\$ 343,792.85	\$ -
Interior Renovation for Ceramic Arts	100%	November 2015	1. Construction Phase 2. Construction Complete	\$ 325,000.00	\$ 215,791.00	\$ 109,209.00	\$ 109,209.00	\$ -
Library Additional Study Rooms	15%	July 2015	1. Design Phase 2. Design on hold	\$ 54,000.00	TBD	TBD	\$ -	TBD
Sports Fields Lighting	100%	February 2016	1. Construction Phase 2. Construction Complete	\$ 228,500.00	\$ -	\$ 228,500.00	\$ 228,500.00	\$ -
Infrastructure for Relocation of Portable Buildings	100%	March 2016	1. Construction Phase 2. Construction Complete	\$ 350,000.00	\$ (22,337.93)	\$ 372,337.93	\$ 372,337.93	\$ -
Relocation of Electrical Power Lines	100%	March 2016	1. Construction Phase 2. Construction Complete	\$ 220,000.00	\$ 3,894.35	\$ 216,105.65	\$ 216,105.65	\$ -
Student Services Building K Enrollment Center	95%	July 2016	1. Construction Phase 2. Bidding Complete	\$ 400,000.00	TBD	TBD	\$ -	TBD
AECHS Service Drive and Sidewalk Relocation	100%	August 2015	1. Construction Phase 2. Construction Complete	\$ 60,000.00	\$ 10,528.00	\$ 49,472.00	\$ 49,472.00	\$ -
Resurfacing East Loop Road	100%	June 2016	1. Construction Phase 2. Construction Complete	\$ 75,000.00	\$ 46,057.60	\$ 28,942.40	\$ -	\$ 28,942.40
Removal of Trees for Bond Construction	100%	January 2016	1. Construction Phase 2. Construction Complete	\$ 21,000.00	\$ 13,850.00	\$ 7,150.00	\$ 7,150.00	\$ -
Building A Sign Replacement	0%	April 2016	1. Project Development 2. Design in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Upgrade Fence Along 31st Street	75%	February 2016	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 22,908.00	\$ 27,092.00	\$ -	\$ 27,092.00

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Pecan Plaza Police Department Emergency Generator	95%	July 2016	1. Design Phase 2. Solicitation of Engineering Qualifications	\$ 400,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza Asphalt Resurfacing on Alley Side	100%	November 2015	1. Construction Phase 2. Construction Complete	\$ 75,000.00	\$ (43,140.00)	\$ 118,140.00	\$ 118,140.00	\$ -
Pecan Plaza Parking Area for Police Vehicles	60%	July 2016	1. Design Phase 2. Design in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Pecan Campus Total				\$ 2,618,500.00	\$ 228,758.17	\$ 1,500,741.83	\$ 1,444,707.43	\$ 56,034.40
Mid Valley Campus								
Childcare Center Play Ground Flooring	100%	December 2015	1. Construction Phase 2. Construction Complete	\$ 31,000.00	\$ 1,310.00	\$ 29,690.00	\$ 29,690.00	\$ -
Building H Data Cabling Infrastructure	100%	March 2016	1. Construction Phase 2. Construction Complete	\$ 43,500.00	\$ 688.25	\$ 42,811.75	\$ 42,811.75	\$ -
Mid Valley Campus Total				\$ 74,500.00	\$ 1,998.25	\$ 72,501.75	\$ 72,501.75	\$ -
Technology Campus								
GM Car Storage Area Upgrade	60%	July 2016	1. Design Phase 2. Design in Progress	\$ 11,250.00	\$ (9.00)	\$ 11,259.00	\$ 6,079.86	\$ 5,179.14
West Academic Building Re-roofing	100%	March 2016	1. Construction Phase 2. Construction Complete	\$ 1,698,900.00	\$ 423,200.00	\$ 1,275,700.00	\$ 1,275,700.00	\$ -
HVAC Cooling Tower Replacement	100%	May 2015	1. Construction Phase 2. Construction Complete	\$ 415,000.00	\$ 54,000.00	\$ 361,000.00	\$ 361,000.00	\$ -
Building B Main Door and Frame Replacement	10%	July 2016	1. Construction Phase 2. Bidding in Progress	\$ 7,500.00	\$ 3,750.00	\$ 3,750.00	\$ -	\$ 3,750.00
Building C Conference Room Addition	10%	July 2016	1. Construction Phase 2. Bidding in Progress	\$ 9,000.00	\$ 4,500.00	\$ 4,500.00	\$ -	\$ 4,500.00

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Repair Concrete Floor Mechanical Room	5%	August 2016	1. Design Phase 2. Design in Progress	\$ 5,000.00	\$ 4,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	5%	August 2016	1. Design Phase 2. Design in Progress	\$ 50,000.00	\$ 45,250.00	\$ 4,750.00	\$ -	\$ 4,750.00
Building B Flooring Replacement	5%	July 2016	1. Construction Phase 2. Construction in Progress	\$ 44,200.00	\$ 9,192.00	\$ 35,008.00	\$ -	\$ 35,008.00
Technology Campus Total				\$ 2,240,850.00	\$ 543,883.00	\$ 1,696,967.00	\$ 1,642,779.86	\$ 54,187.14
Nursing and Allied Health Campus								
Irrigation System Upgrades	100%	October 2015	1. Construction Phase 2. Construction Complete	\$ 30,000.00	\$ (7,767.00)	\$ 37,767.00	\$ 37,767.00	\$ -
Thermal Plant	10%	September 2016	1. Design Phase 2. Design in Progress	\$ 260,000.00	\$ 53,300.00	\$ 206,700.00	\$ 31,005.00	\$ 175,695.00
Resurface Parking Lot 2	5%	July 2016	1. Construction Phase 2. Contract Negotiations	\$ 25,000.00	TBD	TBD	\$ -	TBD
Nursing and Allied Health Campus Total				\$ -	\$ 315,000.00	\$ 244,467.00	\$ 68,772.00	\$ 175,695.00
Starr County Campus								
Bldg E & J Crisis Management Center with Generator	95%	July 2016	1. Design Phase 2. Solicitation of Engineering Qualifications	\$ 400,000.00	TBD	TBD	\$ -	TBD
Starr County Campus Total				\$ 400,000.00	\$ -	\$ -	\$ -	\$ -
District Wide								
Building to Building ADA Accessibility Improvements Phase II	85%	July 2016	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ (66,112.03)	\$ 466,112.03	\$ 362,730.41	\$ 103,381.62
Parking Lot Lighting Upgrades to LED	100%	August 2015	1. Construction Phase 2. Construction Complete	\$ 100,000.00	\$ 49,309.00	\$ 50,691.00	\$ 50,691.00	\$ -
Directional Signage Updates	40%	August 2016	1. Project Development 2. Work in Progress	\$ 50,000.00	\$ 46,914.98	\$ 3,085.02	\$ -	\$ 3,085.02
Outdoor Furniture	100%	January 2016	1. Construction Phase 2. Construction Complete	\$ 25,000.00	\$ 3,573.64	\$ 21,426.36	\$ 50,691.00	\$ (29,264.64)

Project	% Complete	Date to Complete	Current Activity	Original Budget	Comparison to Budget	Contract Amount	Amount Paid	Contract Balance
Air Handler Blower Wheels	90%	August 2016	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 3,990.73	\$ 46,009.27	\$ 30,759.20	\$ 15,250.07
La Joya Monument Sign	90%	August 2016	1. Design Phase 2. Work in Progress	\$ 35,000.00	TBD	TBD	\$ -	TBD
Active Learning Classrooms- Flooring Replacement	75%	July 2016	1. Construction Phase 2. Construction in Progress	\$ 10,000.00	\$ 5,740.00	\$ 4,260.00	\$ -	\$ 4,260.00
District Wide Total				\$ 670,000.00	\$ 43,416.32	\$ 591,583.68	\$ 494,871.61	\$ 96,712.07
Non-Bond Construction Project Total				\$ 6,318,850.00	\$ 1,062,522.74	\$ 4,106,261.26	\$ 3,723,632.65	\$ 382,628.61
For FY 2015 - 2016, 23 non-bond projects are currently in progress, 15 have been completed and 36 pending start up - 74 Total								

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of August 2016. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **August 2016**, and will respond to questions posed by the Board.

The checks and the financial reports submitted for approval are included in the Board packet under separate cover.

Recommendation:

It is recommended that the Board of Trustees approve the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of August 2016.

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

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of August 2016.

Approval Recommended:

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

Consideration and Approval of Checks and Financial Reports

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

- A. Release of Checks for \$25,000.00 to less than \$125,000.00
Released Prior to Board Approval for August 2016
- B. Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for August 2016
- C. Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval (Policy 5610) for August 2016
- D. Release of Construction Fund Checks for August 2016
- E. Quarterly Investment Report for August 2016
- F. Summary of Revenue for August 2016
- G. Summary of State Appropriations Income for August 2016
- H. Summary of Property Tax Income for August 2016
- I. Summary of Expenditures by Classification for August 2016
- J. Summary of Expenditures by Function for August 2016
- K. Summary of Auxiliary Fund Revenues and Expenditures for August 2016
- L. Summary of Grant Revenues and Expenditures, August 2016
- M. Summary of Bid Solicitations
- N. Check Register for August 2016

FINANCIAL REPORTS

The Financial Reports are included in your Board packet under separate cover.

President's Report



Welcome Week 2016 kicked off the fall semester with events at all South Texas College campuses. The goal for these events was for new and returning students to connect with student organizations and learn how they can get involved at their campus and enjoy the experience. Fall 2016 student census day enrollment is **33,995**.

Hispanic Heritage Month has kicked off with plenty of activities for students, faculty and staff.

The Center for Mexican American Studies & South Texas College Library Presents

HISPANIC HERITAGE MONTH



DR. MARY ANN VILLARREAL
AMERICO PAREDES
BOOK AWARD RECIPIENT
SEP 20TH, TIME: 6PM



AMANDA JASSO
MEXICAN AMERICAN
COMMUNITY ARCHIVIST
SEP 26TH, TIME: 1PM



YETLANEZI
MUSICA PRE-HISPANICA
OCT 12TH, TIME: 6PM



STEPHANIE ELIZONDO GRIEST
AUTHOR, "MEXICAN ENOUGH"
OCT 20TH, TIME: 6PM

ALL EVENTS WILL BE HELD AT PECAN CAMPUS LIBRARY IN THE RAINBOW ROOM



SPARE PARTS

TECH CAMPUS
OCT 3RD, TIME: 10AM & 2PM LIBRARY LOBBY, BUILDING A #129

MID-VALLEY
OCT 5TH, TIME: 12PM LIBRARY, BUILDING A 107A

STARR CAMPUS
OCT 5TH, TIME: 12PM LIBRARY, BUILDING F 1.508

PECAN CAMPUS
OCT 6TH, TIME: 11:30AM & 1PM RAINBOW ROOM

JOIN US!
VISIT LIBRARY.SOUTHTEXASCOLLEGE.EDU
FOR MORE INFO OR CALL 956.872.2277

STATEMENT OF EQUAL OPPORTUNITY: No person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination under this program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, sex, age, veteran status or disability. ADA Statement: Individuals with disabilities requiring assistance or access to receive services should contact Disability Support Services at 956.872.2028.



The South Texas College Library gallery presented the works of professional photographers Hector Astorga and Conrado Gonzalez; “Beach Dream #1 and “Line of Sight.” Mr. Astorga explores the medium in the natural landscape while Gonzalez photographs people and their interaction with the urban environment. The exhibit will be on view August 29 – October 15, 2016, at STC’s Starr County Campus and Oct. 26 – Dec. 1, 2016, at STC’s Pecan Campus.



“Hector Astorga is a professional nature photographer and guide at Santa Clara Ranch in South Texas. Growing up in Honduras, Astorga was exposed to the rich biodiversity of a vast number of rare birds and mammals in a region that bridges two continents’ migratory paths. Conrado Gonzalez is a photographer based in Brownsville, Texas, who received a Bachelor of Arts in Latin American Studies from the University of Texas-Austin and a Master’s Degree in Educational Technology from the University of Texas at Brownsville.”



STC’s Library Art Gallery exhibits regional, national and international artwork, explores new visions and theories of creativity, and introduces innovative artistic expressions to the South Texas region.

The schedule for these exhibits and other events is as follows:

- August 29 – October 15, 2016 at Starr Campus Library
- Art Talk: September 28, 1:00-2:00 PM at Starr Library]
- October 20 – December 9, 2016 at Pecan Library
- Art Talk: October 26, 1:30-2:30 PM at Pecan Library
- Reception: October 26, 5:00-7:00 PM at Pecan Library

South Texas College Theatre held auditions for its November 2016 production of Rudyard Kipling’s **The Jungle Book** (adapted by Greg Banks), on Sept. 20 – 21, from 7:00 p.m. to 10:00 p.m. at the South Texas College Cooper Center for Communication Arts, Pecan Campus. All STC and Rio Grande Valley community members, ages 18 and over, were welcome to audition. A cold reading from the script was made available at the audition. The director was hoping to attract three men and two women for the play. **The Jungle Book** is scheduled for the Main Stage at the STC Cooper Center for Communication Arts on Nov. 17 – 20, 2016.



The Office of Career & Employer Services is holding District-Wide **Backpack to Briefcase Workshops** at all South Texas College Campuses. The purpose for the workshops is to help students transition from a campus life to a workforce setting. "On Campus Recruitment" events were also held featuring recruiters representing Allstate Insurance, South Texas Health System, Jackson Hewitt Tax Service, and Raising Cane's.



ON CAMPUS RECRUITMENT

Allstate
Learn about current and future job opportunities.
Wednesday, September 28
Pecan Campus, Bldg. H Lobby
10:00am-2:00pm

#JaguarsGetHired
#HireAJaguar

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District-Wide Backpack to Briefcase Workshop

The Office of Career & Employer Services invites students and alumni to attend the Backpack to Briefcase Workshop to help transition from campus life into the workforce. This resource provides information beginning with how to create your professional image to learning proper communication skills, and ending with how to advance in your career.

DATE	LOCATION	TIME
Sept. 20	Technology Campus-C 128	3:00-4:00pm
Sept. 27	Pecan Campus-Bldg. D Auditorium	6:00-7:00pm
Oct. 5	Mid-Valley Campus-Bldg. G Lecture Hall	2:30-3:30pm
Nov. 10	Starr County Campus-Bldg. E Auditorium	2:00-3:00pm
Nov. 15	Nursing & Allied Health Campus-CLE Lab 2.424	6:00-7:00pm

The South Texas College Counseling and Student Disability Services department is holding Workshops & Mental Health Screenings for at all South Texas College campuses. A sample of topics covered included: *Managing Time for College Success, Goal Setting, Anger Management, Time Management, Improving Self-Esteem, Successful Budgeting to Reduce Stress, Mental Health Awareness, Developing a Support System, Wellness, Health, and Nutrition, Choosing a Career*, just to name a few.

Fall 2016 Counseling and Student Disability Services MID-VALLEY CAMPUS WORKSHOP SERIES

DATE	TIME	TOPIC	PRESENTER	LOCATION
Wed. 09/07/16	3:00-4:00 pm	Adjusting to College Life	Diana Hernandez	TBA
Thurs. 09/08/16	3:30-4:30 pm	Counseling Services at STC	Melissa Martinez	TBA
Tues. 09/20/16	3:30-4:30 pm	What's Your Field of Study?	Melissa Martinez	TBA
Thurs. 09/22/16	4:00-5:00 pm	Goal Setting & Time Management	Diana Hernandez	TBA
Wed. 10/05/16	4:00-5:00 pm	Money Management 101	Melissa Martinez	TBA
Thurs. 10/06/16	9:30-12:30 pm	Depression Screening	Dr. Melissa Martinez	TBA
Wed. 10/12/16	3:00-4:00 pm	Life after Loss: Dealing with Grief	Diana Hernandez	TBA
Wed. 11/02/16	4:00-5:00 pm	Creative Visualization	Melissa Martinez	TBA
Thurs. 11/10/16	3:00-4:00 pm	Dealing with Anger	Diana Hernandez	TBA
Fri. 11/11/16	9:00-11:00 am	Veterans Day Event	Dr. Melissa Martinez	TBA
Thurs. 12/01/16	8:30-12:30 pm	World AIDS Day	Dr. Melissa Martinez	TBA

Counseling and Student Disability Services presents workshops that focus on improving the quality of life for STC Students by promoting academic skills and personal growth. For more information, contact Dr. Melissa Martinez at 447-1213 or Diana Hernandez at 447-6618.

Holiday Gift Drive 11/14 thru 12/08

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Whole Person Wellness

September 2016

Thursday the 8th - An Apple a Day Workshop NAH Room 4-406 9:00am-10:00am
Wednesday the 21st - Appreciating Our Diverse World Workshop NAH Room 101 11:00am-12:30pm

October 2016

Monday the 3rd - Nat'l Depression Awareness Month- Screening NAH Lobby 1st floor 11:30am-1:00pm
Tuesday the 11th - Depression: More Than The Blues & The Slahs NAH Room 101 2:30pm-3:30pm
Thursday the 20th - Domestic Violence Awareness Info Table NAH Lobby 1st floor 11:30am-1:00pm
Friday the 28th - He Loves Me She Loves Me Not Workshop NAH Room 101 10:30am-11:30am

November 2016

Thursday the 10th - Retrain Your Inner Critic Workshop NAH Room 101 9:30am-10:30am
Wednesday the 16th - Stuffing & Turkey & Pie Oh My!!! Workshop NAH Room 1-420 11:30am-12:30pm

Brought to you by South Texas College's NAH Counseling Center. For more information contact Ms. E. Delgado M.Ed., LPC, LBSW at 872-3077

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Fall 2016 Starr Campus Counseling and Student Disability Services

Mara Garcia, MA, LPC, Counselor (956) 488-5853 marag1@southtexascollege.edu

DATE	TIME	TOPIC	LOCATION
Wednesday 9/07/16	TBA	How To Set Goals and Meet Them	TBA
Tue/Wed 9/13-9/14/16	9:30am-12:30pm	What Do You Stand For? (Identify and Own your Values)	BLDG E First floor-Hallway
Tuesday 9/20/16	TBA	Motivation, The Key to College Success	TBA
Wednesday 9/28/16	TBA	School/Work/ Life Balance	TBA
Thursday 10/4/16	TBA	The Power of Mindfulness	TBA
Thursday 10/13/16	9:30am-1pm	National Depression Screening Day	BLDG E First floor-Hallway
Tuesday 10/11/16	TBA	Domestic Violence Awareness	BLDG E Hallway/Auditorium
Thursday 10/20/16	TBA	Understanding and Moving Through Depression	TBA
Wednesday 11/2/16	TBA	Laughter Yoga Workshop	TBA
Tuesday 11/8/16	TBA	Build Resilience in the Midst of Difficult Times	TBA
Wednesday 11/16/16	TBA	Got Stress? Use it to your Advantage	TBA
Thursday 12/1/16	9am-12pm	World AIDS DAY	BLDG E First floor-Hallway
December 6th & 7th	10am-1pm	Stress Free Zone	BLDG E First floor-Hallway
TBA	TBA	Starr County Toy Drive	BLDG E

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The Distance Learning Department announced the dates for the Fall 2016 sessions for its **eTeach** Trainings. **eTeach I** is a course that prepares faculty to web-enhance, allowing them to supplement their face-to-face courses through online interactivity. **eTeach II** prepares faculty to teach online courses and will run parallel with Applying the Quality Matters Rubric. Interested faculty who wish to register for **eTeach II** must have completed **eTeach I**.



The College's World Languages & Humanities Department held an informational meeting for the upcoming "travel abroad" event in Salamanca, Spain. Interested students, faculty and staff were invited to learn about a Professional Development non-Spanish Speaker course, where students will earn 50 CPE hours. The meeting was held on September 15th at the Pecan Campus.



Professional Development Opportunity in
SALAMANCA, SPAIN
SPANISH LITERATURE, ART HISTORY, CULTURE & CIVILIZATION COURSE
JULY 7-22, 2017

WHAT'S INCLUDED?

- 30 contact hours from La Universidad de Salamanca
- Continuing Professional Education (CPE) Certificate of Completion to students who successfully complete 50 clock hours of professional development in the course of Economía, cultura y tradición en la diversidad española.
- Excursions to Madrid, León & Toledo
- All meals provided from July 9-21
- Private accommodations in Campus Residence Halls
- Access to all university facilities: libraries, sport facilities, computer center, WiFi, etc.
- Cultural visits in Salamanca in which students will be accompanied by experts who will explain monuments, history and culture.
- A guided visit to the Historical Library. The Historical Library is the research center of the University of Salamanca and one of the most important university libraries in Spain.
- Group transfer from/to Madrid-Barajas airport
- All class materials provided
- Medical insurance
- Three classes on Spanish cuisine
- Fee: \$1,600.00 (flight not included)

PLEASE NOTE:
This course instruction is in Spanish

For more details on how to register, please contact:
Delia Magdaleno
deliam@southtexascollege.edu
956-872-8380

SOUTH TEXAS COLLEGE **UNIVERSIDAD DE SALAMANCA**

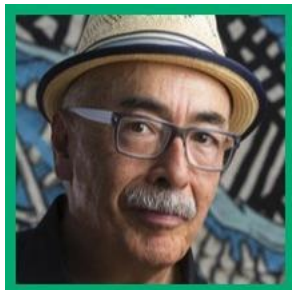
No person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, sex, age, veteran status, or disability.

STC hosted an international Poetry Festival September 2-3, 2016. Juan Felipe Herrera—Poet Laureate of the United States participated along with other notable international Poets. I participated in the ribbon cutting ceremony for this event held at the Cooper Center on the Pecan Campus.

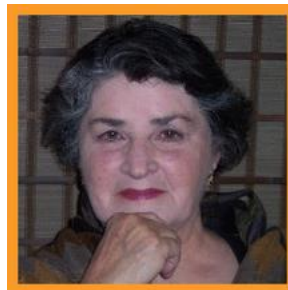


Primer Festival Internacional de Poesía Latinoamericana

Poetas de Honor 2016



Juan Felipe Herrera
Poeta Laureado de
USA



Lucha Corpi
Estados Unidos



Saúl Ibarгойen
Uruguay



Antonieta Villamil
Colombia



Armando Alanís
México



Mayra Santos-Febres
Puerto Rico



Julián Herbert
México

South Texas College has partnered with the City of McAllen and the McAllen Chamber of Commerce to begin offering Continuing Education Units (CEUs) to participants attending eligible training-oriented events at the McAllen Convention Center. Recent Memorandums of Understanding (MOU) between the three entities now establishes a cooperative relationship that will give various professionals a dynamic and new resource for growth in their respective fields.



CEU stands for Continuing Education Unit, which is a credit equal to 10 hours of participation in an accredited program designed for professionals with certificates or licenses. Various professionals including doctors, nurses, lawyers, engineers, and many others are required to participate in continuing education programs for a certain number of hours every year in order to keep current their certificates, or licenses to practice. STC's Continuing Professional Workforce Education (CPWE) department had identified this as a strategy for FY 2016, and earlier this year sought to identify pockets in the community in need of CEUs. The department identified organizations like the City of McAllen through its Convention Center as entities that could help organize training-related events.

Knowledge and skills are being provided by event organizers through the City of McAllen, the Chamber of Commerce, and conferences and conventions the Chamber of Commerce brings to the city, but the credentialing is being provided by the College's CPWE. As part of the agreement, McAllen will be charged with providing a monthly schedule of training-oriented events to STC CPWE. The college will be tasked with evaluating training materials, presentation and resumes of presenters to ensure they meet CEU Program criteria. At the end of every event, STC will issue certificates of completion awarding CEUs to participants who successfully completed their training. Leaders with the city's Convention and Visitors Bureau say there are numerous benefits that arise when opportunities for continuing education for convention attendees are increased as well.

9/11 Remembrance Ceremonies took place at all South Texas College Campuses. Everyone was invited to join and honor the victims as well as those who risked their lives to save others at the nation's worst terrorist attack that took place on September 11, 2001.



The following universities from Texas visited with students, who are interested in transfer opportunities, during the month of **September**. All institutions are welcomed and their interest in our students is appreciated.

- The University of Texas RGV – Engineering Initiative
- Our Lake of the Lake University
- Texas A&M University – Kingsville
- Texas Tech University
- National American University



The Kinesiology Department announced their Fall 2016 hours of operation and encouraged all students, faculty and staff to get on the health and wellness band wagon, and make use of the facilities available for all.

**KINESIOLOGY DEPARTMENT
HEALTH & WELLNESS CENTER**

Fall 2016 – Hours of Operation

	<p>Mid-Valley Tuesday & Thursday 5:30 p.m. – 7 p.m. Friday 8 a.m. – 1 p.m.</p>	<p>Pecan Monday – Thursday 4 p.m. – 7 p.m. Friday 10 a.m. – 1 p.m.</p>
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Visit us online at www.southtexascollege.edu/health-wellness for more information!



South Texas College held a Surplus Public Auction of furniture, equipment and miscellaneous items on Saturday, September 17th at the Bond and Bond Auctioneers location in San Juan, TX. Viewing of items for auction began at 8:00 AM and the actual auction of items was at 10:00 AM.

- After undergoing two nationwide searches for the Vice President for Student Affairs and Enrollment Management, which attracted 80 applicants for the position, I was pleased to announce the selection of Matthew S. Hebbard for the position. Mr. Hebbard previously served the College as the Dean of Enrollment Services and Registrar and has over 14 years of progressive experience in Higher Education Administration and Enrollment Management. In this role he provided leadership and implemented strategies to achieve the enrollment and student completion goals of the College. He was responsible for leading all Enrollment Services departments at the College including Admissions, Financial Aid, and Testing, Recruitment, Dual Enrollment and served as the Primary Designated Service Officer under the Department of Homeland Security for international student visas. In addition, he served as the Chief Reporting Officer for state reporting, Graduation Certification Officer, Custodian for Student Records, and Student Information System Data Owner.



Mr. Hebbard served the College as the Director of Admissions and Registrar for 8 years and led various initiatives to enhance admissions, enrollment and graduation certification processes including the implementation of the statewide online application ApplyTexas, Banner system conversions, degree audit systems and the development of online student services. He is an active member of the Texas Association of Collegiate Registrars and Admissions Officers and is a member of the Texas Connection Consortium Banner User Group. He is also a member of the American Association of Collegiate Registrars and Admissions Officers, the Texas Association of Collegiate Registrars and Admissions Officers, and NASFA: Association of International Educators. He has presented at various state and national conferences on enrollment management and community college initiatives for student success.

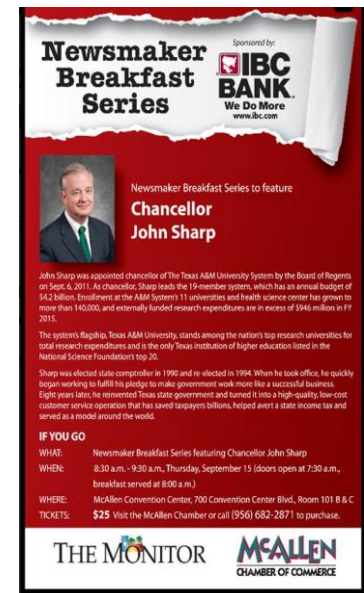
Mr. Hebbard is currently pursuing an Ed.D. in Global Educational Leadership at Lamar University. He holds a Master of Theology in Academic Ministries from the Dallas Theological Seminary, a Bachelor of Science in Secondary Education, and a Bachelor of Arts in History from Bloomsburg University of Pennsylvania.

- Coordinated a lunch meeting with Mr. Ron Garza, new director of the Lower Rio Grande Valley Development Council. I was joined by Mario Reyna, Dean for Business and Technology, Victor Valdez, Program Chair for the Law Enforcement Program, Paul Hernandez, Dean of Student Affairs, and Paul B. Varville, Chief Administrator, Department of Public Safety. It was a great opportunity to meet Mr. Garza and share with him our plans for the Regional Center for Public Safety Excellence, and discuss how we can work together to provide Peace Officer Training.
- The College held its annual fall College-Wide Professional and Organizational Development Day event on Friday, September 23, 2016. The morning sessions for all faculty and staff began at 8:30 AM at the McAllen Convention Center, where we were treated to a musical performance by South Texas College faculty and students. I provided a state of the College address titled “**Best Year Ever.**” My presentation was followed by a Dual Credit S.W.O.T. (Strengths-Weaknesses-Opportunities-Threats) presentation describing the process used to collect data and the next steps. Following the presentation, everyone had an opportunity to synthesize the Dual Credit Summer S.W.O.T. analysis sessions. The groups were tasked with identifying the top three themes for each area of S.W.O.T. After the lunch break, everyone gathered at the Pecan Campus and participated in one of the following sessions: **Dual Credit Goal-Setting Sessions, Department Meetings, and the OZ Principle** (designated for all staff in the Finance and Administrative Services department). Approximately 1,300 faculty and staff participated in the day’s event.
- Together with Mario Reyna, Dean for Business and Technology, met with Lisa M. Mutchler, Program Director, Economic & Workforce Development, to discuss and further identify opportunities to assist the College in securing EDA funds to help support development of the Regional Center for Public Safety Excellence.
- Met with Mary Elizondo, Vice President for Finance and Administrative Services, and Rick De La Garza, Director of Facilities Planning & Construction to review the updated schematics for the Regional Center for Public Safety Excellence.
- Met with Lloyd Pepperl, Vice President, from Moody’s, who wanted to simply check in with South Texas College and to see what was new. We were joined by his colleague Gera McGuire, Vice President.
- Participated in several conference calls with the Texas Association of Community Colleges Coalition Members for discussions on legislation that is being proposed to the Senate and House



Higher Education Committee, the coordination of testimony, key meetings, issues with legislators, all in preparation for the upcoming 85th Legislative Session.

- Travelled to Austin to participate in the Senate Higher Education Committee hearing, which took place on Monday, September 12th at the Capitol. I joined several of my colleagues from the Texas Association of Community Colleges in providing testimony on the community college baccalaureate degree, specifically our request to offer the BSN, and to continue seeking their approval to lift the cap of five baccalaureate degrees, currently placed on South Texas College.
- Travelled to Austin to attend and participate in the Texas Education & Workforce Summit that took place at the AT&T Executive Education and Conference Center. The Summit was the culmination of the series of workforce and education forums that have been held across the state to assess regional needs and ensure that Texas is poised to compete in an ever-changing 21st century economy. Commissioners Paredes, Morath and Alcantar presented their recommendations related to establishing a framework for closer collaboration among public education, higher education, and workforce development entities in Texas. I served as a panelist on the *Accelerating Adult Learners Into Jobs* panel discussion held on Tuesday, September 20th at 8:30 AM.
- Attended the “Newsmaker Breakfast Series” event featuring Chancellor John Sharp, Texas A&M University System on Thursday, September 15.
- Together with Tony Matamoros, Director of College Connections and Admissions for Dual Enrollment, Sofia M. Peña, Director of Early College High Schools, Dr. David C. Plummer, Interim Vice President, Information Services, Planning and Strategic Initiatives, I attended UTRGV’s *Transitioning Early College High School (ECHS) Graduates* event held at the Brownsville Campus. The ultimate goal of the convening was to create a regional action plan designed to further enhance ECHS student post-secondary success through active collaboration between K-12 and institutions of higher education. As the ECHS movement continues to evolve, there is still much to learn about the progress and success of our ECHS graduates as they transition to post-secondary institutions.
- I attended a reception/fundraiser held for Senator Juan Chuy Hinojosa. Joining me at the event from the College’s Board of Trustees, were Mr. Gary Gurwitz and Mr. Paul Rodriguez.
- Together with Senator Juan Chuy Hinojosa, Mr. Gary Gurwitz, and Mr. Paul Rodriguez, I travelled to Austin to meet with Commissioner Raymund Paredes regarding the action taken by the Coordinating Board members against the College with regard to the Continuing Education formula funding audit. We were joined by our Austin-based legal counsel, Mr. Cobby Caputo. South Texas College believes a fair compromise of the audit outcome would be that the appropriations made to the College for its Continuing Education program prior to July 2015 would be allowed,



but that no further state appropriations for the Continuing Education programs identified in the Audit would be permitted for the remainder of the biennium.

Subsequent to the meeting in Austin, a letter was prepared and sent to Commissioner Paredes requesting that this matter be added to the Coordinating Board agenda for the October 20, 2016 meeting. It was our understanding that the matter might be presented to the Agency Operations Committee at their October 19th meeting, before it is presented to the full Board, and that we stood ready to attend any meetings necessary to present this compromise and seek the Coordinating Board's approval.

- We gathered to bid farewell and best wishes to Mrs. Wanda F. Garza, Interim Vice President for Student Affairs and Enrollment Management, who retired from the College effective August 31, 2016. Staff did a beautiful job of coordinating this event in her honor. The room was filled with well-wishers. We were treated to a great PowerPoint presentation filled with wonderful memories of her time at South Texas College, photo and video opportunities by PR & Marketing, as well as anecdotes and well wishes by her colleagues. It was truly a bittersweet event. We wish her the very best in this new chapter in her life.



- Coordinated the agendas and back-up materials for two Facilities Committee Meetings, Education and Workforce Development, and Finance and Human Resources Committees, a Public Hearing on the Tax Rate, as well as the September 27, 2016 Regular Board meeting.
- Continue to meet with South Texas College's President's Cabinet to:
 - facilitate administrative planning on a weekly basis;
 - review and address issues of concern;
 - formulate strategic direction and problem solving; and
 - provide communication and feedback among the President and the Vice Presidents
 - finalize FY 2016-2017 revenue projections, budget, staffing plan, and operational plan
- Continue to meet with South Texas College's President's Administrative Staff. The purpose of the President's Administrative Staff is to communicate information to all administrative staff and to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College.
- Continue to meet with the College's Vice Presidents, Administrators, Planning and Development Council, Coordinated Operations Council, and other Councils to address immediate concerns and issues facing the College. Topics covered from August 23, 2016 thru September 27, 2016 included:
 - Discussion with Ellucian Solutions Consultants (8:30-10:00 AM)

- Update on Fall 2016 Student Enrollment
 - Paid
 - Non Paid
- Discussion of AtD Institutional Capacity Assessment Tool
- Review and Discussion of Themes Developed from the Analysis of the SWOT Sessions
- Review and Discussion of Comprehensive Operational Plan FY 2015-2016 to FY 2019-2020
 - Year One: Status Report
 - Updates for FY 2016-2017 to FY 2019-2020
- Review and Discussion of First Day of Classes
- Discussion of Lt. Governor's Attack on TPEG
- Discussion of Activities for College-Wide Professional & Organizational Development Day, Friday, September 23, 2016
- Update on Dual Credit Process Mapping
- Discussion of A&M's Plan for the University Higher Education Center
- Update on Department of Labor New Overtime Regulations
- Review and Discussion of Purpose of Cabinet
- Discussion of Agenda Expectations
- Review and Discussion of UTRGV-Brownsville Event: Transitioning ECHS Graduates Into Higher Education, Wednesday, September 14, 2016
- Discussion of Occupancy of North Academic Building, Pecan Campus
- Policy 4311 – Personal Days (revised)
- Faculty Satisfaction Survey Follow up
- Review the Overtime Rules Changes Status
- Review Personnel Policies Update and Flowchart
- Review Budget Transfer Policy and Status of Automation
- Review and Discuss the Timeframe of Hiring Bond Related Positions
- Discuss the Travel Committee Recommendations
- Review the FY 2018 Budget Calendar
- Review and Discussion of College-Wide Professional & Organizational Development Day Sessions
- Discuss Dual Credit S.W.O.T. Validation Activity
- Discuss Dual Credit Goal-Setting Sessions
- Review and Discussion of Fall Startup of Classes
- Presentation on Updated Webpage for the Grant Development, Management & Compliance Department
- Review and Discussion of Policy 3320: Scholastic Progress Standards
- Update: What is New for FY 2016-2017
- Distribution of Office of the President PAS, PDC, and COC meeting calendar

*Education and Workforce
Development Committee
Minutes
Sept. 13, 2016*

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, September 13, 2016 @ 3:00 p.m.**

MINUTES

The Education and Workforce Development Committee Meeting was held on Tuesday, September 13, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:05 p.m. with Mrs. Graciela Farias presiding.

Members present: Mrs. Graciela Farias, Dr. Alejo Salinas, Jr., Mr. Jesse Villarreal, and Mr. Gary Gurwitz

Other Trustees present: Mr. Paul R. Rodriguez

Members absent: None

Also present: Dr. Shirley A. Reed, Dr. David Plummer, Mr. Matthew Hebbard, Ms. Cynthia Blanco, Ms. Santa Elisa Pena, Dr. Lelia Salinas, Mr. Jesus Campos, and Andrew Fish

Approval of Minutes for Tuesday, August 9, 2016 Committee Meetings

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Minutes for the Education and Workforce Development Committee meetings of Tuesday, August 9, 2016 were approved as written. The motion carried.

**Review and Recommend Action on Proposed Revisions to Policy
#3320: *Scholastic Progress Standards***

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, reviewed the proposed revisions to Policy #3320: *Scholastic Progress Standards*.

The proposed revisions were necessary to rename the policy *Academic Progress Standards* and to replace references to “scholastic progress standards” with ‘academic progress standards’ throughout the policy.

Further revisions included updating terminology that was consistent in practice but was not reflected in the policy, which was last updated in May 2007.

The proposed revisions as recommended by staff were included in the packet, with additional text highlighted in yellow and italicized.

During the discussion, the Committee noted that the Policy only provided feedback to students after semester grades were determined. The Committee asked what resources were available to proactively offer support and services to students before they earn low grades in a course.

Mr. Hebbard and Dr. Plummer spoke in detail about initiatives throughout the college designed to offer students resources for successful completion of their courses, and also discussed the Starfish Early Alert program currently being piloted for critical “gateway” courses at the College. This system coordinated communication between faculty, advising, counseling, and other staff as needed to help determine when students were performing poorly and to offer advising, counseling, and other services as appropriate to that student’s needs.

Even with such a system in place, it was important that the policy be approved to provide for the requested changes, including the new name and benchmarks given to the *Academic Probation* and *Continued Academic Probation* statuses.

Mr. Gurwitz noted that the trigger for being placed on *Academic Probation* was written as when a student’s Cumulative GPA “has dropped below 2.00.” Mr. Gurwitz argued that this wouldn’t cover a scenario in which a student’s GPA at the end of their first semester was below 2.00; they would not have a prior GPA to “drop below” the threshold. Mr. Hebbard acknowledged the distinction and agreed to look into clearer wording.

The Committee then noted that the cumulative GPA specifically included developmental education courses, and asked whether this was appropriate, as students in those courses were already monitored separately from the provisions of policy #3320.

Dr. Reed and Mr. Hebbard commented that there were various federal and other reporting requirements, including financial aid requirements, which specifically required GPA calculations to include developmental education courses. They stated that it was consistent with our standards to include developmental education course GPA in the calculation of cumulative semester GPA. They further stated that academic probation was not a punitive system, but rather a way of ensuring that students were given notice of their performance, and to bring the attention of counseling services to those students who were performing poorly.

Any student put onto Academic Suspension due to earning a current semester GPA below 2.00 while already on Academic Probation or Continued Academic Probation is required to report to Counseling and Student Disability Services, where counseling staff will work with them to determine what issues are causing the poor performance and to help students develop a success plan that might enable them to perform better in subsequent semester.

The Committee instructed Dr. Reed and Mr. Hebbard to look into the reasoning for including developmental education coursework in the calculation of cumulative GPAs and to report to the Committee whether it was necessary under any federal or other external standards.

The Education and Workforce Development Committee took no action the proposed revision to Policy #3320: *Scholastic Progress Standards*, and asked administration to address their concerns and bring the policy back to the Committee upon further revisions.

Presentation on Library Services, Activities, and Innovations at South Texas College

Dr. David Plummer, Interim Vice President for Information Services, Planning, and Strategic Initiatives, Dr. Lelia Salinas, Director of Learning Commons and Open Labs, and Mr. Jesus Campos, Director for Library Technical Services, provided a presentation on library services, activities, and innovations at South Texas College.

The College had already undertaken and planned additional major renovations to existing libraries and construction of new libraries at its Starr County Campus, Mid Valley Campus, and Nursing & Allied Health Campuses as part of the 2013 Bond Construction Program. Additionally, significant innovations were underway at the Pecan Campus Library.

This presentation included a report on the usage of libraries by South Texas College students, faculty, staff, and the communities served. Along with the usage information, administration presented the findings of several surveys of users' assessments of library services.

South Texas College had undertaken some innovative strategies in its offerings to its clientele. This presentation reviewed many of these innovations, which included a transition to a Learning Commons Model, piloting and installation of Collaborative Furniture, installation of Compact Shelving, the creation of Writing Centers, and the development of a variety of learning spaces to accommodate different activities and learning styles beneficial to the libraries' many visitors.

Finally, the presenters shared feedback from peer institutions that visited South Texas College and reviewed these new services, activities, and innovations.

This item was for the Committee's information and feedback to staff, and no action was requested.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 4:18 p.m.

I certify that the foregoing are the true and correct Minutes of the September 13, 2016 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Presiding

*Facilities Committee
Minutes
Sept. 13, 2016*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, September 13, 2016 @ 4:00 PM**

MINUTES

The Facilities Committee Meeting was held on Tuesday, September 13, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:25 p.m. with Mr. Gary Gurwitz presiding.

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

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Ricardo de la Garza, Mr. George McCaleb, Mr. Brian Fruge, Mr. Rolando Garcia, Ms. Diana Gonzalez, Mr. Doug Hope, and Mr. Andrew Fish

Approval of Facilities Committee Meetings Minutes

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the following Minutes for the Facilities Committee meetings were approved as written:

1. August 9, 2016 Facilities Committee Meeting
2. August 23, 2016 Facilities Committee Meeting

The motion carried.

Update on Status of Board Request to Broaddus & Associates for the Project and Program Accountability and Status of 2013 Bond Construction Program

On July 13, 2016, Dr. Salinas wrote to Broaddus & Associates, the South Texas College 2013 Bond Construction Program Manager (CPM), requesting the delivery of project and program accountability reporting to the Board of Trustees. The letter outlined the Board's expectations of the CPM.

Broaddus & Associates was asked to provide the following documentation to the Facilities Committee:

- Budget Accountability Reporting spreadsheet;
- Total Project Cost (TPC) worksheet;
- Update on the status of the 2013 Bond Construction Program;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates was asked to provide these documents two weeks prior to publication of the Facilities Committee packet, to allow administration and staff adequate time to review all documentation and to give Broaddus & Associates time to respond to their concerns.

Broaddus & Associates provided the enclosed documentation, which was included in the committee packet, on September 8, 2016. Staff did not have time to review it adequately in time for the September 9, 2016 publication deadline, and the documents were presented to the Committee as received from Broaddus & Associates.

Mr. Brian Fruge presented the update on the Project and Program Accountability report. He started his presentation with an introduction of Doug Jowell, Senior Construction Representative with Broaddus & Associates. Mr. Jowell brought 35 years of experience in construction for higher education and health care institutions, and would begin working on the 2013 Bond Construction Program.

Mr. Fruge then reviewed the documentation provided for the Committee's review. The Budget Accountability Reporting spreadsheet was substantially the same as what was reviewed by the Board on August 23, 2016. He anticipated further updates as buyout savings were brought to the Facilities Committee and Board, in the form of Change Orders. These Change Orders would allow the reduction of GMPs based upon buyout savings, and the reallocation of those savings to the 2013 Bond Construction Program Contingency fund, to cover shortfalls on other projects.

No action was requested.

Review and Recommend Action on Updated Timeline for the Scheduled Guaranteed Maximum Prices (GMPs), Completion Dates, and Occupancy Dates for the 2013 Bond Construction Program

The updated timeline for the scheduled Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program was reviewed by the Facilities Committee.

Purpose

The Committee asked to review the updated timeline for scheduled delivery of

Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates for the 2013 Bond Construction program projects, with the option to recommend Board action as appropriate.

Justification

A Guaranteed Maximum Price is the method used by the Construction Manager-at-Risk (CM@R) to present their proposed construction cost to provide the Owner with a complete and functioning project. The timeline establishes dates for the Program Manager to submit GMPs with a recommendation for Board approval.

Background

On April 26, 2016 a proposed Guaranteed Maximum Price (GMP) Timeline was presented to the Board for information only. At the May 24, 2016 Board meeting, an updated timeline, which included completion dates and occupancy dates, was approved and adopted.

Broaddus and Associates proposed further revisions to this timeline at the Facilities committee on August 9, 2016, but the proposal was rejected by the Committee and not presented to the Board. The timeline was rejected primarily due to concerns voiced by administration about the timeframe allotted for occupancy of facilities in time for the scheduled semester.

Broaddus and Associates was working to update the GMP schedule, completion dates, and occupancy dates which would be presented upon completion to the Facilities Committee for a recommendation to the Board for action as appropriate.

The timeline included the following information, for each project in the 2013 Bond Construction Program:

- **Guaranteed Maximum Price (GMP)** indicates the deadline for Broaddus & Associates to submit and recommend Board approval of a GMP.
- **Temporary Certification of Occupancy** – this is the date at which furniture, fixtures, and equipment can be installed, but regular occupancy is not permitted.
- **Completion dates** - including substantial completion and final completion, establish deadlines for the design and construction teams to complete phases of the project.
- **Occupancy dates** - based upon completion dates, above, and indicate when students, faculty, and staff will be able to fully utilize the facilities.

The Temporary Certification of Occupancy was added to this timeline in response to Broaddus & Associates' recommendation that the college consider implementing a phased move-in to those projects which can be delivered prior to benchmark deadlines, but with very little anticipated time to complete the move in before facilities are needed.

Enclosed Documents

Broaddus & Associates provided a draft proposal timeline, which was included in the packet, on September 8, 2016. Staff did not have time to review it adequately in time for

the September 9, 2016 publication deadline, and the document was presented to the Committee as received from Broaddus & Associates.

Presenters

Representatives from Broaddus & Associates were present at the Facilities Committee meeting to present the updated timeline for the scheduled Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates.

Mr. Fruge announced that they were working with the design and construction teams to provide an accurate and realistic timeline, and indicated that there were some complications. He had begun scheduling meetings with the appropriate teams to identify and resolve the complications, and hoped to be prepared to report progress on the updates to the timelines at the September 27, 2016 special Facilities Committee meeting.

Administration noted that the timeline called for owner occupancy of the Pecan Campus North Academic Building by Fall 2017, and asked whether the Construction Manager-at-Risk (CM@R) contract for that project provided for the same timeline. Mr. Fruge acknowledged that the CM@R contract provided for a longer time frame to complete the project. He asserts that he was working with the CM@R to develop a plan to adhere to the Fall 2017 occupancy nonetheless.

When asked why the CM@R contract provided additional time, he responded that he had been unable to determine why this had happened, and acknowledged that it was an issue of concern. He then stated that they had found no other similar conflicts between schedules and contract terms, but that they were conducting a project-by-project audit and meetings with teams to finalize the schedule for report back to administration, the Facilities Committee, and the Board.

Staff asked about the pending GMPs, and were advised that they were scheduled for delivery at the end of October or in November. Staff advised that any delay beyond November might well mean that items would not be heard until the new year, due to the College's compressed schedules at the end of November and through December.

The Facilities Committee and staff also asserted that it was unreasonable to expect items to be presented to the Trustees on a Facilities Committee agenda, and to expect Board action on those items on the same day. This process gave the no time for Facilities Committee feedback to be acted upon, and was the Committee asserted that it was the program manager's responsibility to deliver necessary items in a timely manner for the Trustees' review at both the Committee and Board level.

The proposed timeline was not ready for Board action, and the Facilities Committee took no action.

The Facilities Committee postponed the following item:

**Review and Update on the 2013 Bond Construction
La Joya Jimmy Carter Teaching Site**

The update for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site was scheduled for review and discussion. Due to time constraints, this discussion was postponed.

Review and Recommend Action on Contracting Construction Management-at-Risk Firm for the 2013 Bond Construction Regional Center for Public Safety Excellence

Approval to contract construction management-at-risk (CM@R) services for the 2013 Bond Construction Regional Center for Public Safety Excellence will be requested at the September 27, 2016 Board meeting.

Purpose

The procurement of a construction management-at-risk firm would provide for pre-construction and construction services necessary for the 2013 Bond Construction Regional Center for Public Safety Excellence.

Background

On February 23, 2015 and on January 26, 2016, the Board of Trustees approved design services with PBK Architects, Inc. and Dannebaum Engineering Company, respectively, to prepare plans and specifications for the 2013 Bond Construction Regional Center for Public Safety Excellence. The design teams were working on preparing schematic designs for the projects.

Solicitation of request for CM@R proposals for this project began on June 6, 2016. A total of eight (8) sets of request for proposals were issued and a total of four (4) proposals were received on June 22, 2016.

Timeline for Solicitation of Construction Management-At-Risk	
June 6, 2016	Solicitation of construction management-at-risk began.
June 22, 2016	Four (4) proposals were received.

The published Request for Proposals (RFP) used to solicit Construction Manager @ Risk proposals outlined the method by which an evaluation committee comprised of staff from Broaddus & Associates and College staff would evaluate all proposals and recommend Board approval to contract with the top-ranked firm.

Legal counsel advised that the evaluation committee was obligated to follow that procedure and present its top-ranked firm to the Facilities Committee. The Facilities Committee could opt, at its discretion, to:

- Recommend Board approval to contract the top-ranked firm;
- Recommend further review by the evaluation committee; or
- Recommend Board rejection of all proposals

The evaluation committee provided its summary of the received proposals as well as its scores used to rank the proposals and identify a top-ranked firm.

Justification

Approval of the construction management-at-risk firm would allow for the CM@R to provide pre-construction services which includes collaboration with the design consultant teams, program manager (Broaddus and Associates), and the College. The CM@R would be involved with the design process through constructability reviews and providing preliminary construction estimates to meet the design program and budget.

Funding Source

Funds were budgeted in the FY 16 – 17 Bond Construction Budget

Reviewers

The proposals were reviewed by staff from Broaddus & Associate, Facilities Planning & Construction, Operations & Maintenance, and Purchasing departments.

Enclosed Documents

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval to contract construction management-at-risk services with Noble General Contractors for the 2013 Bond Construction Regional Center for Public Safety Excellence as presented. The motion carried.

Review and Recommend Action on Amendment to Increase Scope to Construction Manager-at-Risk Contract with D. Wilson Construction Company to Include the Non-Bond Construction Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements

Approval to increase the scope of the Construction Manager-at-Risk contract with D. Wilson Construction to include the Non-Bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements will be requested at the September 27, 2016 Board meeting.

Purpose

Authorization was requested to increase the scope of the 2013 Bond Construction Nursing and Allied Health Campus Expansion to the Construction Manager-at-Risk (CMR@) with D. Wilson Construction to include the Non-Bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements.

Justification

As with the other campuses, one CM@R per campus was designated to construct the 2013 Bond Construction projects. Including the Non-Bond Thermal Energy Plant Parking and Site Improvements with the current Bond 2013 Nursing and Allied Health Campus construction scope would allow the current CM@R to coordinate the construction of the entire campus expansion effectively. The CM@R can properly schedule the projects to meet the proposed completion dates and ensure that the building materials and products were consistent for all the projects. The use of one CM@R could also provide potential cost savings in contractor general conditions and mobilization fees.

Background

On April 26, 2016, the Board of Trustees authorized an amendment to R. Gutierrez Engineering agreement to increase civil design services for the non-bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements. As the CM@R for the 2013 Bond Nursing and Allied Health Campus Parking and Site Improvement project, D. Wilson Construction was working with Broaddus & Associates, Facilities Planning & Construction, College staff, and R. Gutierrez by providing pre-construction services.

Funding Source

The current Construction Cost Limitations (CCL) was \$200,000 and would be adjusted once the Guaranteed Maximum Price (GMP) proposals were submitted by the Construction Manager-at-Risk to be presented to the Board for approval. Funds were budgeted in the non-bond construction budget for FY 2016 - 2017.

Enclosed Documents

The packet included a plan indicating the proposed location of the Thermal Plant Parking and Site Improvements at the Nursing and Allied Health Campus.

Presenters

Representatives from Broaddus & Associates attended the Facilities Committee meeting to respond to questions.

Recommended Action

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval to increase the scope to the Construction Manager-at-Risk contract with D. Wilson Construction to include the non-bond Nursing and Allied Health Campus Thermal Energy Plant Parking and Site Improvements as presented. The motion carried.

Review and Update on Guaranteed Maximum Prices for the 2013 Bond Construction Projects

- 1. Starr County Campus Health Professions and Science Building - Balance of Previously-Approved Partial GMP**
- 2. Starr County Campus Parking and Site Improvements - Balance of Previously-Approved Partial GMP**
- 3. Pecan Campus Parking and Site Improvements**

The GMPs were discussed during the earlier agenda item regarding the 2013 Bond Construction Program timeline, and this item was skipped. The information below was included in the Committee packet.

Broaddus and Associates was asked to discuss the current status on the Guaranteed Maximum Price (GMP) for the projects noted above.

According to the Board-approved timeline for the delivery of GMPs, Broaddus & Associates was expected to deliver a recommendation for approval of the GMP for each of these projects to the Facilities Committee on August 9, 2016, and to the Board of Trustees on August 23, 2016.

Broaddus & Associates advised staff that they planned to deliver the GMP for the Starr County Campus Health Professions and Science Building project (balance of the previously approved partial GMP) and the Pecan Campus Parking and Site Improvements project on September 27, 2016.

Broaddus & Associates advised staff that they plan to deliver the GMP for the Starr County Campus Parking and Site Improvements project (balance of the previously approved partial GMP) in October 2016.

There were five additional projects pending GMPs, and staff was advised that Broaddus & Associates planned to bring these projects to the Facilities Committee either at the October 11, 2016 Facilities Committee meeting or to request a special meeting immediately prior to the Regular Board Meeting scheduled for October 25, 2016.

No action was requested. Staff from Broaddus & Associates was asked to be prepared to answer questions about the status of pending GMPs.

Review and Recommend Action on Contracting Civil Engineering Services for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement

Approval to contract civil engineering design services for the non-bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement will be requested at the September 27, 2016 Board meeting.

Purpose

The procurement of a civil engineer would provide for design services necessary for the site grading for proper drainage and sidewalk replacement of the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project. This project was necessary to address flooding that occurs during heavy rains at that campus.

Justification

The procurement of a civil engineer would allow for the engineer to work with staff to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using college design standards as well as all applicable codes and ordinances. Construction documents will then be issued to request for quotes.

Background

College staff requested the site be improved to include the replacement of the existing sidewalk to allow for proper storm drainage to prevent water from entering the library building during heavy rain events. Portions of the existing sidewalk north of the library has also been noted to be replaced due to non-compliance with current ADA codes. This project was budgeted through the normal Capital Improvement Process (CIP).

In order to proceed with the design of site grading and sidewalk replacement, staff recommended contracting civil engineering services for preparation of plans and specifications. This work would be scheduled to be constructed during the fall of 2017.

Four civil engineering firms listed below were previously approved by the Board to provide professional on-call services as needed for projects under \$500,000.

1. Halff Associates
2. Melden and Hunt Inc.
3. Perez Consulting Engineers
4. R. Gutierrez Engineering

Based on the following criteria, Melden and Hunt, Inc. was recommended to provide civil engineering services for this project.

- Previous experience with site drainage and sidewalk design
- Familiarity with the civil design work and surveying at the campus for current projects
- Familiarity with the College's standards and processes

Funding Source

Funds were available in the FY 2016 – 2017 renewals and replacements budget for design and construction for this project.

Proposed Project Budget		
Budget Components	Amount Available	Proposed Costs
Design	\$5,000	Design fees are proposed at 10%.
Construction	\$50,000	Actual cost will be determined after the request for quotes.

Enclosed Documents

The packet included a site plan indicating the proposed location of the project.

Recommended Action

Upon a motion by Mrs. Graciela Farias and a second by Dr. Alejo Salinas, Jr., the Facilities Committee recommended Board approval to contract civil engineering services with Melden and Hunt, Inc. for the Non-Bond Starr County Campus Library Building F Site Grading and Sidewalk Replacement project as presented. The motion carried.

Due to time constraints, the following items were postponed, and staff was asked to include them on the September 27, 2016 Regular Board Meeting agenda without a committee recommendation:

Review and Recommend Action on Substantial Completion and/or Final Completion of the Following Non-Bond Construction Projects

- 1. Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2**
- 2. District Wide Building to Building ADA Improvements**

Approval of substantial and/or final completion for the following non-bond construction projects will be requested at the September 27, 2016 Board Meeting:

	Projects	Substantial Completion	Final Completion	Documents Attached
1.	Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2 Engineer: Perez Consulting Engineers Contractor: Mid Valley Paving	Recommended	Recommended	Certificate of Substantial Completion and Final Completion Letter
2.	District Wide Building to Building ADA Improvements Engineer: Dannenbaum Engineering Contractor: 5 Star Construction	Approved August 2016	Recommended	Final Completion Letter

1. Nursing & Allied Health Campus Resurfacing of Parking Lot No. 2

It was recommended that substantial and final completion for this project with Mid Valley Paving be approved.

Perez Consulting Engineers and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, a Certificate of Substantial Completion for the project was certified on August 22, 2016. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. A copy of the Substantial Completion Certificate was provided in the packet.

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with Mid Valley Paving be approved. The original cost approved for this project was in the amount of \$98,367.30.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$250,000	\$98,367.30	\$0	\$98,367.30	\$93,448.93	\$4,918.37

On September 6, 2016, Perez Consultant Engineers and Planning & Construction Department staff inspected the site to confirm that all punch list items were completed. The packet included a final completion letter from Perez Consulting Engineers acknowledging all work is complete and recommending release of final payment to Mid Valley Paving in the amount of \$4,918.37

2. District Wide Building to Building ADA Improvements

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

Final Completion including punch list items were accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with 5 Star Construction be approved. The original cost approved for this project was in the amount of \$466,112.03.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$400,000	\$466,112.03	\$2,058.01	\$468,170.04	\$421,682.66	\$46,487.38

On August 25, 2016, Dannenbaum Engineering and Planning & Construction Department staff inspected the site to confirm that all punch list items were completed. The packet included a final completion letter from Dannenbaum Engineering acknowledging all work is complete and recommending release of final payment to 5 Star Construction in the amount of \$46,487.38.

No action was taken.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza attended the meeting to respond to questions and address concerns of the committee.

This item was not reviewed and no action was taken.

The Facilities Committee reviewed the following item, which has been postponed earlier in the agenda:

Review and Update on the 2013 Bond Construction La Joya Jimmy Carter Teaching Site

The update for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site will be reviewed and discussed at the September 27, 2016 Board meeting.

Purpose

The Board would be updated on the 2013 Bond Construction La Joya Jimmy Carter Teaching Site program, scope, and budget.

Justification

The Board would be provided a current status of project plans, scope, budget, schedule, and collaboration between the College and La Joya ISD representatives.

Background

The Board of Trustees requested that any program changes be presented prior to implementation. An Advisory Committee was formed with South Texas College and La

Joya ISD to review, develop, and update the program requirements for college courses to be held at the La Joya Jimmy Carter Teaching Site. College representatives have been meeting with La Joya ISD representatives on a monthly basis to discuss several topics related to the teaching site as well as the space requirements.

On August 4, 2016, EGV Architects and Broaddus and Associates met with the Advisory Committee and presented the schematic design and preliminary estimate for review and comment. The responsibilities of each party were presented and discussed. La Joya Assistant Superintendent for Administration and Finance agreed to review the request for infrastructure improvements requested by STC with his staff and would request approval of the necessary capital investments. College legal counsel was working to draft an updated lease agreement between South Texas College and La Joya ISD for incorporation of the preliminary schematic design, scope, and cost estimates for review and execution by both parties.

Current Project Program

South Texas College				
STC Teaching Site (Jimmy Carter Early College High School) -La Joya				
Name / Type of Space	Max Students	Qty		SF
Laboratory Spaces				
Biology Lab	24	2	Existing space	
Chemistry Lab	24	2	Existing space	
Prep Laboratory for Chemistry	4	1	Existing space	
Prep Laboratory for Biology	4	1	Existing space	
Computer Labs				
Open Access Computer Lab	32	2	Existing space	
Welding Lab				
New outdoor welding area (42 welding stations)	42	1		2,700
Spaces Added to program				
Chemical Storage and Hazardous Materials & Biology		1	Existing Space	
Physics Lab (long tables)	24	1	Existing space	
Classroom	24	2	Existing space	

South Texas College bond funds could not be used for any permanent improvements to a building or property that was not owned by the College. All improvements which were included in this scope would be paid by the College and could be removed and returned to the College at the termination of the lease with La Joya ISD, at the College's discretion. La Joya ISD would be responsible for all permanent infrastructure improvements necessary for the proper functioning of the spaces.

Project Schedule

Schematic Design to Board for Approval

Facilities Committee

September 27, 2016

Board Approval

September 27, 2016

Design Development	November 1, 2016
Construction Documents	December 1, 2016
Advertisement for Bid	December 8, 2016
Bid Opening	January 4, 2017
Board Approval of Competitive Sealed Proposals	February 2017
Construction Period	March 2017- July 2017
Move In / Occupancy of Building	August 2017

Funding Source

The current Total Project Cost (TPC) for the 2013 Bond Construction La Joya Jimmy Carter Teaching Site was \$1,436,000. The current preliminary Total Project Cost estimate was \$1,228,030. Bond funds were budgeted in the 2013 Bond Construction budget for FY 2016 – 2017.

Enclosed Documents

The Preliminary Schematic Plans & Total Project Cost Estimate were included in the packet.

Presenters

Representatives from Broaddus & Associates attended the Facilities Committee meeting to discuss the status of the 2013 Bond Construction La Joya Jimmy Carter Teaching Site project.

Diana Bravos Gonzalez with Broaddus & Associates informed the Facilities Committee that administration from La Joya ISD were comfortable with the proposals by the college, and expected that the La Joya ISD school board would approve the requested renovations to enable this project to move forward.

This item was for the Committee's information and review, and no action was taken.

Adjournment

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

I certify that the foregoing are the true and correct minutes of the September 13, 2016 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

*Finance, Audit &
Human Resources
Committee Minutes
Sept. 13, 2016*

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, September 13, 2016 @ 5:30 p.m.**

Minutes

The Finance and Human Resources Committee Meeting was held on Tuesday, September 13, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:47 p.m. with Mr. Paul R. Rodriguez, Committee Chair, presiding.

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

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mr. Cobby Caputo (via telephone), Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Mr. Paul Varville, Mrs. Becky Cavazos, Ms. Katarina Bugariu, Mrs. Brenda Jo Balderaz, Mr. Khalil Abdullah, and Mr. Andrew Fish

**Approval of August 9, 2016 Finance, Audit, and Human Resources
Committee Minutes**

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of August 9, 2016 were approved as written. The motion carried.

Review and Recommend Action on Purchases and Renewals

Approval of the following purchases and renewals will be requested at the September 27, 2016 Board meeting as follows:

A. Instructional Item

C. Technology Items

B. Non- Instructional Items

A. Instructional Item

- 1) Student Learning Solution Services (Purchase):** purchase student learning solution services from **Pearson Education, Inc.** (Old Tappan, NJ), a sole source

vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$158,988.00;

2) Industrial Supplies, Materials, and Accessories (Renewal): renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2016 through November 24, 2017, at an estimated amount of \$60,000.00 with the following vendors:

- **Burton Companies** (Weslaco, TX)
- **International Industrial Supply Company** (Brownsville, TX)
- **MSC Industrial Supply Company** (Harlingen, TX)
- **Rex Supply Company** (Pharr, TX)

B. Non – Instructional Items

3) Advertisement – Classified Ads (Purchase): purchase advertisement – classified ads from **AIM Media Texas/The Monitor** (McAllen, TX), a sole source vendor, for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$80,000.00;

4) Lease of Storage Warehouse (Purchase): purchase the lease of warehouse with the **McAllen Foreign Trade Zone** (McAllen, TX), a Board approved vendor, for the period beginning January 1, 2017 through December 31, 2017, at a monthly amount of \$4,680.00 totaling \$56,160.00;

5) Chiller Maintenance Services (Renewal): renew the chiller maintenance services contract with **Johnson Controls, Inc.** (Corpus Christi, TX), for the period beginning November 21, 2016 through November 20, 2017, at an annual amount of \$29,828.88 for scheduled services and an estimated amount of \$75,000.00 for repair services totaling \$104,828.88;

6) Promotional T-Shirts for Student Outreach (Renewal): renew promotional t-shirts for student outreach contracts, for the period beginning November 27, 2016 through November 26, 2017, at an estimated amount of \$55,000.00 with the following vendors:

- a. **A & L Athletics** (McAllen, TX)
- b. **Authentic Promotions.com** (Carmichael, CA)
- c. **Champion Awards** (Weslaco, TX)
- d. **Elite Promotions** (Brownsville, TX)
- e. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- f. **Images In Ink, Inc.** (McAllen, TX)
- g. **Imprezos Pro Uniforms, LLC.** (Pharr, TX)
- h. **Tekna Impact, LLC.** (McAllen, TX)

C. Technology

7) Audio Visual Equipment and Supplies (Purchase): purchase audio visual equipment and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$130,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Audio Visual Aids Corp (San Antonio, TX) – Texas Association of School Boards – Buyboard and TIPS Purchasing Cooperative	\$50,000.00

B & H Foto & Electronics, Corp (New York, NY) – Texas Association of School Boards – Buyboard, Harris County Dept of Ed – Choice Partners, and E & I Cooperative Services	\$50,000.00
Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard	\$10,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard	\$10,000.00
Audio Fidelity Communications Corp/dba Whitlock (Austin, TX) – State of Texas Department of Information Resources (DIR)	\$10,000.00

- 8) **Computer Components, Peripherals, Software, and Supplies (Purchase):** purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2016 through August 31, 2017, at an estimated amount of \$230,000.00 which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Best Buy (Richfield, MN/McAllen, TX) – Harris County Dept of Ed – Choice Partners	\$10,000.00
CDW Government (Vernon Hills, IL) – State of Texas Department of Information Resources (DIR), National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN), National Joint Power Alliance (NJPA), Harris County Dept of Ed – Choice Partners, and TIPS Purchasing Cooperative	\$80,000.00
Dell Marketing, LP. (McAllen, TX) – Department of Information Resources (DIR)	\$80,000.00
GovConnection (Merrimack, NH) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Purchasing Cooperative, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)	\$20,000.00
PCM Gov, Inc. (Chantilly, VA) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and TIPS Purchasing Cooperative	\$10,000.00
SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), and Harris County Dept of Ed – Choice Partners	\$30,000.00

- 9) **Computers and Tablets (Purchase):** purchase of computers and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$343,763.62;
- 10) **Software and Consulting Services (Purchase):** purchase software and consulting services from **Ellucian Company, LP.** (Fairfax, VA) through Texas A&M University – Corpus Christ acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2016 through August 31, 2017, at an estimated cost of \$300,000.00.

The total for all purchases and renewal was \$1,518,669.02.

Upon a motion by Mr. Roy de León and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommended Board approval of the purchases and renewals as presented.

Review and Discussion of Proposed Implementation of Flat Tuition Rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services reviewed the proposed implementation of flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018.

Purpose – The College’s tuition rate schedule is approved by the Board of Trustees for each fiscal year as per Texas Education Code 54.051. The College’s current Tuition Rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition were tiered whereby the cost per credit hour decreased with the number of credit hours taken. As an example, the credit hour rate for 3 credit hours was \$88.00 and the credit hour rate for 15 credit hours was \$67.00. The College proposed to change from a tiered tuition rate to a flat tuition rate structure.

Justification – The implementation of a flat tuition rate would result in two significant beneficial changes.

1. The current tiered schedule prevented the full automation of the College’s enterprise system processes, requiring complex programming and manual processes to be performed. The implementation of flat tuition rates would reduce the need to perform manual processes.
2. Flat tuition rates would streamline processes, resulting in a decrease of the risk of errors occurring in the tuition tables setup, and would be in compliance with the Texas Higher Education Coordinating Board refund rules.

Additionally, flat tuition rates would result in lower tuition rates for Resident-In-District and Resident-Out of District students taking less than nine (9) credit hours and Non-Resident students taking less than six (6) credit hours.

An analysis was prepared to determine a flat tuition rate that would generate the same amount of revenue being generated by the current tiered tuition schedule. The analysis confirmed the overall tuition revenue would not be negatively impacted by this change. The determined flat tuition rates by student classification were as follows:

Type	Original Rates	Flat Rates	Difference
Resident-In-District			
1-2 credit hours	\$ 100	\$ 70	\$ (30)
3 credit hours	88	70	(18)
4-5 credit hours	78	70	(8)
6-8 credit hours	73	70	(3)
9-11 credit hours	68	70	2
>11 credit hours	67	70	3
Resident-Out of District			
1-2 credit hours	\$ 125	\$ 80	\$ (45)
3 credit hours	103	80	(23)
4-5 credit hours	90	80	(10)
6-8 credit hours	84	80	(4)
9-11 credit hours	77	80	3
12-21 credit hours	76	80	4
>21 credit hours	76	80	4
Non-Resident-Out of State			
1 credit hour	\$ 225	\$ 200	\$ (25)
2 credit hours	225	200	(25)
3 credit hours	213	200	(13)
4-5 credit hours	203	200	(3)
6-8 credit hours	198	200	2
9-11 credit hours	193	200	7
12-21 credit hours	192	200	8
>21 credit hours	100	200	100

Reviewers – The flat tuition rates for Resident Tuition-In-District, Resident Tuition-Out of District, and Non-Resident Tuition for FY 2017 – 2018 were reviewed by the President’s Cabinet.

The Committee asked whether peer institutions used a flat-rate, tiered, or other system for tuition. Mrs. Elizondo confirmed that most peer institutions have implemented a flat-rate tuition system similar to the proposal.

The Committee also asked how the proposed flat rate compared to tuition at University of Texas-Rio Grande Valley (UTRGV). While UTRGV used a tiered system, similar to the current system at South Texas College, tuition at any particular semester credit hour level was approximately 1/3 the cost at South Texas College as compared to the same course load at UTRGV.

A Trustee also asked whether the proposed higher flat-rate tuition for out-of-district students was sufficient to adjust for the difference in tax revenue generated by in-district students, proposing that a flat tuition rate of \$87.50 per credit hour might be equitable, compared to the roughly 25% estimated revenue brought in by the College's taxing district.

Administration had not recently reviewed the out-of-district flat-rate tuition proposal in relation to tax revenue, and agreed to look further into this issue.

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

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

The Staffing Plan Position Vacancy Report Recap for FY 2015 - 2016 was provided in the packet for the Committee's information and review. Information is current as of August 31, 2016.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, applauded the Office of Human Resources for processing 4,052 applications and filling 171 positions in FY 2015-2016.

The presentation of the data was modified to help communication with Board members and other individuals.

1) Vacancies at Beginning of Fiscal Year 2015 - 2016 **(EXHIBIT A - VACANT POSITIONS - NEW)** **EXHIBIT B - VACANT POSITIONS - CONTINUING)**

- 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.

2) Positions Filled during Fiscal Year 2015 - 2016 **(EXHIBIT C - HIRED)**

- One hundred seventy-one (171) Full Time, Regular positions have been filled as of August 31, 2016.
- Of the one hundred seventy-one (171) positions filled, there was a total of 4,052 applications; averaging 36 applicants per posting.

3) Position Turnover during Fiscal Year 2015 - 2016 **(EXHIBIT D - RESIGNATIONS)**

- Seventy-one (71) resignations, terminations, and/or retirement notices were submitted for Full Time, Regular positions as of August 31, 2016.

Further details could be found in the Position Vacancy Report within the packet.

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.

Executive Session:

The South Texas College Board Finance and Human Resources Committee convened into Executive Session at 6:03 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
 1. Discussion and Action as Necessary to Terminate Contract with Cardinal Tracking for the Parking Permit and Citation Management System
 2. Update and Action as Necessary Regarding Texas Higher Education Coordinating Board Audit on Continuing Education Formula Funding

Open Session:

The South Texas College Board Finance and Human Resources Committee returned to Open Session at 6:43 p.m.

No action was taken in Executive Session.

Discussion and Action as Necessary to Terminate Contract with Cardinal Tracking for the Parking Permit and Citation Management System

The Board awarded the proposal for a parking permit and citation management system to Cardinal Tracking, Inc. (Lewisville, TX), at a total cost of \$100,320.00 at their February 16, 2016 meeting.

Administration was considering the option of terminating the contract and would provide notice of such possible action to Cardinal Tracking, Inc.

The parking permit and citation management system was used to input and document the acquisition of parking permits and the issuance of citations for parking and traffic control, including fine accumulations, late fees, dismissals, administrative review hearings, and other related functions. This contract included the purchase of software, implementation, training, and maintenance and support.

Mr. Jesus Ramirez, legal counsel, and Mary Elizondo, Vice President for Finance and Administrative Services, were present at the Committee meeting to address any questions by the committee.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Finance and Human Resources Committee recommended Board approval for the College President to issue a letter to Cardinal Tracking, Inc. declaring them in default of the contract and terminating said contract for the parking permit and citation management system with Cardinal Tracking, Inc. The motion carried.

Update Regarding Texas Higher Education Coordinating Board Audit on Continuing Education Formula Funding

On July 26, 2016 the Board authorized the President to retain legal counsel regarding the Texas Higher Education Coordinating Board Audit.

An update was provided to the Finance, Audit, and Human Resources Committee regarding the audit.

No action was taken.

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 September 13, 2016 Finance and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
Chair

*Facilities Committee
Minutes
Sept. 20, 2016*

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, September 20, 2016 @ 4:30 PM**

MINUTES

The Facilities Committee Meeting was held on Tuesday, September 20, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:31 p.m. with Mr. Gary Gurwitz presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Chuy Ramirez, Mrs. Mary Elizondo, Mr. Ricardo de la Garza, Mr. George McCaleb, Mr. Brian Fruge, Mr. Rolando Garcia, Ms. Diana Gonzalez, Mr. Bill Wilson, and Mr. Andrew Fish

**Review and Action as Necessary on Pending Guaranteed Maximum Prices
(GMPs) for the 2013 Bond Construction Program**

- 1. Pecan Campus Parking and Site Improvements**
- 2. Nursing and Allied Health Campus Thermal Plant Expansion**
- 3. Nursing and Allied Health Campus Thermal Plant Expansion Parking and Site Improvements**
- 4. Nursing and Allied Health Campus Parking and Site Improvements**
- 5. Mid Valley Campus Workforce Expansion**
- 6. Mid Valley Library Expansion**
- 7. Starr County Campus Health Professions and Science Building**
- 8. Starr County Campus Workforce Expansion**
- 9. Starr County Campus Library Expansion**
- 10. Starr County Campus Student Services Expansion**
- 11. Starr County Campus Student Activities Expansion**
- 12. Starr County Campus Parking and Site Improvements**
- 13. Regional Center for Public Safety Excellence Training Facility**
- 14. Regional Center for Public Safety Excellence Parking and Site Improvements**

Broaddus and Associates attended the meeting to discuss the pending Guaranteed Maximum Prices (GMPs) for the 2013 Bond Construction Program, as requested by the Facilities Committee on September 13, 2016.

Enclosed Documents

- Construction Budget Summary spreadsheet with projected GMPs.
- Program Contingency Tracking Log
- Update on Status of Remaining GMPs
- Program Budget Worksheet

Presenters

Brian Fruge and staff from Broaddus and Associates provided information regarding the pending GMPs and responded to questions.

Pecan Campus Parking and Site Improvements Project

Broaddus & Associates proposed a Guaranteed Maximum Price (GMP) for the Pecan Campus Parking and Site Improvements project, in the amount of \$2,527,000.

Construction Cost Limitation

The Construction Cost Limitation (CCL) for this project was \$2,122,925, which included funds set aside for an IT Duct Bank.

Proposed Construction Alternates

Alternate 01 (\$67,200) – Construction of a new driveway to service the Thermal Plant

Alternate 02 (\$24,600) – Installation of pavers between existing Building H and the new Student Activities Building and Cafeteria

Alternate 03a (-\$270,000) – Deductive Alternate to delete 130 parking spaces west of the South Academic Building

Alternate 03b (-\$182,200) – Deductive Alternate to delete 83 parking spaces north of the South Academic Building

The Facilities Committee reviewed the proposed Alternate 01 and Alternate 02, and supported including them within the GMP.

The Facilities Committee reviewed the proposed deductive Alternates 03a and 03b, and discussed the impact this would have on parking. Broaddus & Associates suggested that the 83 parking spaces identified in Alternate 03b could be included later, as part of the potential construction of a new library at the main entrance to the campus from Pecan Boulevard.

Administration responded that parking was a premium on the campus, and recommended against the deletion of any parking already included in the schematic designs previously approved by the Board.

The Facilities Committee responded that the proposed construction was an effort to catch up with the facilities needs of the College, and agreed that the additional parking should not be postponed.

Broaddus & Associates agreed with administration and the Committee's assessment of the parking issues at Pecan Campus, and recommended the rejection of deductive Alternates 03a and 03b.

Upon a motion by Mrs. Graciela Farias and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the Guaranteed Maximum Price (GMP) for the Pecan Campus Parking and Site Improvements project as part of the 2013 Bond Construction Program, in the amount of \$2,618,800, which includes Alternate 1 for the construction of a new driveway and Alternate 2 for the addition of concrete pavers, as presented. The motion included the rejection of the proposed deductive Alternates 03a and 03b. The motion carried.

Starr County Campus Health Professions and Science Building Project

Broaddus & Associates presented a preliminary balance of the GMP for the Starr County Campus Health Professions and Science Building.

Previously approved Partial GMP

A previous partial GMP had been approved by the Board, and included the necessary foundation work and structural steel. That partial GMP was in the amount of \$1,736,000.

Construction Cost Limitation

The Construction Cost Limitation (CCL) for this project was \$8,500,000. There was \$6,764,000 remaining within the CCL for the balance of the project.

Proposed Balance of the GMP

The proposed balance of the GMP was submitted in the amount of \$7,785,000. This was \$1,021,000 above the CCL.

Recommendation by Broaddus & Associates to use Program Contingency

Broaddus & Associates recommended providing \$541,004 from the 2013 Bond Construction Program Contingency Fund. This left a need for \$479,996 to cover the GMP.

The Committee acknowledged that Broaddus & Associates expected to identify additional funding from the bond revenue, as buyout savings were realized on projects throughout the 2013 Bond Construction Program. The Committee agreed to recommend Board approval of the proposed Balance of the GMP on the expectation that buyout savings be used to increase the contingency funds used to cover project budget deficits, such as the pending \$479,996 needed to cover the proposed GMP.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Facilities Committee recommended Board approval of the balance of the Starr County Campus Health Professions Building project in the amount of \$7,785,000, for a total project GMP of \$9,521,000. The motion carried.

Presentation of Pending GMPs to the Facilities Committee and Board of Trustees

The Facilities Committee discussed the remainder of the pending GMPs with Broaddus & Associates, and learned that the majority of the pending GMPs were expected for delivery at a special Facilities Committee Meeting on October 25, 2016.

At the request of the Facilities Committee, they agreed to try to prepare as many of them as possible for the October 11, 2016 Facilities Committee meeting, and to coordinate with staff if an alternative schedule could be developed to further expedite the presentation of the pending GMPs for Committee review and Board approval.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 5:25 p.m.

I certify that the foregoing are the true and correct minutes of the September 20, 2016 Facilities Committee Meeting of the South Texas College Board of Trustees.

Mr. Gary Gurwitz, Chair

Announcements

A. Next Meetings:

- Tuesday, October 11, 2016
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, October 25, 2016
 - 4:00 p.m. Facilities Committee
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

- The Valley Scholars Program 11th Annual *A Night with the Stars* will be held Thursday, October 13, 2016, from 6:00 p.m. – 9:00 p.m.