



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, March 28, 2017  
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, March 28, 2017 @ 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 - 8**
  - A. Presentation of the Delinquent Tax Collection Report for the period of September 1, 2016 through January 31, 2017
  
- VI. Consideration and Action on Consent Agenda**
  - A. Approval of Board Meeting Minutes ..... 9 - 39
    - 1. February 28, 2017 Regular Board Meeting
  
- VII. Consideration and Action on Committee Items**
  - A. Education and Workforce Development Committee**
    - 1. Review of Presentation to the Education and Workforce Development Committee: ..... 40 - 41
      - 1) Presentation on South Texas College Baccalaureate Programs
  
  - B. Facilities Committee**
    - 1. Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability ..... 42 - 72
    - 2. Update on Status of Audio/Visual Equipment Budget for the 2013 Bond Construction Program and Proposed Expenditures ..... 73 - 75
    - 3. Review and Action as Necessary on Cost Proposal for 2013 Bond Construction Pecan Campus Thermal Plant ..... 76 - 77

4. Review and Action as Necessary Regarding Window Options for the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building ..... 78
5. Update on Status of Non-Bond Construction Projects ..... 79 - 83

**C. Finance, Audit, and Human Resources Committee**

1. Review and Action as Necessary on the Quarterly Investment Report by Valley View Consulting, L.L.C..... 84 - 96
2. Discussion and Action as Necessary on Hidalgo County Tax Resale Properties and Resolution Authorizing Tax Resale..... 97 - 99
3. Review and Action as Necessary on Awards of Proposals and Purchases. .... 100 - 102
  - A. Award
    - 1) Food and Related Non-Food Products (Award)
    - 2) Risk Management Consultant Services (Award)
    - 3) Travel Services (Award)
  - B. Instructional Item
    - 4) Ultrasound Machines (Purchase)
4. Review and Action as Necessary on Awards of A/V Equipment and Installation Proposals for the 2013 Bond Construction Program... 103 - 113
  - 1) La Joya Jimmy Carter Teaching Center AV Equipment and Installation (Award)
  - 2) Mid Valley Campus Health Professions and Science Building AV Equipment and Installation (Award)
  - 3) Mid Valley Campus Student Services Expansion AV Equipment and Installation (Award)
  - 4) Nursing and Allied Health Expansion AV Equipment and Installation (Award)
  - 5) Pecan Campus Cafeteria and Student Activities AV Equipment and Installation (Award)
  - 6) Pecan Campus North Academic Building AV Equipment and Installation (Award)
  - 7) Pecan Campus South Academic Building AV Equipment and Installation (Award)
  - 8) Pecan Campus STEM Building AV Equipment and Installation (Award)
  - 9) Starr County Campus Health Professions and Science Building AV Equipment and Installation (Award)
  - 10) Starr County Campus Student Activities Building Expansion AV Equipment and Installation (Award)
  - 11) Starr County Campus Student Services Building Expansion AV Equipment and Installation (Award)
  - 12) Technology Campus Southwest Building Expansion AV Equipment and Installation (Award)

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1) Review and Discussion of State Appropriations for FY 2017 - 2018 and FY 2018 - 2019 Biennium	
2) Review and Discussion of the Texas Higher Education Coordinating Board Report on the Fiscal Year 2016 Financial Condition Analysis of Texas Public Community College Districts	
3) Discussion of Texas Comptroller of Public Account's Transparency Stars Program Awards	
4) Review and Discussion of Internal Audit Reports in the Areas of Mileage Reimbursement and Employment Eligibility Verification Form I-9	
5) Review and Discussion of Audit Plan Status and Other Office of Internal Audit Activities	
<b>VIII. Consideration and Approval of Checks and Financial Reports .....</b>	<b>119 - 121</b>
<b>IX. Consideration and Action on Non-Committee Items</b>	
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○ Finance, Audit, and Human Resources .....	146 - 156
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<b>A. Next Meetings:</b>	
• <u>Tuesday, April 11, 2017</u>	
➤ 3:00 p.m. – Education and Workforce Development Committee	
➤ 4:00 p.m. – Facilities Committee	
➤ 5:30 p.m. – Finance, Audit, & HR Committee	
• <u>Tuesday, April 25, 2017</u>	
➤ 5:30 p.m. – Regular Meeting of the Board of Trustees	
<b>B. Other Announcements:</b>	
• The 12 <sup>th</sup> Annual <i>Summit on College and Career Readiness</i> will be held Monday, April 3, 2017 from 7:45 a.m. through 4:30 p.m. at Region One ESC, 1900 W. Schunior, Edinburg, TX. Advanced registration is required.	
• The Division of Business and Technology is hosting its annual <i>Women in Business and Technology</i> event on Thursday, April 6, 2017 from 5 pm – 8 pm at the Technology Campus, 3700 W. Military Hwy., McAllen, TX.	
• Commencement Ceremonies will be held Friday, May 12th and Saturday, May 13 <sup>th</sup> , 2017 at the State Farm Arena, 2600 N. 10 <sup>th</sup> St., Hidalgo, TX.	



## **Presentations**

- A. Presentation of the Delinquent Tax Collection Report for the period of September 1, 2016 through January 31, 2017

A representative from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Collection Report for the period of September 1, 2016 through January 31, 2017.

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



**Year to Date  
Delinquent Tax Collection Report**

**Linebarger Goggan Blair & Sampson, LLP**

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

LAW OFFICES  
OF  
**LINEBARGER GOGGAN BLAIR & SAMPSON, LLP**  
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205 S Pin Oak Ave.  
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Telephone: (956) 383-4500  
Facsimile: (956) 383-7820

March 28, 2017

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

**RE: Delinquent Tax Collection Report from September 1, 2016 through January 31, 2017**

Dear Dr. Reed:

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

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

Very Truly Yours,



Lucy G. Canales  
Capital Partner

Very Truly Yours,



Gustavo Martinez  
Partner

# LINEBARGER GOGGAN BLAIR & SAMPSON APPROACH

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

## DEMAND MAILINGS

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

**Hidalgo County: Four (4) mailings completed for the Hidalgo County area with a total of 73,729 statements that were mailed out.**

**Starr County: Four (4) mailings completed for the Starr County area with a total of 65,961 statements that were mailed out.**

## LITIGATION SUMMARY

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

### Hidalgo County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	679	\$327,784
• Interventions	116	\$70,989
• Lawsuits Disposed	402	\$192,859
• Judgments Taken	384	\$263,518
• Tax Warrants	69	\$35,176
• Pending Litigation as of Mar. 2017	4,104	\$2,684,137

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

- Over 14,639 Incoming/Outgoing Calls
- Over 4,903 Taxpayer Walk-Ins
- Over 3,040 Property Inspections
- Over 2,670 Pay Off Requests

- Over 764 Incoming/Outgoing Calls
- Over 178 Property Inspections
- Over 204 Taxpayer Walk-Ins

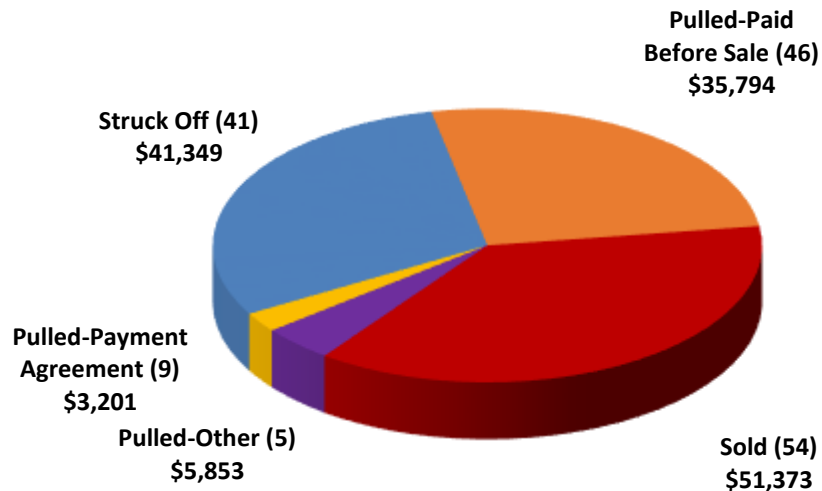
### Starr County

Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	188	\$264,953
• Judgments Taken	19	\$19,915
• Lawsuits Disposed	4	\$3,662
• Tax Warrants	5	\$27,999
• Pending Litigation as of Mar. 2017	837	\$1,217,753

### Tax Sale Activity

#### Hidalgo County

Our Office regularly monitors all judgments we take on behalf of South Texas College. During this reporting period, **three (3)** tax sales were conducted in Hidalgo County placing **one hundred fifty five (155)** properties for sale.



### Tax Resale Program

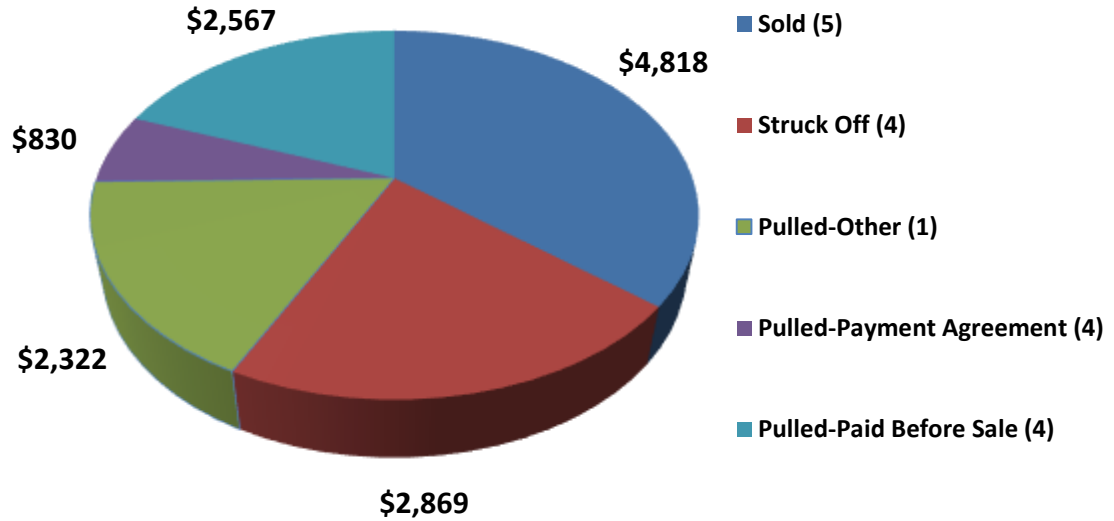
Our resale program for struck-off properties to the taxing entities and then sold at auction is part of our successful collection program conducted on behalf of the South Texas College. At our expense, the firm markets these struck-off properties through newspaper advertising, our firm's website, [www.lgbs.com](http://www.lgbs.com); a mailing list maintained by our office and conducts a resale of these properties struck-off throughout the year.

#### Tax Resale Program

- 1 Tax Resale
- 17 properties sold
- \$12,092 collected in base tax

**Starr County**

During this reporting period, **one (1)** tax sale was conducted in Starr County placing **eighteen (18)** properties for sale.



**BANKRUPTCY CLAIMS FILED**

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

<u>Bankruptcy</u>		
<i>Ch. 7</i>	102	\$393,146
<i>Ch. 11</i>	146	\$568,235
<i>Ch. 13</i>	473	\$699,434
	723	\$1,660,817

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

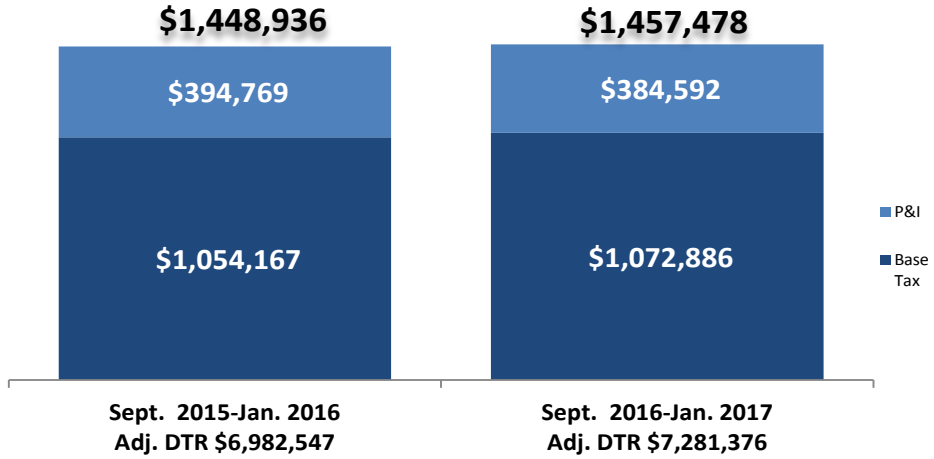
**Chapter Eleven:** This allows a Corporation to devise a plan to reorganize its debts and obligations to allow extended repayment of its creditors.

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

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

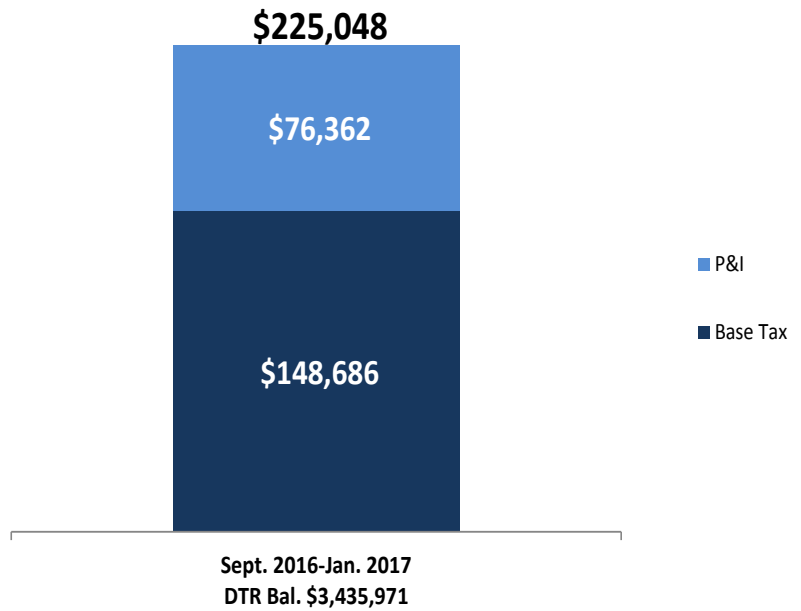
# COLLECTION HIGHLIGHTS

## Hidalgo County Collections



Source: Hidalgo Co. Tax Office

## Starr County Collections



Source: Starr Co. Tax Office

## **FUTURE OVERVIEW**

### **Review of Pending Judgments and the Filing of Additional Lawsuits**

- During the next quarter, we will continue to work pending lawsuits for full payment or payment agreements. We will also continue researching the delinquent tax roll for possible new lawsuits; both real and personal property accounts.
- We will place high priority on top delinquent accounts for collections that are in litigation.
- We will continue filing lawsuits every month on delinquent accounts owing 3 or more years.

### **Continued Monitoring of Bankruptcy Accounts**

- As a continuation of our standard operating practice, we will actively monitor and verify accounts in bankruptcy for the payment of taxes, penalties, and interest owed to South Texas College.
- We will continue to represent the District in court on all bankruptcy matters.

### **Mailing Program**

Scheduled mailings on behalf of the South Texas College for the following months:

- March 2017 (Completed)

### **Scheduling of Property Sales**

As properties are taken to judgment, they will be reviewed and checked for payment. Those judgments with no taxpayer response will be further reviewed and scheduled for possible tax sale.

### **Property Visits**

On site visits are being conducted on targeted accounts weekly.

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



## **Approval of Minutes**

The following Board Meeting Minutes are submitted for approval:

1. February 28, 2017 Regular Board Meeting

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and adopt the February 28, 2017 Regular 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 February 28, 2017 Regular 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, February 28, 2017 @ 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, February 28, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:37 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Ms. Rose Benavidez

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, Mr. Mike Carranza, Dr. Kristina Wilson, Mrs. Brenda Balderaz, Ms. Myriam Lopez, Ms. Becky Cavazos, Ms. Alicia Gomez, Mr. Cody Gregg, Mr. William Buhidar, Mr. Michael Gersten, Ms. Jovonne Delgado, Mr. Gilbert Gallegos, Mr. Brian Fruge, Ms. Tammy Tijerina, Mr. Trey Murray, Mr. Juan Delgado, Mr. Eddie Vela, Mr. Rene Capistan, Mr. John Gates, Mr. Nathaniel Olivarez, Ms. Grace Gonzalez, Mr. Eddie Garza, and Andrew Fish.

**Determination of a Quorum**

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

**Invocation:**

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, said the invocation.

Dr. Shirley A. Reed formally introduced Dr. David C. Plummer, as the recently hired Vice President for Information Services, Planning, Performance, and Strategic Initiatives.

**Public Comments**

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

## **Presentations**

### **A. Presentation of Music at South Texas College**

Mr. William Buhidar, Assistant Dean for Fine and Performing Arts, shared a video showcasing the South Texas College Music Department. Mr. Buhidar will also provided a highlight of upcoming events coordinated by South Texas College.

### **B. Spring 2017 Enrollment Report**

Mr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management, provided a review of the Spring 2017 Enrollment Report to the Board.

While there was a slight decline when comparing Spring 2017 enrollment to Spring 2016, the overall trend year-to-year shows regular enrollment growth at South Texas College. In fact, the Spring 2017 enrollment was in line with the projected growth, prior to Spring 2016.

Mr. Hebbard explained that there were uncertainties at UTRGV ahead of Spring 2016, related to the merger of UTPA and UTB into the new institution, and this lead to a number of students enrolling at South Texas College for that semester. This in turn lead to an unexpected spike in enrollment at South Texas College for Spring 2016, and many of these students returned to UTRGV in Spring 2017.

Mr. Hebbard also reviewed the FY2015-2016 Dual2Degree Department Annual Report. The Dual2Degree Department focused on providing dual credit students with resources for student success and to facilitate their transition to traditional South Texas College students upon graduation from high school.

The Dual2Degree Department works with partnering school districts to increase the number of dual credit students who are registered for their college coursework early (before the first class day). In Fall 2016, 51% of dual credit students were registered early, and 82% were registered early for the Spring 2017 semester.

The FY2015-2016 Dual2Degree Department Annual Report was provided under separate cover.

### **C. Report on the Association of Community College Trustees (ACCT) 2017 National Legislative Summit**

Mrs. Graciela Farias and Ms. Rose Benavidez represented South Texas College at the Association of Community College Trustees (ACCT) 2017 National Legislative Summit in Washington D.C.

The summit provides community college leaders with timely information on federal legislation and other initiatives, as well as the opportunity to meet with peer leaders and advocates from around the nation.

Ms. Rose Benavidez serves on the Board of Directors for the ACCT, and presides as Chair of the Diversity Committee.

Mrs. Graciela Farias attended the ACCT Advocacy Leadership Academy as well as the National Legislative Summit. She provided a recap of her experiences at the Summit.

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. January 31, 2017 Regular Board Meeting

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and adopted the January 31, 2017 Regular Board Meeting Minutes as presented. 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 Texas Holocaust and Genocide Commission, Hate, Hope and Healing Project in the Amount of \$4,000**

The Texas Holocaust Genocide Commission, provides funding for projects that educate and engage the community about the Holocaust and the personal responsibility we have in helping to prevent future acts of hate crimes and genocide. This grant enables South Texas College's Music Department to produce multimedia musical performances and to offer live streamed performances to a digital audience. Funding will also support community outreach activities at local school districts and community centers to help promote this event. This award is for the period of March 1, 2017 through December 31, 2017.

This grant aligned to Strategic Direction #2, Access and Success by expanding community awareness, engagement, and support for the South Texas College Music Department performances.

This grant also aligned to Strategic Direction #5, Collaboration by advancing a mutually beneficial community performance that educates and engages the

community about the Holocaust through innovative musical performances that involve the music and art departments for interdepartmental collaboration.

The presented grant would provide up to \$4,000 in additional funding for the College to provide services and opportunities throughout the region.

Upon a motion by Mr. Roy de León and a second by Mr. Jesse Villarreal, the Board of Trustees approved and authorized acceptance of the following grant award and use of related funds as authorized by each grant, contingent upon official award as appropriate:

1. The Texas Holocaust and Genocide Commission, Hate, Hope and Healing Project in the Amount of \$4,000

The motion carried.

### **Review and Action as Necessary to Offer a Deaf Support Specialist Certificate program**

Board approval to offer a Deaf Support Specialist Certificate was requested.

The Deaf Support Specialist Certificate would allow graduates to advocate, educate, and promote community awareness on the issues that pertain to the Deaf, hard-of-hearing, and hearing communities. Careers in this field include assisting Deaf and hard-of-hearing populations with the development of independent-living skills and helping them coordinate with community services and understanding their rights under the Americans with Disabilities (ADA) Act. Graduates would also be able to support Deaf and hard-of-hearing individuals in finding and incorporating assistive technology.

All credits earned as part of this certificate program would be applicable toward the completion of an Associates of Applied Science degree in Deaf Support Specialization, already offered at South Texas College.

Prospective employment opportunities for graduates within this program included Labor Relations Specialists, Teaching Assistants, Social and Human Services Assistants, or positions with agencies and organizations that directly support deaf and hard-of-hearing communities.

The packet included the Program Development Summary, which includes:

1. Program Development Checklist;
2. Program Summary and Demand;
3. Enrollment Management Plan, including Marketing and Retention Strategies;
4. Enrollment and Graduation Projections;
5. Proposed Curriculum;
6. Instructional and Operating Cost Projections; and

7. South Texas College Program Evaluation Plan.

The program operating and instructional costs were estimated, and were provided after the Program Development Brief.

The Education and Workforce Development Committee recommended Board approval to offer a Deaf Support Specialist Certificate as presented.

Upon a motion by Mrs. Graciela Farias and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized offering a Deaf Support Specialist Certificate as presented. The motion carried.

**The following items were taken out of the posted agenda order, and discussed in the order shown below:**

**Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability**

Broaddus & Associates has provided the enclosed documents on the current status of the 2013 Bond Construction program.

- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates has provided the following accountability reports:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

In addition, the College administration has provided the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of February 28, 2017, the total budget shortfall is estimated to be at \$4,890,298 with the use of buyout savings and design and construction contingency. The increase to the budget shortfall is contributed to a \$63,000 variance in the La Joya Teaching Site GMP and \$508,926 variance in the Regional Center for Public Safety GMPs.

These budget shortfall estimates include the revisions to the GMP for the South Texas College Regional Center for Public Safety Excellence based upon adoption of the 2009

IECC energy code, as discussed at the February 14, 2017 Facilities Committee meeting and presented for Board

Funding for any shortfall net of buyout savings and use of design and construction contingency will be covered by non-bond funds.

At the February 14, 2017 Facilities Committee Meeting, the following items were discussed:

Drone Flyover Video

Ms. Tijerina shared a video showing construction sites at various 2013 Bond Construction Program project sites. She also shared photographs of the Pecan Campus South Academic Building and Pecan Campus STEM Building to show the construction progress since the drone video was recorded a week previously.

Administration noted that the Starr County Campus Student Activities Building Expansion, Student Services Building Expansion, and Library projects were not included in the videos.

Buyout Savings

Ms. Tijerina announced that there had been approximately \$2.4M in buyout savings to date, and that Broaddus & Associates anticipated that there would be additional buyout savings to bring the cumulative total to \$3.8M program-wide.

Owner Insite

Ms. Tijerina reported that 2013 Bond Construction Program project actual costs were being entered into the system. This would give Broaddus & Associates and College administration powerful tools to monitor and report on the budgets and to keep the Board informed of progress.

Fire at Pecan Campus Thermal Plant Chiller #4

Ms. Tijerina informed the Committee that there had been a fire at the newly installed Chiller #4, part of the Pecan Campus Thermal Plant project. Johnson Controls responded quickly after it was determined that a control panel may have been responsible. Johnson Controls was still investigating and Broaddus & Associates was unable to positively identify the source of the fire or whether there was still a concern. Broaddus & Associates confirmed that the associated repairs would be completed at no cost to the College.

Administration stated that the response from Johnson Controls had been satisfactory.

#### Wave Panels for Thermal Plant

Mr. Bill Wilson, D Wilson Construction Company, responded to questions related to the removal and subsequent reincorporation of wave panels to the Pecan Campus Thermal Plant project. Mr. Wilson asserted that at the time the panels were removed, as a line item in the Board-approved GMP, the enclosure was redesigned. Reincorporation of the wave panels was taking additional engineering, and the costs submitted to Broaddus & Associates had been rejected as too high.

Mr. Wilson also indicated that College staff joined his firm, the design team, and Broaddus & Associates at the meeting where the removal of the wave panels was discussed. Mr. Ricardo de la Garza, Director for Facilities Planning and Construction, was not present at that meeting. Mr. de la Garza stated that staff that was present did not understand that the intention was to wholly remove the wave panels that were explicitly added at the Board's request. There was discussion of moving interior panels to the exterior, but the aesthetic design was not addressed.

While Mr. Wilson asserted that the removal of the wave panel was included as a deductive line item in the approved GMP, the line item was not adequately descriptive and the Board was not adequately informed of its significance when the GMP was presented for Board action. The Committee asked Mr. Wilson to continue working with Broaddus & Associates to determine how to reincorporate the wave panels at an acceptable cost.

#### Steel for Pecan Campus STEM and South Academic Building Projects

Mr. Bill Wilson responded to questions about the delay at the Pecan Campus STEM and South Academic Building Projects. He updated the Committee on the delays, which involved discrepancies between construction drawings received from the architectural and engineering teams. The discrepancies required collaboration to re-engineer the support beams while utilizing the steel ordered for the project.

The main design issue had been resolved and construction was underway. D Wilson Construction Company had arranged for the subcontractors to be on site working weekends to make up for lost time. While the schedule had been set back during the process, there was no fiscal impact to the College.



At the February 28, 2017 Regular Board Meeting the following items were discussed:

Contingency Fund Balance

Broadus & Associates reported that approximately \$1.9M remained in the unexpended design contingency fund balance and approximately \$1.6M remained in the unexpended construction contingency fund balance.

AV/IT Equipment and Installation Cost Savings

Broadus & Associates reported an estimated \$1.2M in savings for AV/IT equipment, and proposed that this savings could help offset construction budget deficits.

Construction Budget Deficit

Broadus & Associates reported that there was a \$4.8M budget shortfall from construction, but expected this deficit to decrease to approximately \$3.7M in March 2017 through identified AV/IT savings.

No action was requested.

**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 was reviewed.

**Purpose**

The Board reviewed the updated scheduled timeline for the upcoming requests to approve the 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 scheduled timeline will confirm that the Program Manager consultant will submit GMPs per the Board approved timeline.

**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. The current approved GMP Timeline was approved on October 27, 2016.

Broadus and Associates prepared an updated timeline to reflect the current construction schedules after consulting with the Construction Managers at Risk.

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 (TCO) had been 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. Broaddus & Associates has now combined the TCO with the Substantial Completion due to insurance needing to be in place prior to the installation of the furniture, fixture, and equipment.

### **Enclosed Documents**

The packet included an updated timeline for the scheduled Guaranteed Maximum Prices (GMPs), completion dates, and occupancy dates as provided by Broaddus & Associates.

### **Presenters**

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

At the February 14, 2017 Facilities Committee Meeting, the following items were discussed:

The Committee reviewed the timeline with Ms. Tammy Tijerina and asked about specific projects. Mr. Bill Wilson was also present and responded on behalf of the projects assign to D Wilson Construction Company.

Aside from the Pecan Campus STEM and South Academic Buildings, which had been delayed due to structural steel problems as previously discussed, Bill Wilson asserted that the projects at the Pecan Campus, Nursing & Allied Health Campus, and Starr County Campus were on schedule.

Nobody was present representing Skanska USA and the Mid Valley Campus projects, and the Technology Campus projects were not discussed.

At the February 28, 2017 Regular Board Meeting the following items were discussed:

Pecan STEM Building and SAB Building Projects

Broaddus & Associates acknowledged that there was a concern about completing the Pecan Campus STEM Building by Spring 2018, and Brian Fruge announced that they were working with the construction team to recover 4 weeks in the building program.

Mr. Bill Wilson, D Wilson Construction Company, reported that there were concerns with the STEM building, but the adjacent South Academic Building did not have any concerns.

The Facilities Committee did not recommend any Board action.

Broaddus and Associates asked for additional time to develop a proposed revision to the Board approved timeline of scheduled 2013 Bond Construction Program completion dates and occupancy dates. They have informed staff that they plan to deliver the proposal to the Facilities Committee in March 2017.

No action was requested.

**Review and Action as Necessary on Amendment to Agreement to Construction Manager at Risk with D. Wilson Construction for Off-Site Storage of Materials at Non-Bonded Facilities for the 2013 Bond Construction Program**

The Board action was asked to take action as necessary regarding a proposed amendment to the Construction Manager-at-Risk Agreement with D. Wilson Construction Company for the 2013 Bond Construction Program projects at the Pecan Campus.

The executed agreement prohibited the storage of construction materials for the 2013 Bond Construction Program at non-bonded off-site facilities. This provision was compliant with the College's procurement policies, which prohibit the College from paying for any construction materials shipped to a non-bonded off-site storage facility.

The agreement did provide for the storage of materials at a bonded warehouse within a set of guidelines designed to protect the College's ability to monitor and audit its construction materials.

D. Wilson Construction Company asked for the consideration of an amendment to the agreement to allow the use a non-bonded off-site storage facility to store materials, specifically for masonry brick, until they are delivered to the construction sites for the

appropriate projects. D. Wilson Construction Company justified this request due to the limited construction site area for on-site storage.

The off-site storage facility would be provided by the brick manufacturer, and Mr. Bill Wilson agreed that they would implement the same inventory controls that were provided for in the agreement for storing materials at a bonded warehouse.

Staff offered to designate an on-site storage area at the Pecan Campus for use by D. Wilson Construction Company for the 2013 Bond Construction Pecan Campus projects. D. Wilson Construction Company did not find the proposed locations adequate.

South Texas College legal counsel advised that the College would have the option to hold to the original terms of its agreement with D. Wilson Construction Company or to amend the agreement to allow for payment of the off-site storage of materials, specifically masonry brick, for the 2013 Bond Construction Program as described. If the Board took no action, the current agreement would prohibit the use of non-bonded facilities for the off-site storage of construction materials, for the 2013 Bond Construction Program.

Legal Counsel proposed an amendment to the Construction Manager-at-Risk agreement with D. Wilson Construction Company that would authorize Broaddus & Associates to grant case-by-case exceptions to D, Wilson Construction Company for off-site storage of materials at non-bonded facilities for the 2013 Bond Construction Pecan Campus projects. The agreement is included in the packet for the Board's review.

The Facilities Committee recommended Board approval of the proposed amendment to the Construction Manager-at-Risk agreement with D. Wilson Construction Company that would authorize Broaddus & Associates to grant case-by-case exceptions to D, Wilson Construction Company for off-site storage of materials at non-bonded facilities for the 2013 Bond Construction Pecan Campus projects as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed amendment to the Construction Manager-at-Risk agreement with D. Wilson Construction Company that would authorize Broaddus & Associates to grant case-by-case exceptions to D, Wilson Construction Company for off-site storage of materials at non-bonded facilities for the 2013 Bond Construction Pecan Campus projects as presented. The motion carried.

## **Review and Action as Necessary on Revised Schematic Design for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements**

Approval of the revised schematic design by Dannenbaum Engineering Company-McAllen, LLC for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project was 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. 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.

### **Background**

The schematic design was previously approved by the Board of Trustees on November 22, 2016. The original approved design included detention ponds located at the west side of the property adjacent to Cage Boulevard (HWY 281).

At the Facilities Committee meeting held on January 17, 2017, Broaddus & Associates noted that the project team had met with the City of Pharr and concluded that the revised location of the detention ponds would function more efficiently and effectively on the east side of the proposed building and future buildings. The relocation of the ponds would allow the building and parking lot to be closer to Cage Blvd. and the following advantages were noted:

- Higher natural grade elevations
- Allowing for the drainage to flow towards the east which follows the natural grading
- Less fill required for the proposed building, future buildings, and proposed parking lots
- Allow for shallower detention pond depths

The Facilities Committee did not accept the proposed location presented by the project team and noted that the ponds would be dividing the College's proposed new facilities and placing the ponds as presented in a prime location of the property would not be in the best interest of the College. The Facilities Committee requested that Broaddus & Associates and the project team provide alternate design options for the location of the detention ponds for review.

Pharr-San Juan-Alamo Independent School District Superintendent Dr. King offered use of their existing detention ponds and drainage piping infrastructure to the College to save costs, time, and land space. He has also offered the College the option to connect to the existing sanitary sewer line from the PSJA High School located north of the 2013 Bond Construction Regional Center for Public Safety Excellence site. Dannenbaum Engineering Company-McAllen, LLC has provided the College with a proposal to verify use of the existing sanitary sewer line.

Dannenbaum Engineering Company-McAllen, LLC along with Broaddus & Associates and PBK Architects have reviewed alternate locations for the detention ponds and provided options for the Board's review.

### **Reviewers**

The proposed revised schematic designs have been reviewed by Broaddus & Associates and College staff.

### **Enclosed Documents**

Revised Schematic Design Layouts for the Parking and Site Improvements were included in the Board packet.

Dannenbaum Engineering provided five design proposal options for the revision of the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project. These options were presented for the Facilities Committee's review and response on February 14, 2018. Each option included a cost estimate to help the Facilities Committee evaluate the costs and benefits of the various design proposals.

Dannenbaum Engineering noted that the drawings of Option 3 showed a particular portion of the detention pond for Phase I construction, and the remainder would be built in the future as needed. He agreed that the portion of the detention that was closest to the existing drainage would be least expensive to build, to minimize the plumbing required to connect it. Dannenbaum agreed to work with PBK to revise the drawings prior to the Board Meeting to show the portion of the detention pond proposed for Phase I construction.

The Facilities Committee recommended Board approval of schematic design option 3 as proposed for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements 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 schematic design option 3 as proposed for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented. The motion carried.

## **Review and Action as Necessary on Additional Civil Engineering Services with Dannenbaum Engineering Company-McAllen, LLC for 2013 Bond Construction Regional Center for Public Safety Excellence**

Approval of additional services with Dannenbaum Engineering Company-McAllen, LLC for additional civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements was requested.

### **Purpose**

Authorization was requested to approve additional services with Dannenbaum Engineering Company-McAllen, LLC for civil design services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements to verify existing sanitary sewer conditions of the adjacent Pharr-San Juan-Alamo ISD high school facility.

### **Justification**

Civil engineering services were needed to verify the existing sanitary sewer lines, sizes, current capacities, future capacities, and planned capacities for the new Regional Center for Public Safety building proposed by the College.

### **Background**

Pharr-San Juan-Alamo ISD offered the College the option to connect to the existing sanitary sewer line from the PSJA High School located north of the 2013 Bond Construction Regional Center for Public Safety Excellence site. The use of this sanitary sewer connection would provide for savings in construction costs by not having to connect to the existing lift station located on El Rancho Blanco Road.

On January 26, 2016, the Board previously approved additional services to Dannenbaum Engineering Company-McAllen, LLC for civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements. The current agreement with Dannenbaum Engineering Company-McAllen allows for additional services to be added to their scope with the College's approval.

### **Funding Source**

Funds were available in the FY 2016 – 2017 Bond Construction budget.

### **Enclosed Documents**

A proposal dated February 3, 2017 from Dannenbaum Engineering Company-McAllen, LLC in the amount of \$1,178.88 was enclosed.

### **Presenters**

Mr. Olivarez informed the Facilities Committee that the additional services would be to verify the current capacity of the existing sanitary sewage line to determine whether it would adequately support the Regional Center for Public Safety Excellence.

Representatives from Broaddus & Associates and Dannenbaum Engineering Company-McAllen, LLC attended the Board meeting to address any questions related to the proposed consultant services.

The Facilities Committee recommended Board approval of additional services with Dannenbaum Engineering Company-McAllen, LLC in the amount of \$1,178.88 for civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed additional services with Dannenbaum Engineering Company-McAllen, LLC in the amount of

\$1,178.88 for civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented. The motion carried.

### **Review and Action as Necessary Landscape and Irrigation Design Services for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements**

Approval of additional services with R. Gutierrez Engineering, Inc. for Landscaping and Irrigation design for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements was requested.

#### **Purpose**

Authorization was requested to approve additional services with R. Gutierrez Engineering Inc. for landscape and irrigation design services for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements based on the permit conditions from the City of McAllen.

#### **Justification**

Landscaping and irrigation systems were required by the local city codes for new construction projects built in the City of McAllen. R. Gutierrez Engineering Corporation was hired by the College to perform civil engineering design services for the project. The College's agreement with the engineer had provisions for additional services that allow for these services.

#### **Background**

On April 26, 2016, the Board previously approved additional services to R. Gutierrez Engineering Company for civil engineering services for the Non-Bond Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements. The City of McAllen, in their permitting plan review, requested landscaping and irrigation for the Nursing and Allied Health Campus Parking and Site Improvements project per city requirements. The current R. Gutierrez Engineering Corporation fees did not include these services in their design scope.

#### **Funding Source**

Funds were available in the FY 2016 – 2017 Non-Bond Construction budget.

#### **Enclosed Documents**

A proposal dated January 11, 2017 from R. Gutierrez Engineering Corporation in the amount of \$3,604.00 was enclosed as well as the comments from the City of McAllen.

#### **Presenters**

Representatives from Broaddus & Associates and R. Gutierrez Engineering Corporation attended the Board meeting to address any questions related to the proposed consultant services.



The Facilities Committee recommended Board approval of additional services with R. Gutierrez Engineering Corporation in the amount of \$3,604.00 for landscaping and irrigation services for the Non-Bond Nursing and Allied Health Campus Parking and Site Improvements project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized additional services with R. Gutierrez Engineering Corporation in the amount of \$3,604.00 for landscaping and irrigation services for the Non-Bond Nursing and Allied Health Campus Parking and Site Improvements project as presented. The motion carried.

### **Review and Action as Necessary on Guaranteed Maximum Price for the 2013 Bond Construction Regional Center for Public Safety Excellence Building**

Approval of a Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Regional Center for Public Safety Excellence building was requested.

#### **Purpose**

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.

#### **Justification**

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

#### **Background**

PBK Architects completed the 60% set of 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 allow the CM@R to meet their overall construction schedule. The architect provided the necessary construction documents to Noble Texas Builders Construction Company which provided the GMP in the amount of \$4,476,926.

This was reduced from the initial GMP presented at the Facilities Committee, which was in the total amount of \$4,777,744. The reduction was made possible through the adoption of the 2009 International Energy Conservation Code (IECC), instead of the 2015 IECC which was initially used.

As described at the Facilities Committee meeting, each of the other 2013 Bond Construction Program projects were completed under the 2009 IECC. Due to its relatively late design, the Regional Center for Public Safety Excellence Building was designed at the recently adopted 2015 IECC.

PBK Architects researched the issue, and determined that the higher energy conservation standards in 2015 IECC lead to a significant construction cost increase, estimated with Noble Contractors at approximately \$300,000.

PBK also reviewed the City of Pharr's construction requirements, which included that all projects, large and small, meet the International Building Code (IBC) 2012, which addresses life safety requirements and standards.

It was PBK's opinion, expressed in an included memo, that design under either the 2009 IECC or the 2015 IECC was an energy efficiency and performance issue, but was not a life safety issue as outlined in IBC 2012, and the architect was preparing a memo to ask the City of Pharr to approve the project design in compliance with 2009 IECC and IBC 2012 as appropriate.

### Exclusions

All of the items below were shown during the Schematic Design presentation by PBK Architects on November 22, 2016, and were recommended for exclusion from the GMP as presented.

1. Add Approximately 850 Square Feet of brick in the interior of the building in the lobby/pre-function space and replace with gypsum board (\$17,500)
2. Removed 2 showers (One from each restroom) and the corresponding Square Feet (\$12,200)
3. Remove 2 Water Fountains and a bottle filter (Not needed per code) (\$7,500)
4. Replaced built in millwork at the entrance to administration suite and reception area with standardized furniture to be purchased from the FFE Budget (\$9,800)

The Board had the option to add any of these items back into the project at the listed cost for each.

The Board recommended keeping item #1, which kept approximately 850 sq. ft. of brick in the interior of the building, as approved in the schematic design process. The decision to keep this item instead of excluding would increase the provided GMP by \$17,500.

The Board approved the exclusion of items #2, #3, and #4 as presented, understanding that they were part of the initial schematic design but would not be included in the final facility.

### Funding Source

2013 Bond Construction Program CCL	\$2,800,000
PSJA ISD Contributions	825,000
Non-Bond Unexpended Budget	<u>343,000</u>
Total Construction Cost Limitation (CCL)	<u>\$3,968,000</u>

Less:

Total Proposed GMP	<u>4,494,426</u>
Budget Deficit Variance	<u>(\$ 526,426)</u>

The current Construction Cost Limitation (CCL) for the 2013 Bond Construction Regional Center for Public Safety Excellence building was \$3,968,000. Funds were budgeted in the Bond Construction budget for fiscal year 2016-2017 and in the Non-Bond Construction budget for fiscal year 2016-2017. In addition, funds from Pharr-San Juan-Alamo ISD were to be used.

Additional funds were required from the Non-Bond Construction budget in the amount of \$526,426 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls. Broaddus and Associates previously stated that future bond buy out savings and unexpended design and construction contingency funds could be used to cover budget shortfalls. However, those savings were not yet realized at this time and currently the College's risk exposure was unknown.

### **Reviewers**

The GMP was reviewed by Broaddus and Associates, and they concurred with the pricing as presented in the Construction Manager-at-Risk's proposal.

### **Enclosed Documents**

A memorandum from Broaddus and Associates, a description of the GMP submitted by Noble Texas Builders Construction Company, and the PBK memo were included in the packet.

### **Presenters**

Representatives from Broaddus and Associates, PBK Architects, and Noble Texas Builders Construction Company attended the Board meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee did not take action, and asked the project team to postpone their presentation of the proposed GMP for the Board Meeting so that all Trustees could participate.

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), which included the proposed item #1 above for \$17,500, and which excluded items #2 - #4 above, for a total GMP amount of \$4,494,426 with Noble Texas Builders Construction Company for the 2013 Bond Construction Regional Center for Public Safety Excellence as presented. The motion carried.

## **Review and Action as Necessary on Partial Guaranteed Maximum Price for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements**

Approval of a Partial Guaranteed Maximum Price (GMP) for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements was requested.

**Purpose**

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.

**Justification**

The submitted partial GMP was necessary for the CM@R to begin with the work to meet their overall construction schedule. Dannenbaum Engineering Company-McAllen, LLC submitted the 60% set construction documents with enough information regarding the proposed construction work of the project. A partial GMP was requested at this time in order to complete the construction of the Vehicle Skills Pad portion of the work by August 31, 2017. The funds for this work were provided by the Texas Department of Public Safety which required the money to be used by that date.

**Background**

Dannenbaum Engineering Company-McAllen, LLC completed the 60% set of construction documents for the project necessary for the CM@R to provide a partial GMP for review by the project team and approval by the College's Board of Trustees. Approval of the partial GMP would allow for the construction to begin and was an effort for the CM@R to meet their overall construction schedule. Noble Texas Builders Construction Company provided the GMP in the amount of \$1,140,000 specifically for the Vehicle Skills Pad. This amount was to provide a vehicle skills pad sized at 240 feet x 324 feet.

TxDPS Budget - Vehicle Skills Pad	\$1,140,000
Proposed Partial GMP	<u>1,140,000</u>
Budget Deficit Variance	<u><u>(\$0)</u></u>

**Funding Source**

The current Construction Cost Limitation (CCL) for the vehicle skills pad for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvement project was \$1,140,000. Funds were budgeted in the Non-Bond Construction budget from the Texas Department of Public Safety for fiscal year 2016-2017.

**Reviewers**

The GMP was reviewed by Broaddus and Associates, and they 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 Noble Texas Builders Construction Company was included in the packet.

**Presenters**

Representatives from Broaddus and Associates, Dannenbaum Engineering Company-McAllen, LLC Engineering, and Noble Texas Builders Construction Company attended the Board meeting to present the proposed Guaranteed Maximum Price.

The Facilities Committee recommended Board approval of the Partial Guaranteed Maximum Price (GMP) in the amount of \$1,140,000 with Noble Texas Builders

Construction Company as presented for the 2013 Bond Construction Regional Center for Public Safety Excellence Vehicle Skills Pad.

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 Partial Guaranteed Maximum Price (GMP) in the amount of \$1,140,000 with Noble Texas Builders Construction Company as presented for the 2013 Bond Construction Regional Center for Public Safety Excellence Vehicle Skills Pad. The motion carried.

### **Review and Action as Necessary on Contracting Construction Services for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center**

Approval to contract construction services for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project was requested.

#### **Purpose**

The procurement of a contractor would provide for construction services necessary for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project.

#### **Background**

On September 23, 2014, the Board of Trustees approved design services with EGV Architects to prepare plans and specifications for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project. The design team at EGV Architects worked with Broaddus & Associates and 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 January 5, 2017. A total of thirteen (13) sets of construction documents were issued to general contractors and sub-contractors, plan rooms, and a total of four (4) proposals were received on January 27, 2017.

<b>Timeline for Solicitation of Competitive Sealed Proposals</b>	
January 5, 2017	Solicitation of competitive sealed proposals began.
January 27, 2017	Four (4) proposals were received.

Broaddus & Associates, EGV Architects, and College staff reviewed and evaluated the competitive sealed proposals and recommended 5 Star Construction as the highest ranked in the amount of \$1,535,500.

In a separate agenda item, the College's legal counsel presented a draft agreement to designate the financial responsibilities between South Texas College and La Joya Independent School District. Under this agreement, the recommendation of the contractor would be contingent on final approval of the agreement between both parties.

### Funding Source

Source of Funding	Amount Budgeted	Highest Ranked Proposal 5 Star Construction	Budget Variance
2013 Bond Construction CCL	\$1,100,000	\$1,163,000	(\$63,000)
La Joya ISD-Alternate #1	377,135	372,500	4,635
<b>Total Amount</b>	<b>\$1,477,135</b>	<b>\$1,535,500</b>	<b>(\$58,365)</b>

The current Construction Cost Limitation (CCL) for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project was \$1,100,000. Funds were budgeted in the 2013 Bond Construction budget for fiscal year 2016-2017. Additional funds were required from the Non Bond Construction budget in the amount of \$63,000 to cover the budget shortfall. This amount would be added to the College's projected non-bond expenditure commitment to fund current budget shortfalls.

Broaddus and Associates previously stated that future bond buy out savings and unexpended design and construction contingency funds could be used to cover budget shortfalls. However, those savings were not yet realized at this time and currently the College's risk exposure is unknown.

In addition, items listed in the construction documents noted as Alternate #1 were estimated at a cost of \$377,135 by EGV Architects and Broaddus & Associates. La Joya Independent School District was responsible for funding Alternate #1.

### Reviewers

The proposals were reviewed by Broaddus & Associates, EGV Architects, and College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

### Enclosed Documents

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

The Facilities Committee recommended Board approval to contract construction services with 5 Star Construction in the amount of \$1,535,500 for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project as presented, contingent on final approval of the agreement with La Joya ISD.

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 contracting construction services with 5 Star Construction in the amount of \$1,535,500 for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center project as presented, contingent on final approval of the agreement with La Joya ISD, as presented. The motion carried.

## **Review and Action as Necessary on Agreement with La Joya Independent School District for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center**

Approval of the agreement with the La Joya Independent School District for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center was requested.

### **Purpose**

Authorization was requested to approve the agreement with La Joya ISD that describes the obligations of La Joya ISD and South Texas College relating to the construction improvements made to the La Joya Jimmy Carter High School Teaching Center in La Joya, Texas.

### **Justification**

The agreement was required to describe the obligations of La Joya ISD and South Texas College for the improvements and to allow South Texas College to proceed with awarding the construction project to the contractor.

### **Background**

South Texas College was leasing classroom space at the La Joya Jimmy Carter High School facility. As part of the 2013 Bond Construction program, South Texas College proposed improvements to the La Joya Jimmy Carter High School to serve students. The College issued a Request for Competitive Sealed proposals and received four proposals. The College would fund improvements that could be removed and all items that were to remain permanently would be funded by La Joya ISD. La Joya ISD and the College requested a formal document that described this agreement between the two parties.

Under the agreement, the College would secure the contractor's services, and the school district would deposit their portion of the contractor's fees with the College, for disbursement to the contractor.

### **Enclosed Documents**

The draft agreement prepared by the College's legal counsel was included in the packet.

The Facilities Committee recommended Board approval of the proposed draft agreement with the La Joya Independent School District describing the obligations of La Joya ISD and South Texas College for the construction improvements for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center, contingent with approval by La Joya ISD, 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 draft agreement with the La Joya Independent School District describing the obligations of La Joya ISD and South Texas College for the construction improvements for the 2013 Bond Construction La Joya Jimmy Carter High School Teaching Center, contingent with approval by La Joya ISD, as presented. The motion carried.

## **Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg**

Approval of the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department Training facility by South Texas College was requested.

### **Purpose**

Authorization was requested to renew the current facility lease agreement for use by the fire science program.

### **Justification**

The continuation of the lease of this facility was needed to continue to accommodate fire science programs being offered by South Texas College.

### **Background**

At the November 24, 2015 Board meeting, the Board approved the initial facility lease agreement with the City of Edinburg for the period of September 1, 2015 to May 31, 2016 with the option to renew for three successive terms. Since then, at the April 26, 2016 Board meeting, the Board approved to renew the lease until May 31, 2017. Staff from the fire science program expressed interest in continuing to lease this space. Staff recommended approval of the renewal of the facility lease agreement for use starting September 1, 2017 to May 31, 2018.

<b>Facility</b>	<b>Initial Term</b>	<b>Optional Renewal Periods</b>	<b>Lease Cost</b>
City of Edinburg	9/1/15 – 5/31/16	9/1/16-5/31/17 9/1/17-5/31/18 9/1/18-5/31/19	Up to \$13,000 per academic semester plus materials used

### **Funding Source**

Funds for these expenditures were budgeted in the Facilities Lease budget for FY 2016-2017.

The Facilities Committee recommended Board approval of the proposed classroom lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2017 to May 31, 2018 as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the proposed classroom lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2017 to May 31, 2018 as presented. The motion carried.



**Review and Action as Necessary on Substantial Completion of the  
 Following Non-Bond Construction Projects**

- 1) Technology Campus Building B Door Replacement and Workforce Building Conference Room**
- 2) Technology Campus General Motors (GM) Car Storage**

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

	<b>Projects</b>	<b>Substantial Completion</b>	<b>Documents Attached</b>
1.	Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room  Architect: ROFA Architects Contractor: NM Contracting, LLC	Recommended	Substantial Completion
2.	Technology Campus General Motors (GM) Car Storage  Engineer: R. Gutierrez Engineering Contractor: Roth Excavating, Inc.	Recommended	Substantial Completion

**1. Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room**

It was recommended that substantial completion for this project with NM Contracting, LLC be approved.

ROFA Architects 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 January 23, 2017. 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.

NM Contracting, LLC 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 March 2017 Board meeting.

**2. Technology Campus General Motors (GM) Car Storage**

It was recommended that substantial completion for this project with Roth Excavating, Inc. be approved.

R. Gutierrez 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 January 27, 2017. 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.

Roth Excavating, Inc. would continue working on the punch list items identified and would have thirty (30) days to complete before final completion can be recommended for approval. It was anticipated that final acceptance of this project would be recommended for approval at the March 2017 Board meeting.

The Facilities Committee recommended Board approval of substantial completion of the projects as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized substantial completion of the Technology Campus Building B Door and Frame Replacement and Workforce Building Conference Room project and the Technology Campus General Motors (GM) Car Storage project as presented. The motion carried.

### **Update on Status of Non-Bond Program Construction Projects**

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

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

- 1) Pecan Campus STEM Building**
- 2) Pecan Campus South Academic Building**

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

#### **Background**

The architects prepared color boards containing interior paint colors, wall finishes, flooring materials, millwork finishes, and wall tile for review by the Facilities Committee. The colors and finishes were reviewed with College staff and Broaddus & Associates.

#### **Enclosed Documents**

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

#### **Presenters**

Representatives from Boultinghouse Simpson Gates Architects attended the Board meeting to present the color boards.

The Facilities Committee did not take action, and asked the architect to postpone their presentation of the color boards for the Board Meeting so that all Trustees could participate.

Upon a motion by Mr. Jesse Villarreal and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the selection of colors and finishes for the 2013 Bond Construction Pecan Campus STEM and South Academic Buildings as presented. The motion carried.

## **Review and Action as Necessary on Library Furniture Selections for the 2013 Bond Construction Program**

Approval of library furniture selections for the 2013 Bond Construction Program was requested.

### **Purpose**

The College had current furniture standards for the buildings throughout the college district. The College needed to update furniture standards for the new 2013 Bond Construction projects and for use in any existing college facilities. The approval of the furniture selections was necessary to establish the standards and to allow for the buildings to be furnished in time for occupancy.

### **Justification**

The standardization of furniture products allowed for equity throughout the district and for optimization of cost efficiencies.

### **Background**

On December 15, 2015, the Board of Trustees approved contracting HPG Design Group, LLC for furniture consulting services for the 2013 Bond Construction Program. HPG Design Group, LLC began working with Broaddus & Associates, Facilities Planning & Construction, and College staff to review, develop, and update the furniture standards.

HPG Design Group, LLC was working with the design teams to provide furniture layouts, cost estimates, furniture selections including fabrics, colors, and material finishes. The types of furniture included tables, chairs, soft seating, and desks for various spaces within the libraries. The proposed selections were displayed in a mock up setting at Pecan Campus Building A Atrium for the review by the Board on February 28, 2017.

### **Funding Source**

Furniture funds were budgeted in the Bond Construction budget for fiscal year 2016-2017.

### **Reviewers**

The proposed furniture selections were reviewed by Broaddus & Associates and College staff.

### **Presenters**

Representatives from HPG Design Group, LLC and Broaddus & Associates attended the Board meeting to present furniture selections.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the proposed furniture selections by HPG Design Group, LLC for the 2013 Bond Construction Program as presented and contingent upon the inclusion of presented options that could help bring the furniture costs within budget. The motion carried.

## Review and Action as Necessary on Purchases and Renewals

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

**A. Non- Instructional Items                      B. Technology Items**

**A. Non – Instructional Items**

- 1) **Furniture (Purchase):** purchase furniture from the E&I Institutional Cooperative (E&I), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), State of Texas Multiple Award Schedule (TXMAS), and The Interlocal Purchasing System (TIPS) approved vendors, at a total amount of \$128,844.05;

#	Vendor	Amount
A	<b>Agati Furniture/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)	\$34,291.29
B	<b>American Seating/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)	\$2,789.28
C	<b>Connectrac/Workplace Resources</b> (McAllen, TX)	\$6,242.80
D	<b>EKO/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)	\$44,997.60
E	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)	\$2,307.70
F	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Edinburg, TX)	\$1,791.56
G	<b>Watson/Workplace Resources</b> (McAllen, TX)	\$36,423.82
	Total	\$128,844.05

- 2) **Building Moving Services (Renewal):** renew the contract for building moving services with **Zuniga’s House Movers, LLC.** (San Juan, TX), for the period beginning May 1, 2017 through April 30, 2018, at an estimated amount of \$75,000.00;
- 3) **Engineering Services – Geotechnical and Materials Testing – Bond (Renewal):** renew the engineering services – geotechnical and materials testing contracts for the 2013 Bond Construction Program with a period beginning April 29, 2017 through April 28, 2018. Fees for these services could range from \$5,000 to \$45,000 depending on the scope and complexity of each construction project and testing needed. The vendors are as follows:

a.	Pecan Campus	<b>Terracon Consultants, Inc.</b> (Pharr, TX)
b.	Nursing & Allied Health Campus and Technology Campus	<b>Millennium Engineers Group, Inc.</b> (Edinburg, TX)

c.	Mid Valley Campus and Regional Center for Public Safety Excellence	<b>Raba Kistner Consultants, Inc.</b> (McAllen, TX)
d.	Starr County Campus and La Joya Teaching Site	<b>Raba Kistner Consultants, Inc.</b> (McAllen, TX)

**B. Technology**

- 4) **Network Devices and IP Phones (Purchase):** purchase network devices and IP phones from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$1,226,277.15.

Recommend Action - The total for all purchases and renewals was \$1,226,277.15

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the purchases and renewals as presented. The motion carried.

**Review and Discussion of Accountability, Risk, and Compliance Department**

Frank Jason Gutierrez, Director of Accountability, Risk, and Compliance delivered a presentation on the Accountability, Risk, and Compliance Department to the Finance, Audit, and Human Resources Committee.

Purpose – At the request of the Office of The President and the Office of the Vice President for Finance and Administrative Services, the Director for Accountability, Risk, and Compliance provided a presentation on the services and core functions of the Accountability, Risk, and Compliance Department.

Background – The Accountability, Risk, and Compliance Department was established September 1, 2016. The department is dedicated to supporting South Texas College through services and initiatives aimed at facilitating process improvement, accountability, risk mitigation and prevention, compliance, and reinforcing a culture of integrity.

A Power Point Presentation was prepared to share with the Finance, Audit, and Human Resources Committee an overview of the services and functions the department provides to South Texas College. The presentation detailed the essential roles of the individual departments and highlights previous and upcoming initiatives and projects.

Enclosed Documents – The Accountability, Risk, and Compliance Department Power Point Presentation follows in the packet for the Board’s information and review.

No action was required from the Board. This item was presented for information.

## **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 January 2017. 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 provide a review of the Financial Report for the month of January 2017, and to respond to questions posed by the Board.

The checks and the financial reports submitted for approval were included in the Board packet under separate cover.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, 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 January 2017. The motion carried.

### **Executive Session:**

The South Texas College Board of Trustees convened into Executive Session at 7:20 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 Cause No. 7:16-CV-00658; Lisa Scherff vs South Texas College

### **Open Session:**

The South Texas College Board of Trustees returned to Open Session at 7:57 p.m. No action was taken in Executive Session.

## **Update and Action as Necessary Regarding Cause No. 7:16-CV-00658; Lisa Scherff vs South Texas College**

Legal action was taken against the College by Lisa Scherff. The lawsuit was submitted to the College's insurance carrier, TASB. TASB assigned Edward Garza from Esparza & Garza, L.L.P to handle the case.

No action was taken.

## Announcements

### A. Next Meetings:

- Tuesday, March 7, 2017
  - 3:00 p.m. – Education and Workforce Development Committee
  - 4:00 p.m. – Facilities Committee
  - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, March 28, 2017
  - 5:30 p.m. – Regular Meeting of the Board of Trustees

### B. Other Announcements:

- The Regional Center for Public Safety Excellence Groundbreaking Ceremony will be held on Friday, March 3, 2017 at 10:00 a.m. at the construction site, 4300 S. Cage Blvd., Pharr, TX 78577
- The College will be closed Monday, March 13 through Sunday, March 19, 2017 for Spring Break.

### Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:04 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, February 28, 2017 Regular Board Meeting of the South Texas College Board of Trustees.

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Mr. Jesse Villarreal  
Secretary

## **Review of Presentation to the Education and Workforce Development Committee**

### a. Presentation on South Texas College Baccalaureate Programs

Dr. Shirley Reed, College President, and Dr. Kevin Peek, Chair of the Bachelor of Applied Science – Organizational Leadership Program, provided an overview of the baccalaureate programs at South Texas College.

The College developed these programs after receiving legislative authority in 2004, to begin offering bachelor degrees in applied science and applied technology. At that time, South Texas College was one of three Texas community colleges, along with Brazosport College and Midland College, allowed to develop baccalaureate programs.

Of the five baccalaureate programs that Texas state law currently allows South Texas College to offer, four have been fully developed and are available to qualified students. Further, the College has identified additional programs for consideration, and each legislative session sought authorization to increase the limit so that valuable programs can be developed and offered to students in the Rio Grande Valley.

South Texas College currently offers the following four baccalaureate programs:

- Bachelor of Applied Technology (B.A.T.) in Technology Management
- Bachelor of Applied Technology (B.A.T.) in Computer & Information Technologies
- Bachelor of Applied Technology (B.A.T.) in Medical & Health Services Management
- Bachelor of Applied Science (B.A.S.) in Organizational Leadership

Dr. Peek provided an overview of the existing programs, including enrollment and graduation data.

### Competency-Based Baccalaureate

South Texas College partnered with Texas A&M University – Commerce, with support from the College for All Texans Grant, to develop the B.A.S. in Organizational Leadership program. The purpose of the grant was to develop a competency-based degree program that measures student progress through the demonstration of program competencies, rather than the traditional accumulation of credit hours.

Program students at South Texas College pay a flat rate of \$750 per seven week academic term, and during that term they may complete as many program competencies as they are able. Credit was given for training and/or military



experience as well, which allowed students with professional experience in related areas to quickly demonstrate their proficiency and progress through the program.

Dr. Peek presented on the structure of the Competency-Based B.A.S. in Organizational Leadership, including course structure, student support, enrollment and graduation results.

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

## **Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability**

Broaddus & Associates has provided the enclosed documents on the current status of the 2013 Bond Construction program.

- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates submitted updated versions of the following worksheets, which administration reviewed and found to contain significant errors:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

Administration did not include the inaccurate worksheets in the Board packet, requesting that Broaddus & Associates correct the information prior to the March 28, 2017 Regular Board Meeting.

In addition, the College administration has provided the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of March 2, 2017, the total budget shortfall was estimated to be at \$3,948,964 with the use of buyout savings and design and construction contingency.

Funding for any shortfall net of buyout savings and use of design and construction contingency will be covered by non-bond funds.

Mr. Brian Fruge, Broaddus & Associates, provided the following information to the Facilities Committee on March 7, 2017:

### Accountability Overview Summary Sheet

Broaddus & Associates regularly provided a brief overall summary sheet of the current status for the 2013 Bond Construction Program at the Facilities Committee and Board Meetings on the projection screen as part of their update.

Staff requested that this document be provided as part of the packet for future meetings.

Broaddus & Associates submitted an accountability report with significant errors.

Administration did not include the inaccurate report in the Board packet, requesting that Broaddus & Associates correct the information prior to the March 28, 2017 Regular Board Meeting.

#### Contingency Fund Balances

Broaddus & Associates reported that there was approximately \$2.9M in unexpended contingency fund balances in the 2013 Bond Construction Program.

The Facilities Committee requested a report on all change orders issued for projects within the 2013 Bond Construction Program, and Mr. Fruge agreed to provide this to the Board on March 28, 2017.

Broaddus & Associates has not provided the requested report and has not responded to continued requests for the documentation.

#### A/V and IT Equipment Costs

Broaddus & Associates reported a nearly \$1M savings in A/V and IT equipment costs. Mr. Fruge agreed to provide a detailed breakdown of the budgets and expenditures of bond and non-bond funds for this equipment.

Staff requested an analysis of the AV and IT budgets for the 2013 Bond Construction Program and the actual expenditures proposed for Board action on March 28, 2017. Broaddus & Associates did not provide the requested documentation until after the deadline, and it was found to include significant errors.

Administration did not include the inaccurate documentation in the Board packet, requesting that Broaddus & Associates correct the information prior to the March 28, 2017 Regular Board Meeting.

No action is requested.

# SOUTH TEXAS COLLEGE

## 2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

March 07, 2017

**BROADDUS  
& ASSOCIATES**



# BOARD APPROVAL ITEMS

**South Texas College**  
**2013 Bond Construction Program**  
**Upcoming Timeline – 03/07/17**

December '16      January '17      February '17      March '17      April '17

	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
1	Accountability Status	Accountability Status	Accountability Status	Accountability Status	Accountability Status
2	Buyout Deductive Change Orders	Buyout Deductive Change Orders	Additional Service Thermal Energy Plant Landscape	Buyout Deductive Change Orders	Buyout Deductive Change Orders
3	Starr County Color Board Approvals	Pharr RCPSE Update & Master Plan Revision	Pecan STEM & SA Color Board Approvals	Pharr RCPSE Civil Additional Service	Kitchen Equipment Procurement
4			Pharr RCPSE Site		A/V Procurement
5			Library Furniture Approval (2/28)		Furniture Procurement
6			Pharr RCPSE Building GMP Approval		IT Procurement
			Pharr RCPSE Skill Pad Partial GMP		
			La Joya CSP		

Board Approval

# OPERATIONAL ITEMS

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

December '16      January '17      February '17      March '17      April '17

	December '16	January '17	February '17	March '17	April '17
<b>1</b>	NTP's	NTP's	NTP's	NTP's	NTP's
<b>2</b>	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity
<b>3</b>	Buyout Savings Requests	Concrete Foundation Pours Ongoing	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests
<b>4</b>	Identify Non-Bond Additional Scope/Funds	Issue Resolution	Issue Resolution	Issue Resolution	Issue Resolution
<b>5</b>				Schedule Compression	
<b>6</b>				B&A Auditing	
<b>7</b>					
<b>8</b>					
<b>9</b>					
<b>10</b>					

Operational

# INFORMATION & PRESENTATION ITEMS

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

**December '16      January '17      February '17      March '17      April '17**

	December '16	January '17	February '17	March '17	April '17
<b>1</b>	Bond Program Budget Update	Bond Program Budget Update	Bond Program Budget Update	Bond Program Budget Update	Bond Program Budget Update
<b>2</b>	Contingency & Buyout tracking	Contingency & Buyout tracking	Contingency & Buyout tracking	Contingency & Buyout tracking	Contingency & Buyout tracking
<b>3</b>			Drone Construction Video Update	Drone Construction Video Update	Drone Construction Video Update
<b>4</b>					OCIP Update
<b>5</b>					
<b>6</b>					
<b>7</b>					
<b>8</b>					
<b>9</b>					
<b>10</b>					

2013 BOND CONSTRUCTION PROGRAM PROGRESS REPORT - March 17, 2017

Project Number	PROJECT DESCRIPTION	Project Development				Design Phase				Price Proposals				Construction Phase					Architect/Engineer	Contractor		
		Project Development	Board approval of A/E	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%	Final Completion
<b>Pecan Campus</b>																						
	North Academic Building																			PBK 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																				Halff Associates	D. Wilson Construction
	Parking and Site Improvements																				PCE	D. Wilson Construction
<b>Mid Valley Campus</b>																						
	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																				Halff Associates	Skanska USA
<b>Technology Campus</b>																						
	Southwest Building Renovation																				EGV Architects	ECON Construction
	Parking and Site Improvements																				Hinjosa Engineering	ECON Construction
<b>Nursing and Allied Health Campus</b>																						
	Campus Expansion																				ERO Architects	D. Wilson Construction
	Parking and Site Improvements																				R. Gutierrez Engineers	D. Wilson Construction
<b>Starr County Campus</b>																						
	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
<b>Regional Center for Public Safety Excellence - Pharr</b>																						
	Training Facility																				PBK Architects	Noble General Contract.
	Parking and Site Improvements																				Dannenbaum Engineering	Noble General Contract.
<b>STC La Joya Teaching Site (Jimmy Carter ECHS)</b>																						
	Training Labs Improvements																				EGV Architects	TBD



# STC 2013 Bond Program - Pecan Campus North Academic Building

Scorecard #24

Status: Submitted

02/27/2017



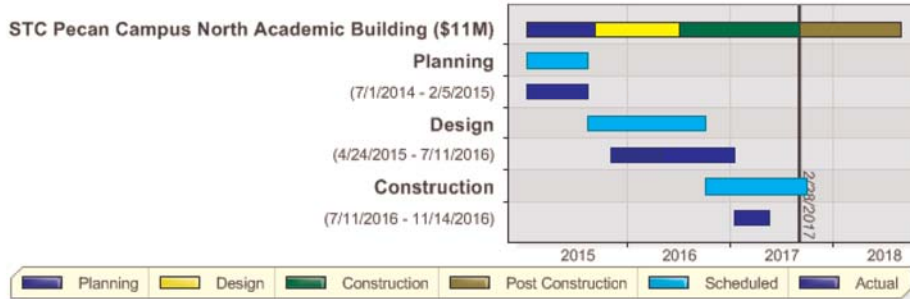
## Scope

	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

## Budget

	Initial Budget
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## Schedule



## Activity

### 30 Day Look Ahead

- Exterior walls continue, face brick started
- Roofing started, temp window covers to achieve dry-in
- MEP rough-in: AHU set, duct testing
- Interior partitions

### 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

- Building Dry-In
- Permanent power, energize switchgear

## Recent Photo



**STC 2013 Bond Program - Pecan Campus  
South Academic Building**

Scorecard #23

Status: Submitted

02/27/2017



**Scope**

	Initial Program	Current Program
Building SF	40,000	41,694
Budget	\$6,800,000	\$6,800,000
SD Estimate		\$7,605,000
DD Estimate		\$7,375,866
60% CD GMP		\$6,657,834

**Budget**

	Initial Budget
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**Schedule**



**Activity**

**30 Day Look Ahead**

- Structural steel continues
- Concrete at Lvl 2
- Continue site utilities adjacent building

**Key Consultants/Contractors**

- Architect: BSG Architects
- MEP: Half Associates
- Structural: Lopez Engineering
- Civil: PCE
- AV/IT: WJHW Consultants

**Key Owner Issues or Concerns**

- With Steel starting, look for opportunities to regain lost time

**Recent Photo**



**STC 2013 Bond Program Pecan Campus Cafeteria & Activities Building**

Scorecard #23

Status: Submitted

02/27/2017



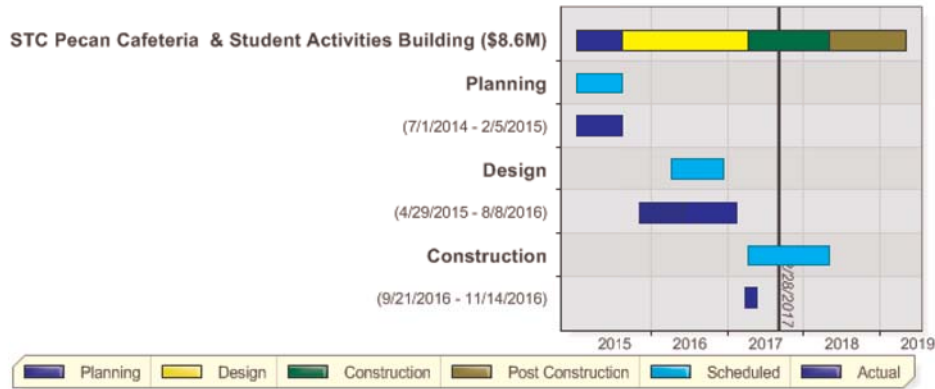
**Scope**

	Initial Program	Current Program
Building SF	33,042	33,042
Budget	\$5,700,000	\$6,200,000
SD Estimate		\$6,166,259
DD Estimate		\$6,602,118
30% CD	\$6,350,000	\$6,719,006
60% CD GMP		\$6,888,179

**Budget**

	Initial Budget
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**Schedule**



**Activity**

**30 Day Look Ahead**

- Structural steel near complete, decking started
- Concrete at Lvl 2
- MEP rough-in; duct testing
- Storm and Sanitary reroute

**Key Consultants/Contractors**

- Architect: TWG
- MEP: Half Associates
- Structural: Chanin Engineering
- Civil: Perez Consulting Engineers
- Kitchen: Cosper & Assoc.

**Key Owner Issues or Concerns**

- Site utility coordination with slab construction (deep SD between Cooling Towers and SACB)

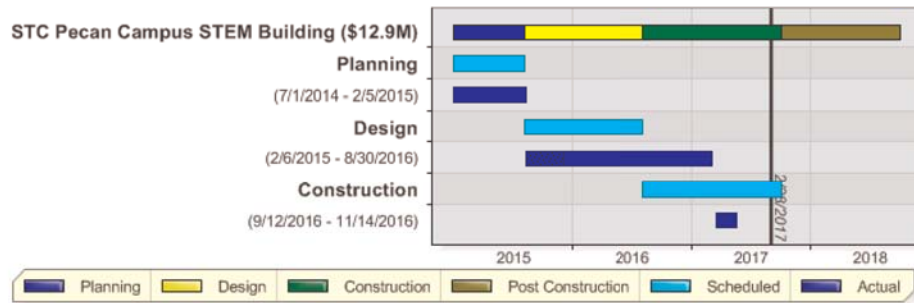
**Recent Photo**



**Scope**

	Initial Program	Current Program
Building SF	48,879	51,276
Budget	\$8,500,000	\$8,500,000
SD Estimate		\$9,397,167
DD Estimate		\$9,703,192
CD 30% Est		\$0
CD 60% GMP		\$10,417,059

**Schedule**



**Activity**

**30 Day Look Ahead**

- Structural Steel erection continues
- Concrete at Lvl 2
- Continue site utilities adjacent building

**Key Consultants/Contractors**

- Architect: Boultinghouse Simpson Gates
- MEP: Half Associates
- Structural: Lopez Engineering Group
- Civil: Perez Consulting Engineers
- AV/IT WJHW Consultants

**Key Owner Issues or Concerns**

- With start of steel erection, look for opportunities to regain time

**Recent Photo**



# STC 2013 Bond Program - Pecan Campus Thermal Plant

Scorecard #21

Status: **Submitted**

02/27/2017



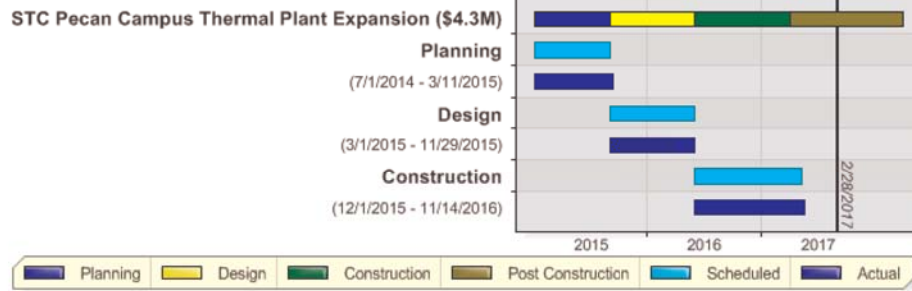
## Scope

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

## Budget

	Initial Budget
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## Schedule



## Activity

### 30 Day Look Ahead

- Complete punchlist corrections
- Prepare Final Time and Cost change order
- Complete closeout documentation; testing and trainings complete
- Warranty period underway

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Reintroduce decorative 'Waves' motif to screen wall
- Chiller #4 fire in its' control panel

## Recent Photo



**STC 2013 Bond Program Pecan Campus  
Parking & Site Improvements**

Scorecard #17

Status: **Submitted**

02/27/2017



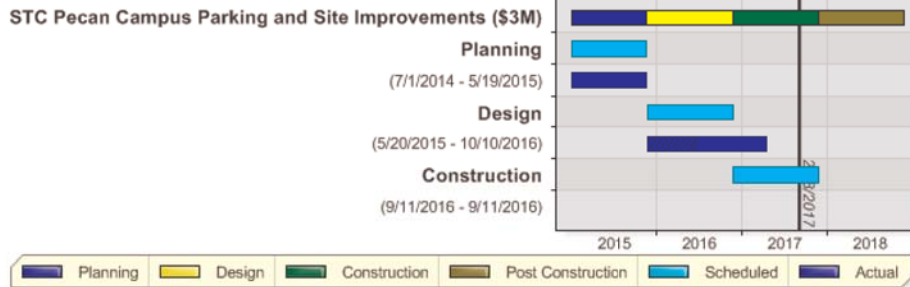
**Scope**

	Initial Program	Current Program
Budget	\$2,000,000	\$2,000,000
60% CD GMP		\$2,618,800

**Budget**

	Initial Budget
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**Schedule**



**Activity**

**30 Day Look Ahead**

- Parking lot base continues
- Power distribution for lighting
- Storm drain structures and lines around site

**Key Consultants/Contractors**

- Perez Consulting Engineers (PCE)
- Landscape Designer: SSP Landscape Design

**Key Owner Issues or Concerns**

- Coordination of utilities activity with structural steel of adjacent SAC and STEM

**Recent Photo**





### Scope

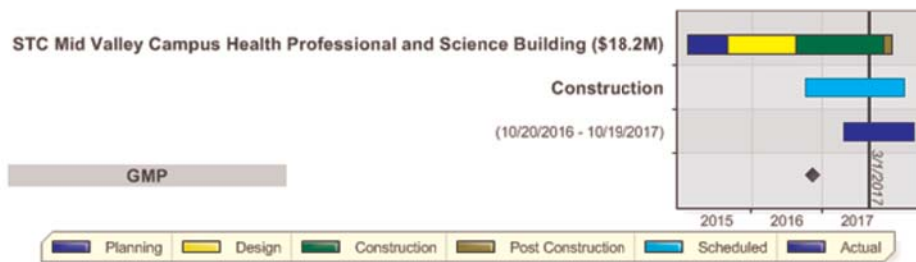
A new multilevel Health Professions and Science Building to house the following spaces:

- Science Classrooms
  1. Chemistry
  2. Physics
  3. Biology
  4. Engineering
- Laboratory Classrooms
- Departmental Offices
- Classrooms
- Computer labs

### Budget

	Initial Budget
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### Schedule



### Activity

**30 Day Look Ahead:**

- 2nd of 4 sequenced foundation pours is complete; 3rd is scheduled for 3-3-17.
- Complete UG rough-ins below slab at 4th sequenced pour location(s).
- Place concrete at elevator pit.
- Begin delivery and erection of structural steel, 1st level.

**Key Consultants/Contractors:**

- ROFA Architects
- DBR- MEP
- HALFF -CIVIL
- Skanska USA

**Key Owner Issues or Concerns:**

- Potential delay regarding steel joists; as much as eight weeks based on production schedule by Vulcraft.
- Priority project, classes begin Spring 2018.

### Recent Photo



**Scope**

Student Services Building will include but not limited to:

- Cafeteria
- Lounge Space
- Building Support
- Offices
- Student Admissions

14,262 sq. ft

**Budget**

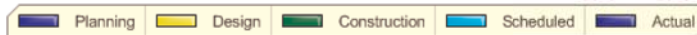
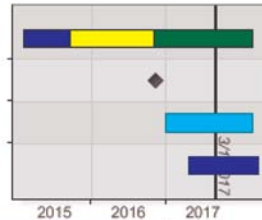
	Initial Budget
--	----------------

**Schedule**

STC Mid Valley Campus Student Services Building Expansion (\$5.1M)

GMP

Construction  
(10/22/2016 - 9/28/2017)



**Activity**

30 Day Look Ahead:

- Complete structural steel erection
- Begin installation of metal deck.
- Complete tie-in of CHW system over Spring Break.
- Complete UG rough-ins at renovated area(s).

Key Consultants/Contractors

- Architect: ROFA Architects
- Structural: Hinojosa Engineering
- MEP: DBR Engineering
- Civil: Half Associates
- CMR: Skanska USA

Key Owner Issues or Concerns

- Schedule & Cost

**Recent Photo**

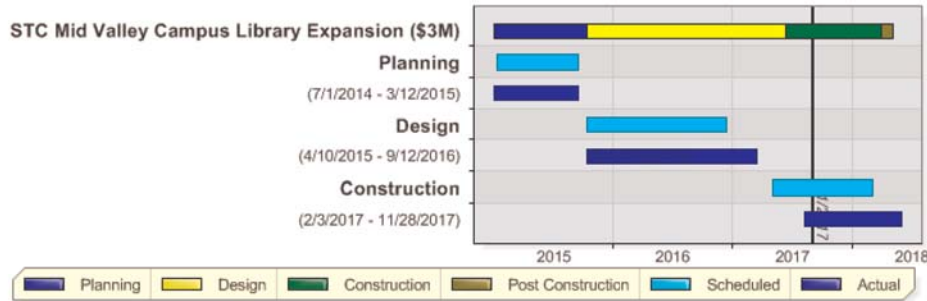




**Scope**

10,300 sq ft addition to the Existing Mid Valley Library and a Remodeling of the Existing Library

**Schedule**



**Activity**

**30 Day Look Ahead**

- CMR continues to buy project out.
- Relocation of electrical transformer by AEP.
- Begin earthwork / installation of building pad.

**Key Consultants/Contractors**

- AE: M+G
- Structural: CLH Engineering
- MEP: Sigma HN
- Civil: Melden & Hunt

**Key Owner Issues or Concerns**

- Timely relocation of electrical transformer; AEP has not yet responded to availability to perform the work over Spring Break. A temporary power shut down is required and College does not want interrupted service during regular operating hours. Building pad construction cannot begin until the transformer is relocated.

**Recent Photo**



**Scope**

Workforce Training Building will include but not limited to:

- Continuing Education, Non Credit/Credit Shared Spaces, and Educational Spaces
- Departmental Office Suites
- Shared Building Spaces

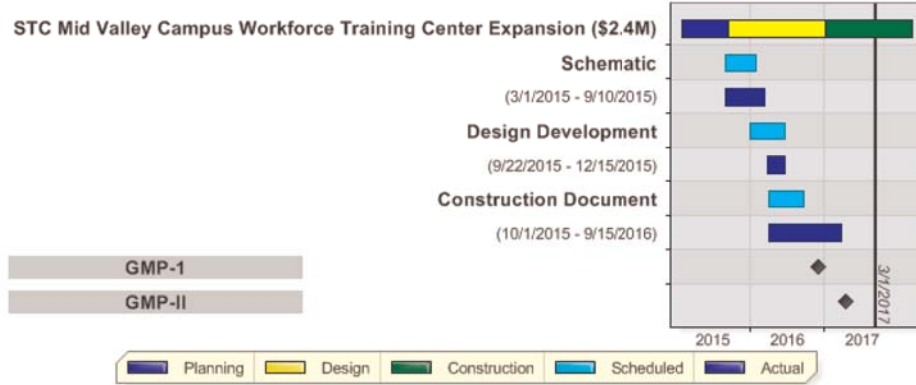
Current Design 11,967 Sq. Ft.

**Budget**

	Initial Budget
--	----------------

**Schedule**

STC Mid Valley Campus Workforce Training Center Expansion (\$2.4M)



**Activity**

**30 Day Look Ahead**

- Project remains on hold
- STC staff to reevaluate the program
- May use CSP delivery method
- .
- Complete installation of telecommunications rough-in. This is a necessary component of the projects scope in order to keep the building "live" once telecommunications cut-over takes place during Spring Break.

**Key Consultants/Contractors**

- Architect: EGV Architects, Inc
- Structural: Chanin
- MEP: Trinity
- CMR: Skanska

**Key Owner Issues or Concern**

- 1st-GMP \$3,345,528 budget \$1,700,000 second bidding GMP currently at \$3,013,371 project \$1,263,371 over budget
- Project on Hold 6 months to allow the market to settle

**Recent Photo**



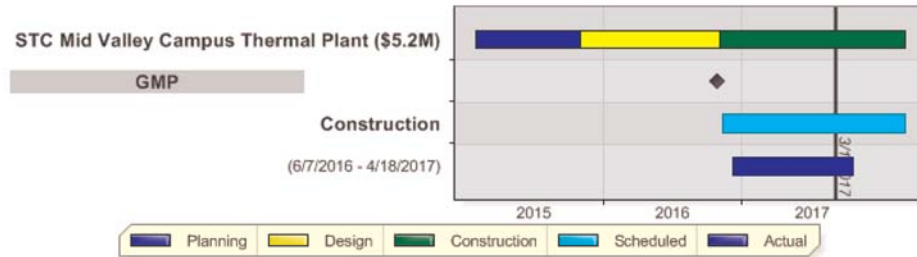
**Scope**

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**

	<b>Initial Budget</b>
--	-----------------------

**Schedule**



**Activity**

**30 Day Look Ahead**

- Continue CHW line connections to Chillers.
- Continue control wiring installation.
- Engage T&B firm.
- Begin CHW line connections to Cooling Towers.
- Complete roofing - lacking section at low/high roof connection.
- Begin masonry veneer installation; South elevation complete.
- Complete installation of drywall / tape and floating in office area(s)
- Flush existing CHW loop to be tied-into during the Summer break over upcoming Spring Break.
- Begin setting fixtures.

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- CHW tie-in execution.

**Recent Photo**



**Scope**

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

**Budget**

	<b>Initial Budget</b>
--	-----------------------

**Schedule**



**Activity**

**30 Day Look Ahead**

- Complete telecommunications cut-over during Spring Break.
- Begin installation of pole bases - site lighting.
- Utilities and telecommunications infrastructure installation is complete.

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- Completion of telecommunications cut-over.

**Recent Photo**



**Scope**

Technology Building will include but not limited to:

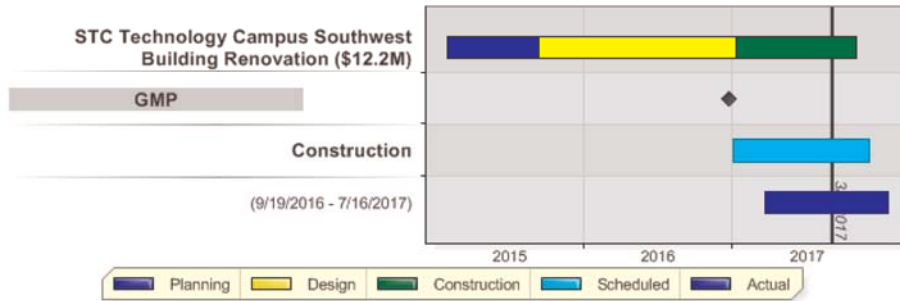
- Office/Administration Spaces
- Classroom/Computer Labs
- Open Labs
- Shared Spaces
- Shipping & Receiving
- Audio Visual
- IT

for a total ASF of 80,994.

**Budget**

	Initial Budget
--	----------------

**Schedule**



**Activity**

**30 Day Look Ahead:**

- Continue wiring of VAV's throughout.
- Continue installation of HVAC control wiring throughout.
- Complete installation of sheetrock, 1-sided, at all interior walls.
- Complete MEP in-wall inspections ( pending AVIT only )
- Begin 2-siding interior walls throughout.
- Continue exterior framing and damproofing applications.
- Complete structural framing at main entry ways.
- Complete installation of air handling units and related duct connections at areas A & B.
- Continue re-roofing activities.

**Key Consultants/Contractors**

- Architect: EGV Architects, Inc
- Structural: Chanin
- MEP: Trinity
- CMR: ECON Enterprises

**Key Owner Issues or Concern**

- Main entry's proximity to existing power lines; prohibitive of continued work in this area until power lines are relocated. AEP already engaged to perform relocation.
- High Priority Project; schedule must be maintained.

**Recent Photo**





**Scope**

Civil, Sitework, Landscaping and Surveying for the Renovations to the STC Technology Campus

**Budget**

	<b>Initial Budget</b>
--	-----------------------

**Schedule**



**Activity**

**30 Day Look Ahead**

- Complete installation of flex base material at North parking lot.
- Complete installation of curb and gutter at all three parking lots.

**Key Consultants/Contractors**

- Hinojosa Engineering
- EGV Architects
- ECON Construction

**Key Owner Issues or Concerns**

- No concerns at this time

**Recent Photo**



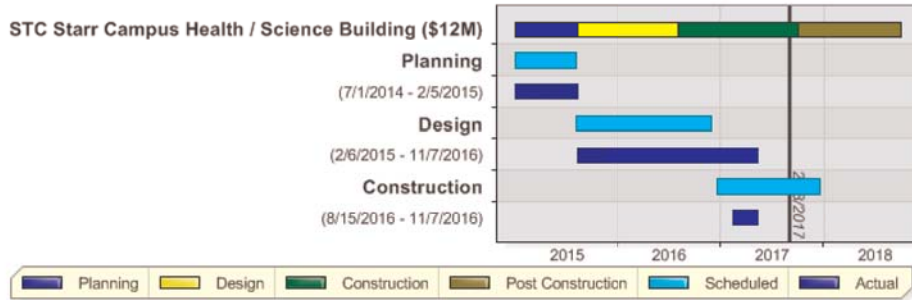
**Scope**

Health bldg, 2 story, consisting of computer labs, skills labs, OB simulation, chemistry labs, information labs, biology and micro biology labs.

**Budget**

	<b>Initial Budget</b>
--	---------------------------

**Schedule**



**Activity**

**30 Day Look Ahead**

- Poured balance of Floor
- Countinue with 1st fl. curtainwall panels and braceing
- Exterior Framing
- MEP roughin work

**Key Consultants/Contractors**

- Architect: Mata+Garcia
- MEP: Sigma Engineering
- Structural: CLH Engineering
- Civil: Melden & Hunt Engineering
- AV/IT WJHW Consultants

**Key Owner Issues or Concerns**

- Weather delays

**Recent Photo**



**Scope**

	Initial Program	Current Program
Building SF	5,000	5,000
Budget	\$850,000	\$850,000
SD Estimate		\$1,148,151
60% CD GMP		\$1,320,000

**Schedule**



**Activity**

**30 Day Look Ahead**

- Building Permit
- Relocation of Under Ground Utilities
- AEP Electrical Services

**Key Consultants/Contractors**

- Architect: Mata + Garcia Architects
- MEP: Sigma Engineering
- Structural: CLH Engineering
- Civil: Melden & Hunt
- AV/IT WJHW Consultants

**Key Owner Issues or Concerns**

- Appearance of one building not two
- Improved Veteran's areas
- Uniformity of Welcome Centers
- Weather Delays

**Recent Photo**





# STC 2013 Bond Construction Program - Starr Student Activities Building

Scorecard #21

Status: Submitted

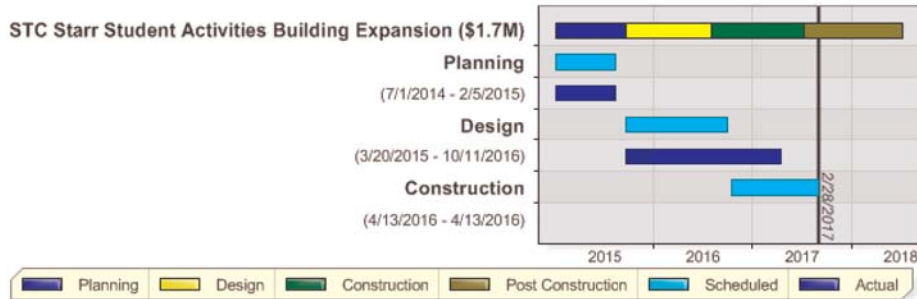
02/28/2017



## Scope

	Initial Program	Current Program
Building SF	4,923	4,150
Budget	\$850,000	\$850,000
60% CD GMP	Rejected	\$1,615,000
60% GMP Revised		\$1,365,000

## Schedule



## Activity

### 30 Day Look Ahead

- Building permit
- Relocation of under ground utilities
- AEP Electrical Services

### Key Consultants/Contractors

- Architect Mata + Garcia Architects
- MEP Sigma Engineering
- Structural: CLH Engineering
- Civil: Melden & Hunt Engineering
- AV/IT: WJHW Consultants

### Key Owner Issues or Concerns

- Multipurpose use for building
- Student gatherings, Community gatherings
- Weather delays

## Recent Photo



**STC 2013 Bond Program - Starr County Campus Thermal Plant**

Scorecard #19

Status: **Submitted**

02/28/2017



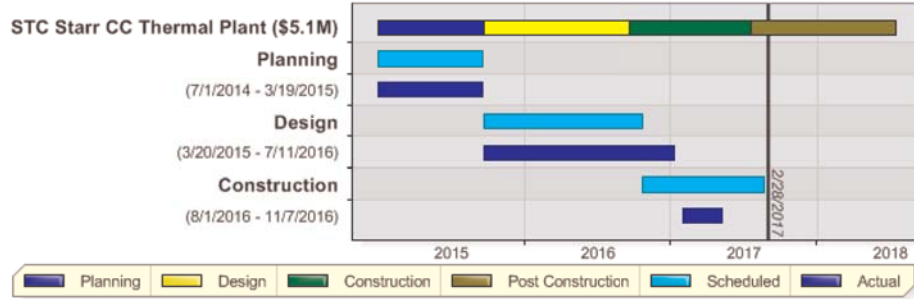
**Scope**

To provide Hydronic piping, (chilled water piping) to the new additional buildings, renovations (expansions) of buildings, and to replace piping to existing roof top units

**Budget**

	<b>Initial Budget</b>
--	-----------------------

**Schedule**



**Activity**

**30 Day Look Ahead**

- Build structure
- Wall rough in electrical
- Pour housekeeping pads

**Key Consultants/Contractors**

- Prime Consultant: Sigma HN
- Architect Consultant: M+G
- Structural: CLH Engineering
- MEP: Sigma HN Engineering
- Civil: Melden & Hunt

**Key Owner Issues or Concerns**

- Completion of Hydronic piping installation, (public areas), during winter break
- Dry in for delivery of Chillers.

**Recent Photo**



# STC Starr CC Parking and Site Improvements

Scorecard #11

Status: Submitted

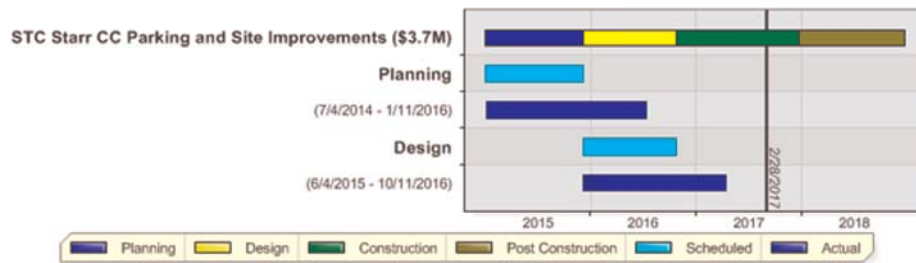
01/06/2017



## Scope

	Initial Program	Current Program
Site Area		
Budget	\$1,000,000	\$1,464,000
SD Estimate		Pending
DD Estimate		In Progress
30% Est	Base Est.	\$2,777,000
Partial GMP		\$119,800
60% GMP		In Progress

## Schedule



## Activity

### 30 Day Look Ahead

- Building permit

### Key Consultants/Contractors

- Civil: Melden & Hunt
- MEP: Sigma HN
- Landscaping: SSP

### Key Owner Issues or Concerns

- Weather delays

## Recent Photo



# Pharr Regional Center for Public Safety Excellence - Building

Scorecard #10

02/27/2017

[Edit Header](#)



## Scope

19,450 SqFt

- Office/Administration Space
- 1 Lecture Hall that reconfigures to 3 Classrooms
- 6 Classrooms
- Simulator Lab
- Workout Room
- Shower/Locker Rooms
- Student Common Spaces

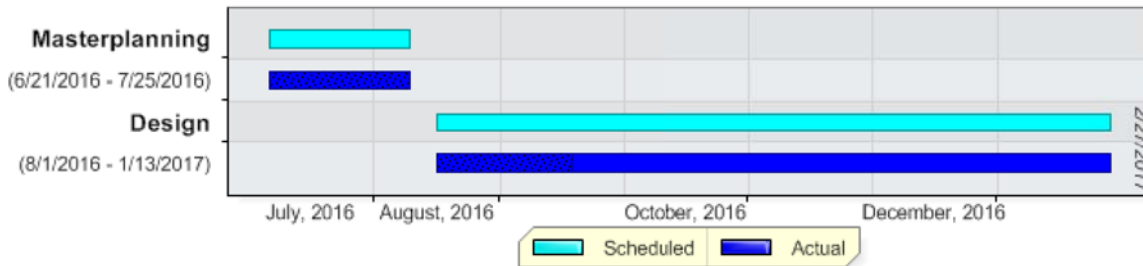
## Budget

	<b>Initial Budget</b>
--	-----------------------

[Add/Remove Budget Items](#)

[Edit Scope](#)

## Schedule



- [Modify Existing Schedule](#)
- [Add New Milestone/Activity](#)

## Activity

### 30 Day Look Ahead

- GMP Approval on Feb. 28, 2017
- 100% Drawings due - April 2017

### Key Consultants/Contractors

- PBK Architects
- G2 Solutions
- Noble Texas Builders, Inc

### Key Owner Issues or Concerns

- Detention Pond Location - Pending Board Approval on Feb. 28, 2017
- Over budget

## Recent Photo



**Pharr Regional Center for Public Safety  
Excellence - Site and Parking  
Improvements**

Scorecard #9

02/27/2017

[Edit Header](#)



### Scope

- Parking and Landscaping
- Utilities and Infrastructure
- Skills Pad

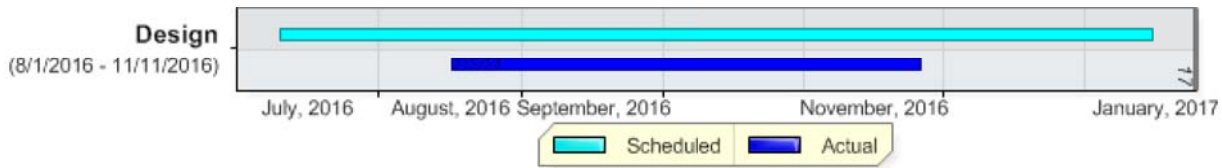
### Budget

	<b>Current Budget</b>
--	-----------------------

[Add/Remove Budget Items](#)

[Edit Scope](#)

### Schedule



[Modify Existing Schedule](#)

[Add New Milestone/Activity](#)

### Activity

#### 30 Day Look Ahead

- Partial GMP approval of Skills Pad on Feb. 28, 2017
- Pending Detention Pond Location
- Pending Site Package 60% & 100% dates

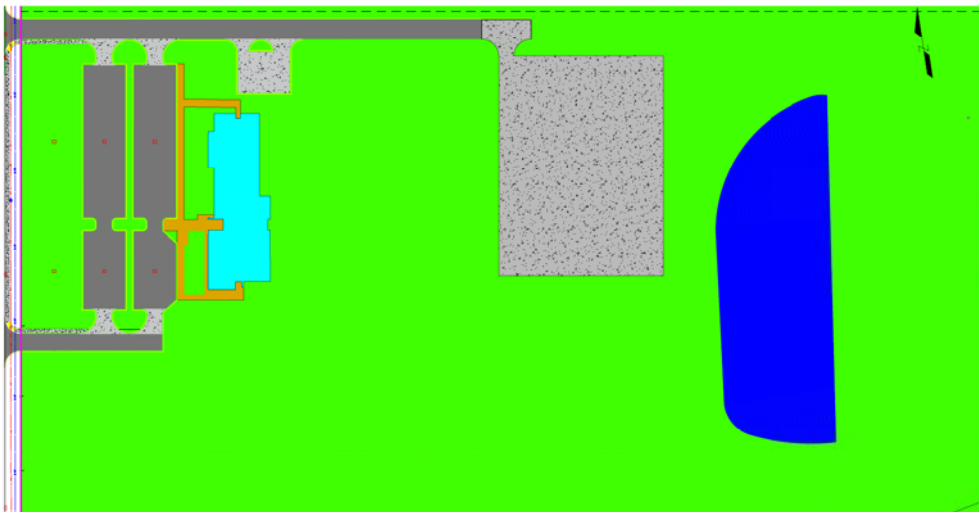
#### Key Consultants/Contractors

- Dannenbaum Engineering, LLC McAllen
- Noble Texas Builders, Inc

#### Key Owner Issues or Concerns

- Skills pad to be bid on fast track - the owner need to spend the state money so they can qualify for more funds
- Detention Pond -Relocation pending Board Approval
- Fence Variance for the Detention Pond - Pending City Approval

### Recent Photo



### LEGEND

#### PHASE 1

- BUILDING
- DETENTION POND
- STUDENT WALKWAY
- PAVEMENT



# La Joya Jimmy Carter Teaching Site

Scorecard #9

Status: **Submitted**

02/27/2017

[Edit Header](#)



## Scope

New Building

- 42 new welding station and new metal building structure

Furniture, Fixtures and Equipment for:

- 2 Computer Labs
- 2 Science Labs
- 2 Science Prep Rooms
- Science Storage Room
- 3 Classrooms

## Budget

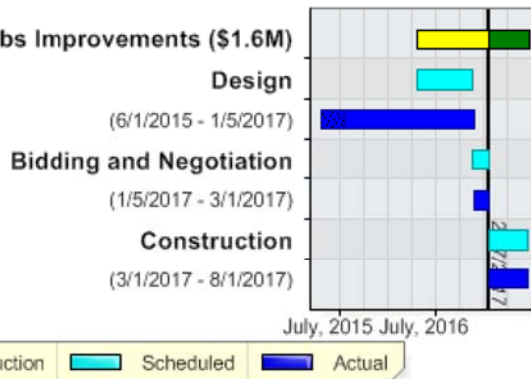
	<b>Current Budget</b>
--	-----------------------

[Add/Remove Budget Items](#)

[Edit Scope](#)

## Schedule

**STC La Joya Jimmy Carter Teaching Site Training Labs Improvements (\$1.6M)**



- [Modify Existing Schedule](#)
- [Add New Milestone/Activity](#)

## Activity

### 30 Day Look Ahead

- Project Bid on Jan. 26
- 4 General Contractors Bid the Project
- CSP Ranks on Feb. 2
- Take to Board for GC approval on Feb. 28

### Key Consultants/Contractors

- EGV Architects

### Key Owner Issues or Concerns

- MOU with La Joya ISD still pending
- Roof Warranty
- Pending Asbestos letter from La Joya ISD

[Edit Site Activity](#)

## Recent Photo



[Edit](#)

[Edit](#)

**South Texas College  
Non-Bond Commitments and Expenditures  
As of March 7, 2017**

<b>I. Non Bond Commitments</b>				
<b>Project Name - Item Description</b>	<b>Approved Board Dates</b>	<b>Board Approved Expenditures</b>	<b>Not Board Approved Projected Expenditures</b>	<b>Actual GMP/Projected Expenditures</b>
<b>Nursing &amp; Allied Health Campus</b>				
<b>Nursing &amp; Allied Health Campus Thermal Plant</b>				
1 Thermal Plant - Design	10/27/2015	\$ 112,200	\$ -	\$ 112,200
2 Thermal Plant - Construction	11/22/2016	2,867,847	-	2,867,847
3 Thermal Plant - Miscellaneous	10/27/2015	26,000		26,000
4 Thermal Plant - FFE and Technology			60,000	60,000
<b>Nursing &amp; Allied Health Campus Thermal Plant Parking and Site Improvements</b>				
5 Thermal Plant Parking and Site Improvement - Design	10/27/2015	12,000	-	12,000
6 Thermal Plant Parking and Site Improvement - Construction	11/22/2016	229,010	-	229,010
7 Thermal Plant Parking and Site Improvement - Miscellaneous	10/27/2015	5,000	-	5,000
<b>NAH Campus Subtotal</b>		<b>\$ 3,252,057</b>	<b>\$ 60,000</b>	<b>\$ 3,312,057</b>
<b>Mid Valley Campus</b>				
<b>Mid Valley Campus Library Retrofit</b>				
8 Library Retrofit - Design	10/27/2015	\$ 138,213		\$ 138,213
9 Library Retrofit - Construction	11/22/2016	1,123,682		1,123,682
10 Library Retrofit - Miscellaneous	10/27/2015	6,000		6,000
11 Library Retrofit - FFE and Technology			520,000	520,000
<b>Mid Valley Campus Workforce Restroom Retrofit</b>				
12 Workforce Restroom Retrofit		-	100,000	100,000
<b>Mid Valley Campus Subtotal</b>		<b>\$ 1,267,895</b>	<b>\$ 620,000</b>	<b>\$ 1,887,895</b>
<b>Starr County Campus</b>				
13 Workforce Restroom Retrofit		\$ -	\$ 180,000	\$ 180,000
<b>Starr County Campus Subtotal</b>		<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>
<b>Regional Center for Public Safety Excellence</b>				
14 Parking and Site Improvements - Design	1/26/2016	\$ 85,000		\$ 85,000
15 Parking and Site Improvements - Construction and Miscellaneous			\$ 915,000	\$ 915,000
<b>Regional Center for Public Safety Excellence Subtotal</b>		<b>\$ 85,000</b>	<b>\$ 915,000</b>	<b>\$ 1,000,000</b>
<b>Total Non-Bond Expenditures</b>		<b>\$ 4,604,952</b>	<b>\$ 1,775,000</b>	<b>\$ 6,379,952</b>

<b>II. Bond Program Budget Deficits - Board Approved - as of February 28, 2017</b>				
<small>(Includes deficits realized after use of Program Contingency Amount)</small>				
<b>Project Name - Item Description</b>	<b>Approved Board Dates</b>	<b>Bond Program Deficits (Savings)</b>		<b>Total Bond &amp; Non Bond</b>
		<b>Bond Budget</b>	<b>Non-Bond Budget</b>	
1 Mid Valley Campus Thermal Plant Alternate 1 & 2	4/26/2016	\$ -	\$ 718,947	\$ 718,947
2 Starr County Campus Thermal Plant Alternate	6/28/2016	-	788,305	788,305
3 Pecan Parking and Site Improvements Contingency Variance	9/27/2016	171,819	-	171,819
4 NAH Campus Parking and Site Improvements GMP Variance	10/27/2016	784,048	-	784,048
5 Starr County Campus Library Expansion GMP Variance	10/27/2016	900,000	-	900,000
6 NAH Campus Thermal Plant GMP Variance	11/22/2016	230,788	-	230,788
7 Starr County Campus Student Services GMP Variance	11/22/2016	470,000	-	470,000
8 Starr County Campus Student Activities GMP Variance	11/22/2016	515,000	-	515,000
9 Mid Valley Campus Library Expansion GMP Variance	11/22/2016	712,776	-	712,776
10 Tech Campus Southwest Renovation Building Deductive Change Order	11/22/2016	(1,115,311)	-	(1,115,311)
11 Starr County Campus Parking and Site Improvement GMP Variance w/ Alternates	11/22/2016	2,270,130	-	2,270,130
12 Pecan Campus North Academic Building Buyout Savings	12/13/2016	(720,878)	-	(720,878)
13 Tech Campus Parking & Site Improvements Buyout Savings	12/13/2016	(400,000)	-	(400,000)
14 Regional Center for Public Safety Excellence Training Facility GMP Variance	2/28/2017	526,426	-	526,426
15 La Joya Center Teaching Site GMP Variance	2/28/2017	63,000	-	63,000
16 AV/IT Partial Budget Savings	2/28/2017	(958,834)		
<b>Total Non Bond Funds Required to Cover Bond Budget Deficits</b>		<b>\$ 3,448,964</b>	<b>\$ 1,507,252</b>	<b>\$ 5,915,050</b>

<b>III. Bond Program Budget Deficits - Not Board Approved - as of March 7, 2017</b>				
<b>Project Name - Item Description</b>	<b>Proposed Board Dates</b>	<b>Proposed Bond Budget Deficits (Savings)</b>	<b>Proposed Non-Bond Budget Deficits (Savings)</b>	<b>Total Proposed Bond &amp; Non Bond Deficits</b>
<b>Total Non Bond Funds Required to Cover Bond Budget Deficits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Total Non Bond Expenditures (I, II, and III)</b>	<b>\$ 3,448,964</b>	<b>\$ 7,887,204</b>	<b>\$ 12,295,002</b>
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<b>IV. Additional Projected Deficits CCL/GMP</b>			
<b>Item Description</b>	<b>Proposed Bond Budget Deficits</b>	<b>Non-Bond Budget Deficits</b>	<b>Total Deficits</b>
Additional Projected Deficits CCL/GMP - per Broadus and Associates	\$ 500,000	\$ -	\$ 500,000

<b>Grand Total Non Bond Expenditures (I, II, III, and IV)</b>	<b>\$ 3,948,964</b>	<b>\$ 7,887,204</b>	<b>\$ 12,795,002</b>
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South Texas College  
2013 Bond Construction Program  
Tracking Contingency Log  
As of March 7, 2017

#	Item Description	Budget Variance	Contingency Balance
<b>1</b>	<b>Original Contingency Balance</b>	\$ -	\$ 9,978,348
<b>Approved GMPs</b>			
2	Pecan Campus North Academic GMP Variance	\$ (451,000)	\$ 9,527,348
3	Pecan South Academic GMP Variance	\$ 142,166	\$ 9,669,514
4	Pecan STEM Bldg. GMP Variance	\$ (1,917,059)	\$ 7,752,455
5	Pecan Campus Student Services GMP Variance	\$ (603,179)	\$ 7,149,276
6	Pecan Thermal Energy Plant GMP Variance	\$ 106,000	\$ 7,255,276
7	Pecan Parking and Site Improvements GMP Variance	\$ (495,875)	\$ 6,759,401
8	NAH Campus Expansion GMP Variance	\$ (34,860)	\$ 6,724,541
9	NAH Campus Parking and Site Improvements GMP Variance	\$ (784,048)	\$ 5,940,493
10	Technology Campus Renovation GMP Variance	\$ 1,466,413	\$ 7,406,906
11	Technology Campus Site & Parking GMP Variance	\$ (1,335,820)	\$ 6,071,086
12	Technology Campus Site & Parking IT Duct Bank	\$ 102,575	\$ 6,173,661
13	Mid Valley Health Professions GMP Variance	\$ (953,388)	\$ 5,220,273
14	Mid Valley Student Services Building Expansion GMP Variance	\$ (1,025,923)	\$ 4,194,350
15	Mid Valley Thermal Energy Plant GMP Variance	\$ (96,698)	\$ 4,097,652
16	Mid Valley Parking & Site Improvements GMP Variance	\$ 122,286	\$ 4,219,938
17	Change Order - Mid Valley Thermal Plant	\$ 109,376	\$ 4,329,314
18	Change Order - Mid Valley Parking and Site Improvements	\$ (109,376)	\$ 4,219,938
19	Starr County Campus Health Professions GMP Variance	\$ (1,021,000)	\$ 3,198,938
20	Starr County Campus Library Expansion GMP Variance	\$ (900,000)	\$ 2,298,938
21	Starr County Thermal Energy Plant GMP Variance	\$ (111,000)	\$ 2,187,938
22	Starr County Campus Student Services GMP Variance	\$ (470,000)	\$ 1,717,938
23	Starr County Campus Student Activities GMP Variance	\$ (515,000)	\$ 1,202,938
24	NAH Campus Thermal Plant (Bond Funded) GMP Variance	\$ (230,788)	\$ 972,150
25	Mid Valley Campus Library Expansion GMP Variance	\$ (712,776)	\$ 259,374
26	Starr County Campus Parking and Site Improvements GMP Variance with Alternates	\$ (2,270,130)	\$ (2,010,756)
27	Regional Center for Public Safety Excellence Training Facility GMP Variance	\$ (526,426)	\$ (2,537,182)
28	La Joya Center Teaching Site GMP Variance	\$ (63,000)	\$ (2,600,182)
<b>Deductive Change Orders - Buyout Savings</b>			
29	Deductive Change Orders-Tech Campus Renovation	\$ 120,730	\$ (2,479,452)
30	Deductive Change Orders-Tech Campus Parking & Site	\$ 22,246	\$ (2,457,206)
31	Deductive Change Orders-Tech Campus Renovation	\$ 1,115,311	\$ (1,341,895)
32	Deductive Change Orders-North Academic	\$ 720,878	\$ (621,017)
33	Deductive Change Orders-Tech Parking & Site Improvements	\$ 400,000	\$ (221,017)
<b>Other Expenditures</b>			
34	A/E Fees	\$ 2,992,085	\$ 2,771,068
35	Chillers Procurement	\$ (2,209,711)	\$ 561,357
36	CMR Preconstruction Services for all projects	\$ (218,000)	\$ 343,357
37	B&A Reimbursable Expense for Travel	\$ (900)	\$ 342,457
38	B&A Additional Services - Includes AV/IT, Wage Scale Survey, BIM FM, Traffic Study	\$ (932,171)	\$ (589,714)
39	FF&E- Portion used for Consultant Fees	\$ 66,186	\$ (523,528)
40	FF&E Consultant-Not in Original Amount	\$ (237,090)	\$ (760,618)
41	Technology	\$ 703,422	\$ (57,196)
42	IT Duct bank-Not in Original Scope	\$ (1,266,298)	\$ (1,323,494)
43	Fixed Kitchen Equipment-Not in Original Scope	\$ (1,285,000)	\$ (2,608,494)
44	OCIP	\$ (1,371,671)	\$ (3,980,165)
45	Miscellaneous Expense Increase	\$ (427,633)	\$ (4,407,798)
<b>46</b>	<b>AVIT Budget Savings</b>	<b>\$ 958,834</b>	<b>\$ (3,448,964)</b>
<b>Current and Additional Projected Liability Exposure</b>			
47	Current Program Contingency Balance	\$ -	\$ (3,448,964)
48	Mid Valley Workforce Training Center Expansion GMP Variance	\$ -	\$ (3,448,964)
49	Starr County Campus Workforce Training Center Expansion GMP Variance	\$ -	\$ (3,448,964)
50	Regional Center for Public Safety Excellence Parking and Site GMP Variance	\$ (500,000)	\$ (3,948,964)
<b>51</b>	<b>Projected Program Contingency Balance</b>		<b>\$ (3,948,964)</b>



## Update on Status of Audio/Visual Equipment Budget for the 2013 Bond Construction Program and Proposed Expenditures

The 2013 Bond Construction Program includes audio/visual (A/V) equipment for projects at the Pecan Campus, Nursing & Allied Health Campus, Technology Campus, Mid Valley Campus, and Starr County Campus.

Tim Weldon, Broaddus & Associates' Construction Representative, will present an update to the Board regarding the 2013 Bond Construction Program Budget for A/V equipment, and the impact of the recommended proposals on the program budget. On March 7, 2017, Broaddus & Associates reported at the Facilities Committee meeting a savings of approximately \$1.6 million in the purchase of partial A/V equipment, and included that reported savings as offsetting budget deficits in the construction hard costs.

The total bond and non-bond budgets earmarked for A/V purchases and installations are as follows:

<b>Total A/V Purchases and Installations</b>	
<b>A/V Budget</b>	<b>Budget Amount</b>
Bond Budget	\$4,737,111.00
Non-Bond (M&O Taxes) Budget	923,493.00
<b>Total Budget</b>	<b>\$5,660,604.00</b>

The Finance, Audit, and Human Resources Committee reviewed proposals for the purchase and installation of A/V equipment for selected projects in the amount of \$3,706,308.00, and recommended Board approval of the purchases. The total amount of \$3,706,308.00 is recommended to be covered by the bond budget and therefore, the bond budget savings will total \$490,881.00. The non-bond budget will not be utilized for the A/V purchases:

<b>Partial* – A/V Purchases and Installations - Budget and Actual</b>			
<b>A/V Budget</b>	<b>Budget Amount</b>	<b>Actual Amount</b>	<b>Variance</b>
Bond Budget	\$4,197,189.00	\$3,706,308.00	\$490,881.00
Non-Bond (M&O Taxes) Budget	703,509.00	-	703,509.00
<b>Total</b>	<b>\$4,900,698.00</b>	<b>\$3,706,308.00</b>	<b>\$1,194,390.00</b>

\* projects listed in detailed report

Broaddus & Associates was asked to provide a detailed report of the A/V budget versus actual costs for each included project. The report was received late and was found to be inaccurate. Administration did not include the inaccurate report in the Board packet, requesting that Broaddus & Associates correct the information prior to the March 28, 2017 Regular Board Meeting.

Staff prepared the enclosed detailed report of the partial A/V purchases and installation budget versus actual costs for each included project.

The Board will be asked to take action as necessary on the proposal as a separate agenda item. No action is requested at this time.

**2013 Bond Construction Program**  
**Partial A/V Purchases and Installations - Budget vs. Actual Costs**  
**Bond Funded**

Projects	Bond Budget Amount	Actual Amount	Variance
<b><i>Pecan Campus</i></b>			
North Academic Building	\$ 628,458.00	\$ 497,302.00	\$ 131,156.00
South Academic Building	515,447.00	304,925.00	\$ 210,522.00
STEM Building	494,009.00	380,548.00	\$ 113,461.00
Student Activities Building & Cafeteria	138,303.00	188,436.50	\$ (50,133.50)
<b><i>Pecan Campus Subtotal</i></b>	<b>\$ 1,776,217</b>	<b>\$ 1,371,212</b>	<b>\$ 405,006</b>
<b><i>Nursing &amp; Allied Health Campus</i></b>			
New Campus Expansion	608,584.00	659,512.00	\$ (50,928.00)
<b><i>NAH Campus Subtotal</i></b>	<b>\$ 608,584</b>	<b>\$ 659,512</b>	<b>\$ (50,928)</b>
<b><i>Technology Campus</i></b>			
Southwest Building Renovation	430,441.00	315,308.50	\$ 115,132.50
<b><i>Tech Campus Subtotal</i></b>	<b>\$ 430,441</b>	<b>\$ 315,309</b>	<b>\$ 115,133</b>
<b><i>Mid Valley Campus</i></b>			
Health Professions & Science Building	635,071.00	581,980.00	\$ 53,091.00
Student Services Building Expansion	40,731.00	163,476.00	\$ (122,745.00)
<b><i>Mid Valley Campus Subtotal</i></b>	<b>\$ 675,802</b>	<b>\$ 745,456</b>	<b>\$ (69,654)</b>
<b><i>Starr County Campus</i></b>			
Health Professions & Science Building	447,215.00	393,806.50	\$ 53,408.50
Student Services Building Expansion	21,201.00	22,033.50	\$ (832.50)
Student Activities Building Expansion	57,384.00	77,264.00	\$ (19,880.00)
<b><i>Starr County Campus Subtotal</i></b>	<b>\$ 525,800</b>	<b>\$ 493,104</b>	<b>\$ 32,696</b>
<b><i>La Joya Teaching Site</i></b>			
Training Labs Improvements	180,345.00	121,716.00	\$ 58,629.00
<b><i>La Joya Teaching Site Subtotal</i></b>	<b>\$ 180,345</b>	<b>\$ 121,716</b>	<b>\$ 58,629</b>
<b><i>Regional Center for Public Safety Excellence</i></b>			
Training Facility	\$ -	\$ -	\$ -
<b><i>RCPSE Subtotal</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>Total Partial - March 28, 2017</i></b>	<b>\$ 4,197,189.00</b>	<b>\$ 3,706,308.00</b>	<b>\$ 490,881.00</b>
<b>Projects Not Included</b>			
Mid Valley Campus Library Expansion	\$ -	\$ -	\$ -
Mid Valley Workforce Training Center	68,890.00	\$ -	\$ 68,890
Starr County Campus Library Expansion	151,583.00	-	\$ 151,583
Starr County Workforce Training Center	21,882.00	\$ -	\$ 21,882
Regional Center for Public Safety Excellence	297,567.00	-	\$ 297,567
<b><i>Total Projects Not Included</i></b>	<b>\$ 539,922.00</b>	<b>\$ -</b>	<b>\$ 539,922.00</b>
<b>Grand Total</b>	<b>\$ 4,737,111</b>	<b>\$ 3,706,308.00</b>	<b>\$ 1,030,803.00</b>

Developed by South Texas College Staff

## **Review and Action as Necessary on Cost Proposal for 2013 Bond Construction Pecan Campus Thermal Plant**

The cost proposal for installation of the metal wave design for the 2013 Bond Construction Pecan Campus Thermal Plant will be reviewed and the Board will be asked to take action as necessary.

### **Purpose**

The metal wave design was requested by the Facilities Committee to be included as part of the cooling tower enclosure. The proposal from D. Wilson Construction Company has been provided for review and action as necessary.

### **Background**

The schematic design of the 2013 Bond Construction Pecan Thermal Plant was approved at the July 28, 2015 Board meeting. Halff Associates provided exterior renderings showing the wave design on the cooling tower screen enclosure which was approved by the Board.

The Board approved the Final Guaranteed Maximum Price (GMP) at the November 24, 2015 Board meeting. As part of the GMP, the wave design on the screen enclosure was excluded from the GMP without clear notification to the Board. The Board has since asked that the wave design be included as part of the final construction. The project team was instructed to provide the metal wave motif at a cost not to exceed the original cost that was removed from the GMP which was \$87,964.

Broaddus & Associates worked with Halff Associates and D. Wilson Construction Company to receive pricing and a construction option to purchase and install a metal wave product to meet the College's requirements. Upon review with the Facilities Committee, it was clear that the College's concerns were not thoroughly explained to the design team, and the engineer was asked to develop a new design.

The Committee clarified that the requested design would need to both incorporate an attract wave motif, as originally designed, and to completely conceal the cooling towers from the ground-level view. Because this facility sits in the center of the campus expansion, the Board approved a schematic design that specifically showed the cooling towers fully covered from view for someone walking near the chiller yard.

### **Funding Source**

Funds are budgeted in the 2013 Bond Construction Pecan Campus Thermal Plant budget contingencies for fiscal year 2016-2017.

### **Supporting Documents**

On March 7, 2017, Broaddus & Associates informed the Facilities Committee that they would provide updated documentation for the Board's review.

Broaddus & Associates has failed to provide the documentation for publication of the Board packet.

**Presenters**

Representatives from Broaddus & Associates, Halff Associates, and D. Wilson Construction will be present at the Facilities Committee meeting to present the metal wave proposal.

The Facilities Committee took no formal action on March 7, 2017, and requested that Broaddus & Associates work with Halff Associates and D Wilson Construction to present an appropriate schematic design and cost estimate for Board action.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the cost proposal for purchase and installation of the metal wave design for the 2013 Bond Construction Pecan Campus Thermal Plant as presented.

**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 cost proposal for purchase and installation of the metal wave design for the 2013 Bond Construction Pecan Campus Thermal Plant as presented.

**Approval Recommended:**

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

## **Review and Action as Necessary Regarding Window Options for the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building**

At the February 28, 2017 Board meeting, Boultinghouse Simpson Gates Architects presented the color boards for the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building. There were concerns regarding full height windows in the classroom and lab rooms. The sizes of windows and amount of glass could be a distraction to the classroom environment and interfere with the use of projection instructional technology. The architect was asked to propose options to address the concerns.

### **Presenters**

Boultinghouse Simpson Gates Architects will be present to provide possible options to address the window concerns.

At the March 7, 2017 Facilities Committee meeting, the architect presented three options:

1. Vertical Blinds – not recommended due to maintenance concerns.
2. Opaque Spandrel Glass – would completely block lines of sight and sunlight
3. Frosted Glass – would block lines of sight, except some silhouettes, and most sunlight.

On March 7, 2017, the Facilities Committee asked the architect to develop pricing for the second and third recommendation, as well as to consider a solution that would break up the floor-to-ceiling windows into a finished wall at ground level and a standard classroom window.

Broadus & Associates has failed to provide the documentation for publication of the Board packet.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the selection of a design solution for the window options at the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building 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 a design solution for the window options at the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building projects as presented.

### **Approval Recommended:**

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

## **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 - February 28, 2017**

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Construction Phase				Project Manager	Architect/Engineer	Contractor		
		Project Development		Design Phase		Construction Phase		Construction Phase										
		Board approval of A/E	Contract Negotiations	Schematic Approval	30%	60%	95%	100%	Solicit of Proposals	Approve Contractor	Construction Start	30%	50%				75%	95% Substantial Comp
<b>Pecan Campus and Pecan Plaza</b>																		
151-1006	Pecan - Library Study Rooms Additions														Robert	N/A	TBD	
151-1007	Pecan - Infrastructure for Portable Buildings - Phase II														Robert	Sigma HN Engineering	Zilo Electric	
151-1003	Pecan - Building K Enrollment Center														David	Bouringhouse Simpson Gates Architects	NM Contracting	
161-1004	Pecan - Arbor Brick Columns Repair & Replacement (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	N/A		
161-1004	Pecan - Library Compact Shelving & Furniture	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	Library Staff		
161-1001	Pecan - Building A Sign Replacement (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	Public Relations		
151-1001	Pecan - Building A Production Studio Office Expansion	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	M&O		
151-1001	Pecan Plaza - GED Entrance and Office Area Improvements	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Sam	DBR Engineering	TBD	
161-1016	Pecan Plaza - Emergency Generator and Wiring	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	R. Guierrez Engineering	TBD	
161-1016	Pecan Plaza - Parking Area for Police Vehicles	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	Sigma HN Engineering	NM Contracting	
161-1016	Pecan - G Fume Hoods - Phase II	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	M&O		
<b>Mid Valley Campus</b>																		
162-2008	MV - Childcare Canopy Replacement (RR)															Sam	on hold	TBD
162-2007	MV - Covered Walkway for Building G	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O		
162-2007	MV - Level II Gallery Improvement in Building G	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O		
<b>Technology Campus</b>																		
153-3004	TC - Building B Doors and Frame Replacement														Robert	ROFA	NM Contracting	
153-3005	TC - GM Car Storage Area Upgrade														David	R. Guierrez Engineers	Reih Excavating, Inc.	
153-3014	TC - Workforce Building Conference Room														Robert	ROFA	NM Contracting	
153-3002	TC - Building D Exterior Metal Siding Repair (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Sam	N/A		
153-3003	TC - Repair Concrete Floor Mechanical Room (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	CLH Engineering	TBD	
153-3003	TC - Building B Concrete Floor Repairs (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	CLH Engineering	TBD	
162-2013	TC - Building B Domestic Fire Sprinkler Lines (RR)														Sam	Half Associates	TBD	
<b>Nursing and Allied Health Campus</b>																		
164-8016	NAH - Resurfacing Parking Lot #2 (RR)														Robert	PCE	Mid Valley Paving	
<b>Starr County Campus</b>																		
153-3045	Starr - Building E & J Crisis Mgt Center Generator														Sam	DBR Engineering	TBD	
164-8018	Starr - Building F Site Grading & Sidewalk Replacement (RR)														Sam	Melden and Hunt	TBD	
<b>District Wide Improvements</b>																		
134-6003	DW - Automatic Doors Phase III	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	TBD	TBD	
146-6010	DW - Building to Building ADA Compliance Ph II	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Robert	Dannbaum Engineering	TBD	
146-6013	DW - La Joya Monument Sign	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	N/A	TBD	
144-60014	DW - Marker Boards Replacement (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Sam	M&O	TBD	
144-60015	DW - Irrigation System Controls Upgrade (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Sam	M&O	TBD	
154-6001	DW - Fire Alarm Panel Replacement/Upgrades (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Sam	M&O	TBD	
154-6001	DW - Interior LED Lighting Ph I (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
154-6001	DW - Outdoor Furniture	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	N/A	TBD	
154-6002	DW - Directional Signage	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	N/A	TBD	
164-6017	DW - Surveillance Cameras & Poles Campus Entrances	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	David	DPS	TBD	
164-6019	DW - Walkway LED Lighting Upgrade Ph I (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Removal of Existing Trees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Interior Controls Upgrade (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Interior Controls Upgrade Phase I (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Restroom Fixtures Replacement & Upgrade (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Water Heater Controls Replacement (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Door Access Controls Replacement (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - HVAC Upgrades (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Water Pump Stations (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	
164-6019	DW - Exterior Lighting Upgrade (RR)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Rick	M&O	TBD	

For FY 2016-2017, 45 non-bond projects are currently in progress, 7 have been completed and 19 pending start up - 71 Total



# Status of Non-Bond Construction Projects in Progress February 2017

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>Pecan Campus</b>								
Library Additional Study Rooms	15%	April 2017	1. Construction Phase 2. Bidding in Progress	\$ 54,000.00	TBD	TBD	\$ -	TBD
Infrastructure for Relocation of Portable Buildings-Phase II	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 350,000.00	\$ 372,337.93	\$ (22,337.93)	\$ 372,337.93	\$ -
Student Services Building K Enrollment Center	95%	January 2017	1. Construction Phase 2. Construction in Progress	\$ 490,000.00	\$ 413,431	\$ 76,568.52	\$ 355,666.41	\$ 57,765.07
Arbor Brick Columns Repair and Replacement	5%	July 2017	1. Construction Phase 2. Construction in Progress	\$ 20,000.00	TBD	TBD	\$ -	TBD
Library Compact Shelving and Furniture	85%	April 2017	1. Construction Phase 2. Bidding in Progress	\$ 400,000.00	\$ 394,652.08	\$ 5,347.92	\$ 394,652.08	\$ -
Sand Volleyball Courts	10%	May 2017	1. Project Development 2. Design in Progress	\$ 50,000.00	TBD	TBD	\$ -	TBD
Building A Sign Replacement	95%	July 2017	1. Design Phase 2. Design in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza GED Entrance and Office Area Improvements	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 70,000.00	\$ 9,624.62	\$ 60,375.38	\$ 9,624.62	\$ -
Pecan Plaza Police Department Emergency Generator	45%	October 2016	1. Design Phase 2. Design in Progress	\$ 40,000.00	\$ 36,000.00	\$ 4,000.00	\$ -	\$ 36,000.00
Pecan Plaza Parking Area for Police Vehicles	5%	July 2017	1. Construction Phase 2. Construction in Progress	\$ 250,000.00	\$ 200,000.00	\$ 50,000.00	\$ -	\$ 200,000.00
<b>Pecan Campus Total</b>				<b>\$ 1,759,000.00</b>	<b>\$ 1,426,046.11</b>	<b>\$ 173,953.89</b>	<b>\$ 1,132,281.04</b>	<b>\$ 293,765.07</b>

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>Mid Valley Campus</b>								
Covered Walkway for Building G	10%	August 2017	1. Project Development 2. Design in Progress	\$ 12,000.00	TBD	TBD	\$ -	TBD
<b>Mid Valley Campus Total</b>				<b>\$ 12,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Technology Campus</b>								
Building B Main Door and Frame Replacement	90%	January 2017	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 37,133.00	\$ 12,867.00	\$ 18,237.31	\$ 18,895.69
GM Car Storage Area Upgrade	95%	February 2017	1. Construction Phase 2. Construction in Progress	\$ 275,000.00	\$ 262,500.00	\$ 12,500.00	\$ 202,825.00	\$ 59,675.00
Building C Conference Room Addition	95%	January 2017	1. Construction Phase 2. Construction in Progress	\$ 60,000.00	\$ 77,767.00	\$ (17,767.00)	\$ 39,856.95	\$ 37,910.05
Ford Lab Exhaust System	5%	January 2017	1. Project Development 2. Design in Progress	\$ 100,000.00	TBD	TBD	\$ -	TBD
Building D Exterior Metal Siding Repairs	75%	January 2017	1. Project Development 2. Design in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Repair Concrete Floor Mechanical Room	30%	January 2017	1. Design Phase 2. Design in Progress	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	0%	February 2017	1. Construction Phase 2. Bidding in Progress	\$ 10,000.00	\$ 4,750.00	\$ 5,250.00	\$ -	\$ 4,750.00
Building B Domestic/Fire Sprinkler Lines	90%	January 2017	1. Design Phase 2. Design in Progress	\$ 65,000.00	\$ 52,500.00	\$ 12,500.00	\$ -	\$ 52,500.00
<b>Technology Campus Total</b>				<b>\$ 586,000.00</b>	<b>\$ 435,650.00</b>	<b>\$ 25,350.00</b>	<b>\$ 260,919.26</b>	<b>\$ 174,730.74</b>
<b>Nursing and Allied Health Campus</b>								
Resurface Parking Lot 2	100%	July 2016	1. Construction Phase 2. Construction Complete	\$ 250,000.00	\$ 98,367.30	\$ 151,632.70	\$ 98,367.30	\$ -
<b>Nursing and Allied Health Campus Total</b>				<b>\$ 250,000.00</b>	<b>\$ 98,367.30</b>	<b>\$ 151,632.70</b>	<b>\$ 98,367.30</b>	<b>\$ -</b>

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>Starr County Campus</b>								
<b>Bldg E &amp; J Crisis Management Center with Generator</b>	45%	February 2017	1. Design Phase 2. Design in Progress	\$ 40,000.00	\$ 36,000.00	\$ 4,000.00	\$ 2,700.00	\$ 33,300.00
<b>Bldg F Site Grading and Sidewalk Replacement</b>	30%	February 2017	1. Design Phase 2. Design in Progress	\$ 1,500.00	\$ 7,755.00	\$ (6,255.00)	\$ 1,200.00	\$ 6,555.00
<b>Starr County Campus Total</b>				<b>\$ 41,500.00</b>	<b>\$ 43,755.00</b>	<b>\$ (2,255.00)</b>	<b>\$ 3,900.00</b>	<b>\$ 39,855.00</b>
<b>District Wide</b>								
<b>Automatic Doors Phase III</b>	5%	November 2016	1. Construction Phase 2. Construction in Progress	\$ 65,000.00	TBD	TBD	\$ -	TBD
<b>Building to Building ADA Accessibility Improvements Phase</b>	100%	September 2016	1. Construction Phase 2. Construction Complete	\$ 400,000.00	\$ 468,170.04	\$ (68,170.04)	\$ 468,170.04	\$ -
<b>La Joya Monument Sign</b>	100%	August 2016	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
<b>Marker Boards Replacement</b>	50%	February 2017	1. Design Phase 2. Design in Progress	\$ 200,000.00	TBD	TBD	TBD	TBD
<b>Outdoor Furniture</b>	0%	January 2017	1. Design Phase 2. Design in Progress	\$ 25,000.00	TBD	TBD	TBD	TBD
<b>Directional Signage Updates</b>	50%	October 2016	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	TBD	TBD	TBD	TBD
<b>Surveillance Cameras and Poles Campus Entrances</b>	50%	January 2017	1. Construction Phase 2. Bidding in Progress	\$ 203,000.00	\$ 158,020.00	\$ 44,980.00	\$ -	\$ 158,020.00
<b>Walkway LED Lighting Upgrade</b>	50%	July 2017	1. Construction Phase 2. Construction in Progress	\$ 25,000.00	\$ 17,730.10	\$ 7,269.90	\$ -	\$ 17,730.10
<b>District Wide Total</b>				<b>\$ 968,000.00</b>	<b>\$ 643,920.14</b>	<b>\$ (15,920.14)</b>	<b>\$ 468,170.04</b>	<b>\$ 175,750.10</b>
<b>Non-Bond Construction Project Total</b>				<b>\$ 3,616,500.00</b>	<b>\$ 2,647,738.55</b>	<b>\$ 332,761.45</b>	<b>\$ 1,963,637.64</b>	<b>\$ 684,100.91</b>
<b>For FY 2016 - 2017, 31 non-bond projects are currently in progress, 5 have been completed and 34 pending start up - 70 Total</b>								

## **Review and Action as Necessary on the Quarterly Investment Report by Valley View Consulting, L.L.C.**

A report on the College's Quarterly Investment Report for the Quarter Ended February 28, 2017, is being presented. The Board is asked to approve the Investment Report as presented.

Purpose – Ms. Susan Anderson from Valley View Consulting, L.L.C. will present on the status of the College's Quarterly Investment Report for the Quarter Ended February 28, 2017 and provide a further update at the meeting. Ms. Anderson will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and economic overview.

Justification – The report being presented will provide a brief review and update of the College's Quarterly Investment Report for the Quarter Ended February 28, 2017 to the College's Board of Trustees.

Background – The Texas Public Funds Information Act (PFIA) and the College's Policy #5120: *Investment Policy and Investment Strategy Statement*, requires an Investment Report to be prepared and submitted to the Board of Trustees and the President quarterly.

Reviewers - The Vice President for Finance and Administrative Services, Business Office staff, and Valley View Consulting, L.L.C. (Investment Advisor) have reviewed the information being presented.

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended February 28, 2017 follows in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Board Meeting to address any questions.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the Quarterly Investment Report for the Quarter Ended February 28, 2017, as presented.

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

The Board of Trustees approves and authorizes the Quarterly Investment Report for the Quarter Ended February 28, 2017, as presented.

### **Approval Recommended:**

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



## QUARTERLY INVESTMENT REPORT

For the Quarter Ended

February 28, 2017

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the South Texas College is in compliance with the Public Funds Investment Act and the South Texas College Investment Policy.

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Maria G. Elizondo, Vice President for Finance & Administrative Services	Date
Myriam Lopez, Comptroller	Date
Paul R. Rodriguez, Board of Trustees, Designated Investment Officer	Date

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Disclaimer: These reports were compiled using information provided by the South Texas College. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

**Summary**

**Quarter End Results by Investment Category:**

Asset Type	Ave. Yield	November 30, 2016		February 28, 2017	
		Book Value	Market Value	Book Value	Market Value
DDA/MMA/NOW Pools	0.37%	\$ 100,141,856	\$ 100,141,856	\$ 118,709,404	\$ 118,709,404
CD/Security	0.56%	57,429,198	57,429,198	80,161,338	80,161,338
	0.86%	203,921,193	203,921,193	188,631,094	188,631,094
<b>Totals</b>		<b>\$ 361,492,247</b>	<b>\$ 361,492,247</b>	<b>\$ 387,501,836</b>	<b>\$ 387,501,836</b>

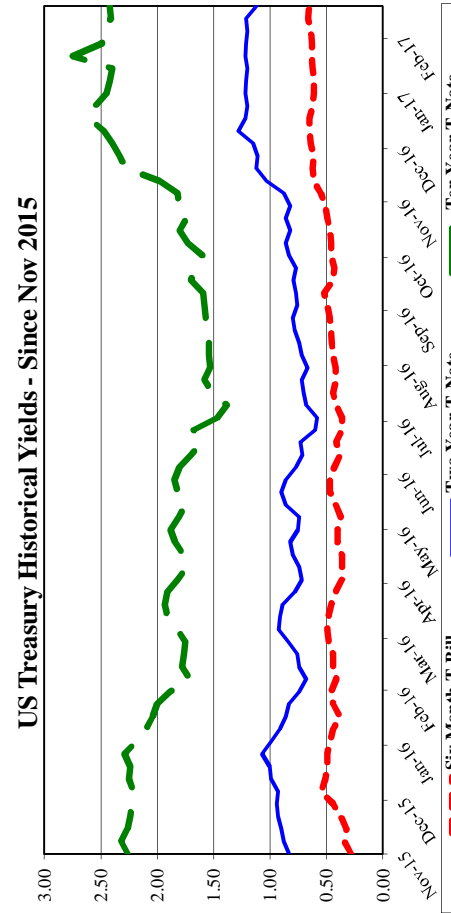
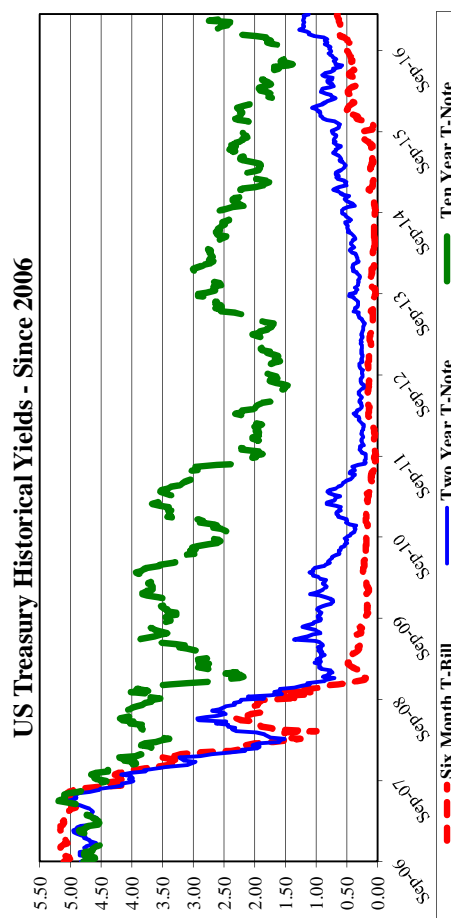
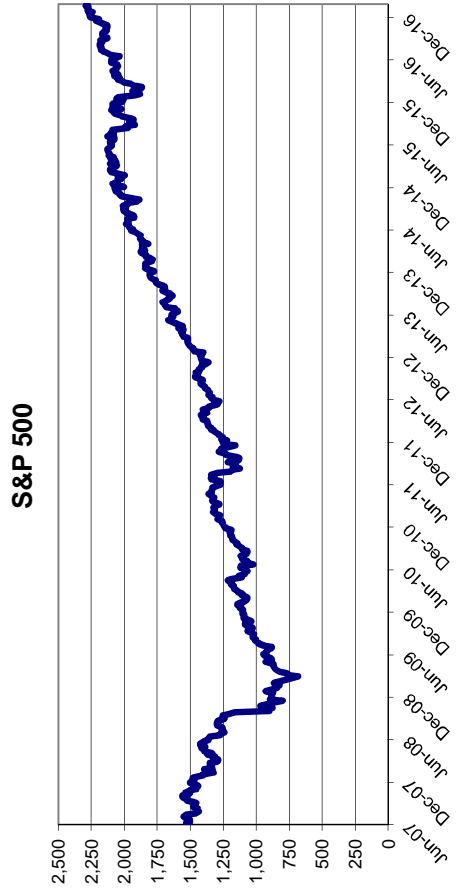
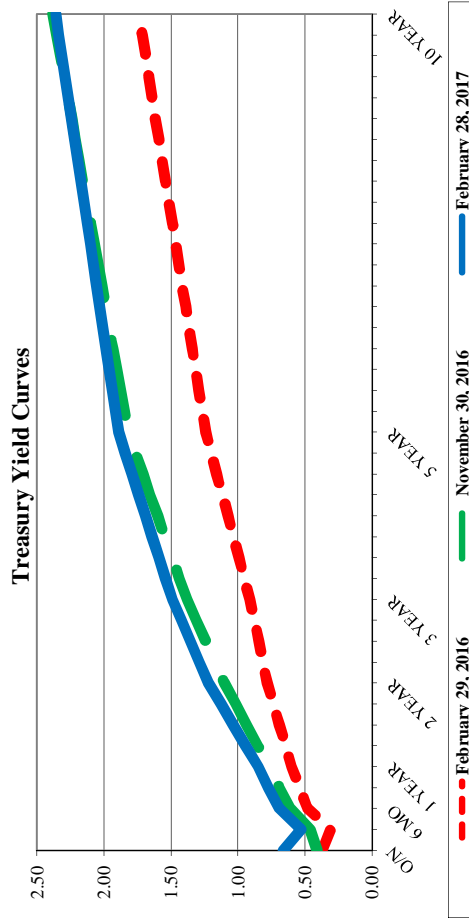
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**Quarterly Portfolio Performance**

	Average Quarterly Yield	Year-to-Date Portfolio Performance	Average Quarter End Yield
Rolling Three Mo. Treas. Yield	0.64%	Rolling Three Mo. Treas. Yield	0.44%
Rolling Six Mo. Treas. Yield	0.52%	Rolling Six Mo. Treas. Yield	0.52%
	0.57%	Average Quarter End TexPool Yield	0.48%
Quarterly Interest Received	\$559,917	Fiscal YTD Interest Received	\$1,036,617
Accrued Interest-End of Quarter	\$153,083	(Unaudited)	(Unaudited)

Note: Average yields calculated using quarter end report average yield and adjusted book value, but do not include adviser fees and realized and unrealized gains or losses.

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range of 0.50% - 0.75% (actual Fed Funds are trading +/-66 bps). There are mixed anticipations for additional FOMC actions this year. Some look for another rise as early as the June FOMC meeting. Second revision 4th Quarter 2016 GDP maintained 1.9%. US data reflects continuing modest economic growth. The Stock Markets recorded new highs. Financial Institution deposits (MMAs and CDs) generally offer the best interest earnings opportunity.



**Investment Holdings  
February 28, 2017**

Description	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
BBVA - Operating	0.35%	03/01/17	02/28/17	\$ 25,644,680	\$ 25,644,680	1.00	\$ 25,644,680	1	0.35%
BBVA - Payroll	0.35%	03/01/17	02/28/17	673,729	673,729	1.00	673,729	1	0.35%
BBVA - Student	0.35%	03/01/17	02/28/17	742,595	742,595	1.00	742,595	1	0.35%
BBVA - Operating Reserve	0.00%	03/01/17	02/28/17	25,000,000	25,000,000	1.00	25,000,000	1	0.00%
BBVA - I&S Bond 96,02,03,04,07,10,14,15	0.35%	03/01/17	02/28/17	12,592,429	12,592,429	1.00	12,592,429	1	0.35%
BBVA - I&S Bond 99 & 07	0.35%	03/01/17	02/28/17	495	495	1.00	495	1	0.35%
BBVA - Construction E&G Transfer	0.35%	03/01/17	02/28/17	11,405,500	11,405,500	1.00	11,405,500	1	0.35%
BBVA - Construction LT Bonds Series 2014	0.35%	03/01/17	02/28/17	14,945,076	14,945,076	1.00	14,945,076	1	0.35%
BBVA - Construction LT Bonds Series 2015	0.35%	03/01/17	02/28/17	94,727	94,727	1.00	94,727	1	0.35%
Green Bank MMA	0.75%	03/01/17	02/28/17	20,086,246	20,086,246	1.00	20,086,246	1	0.75%
Southside Bank MMA	0.71%	03/01/17	02/28/17	7,523,927	7,523,927	1.00	7,523,927	1	0.71%
TexPool LGIP	0.56%	03/01/17	02/28/17	80,161,338	80,161,338	1.00	80,161,338	1	0.56%
	AAA								
Inter National Bank CD	0.45%	03/01/17	12/01/15	2,011,269	2,011,269	1.00	2,011,269	1	0.45%
LegacyTexas CD	0.72%	03/01/17	08/08/16	10,036,351	10,036,351	1.00	10,036,351	1	0.72%
Southside Bank CD	0.68%	03/14/17	12/14/15	5,034,180	5,034,180	1.00	5,034,180	14	0.68%
LegacyTexas CD	0.74%	04/03/17	08/08/16	10,037,362	10,037,362	1.00	10,037,362	34	0.74%
BBVA Compass Bank CD	0.60%	04/06/17	04/06/16	5,025,214	5,025,214	1.00	5,025,214	37	0.60%
LegacyTexas CD	0.73%	05/01/17	09/15/16	8,024,510	8,024,510	1.00	8,024,510	62	0.73%
BBVA Compass Bank CD	0.65%	05/06/17	04/06/16	5,027,321	5,027,321	1.00	5,027,321	67	0.65%
BBVA Compass Bank CD	0.60%	05/31/17	02/28/17	15,183	15,183	1.00	15,183	92	0.60%
BBVA Compass Bank CD	0.60%	05/31/17	02/28/17	201,201	201,201	1.00	201,201	92	0.60%
BBVA Compass Bank CD	0.60%	05/31/17	02/28/17	117,342	117,342	1.00	117,342	92	0.60%
Inter National Bank CD	0.50%	06/01/17	12/01/15	3,018,787	3,018,787	1.00	3,018,787	93	0.50%
LegacyTexas CD	0.75%	06/01/17	09/15/16	7,022,035	7,022,035	1.00	7,022,035	93	0.75%
Southside Bank CD	0.79%	06/12/17	12/14/15	5,039,726	5,039,726	1.00	5,039,726	104	0.79%
LegacyTexas CD	0.85%	07/05/17	07/12/16	5,025,088	5,025,088	1.00	5,025,088	127	0.85%
LegacyTexas CD	0.78%	07/05/17	09/15/16	6,019,643	6,019,643	1.00	6,019,643	127	0.78%
LegacyTexas CD	0.80%	08/01/17	09/15/16	6,020,148	6,020,148	1.00	6,020,148	154	0.80%
LegacyTexas CD	0.80%	08/01/17	09/15/16	5,016,790	5,016,790	1.00	5,016,790	154	0.80%
Inter National Bank CD	0.55%	09/01/17	12/01/15	1,510,335	1,510,335	1.00	1,510,335	185	0.55%
BBVA Compass Bank CD	0.80%	09/01/17	11/01/16	6,012,111	6,012,111	1.00	6,012,111	185	0.80%
Southside Bank CD	0.89%	09/14/17	12/14/15	5,044,771	5,044,771	1.00	5,044,771	198	0.89%
BBVA Compass Bank CD	0.83%	10/02/17	11/01/16	5,010,471	5,010,471	1.00	5,010,471	216	0.83%
LegacyTexas CD	0.83%	10/02/17	09/15/16	5,017,420	5,017,420	1.00	5,017,420	216	0.83%
BBVA Compass Bank CD	0.87%	11/01/17	11/01/16	5,010,976	5,010,976	1.00	5,010,976	246	0.87%



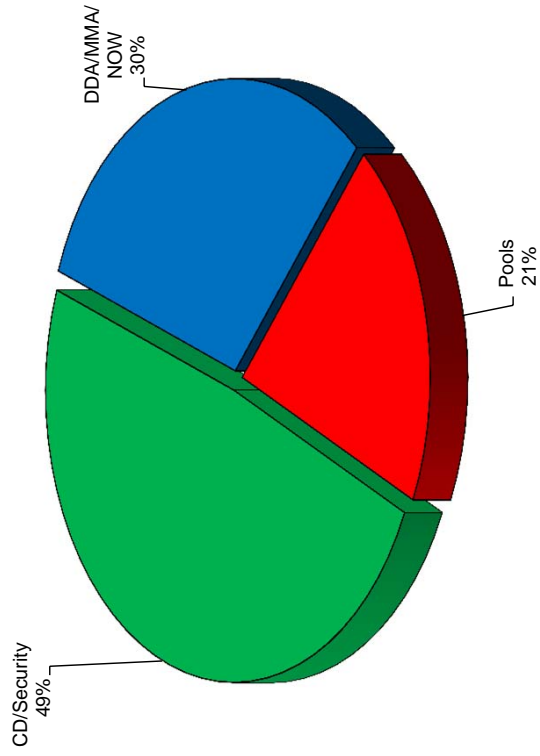
**Investment Holdings  
February 28, 2017**

Description	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
BBVA Compass Bank CD	0.75%	11/06/17	04/06/16	5,031,537	5,031,537	1.00	5,031,537	251	0.75%
Inter National Bank CD	0.85%	12/01/17	12/01/15	3,031,993	3,031,993	1.00	3,031,993	276	0.85%
LegacyTexas CD	1.00%	12/01/17	02/01/17	10,000,000	10,000,000	1.00	10,000,000	276	1.00%
Southside Bank CD	1.01%	12/14/17	12/14/15	5,050,831	5,050,831	1.00	5,050,831	289	1.01%
Southside Bank CD	1.00%	01/08/18	01/31/17	5,000,000	5,000,000	1.00	5,000,000	314	1.00%
Southside Bank CD	0.86%	03/01/18	04/07/16	5,032,467	5,032,467	1.00	5,032,467	366	0.86%
Texas Regional Bank CD	1.01%	04/02/18	04/07/16	5,038,145	5,038,145	1.00	5,038,145	398	1.01%
LegacyTexas CD	1.00%	05/01/18	07/12/16	5,029,526	5,029,526	1.00	5,029,526	427	1.00%
LegacyTexas CD	1.03%	06/01/18	07/12/16	7,545,622	7,545,622	1.00	7,545,622	458	1.03%
LegacyTexas CD	1.05%	07/02/18	07/12/16	7,546,510	7,546,510	1.00	7,546,510	489	1.05%
Southside Bank CD	1.00%	08/01/18	09/15/16	5,012,466	5,012,466	1.00	5,012,466	519	1.00%
BTH Bank CD	1.10%	09/04/18	11/03/16	5,013,763	5,013,763	1.00	5,013,763	553	1.10%
Southside Bank CD	1.15%	10/01/18	01/26/17	5,000,000	5,000,000	1.00	5,000,000	580	1.15%
Southside Bank CD	1.20%	11/01/18	01/26/17	5,000,000	5,000,000	1.00	5,000,000	611	1.20%
				<b>\$ 387,501,836</b>	<b>\$ 387,501,836</b>		<b>\$ 387,501,836</b>	<b>115</b>	<b>0.64%</b>
								(1)	(2)

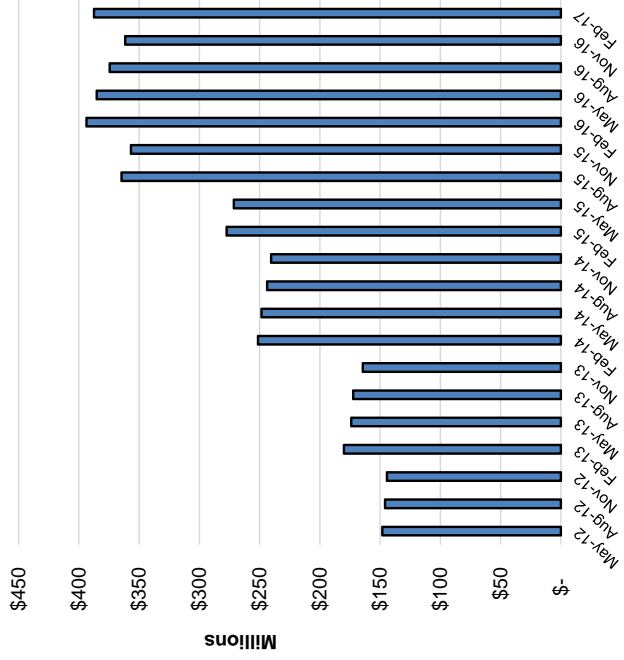
(1) Weighted average life - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

(2) Weighted average yield to maturity - The weighted average yield to maturity is based on Adjusted Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter. Bank deposit yields are estimated from the monthly allocated earnings.

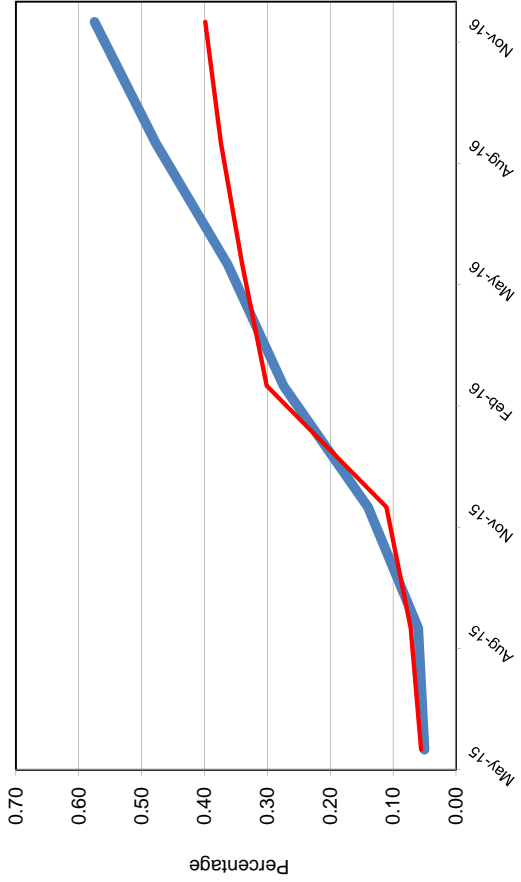
**Portfolio Composition**



**Quarter End Book Value**



**Total Portfolio Performance**



## Book and Market Value Comparison

Description	November 30, 2016				February 28, 2017			
	Coupon/	Maturity	Original Face\		Purchases/	Sales/Adjust/	Original Face\	
	Discount	Date	Par Value	Book Value	Adjustments	Maturities	Par Value	Book Value
BBVA - Operating	0.35%	03/01/17	\$ 11,522,606	\$ 11,522,606	\$ 14,122,074	\$ -	\$ 25,644,680	\$ 25,644,680
BBVA - Payroll	0.35%	03/01/17	683,759	683,759		(10,030)	673,729	673,729
BBVA - Student	0.35%	03/01/17	333,465	333,465	409,130		742,595	742,595
BBVA - Operating Reserve	0.00%	03/01/17	25,000,000	25,000,000			25,000,000	25,000,000
BBVA - I&S Bond 96,02,03,04,07,10,14,15	0.35%	03/01/17	4,193,745	4,193,745	8,398,684		12,592,429	12,592,429
BBVA - I&S Bond 99 & 07	0.35%	03/01/17	493	493	2		495	495
BBVA - Construction E&G Transfer	0.35%	03/01/17	12,146,904	12,146,904		(741,404)	11,405,500	11,405,500
BBVA - Construction LT Bonds Series 2014	0.35%	03/01/17	18,604,166	18,604,166		(3,659,090)	14,945,076	14,945,076
BBVA - Construction LT Bonds Series 2015	0.35%	03/01/17	94,316	94,316	411		94,727	94,727
Green Bank MMA	0.75%	03/01/17	20,050,683	20,050,683	35,563		20,086,246	20,086,246
Southside Bank MMA	0.71%	03/01/17	7,511,719	7,511,719	12,208		7,523,927	7,523,927
TexPool LGIP	0.56%	03/01/17	57,429,198	57,429,198	22,732,140		80,161,338	80,161,338
Inter National Bank CD	0.45%	12/01/16	1,506,780	1,506,780		(1,506,780)	-	-
LegacyTexas CD	0.68%	12/01/16	10,017,150	10,017,150		(10,017,150)	-	-
Southside Bank CD	0.57%	12/14/16	10,043,007	10,043,007		(10,043,007)	-	-
LegacyTexas CD	0.54%	01/03/17	9,530,118	9,530,118		(9,530,118)	-	-
LegacyTexas CD	0.56%	02/01/17	9,531,235	9,531,235		(9,531,235)	-	-
BBVA Compass Bank CD	0.55%	02/28/17	15,162	15,162		(15,162)	-	-
BBVA Compass Bank CD	0.55%	02/28/17	200,923	200,923		(200,923)	-	-
BBVA Compass Bank CD	0.55%	02/28/17	117,180	117,180		(117,180)	-	-
Inter National Bank CD	0.45%	03/01/17	2,009,040	2,009,040	2,229		2,011,269	2,011,269
LegacyTexas CD	0.72%	03/01/17	10,018,159	10,018,159	18,192		10,036,351	10,036,351
Southside Bank CD	0.68%	03/14/17	5,025,660	5,025,660	8,520		5,034,180	5,034,180
LegacyTexas CD	0.74%	04/03/17	10,018,663	10,018,663	18,699		10,037,362	10,037,362
BBVA Compass Bank CD	0.60%	04/06/17	5,017,620	5,017,620	7,594		5,025,214	5,025,214
LegacyTexas CD	0.73%	05/01/17	8,009,763	8,009,763	14,747		8,024,510	8,024,510
BBVA Compass Bank CD	0.65%	05/06/17	5,019,091	5,019,091	8,230		5,027,321	5,027,321
BBVA Compass Bank CD	0.60%	05/31/17	-	-	15,183		15,183	15,183
BBVA Compass Bank CD	0.60%	05/31/17	-	-	201,201		201,201	201,201
BBVA Compass Bank CD	0.60%	05/31/17	-	-	117,342		117,342	117,342
Inter National Bank CD	0.50%	06/01/17	3,015,069	3,015,069	3,718		3,018,787	3,018,787
LegacyTexas CD	0.75%	06/01/17	7,008,777	7,008,777	13,258		7,022,035	7,022,035
Southside Bank CD	0.79%	06/12/17	5,029,819	5,029,819	9,907		5,039,726	5,039,726
LegacyTexas CD	0.85%	07/05/17	5,014,337	5,014,337	10,751		5,025,088	5,025,088
LegacyTexas CD	0.78%	07/05/17	6,007,824	6,007,824	11,819		6,019,643	6,019,643
LegacyTexas CD	0.80%	08/01/17	6,008,025	6,008,025	12,123		6,020,148	6,020,148

### Book and Market Value Comparison

Description	Coupon/ Discount	Maturity Date	November 30, 2016			February 28, 2017		
			Original Face\		Sales/Adjust/ Maturities	Original Face\		
			Par Value	Book Value		Purchases/ Adjustments	Par Value	Book Value
LegacyTexas CD	0.80%	08/01/17	5,006,687	5,006,687	10,103	5,016,790	5,016,790	
Inter National Bank CD	0.55%	09/01/17	1,508,290	1,508,290	2,045	1,510,335	1,510,335	
BBVA Compass Bank CD	0.80%	09/01/17	6,000,000	6,000,000	12,111	6,012,111	6,012,111	
Southside Bank CD	0.89%	09/14/17	5,033,602	5,033,602	11,169	5,044,771	5,044,771	
BBVA Compass Bank CD	0.83%	10/02/17	5,000,000	5,000,000	10,471	5,010,471	5,010,471	
LegacyTexas CD	0.83%	10/02/17	5,006,938	5,006,938	10,482	5,017,420	5,017,420	
BBVA Compass Bank CD	0.87%	11/01/17	5,000,000	5,000,000	10,976	5,010,976	5,010,976	
BBVA Compass Bank CD	0.75%	11/06/17	5,022,035	5,022,035	9,502	5,031,537	5,031,537	
Inter National Bank CD	0.85%	12/01/17	3,025,652	3,025,652	6,341	3,031,993	3,031,993	
LegacyTexas CD	1.00%	12/01/17	-	-	10,000,000	10,000,000	10,000,000	
Southside Bank CD	1.01%	12/14/17	5,038,144	5,038,144	12,687	5,050,831	5,050,831	
Southside Bank CD	1.00%	01/08/18	-	-	5,000,000	5,000,000	5,000,000	
Southside Bank CD	0.86%	03/01/18	5,021,582	5,021,582	10,885	5,032,467	5,032,467	
Texas Regional Bank CD	1.01%	04/02/18	5,025,351	5,025,351	12,794	5,038,145	5,038,145	
LegacyTexas CD	1.00%	05/01/18	5,016,871	5,016,871	12,655	5,029,526	5,029,526	
LegacyTexas CD	1.03%	06/01/18	7,526,066	7,526,066	19,556	7,545,622	7,545,622	
LegacyTexas CD	1.05%	07/02/18	7,526,573	7,526,573	19,937	7,546,510	7,546,510	
Southside Bank CD	1.00%	08/01/18	5,000,000	5,000,000	12,466	5,012,466	5,012,466	
BTH Bank CD	1.10%	09/04/18	5,000,000	5,000,000	13,763	5,013,763	5,013,763	
Southside Bank CD	1.15%	10/01/18	-	-	5,000,000	5,000,000	5,000,000	
Southside Bank CD	1.20%	11/01/18	-	-	5,000,000	5,000,000	5,000,000	
<b>TOTAL</b>			<b>\$ 361,492,247</b>	<b>\$ 361,492,247</b>	<b>\$ 71,381,668</b>	<b>\$ (45,372,079)</b>	<b>\$ 387,501,836</b>	
							<b>\$ 387,501,836</b>	

**Allocation  
February 28, 2017  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking	Bonds GO 2014	Bonds GO 2015
BBVA - Operating	\$ 25,644,680	\$ 25,644,680	\$ -	\$ -	\$ -	\$ -	\$ -
BBVA - Payroll	673,729	673,729					
BBVA - Student	742,595	742,595					
BBVA - Operating Reserve	25,000,000	25,000,000					
BBVA - I&S Bond 96,02,03,04,07,10,14,15	12,592,429				12,592,429		
BBVA - I&S Bond 99 & 07	495				495		
BBVA - Construction E&G Transfer	11,405,500		11,405,500				
BBVA - Construction LT Bonds Series 2014	14,945,076					14,945,076	
BBVA - Construction LT Bonds Series 2015	94,727						94,727
Green Bank MMA	20,086,246	20,086,246					
Southside Bank MMA	7,523,927					7,523,927	
TexPool LGIP	80,161,338	23,159,441	20,562,029		10,050,491	5,032,292	21,357,085
03/01/17-Inter National Bank CD	2,011,269	2,011,269					
03/01/17-LegacyTexas CD	10,036,351						10,036,351
03/14/17-Southside Bank CD	5,034,180	5,034,180					
04/03/17-LegacyTexas CD	10,037,362						10,037,362
04/06/17-BBVA Compass Bank CD	5,025,214	5,025,214					
05/01/17-LegacyTexas CD	8,024,510						8,024,510
05/06/17-BBVA Compass Bank CD	5,027,321	5,027,321					
05/31/17-BBVA Compass Bank CD	15,183			15,183			
05/31/17-BBVA Compass Bank CD	201,201			201,201			
05/31/17-BBVA Compass Bank CD	117,342			117,342			
06/01/17-Inter National Bank CD	3,018,787	3,018,787					
06/01/17-LegacyTexas CD	7,022,035						7,022,035
06/12/17-Southside Bank CD	5,039,726	5,039,726					
07/05/17-LegacyTexas CD	5,025,088	5,025,088					
07/05/17-LegacyTexas CD	6,019,643						6,019,643
08/01/17-LegacyTexas CD	6,020,148						6,020,148
08/01/17-LegacyTexas CD	5,016,790	5,016,790					
09/01/17-Inter National Bank CD	1,510,335	1,510,335					
09/01/17-BBVA Compass Bank CD	6,012,111						6,012,111
09/14/17-Southside Bank CD	5,044,771	5,044,771					
10/02/17-BBVA Compass Bank CD	5,010,471	5,010,471					
10/02/17-LegacyTexas CD	5,017,420	5,017,420					
11/01/17-BBVA Compass Bank CD	5,010,976						5,010,976
11/06/17-BBVA Compass Bank CD	5,031,537	5,031,537					
12/01/17-Inter National Bank CD	3,031,993	3,031,993					
12/01/17-LegacyTexas CD	10,000,000						10,000,000

**Allocation  
February 28, 2017  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking	Bonds GO 2014	Bonds GO 2015
12/14/17–Southside Bank CD	5,050,831	5,050,831					
01/08/18–Southside Bank CD	5,000,000						5,000,000
03/01/18–Southside Bank CD	5,032,467	5,032,467					
04/02/18–Texas Regional Bank CD	5,038,145	5,038,145					
05/01/18–LegacyTexas CD	5,029,526	5,029,526					
06/01/18–LegacyTexas CD	7,545,622	7,545,622					
07/02/18–LegacyTexas CD	7,546,510	7,546,510					
08/01/18–Southside Bank CD	5,012,466	5,012,466					
09/04/18–BTH Bank CD	5,013,763	5,013,763					
10/01/18–Southside Bank CD	5,000,000	5,000,000					
11/01/18–Southside Bank CD	5,000,000	5,000,000					
<b>Totals</b>	<b>\$ 387,501,836</b>	<b>\$ 205,410,452</b>	<b>\$ 31,967,529</b>	<b>\$ 333,726</b>	<b>\$ 22,643,415</b>	<b>\$ 27,501,295</b>	<b>\$ 99,645,419</b>

**Allocation  
November 30, 2016  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking	Bonds GO 2014	Bonds GO 2015
BBVA - Operating	\$ 11,522,606	\$ 11,522,606	\$ -	\$ -	\$ -	\$ -	\$ -
BBVA - Payroll	683,759	683,759					
BBVA - Student	333,465	333,465					
BBVA - Operating Reserve	25,000,000	25,000,000					
BBVA - I&S Bond 96,02,03,04,07,10,14,15	4,193,745				4,193,745		
BBVA - I&S Bond 99 & 07	493				493		
BBVA - Construction E&G Transfer	12,146,904		12,146,904			18,604,166	94,316
BBVA - Construction LT Bonds Series 2014	18,604,166						
BBVA - Construction LT Bonds Series 2015	94,316						
Green Bank MMA	20,050,683	20,050,683					
Southside Bank MMA	7,511,719					7,511,719	
TexPool LGIP	57,429,198	17,635,872	17,536,342		10,037,694	5,025,884	7,193,406
12/01/16-Inter National Bank CD	1,506,780	1,506,780					
12/01/16-LegacyTexas CD	10,017,150					10,017,150	
12/14/16-Southside Bank CD	10,043,007						10,043,007
01/03/17-LegacyTexas CD	9,530,118						9,530,118
02/01/17-LegacyTexas CD	9,531,235						9,531,235
02/28/17-BBVA Compass Bank CD	15,162			15,162			
02/28/17-BBVA Compass Bank CD	200,923			200,923			
02/28/17-BBVA Compass Bank CD	117,180			117,180			
03/01/17-Inter National Bank CD	2,009,040		2,009,040				
03/01/17-LegacyTexas CD	10,018,159						10,018,159
03/14/17-Southside Bank CD	5,025,660						
04/03/17-LegacyTexas CD	10,018,663						10,018,663
04/06/17-BBVA Compass Bank CD	5,017,620		5,017,620				
05/01/17-LegacyTexas CD	8,009,763						8,009,763
05/06/17-BBVA Compass Bank CD	5,019,091		5,019,091				
06/01/17-Inter National Bank CD	3,015,069		3,015,069				
06/01/17-LegacyTexas CD	7,008,777						7,008,777
06/12/17-Southside Bank CD	5,029,819		5,029,819				
07/05/17-LegacyTexas CD	5,014,337		5,014,337				
07/05/17-LegacyTexas CD	6,007,824						6,007,824
08/01/17-LegacyTexas CD	6,008,025						6,008,025
08/01/17-LegacyTexas CD	5,006,687		5,006,687				
09/01/17-Inter National Bank CD	1,508,290		1,508,290				
09/01/17-BBVA Compass Bank CD	6,000,000						6,000,000
09/14/17-Southside Bank CD	5,033,602		5,033,602				
10/02/17-BBVA Compass Bank CD	5,000,000						5,000,000

**Allocation  
November 30, 2016  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking	Bonds GO 2014	Bonds GO 2015
10/02/17–LegacyTexas CD	5,006,938	5,006,938					
11/01/17–BBVA Compass Bank CD	5,000,000						5,000,000
11/06/17–BBVA Compass Bank CD	5,022,035	5,022,035					
12/01/17–Inter National Bank CD	3,025,652	3,025,652					
12/14/17–Southside Bank CD	5,038,144	5,038,144					
03/01/18–Southside Bank CD	5,021,582	5,021,582					
04/02/18–Texas Regional Bank CD	5,025,351	5,025,351					
05/01/18–LegacyTexas CD	5,016,871	5,016,871					
06/01/18–LegacyTexas CD	7,526,066	7,526,066					
07/02/18–LegacyTexas CD	7,526,573	7,526,573					
08/01/18–Southside Bank CD	5,000,000	5,000,000					
09/04/18–BTH Bank CD	5,000,000	5,000,000					
<b>Totals</b>	<b>\$ 361,492,247</b>	<b>\$ 176,621,592</b>	<b>\$ 29,683,246</b>	<b>\$ 333,265</b>	<b>\$ 14,231,932</b>	<b>\$ 41,158,919</b>	<b>\$ 99,463,293</b>



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

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

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP is requesting consideration and possible action on the tax resale of forty-four (44) properties.

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

Background - On February 7, 2017, Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Clerk Records Management Facility for struck off properties located within Hidalgo County. Out of the forty-seven (47) properties, three (3) properties were denied by other taxing authorities. They are requesting Board approval on forty-four (44) properties. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the analysis of the bids received. The total amount the College will receive is \$27,090.26.

Enclosed Documents - The Resolution Authorizing the Tax Resale follows in the packet for the Committee's review. A listing of the bids, the legal description for each property, as well as the amount of the bid, the South Texas College amount, and the Analysis of Bids Received are included under separate cover for your information and review.

A representative from Linebarger Goggan Blair & Sampson, LLP will be present at the meeting to address any questions by the Board.

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

### **Recommendation:**

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

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

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

**Approval Recommended:**

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

**President**

**SOUTH TEXAS COLLEGE**

**RESOLUTION NO. \_\_\_\_\_**

On the 28<sup>th</sup> day of March 2017, at the regularly scheduled meeting of the South Texas College School Board, a motion was duly made and seconded to resell the property described on the attached list, which was acquired by the School through previous tax foreclosure proceedings. The property was sold in accordance with Texas Tax Code Ann. §34.05.

Discussion was then conducted, and upon completion of the same the South Texas College School Board President called for a vote on the motion, and the same was passed by majority. Now therefore:

**BE IT RESOLVED** that the South Texas College School Board approved the bid received on the property described in the attached list and authorizes the South Texas College School Board President to execute the tax resale deed conveying the approved property.

SIGNED on this \_\_\_\_\_ day of March, 2017.

\_\_\_\_\_  
Dr. Alejo Salinas, Jr.  
Board Chair  
South Texas College

**ATTEST:**

\_\_\_\_\_  
Board Secretary

## **Review and Action as Necessary on Awards of Proposals and Purchases**

Approval of the following award of proposals and purchases is requested.

### **A. Awards**

### **B. Purchases - Instructional Items**

#### **A. Awards**

##### **1) Food and Related Non-Food Products (Award)**

Award the proposal for food and related non-food products for the period beginning April 27, 2017 through April 26, 2018 with two one-year options to renew, at an estimated amount of \$350,000.00 based on prior year history. The vendors are as follows:

- **Ben E. Keith, Co.** (La Feria, TX)
- **Devin Distributing & Packaging, Inc.** (Palmhurst, TX)
- **Labatt Food Service** (Harlingen, TX)
- **Sysco Central Texas, Inc.** (New Braunfels, TX)
- **Valley Grocers, LLC.** (Brownsville, TX)

Purpose – Food Services and the Mid-Valley Childcare Center are requesting the purchase of food products and supplies for the operation of the Pecan Campus, Technology Campus, Mid-Valley Campus, and Starr County Campus cafeterias and the Mid-Valley Childcare Center.

Justification and Benefit – The food products are necessary for the operation of the South Texas College cafeterias. It is in the best interest of the College to have multiple vendors to be able to purchase at the lowest price to keep food cost down, to obtain the best quality products, and to ensure availability.

The Mid-Valley Campus Childcare Center purchases food products/meals which are delivered to the center to serve the attending students.

Background – Proposal documents were advertised on January 30, 2017 and February 6, 2017 and issued to seven (7) vendors. Five (5) responses were received on February 14, 2017 and reviewed by Food Services and the Purchasing Department.

Funds for this expenditure are budgeted in the Food Services – Auxiliary and Mid-Valley Childcare Center – Auxiliary budgets for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

##### **2) Risk Management Consultant Services (Award)**

Award the proposal for risk management consultant services to **Cameron Investment Company dba Shepard Walton King Insurance Group** (McAllen, TX), for the period beginning May 1, 2017 through April 30, 2018 with four one-year options to renew, at an estimated amount of \$18,500.00.

Purpose – The Office of Accountability and Risk Management have requested risk management consultant services for the annual review and recommendations concerning the College's insurances.

Justification and Benefit – The risk management services consultant will assist the College with identifying property and casualty risks, evaluating current insurance coverage, soliciting and evaluating proposals for insurance coverage, and providing safety training to staff as needed.

Background – Proposal documents were advertised on January 30, 2017 and February 6, 2017 and issued to one (1) vendor. One (1) response was received on February 14, 2017 and reviewed by Accountability, Risk Management, and the Purchasing Department.

Funds for this expenditure are budgeted in the Insurance budget for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

### **3) Travel Services (Award)**

Award the proposal for travel services to **Shands Brooks Travel** (McAllen, TX), for the period beginning May 20, 2017 through May 19, 2018 with two one-year options to renew, at a service fee of \$25.00 per airline ticket.

Purpose – The Purchasing Department is requesting a contract for travel service to provide airline tickets for faculty and staff that travel for professional development and students that travel for educational purposes.

Justification and Benefit – The travel services will include processing of airline reservations, automobile rental reservations, hotel reservations, charter services, delivery of ticket to South Texas College, emergency services, and group travel rates.

Background – Proposal documents were advertised on January 23, 2017 and January 30, 2017 and issued to seven (7) vendors. Four (4) responses were received on February 13, 2017 and reviewed by Business Office and the Purchasing Department.

Funds for this expenditure are budgeted in the requesting Department's travel budget for FY 2016 – 2017.

## **B. Purchases - Instructional Item**

### **17) Ultrasound Machines (Purchase)**

Purchase ultrasound machines from **Siemens Medical Solutions USA, Inc.** (Malvern, PA), a sole source vendor, at a total amount of \$80,578.00.

Purpose – The Diagnostic Sonograph program in the Division of Nursing and Allied Health is requesting the purchase of two (2) types of ultrasound machines which will allow the students to practice on model patients in a simulation clinic and to gain experience in sonography.

Justification and Benefit – The machines are needed for student instruction and hands on train of different types of sonograph machines used in hospitals and clinics. This will allow the students to be acquainted with both while in practicum/clinical and to be better prepared for the workplace.

Funds for this expenditure are budgeted in the Diagnostic Sonograph budget for FY 2016 – 2017.

**Recommendation:**

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

A. Awards	B. Instructional Items
-----------	------------------------

**A. Award**

- 1) **Food and Related Non-Food Products (Award):** award the proposal for food and related non-food products for the period beginning April 27, 2017 through April 26, 2018 with two one-year options to renew, at an estimated amount of \$350,000.00 based on prior year history. The vendors are as follows:
  - **Ben E. Keith, Co.** (La Feria, TX)
  - **Devin Distributing & Packaging, Inc.** (Palmhurst, TX)
  - **Labatt Food Service** (Harlingen, TX)
  - **Sysco Central Texas, Inc.** (New Braunfels, TX)
  - **Valley Grocers, LLC.** (Brownsville, TX)
- 2) **Risk Management Consultant Services (Award):** award the proposal for risk management consultant services to **Cameron Investment Company dba/Shepard Walton King Insurance Group** (McAllen, TX), for the period beginning for the period beginning May 1, 2017 through April 30, 2018 with four one-year options to renew, at an estimated amount of \$18,500.00;
- 3) **Travel Services (Award):** award the proposal for travel services to **Shands Brooks Travel** (McAllen, TX), for the period beginning May 20, 2017 through May 19, 2018 with two one-year options to renew, at a service fee of \$25.00 per airline ticket;

**B. Purchases - Instructional Item**

- 4) **Ultrasound Machines (Purchase):** purchase ultrasound machines from **Siemens Medical Solutions USA, Inc.** (Malvern, PA), a sole source vendor, at a total amount of \$80,578.00;

Recommend Action - The total for all award of proposals and purchases listed above is \$449,078.00.

**Recommendation:**

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

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

The Board of Trustees approves and authorizes all award of proposals and purchases as presented

**Approval Recommended:**

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

## Review and Action as Necessary on Awards of A/V Equipment and Installation Proposals for the 2013 Bond Construction Program

The following proposals for the award of A/V equipment purchases and installation is for 2013 Bond Construction Program projects district wide.

Broaddus & Associates, Constriction Program Manager, was asked to provide an update on the impact of these proposals on the overall program budget, and to clarify the recommended the use of bond and non-bond funds, if applicable.

The Finance, Audit, and Human Resources Committee recommended Board approval of the following proposals, and the Board is asked to take action as necessary based upon this recommendation and clarification from Broaddus & Associates:

<b>Partial – A/V Purchases and Installations - Budget and Actual</b>			
<b>A/V Budget</b>	<b>Budget Amount</b>	<b>Actual Amount</b>	<b>Variance</b>
Bond Budget	\$4,197,189.00	\$3,706,308.00	\$490,881.00
Non-Bond (M&O Taxes) Budget	703,509.00	-	703,509.00
<b>Total</b>	<b>\$4,900,698.00</b>	<b>\$3,706,308.00</b>	<b>\$1,194,390.00</b>

### 1) La Joya Jimmy Carter Teaching Center AV Equipment and Installation (Award)

Award the proposal for the La Joya Jimmy Carter Teaching Center AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$121,716.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the La Joya Teaching Center for faculty and students.

Justification and Benefit – The audio visual equipment is needed in eight (8) instructional classrooms at the La Joya Teaching Center. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 6, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond Construction budget for FY 2016 - 2017.

## **2) Mid Valley Campus Health Professions and Science Building AV Equipment and Installation (Award)**

Award the proposal for the Mid Valley Campus Health Professions and Science Building AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$581,980.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Mid Valley Campus Health Professions and Science Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in twenty six (26) classrooms, five (5) study rooms, one (1) divisible classroom, and one (1) conference room at the Mid Valley Campus Health Professions and Science Building. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Four (4) responses were received on February 6, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.



### **3) Mid Valley Campus Student Services Expansion AV Equipment and Installation (Award)**

Award the proposal for the Mid Valley Campus Student Services Expansion AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$163,476.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Mid Valley Campus Student Services Building for faculty, staff, students, and the community.

Justification and Benefit – The audio visual equipment is needed for one (1) special event room which its primary purpose is for student activities and for a dining area outside the cafeteria at the Mid Valley Campus Student Services Building. It will include projectors, audio visual switching equipment, podiums, speakers, and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 25, 2017 and February 2, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 8, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

### **4) Nursing and Allied Health Expansion AV Equipment and Installation (Award)**

Award the proposal for the Nursing and Allied Health Expansion AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$659,512.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible

for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Nursing and Allied Health Campus for faculty, staff, students, and the community.

Justification and Benefit – The audio visual equipment is needed in twelve (12) classrooms, seven (7) library study rooms, two (2) divisible rooms, five (5) simulation debrief rooms, ten (10) simulation rooms, one (1) control lab, two (2) large conference rooms, and one (1) special event room at the Nursing and Allied Health Campus. It will include projectors, audio visual switching equipment, podiums, speakers, cameras, and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Four (4) responses were received on February 6, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

##### **5) Pecan Campus Cafeteria and Student Activities AV Equipment and Installation (Award)**

Award the proposal for the Pecan Campus Cafeteria and Student Activities AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$188,436.50.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Pecan Campus Cafeteria and Student Activities Building for faculty, staff, and students. It will also be used for College sponsored events, student events, and community events.

Justification and Benefit – The audio visual equipment is needed for one (1) special event room and one (1) conference room at the Pecan Campus Cafeteria and Student Activities Building. It will include projectors, audio visual switching equipment, podiums, speakers, menu boards, and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 25, 2017 and February 2, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 8, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**6) Pecan Campus North Academic Building AV Equipment and Installation (Award)**

Award the proposal for the Pecan Campus North Academic Building AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$497,302.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Pecan Campus North Academic Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in twenty seven (27) classrooms and two (2) conference rooms at the Pecan Campus North Academic Building. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Four (4) responses were received on February 6, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**7) Pecan Campus South Academic Building AV Equipment and Installation (Award)**

Award the proposal for the Pecan Campus South Academic Building AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$304,925.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Pecan Campus South Academic Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in sixteen (16) classrooms and three (3) conference rooms, at the Pecan Campus South Academic Building. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 7, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**8) Pecan Campus STEM Building AV Equipment and Installation (Award)**

Award the proposal for the Pecan Campus STEM Building AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$380,548.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those

projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Pecan Campus STEM Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in eighteen (18) classrooms and two (2) conference rooms at the Pecan Campus STEM Building. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 7, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

#### **9) Starr County Campus Health Professions and Science Building AV Equipment and Installation (Award)**

Award the proposal for the Starr County Campus Health Professions and Science Building AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$393,806.50.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Starr County Campus Health Professions and Science Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in fifteen (15) classrooms, six (6) study rooms, two (2) simulation debrief rooms, five (5) simulation rooms, and one (1) simulation control room at the Starr County Campus Health

Professions and Science Building. It will include projectors, audio visual switching equipment, podiums, cameras, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 7, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**10) Starr County Campus Student Activities Building Expansion AV Equipment and Installation (Award)**

Award the proposal for the Starr County Campus Student Activities Building Expansion AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$77,264.00.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Starr County Campus Student Activities Building for faculty, staff, and students. It will also be used for College sponsored events, student events, and community events.

Justification and Benefit – The audio visual equipment is needed for one (1) special event room at the Starr County Campus Student Activities Building. It will include a projector, audio visual switching equipment, podium, speakers, and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 25, 2017 and February 2, 2017 and issued to twelve (12) vendors. Six (6) responses were received on February 9, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**11) Starr County Campus Student Services Building Expansion AV Equipment and Installation (Award)**

Award the proposal for the Starr County Campus Student Services Building Expansion AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$22,033.50.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Starr County Campus Student Services Building for student orientations and advising.

Justification and Benefit – The audio visual equipment is needed in one (1) multipurpose room at the Starr County Campus Student Services Building. It will include a projector, audio visual switching equipment, podium, speakers, and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 25, 2017 and February 2, 2017 and issued to twelve (12) vendors. Seven (7) responses were received on February 9, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**12) Technology Campus Southwest Building Expansion AV Equipment and Installation (Award)**

Award the proposal for the Technology Campus Southwest Building Expansion AV Equipment and Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$315,308.50.

This project is one of fourteen audiovisual projects for the new Bond Construction Program buildings. One firm has been top-ranked for all projects based on evaluations; however, since the projects encompass a large amount of work, it is possible that a single firm may not be able to accomplish all work in the timely manner necessary to have the buildings

ready when needed for instructional purposes. It is requested that the Board allow South Texas College staff and Broaddus & Associates to pursue negotiations with the top-ranked firm to determine the projects that can be done on a timely basis, and if it is not possible for all buildings, to pursue a contract with the second and third ranked firms on those projects. The Board will be informed of the results of the negotiations at the subsequent Board meeting.

Purpose – Broaddus and Associates, Facilities Planning and Construction, and Educational Technologies are requesting the purchase and installation of audio visual equipment at the Technology Campus Southwest Building for faculty and students.

Justification and Benefit – The audio visual equipment is needed in sixteen (16) classrooms and four (4) conference rooms at the Technology Campus Southwest Building. It will include projectors, audio visual switching equipment, podiums, and speakers which will be used for student instruction and digital signage which will be used for the distribution of South Texas College information.

Background – Proposal documents were advertised on January 18, 2017 and January 25, 2017 and issued to twelve (12) vendors. Five (5) responses were received on February 7, 2017 and reviewed by Broaddus and Associates, Facilities Planning and Construction, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Bond and Non-Bond Construction budgets for FY 2016 – 2017.

**Recommendation:**

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

- 1) **La Joya Jimmy Carter Teaching Center AV Equipment and Installation (Award):** award the proposal for the La Joya Jimmy Carter Teaching Center AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$121,716.00;
- 2) **Mid Valley Campus Health Professions and Science Building AV Equipment and Installation (Award):** award the proposal for the Mid Valley Campus Health Professions and Science Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$581,980.00;
- 3) **Mid Valley Campus Student Services Expansion AV Equipment and Installation (Award):** award the proposal for the Mid Valley Campus Student Services Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$163,476.00;
- 4) **Nursing and Allied Health Expansion AV Equipment and Installation (Award):** award the proposal for the Nursing and Allied Health Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$659,512.00;
- 5) **Pecan Campus Cafeteria and Student Activities AV Equipment and Installation (Award):** award the proposal for the Pecan Campus Cafeteria and



Student Activities AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$188,436.50;

- 6) **Pecan Campus North Academic Building AV Equipment and Installation (Award):** award the proposal for the Pecan Campus North Academic Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$497,302.00;
- 7) **Pecan Campus South Academic Building AV Equipment and Installation (Award):** award the Pecan Campus South Academic Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$304,925.00;
- 8) **Pecan Campus STEM Building AV Equipment and Installation (Award):** award the proposal for the Pecan Campus STEM Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$380,548.00;
- 9) **Starr County Campus Health Professions and Science Building AV Equipment and Installation (Award):** award the proposal for the Starr County Campus Health Professions and Science Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$393,806.50;
- 10) **Starr County Campus Student Activities Building Expansion AV Equipment and Installation (Award):** award the proposal for the Starr County Campus Student Activities Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$77,264.00;
- 11) **Starr County Campus Student Services Building Expansion AV Equipment and Installation (Award):** award the proposal for the Starr County Campus Student Services Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$22,033.50;
- 12) **Technology Campus Southwest Building Expansion AV Equipment and Installation (Award):** award the proposal for the Technology Campus Southwest Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$315,308.50;

Recommend Action - The total for all award of proposals listed is \$3,706,308.00.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the A/V Equipment and Installation Proposals 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 the A/V Equipment and Installation Proposals for the 2013 Bond Construction Program as presented.

**Approval Recommended:**

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

## Review of Presentations to the Finance, Audit, and Human Resources Committee

### 1) Review and Discussion of State Appropriations for FY 2017 - 2018 and FY 2018 - 2019 Biennium

On January 18, 2017, the Texas Association of Community Colleges (TACC) provided to South Texas College the Senate (SB1) and the House (HB1) base budget bills for the FY 2017 - 2018 and FY 2018 - 2019 biennium.

#### Preliminary Funding – All Community Colleges – Biennium FY 2018 – FY 2019

The total funding level for all the Community Colleges per SB1 and HB1 is as follows:

- Each bill maintains the current \$1,000,000 core funding for each college and the remaining amount is divided as 90% for Contact Hours and 10% for Student Success Points funding.
- For the FY 2018 – FY 2019 biennium, the Contact Hour funding total for all community colleges is reduced by \$5,879,808 from the FY 2016 – FY 2017 biennium, or -0.4%, and the Success Points funding total is reduced by \$653,312 from the FY 2016 – FY 2017 biennium, or -0.4%. The Success Points were funded at \$185.12 per point for the FY 2014 – FY 2015 biennium and \$173.00 per point for the FY 2016 – FY 2017 biennium. The proposed Success Points funding for the FY 2018 – FY 2019 biennium is \$162.51 per point.
- The Senate deleted all Community College Special Items, but placed a contingency amount elsewhere in the budget.
- The House reduced the Community College Special Items by 9%.
- The Senate and House deleted the Hold Harmless funding, which prevents colleges from receiving less funds in the upcoming biennium than what was received by each college in the previous biennium.

#### All Community Colleges – Biennium Appropriations Comparison

State Appropriations	Final FY 2016 – FY 2017 Biennium	SB1/HB1 FY 2018 – FY 2019 Biennium	Increase (Decrease)	% Increase (Decrease)
Core Operations	\$50,000,000	\$50,000,000	-	
Performance Funding/ Student Success Pts.	169,168,401	168,515,089	(\$653,312)	(0.4%)
Contact Hour/Instruction	1,522,515,612	1,516,635,804	(5,879,808)	(0.4%)
<b>Total</b>	<b>1,741,684,013</b>	<b>1,735,150,893</b>	<b>(6,533,120)</b>	<b>(0.4%)</b>
Hold Harmless	3,963,138	-	(3,963,138)	
Special Items-SB1	30,788,631	-	(30,788,631)	
Special Items-HB1	30,788,631	28,030,806	(2,757,825)	(9.0%)

In order to meet the higher education goals set forth by the Texas Strategic Plan for Higher Education, 60X30TX, the Community Colleges are requesting additional funding of \$93,597,321, per TACC and as reflected below.

**All Community Colleges – Biennium Appropriations Comparison – TACC Request**

<b>State Appropriations</b>	<b>SB1/HB1</b>	<b>TACC Request</b>	<b>Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Core Operations	\$50,000,000	\$75,000,000	\$25,000,000	50.0%
Performance Funding/ Student Success Pts.	168,515,089	186,881,648	18,366,559	10.9%
Contact Hour/Instruction	1,516,635,804	1,566,866,566	50,230,762	3.3%
<b>Total</b>	<b>\$1,735,150,893</b>	<b>\$1,828,748,214</b>	<b>\$93,597,321</b>	<b>5.4%</b>

**South Texas College – Biennium Appropriations Preliminary Funding FY 2018 – FY 2019**

The South Texas College FY 2018 – FY 2019 biennium SB1 and HB1 preliminary allocations compared to the FY 2016 – FY 2017 biennium allocations are as follows:

**South Texas College – Total Biennium Appropriations Comparison**

<b>State Appropriations</b>	<b>FY 2016 – FY 2017 Biennium</b>	<b>FY 2018 – FY 2019 Biennium</b>	<b>Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Core Operations	\$1,000,000	\$1,000,000	-	
Performance Funding/ Student Success Pts.	7,341,471	7,263,328	(\$78,143)	(1.1%)
Contact Hour/Instruction	66,029,732	69,770,691	3,740,959	5.7%
<b>Total</b>	<b>74,371,203</b>	<b>78,034,019</b>	<b>3,662,816</b>	<b>4.9%</b>
Bachelor Programs	1,610,214	1,835,810	225,596	14.0%
<b>Total</b>	<b>\$75,981,417</b>	<b>\$79,869,829</b>	<b>\$3,888,412</b>	<b>5.1%</b>

The preliminary allocations were determined using the period of Spring 2016, Summer 2016, and Fall 2016. The final allocations will be determined using the base period of Summer 2016, Fall 2016, and Spring 2017, once the Spring 2017 census student enrollment totals are certified. The FY 2016 – FY 2017 biennium appropriations include the Continuing Education contact hour adjustment, however the preliminary allocations from TACC do not reflect the contact hour adjustment.

**2) Review and Discussion of the Texas Higher Education Coordinating Board Report on the Fiscal Year 2016 Financial Condition Analysis of Texas Public Community College Districts**

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, reviewed the Texas Higher Education Coordinating Board Report on the Fiscal Year 2016 Financial Condition Analysis of Texas Public Community College Districts with the Finance, Audit, and Human Resources Committee on March 7, 2017.

Purpose – South Texas College’s financial information and ratios presented in the Financial Condition Analysis of Texas Public Community College Districts, will be reviewed with the Finance Committee.

Background - The Texas Higher Education Coordinating Board collects financial documents for Texas Public Institutions of higher education, including community colleges. The Texas Higher Education Coordinating Board’s annual report on the financial condition of the state’s community colleges is required as referenced in the General Appropriations Act, House Bill 1 (H.B. 1), 84th Texas Legislature, Section 13 (page III-211). The rider states the following:

“Each community college shall provide to the Texas Higher Education Coordinating Board financial data related to the operation of each community college using the specific content and format prescribed by the Coordinating Board. Each community college shall provide the report no later than January 1st of each year.

The Coordinating Board shall provide an annual report due on May 1 to the Legislative Budget Board and Governor's Office about the financial condition of the state's community college districts.”

Community college districts experienced a significant change in Accounting Principal in FY 2015 with the implementation of Governmental Accounting Standards Board (GASB) 68. According to the statement 68 summary,

“The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency.”

To create additional transparency, the GASB 68 implementation transferred pension liability from the state-level financial statements of the Teachers Retirement System (TRS) to the individual financial statements of the institutions. This transfer increased the visibility of pension liability at the community college district level. The overall effect to statewide financial ratios and financial condition of community college districts was substantial.

Justification - The objective of this report is to provide an assessment of the overall financial health of public community colleges and to identify institutions in which the potential for financial stress exists.

Enclosed Documents - The PowerPoint presentation and a copy of the letter and the report from Texas Higher Education Coordinating Board follow in the packet for the Committee's review and discussion.

### **3) Discussion of Texas Comptroller of Public Account's Transparency Stars Program Awards**

The College has earned three (3) Texas Comptroller of Public Accounts' Transparency Stars Program Awards. The Business Office staff completed the requirements to earn the following Transparency Star Program Awards.

1. Traditional Finance Transparency Star
2. Economic Development Transparency Star
3. Debt Obligation Transparency Star

As of February, South Texas College was the only college to be awarded any of the new Transparency Stars Awards.

Background – The Texas Comptroller of Public Accounts launched a revised and improved Transparency award program in March 2016 by announcing the new Transparency Stars Program. The purpose of the program is to recognize cities, counties, and school districts going above and beyond in their transparency efforts. The program recognizes entities that accomplish the following:

- Provide clear and meaningful financial information not only by posting financial documents, but also through summaries, visualizations, downloadable data and other relevant information.

Local government entities can apply for stars in the following areas:

- Traditional Finances
- Economic Development
- Debt Obligations
- Contracts and Procurement
- Public Pensions

After receiving an initial star for Traditional Finances, remaining stars may be awarded in any order.

The College is currently gathering information to apply for the Contracts and Procurement award. The College is ineligible for the Public Pension Transparency Star, due to the College participating in the Teacher Retirement System of Texas' defined benefit plan, and has limited independent decision-making.

Enclosed Documents – A Traditional Finance Transparency Star Certificate, an Economic Development Transparency Star Certificate, a Debt Obligation Transparency Star Certificate, and the South Texas College web page reflecting the information available for each of the Transparency Stars follow in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the March 7, 2017 Finance and Human Resources Committee meeting to address any questions by the committee.

**4) Review and Discussion of Internal Audit Reports in the Areas of Mileage Reimbursement and Employment Eligibility Verification Form I-9**

Mr. Khalil Abdullah, Internal Auditor, attended the Committee meeting to discuss the procedures, findings, and recommendations of the internal audit reports in the areas of Mileage Reimbursement & Employment Eligibility Verification Form I-9.

Mr. Abdullah also introduced Mr. Jose Luis Silva, Audit Specialist, to the Finance, Audit, and Human Resources Committee.

The two (2) reports were provided in the packet for the Committee's review.

**5) Review and Discussion of Audit Plan Status and Other Office of Internal Audit Activities**

Mr. Khalil Abdullah provided a status update on the Audit Plan completion as well as other activities and ongoing projects.

The Audit Plan was provided in the packet for the Committee's review.

No action is required from the Board. These Committee presentations are provided for the Board's review and feedback to staff.

## **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 February 2017. 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 **February 2017**, 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 February 2017.

### **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 February 2017.

### **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 February 2017
- B. Release of Checks for \$125,000.00 and Above  
Board of Trustees Approval Required for February 2017
- C. Release of Checks for \$125,000.00 and Above  
Released Prior to Board Approval (Policy 5610) for February 2017
- D. Release of Construction Fund Checks for February 2017
- E. Quarterly Investment Report for February 2017
- F. Summary of Revenue for February 2017
- G. Summary of State Appropriations Income for February 2017
- H. Summary of Property Tax Income for February 2017
- I. Summary of Expenditures by Classification for February 2017
- J. Summary of Expenditures by Function for February 2017
- K. Summary of Auxiliary Fund Revenues and Expenditures for February 2017
- L. Summary of Grant Revenues and Expenditures, February 2017
- M. Summary of Bid Solicitations
- N. Check Register for February 2017



# **FINANCIAL REPORTS**

The Financial Reports are included in your Board packet under separate cover.

## **Review and Action as Necessary Authorizing the College President to Engage Legal Counsel Regarding Proposed International Training Partnership Program**

The South Texas College Board of Trustees is asked to authorize the College President to engage legal counsel with special expertise in international business partnerships regarding a proposed international training partnership program.

The South Texas College Institute for Advanced Manufacturing (IAM) has proposed an international training partnership program with Instituto Internacional de Estudios Superiores (IIES), to provide a workforce training program aimed for new and incumbent industry employees at maquiladoras in Reynosa, Tamaulipas, Mexico, and the IIES Language & Tutoring Center, LLC, in Mission, Texas.

Torres, Cantu & Associates is a US law firm with expertise in such matters and access to associates with relevant expertise in Mexican law.

The College's general counsel, Mr. Jesus Ramirez, recommends that the College consider engaging Torres, Cantu & Associates as an expert in this area of law. Torres, Cantu & Associates may subsequently engage with a Mexican attorney on this issue, and Torres, Cantu & Associates would review and provide an opinion to South Texas College on relevant issues.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the College President to enter into a legal consultant agreement engagement with Torres, Cantu & Associates regarding the proposed international workforce training program as presented.

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

The Board of Trustees approves and authorizes the College President to enter into a legal consultant agreement engagement with Torres, Cantu & Associates regarding the proposed international workforce training program as presented.

### **Approval Recommended:**

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

March 22, 2017

South Texas College

Re: Engagement Letter

Dear Sirs,

You have requested that this law firm represent South Texas College (the "College") with respect to an agreement under the terms of which the College will supply the services of instructors and which will contain the following terms:

1. The agreement will be between the College and a corporation (the "Company") organized and doing business in Texas.
2. The College will provide the Company instructors who will travel into Mexico (along the U.S.-Mexican border) on a regular basis to provide instruction to employees/trainings of maquiladoras.
3. The agreement will be subject to Texas law; will be subject to the jurisdiction of Texas law and venue will be in Hidalgo County, Texas.
4. Payment by Company for instructional services will be transacted in Texas.

We agree to address the question of whether an agreement entered into under the foregoing terms will avoid, for both the College and College instructors, liability or exposure to Mexican state or federal labor or income tax laws and regulations. The scope of our engagement may include engagement of licensed Mexican lawyers and Mexican tax experts to review the application of Mexican law. In any case, our opinions and instructions will be addressed to you by me.

We also agree to advise you, or to refer you to others who may advise you, with respect to matters of Mexican personal liability law which may apply to your instructors and potential liability insurance that may cover that risk exposure. Finally, we will recommend a checklist of risks, if any, that may arise from the College's business engagement and of its employees engaging in activities in Mexico. In particular, we will address to what extent, if any, the College may be subject to a civil lawsuit in Mexico arising from the agreement, or from its employees providing their services in Mexico.

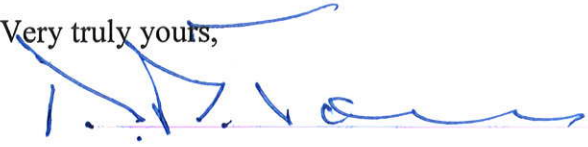
Our fees are as follows:

Attorney's Fees	\$275.00 per hour
Mexican CPA	\$275.00 per hour

Law Clerks

\$50.00 per hour

Very truly yours,



Arturo D. Torres

Acknowledge and Agree:

South Texas College

By: \_\_\_\_\_

## **Review and Action as Necessary Regarding the Employment Contract of the College President**

The Board undertook an assessment of the College President, and accepted the results of that assessment on January 31, 2017. Based upon the results of that assessment, the Board of Trustees for South Texas College is asked to take action as necessary regarding the employment contract of the College President, Dr. Shirley A. Reed.

On January 31, 2017, the Board offered an extension of the contract of the College President for three years above and beyond the remaining balance of the existing contract, including benefits and salary as discussed by the Board.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the employment contract of the College President as presented.

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

The Board of Trustees approves and authorizes the employment contract of the College President as presented.

### **Approval Recommended:**

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

# *President's Report*

South Texas College, the City of Pharr and the Pharr-San Juan-Alamo School District (PSJA ISD) held a groundbreaking ceremony for the Regional Center for Public Safety Excellence (RCPSE) on Friday, March 3 at 4300 S. Cage Blvd in Pharr. South Texas College Board Members were joined by the Mayor of Pharr, Superintendent Daniel King, Pharr ISD, elected officials, law enforcement officials, South Texas College key staff and community members. Kudos to Daniel Ramirez, Director of Public Relations and Marketing, and his staff for their efforts in making this a noteworthy event. Special thanks to Raymond Pedraza, Assistant Director, PR & Marketing, for coordinating the event on behalf of the College.

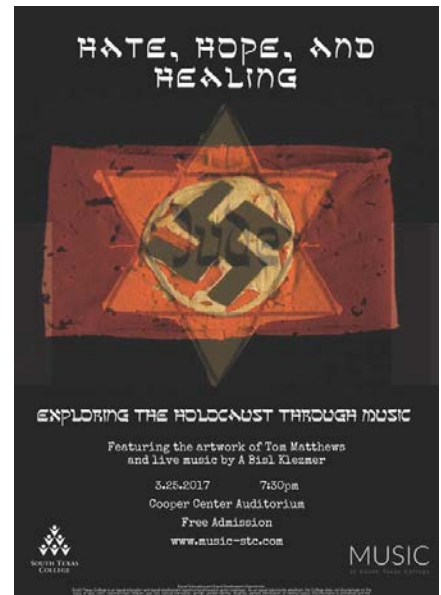


Spring break is over and everyone is back and re-energized for the completion of the Spring semester and to prepare for commencement ceremonies in May.





The Music Department at South Texas College presented Hate, Hope, and Healing, featuring live music by A Biel Klezmer, Saturday, March 25<sup>th</sup> at 7:30 PM, Cooper Center Auditorium...



The Starr County Campus Psychology Club's 8<sup>th</sup> Mental Health Awareness Conference will be held on March 30<sup>th</sup> at 2:30 PM, and will feature Milton Gonzalez, Team Maxwell Life Coach at STC Starr County Campus Auditorium.



**8th Starr County  
Mental Health Awareness Conference**

**PRESENTER:**



**Thinking for a Change**

**THURS. MARCH 30, 2017  
2:30 PM - 3:30 PM  
STC STARR COUNTY  
CAMPUS AUDITORIUM**

**Milton Gonzalez**  
Team Maxwell Life Coach

Students, under the direction of advisors, are responsible for producing and publishing this document. students bear the primary responsibility for this production and its contents do not necessarily reflect the opinions and beliefs of the South Texas College faculty, staff, administration and Board of Trustees



**WILD** (Writers in Literary Discussion) presented the film Velvet Smooth on March 21<sup>st</sup> at 6PM in the Building D Auditorium on the Pecan Campus.

Lots of Legislative Activity in Austin. Over 700 bills were filed March 10, 2017, the last day to file. As always, there are major concerns and uncertainties:

- Formula funding is flat
- Bills to reduce from five to three as the number of baccalaureate degrees that a community college can offer
- DHR requesting authority to offer dual credit
- Some limitations on dual credit and some expansion





The Career and Employer Services Department at South Texas College presented college-wide “Backpack to Briefcase” workshops and information booths, including Resume and Interviewing Workshops. Workshops will continue thru May 2, 2017.

Career and Employer Services also held “On Campus Recruitment” events featuring PSA Healthcare and IDEA Public Schools.



**ON CAMPUS RECRUITMENT**

- IDEA Public Schools
- Learn about current and future job opportunities.
- Monday, March 27, 2017
- Mid-Valley Campus Bldg. G Atrium
- 10:00am-1:00pm
- #JaguarsGetHired
- #HireAJaguar

No person shall be excluded from participation in, denied the benefits of, or be subject 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. For more information or special accommodations call (956) 872-6318.



**ON CAMPUS RECRUITMENT**

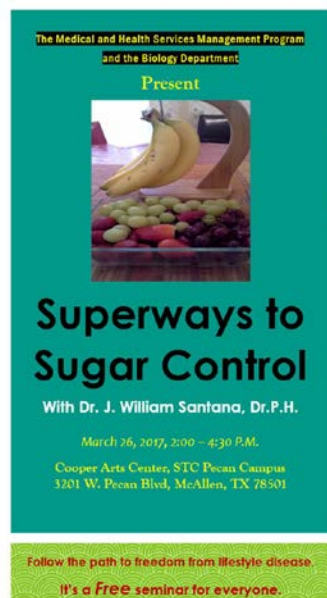
**PSA Healthcare Campus Visits**

<u>Nursing &amp; Allied Health Campus</u>	<u>Mid-Valley Campus</u>
March 20, March 21, April 3, April 4	March 27, March 28, April 10
April 17, April 18	April 11, April 24, April 25
Atrium	Building G Atrium
10:00 AM to 2:00 PM	10:00 AM to 2:00 PM

**CAREER EMPLOYER SERVICES**

No person shall be excluded from participation in, denied the benefits of, or be subject 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. For more information or special accommodations call (956) 872-6318.

The Division of Math, Science & Bachelor Programs invited everyone to lectures that focused on health; “Superways to Sugar Control” by Dr. William Santana, and “Boost Your Host” with Dr. Athena Lemus-Wilson and . Those in attendance learned about achieving and maintaining normal blood sugar levels, and how certain foods help our body to fight disease.



The Medical and Health Services Management Program and the Biology Department Present


**Superways to Sugar Control**

With Dr. J. William Santana, Dr.P.H.

March 26, 2017, 2:00 – 4:30 P.M.

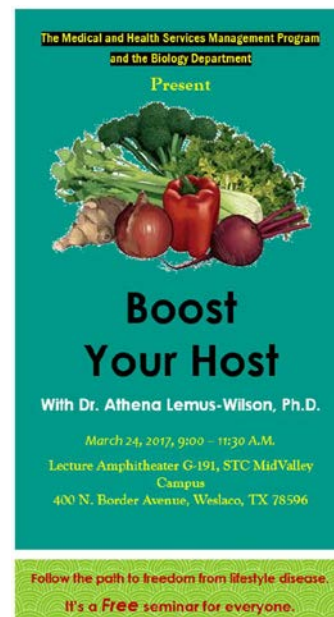
Cooper Arts Center, STC Pecan Campus  
3201 W. Pecan Blvd, McAllen, TX 78501

Follow the path to freedom from lifestyle disease.  
It's a **Free** seminar for everyone.



**Dr. Jerry S. Tomayo, Ph.D.**  
Lecturer/Presenter

Achieve and maintain normal blood sugar levels with the right food and appropriate lifestyle routine. Come learn with us some super easy, simple, and definite directions to follow.



The Medical and Health Services Management Program and the Biology Department Present

**Boost Your Host**

With Dr. Athena Lemus-Wilson, Ph.D.

March 24, 2017, 9:00 – 11:30 A.M.

Lecture Amphitheater G-191, STC MidValley Campus  
400 N. Border Avenue, Weslaco, TX 78596

Follow the path to freedom from lifestyle disease.  
It's a **Free** seminar for everyone.



**Dr. Jerry S. Tomayo, Ph.D.**  
Lecturer/Presenter

Fight disease by boosting your body's natural defense arsenal. Enhance these defense tactics to the max.

Representatives from South Texas College's Nursing and Allied Health Programs hosted a face-to-face advising session at the Pecan Campus on March 28, 2017. It was a great opportunity for students interested in pursuing a degree in the field of nursing or other allied health programs, to learn about the College's programs.



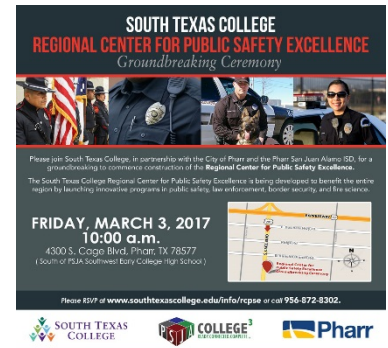
The South Texas College Counseling and Student Disability Services department invited all students to attend the “Journey through Grief” sessions from March 21<sup>st</sup> through April 18, 2017, taking place on Tuesdays from 5:00-6:00 PM, in Building K-2.900 on the Pecan Campus.

The South Texas College Culinary Arts program held National Pancake Day on March 7<sup>th</sup> at the Courtyard on the Pecan Campus. Everyone was invited to enjoy a free pancake breakfast provided by the Student Activities and Wellness department and cooked by the Culinary Arts program students





- Provided a welcome at the Regional Center for Public Safety Excellence Groundbreaking Ceremony held March 3, 2017.
- Together with key staff, travelled to Dallas, TX to attend the Texas Pathways Institute #2 (2017). The Texas Pathways Institute is based on the American Association of Community College's Pathways Project augmented for the Texas educational context and expanded to support Pathways strategies in all 50 Texas community college districts. The institute's objectives included:



- Advance Work, Institute Work, and Post-Institute Work focused on “The How” of Texas Pathways
- Review models and processes for organizing programs into meta-majors/communities of interest.
- Use student success data, including enrollment and graduation data, in pathways planning.
- Develop a program map for at least one program.
- Build processes and timelines for mapping pathways from high school to transfer and/or careers with labor market value.
- Produce draft action plans for taking pathways reforms to scale.
- Engage the learning network of Texas Pathways Colleges

- Participated in a meeting with Daniel Ramirez, Director of Public Relations and Marketing, and the College's advertising firm, Richards/Carlberg. The purpose for the meeting was to revisit current marketing strategies and refocus efforts on creating a “call to action” for increased student enrollment.

- Attended a check presentation by Steve Ahlenius, McAllen Chamber of Commerce. As part of its ongoing partnership with South Texas College, the McAllen Chamber of Commerce presented a check in the amount of \$1,000 to the Architecture and Engineering Design Technology Department to be used for designing prototypes for those participating in McAllen's Inventors and Entrepreneurs Network. The event took place on March 9<sup>th</sup> at the Technology Campus.



- Participated in a conference call with the Texas Community College Bachelor Degree Coalition. The purpose for the call was to continue the Coalition's work on a bill requesting legislative approval for community colleges to offer the Bachelor of Science in Nursing (BSN).
- Met with Mary Elizondo, Vice President for Finance and Administrative Services, Paul B. Varville, Chief Administrator for Dept. of Public Safety, Mario Reyna, Dean of Business & Technology, and Victor Valdez, Jr. Program Chair, Police Academy, to review and discuss options for expanding the Police Academy and the consideration of South Texas College as the TCLOSE licensure holder.

- Together with South Texas College Board members, Dr. Alejo Salinas, Jr. and Mr. Paul Rodriguez, met with Mike Rhodes, President and CEO of Rhodes Enterprises Inc. Mr. Rhodes provided us with an update on the development and expansion of the Tres Lagos project.
- Participated in roundtable discussions for the Texas Regional STEM Degree Accelerator grant. For the purposes of this grant, we are focusing on STEM graduates for the Health Care and IT sectors and have asked faculty to commit to the completion of a five-day workshop. Major challenges in recruiting students to STEM fields, retaining them, graduating them, and even more challenging, will be aligning them with the needs of our employers. I applaud the regional teams from both sectors for their continued efforts in this important undertaking.
- Participated as a speaker at the U.S. Customs and Border Protection, Rio Grande City, Texas, Women's History Month event. This year's theme was, *Honoring Trailblazing Women in Labor and Business*. They are grateful for the South Texas College Starr County campus and the tremendous impact it has made to the region. Needless to say, I was happy to share my story at this event honoring women, and for being recognized by the U.S. Customs and Border Protection office in Rio Grande City. The event took place on Thursday, March 23, 2017 at 10:30 A.M., Rio Grande City, Texas Port of Entry
- Met with Mr. David Segovia, Long Chilton (South Texas College's external auditor) who asked to meet with Mary Elizondo, Vice President for Finance and Administrative Services, and me, to informally discuss their merger with CRI.
- Together with Board members and key South Texas College executive staff, attended the 2017 Border Texas of the Year dinner honoring Senator Eddie Lucio, Jr. The event was held on Friday, March 24<sup>th</sup> at the McAllen Convention Center.
- Together with key staff from South Texas College, met with the College's *Achieving the Dream* Coaches, Dr. Diane Troyer, and Dr. Terri Manning. The purpose for their visit was to review and discuss:
  - Dual Credit Goals and Success Metrics
  - Texas Pathways Project
  - Key Performance Indicators
- Coordinated the agendas and back-up materials for the Facilities, Education and Workforce Development, and Finance and Human Resources Committee meetings, as well as the March 28, 2017 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 March 1-28, 2017 included:
  - Enrollment Update - Summer and Fall 2017
  - Discussion on Legislative Bill Tracking List from TACC
  - Update on Legislative Activity:
    - BAT, BAS and BSN – limit to three degrees Seliger SB2118
    - Senate Transfer Workgroup – May reduce Core to 36 hours
    - Co-requisite Courses for Developmental Education – will require co-requisite model
    - Texas Guided Pathways Program – recommended course sequences for all undergraduate degrees and certificates
    - DHR authorization to offer dual credit
    - Limit dual credit to the core curriculum, career and technology, and foreign languages Seliger SB1091
  - Review Policy 4001: Code of Professional Ethics for the Administration, Faculty and Staff
  - Review of Move-in and Occupancy Schedule for Bond Facilities
  - Discussion of Distance Education Fee for Dual Credit
  - Discussion of Responses to RAND Institutional Report on Dual Credit
  - Discussion of Process for Ensuring Broadus' Accountability in Purchases for AV, IT, and Kitchen Equipment
  - Review and Discussion of State Formula Recommendations
  - Review and Discussion of Policy 4211: Nepotism
  - Review and Discussion of Policy 4001: Code of Professional Ethics for Administration, Faculty, and Staff
  - Review and Discussion of Policy #6326: Concealed Carry and Weapons on Campus
  - Discussion of Leasing Options for 12 Passenger Vans
  - Discussion of Student Success: Student Financial Health
  - Review of May 2017 Commencement Schedule
  - Update on Implementation of the Texas Pathways Program
  - Update on Legislative Action Regarding the Community College Baccalaureate and BSN
  - Review and Discussion of Agenda for the Summit on College and Career Readiness: Pathways Must be Intentional for Student Success  
-Monday, April 3, 2017, 7:45 am – 4:30 pm, at Region One in Edinburg
  - Discussion of EMSI Preliminary Report: Economic Overview and Program Demand Gap Analysis



- Discussion of Dual Credit Report Format for Status Reports to ISDs
- Discussion of Proposed Revisions to MEDA Scholarship Program
- Discussion of Administrative Professionals Conference
- Discussion of ACCT Leadership Congress: Pathways to Prosperity
- Discussion of RAND Preliminary Report on Dual Credit for Coordinating Board
- Presentation on Insights and Trends from Latest Media Presence Survey
- Update on New Timekeeping System
- Review and Discussion of Policy #6326: Concealed Carry and Weapons on Campus
- Discussion of ACCT Leadership Congress: Pathways to Prosperity
- Discussion of May 2017 Commencement Ceremonies



**SOUTH TEXAS COLLEGE**  
**SUMMIT**  
• COLLEGE AND CAREER READINESS •

**PATHWAYS MUST BE INTENTIONAL FOR STUDENT SUCCESS**



Register online at [www.southtexascollege.edu/summit](http://www.southtexascollege.edu/summit) or call Stephanie Hinojosa at (956) 872-8366 or [shinojo1@southtexascollege.edu](mailto:shinojo1@southtexascollege.edu)

**MONDAY, APRIL 3, 2017 • 7:45 am - 4:30 pm**  
Region One ESC, 1900 W. Schunior St., Edinburg, TX

No Registration Fee • Continental breakfast and lunch will be provided  
Advanced registration is required • Registration deadline is **March 27, 2017**

**SOUTH TEXAS COLLEGE**

With Support from **EDUCATE TEXAS**  
a public-private initiative of Communities Foundation of Texas

**Thursday, April 6, 2017 - Community Event 5pm - 8pm**  
INFORMATIONAL BOOTHS, HANDS-ON DISPLAYS AND EQUIPMENT, DEMONSTRATIONS and fashion show



**Women  
in  
TECHNOLOGY  
Event**

The Evening Event is **FREE** & open to the Public!  
Come join us at the STC technology campus

*Education and Workforce  
Development Committee  
Minutes  
March 7, 2017*

**South Texas College  
Board of Trustees  
Education and Workforce Development Committee  
Ann Richards Administration Building, Board Room  
Pecan Campus, McAllen, Texas  
Tuesday, March 7, 2017 @ 3:00 p.m.**

**MINUTES**

The Education and Workforce Development Committee Meeting was held on Tuesday, March 7, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:02 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, Mr. Matthew Hebbard, Dr. Kevin Peek, Ms. Yvette Gonzalez, and Mr. Andrew Fish

**Approval of Minutes for Tuesday, February 14, 2017 Committee Meetings**

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Minutes for the Education and Workforce Development Committee meetings of Tuesday, February 14, 2017 were approved as written. The motion carried.

**Presentation on South Texas College Baccalaureate Programs**

Dr. Shirley Reed, College President, and Dr. Kevin Peek, Chair of the Bachelor of Applied Science – Organizational Leadership Program, provided an overview of the baccalaureate programs at South Texas College.

The College developed these programs after receiving legislative authority in 2004, to begin offering bachelor degrees in applied science and applied technology. At that time, South Texas College was one of three Texas community colleges, along with Brazosport College and Midland College, allowed to develop baccalaureate programs.

Of the five baccalaureate programs that Texas state law currently allows South Texas College to offer, four had been fully developed and were available to qualified students. Further, the College had identified additional programs for consideration, and each



legislative session sought authorization to increase the limit so that valuable programs can be developed and offered to students in the Rio Grande Valley.

South Texas College currently offered the following four baccalaureate programs:

- Bachelor of Applied Technology (B.A.T.) in Technology Management
- Bachelor of Applied Technology (B.A.T.) in Computer & Information Technologies
- Bachelor of Applied Technology (B.A.T.) in Medical & Health Services Management
- Bachelor of Applied Science (B.A.S.) in Organizational Leadership

Dr. Peek provided an overview of the existing programs, including enrollment and graduation data.

#### Competency-Based Baccalaureate

South Texas College partnered with Texas A&M University – Commerce, with support from the College for All Texans Grant, to develop the B.A.S. in Organizational Leadership program. The purpose of the grant was to develop a competency-based degree program that measures student progress through the demonstration of program competencies, rather than the traditional accumulation of credit hours.

Program students at South Texas College pay a flat rate of \$750 per seven week academic term, and during that term they may complete as many program competencies as they are able. Credit was given for training and/or military experience as well, which allowed students with professional experience in related areas to quickly demonstrate their proficiency and progress through the program.

Dr. Peek presented on the structure of the Competency-Based B.A.S. in Organizational Leadership, including course structure, student support, enrollment and graduation results.

This presentation as for the Education and Workforce Development Committee's information and feedback to staff. 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 4:04 p.m.

I certify that the foregoing are the true and correct Minutes of the March 7, 2017 Education and Workforce Development Committee of the South Texas College Board of Trustees.

---

Mrs. Graciela Farias  
Presiding

*Facilities Committee  
Minutes  
March 7, 2017*

**South Texas College  
Board of Trustees  
Facilities Committee  
Ann Richards Administration Building, Board Room  
Pecan Campus, McAllen, Texas  
Tuesday, March 7, 2017 @ 4:00 PM**

**MINUTES**

The Facilities Committee Meeting was held on Tuesday, March 7, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:05 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. Cody Gregg, Mr. Brian Fruge, Ms. Tammy Tijerina, Mr. John Gates, Mr. Trey Murray, 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. February 14, 2017 Facilities Committee Meeting

The motion carried.

**Update on Status of the 2013 Bond Construction Program and Status of Project  
and Program Accountability**

Broaddus & Associates provided the enclosed documents on the current status of the 2013 Bond Construction program.

- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress; and
- Project Scorecards

Broaddus & Associates provided the following accountability reports:

- Program Budget Summary worksheet;
- Construction Budget worksheet;

In addition, the College administration provided the following documents to reflect the 2013 Bond Construction Program budget shortfalls:

- Non-Bond Commitments and Expenditures worksheet
- Tracking Contingency Log

As of March 2, 2017, the total budget shortfall was estimated to be at \$3,948,964 with the use of buyout savings and design and construction contingency.

Funding for any shortfall net of buyout savings and use of design and construction contingency would be covered by non-bond funds.

Ms. Tammy Tijerina, Broaddus & Associates, provided a drone-flyover video showing construction progress at project sites.

Mr. Brian Fruge, Broaddus & Associates, provided the following information:

#### Accountability Overview Summary Sheet

Broaddus & Associates regularly provided a brief overall summary sheet of the current status for the 2013 Bond Construction Program at the Facilities Committee and Board Meetings on the projection screen as part of their update. Staff requested that this document be provided as part of the packet for future meetings.

#### Contingency Fund Balances

Broaddus & Associates reported that there was approximately \$2.9M in unexpended contingency fund balances in the 2013 Bond Construction Program.

The Facilities Committee requested a report on all change orders issued for projects within the 2013 Bond Construction Program, and Mr. Fruge agreed to provide this to the Board on March 28, 2017.

#### A/V and IT Equipment Costs

Broaddus & Associates reported a nearly \$1M savings in A/V and IT equipment costs. Mr. Fruge agreed to provide a detailed breakdown of the budgets and expenditures of bond and non-bond funds for this equipment.

No action was requested.

### **Review and Recommend Action as Necessary on Updated Timeline for the Completion Dates and Occupancy Dates for the 2013 Bond Construction Program**

The updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction program was reviewed at the Committee meeting.

#### **Purpose**

The Committee was asked to review and recommend action as necessary on the updated scheduled timeline of the completion dates and occupancy dates for the 2013 Bond

Construction program projects.

### **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 has prepared an updated timeline to reflect the current construction schedules after consulting with the Construction Managers at Risk.

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

- **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 (TCO) had been 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. Broaddus & Associates has now combined the Temporary Certification of Occupancy (TCO) with the Substantial Completion due to insurance needing to be in place prior to the installation of the furniture, fixture, and equipment.

### **Enclosed Documents**

The packet included an updated timeline for the scheduled completion dates and occupancy dates as provided by Broaddus & Associates.

### **Presenters**

Representatives from Broaddus & Associates attended the Facilities Committee meeting to present the updated timeline for the completion dates and occupancy dates.

The Committee noted that Broaddus & Associates was listing projects with a mid-December 2017 substantial completion date, and in a separate column reporting that those projects would be completed by the Fall 2017 Academic Semester.

The Committee noted that this designation was misleading. Brian Fruge, Broaddus & Associates, responded that this was done for buildings that could be opened during an academic semester. As opposed to a classroom building that needed to be available throughout the semester, some support spaces could be completed and made available part way through a semester.

The Facilities Committee recommended that Broaddus & Associates clarify the information, and Mr. Fruge agreed to list those projects by Month and Year, for instance “December 2017” instead of by semester. Staff has noted that in December 2017, finals are scheduled for the week of December 11 – 17, and commencement is scheduled for December 16, 2017.

Administration informed the Committee that they had serious concerns about whether the buildings would be available in time to schedule courses as needed. Administration proposed to develop a separate timeline, showing the scheduling needs for staff to make facilities ready for students and faculty.

The Facilities Committee noted that the College faces actual losses in tuition and contact hours if the buildings are not ready for students.

No action was taken, and Broaddus & Associates agreed to provide an updated timeline to the Board of Trustees on March 28, 2017.

### **Review and Recommend Action as Necessary on Cost Proposal for the 2013 Bond Construction Pecan Campus Thermal Plant**

The cost proposal for installation of the metal wave design for the 2013 Bond Construction Pecan Campus Thermal Plant will be reviewed and request action as necessary at the March 28, 2017 Board meeting.

#### **Purpose**

The metal wave design was requested by the Facilities Committee to be included as part of the cooling tower enclosure. The proposal from D. Wilson Construction Company has been provided for review and action as necessary.

#### **Background**

The schematic design of the 2013 Bond Construction Pecan Thermal Plant was approved at the July 28, 2015 Board meeting. Halff Associates provided exterior renderings showing the wave design on the cooling tower screen enclosure which was approved by the Board.

The Board approved the Final Guaranteed Maximum Price (GMP) at the November 24, 2015 Board meeting. As part of the GMP, the wave design on the screen enclosure was excluded from the GMP without clear notification to the Board. The Board has since asked that the wave design be included as part of the final construction. The project team was instructed to provide the metal wave motif at a cost not to exceed the original cost that was removed from the GMP which was \$87,964.

#### **Funding Source**

Funds were budgeted in the 2013 Bond Construction Pecan Campus Thermal Plant budget contingencies for fiscal year 2016-2017.

#### **Enclosed Documents**

The packet included a proposal from the subcontractor, the original approved cooling

tower schematic rendering, current photos of the cooling tower enclosure, and metal panel specifications and drawings.

### **Presenters**

Representatives from Broaddus & Associates and Halff Associates attended the Facilities Committee meeting to present the metal wave proposal.

Broaddus & Associates worked with Halff Associates and D. Wilson Construction Company to receive pricing and a construction option to purchase and install a metal wave product to meet the College's requirements. Upon review with the Facilities Committee, it was clear that the College's concerns were not thoroughly explained to the design team, and the engineer was asked to develop a new design.

The project engineer requested clarification on the Board's concerns, and the Committee clarified that the requested design would need to both incorporate an attract wave motif, as originally designed, and to completely conceal the cooling towers from the ground-level view. Because this facility sits in the center of the campus expansion, the Board approved a schematic design that specifically showed the cooling towers fully covered from view for someone walking near the chiller yard. The Committee requested two design options that resolved the issues as presented.

No action was taken, and Broaddus & Associates agreed to provide the requested design, including two options as suggested by the engineer, to the Board of Trustees on March 28, 2017.

### **Review and Discussion on Use of Contingency Funds for the 2013 Bond Construction Program**

On March 29, 2016, the Board of Trustees approved to delegate authority to Broaddus & Associates to approve change orders from the use of construction contingencies for the 2013 Bond Construction Program. The approval amount per change order is \$5,000, with a monthly limit of \$25,000. Broaddus & Associates would also be providing a contingency expenditure update to the Facilities Committee and Board of Trustees as part of their monthly update.

Broaddus & Associates was available to review and discuss the current status of the use of contingency funds for the 2013 Bond Construction Program to the Facilities Committee on March 7, 2017.

No action was taken.

### **Review and Discussion on Window Options for the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building**

At the February 28, 2017 Board meeting, Boultinghouse Simpson Gates Architects presented the color boards for the 2013 Bond Construction Pecan Campus South Academic Building and STEM Building. There were concerns regarding full height windows in the classroom and lab rooms. The sizes of windows and amount of glass

could be a distraction to the classroom environment. The architect was asked to propose options to address the concerns.

### **Enclosed Documents**

The packet included schematic drawings of the floor plans and exterior views, and an interior rendering showing the full height windows.

### **Presenters**

Boultinghouse Simpson Gates Architects were present to provide possible options to address the window concerns.

The architect presented three options:

1. Vertical Blinds – not recommended due to maintenance concerns.
2. Opaque Spandrel Glass – would completely block lines of sight and sunlight
3. Frosted Glass – would block lines of sight, except some silhouettes, and most sunlight.

The Committee asked the architect to develop pricing for the second and third recommendation, as well as to consider a solution that would break up the floor-to-ceiling windows into a finished wall at ground level and a standard classroom window.

Broaddus & Associates agreed to present the estimates for options #2 and #3 above to the Board on March 28, 2017.

No action was taken.

## **Update on Status of Non-Bond 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 committee.

### **Executive Session:**

The South Texas College Board Facilities Committee convened into Executive Session at 5:20 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.072, Deliberation Regarding Real Property
  1. Review and Recommend Action as Necessary Regarding Land Acquisitions

### **Open Session:**

The South Texas College Board Facilities Committee returned to Open Session at 5:47 p.m. No action was taken in Executive Session.



### **Review and Recommend Action as Necessary Regarding Land Acquisitions**

The Facilities Committee was asked to review and discuss possible land acquisitions, and to recommend Board action as necessary. 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 5:47 p.m.

I certify that the foregoing are the true and correct minutes of the March 7, 2017 Facilities Committee Meeting of the South Texas College Board of Trustees.

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Mr. Gary Gurwitz, Chair

*Finance, Audit, &  
Human Resources  
Committee Minutes  
March 7, 2017*

**South Texas College  
Board of Trustees  
Finance, Audit, and Human Resources Committee  
Ann Richards Administration Building Board Room  
Pecan Campus, McAllen, Texas  
Tuesday, March 7, 2017 @ 5:30 p.m.**

**Minutes**

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, March 7, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:50 p.m. with Mr. Roy de León presiding.

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

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

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Ms. Myriam Lopez, Mrs. Becky Cavazos, Mrs. Brenda Jo Balderaz, Mr. Khalil Abdullah, Mr. Jose Luis Silva, Mr. Cody Gregg, Mr. Christopher Woods, Mr. Eddie Diaz, and Mr. Andrew Fish

**Approval of February 14, 2017 Finance, Audit, and Human Resources  
Committee Minutes**

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of February 14, 2017 were approved as written. The motion carried.

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

Approval of the Hidalgo County Tax Resale Properties and the Resolution Authorizing the Tax Resale will be requested at the March 28, 2017, Board meeting.

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP was requesting consideration and possible action on the tax resale of forty-four (44) properties.

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

Background - On February 7, 2017, Linebarger Goggan Blair & Sampson, LLP held a Tax

Resale Auction at the Hidalgo County Clerk Records Management Facility for struck off properties located within Hidalgo County. Out of the forty-seven (47) properties, three (3) properties were denied by other taxing authorities. They are requesting Board approval on forty-four (44) properties. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County.

Linebarger Goggan Blair & Sampson, LLP submitted the analysis of the bids received for the Board of Trustees' consideration. The total amount the College would receive was \$27,090.26.

Enclosed Documents - The Resolution Authorizing the Tax Resale was provided in the packet for the Committee's review. A listing of the bids, the legal description for each property, as well as the amount of the bid, the South Texas College amount, and the Analysis of Bids Received were included under separate cover for your information and review.

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

### **Review and Recommend Action on Award of Proposals and Purchases**

Upon a motion by Ms. Rose Benavidez and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposals and purchases as listed below:

<b>A. Awards</b>	<b>B. Instructional Items</b>
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#### **A. Award**

- 1) Food and Related Non-Food Products (Award):** award the proposal for food and related non-food products for the period beginning April 27, 2017 through April 26, 2018 with two one-year options to renew, at an estimated amount of \$350,000.00 based on prior year history. The vendors are as follows:
  - **Ben E. Keith, Co.** (La Feria, TX)
  - **Devin Distributing & Packaging, Inc.** (Palmhurst, TX)
  - **Labatt Food Service** (Harlingen, TX)
  - **Sysco Central Texas, Inc.** (New Braunfels, TX)
  - **Valley Grocers, LLC.** (Brownsville, TX)
- 2) Food Services Equipment (Award):** award the proposal for food services equipment to **Edward Don & Company** (San Angelo, TX), at an estimated amount of \$1,467,868.00;
- 3) La Joya Jimmy Carter Teaching Center AV Installation (Award):** award the proposal for the La Joya Jimmy Carter Teaching Center AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$121,716.00;

- 4) **Mid Valley Campus Health Professions and Science Building AV Installation (Award):** award the proposal for the Mid Valley Campus Health Professions and Science Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$581,980.00;
- 5) **Mid Valley Campus Student Services Expansion AV Installation (Award):** award the proposal for the Mid Valley Campus Student Services Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$163,476.00;
- 6) **Nursing and Allied Health Expansion AV Installation (Award):** award the proposal for the Nursing and Allied Health Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$659,512.00;
- 7) **Pecan Campus Cafeteria and Student Activities AV Installation (Award):** award the proposal for the Pecan Campus Cafeteria and Student Activities AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$188,436.50;
- 8) **Pecan Campus North Academic Building AV Installation (Award):** award the proposal for the Pecan Campus North Academic Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$497,302.00;
- 9) **Pecan Campus South Academic Building AV Installation (Award):** award the Pecan Campus South Academic Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$304,925.00;
- 10) **Pecan Campus STEM Building AV Installation (Award):** award the proposal for the Pecan Campus STEM Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$380,548.00;
- 11) **Starr County Campus Health Professions and Science Building AV Installation (Award):** award the proposal for the Starr County Campus Health Professions and Science Building AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$393,806.50;
- 12) **Starr County Campus Student Activities Building Expansion AV Installation (Award):** award the proposal for the Starr County Campus Student Activities Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$77,264.00;
- 13) **Starr County Campus Student Services Building Expansion AV Installation (Award):** award the proposal for the Starr County Campus Student Services Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$22,033.50;
- 14) **Technology Campus Southwest Building Expansion AV Installation (Award):** award the proposal for the Technology Campus Southwest Building Expansion AV Installation to **Audio Visual Aids** (San Antonio, TX), at an estimated amount of \$315,308.50;
- 15) **Risk Management Consultant Services (Award):** award the proposal for risk management consultant services to **Cameron Investment Company dba/Shepard Walton King Insurance Group** (McAllen, TX), for the period beginning for the period beginning May 1, 2017 through April 30, 2018 with four one-year options to renew, at an estimated amount of \$18,500.00;
- 16) **Travel Services (Award):** award the proposal for travel services to **Shands Brooks Travel** (McAllen, TX), for the period beginning May 20, 2017 through May 19, 2018 with two one-year options to renew, at a service fee of \$25.00 per airline ticket;

## **B. Instructional Item**

**17)Ultrasound Machines (Purchase):** purchase ultrasound machines from **Siemens Medical Solutions USA, Inc.** (Malvern, PA), a sole source vendor, at a total amount of \$80,578.00;

Recommend Action - The total for all award of proposals and purchases was \$5,623,254.00.

Ms. Rose Benavidez asked about the proposed installation of A/V technology at the Starr County Campus Student Activities Building, noting past issues with technology at that campus. Staff agreed to review the planned installation. They recommended approval of the proposal as presented, and if further changes were required they would be built to incorporate the equipment within this purchase.

Mr. Gary Gurwitz noted that a significant portion of the proposal awards were for projects within the 2013 Bond Construction Program, and raised the question whether these items should have been presented to the Facilities Committee. He asserted that the Facilities Committee is responsible for the 2013 Bond Construction Program budget and needs to be kept apprised of expenditures made against the bond funds, and the impact of those expenditures on the related budgets.

Dr. Alejo Salinas, Jr. noted that a motion had been made, and called the question.

The motion, to approve the award of proposals and purchases as presented, carried.

## **Review and Discussion of State Appropriations for FY 2017 - 2018 and FY 2018 - 2019 Biennium**

On January 18, 2017, the Texas Association of Community Colleges (TACC) provided to South Texas College the Senate (SB1) and the House (HB1) base budget bills for the FY 2017 - 2018 and FY 2018 - 2019 biennium.

### **Preliminary Funding – All Community Colleges – Biennium FY 2018 – FY 2019**

The total funding level for all the Community Colleges per SB1 and HB1 is as follows:

- Each bill maintains the current \$1,000,000 core funding for each college and the remaining amount is divided as 90% for Contact Hours and 10% for Student Success Points funding.
- For the FY 2018 – FY 2019 biennium, the Contact Hour funding total for all community colleges is reduced by \$5,879,808 from the FY 2016 – FY 2017 biennium, or -0.4%, and the Success Points funding total is reduced by \$653,312 from the FY 2016 – FY 2017 biennium, or -0.4%. The Success Points were funded at \$185.12 per point for the FY 2014 – FY 2015 biennium and \$173.00 per point for the FY 2016 – FY 2017 biennium. The proposed Success Points funding for the FY 2018 – FY 2019 biennium is \$162.51 per point.
- The Senate deleted all Community College Special Items, but placed a contingency amount elsewhere in the budget.
- The House reduced the Community College Special Items by 9%.

- The Senate and House deleted the Hold Harmless funding, which prevents colleges from receiving less funds in the upcoming biennium than what was received by each college in the previous biennium.

**All Community Colleges – Biennium Appropriations Comparison**

State Appropriations	Final FY 2016 – FY 2017 Biennium	SB1/HB1 FY 2018 – FY 2019 Biennium	Increase (Decrease)	% Increase (Decrease)
Core Operations	\$50,000,000	\$50,000,000	-	
Performance Funding/ Student Success Pts.	169,168,401	168,515,089	(\$653,312)	(0.4%)
Contact Hour/Instruction	1,522,515,612	1,516,635,804	(5,879,808)	(0.4%)
<b>Total</b>	<b>1,741,684,013</b>	<b>1,735,150,893</b>	<b>(6,533,120)</b>	<b>(0.4%)</b>
Hold Harmless	3,963,138	-	(3,963,138)	
Special Items-SB1	30,788,631	-	(30,788,631)	
Special Items-HB1	30,788,631	28,030,806	(2,757,825)	(9.0%)

In order to meet the higher education goals set forth by the Texas Strategic Plan for Higher Education, 60X30TX, the Community Colleges were requesting additional funding of \$93,597,321, per TACC and as reflected below.

**All Community Colleges – Biennium Appropriations Comparison – TACC Request**

State Appropriations	SB1/HB1	TACC Request	Increase (Decrease)	% Increase (Decrease)
Core Operations	\$50,000,000	\$75,000,000	\$25,000,000	50.0%
Performance Funding/ Student Success Pts.	168,515,089	186,881,648	18,366,559	10.9%
Contact Hour/Instruction	1,516,635,804	1,566,866,566	50,230,762	3.3%
<b>Total</b>	<b>\$1,735,150,893</b>	<b>\$1,828,748,214</b>	<b>\$93,597,321</b>	<b>5.4%</b>

**South Texas College – Biennium Appropriations Preliminary Funding FY 2018 – FY 2019**

The South Texas College FY 2018 – FY 2019 biennium SB1 and HB1 preliminary allocations compared to the FY 2016 – FY 2017 biennium allocations were as follows:

**South Texas College – Total Biennium Appropriations Comparison**

<b>State Appropriations</b>	<b>FY 2016 – FY 2017 Biennium</b>	<b>FY 2018 – FY 2019 Biennium</b>	<b>Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
Core Operations	\$1,000,000	\$1,000,000	-	
Performance Funding/ Student Success Pts.	7,341,471	7,263,328	(\$78,143)	(1.1%)
Contact Hour/Instruction	66,029,732	69,770,691	3,740,959	5.7%
<b>Total</b>	<b>74,371,203</b>	<b>78,034,019</b>	<b>3,662,816</b>	<b>4.9%</b>
Bachelor Programs	1,610,214	1,835,810	225,596	14.0%
<b>Total</b>	<b>\$75,981,417</b>	<b>\$79,869,829</b>	<b>\$3,888,412</b>	<b>5.1%</b>

The preliminary allocations were determined using the period of Spring 2016, Summer 2016, and Fall 2016. The final allocations would be determined using the base period of Summer 2016, Fall 2016, and Spring 2017, once the Spring 2017 census student enrollment totals are certified. The FY 2016 – FY 2017 biennium appropriations included the Continuing Education contact hour adjustment, however the preliminary allocations from TACC did not reflect the contact hour adjustment.

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

**Review and Discussion of the Texas Higher Education Coordinating Board  
 Report on the Fiscal Year 2016 Financial Condition Analysis of  
 Texas Public Community College Districts**

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, reviewed the Texas Higher Education Coordinating Board Report on the Fiscal Year 2016 Financial Condition Analysis of Texas Public Community College Districts with the Committee.

Purpose – South Texas College’s financial information and ratios presented in the Financial Condition Analysis of Texas Public Community College Districts, were reviewed with the Finance Committee.

Background - The Texas Higher Education Coordinating Board collected financial documents for Texas Public Institutions of higher education, including community colleges. The Texas Higher Education Coordinating Board’s annual report on the financial condition of the state’s community colleges is required as referenced in the General Appropriations Act, House Bill 1 (H.B. 1), 84th Texas Legislature, Section 13 (page III-211). The rider stated the following:



“Each community college shall provide to the Texas Higher Education Coordinating Board financial data related to the operation of each community college using the specific content and format prescribed by the Coordinating Board. Each community college shall provide the report no later than January 1st of each year.

The Coordinating Board shall provide an annual report due on May 1 to the Legislative Budget Board and Governor's Office about the financial condition of the state's community college districts.”

Community college districts experienced a significant change in Accounting Principal in FY 2015 with the implementation of Governmental Accounting Standards Board (GASB) 68. According to the statement 68 summary,

“The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency.”

To create additional transparency, the GASB 68 implementation transferred pension liability from the state-level financial statements of the Teachers Retirement System (TRS) to the individual financial statements of the institutions. This transfer increased the visibility of pension liability at the community college district level. The overall effect to statewide financial ratios and financial condition of community college districts was substantial.

Justification - The objective of this report was to provide an assessment of the overall financial health of public community colleges and to identify institutions in which the potential for financial stress exists.

Enclosed Documents - The PowerPoint presentation and a copy of the letter and the report from Texas Higher Education Coordinating Board were provided in the packet for the Committee's review and discussion.

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

### **Discussion of Texas Comptroller of Public Account's Transparency Stars Program Awards**

The College earned three (3) Texas Comptroller of Public Accounts' Transparency Stars Program Awards. The Business Office staff completed the requirements to earn the following Transparency Star Program Awards.

1. Traditional Finance Transparency Star
2. Economic Development Transparency Star
3. Debt Obligation Transparency Star

As of February, South Texas College was the only college to be awarded any of the new Transparency Stars Awards.

Background – The Texas Comptroller of Public Accounts launched a revised and improved Transparency award program in March 2016 by announcing the new Transparency Stars Program. The purpose of the program was to recognize cities, counties, and school districts going above and beyond in their transparency efforts. The program recognized entities that accomplish the following:

- Provide clear and meaningful financial information not only by posting financial documents, but also through summaries, visualizations, downloadable data and other relevant information.

Local government entities can apply for stars in the following areas:

- Traditional Finances
- Economic Development
- Debt Obligations
- Contracts and Procurement
- Public Pensions

After receiving an initial star for Traditional Finances, remaining stars may be awarded in any order.

The College was also gathering information to apply for the Contracts and Procurement award. The College was ineligible for the Public Pension Transparency Star, due to the College's participation in the Teacher Retirement System of Texas' defined benefit plan, and had limited independent decision-making.

Enclosed Documents – A Traditional Finance Transparency Star Certificate, an Economic Development Transparency Star Certificate, a Debt Obligation Transparency Star Certificate, and the South Texas College web page reflecting the information available for each of the Transparency Stars were provided in the packet for the Committee's information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, responded to questions and feedback from the committee.

The Committee suggested that staff develop a press release to announce these awards.

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

### **Review and Discussion of Internal Audit Reports in the Areas of Mileage Reimbursement and Employment Eligibility Verification Form I-9**

Mr. Khalil Abdullah, Internal Auditor, was present at the Committee meeting to discuss the procedures, findings, and recommendations of the internal audit reports in the areas of Mileage Reimbursement & Employment Eligibility Verification Form I-9.

Mr. Abdullah also introduced Mr. Jose Luis Silva, Audit Specialist, to the Finance, Audit, and Human Resources Committee.

The two (2) reports were included in the packet for the Committee's review.

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

### **Review and Discussion of Audit Plan Status and Other Office of Internal Audit Activities**

Mr. Khalil Abdullah provided a status update on the Audit Plan completion as well as other activities and ongoing projects.

The Audit Plan was provided in the packet for the Committee's review.

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

### **Review and Discussion of Position Vacancy Report for FY 2016 - 2017**

The Staffing Plan Position Vacancy Report for FY 2016 - 2017 was provided in the packet for the Committee's information and review. Information is current as of March 2, 2017.

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

The presentation of the data was modified to detail the status of each position.

#### **1) Vacancies at Beginning of Fiscal Year 2016 - 2017**

##### **EXHIBIT A - VACANT POSITIONS - NEW**

##### **EXHIBIT B - VACANT POSITIONS - CONTINUING**

- Fiscal Year 2016 - 2017 started with 143 vacant Full Time Regular positions from the previous fiscal year, and the Board approved one hundred and sixty five (165) additional new positions for a total of 308 vacant Full Time Regular positions.
- The one hundred and fifty-two (152) Bond Construction Program related positions will be filled as needed in alignment with the building construction timeline.

**2) Positions Filled during Fiscal Year 2016 - 2017**

**(EXHIBIT C - HIRED)**

- Ninety seven (97) Full Time, Regular positions have been filled as of March 2, 2017.
- Eight (8) Full Time, Regular positions have been filled since the last vacancy report provided as of February 9, 2017.

**3) Position Turnover during Fiscal Year 2016 - 2017**

**(EXHIBIT D - RESIGNATIONS)**

- There have been thirty four (34) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of March 2, 2017.
- There have been four (4) resignations, terminations, and/or retirement notices submitted since the last vacancy report provided as of February 9, 2017.

<b>Vacancies, Filled Positions, and Resignations FY 2016 - 2017</b>					
	<b>FY15 - 16 Vacant Positions</b>	<b>New Positions for FY 2016 - 2017</b>			<b>Total</b>
		<b>Non- Bond</b>	<b>Bond</b>	<b>Total</b>	
Vacancies as of September 1, 2016	<b>143</b>	13	152	<b>165</b>	<b>308</b>
Filled as of Mar.2, 2017	<b>87</b>	5	5	<b>10</b>	<b>97</b>
<b>Total</b>	<b>56</b>	<b>8</b>	<b>147</b>	<b>155</b>	<b>211</b>
Resignations as of Mar. 2, 2017	34	0	0	0	34
<b>Vacancies Balance as of Mar. 2, 2017</b>	<b>90</b>	<b>8</b>	<b>147</b>	<b>155</b>	<b>245</b>

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

The Position Vacancy Report for Fiscal Year 2016 - 2017 and Positions Filled and Vacated Report were presented for information and review by the Committee. No action was required from the Committee.

**Adjournment**

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 6:46 p.m.

I certify that the foregoing are the true and correct Minutes of the March 7, 2017 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

\_\_\_\_\_  
 Mr. Paul R. Rodriguez  
 Chair

## Announcements

### A. Next Meetings:

- Tuesday, April 11, 2017
  - 3:00 p.m. – Education and Workforce Development Committee
  - 4:00 p.m. – Facilities Committee
  - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, April 25, 2017
  - 5:30 p.m. – Regular Meeting of the Board of Trustees

### B. Other Announcements:

- The 12<sup>th</sup> Annual *Summit on College and Career Readiness* will be held Monday, April 3, 2017 from 7:45 a.m. through 4:30 p.m. at Region One ESC, 1900 W. Schunior, Edinburg, TX. Advanced registration is required.
- The Division of Business and Technology is hosting its annual *Women in Business and Technology* event on Thursday, April 6, 2017 from 5 pm – 8 pm at the Technology Campus, 3700 W. Military Hwy., McAllen, TX.
- Commencement Ceremonies will be held Friday, May 12<sup>th</sup> and Saturday, May 13<sup>th</sup>, 2017 at the State Farm Arena, 2600 N. 10<sup>th</sup> St., Hidalgo, TX.

*The following documents  
were provided as  
handouts at the meeting.*

## Accountability Report Overview

### March 28, 2017 Board Meeting

#### **A. CONSTRUCTION COST:**

1. Buy-Out Saving – Projected @ 3% \$3,888,925

Previously Reported Buy-Out Savings	\$2,460,039
a. Pecan Campus – North Academic (\$720,878)	
b. Technology Campus – (\$1,629,734)	
Future Buy-Out Saving predicted (750k – 1.0M)	
New Buy-Out Saving for 4.11.17	
<b>Total Buy-Out Saving Returned to date</b>	<b>\$2,460,039</b>

**Total Buy-Out Savings returned to date \$2,460,039**

2. Design Contingency \$1,398,605

Previously Reported Contingency Expenditures	\$ 57,699
New Contingency Expenditure	\$
a. Pecan Campus	
b. Nursing Allied Health	
c. Technology Campus	
d. Mid Valley Campus	
e. Starr County	
f. Regional Cntr. For Public Safety	
g. La Joja Teaching Facility	
<b>Total Design Contingency Balance</b>	<b>\$1,290,602</b>

3. Construction Contingency \$1,686,364

Previously Reported Contingency Expenditures	\$ 60,291
New Contingency Expenditure	
a. Pecan Campus	
b. Nursing Allied Health	
c. Technology Campus	
d. Mid Valley Campus	
e. Starr County	
f. Regional Cntr. For Public Safety	
g. La Joja Teaching Facility	
<b>Total Construction (Owner) Cont. Balance</b>	<b>\$1,626,073</b>

**Total Contingency's Remaining to date \$ 2,916,675**

**B. SOFT COST:**

1. Additional Savings – (\$1.5 million to 2 million savings)

- AV/IT RFP – March Board Approval

**Technology Budget - \$8,020,235**

(Audio/Visual, IT, Surveillance & Access Control)

**a. Audio Visual (A/V)**

*(For detail info. reference the Budget vs Actual evaluation summary spreadsheet)*

\*Budget - \$4,900,698

\*Actual - \$3,706,308

**Total Savings on AV Package \$1,194,390**

**b. Information Technology (I.T.)**

*(Final Review and Savings Amount pending final review of scope)*

**c. Food Services (Kitchen Equipment)**

*(Final Review and Savings Amount pending final review of scope)*

**d. Furniture RFP – Pending March 8<sup>th</sup>**

*(Final Review and Savings Amount pending final review of scope)*

**e. Surveillance/Access Control**

*(Final Review and Savings Amount pending final review of scope)*

**TOTAL BUDGET SHORTFALL = \$4,417,460**

**C. OWNER IN-SITE (OIS):**

1. All project budgets set up & locked
2. Applying the commented cost
3. **Monthly Scorecard will have the current OIS budget populated on the scorecard.**



#### **D. SCHEDULE UPDATE:**

1. Schedule Progress Report
  - a. COC February 7, 2017
  - b. Facilities Committee Meeting February 14, 2017
  - c. Update for Facilities Committee Meeting March 7<sup>th</sup>
  - d. Updated for the Board Meeting March 28, 2017**
    - i. main concern is the completion of STEM for Jan.16, 2018 Start of Spring 2018**
2. Milestones
  - a. Nursing Allied Health – Building Topped out Jan. 2017
  - b. North Academic – Building Topped out Jan. 2017
  - c. Pecan Campus Thermal Plant – substantial completion Dec. 2016
  - d. 2<sup>nd</sup> Floor Concrete pours at the South Academic and STEM buildings.**

#### **E. INCIDENT REPORTS:**

None to Report

#### **F. PROJECT ISSUES OR CONCERNS:**

##### **1. Pecan Campus**

- a. Thermal Plant
  - i. Incorporate "Waves" design feature back into the scope of work deleted during the V/E process without board approval (Presentation at March 7<sup>th</sup> Finance Committee Meeting of cost and updated architectural renderings)
- b. STEM Building
  - i. Current Construction Timeline extends pass Spring 2018 Semester start date.
  - ii. Schedule Recovery

##### **2. Mid Valley Campus**

- a. Student Services Building –
  - i. 100% CD's Adds to the scope of work exceeds GMP amount of 125,000 Meeting held on Monday Feb. 27<sup>th</sup> most items resolved.
- b. Library – New Construction & Renovation
  - i. Electrical Budget Issues – Most associated with additional discretionary scope. Meeting held on March 1<sup>st</sup>. Cost reduction items were discussed and revised pricing due next week. Budget should be good.

### **3. Starr County:**

#### **a. Thermal Plant –**

- i. Tie in of plant to the existing facility. Discussing options to minimize impact to STC Students, Faculty & Staff

#### **b. Student Services and Student Activities**

- i. Relocation and rerouting of existing underground Electrical and AV/IT Infrastructures serving the entire Campus. Ongoing meeting with the CMR and subcontractors to discuss logistics and options to minimize the downtime and impact to STC.



March 28, 2017

Dr. Shirley Reed, President  
South Texas College  
3201 West Pecan Blvd.  
McAllen, TX 78501

Re: STEM & SAB Buildings  
McAllen Pecan Campus

Dear Dr. Reed:

I read with interest the Agenda for today's Regular Board Meeting, and am compelled to ask for the opportunity to address the Board at today's meeting, in regards to Item VI. Consideration and Action on Consent Agenda, item A. Approval of Board Meeting Minutes.

As the Project Architect for the STEM and SAB Buildings, I have an issue with one of the statements included in the Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability . The minutes contain notes from the February 14, 2017 Facilities Committee Meeting, including one on page 16 in today's packet, regarding Steel for Pecan Campus STEM and South Academic Building Projects.

*“Mr. Bill Wilson responded to questions about the delay at the Pecan Campus STEM and South Academic Building Projects. He updated the Committee on the delays, which involved discrepancies between the drawings received from the architectural and engineering teams. The discrepancies required collaboration to re-engineer the support beams while utilizing the steel ordered for the project. “*

I take strong exception to this statement and would like to have the opportunity to present the Architectural and Structural versions of such an update so that you might have a clearer picture of what the 'delays' were and how they came about. I'd also like to present my opinion of where the real 'discrepancies' were in the design, program management, and construction processes which have contributed to any delays.

I respectfully request that that prior to your review of the minutes as presented in today's Agenda that you consider amending or modifying the motion to approve the minutes of the February 28, 2017 meeting to include this letter stating my exceptions to those minutes.

Dr. Shirley Reed, March 28, 2017  
Page 2

I'd be happy to discuss this with you in more detail, and recommend scheduling another time and place when we could continue with such discussions which would be beneficial to all concerned.

I appreciate the opportunity to come before you today, and would thank you your consideration of my request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bob Simpson', written in a cursive style.

Mr. Robert S. 'Bob' Simpson, AIA  
Boultinghouse Simpson Gates Architects

Attachment By Reference:

South Texas College Board of Trustees Regular Meeting  
Tuesday, March 28, 2017 @ 5:30 p.m.  
AGENDA

cc: Mr. Oscar Lopez, P.E.





OPTION 1





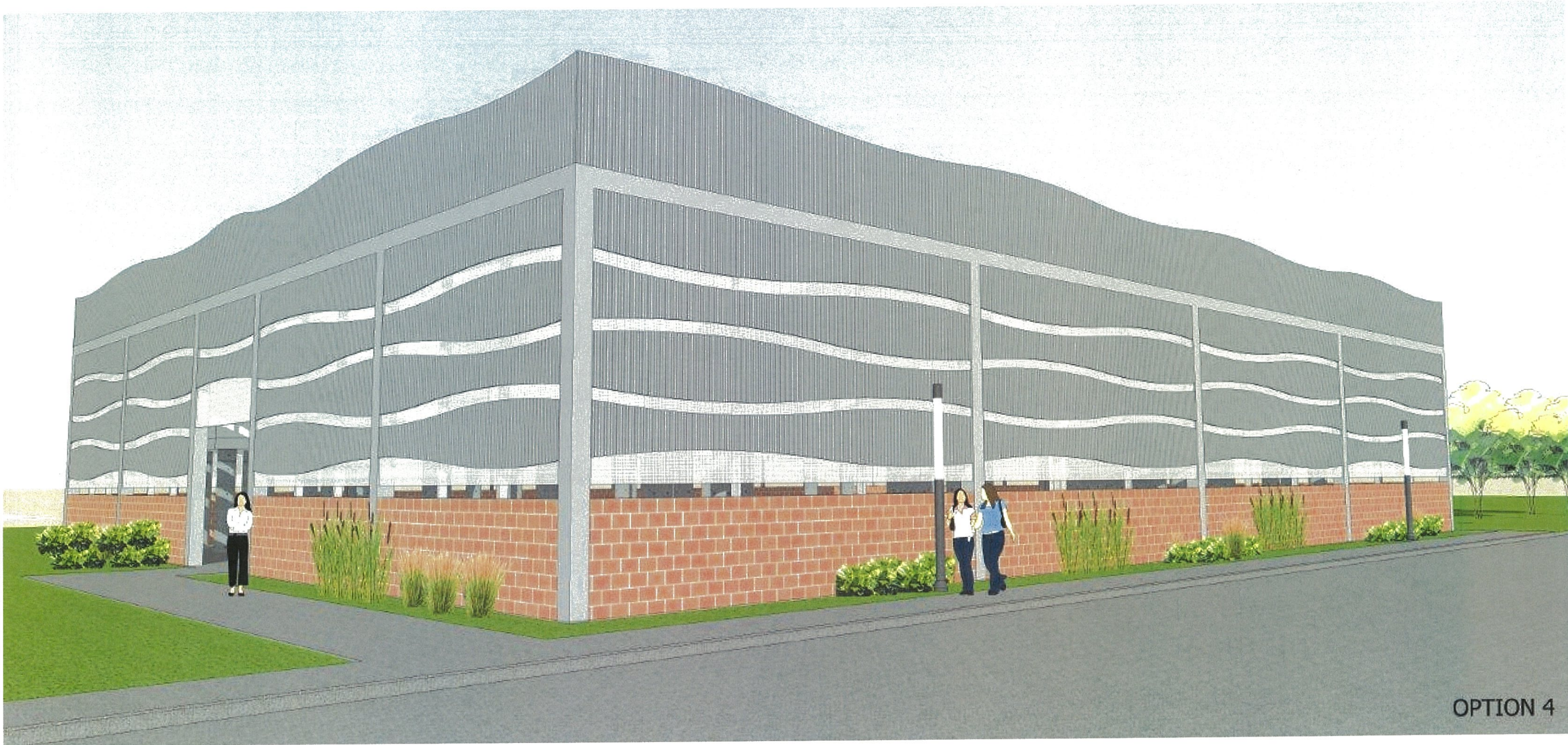
OPTION 2





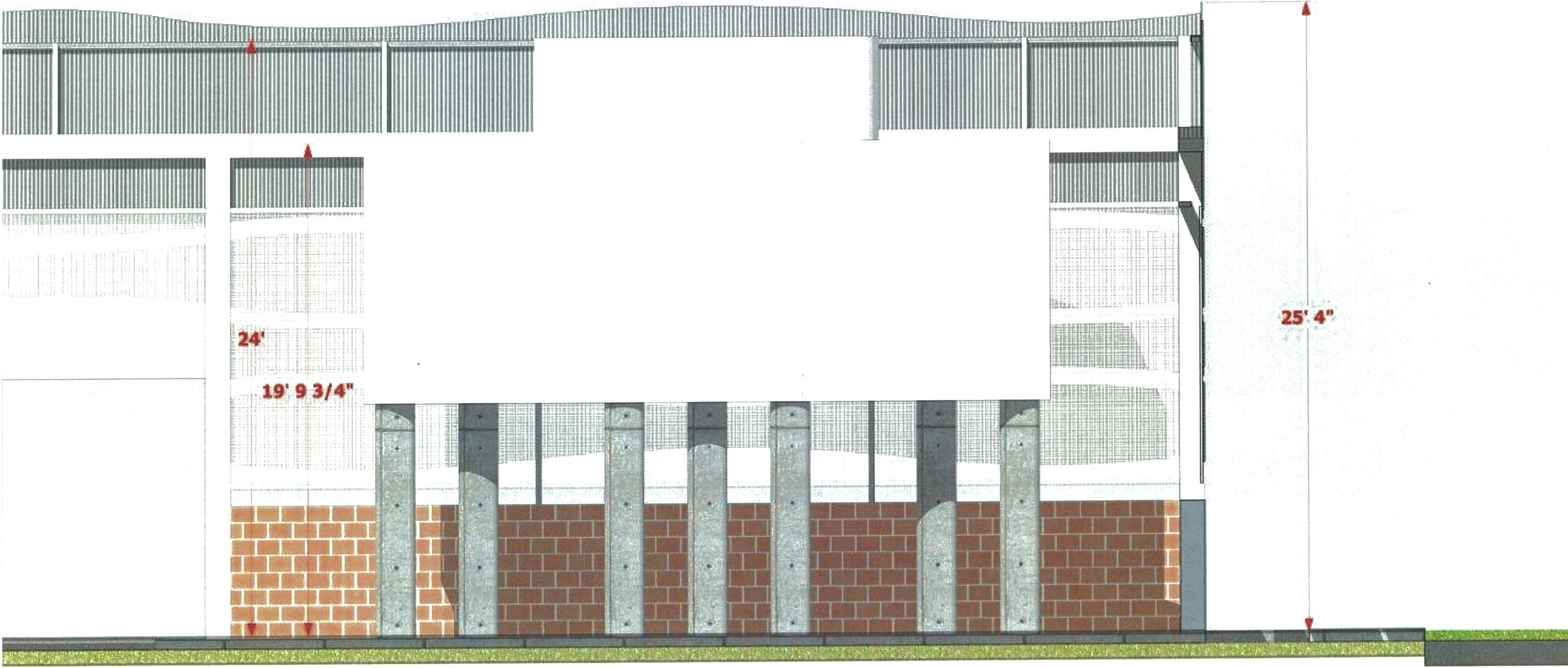
OPTION 3





OPTION 4









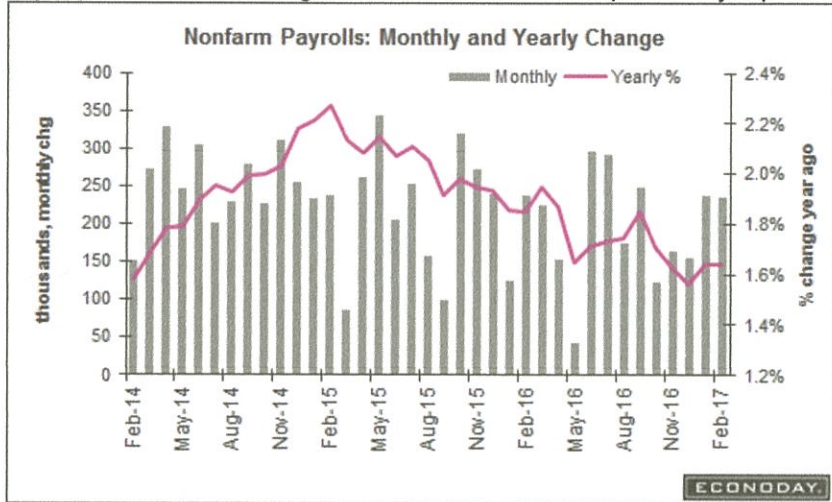
## Market Outlook

March 10, 2017

Expectations are high for the Federal Open Market Committee (FOMC) to raise the Fed Funds Rate following adjournment of their meeting on March 15. The economic reports that were released during February/March have pointed to a pickup in market strength and consumer attitudes. The corporate sector is encouraged by the new Administration's suggestions that changes in the tax code and regulatory environment may be a boon to their bottom line. This enthusiasm generally leads to expansion and new hiring. Consumers are feeling secure in their employment stability and prospects for improvement, which should lead to increased consumption (although they have not demonstrated any renewed activity so far). Many will be focused on the Administration's policy enactment and whether it will produce the outcome that they are expecting.

The Employment report for February was quite positive with the addition of 235,000 new jobs (the market was expecting +200,000). The January report was revised higher to +238,000 from the previously reported

+227,000. The December report was revised lower to +135,000 from the previously reported +157,000. That is a net revision of +9,000. The three-month average after all the revisions currently stands at +203,000 per month (much better than the +183,000 per month following the previous report). The growth touched most sectors, however the Retail sector experienced a loss of 26,000 jobs. The weakness in the Retail sector has been expected as the economy shifts from consumption at brick-and-mortar sites and moves to the internet. The private



sector added 227,000 new jobs during February and the government sector added 8,000. The current Labor Participation Rate, a measure of the percentage of eligible workers that hold jobs, rose slightly to 63% from the 62.9% level in January. That is the best reading since March 2016. The Unemployment Rate fell to 4.7% from January's 4.8%. The U6 rate (or the under-employed rate – those that are either over qualified for their job or working fewer hours than they desire) fell to 9.2% from January's 9.4%. Average Hourly Earnings (AHE) rose 0.2% in February after rising 0.1% in January. Year-over-year, the AHE is at +2.8%, a rise of 0.3%. Of note, economists typically see an AHE annual reading of +3.0% as the point where inflationary forces begin to increase. FOMC Chair Janet Yellen cites the goal of raising the Earnings Rate component of the Employment report as a priority. The market appears to be very close to full employment – at which point the markets tend to see more upward pressures on hourly salary rates.

The housing sector was relatively strong during the month even though supply remains challenged. Existing Home Sales rose 3.3% in January after falling 2.8% in December. Compared to last year, unit sales were 3.8% higher. Prices are 7.1% higher than last year. Supply remained at 3.6 months, unchanged from December and remains seriously below the healthy balance of 6 months. An encouraging 33% of all the sales were to first-time buyers – a good sign of optimism and improved economic stability. New Home Sales rose by 3.7% in December following a decline of 10.4% in November (which was a correction from November's rise of 18.4%). Prices fell 1.0% in January but remain 7.5% higher than they were last year. Supply of new homes is at 5.7 months, slightly lower than December's 5.8 months. Builders rolled out more new homes during January than they had since July 2009. The S&P Case Shiller report of home prices in the 20 metropolitan areas indicated that prices rose 0.9% in December after rising 0.9% in November. The Federal Housing Finance Agency (FHFA), the entity that analyzes all domestic home prices, showed an increase of 0.4% in December after rising 0.3% in November. The Housing Starts report fell 2.6% in January



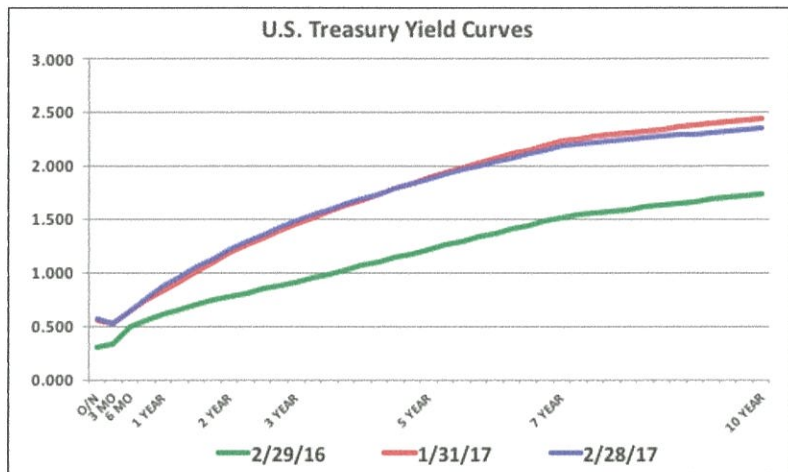
after rising 11.3% during December. Permits rose 4.6% in January after falling 0.2% in December. Construction Spending fell 1.0% in January after falling 0.2% in December. The decline was attributable to weakness in the public sector as governments curtailed infrastructure spending. The residential construction gains were substantial during January.

The production and manufacturing sector headlines were mostly improved, but airplane orders/production results may have favorably skewed results. The preliminary report of Gross Domestic Product (GDP) for the fourth quarter came in at +1.9% which is the same as the advance report for the quarter and much below the 3.5% experience in the third quarter. There will likely be one more revision to this report before we know the final number, but it is obvious that the quarter three result was an anomaly. Business inventories rose 0.4% in December after rising a robust 0.8% in November. Sales surged in December and lowered the inventory-to-sales ratio to 1.35% (1.38% in November). Durable Goods Orders rose 0.8% in January after a falling 0.8% in December, but when factoring out aircraft orders, the January result was a decline of 0.2%. Year-over-year durable goods are down 0.6%. Purchasing managers' expectations for both the manufacturing and service sectors, as reported by the Purchasing Managers Index and the Institute for Supply Management, slipped a bit but still remain in the optimistic range. The Producer Price Index (PPI) was up 0.6% in January after rising 0.2% in December. The Consumer Price Index (CPI) rose 0.6% in January after having reported a 0.3% rise in December. Year-over-year CPI is +2.5%. Core CPI, or the results after food and energy numbers are excluded (due to price volatility), posted a +0.3% monthly increase and a +2.3% year-over-year improvement.

On the consumption front, the Retail Sales number for December was revised significantly higher (to 1.0% from 0.6%) and January rose 0.4%. The December adjustment is notable as it relates to the critical Holiday retail season and reflects a more optimistic consumer was shopping during that period. January's result of +0.4% compares favorably to the January of 2016 decline of 0.4%. Factoring out autos and gas, the adjusted Retail Sales number for January was up 0.7% compared to December's result of +0.1%. Consumers' attitudes as measured by the Consumer Confidence and Consumer Sentiment reports both improved during February.

The FOMC met on January 31<sup>st</sup> and February 1<sup>st</sup> and their minutes revealed a much more hawkish debate. The minutes indicated that "many" of the members agreed that another rate hike should be "fairly soon". They also agreed to begin discussing the path to changing the Fed's balance sheet – the process of returning to a pre-stimulus portfolio of U.S. Treasury rather than Agency securities (although they anticipate that as a long-term goal). In subsequent appearances before Congressional committees, Chair Yellen mentioned that waiting too long to hike rates would be "unwise" and would pose future risks on the economy. The market is now placing the probability of a Fed Funds Rate hike at the March 14<sup>th</sup> to 15<sup>th</sup> meeting to be at or near 100%.

Government Security Investment Pool rates increased in February, averaging in the +/- 0.55% to +/- 0.61% range compared to +/-0.46% to +/-0.59% range in January. After closing January with a rate of 0.84%, the 1-year Treasury closed February at 0.88%. The two-year Treasury closed February at 1.22%, or three basis-points higher than the January close at 1.19%. The current 2-year yield rose to 1.37% after release of the Employment Report. Certificate of Deposit rates remained stable with the 2-year between 1.00% and 1.40%. More banks have stepped up



to offer rates and capacity seems to have been increased. We continue to encourage customers to keep funds invested and laddered to take advantage of the uptick in rates.

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