

Board of Trustees

Finance, Audit, and Human Resources Committee Meeting

June 15, 2017

5:30 p.m.

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



**SOUTH TEXAS
COLLEGE**

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus
Thursday, June 15, 2017
@ 5:30 p.m.
McAllen, Texas

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

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**Approval of May 9, 2017 Finance, Audit, and Human Resources
Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of May 9, 2017 are presented for Committee approval.

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, May 9, 2017 @ 5:30 p.m.**

Minutes

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, May 9, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:32 p.m. with Mr. Paul R. Rodriguez presiding.

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

Other Trustees Present: Mrs. Graciela Farias

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Rick de la Garza, Ms. Myriam Lopez, Mrs. Becky Cavazos, Mr. Paul Varville, Mr. Miguel Carranza, Ms. Alicia Gomez, Mr. Cody Gregg, Mr. Ken Lyons, Ms. Alicia Correa, Mr. Brian Fruge, Mr. Raul Cabaza, and Mr. Andrew Fish

The Finance, Audit, and Human Resources Committee considered the following item out of the posted agenda order:

**Review and Recommend Action to Renew the Starr County Agreement
for Tax Assessment Collection**

Approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2017 through August 31, 2018 will be requested at the May 23, 2017 Board meeting.

Purpose – The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2017. Approval of the tax assessment and collection fee is needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on June 18, 2001, with an option to

renew for subsequent tax years. The contract was last renewed on April 26, 2016, and the annual fee approved was \$87,886.00. The College had not received the final Starr County Collection of Taxes Contract, however Starr County Judge Eloy Vera has proposed a fee of 3.5% of the College's total tax collections for the period of September 1, 2017 through August 31, 2018 for tax year 2017. The annual fee was estimated to be \$110,567.00. Upon the Board of Trustee's agreement with the proposed fee for tax year 2017, the fee would be presented for approval by the Starr County Commissioners Court on May 22, 2017. The monthly collection fee would be reduced from taxes collected during the month and the remaining funds collected are paid to the College.

Below is a summary of fees charged by Starr County each year for the past eight years and the estimated fee for Fiscal Year 2018 based on a rate of 3.5% of total tax collections.

Nine Year History of Fees for Starr County Tax Assessment and Collection				
Year	Fee	Increase over Previous Year	Total Tax Levy	% of Total Tax Levy
2017 - 2018	\$110,567.00	25.81%	Pending	3.5%
2016 - 2017	\$87,886.00	0%	\$3,494,095.10	2.52%
2015 - 2016	\$87,886.00	0%	\$3,871,198.83	2.27%
2014 - 2015	\$87,886.00	0%	\$3,352,380.96	2.62%
2013 - 2014	\$87,886.00	0%	\$2,735,855.80	3.21%
2012 - 2013	\$87,886.00	0%	\$2,735,414.30	3.21%
2011 - 2012	\$87,886.00	0%	\$2,978,854.04	2.95%
2010 - 2011	\$87,886.00	0%	\$3,307,592.42	2.66%
2009 - 2010	\$87,886.00	0%	\$3,354,236.73	2.62%

Below is a comparison summary of the tax assessment and collection fee charged by Starr County and Hidalgo County each year for the past eight years.

Nine Year Comparison History of Fees for Starr County and Hidalgo County						
Year	Starr County			Hidalgo County		
	Fee	Total Tax Levy	% of Total Tax Levy	Fee	Total Tax Levy	% of Total Tax Levy
2017 - 2018	\$110,567.00	Pending	3.5%	\$103,212.00	Pending	Pending
2016 - 2017	\$87,886.00	\$3,494,095.10	2.52%	\$98,304.00	\$59,701,217.59	0.16%
2015 - 2016	\$87,886.00	\$3,871,198.83	2.27%	\$98,304.00	\$56,408,070.41	0.17%

2014 - 2015	\$87,886.00	\$3,352,380.96	2.62%	\$98,304.00	\$52,781,657.49	0.19%
2013 - 2014	\$87,886.00	\$2,735,855.80	3.21%	\$93,626.00	\$42,343,115.93	0.23%
2012 - 2013	\$87,886.00	\$2,735,414.30	3.21%	\$93,626.00	\$41,616,411.41	0.22%
2011 - 2012	\$87,886.00	\$2,978,854.04	2.95%	\$93,626.00	\$41,248,920.80	0.23%
2010 - 2011	\$87,886.00	\$3,307,592.42	2.66%	\$93,626.00	\$41,499,214.55	0.23%
2009 - 2010	\$87,886.00	\$3,354,236.73	2.62%	\$89,167.20	\$41,613,876.97	0.21%

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures would be budgeted in the Starr Appraisal/Collection Fee budget for FY 2017 – 2018, pending Board approval of the budget.

Enclosed Documents – The fee proposal submitted by Judge Eloy Vera of 3.5% of the College's total tax collection for the period of September 1, 2017 through August 31, 2018 for tax year 2017 were included in the packet for the Committee's information and review.

Ms. Rose Benavidez shared with the Committee that the Starr County Appraisal District was under new leadership and had undertaken several improvements to increase access and service to the taxpayers of Starr County.

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 renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% of the College's total tax collection, or approximately \$110,567.00, pending approval from the Starr County Commissioners Court from September 1, 2017 through August 31, 2018 as presented. The motion carried.

The Finance, Audit, and Human Resources Committee returned to the posted agenda order:

**Approval of April 11, 2017 Finance, Audit, and Human Resources
Committee Minutes**

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Ms. Rose Benavidez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of April 11, 2017 were approved as written. The motion carried.

Review and Recommend Action on Award of Student Insurance

Approval will be requested at the May 23, 2017 Board meeting to award the student insurance proposals for Voluntary Student Accident Insurance, Student / Faculty Medical Professional Liability Insurance, and Student Accident Insurance - Workforce Training Programs as follows:

- **Voluntary Student Accident Insurance:**
Student Assurance Services, Inc. / Ameritas Life Insurance Corporation for the period beginning August 29, 2017 through August 28, 2018. The student accident insurance limit is \$25,000. **This is a voluntary product, so there is no cost to the College.**
- **Student / Faculty Medical Professional Liability Insurance:**
Affinity Insurance Services Inc. and C.N.A. American Casualty Company of Reading, PA for the period beginning August 29, 2017 through August 28, 2018. The premium is \$22,968 which is \$10 per student. The recommendation is based on 2,296 students with limits of \$1,000,000 per occurrence / \$5,000,000 aggregate. **The cost for the Medical Professional Liability Insurance is paid by the students enrolled in the Nursing Allied Health and Child Development programs. The College and Faculty are insured parties at no cost to the student or to the College.**
- **Student Accident Insurance – Workforce Training Programs:**
Student Assurance Services / Ameritas Life Insurance Corporation for the period beginning from August 29, 2017 through August 28, 2018. The student accident insurance limit is \$25,000. The annual premium is \$2,700 and includes all participants. The Workforce Training premium is based on 689 participants. These participants are enrolled in non-credit Continuing Education Training Programs such as Phlebotomy, Emergency Care Assistant, Pharmacy Technician, Medication Aide, and Welding. **This cost is covered by Workforce Solutions Project Grow and Accelerate Texas grants and cash paying students.**

The request for proposals was advertised and issued to five (5) vendors. Two (2) responses were received and reviewed by Mr. Raul Cabaza, III, Risk Management Consultant, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, Frank Jason Gutierrez, Director of Accountability, Risk, & Compliance, Ken Lyons, Risk Manager, and the Purchasing Department.

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

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the proposal awards for Voluntary Student Accident Insurance, Student / Faculty Medical Professional Liability Insurance, and Student Accident Insurance - Workforce Training Programs as presented. The motion carried.

Review and Discussion of Overview of Sources of Funds Utilized for the 2013 Bond Construction Program and Related Projects

South Texas College was in the process of constructing the 2013 Bond Construction Program projects and other related projects, as approved by the Board of Trustees.

The sources of funds budgeted to be utilized for the 2013 Bond Construction Program and other related projects were discussed in detail at the Facilities Committee meeting on May 9, 2017, and this item was skipped.

Review and Action as Necessary on Awards, Purchases, Renewals, and Interlocal Agreement (Non-Bond Proceeds)

It was requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 23, 2017 Board meeting the awards, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) as listed below:

A. Instructional Items

C. Technology Items

B. Non- Instructional Items

A. Awards

- 1) **Floor Care Equipment (Award):** award the proposal for floor care equipment at a total amount of \$139,268.30, to the following vendors:

Vendor	Amount
C C Distributors, Inc. (Corpus Christi, TX)	\$14,046.30
Gulf Coast Paper (Brownsville, TX)	\$125,222.00

- 2) **Medical Manikins (Award):** award the proposal for medical manikins at a total amount of \$56,544.47 with the following vendors:

Laerdal Medical Corporation (Wappingers Falls, NY)	\$32,760.07
Medical Shipment (Elk Grove Village, IL)	\$23,784.40

B. Non – Instructional Items

- 3) **C-Arm X-Ray Imaging System (Purchase):** purchase a c-arm x-ray imaging system from **GE Healthcare, Inc.** (Chicago, IL), a sole source vendor, at a total amount of \$128,719.00;
- 4) **Medication Dispensing Systems (Purchase):** purchase medication dispensing systems from **Pocket Nurse Enterprise, Inc.** (Monaca, PA), a National Intergovernmental Purchasing Alliance (NIPA) approved vendor, at a total amount of \$69,770.15;
- 5) **Furniture (Purchase):** purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, Texas Association of School Boards – Buyboard, and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$77,658.65;

#	Vendor	Amount
A	Allsteel, Inc./ Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$9,025.76
B	Clarus Glassboards, LLC./Gateway Printing and Office Supply, Inc. (Fort Worth, TX/Edinburg, TX)	\$9,404.22
C	Cramer/Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$9,185.04
D	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$12,356.70
E	The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$1,702.04
F	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$18,475.56
G	Library Design Systems, Inc. (Houston, TX)	\$17,509.33
	Total	\$77,658.65

- 6) **Law Enforcement Vehicles (Purchase):** purchase law enforcement vehicles from **Caldwell County Chevrolet** (Caldwell, TX), a Houston-Galveston Area Council (HGAC) approved vendor, at a total amount of \$61,381.00;
- 7) **Portable Communication Radios (Purchase):** purchase portable communication radios from **Motorola Solutions, Inc.** (Schaumburg, IL), a Houston Galveston Area Council (HGAC) cooperative purchasing program approved vendor, at a total amount of \$58,116.75;
- 8) **Temporary Personnel Services (Renewal):** renew the temporary personnel services contracts for the period beginning June 29, 2017 through June 28, 2018, at an estimated amount of \$450,000.00, which is based on prior year expenditures. The vendor are as follows:

a.	AMP Personnel Services, LLC. (McAllen, TX)	b.	Express Employment Professionals (McAllen, TX)
c.	Extra Extras, Inc. (Weslaco, TX)	d.	Kelly Services, Inc. (McAllen, TX)
e.	Manpower Group US, Inc. (McAllen, TX)	f.	One Stop Staffing, LLC. (Harlingen, TX)
g.	R & D Contracting, Inc./dba R & D Personnel (McAllen, TX)	h.	Region Staffing (Brownsville, TX)
i.	Spherion Staffing, LLC. (Atlanta, GA)	j.	Texas Staffing Pros, LLC. (McAllen, TX)

- 9) **Graduation Facility (License Agreement):** lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), through an interlocal license agreement for December 15, 2017 beginning at 8:00 a.m. through December 17, 2017 at midnight, at an estimated amount of \$23,000.00;

C. Technology

- 10) **Computers and Laptops (Purchase):** purchase of computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$87,018.50;

- 11)Data Storage Appliance (Purchase):** purchase a data storage appliance from **Logical Front** (The Woodlands, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$214,097.47;
- 12)Servers (Purchase):** purchase servers from **Dell Marketing, LP. (Dallas, TX)**, a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$59,878.10;
- 13)Audit Management Software (Interlocal Agreement/Renewal):** purchase audit management software from the **Texas State Auditor's Office** (Austin, TX) through an interlocal agreement, for the period beginning May 24, 2017 through August 31, 2018, at a total amount of \$5,080.00. This includes the initial purchase of \$2,080.00 for the period beginning May 24, 2017 through August 31, 2017 and the renewal and maintenance in the amount of \$3,000.00 for the period beginning September 1, 2017 through August 31, 2018.

Recommend Action - The total for all awards, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) was \$1,430,532.39.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of all awards, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) as presented. The motion carried.

Review and Action as Necessary on Award of a Proposal and Purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds

It was requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 23, 2017 Board meeting the award of a proposal and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds as listed below, with the exception that staff recommended no action on item #3, the proposed purchased of an Automation Lab from Festo Didactic.

A. Bond Proceeds	B. Non-Bond Proceeds --Maintenance and Operation Property Taxes (M&O) and --Transfers to Plant Fund A. Bond Proceeds and Non-Bond Proceeds - Transfer to Plant Fund
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A. Bond Proceeds

- 1) Furniture (Purchase):** purchase furniture from the E & I Purchasing Cooperative, National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, the State of Texas Multiple Award Schedule (TXMAS), and Texas Association of School Boards - Buyboard approved vendors, at a total amount of \$1,656,940.66.

#	Vendor	Amount
A	Allsteel, Inc./ Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$20,200.76
B	American Seating Company/Gateway Printing and Office Supply, Inc. (Houston, TX/Edinburg, TX)	\$422,046.38
C	Bretford Manufacturing, Inc./Gateway Printing and Office Supply, Inc. (Franklin Park, IL/Edinburg, TX)	\$7,181.60
D	Computer Comforts, Inc. (Kemah, TX)	\$9,276.00
E	Cramer/Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$118,412.00
F	Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$45,776.40
G	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cyress, CA/Edinburg, TX)	\$97,901.64
H	The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$28,063.12
I	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$416,880.12
J	Library Design Systems, Inc. (Houston, TX)	\$82,366.52
K	National Office Furniture/Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$34,628.80
L	NOVA Solutions, Inc./Gateway Printing and Office Supply, Inc. (Effingham, IL/Edinburg, TX)	\$374,207.32
	Total	\$1,656,940.66

- 2) **Servers (Purchase):** purchase servers from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$267,143.04;

B. Non-Bond Proceeds

- Maintenance and Operation Property Taxes (M&O) and
- Transfers to Plant Fund

- 3) **Automation Lab (Purchase):** purchase an automation lab from **Festo Didactic, Inc.** (Eatontown, NJ), a sole source vendor, at a total amount of \$786,930.18;
- 4) **Instructional Lab Equipment (Purchase):** purchase instructional lab equipment from **Pasco Scientific** (Roseville, CA), a sole source vendor, at a total amount of \$68,388.00;
- 5) **Science Lab Equipment and Supplies (Purchase):** purchase science lab equipment and supplies from **Fisher Scientific** (Pittsburg, PA), a U. S. Communities purchasing cooperative approved vendor for the period beginning May 24, 2017 through August 31, 2017, at an estimated amount of \$70,000.00;
- 6) **Spectrometer (Purchase):** purchase a spectrometer from **Magritek, Inc.** (San Diego, CA), a sole source vendor, at a total amount of \$65,670.00;
- 7) **Furniture (Purchase):** purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN) National Joint Powers Alliance (NJPA), State of

Texas Multiple Award Schedule (TXMAS), and Texas Association of School Boards - Buyboard approved vendors, at a total amount of \$86,727.64;

#	Vendor	Amount
A	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cyress, CA/Edinburg, TX)	\$361.42
B	The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$464.68
C	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$3,116.48
D	Library Design Systems, Inc. (Houston, TX)	\$82,785.06
	Total	\$86,727.64

C. Bond Proceeds and Non-Bond Proceeds - Transfer to Plant Fund

- 8) **Security Cameras II (Award):** award the proposal for security cameras II to **Security Solutions of DFW** (Dallas, TX), at a total amount of \$715,827.00;
- 9) **Computers (Purchase):** purchase computers from **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), State of Texas Department of Information Resources (DIR) approved vendors, at a total amount of \$1,820,244.89;
- 10) **Printers (Purchase):** purchase printers from **Reyna Enterprise, Inc./dba CRC** (McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$121,187.00.

Recommend Action - The total for the award of a proposal and all purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds was \$5,659,058.41.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of items #1-2, and #4-10 of the proposal and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Related Projects Funded by Non-Bond Proceeds as presented. The motion carried.

Review and Recommend Action on Jurisdictional and Interagency Support Memorandum of Understanding (MOU) Between South Texas College Police Department and the Pharr Police Department

Approval of a Jurisdictional and Interagency Support Memorandum of Understanding (MOU) between South Texas College Police Department and the Pharr Police Department will be requested at the May 23, 2017 Board meeting.

Purpose - The South Texas College Police Department currently had an MOU with the City of McAllen Police Department for the College's Pecan, Nursing and Allied Health, and Technology campuses, the Rio Grande City Police Department for the Starr County Campus, and the Weslaco Police Department for the Mid Valley Campus and seeks an

MOU with the City of Pharr Police Department for the Regional Training Center for Law Enforcement Excellence.

Justification – The MOU outlined the jurisdiction of each department, cooperation protocol, and identified which agency is responsible for responding to incidents in geographical locations within the City of Pharr.

Background - This MOU was developed by South Texas College Chief Administrator of the Department of Public Safety Paul Varville and concurred by the Pharr City Commission, Mayor, and Chief of Police Ruben Villescas.

Funding Source - No funds were required for this MOU with the Pharr Police Department.

Reviewers – The Jurisdictional and Interagency Support Memorandum of Understanding (MOU) was reviewed by the Vice President for Finance and Administrative Services, the South Texas College Chief Administrator of the Department of Public Safety and by South Texas College's legal counsel.

Enclosed Documents – The Jurisdictional and Interagency Support Memorandum of Understanding (MOU) was included in the packet for the Committee's review and information.

Paul Varville, STC Chief Administrator of the Department of Public Safety, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the May 9, 2017 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance, Audit, and Human Resources Committee recommended Board approval of the Jurisdictional and Interagency Support Memorandum of Understanding (MOU) between South Texas College Police Department and the Pharr Police Department as presented. The motion carried.

Review and Recommend Action on Write-off of Obsolete Fixed Assets/Capital Assets Valued at \$5,000 and Over

Approval to write-off obsolete fixed assets/capital assets valued at \$5,000 and over will be requested at the May 23, 2017 Board of Trustees meeting.

Purpose – The Fixed Asset/Inventory Department was requesting approval to write-off obsolete fixed assets and capital assets valued at \$5,000 and over, consisting of obsolete and not in use software programs. These assets would be removed, as applicable, from the College's inventory system and general ledger at a total amount of \$162,120.13.

Justification – As per Policy #5130: Fixed Assets, the capital assets value and associated accumulated depreciation would be written-off from the College's capital asset ledger and the reduction would be reflected on the Comprehensive Annual Financial Report as of August 31, 2017.

Reviewers – These items were inspected by the College's Financial Managers and the Fixed Assets Department as of April 26, 2017.

Enclosed Documents - A listing of the fixed assets/capital assets valued at \$5,000 and over was provided in the packet for Committee's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the May 9, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval to write-off obsolete fixed assets/capital assets valued at \$5,000 and over in the amount of \$162,120.13 as presented. The motion carried.

Review and Action as Necessary on Disposal of Surplus Property Valued at \$5,000 and Over

Approval to dispose of surplus property valued at \$5,000 and over through a live auction will be requested at the May 23, 2017 Board of Trustees meeting.

Purpose – The Fixed Assets Department requested approval to dispose of surplus property valued at \$5,000 and over, through a live auction.

Justification and Benefit – It was necessary to dispose of obsolete, damaged, and not functioning property for safety purposes and due to the lack of storage area for surplus property.

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

The auction items were located at the South Texas College Receiving Department, 3700 W. Military Hwy., McAllen, TX. The auction would be scheduled for the month of July at the auctioneers' site due lack of space at the Central Receiving Warehouse.

The items valued at \$5,000 and over were included in the College's inventory through the Banner system.

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

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Finance and Human Resources Committee recommended Board approval of the disposal of surplus property valued at \$5,000 and over through a live auction as presented. The motion carried.

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 was current as of May 4, 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)

- One-hundred and twenty-one (121) Full Time, Regular positions have been filled as of May 4, 2017.
- Ten (10) Full Time, Regular positions have been filled since the last vacancy report provided as of April 6, 2017.

3) Position Turnover during Fiscal Year 2016 - 2017

(EXHIBIT D - RESIGNATIONS)

- There have been thirty nine (39) resignations, terminations, and/or retirement notices submitted for Full Time, Regular positions as of May 4, 2017.
- There have been four (4) resignations, terminations, and/or retirement notices submitted since the last vacancy report provided as of April 6, 2017.

Vacancies, Filled Positions, and Resignations FY 2016 - 2017					
	FY15 - 16 Vacant Positions	New Positions for FY 2016 - 2017			Total
		Non- Bond	Bond	Total	
Vacancies as of September 1, 2016	143	13	152	165	308
Filled as of May 4, 2017	100	5	16	21	121
Total	43	8	136	144	187
Resignations as of May 4, 2017	39	0	0	0	39
Vacancies Balance as of May 4, 2017	82	8	136	144	226

Further details could be found in the Position Vacancy Report.

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 May 9, 2017 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
Chair

**Review and Action as Necessary on Award of Proposals, Rejection
of Proposal, Purchases, Renewals, and Interlocal Agreements
(Non-Bond Proceeds)**

Approval of the following award of proposals, rejection of proposal, purchases, renewals, and interlocal agreements (Non-Bond Proceeds) will be requested at the June 27, 2017 Board meeting as follows:

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

A. Awards

1) Audio Visual Equipment and Parts - I (Award)

Award the proposal for audio visual equipment and parts - I to **Level 3 Audio Visual** (Mesa, AZ), at a total amount of \$328,230.11.

Purpose – Educational Technologies is requesting the purchase of audio visual equipment and parts for various projects across the College district. The projects are listed below:

- Replacement projectors for sixty-three (63) classrooms and sixteen (16) delivery carts – District-wide based on measured performance
- One (1) Interactive display for staff training on new direction of classroom equipment being considered/implemented
- One (1) Conference Room – Pecan Campus F-102
- Two (2) classroom upgrades – Mid-Valley Campus Building G
- Three (3) new classroom installations – Starr Campus Building C

Justification and Benefit – The audio visual equipment will be added to three (3) classrooms as new installations and upgrade outdated equipment in two (2) classrooms and one (1) conference room. Projectors will be replaced district-wide based on measured performance with the poorest performing units taking priority and quantity reflecting what budget estimates allow.

Background – Proposal documents were advertised on May 2, 2017 and May 9, 2017 and issued to fifteen (15) vendors. Three (3) responses were received on May 17, 2017 and reviewed by Educational Technologies and the Purchasing Department.

Funds for this expenditure are budgeted in the Educational Technologies budget for FY 2016 – 2017.

2) Books and Educational Materials (Award)

Award the proposal for books and educational materials for a period beginning August 27, 2017 through August 26, 2018 with two one-year options to renew, at an estimated amount of \$350,000.00, which is based on prior year expenditures. The vendors are as follows:

Barnes & Noble Booksellers, Inc. (New York, NY)	Barnes & Noble College Booksellers, LLC. (Basking Ridge, NJ)
Complete Book & Media Supply, LLC. (Cedar Park, TX)	Kamico Instructional Media, Inc. (Salado, TX)
Kaplan Early Learning Company (Lewisville, NC)	Lakeshore Learning Materials (Carson, CA)

Purpose – The Providing Academic Support to Students (PASS) Program and Continuing, Professional, and Workforce Education are requesting the purchase books and educational materials for qualifying students.

Justification and Benefit – The books and materials will be provided to students participating in the PASS Program lending library. The PASS Program lending library and Continuing Education will provide books to student in the Fall, Spring, and Summer semesters.

Background – Proposal documents were advertised on May 8, 2017 and May 15, 2017 and issued to six (6) vendors. Six (6) responses were received on May 23, 2017 and reviewed by PASS Program, Continuing Education, and the Purchasing Department.

Funds for this expenditure are budgeted in the Carl Perkins grant budget and other department budgets for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

3) District Wide Active Learning Classrooms AV Installation (Award)

Award the proposal for district wide active learning classrooms AV installation to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$185,537.00.

Purpose – To comply with the approved Title V HSI grant proposal, Academic Affairs/HSI Grant and Educational Technologies are requesting AV installation and equipment for seven (7) Active Learning Classrooms (ALCs) projects district wide.

Justification and Benefit – The audio visual equipment for the modified Tier 1 ALCs will include six wall mounted 55” displays, touch pad panel for the AV rack and accessory hardware for the following locations:

Pecan Campus Building T Room 1.506	Nursing and Allied Health Campus Room 3.422
------------------------------------	---------------------------------------------

The Tier 2 ALC design includes all the components of a Tier 1 ALC. Additional equipment is as follows; 6 AV credenzas, 6 computer towers, and Click and Share equipment for the following locations:

Pecan Campus Building C Room 111 – AV Credenzas only	Pecan Campus Building G Room 101
Mid-Valley Campus Building G Room 169	Starr County Campus Building E Room 2.104

Technology Campus Building A Room 119	
------------------------------------------	--

Enhancing the learning environment in these classrooms will facilitate a collaborative instructional style that engages students. When interviewed and surveyed students indicated that they felt that the quality of their instruction was stronger in these learning spaces and that it made positive impact on their success in the course. The spring 2016 evaluation revealed that students in ALCs had a 2% higher success rate than their counterparts taking the same course in a traditional classroom.

Over the last year collaborative research with the Educational Technology department has led to the development of more interactive design for the Tier 1 ALCs that truly eliminates the front of room by replacing the projector with six wall mounted displays. The interface for faculty has also been streamlined for faculty with a touch panel for each AV rack.

The Tier 2 ALC will provide additional technology that allows each collaborative group of students a computer and wall display to work on projects and share with every display in the ALC, while also allowing faculty the option to share information on each display.

In the first ALC model improved student success was achieved. With the modifications based on observations, focus groups, interviews and surveys this model has been improved and the results of these efforts are eagerly awaited.

Background – Proposal documents were advertised on April 27, 2017 and May 4, 2017 and issued to fifteen (15) vendors. Six (6) responses were received on May 12, 2017 and reviewed by the HSI Grant, Educational Technologies, and Purchasing Department.

Funds for this expenditure are budgeted in the Title V HSI grant budget for FY 2016 – 2017.

4) Hospital Beds (Award)

Award the proposal for hospital beds to **Traco Medical** (Sioux Falls, SD), at a total amount of \$46,122.17.

Purpose – The Division of Nursing and Allied Health Vocational Nursing (VN) Program is requesting the purchase of twenty two (22) hospital beds for student instruction at the Nursing and Allied Health campus.

Justification and Benefit – The majority of patient care in hospitals and long term care facilities is provided to patients who are in hospital beds. The majority of Simulation and Nursing Skills activities in the South Texas College Nursing Program centers around mannequins or live students in hospital beds which allows students to practice before going into an actual healthcare facility. The VN Program's high fidelity and low fidelity mannequins will be placed on the new beds in our simulation labs and skills labs to simulate a realistic healthcare facility to prepare students to be safe competent healthcare providers.

Background – Proposal documents were advertised on April 21, 2017 and April 28, 2017 and issued to seven (7) vendors. Five (5) responses were received on May 5, 2017 and reviewed by the Vocational Nursing Program and Purchasing Department.

Funds for this expenditure are budgeted in the TWC JET grant budget for FY 2016 – 2017.

5) Pecan Campus Active Learning Classrooms AV Installation (Award)

Award the proposal for Pecan Campus active learning classrooms AV installation to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$123,855.00.

Purpose - To comply with the approved Title V HSI grant proposal, Academic Affairs/HSI Grant and Educational Technologies are requesting AV installation and equipment for four (4) Active Learning Classrooms (ALCs) under the 2013 Bond Construction Program which will include two (2) in the North Academic and two (2) in the South Academic buildings at the Pecan Campus.

Justification and Benefit – The audio visual equipment for Tier 1 ALCs will include six wall mounted 55” displays, AV rack for switcher, tablet, touch pad panel, document camera and accessory hardware for the following locations:

Pecan Campus North Academic Building Room 1.144 Tier 1 ALC	Pecan Campus South Academic Building Room 2.101 Tier 1 ALC
------------------------------------------------------------	------------------------------------------------------------

The Tier 2 ALC design includes all the components of a Tier 1 ALC. Additional equipment is as follows; 6 AV credenzas, 6 computer towers, and Click and Share equipment for the following locations:

Pecan Campus North Academic Building Room 3.330 Tier 2 ALC	Pecan Campus South Academic Building Room 1.101 Tier 2 ALC
------------------------------------------------------------	------------------------------------------------------------

Enhancing the learning environment in these classrooms will facilitate a collaborative instructional style that engages students. When interviewed and surveyed students indicated that they felt that the quality of their instruction was stronger in these learning spaces and that it made positive impact on their success in the course. The spring 2016 evaluation revealed that students in ALCs had a 2% higher success rate than their counterparts taking the same course in a traditional classroom.

Over the last year collaborative research with the Educational Technology department has led to the development of more interactive design for the Tier 1 ALCs that truly eliminates the front of room by replacing the projector with six wall mounted displays. The interface for faculty has also been streamlined for faculty with a touch panel for each AV rack.

The Tier 2 ALC will provide additional technology that allows each collaborative group of students a computer and wall display to work on projects and share with every display in the ALC, while also allowing faculty the option to share information on each display.

In the first ALC model improved student success was achieved improved. With the modifications based on observations, focus groups, interviews and surveys this model has been improved and the results of these efforts are eagerly awaited.

Background – Proposal documents were advertised on April 27, 2017 and May 4, 2017 and issued to fifteen (15) vendors. Six (6) responses were received on May 12, 2017 and reviewed by the HSI Grant, Educational Technology, and Purchasing Department.

Funds for this expenditure are budgeted in the Title V HSI grant budget for FY 2016 – 2017.

6) Pecan Campus Building G Analog to Digital Audio Visual Upgrade (Award)

Award the proposal for Pecan Campus Building G analog to digital audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$203,944.00.

Purpose –Educational Technologies is requesting the purchase of audio visual equipment and parts to upgrade classrooms at the Pecan Campus. This is part of a multi-year initiative to upgrade legacy equipment district-wide to support the quickly moving trend to digital signals.

Justification and Benefit – The audio visual equipment will be replacing existing outdated analog equipment with newer digital signal equipment in twenty (20) instructional classrooms to complete the transition in Building G.

Background – Proposal documents were advertised on May 2, 2017 and May 9, 2017 and issued to fifteen (15) vendors. Five (5) responses were received on May 17, 2017 and reviewed by Educational Technology and the Purchasing Department.

Funds for this expenditure are budgeted in the Educational Technology budget for FY 2016 – 2017.

7) Network Cabling Services (Rejection)

Rejection of the proposals for network cabling services, so that additional information and specifications can be included in a new solicitation.

B. Instructional Items

8) Fire Science Training Vehicle (Purchase)

Purchase a new fire science training vehicle from **Municipal Fire Apparatus Specialist, LLC. (McAllen, TX)**, a Houston Galveston Area (HGAC) approved vendor, at a total amount of \$270,000.00.

Purpose – Fire Science Program is requesting the purchase of a new fire truck (rescue pumper) for student instruction and training at the Pharr Teaching Center. The fire apparatus would provide the structural Fire Fighter students with the needed knowledge and skills to successfully utilize the fire apparatus at a fire scene.

Justification and Benefit – This fire apparatus will replace the current outdated and below current fire service standards. It will be used for students to go through the protocol and processes required during and after a fire. They will need to become familiar with all the equipment and tools on the truck and learn how to use them.

Funds for this expenditure are budgeted in the Fire Science budget for FY 2016 – 2017.

9) Science Laboratory Supplies (Renewal)

Renew the science laboratory supplies contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$375,000.00, which is based on prior year expenditures. The vendors are as follows:

a.	Carolina Biological Supply Company (Burlington, NC)	b.	Chemglass Life Sciences (Vineland, NJ)
c.	Flinn Scientific, Inc. (Batavia, IL)	d.	Frey Scientific (Nashua, NH)
e.	Nasco (Fort Atkinson, WI)	f.	PASCO Scientific (Roseville, CA)
g.	Phenix Research Products (Candler, NC)	h.	Thomas Scientific (Swedesboro, NJ)
i.	VWR International, LLC. (Radner, PA)		

Purpose – The Science programs are requesting to renew the lab supplies contracts for the instructional labs which are required for science courses.

Justification and Benefit – The science laboratory supplies are used for student instruction in the Division of Math and Science by the following programs: Biology, Chemistry, Physics, Geology, and Geography. The programs require instructional labs for students to conduct experiments and testing.

Background – The Board awarded the contracts for science laboratory supplies at the July 28, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/28/15	9/1/15 – 8/31/16	2 – one year options
1 st Renewal	6/28/16		9/1/16 – 8/31/17
2 nd Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Biology, Chemistry, Physics, Geology, and Geography budgets for FY 2017 – 2018, pending Board approval of the budget.

C. Non – Instructional Items

10)Air Conditioning Equipment and Supplies (Purchase)

Purchase air conditioning equipment and supplies from **Carrier Corporation** (Richardson, TX/Pharr, TX) and **Carrier Enterprise, LLC.** (Houston, TX/Pharr, TX), Texas Association of School Boards – Buyboard approved vendors, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$50,000.00, which is based on prior year expenditures.

Purpose - Facilities Maintenance and Operations is requesting air conditioning equipment and supplies to be used for replacement, installation, and repair of units throughout the district.

Justification and Benefit - The air conditioning equipment and supplies will include air conditioning units, blower wheels, and miscellaneous parts as needed.

Funds for this expenditure are budgeted in the Facilities – Repair and Maintenance budget for FY 2017 - 2018 pending Board approval of the budget.

11)Air Conditioning Filters (Purchase)

Purchase and installation of air conditioning filters from **J. F. Filtration, Inc./dba Joe W. Fly Company, Inc.** (Austin, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$125,000.00, which is based on prior year expenditures.

Purpose - Facilities Maintenance and Operations is requesting the purchase and installation of air conditioning filters. These air conditioning filters are replaced monthly for all buildings throughout the district.

Justification and Benefit – The air conditioning filters are needed to maintain air quality in the building and to keep the systems clean and running properly.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2017 - 2018 pending Board approval of the budget.

12)Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase)

Purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Austin, TX/La Feria, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$75,000.00, which is based on prior year expenditures.

Purpose - Facilities Maintenance and Operations is requesting building automation control equipment maintenance which will include replacement parts and services for all new and renovated buildings throughout the College.

Justification and Benefit - It will include ordering and replacing parts for the air conditioning building control systems as needed.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2017 - 2018 pending Board approval of the budget.

13)Electrical Parts and Supplies (Purchase)

Purchase electrical parts and supplies from **Bush Supply Company** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$55,000.00, which is based on prior year expenditures.

Purpose - Facilities Maintenance and Operations is requesting electrical parts and supplies for the day to day operations of the College.

Justification and Benefit – The electrical parts and supplies will be used throughout the district for repairs of buildings electrical components. It will include various electrical components and lighting fixtures for facilities at all campuses.

Funds for this expenditure are budgeted in the Facilities Maintenance budget FY 2017 - 2018 pending Board approval of the budget.

14)Furniture (Purchase)

Purchase furniture from National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, and the State of Texas Multiple Award Schedule (TXMAS), at a total amount of \$377,739.50.

#	Vendor	Amount
A	Allsteel Inc. / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$42,806.61
B	Computer Comforts, Inc. (Kemah, TX)	\$18,193.87
C	Cramer / Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$5,963.36
D	Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$1,094.01
E	Erg International / Gateway Printing and Office Supply, Inc. (Oxnard, CA/Edinburg TX)	\$13,028.58
F	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$80,006.80
G	The Hon Company / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$11,721.98
H	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$199,584.19
I	National Office Furniture / Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$1,171.10

J	National Office Furniture / Workplace Resources, LLC. (Jasper, IN/McAllen, TX)	\$4,169.00
	Furniture Total	\$377,739.50

The purchases can be summarized as follows:

- Allsteel Inc. / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Nursing and Allied Health Campus
 - 10 Partitions for the Portable Building 2
 - 14 Chairs for a Conference Room at the Division of Nursing and Allied Health
 - ⇒ Pecan Campus
 - 10 Partitions for the Portable Building 20
 - 2 Partitions for the Student Assessment Center
 - 15 Chairs for the Business Office
 - ⇒ Technology Campus
 - 4 Chairs for a Conference Room
- Computer Comforts, Inc. (Kemah, TX)
 - ⇒ Pecan Campus
 - 2 Computer Carts and 7 Tables for Educational Technologies
- Cramer / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 16 Lab Chairs for Biology Program
- Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 3 Open Storage Shelves for the Learning Commons
- Erg International / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Nursing and Allied Health Campus
 - 40 Training Tables for the Division of Nursing and Allied Health
- Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Nursing and Allied Health Campus
 - 22 Seats and 2 Tables for Open Areas at the Division of Nursing
 - 10 Chairs for the Portable Building 2
 - ⇒ Pecan Campus
 - 22 Chairs for the Call Center
 - 2 Chairs for the Early College Program
 - 10 Chairs for the Portable Building 20
 - 56 Chairs for the Business Office
 - 68 Chairs for the Instructional Technologies
- The Hon Company / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Mid Valley Campus
 - 1 Bookcase for the Library
 - ⇒ Nursing and Allied Health Campus
 - 10 Bookcases for the Portable Building 2
 - 1 Desk and 2 Desk Returns for the Division of Nursing

- ⇒ Pecan Campus
 - 2 Vertical File Cabinets for the Campus Police
 - 10 Bookcases for the Portable Building 20
 - 4 Vertical File Cabinets for Business Office
 - 2 Bookcases for Finance & Administrative Services
 - 1 Bookcase for the English Program
 - 1 Storage Cabinet for Learning Commons and Open Labs
- ⇒ Starr County Campus
 - 1 Bookcase for the Library
- ⇒ Technology Campus
 - 1 Storage Cabinet and 1 Bookcase for the CADD Program
- Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Nursing and Allied Health Campus
 - 10 Desks and 10 Chairs for the Portable Building 2
 - 80 Student Chairs for the Division of Nursing
 - ⇒ Pecan Campus
 - 4 Tables, 9 Chairs, 2 Desks, and 20 Workstations for the Call Center
 - 10 Desks and 10 Chairs for Portable Building 20
 - 33 Chairs for the Business Office
 - ⇒ Technology Campus
 - 21 Chairs and 24 Tables for the CADD Program
 - 1 Table for a Conference Room
 - 5 Open Area Bench Seating for Technology Campus
- National Office Furniture/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
 - ⇒ Pecan Campus
 - 1 Table for the Library
- National Office Furniture / Workplace Resources, LLC. (McAllen, TX)
 - ⇒ Pecan Campus
 - 10 Tables for the Library

Fund for these expenditures are budgeted in the requesting department budgets for FY 2016 - 2017 as follows: Applications Development Services, Biology, Business Office, Campus Police, College Connections, Director of ECHS, District Wide Renovations – FFE, Division of Nursing & Allied Health, Educational Technology Maintenance & Replacement, English, Finance & Administrative Services, Learning Commons and Open Labs, Library Information Commons, Library Services, New Furniture, Student Assessment Center, Technology Campus, Technology Update Labs A209 – FEE, and Technology Workforce Bldg. Conference Room FFE.

15)Parts and Supplies (Purchase)

Purchase parts and supplies from **Grainger, Inc.** (Austin, TX/ McAllen, TX), a Texas Association of School Boards - Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$60,000.00, which is based on prior year expenditures.

Purpose - Facilities Maintenance and Operations is requesting parts and supplies which will be purchased for the day to day operations of the College.

Justification and Benefits – The parts and supplies are needed for electrical, plumbing, and air conditioning repairs throughout the College district. It will include some of the following items: tools, safety wear, fittings, batteries, tape, saw blades, cable ties, screws, repair kits, sealant, steel elbows, and various other parts and supplies.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2017 - 2018 pending Board approval of the budget.

16)3-D Printers (Purchase)

Purchase 3-D printers from **Technical Laboratory Systems, Inc.** (Houston, TX), a Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$55,222.00.

Purpose – The Learning Commons and Open Labs in requesting to purchase two (2) 3-D printers for students at the Pecan Campus.

Justification and Benefit – The printers will be available to support the students in the Architectural and Engineering Design Technology programs in the Division of Math and Science. They will provide students with access to a 3-D printer outside of their regular class time.

Funds for this expenditure are budgeted in the Learning Commons and Open Labs budget for FY 2016 – 2017.

17)Equipment Rental Services (Renewal)

Renew the equipment rental services contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$85,000.00, which is based on prior year expenditures. The vendors are as follows:

a.	Backstage Productions, LLC. (McAllen, TX)	b.	JV Equipment, Inc. (Edinburg, TX)
c.	Rental World (McAllen, TX)	d.	Space Jump Rental (Pharr, TX)
e.	Tejas Equipment Rental (McAllen, TX)		

Purpose – Instructional Technology, Facilities Maintenance and Operations, Student Activities, and Public Relations and Marketing are requesting to renew equipment rental services for South Texas College sponsored events, graduation, and student events at all campuses.

Justification and Benefit – The services will include the rental of various types of equipment, tables, chairs, linens, audio visual equipment, and stages for various College events.

Background – The Board awarded the contract for equipment rental services at the July 26, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/26/16	9/1/16 – 8/31/17	2 – one year options
1 st Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Student Activities, Graduation, Public Relations and Marketing, and Facilities Maintenance budgets for FY 2017 – 2018 pending Board approval of the budget.

18)Elevator Maintenance Agreement (Renewal)

Renew the elevator maintenance agreement with **Otis Elevator Company** (Houston, TX), a Texas Association of School Boards - Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated cost of \$60,000.00, based on prior year expenditures.

Purpose – Facilities Maintenance and Operations is requesting to renew the elevator maintenance agreement which includes preventative maintenance and service as needed.

Justification and Benefit - The elevator maintenance contract renewal will include the regular examinations and repairs of all twenty (20) elevators district wide.

Funds for this expenditure are budgeted in the Mechanical Systems Maintenance budget for FY 2017 – 2018 pending Board approval of the budget.

19)Library Materials (Renewal)

Renew the library materials contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$225,555.00. The vendors are as follows:

a. ABDO Publishing (Minneapolis, MN)	b. Bearport Publishing (New York, NY)
c. Bound to Stay Bound Books, Inc. (Jacksonville, IL)	d. Cavendish Square Publishing (New York, NY)
e. Cengage Learning, Inc. (Farmington Hills, MI)	f. Central Programs, Inc./dba Gumdrop Books (Bethany, MO)
g. Complete Book and Media Supply, LLC. (Cedar Park, TX)	h. Delaney Educational Enterprises (San Diego, CA)
i. Enslow Publishing, LLC. (New York, NY)	j. Follett School Solutions, Inc. (McHenry, IL)
k. Gareth Stevens Publishing (New York, NY)	l. Grey House Publishing (Amenia, NY)

m.	Hertzberg New Method, Inc./dba Perma Bound Books (Jacksonville, IL)	n.	Ingram Library Services, Inc. (La Vergne, TN)
o.	JOVE (Cambridge, MA)	p.	Latin American Book Source, Inc. (Chula Vista, CA)
q.	Midwest Tape, LLC. (Holland, OH)	r.	Plunkett Research, Ltd. (Houston, TX)
s.	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)	t.	Rosen Publishing Group (New York, NY)
u.	Scholastic Library Publishing, Inc. (Danbury, CT)	v.	World Book, Inc. (Chicago, IL)
w.	Yankee Book Peddler, Inc./dba YBP Library Services (Contoocook, NH)		

Purpose – Library Services is requesting to renew the contracts for the purchase of library materials to support instructional programs and other needs of South Texas College students, faculty, and patrons district wide.

Justification and Benefit – The library materials will include books, reference materials, and other materials for all the College’s academic programs. A list of vendors is needed to fulfill the large variety of requests needed district wide.

Background – The Board awarded the contracts for library materials at the July 28, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/28/15	9/1/15 – 8/31/16	2 – one year options
1 st Renewal	6/28/16		9/1/16 – 8/31/17
2 nd Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Library Acquisitions and BAT & Support Materials budgets for FY 2017 - 2018 pending Board approval of the budget.

20)Library Serials (Renewal)

Renew the library serials contract with **EBSCO Information Services** (Birmingham, AL) for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$96,750.00, which is based on prior year expenditures.

Purpose – Library Services is requesting to renew the library serials which are provided to all the libraries district wide.

Justification and Benefits – The two hundred fifty one (251) serials which include magazines, journals, and newspapers will be used by the libraries district-wide to support

the instructional programs and other needs of South Texas College students, faculty, and patrons.

Background – The Board awarded the contract for library serials at the July 26, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/26/16	9/1/16 – 8/31/17	2 – one year options
1 st Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Library Acquisition budget for FY 2017 - 2018 pending Board approval of the budget.

21)Mail Services (Renewal)

Renew the mail services contract with **Upper Valley Mail Services, LLP.** (McAllen, TX), for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$74,000.00, which is based on prior year expenditures.

Purpose – Mail Services is requesting to renew the contract for mail services which includes the following services: barcoding all envelopes/packages, postage on all envelopes/packages, pre-sorting of mail, pick up of mail, and delivery of mail to the McAllen post office.

Justification and Benefit – With these services, the College will receive lower postage rates for all outgoing mail. Since the service provider is able to group mail with the same zip code and bundle it with other entities the College saves on postage.

Background – The Board awarded the contract for mail services at the July 28, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/28/15	9/1/15 – 8/31/16	2 – one year options
1 st Renewal	6/28/16		9/1/16 – 8/31/17
2 nd Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Mail Services budget for FY 2017 – 2018 pending Board approval of the budget.

22)Merchant Services (Renewal)

Renew the merchant services (credit card processing) contract with **BBVA Compass** (McAllen, TX), for the period beginning September 1, 2017 through August 31, 2018, at an estimated annual amount of \$305,000.00, which is based on projected transactions.

Purpose – The Business Office has requested to renew the contract for merchant services which will permit students, faculty, and the general public to pay for tuition and fees and other services provided by South Texas College with credit/debit cards.

Justification and Benefit – The merchant services is needed to maximize efficiencies and improve customer service by providing a method for processing credit/debit card payments by students, faculty, staff, and the general public for various services or purchases at South Texas College.

Background – The Board awarded the contract for merchant services at the October 28, 2014 Board of Trustees meeting for two years with three one-year annual renewals. The merchant discount rate is 1.74%. The second renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	10/25/14	9/1/14 – 8/31/16	3 – one year options
1 st Renewal	8/23/16		9/1/16 – 8/31/17
2 nd Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Business Office – Credit Card Charges budget for FY 2017 – 2018 pending Board approval of the budget.

23)Online Real Estate Courses (Renewal)

Renew the contract for online real estate courses with **OnCourse Learning** (Atlanta, GA) for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$60.00 to \$130.00 per class. There are no start-up or implementation charges, no deposits are required, and no minimum order or any initial inventory to purchase or carry.

Purpose – Continuing Professional and Workforce Education is requesting to renew the on line real estate courses for the South Texas College community.

Justification – The online real estate courses will be on-line, non-credit, instructor-facilitated courses that lead to certification as realtors. The courses will include some of the following: law of contracts, contract forms, real estate appraisals, law of agency, and the exam prep.

Background – The Board awarded the contract for online real estate courses at the June 28, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/28/16	9/1/16 – 8/31/17	2 – one year options
1 st Renewal	6/27/17		9/1/17 – 8/31/18

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

Funds for this expenditure are budgeted in the Continuing Professional and Workforce Education budget for FY 2017 - 2018 pending Board approval of the budget.

24)Truck Driver/Bus Driver Training (Renewal)

Renew the contract for truck driver/bus driver training with **International Schools** (Dallas, TX) for the period beginning September 1, 2017 through August 31, 2018, at an 18% commission to the College retained from each student's tuition. This amount is the same for all the following trainings: Truck Driver, Bus Driver, and Truck Driver/Bus Driver Combination.

Purpose – Continuing Professional and Workforce Education is requesting to renew truck driver/bus driver training which provides hands-on skill development and instruction in preparation for the Commercial Driver's License (CDL) examination.

Justification and Benefit – The truck driver/bus driver training contractor will provide training instruction and preparation for the Commercial Driver's License Exam which requires a minimum of 200 clock hours and related services in support of such training in McAllen, Weslaco, and Rio Grande City for students in Hidalgo and Starr counties.

Background – The Board awarded the contract for truck driver/bus driver training at the June 28, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins September 1, 2017 and ends August 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/28/16	9/1/16 – 8/31/17	2 – one year options
1 st Renewal	6/27/17		9/1/17 – 8/31/18

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

25)Facility Usage Interlocal Agreements (Rental/Lease)

Lease/Rental facility usage interlocal agreements with the **City of McAllen – McAllen Convention Center** (McAllen, TX), for the period beginning September 21, 2017 through August 25, 2018, at an estimated amount of \$21,690.40.

Purpose - The Office of Professional Development is requesting lease/rental of the McAllen Convention Center for various faculty and staff professional development events.

Justification and Benefits - The four (4) facility usage interlocal agreements are for South Texas College's Professional Development events held throughout the year for faculty and staff. The events are as follows:

Dates	Events	Amount
September 21, 2017	College Wide Professional Development Day for Faculty and Staff	\$5,896.80
February 9, 2018	College Wide Professional Development Day for Faculty and Staff	\$5,896.80
August 20, 2018	Academic Affairs Professional Development Day for Faculty	\$5,896.80
August 25, 2018	Adjunct/Dual Enrollment Faculty Professional Development Day	\$4,000.00

Funds for this expenditure are budgeted in the Professional and Organizational Development budget for FY 2017 - 2018 pending Board approval of the budget.

D. Technology Item

26)Computers and Laptops (Purchase)

Purchase of computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), in the total amount of \$97,040.66.

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

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

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

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

The purchases can be summarized as follows:

- Faculty Computers
 - ⇒ 1 Computer for World Languages Program
 - ⇒ 6 Computers for Math, Science and BAT Programs
 - ⇒ 3 Computers for Computer Science Program
 - ⇒ 4 Computers for Political Science Program

- Staff Computers
 - ⇒ 1 Computer for Research and Analytical Services
- Student-Lab Computers
 - ⇒ 75 Computers for Learning Commons & Open Labs
- Faculty Laptops
 - ⇒ 5 Laptops for Developmental Math Program
- Staff Laptops
 - ⇒ 2 Laptops for Student Assessment Center
 - ⇒ 5 Laptops for the Office of Human Resources
 - ⇒ 3 Laptops for VP for Student Affairs and Enrollment Management
 - ⇒ 1 Laptop for Music Program
 - ⇒ 10 Laptops for Counseling and Student Disability Services
- Class-Instruction Laptops
 - ⇒ 2 Laptops for Automotive Technology Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2016 - 2017 as follows: Automotive Technology, Computer Science, Counseling and Student Disability Services, Developmental Math, Human Resources, Learning Commons and Open Labs, Math, Science and BAT Programs, Political Science, Student Assessment Center, Music, Research and Analytical Services, VP for Student Affairs and Enrollment Management, and World Languages.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board meeting the award of proposals, rejection of proposal, purchases, renewals, and interlocal agreements (Non-Bond Proceeds) as listed below:

A. Awards

B. Instructional Items

C. Non- Instructional Items

D. Technology Item

A. Awards

- 1) **Audio Visual Equipment and Parts – I (Award):** award the proposal for audio visual equipment and parts – I to **Level 3 Audio Visual** (Mesa, AZ), at a total amount of \$328,230.11;
- 2) **Books and Educational Materials (Award):** award the proposal for books and educational materials for a period beginning August 27, 2017 through August 26, 2018 with two one-year options to renew, at an estimated amount of \$350,000.00, which is based on prior year expenditures. The vendors are as follows:

Barnes & Nobel Booksellers, Inc. (New York, NY)	Barnes & Noble College Booksellers, LLC. (Basking Ridge, NJ)
Complete Book & Media Supply, LLC. (Cedar Park, TX)	Kamico Instructional Media, Inc. (Salado, TX)
Kaplan Early Learning Company (Lewisville, NC)	Lakeshore Learning Materials (Carson, CA)

- 3) **District Wide Active Learning Classrooms AV Installation (Award):** award the proposal for district wide active learning classrooms AV installation to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$185,537.00;
- 4) **Hospital Beds (Award):** award the proposal for hospital beds to **Traco Medical** (Sioux Falls, SD), at a total amount of \$46,122.17;
- 5) **Pecan Campus Active Learning Classroom AV Installation (Award):** award the proposal for Pecan Campus active learning classroom AV installation to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$123,855.00;
- 6) **Pecan Campus Building G Analog to Digital Audio Visual Upgrade (Award):** award the proposal for Pecan Campus Building G analog to digital audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$203,944.00;
- 7) **Network Cabling Services (Rejection):** rejection of the proposals for network cabling services, so that additional information and specifications can be included in a new solicitation;

B. Instructional Items

- 8) **Fire Science Training Vehicle (Purchase):** purchase a new fire science training vehicle from **Municipal Fire Apparatus Specialist, LLC. (McAllen, TX)**, a Houston Galveston Area (HGAC) approved vendor, at a total amount of \$270,000.00;
- 9) **Science Laboratory Supplies (Renewal):** renew the science laboratory supplies contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$375,000.00, which is based on prior year expenditures. The vendors are as follows:

a. Carolina Biological Supply Company (Burlington, NC)	b. Chemglass Life Sciences (Vineland, NJ)
c. Flinn Scientific, Inc. (Batavia, IL)	d. Frey Scientific (Nashua, NH)
e. Nasco (Fort Atkinson, WI)	f. PASCO Scientific (Roseville, CA)
g. Phenix Research Products (Candler, NC)	h. Thomas Scientific (Swedesboro, NJ)
i. VWR International, LLC. (Radner, PA)	

C. Non-Instructional Items

- 10) **Air Conditioning Equipment and Supplies (Purchase):** purchase air conditioning equipment and supplies from **Carrier Corporation** (Richardson, TX/Pharr, TX) and **Carrier Enterprise, LLC.** (Houston, TX/Pharr, TX), Texas

Association of School Boards – Buyboard approved vendors, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$50,000.00, which is based on prior year expenditures;

- 11)Air Conditioning Filters (Purchase):** purchase air conditioning filters from **J. F. Filtration, Inc./dba Joe W. Fly Company, Inc.** (Austin, TX/Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$125,000.00, which is based prior year expenditures;
- 12)Building Automation Control Equipment, Parts, and Equipment Maintenance (Purchase):** purchase building automation control equipment, parts, and equipment maintenance from **Siemens Industry, Inc.** (Austin, TX/La Feria, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$75,000.00, which is based on prior year expenditures;
- 13)Electrical Parts and Supplies (Purchase):** purchase electrical parts and supplies from **Bush Supply Company** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$55,000.00, which is based on prior year expenditures;
- 14)Furniture (Purchase):** purchase furniture from National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, and the State of Texas Multiple Award Schedule (TXMAS), at a total amount of \$377,739.50.

#	Vendor	Amount
A	Allsteel Inc. / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$42,806.61
B	Computer Comforts, Inc. (Kemah, TX)	\$18,193.87
C	Cramer / Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$5,963.36
D	Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$1,094.01
E	Erg International / Gateway Printing and Office Supply, Inc. (Oxnard, CA/Edinburg TX)	\$13,028.58
F	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$80,006.80
G	The Hon Company / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$11,721.98
H	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$199,584.19
I	National Office Furniture / Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$1,171.10
J	National Office Furniture / Workplace Resources, LLC. (Jasper, IN/McAllen, TX)	\$4,169.00
	Furniture Total	\$377,739.50

- 15)Parts and Supplies (Purchase):** purchase parts and supplies from **Grainger, Inc.** (Austin, TX/McAllen, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$60,000.00, which is based on prior year expenditures;
- 16)3-D Printers (Purchase):** purchase 3-D printers from **Technical Laboratory Systems, Inc.** (Houston, TX), a Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$55,222.00;
- 17)Equipment Rental Services (Renewal):** renew the equipment rental services contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$85,000.00, which is based on prior year expenditures. The vendor are as follows:

a.	Backstage Productions (McAllen, TX)	b.	JV Equipment, Inc. (Edinburg, TX)
c.	Rental World (McAllen, TX)	d.	Space Jump Rental (Pharr, TX)
e.	Tejas Equipment Rental (McAllen, TX)		

- 18)Elevator Maintenance Agreement (Renewal):** renew the elevator maintenance agreement with **Otis Elevator Company** (Houston, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$60,000.00, which is based on prior year expenditures;
- 19)Library Materials (Renewal):** renew the library materials contracts for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$225,555.00. The vendors are as follows:

a.	ABDO Publishing (Minneapolis, MN)	b.	Bearport Publishing (New York, NY)
c.	Bound to Stay Bound Books, Inc. (Jacksonville, IL)	d.	Cavendish Square Publishing (New York, NY)
e.	Cengage Learning, Inc. (Farmington Hills, MI)	f.	Central Programs, Inc./dba Gumdrop Books (Bethany, MO)
g.	Complete Book and Media Supply, LLC. (Cedar Park, TX)	h.	Delaney Educational Enterprises (San Diego, CA)
i.	Enslow Publishing, LLC. (New York, NY)	j.	Follett School Solutions, Inc. (McHenry, IL)
k.	Gareth Stevens Publishing (New York, NY)	l.	Grey House Publishing (Amenia, NY)
m.	Hertzberg New Method, Inc./dba Perma Bound Books (Jacksonville, IL)	n.	Ingram Library Services, Inc. (La Vergne, TN)
o.	JOVE (Cambridge, MA)	p.	Latin American Book Source, Inc. (Chula Vista, CA)
q.	Midwest Tape, LLC. (Holland, OH)	r.	Plunkett Research, Ltd. (Houston, TX)

s.	Rittenhouse Book Distributors, Inc. (King of Prussia, PA)	t.	Rosen Publishing Group (New York, NY)
u.	Scholastic Library Publishing, Inc. (Danbury, CT)	v.	World Book, Inc. (Chicago, IL)
w.	Yankee Book Peddler, Inc./dba YBP Library Services (Contoocook, NH)		

- 20)Library Serials (Renewal):** renew the library serials contract with **EBSCO Information Services** (Birmingham, AL) for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$96,750.00, which is based on prior year expenditures;
- 21)Mail Services (Renewal):** renew the mail services contract with **Upper Valley Mail Services, LLP.** (McAllen, TX), for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$74,000.00, which is based on prior year expenditures;
- 22)Merchant Services (Renewal):** renew the merchant services contract with **BBVA Compass** (McAllen, TX), for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$305,000.00, which is based on prior year expenditures;
- 23)Online Real Estate Courses (Renewal):** renew the online real estate courses with **OnCourse Learning** (Atlanta, GA) for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$60.00 to \$130.00 per class. There are no start-up or implementation charges, no deposits are required, and no minimum order or any initial inventory to purchase or carry;
- 24)Truck Driver/Bus Driver Training (Renewal):** renew the truck driver/bus driver training contract with **International Schools** (Dallas, TX), for the period beginning September 1, 2017 through August 31, 2018, at an 18% commission to the College retained from each student's tuition. This amount is the same for all the following trainings: Truck Driver, Bus Driver, and Truck Driver/Bus Driver Combination;
- 25)Facility Usage Interlocal Agreements (Lease/Rental):** lease/rental facility usage interlocal agreements with the **City of McAllen – McAllen Convention Center** (McAllen, TX), for the period beginning September 21, 2017 through August 25, 2018, at an estimated amount of \$21,690.40;

D. Technology Item

- 26)Computers and Laptops (Purchase):** purchase of computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), in the total amount of \$97,040.66.

Recommend Action - The total for all award of proposals, rejection of proposal, purchases, renewals, and interlocal agreements (Non-Bond Proceeds) is \$3,645,685.84.

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS I
PROJECT NO. 16-17-1069

VENDOR			Audio Visual Aids	One Diversified, LLC.	Level 3 Audio Visual
ADDRESS			2903 N Flores St	6120 W by NW Ste 160	955 E Javelina Ave Ste B106
CITY/STATE/ZIP			San Antonio, TX 78212	Houston, TX 77040	Mesa, AZ 85204
PHONE			800-422-1282	713-325-6819	480-892-1071
FAX			800-854-8140	713-325-6820	480-892-5295
CONTACT			Ernest Mendez	Chad Cogburn	Wendy Reyes
#	Qty	Description	Proposed	Proposed	Proposed
1	1	Audio Visual Equipment and Parts I	\$ 366,683.00	\$ 339,064.85	\$ 328,230.11
TOTAL PROPOSAL AMOUNT			\$ 366,683.00	\$ 339,064.85	\$ 328,230.11
TOTAL EVALUATION POINTS			93.75	95.75	97.25
RANKING			3	2	1

SOUTH TEXAS COLLEGE
1. AUDIO VISUAL EQUIPMENT AND PARTS I
PROJECT NO. 16-17-1069
EVALUATION SUMMARY

VENDOR		Audio Visual Aids		One Diversified, LLC.		Level 3 Audio Visual	
ADDRESS		2903 N Flores St		6120 W by NW Ste 160		955 E Javelina Ave Ste B106	
CITY/STATE/ZIP		San Antonio, TX 78212		Houston, TX 77040		Mesa, AZ 85204	
PHONE		800-854-8140		713-325-6819		480-892-1071	
FAX		800-854-8140		713-325-6820		480-892-5295	
CONTACT		Ernest Mendez		Chad Cogburn		Wendy Reyes	
1	The Respondent's price proposal. (up to 50 points)	44.75	44.75	48.5	48.5	50	50
		44.75		48.5		50	
		44.75		48.5		50	
		44.75		48.5		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9.75	9	9.75	9	9.75
		10		10		10	
		10		10		10	
		10		10		10	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.75	17	17.75	17	17.75
		18		18		18	
		18		18		18	
		18		18		18	
4	The extent to which the vendor's goods and/or services meet the College's needs. (up to 18 points)	17	17.75	17	17.75	17	17.75
		18		18		18	
		18		18		18	
		18		18		18	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.75	2	2	2	2
		3		2		2	
		3		2		2	
		2		2		2	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	1	1	0	0	0	0
		1		0		0	
		1		0		0	
		1		0		0	
TOTAL EVALUATION POINTS		93.75		95.75		97.25	
RANKING		3		2		1	

**SOUTH TEXAS COLLEGE
2. BOOKS AND EDUCATIONAL MATERIALS
PROJECT NO. 16-17-1070**

VENDOR	Barnes & Noble Booksellers, Inc.	Barnes & Noble College Booksellers, LLC.	Complete Book & Media Supply, LLC.	Kamico Instructional Media, Inc.	Kaplan Early Learning Company	Lakeshore Learning Materials
ADDRESS	122 Fifth Ave	120 Mountain View Blvd	1200 Toro Grande Dr Ste 200	P O Box 1143	1310 Lewisville-Clemmons Rd	2695 E Dominguez St
CITY/STATE/ZIP	New York, NY 10011	Basking Ridge, NJ 07920	Cedar Park, TX 78613	Salado, TX 76571	Lewisville, NC 27023	Carson, CA 90895
PHONE	212-633-3266	972-899-3140	800-986-1775	254-947-7283	800-334-2014	800-421-5354
FAX	800-783-0043	972-899-3143	512-616-0410	254-947-7284	336-712-2243	310-537-7990
CONTACT	Tracy Vidakovich	Kim Otte	Kendall Montiegel	Kathy Michael	Kate Shelton	Amanda Henderson
#	Description	Proposed	Proposed	Proposed	Proposed	Proposed
1	Books - Discount	0% - 25%	0%	10% - 50%	0%	15%
2	Books - Mark Up		No greater than the publisher's list price or a 15% gross margin on net priced books, inclusive of restocking fees and return penalties			5%
3	Other Educational Materials - % Discount	0% - 25%	15%	10% - 50%	0%	5%
4	Other Educational Materials - % Mark Up		15% from retail price			
5	Online Ordering	Yes	Yes	Yes	Yes	Yes
6	Average Time to Fill Orders	7-10 Days	5-7 Days	5-14 Working Days	2-3 Days	7-10 Business Days
7	Shipping Charges	Free shipping unless a rush shipment is requested or title quantity is over 1,000.	All orders are made available for free in-store pick-up. Deliveries to any South Texas College campus the customer selects are free of charge.	Orders \$100 and above free freight. Orders under \$100 will have a flat rate of \$8.50. Contact vendor for expedited shipping requests.	Free Shipping	Free if order is \$300 or more. Free shipping excludes truck items, next day air, 2nd day air, and K-Truck delivery services

SOUTH TEXAS COLLEGE
3. DISTRICT WIDE ACTIVE LEARNING CLASSROOMS AV INSTALLATION
PROJECT NO. 16-17-1067

VENDOR		Audio Visual Aids	Data Projections	Diversified	Level 3 Audio Visual	Network Cabling Services, Inc.	SIT, LLC.
ADDRESS		2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	12626 Fuqua St	5125 S McColl Rd Ste A
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Houston, TX 77034	Edinburg, TX 78539
PHONE		800-422-1282	512-271-6536	713-325-6819	480-892-1071	281-484-1777	888-748-0956
FAX		800-422-1282	210-408-4598	713-325-6820	480-892-5295	281-484-1776	888-748-0956
CONTACT		Ernest Mendez	Alan Stoner	Chad Cogburn	Maria Cody	Mark Veltri	Alexander Rodas
#	Qty	Description	Proposed	Proposed	Proposed	Proposed	Proposed
1	1	District Wide Active Learning Classrooms AV Installation	\$ 185,537.00	\$ 186,154.66	\$ 182,269.23	\$ 215,896.20	\$ 243,197.75
TOTAL PROPOSAL AMOUNT			\$ 185,537.00	\$ 186,154.66	\$ 182,269.23	\$ 215,896.20	\$ 243,197.75
TOTAL EVALUATION POINTS			95.34	84.96	83.08	84.28	72.54
RANKING			1	3	5	4	6
							2

SOUTH TEXAS COLLEGE
3. DISTRICT WIDE ACTIVE LEARNING CLASSROOMS AV INSTALLATION
PROJECT NO. 16-17-1067
EVALUATION SUMMARY

VENDOR	Audio Visual Aids	Data Projections	Diversified	Level 3 Audio Visual	Network Cabling Services, Inc.	SIT, LLC.
ADDRESS	2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	12626 Fuqua St	5125 S McCoil Rd Ste A
CITY/STATE/ZIP	San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Houston, TX 77034	Edinburg, TX 78539
PHONE	800-422-1282	512-271-6536	713-325-6819	480-892-1071	281-484-1777	888-748-0956
FAX	800-422-1282	210-408-4598	713-325-6820	480-892-5295	281-484-1776	888-748-0956
CONTACT	Ernest Mendez	Alan Stoner	Chad Cogburn	Maria Cody	Mark Veltri	Alexander Rodas
1 The purchase price. (up to 45 points)	41.34 41.34 41.34 41.34	41.21 41.21 41.21 41.21	42.08 42.08 42.08 42.08	35.53 35.53 35.53 35.53	31.54 31.54 31.54 31.54	45 45 45 45
2 The reputation of the vendor and the vendor's goods or services. (up to 15 points)	14 15 15 14	12 12 12 11	12 8 10 13	13 15 14 13	12 14 13 13	12 14 13 12
3 The quality of the goods or services. (up to 16 points)	15 16 16 16	12 12 13 16	12 8 12 16	14 16 15 16	12 15 12 13	13 15 14 16
4 The extent to which the goods or services meet the College's needs. (up to 20 points)	19 20 20 20	18 15 15 20	18 11 16 20	18 15 18 20	16 16 16 6	16 20 18 20
5 The vendor's past relationship with the College. (up to 3 points)	3 3 3 3	2 1 2 2	2 2 2 2	2 2 2 2	2 2 2 0	2 3 2 2
6 The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	1 1 1 1	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	1 1 1 1
TOTAL EVALUATION POINT	95.34	84.96	83.08	84.28	72.54	94
RANKING	1	3	5	4	6	2

**SOUTH TEXAS COLLEGE
4. HOSPITAL BEDS
PROJECT NO. 16-17-1063**

VENDOR		Medical Shipment		MFI Medical Equipment, Inc.		Moore Medical, LLC.		Pocket Nurse Enterprise, Inc.		Traco Medical	
ADDRESS		70 Lively Blvd		10695 Treena St Ste 105		1690 New Britain Ave		610 Frankfort Rd		4001 W Tickman St	
CITY/STATE/ZIP		Elk Grove Village, IL 60007		San Diego, CA 92131		Farmington, CT 06032		Monaca, PA 15061		Sioux Falls, SD 57107	
PHONE		847-253-3000		800-633-1558		800-234-1464		800-225-1600		605-339-9339	
FAX		847-506-0524		858-831-7721		800-944-6667		800-763-0237		605-334-3025	
CONTACT		Brian Sanchez		Bryce Ostroff		Lisa Hunt		Aaron Vicari		Cole A. Smith	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	
1	22	Hospital Beds- Refurbished	\$ 2,599.00	\$ 57,178.00	\$ 3,750.00	\$ 82,500.00	\$ 2,643.68	\$ 58,160.96	\$ 3,395.00	\$ 74,690.00	
2	22	Option 1: Two Year Warranty	\$ 444.00	\$ 9,768.00	\$ -	\$ -	Included	Included			
3	22	Option 1: Three Year Warranty							Included		
4	1	Shipping and Handling	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 175.00	\$ 3,850.00	
5	1	Option 1: Inside Delivery: lift gate, delivery on wheels, setup and removal of all packing materials. Does NOT include narrow (less than 40" doorways, stairs, or elevators.)							\$ 6,490.00	\$ 6,490.00	
TOTAL PROPOSAL AMOUNT			\$	70,446.00	\$	82,500.00	\$	63,160.96	\$	81,180.00	
TOTAL EVALUATION POINTS				71.2		71.25		76.75		72.15	
RANKING				5		4		2		3	
										1	

**SOUTH TEXAS COLLEGE
4. HOSPITAL BEDS
PROJECT NO. 16-17-I063
EVALUATION SUMMARY**

VENDOR	Medical Shipment	MF1 Medical Equipment, Inc.	Moore Medical, LLC.	Pocket Nurse Enterprise, Inc.	Traco Medical
ADDRESS	70 Lively Blvd	10695 Trenea St Ste 105	1690 New Britain Ave	610 Frankfort Rd	4001 W Tickman St
CITY/STATE/ZIP	Elk Grove Village, IL 60007	San Diego, CA 92131	Farmington, CT 06032	Monaca, PA 15061	Sioux Falls, SD 57107
PHONE	847-253-3000	800-633-1558	800-234-1464	800-225-1600	605-339-9339
FAX	847-506-0524	858-831-7721	800-944-6667	800-763-0237	605-334-3025
CONTACT	Brian Sanchez	Bryce Ostroff	Lisa Hunt	Aaron Vicari	Cole A. Smith
1 The purchase price. (up to 50 points)	32.7 32.7 32.7 32.7	28 28 28 28	36.5 36.5 36.5 36.5	28.4 28.4 28.4 28.4	50 50 50 50
2 The reputation of the vendor's goods or services. (up to 10 points)	8 6 5 8	9 8 6 9	9 9 9 9	9 9 8 10	8 8 8 9
3 The quality of the goods or services. (up to 18 points)	16 13 15 18	17 17 15 17	17 5 15 17	17 14 15 17	17 16 17 17
4 The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	16 5 15 17	17 18 15 17	17 9 15 18	17 16 14 17	17 18 17 17
5 The vendor's past relationship with the College. (up to 3 points)	3 3 3 3	2 2 2 2	3 3 3 3	3 3 3 3	2 2 2 2
6 The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
TOTAL EVALUATION POINTS	71.2	71.25	76.75	72.15	94.25
RANKING	5	4	2	3	1

SOUTH TEXAS COLLEGE
5. PECAN CAMPUS ACTIVE LEARNING CLASSROOMS AV INSTALLATION
PROJECT NO. 16-17-1066

VENDOR		Audio Visual Aids	Data Projections	Diversified	Level 3 Audio Visual	Network Cabling Services, Inc.	SIT, LLC.
ADDRESS		2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	12626 Fuqua St	5125 S McColl Rd Ste A
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Houston, TX 77034	Edinburg, TX 78539
PHONE		800-422-1282	512-271-6536	713-325-6819	480-892-1071	281-484-1777	888-748-0956
FAX		800-422-1282	210-408-4598	713-325-6820	480-892-5295	281-484-1776	888-748-0956
CONTACT		Ernest Mendez	Alan Stoner	Chad Cogburn	Maria Cody	Mark Veltri	Alexander Rodas
#	Qty	Description	Proposed	Proposed	Proposed	Proposed	Proposed
1	1	Pecan Campus Active Learning Classrooms AV Installation	\$ 123,855.00	\$ 127,865.12	\$ 142,820.34	\$ 164,873.49	\$ 122,290.61
TOTAL PROPOSAL AMOUNT			\$ 123,855.00	\$ 127,865.12	\$ 142,820.34	\$ 164,873.49	\$ 122,290.61
TOTAL EVALUATION POINTS			98.4	86.75	79.5	82.15	94
RANKING			1	3	5	4	2

*****Received an incomplete proposal, therefore unable to evaluate.

SOUTH TEXAS COLLEGE
5. PECAN CAMPUS ACTIVE LEARNING CLASSROOMS AV INSTALLATION
PROJECT NO. 16-17-1066
EVALUATION SUMMARY

VENDOR	Audio Visual Aids	Data Projections	Diversified	Level 3 Audio Visual	SIT, LLC.
ADDRESS	2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	5125 S McColl Rd Ste A
CITY/STATE/ZIP	San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Edinburg, TX 78539
PHONE	800-422-1282	512-271-6536	713-325-6819	480-892-1071	888-748-0956
FAX	800-422-1282	210-408-4598	713-325-6820	480-892-5295	888-748-0956
CONTACT	Ernest Mendez	Alan Stoner	Chad Cogburn	Maria Cody	Alexander Rodas
1	44.4 44.4 44.4 44.4	43 43 43 43	38.5 38.5 38.5 38.5	33.4 33.4 33.4 33.4	45 45 45 45
2	14 14 15 15	11 12 12 12	13 12 8 10	13 13 15 14	12 12 14 13
3	16 15 16 16	16 12 12 13	16 12 8 12	16 14 16 15	16 13 15 14
4	20 19 20 20	20 18 15 15	20 18 11 16	20 18 15 18	20 16 20 18
5	3 3 3 3	2 2 1 2	2 2 2 2	2 2 2 2	2 2 3 2
6	1 1 1 1	0 0 0 0	0 0 0 0	0 0 0 0	1 1 1 1
TOTAL EVALUATION POINTS	98.4	86.75	79.5	82.15	94
RANKING	1	3	5	4	2

**SOUTH TEXAS COLLEGE
6. PECAN CAMPUS BUILDING G ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 16-17-1068**

VENDOR		Audio Visual Aids	Data Projections, Inc.	Diversified	Level 3 Audio Visual	Network Cabling Services, Inc.
ADDRESS		2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	12626 Fuqua St
CITY/STATE/ZIP		San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Houston, TX 77034
PHONE		800-422-1282	512-271-6536	713-325-6819	480-892-1071	281-484-1777
FAX		800-854-8140	210-408-4598	713-325-6820	480-892-5295	281-484-1776
CONTACT		Ernest Mendez	Alan Stoner	Chad Cogburn	Wendy Reyes	Mark Veltri
#	Qty	Description	Proposed	Proposed	Proposed	Proposed
1	1	Pecan Campus Building G Analog to Digital Audio Visual Upgrade	\$ 203,944.00	\$ 247,289.96	\$ 244,298.40	\$ 247,414.72
TOTAL PROPOSAL AMOUNT			\$ 203,944.00	\$ 247,289.96	\$ 244,298.40	\$ 247,414.72
TOTAL EVALUATION POINTS			95	82.9	86.1	68.9
RANKING			1	4	3	2
						5

SOUTH TEXAS COLLEGE
6. PECAN CAMPUS BUILDING G ANALOG TO DIGITAL AUDIO VISUAL UPGRADE
PROJECT NO. 16-17-1068
EVALUATION SUMMARY

VENDOR	Audio Visual Aids	Data Projections, Inc.	Diversified	Level 3 Audio Visual	Network Cabling Services, Inc.
ADDRESS	2903 N Flores St	16120 College Oak Ste 107	6120 W by NW Ste 160	955 E Javelina Ave Ste B106	12626 Fuqua St
CITY/STATE/ZIP	San Antonio, TX 78212	San Antonio, TX 78249	Houston, TX 77040	Mesa, AZ 85204	Houston, TX 77034
PHONE	800-854-8140	512-271-6536	713-325-6819	480-892-1071	281-484-1777
FAX	800-854-8140	210-408-4598	713-325-6820	480-892-5295	281-484-1776
CONTACT	Ernest Mendez	Alan Stoner	Chad Cogburn	Brad Peterson	Mark Veltri
1 The purchase price. (up to 45 points)	45 45 45 45	36 36 36 36	36.9 36.9 36.9 36.9	37.35 37.35 37.35 37.35	36.9 36.9 36.9 36.9
2 The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15 14 14 14	12 14 11 12	14 12 12 13	15 14 14 13	5 11 7 12
3 The quality of the vendor's goods or services. (up to 16 points)	12 15 15 16	12 14 12 16	15 13 12 16	15 15 14 16	7 11 7 16
4 The extent to which the goods or services meet the College's needs. (up to 20 points)	16 18 18 19	16 18 15 19	18 17 15 19	18 18 16 19	10 12 6 16
5 The vendor's past relationship with the College. (up to 3 points)	2 3 2 3	1 2 1 2	2 2 2 2	2 2 2 2	2 2 2 2
6 The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	1 1 1 1	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
TOTAL EVALUATION POINTS	95	80.25	82.9	86.1	68.9
RANKING	1	4	3	2	5

**NO
BACKUP
FOR**

**7. Network Cabling
Services
(Reject)**

SOUTH TEXAS COLLEGE
8. FIRE SCIENCE TRAINING VEHICLE

NAME			Municipal Fire Apparatus Specialist, LLC.	
ADDRESS			P O Box 4405	
CITY/STATE/ZIP			McAllen, TX 78502	
PHONE			956-605-3473	
FAX			956-630-3473	
CONTACT			James Farrell, Jr.	
#	Qty	Description	Unit Price	Extension
1		Fire Science Training Vehicle	\$ 270,000.00	\$ 270,000.00
TOTAL AMOUNT			\$ 270,000.00	



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Carolina Biological Supply Company
Attn: Ms. Elizabeth J. Stanfield
2700 York Road
Burlington, NC 27215

P105490

Dear Ms. Stanfield:

On July 28, 2015, South Texas College awarded a contract to Carolina Biological Supply Company for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:
Elizabeth J. Stanfield
Name Printed: Contract and B2B Manager

Date: 4/21/17



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3200 W. Pecan Blvd. • McAllen, TX 78501

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Chemglass Life Sciences
Attn: David W. Surdam
3800 North Mill Road
Vineland, NJ 08360

Dear Mr. Surdam:

On July 28, 2015, South Texas College awarded a contract to Chemglass Life Sciences for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

David W. Surdam
David W. Surdam
04/20/2017

9c



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Flinn Scientific, Inc.
Attn: Mr. Jim Nesbit
P O Box 219
Balavia, IL 60510

Dear Mr. Nesbit:

On July 28, 2015, South Texas College awarded a contract to Flinn Scientific, Inc. for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Becky Cavazos", written over a horizontal line.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: A handwritten signature in cursive script, appearing to read "Jim Nesbit", written over a horizontal line.

Name Printed: JIM NESBIT

Date: 4-20-2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Frey Scientific
Attn: Amy Fuss
80 Northwest Blvd
Nashua, NH 03063

Dear Ms. Fuss:

On July 28, 2015, South Texas College awarded a contract to Frey Scientific for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 

Name Printed: David Fricke

Date: 04/20/17



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

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

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

April 11, 2017

When Ordering You Must Refer To Quotation No

Nasco
Attn: Mr. Dave Johnson
901 Janesville Avenue
Fort Atkinson, WI 53538

73569

Dear Mr. Johnson:

On July 28, 2015, South Texas College awarded a contract to Nasco for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Dave Johnson, Manager of Contract Sales

Date: _____

4/20/17



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

PASCO Scientific
Attn: Greg Montgomery
10101 Foothills Blvd
Roseville, CA 95747

Dear Mr. Montgomery:

On July 28, 2015, South Texas College awarded a contract to PASCO Scientific for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script that reads "Becky Cavazos".

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Greg Montgomery, Contract Administrator

Date: 4/19/17

PASCO Scientific Quotation No.
Q. QT94902
Please refer to this number on
your purchase order.



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Phenix Research Products
Attn: Jason A. Zogg
73 Ridgeway Road
Candler, NC 28715

Dear Mr. Zogg:

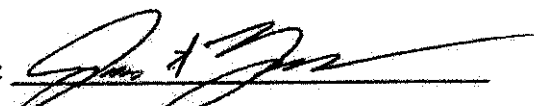
On July 28, 2015, South Texas College awarded a contract to Phenix Research Products for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 
Name Printed: Jason A Zogg
Date: 05/04/17



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Thomas Scientific
Attn: Noelle Albertson
1654 High Hill Road
Swedesboro, NJ 08085

Dear Ms. Albertson:

On July 28, 2015, South Texas College awarded a contract to Thomas Scientific for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

4/20/17



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

VWR International, LLC
Attn: Ray Kufeldt
100 Mastonford Road
Radner, PA 19087

Dear Mr. Kufeldt:

On July 28, 2015, South Texas College awarded a contract to VWR International, LLC for Science Laboratory Supplies. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Mark Tingali

Name Printed: Mark Tingali

Date: 4/24/2017

SOUTH TEXAS COLLEGE
10. AIR CONDITIONING EQUIPMENT AND SUPPLIES

NAME			Carrier Corporation		Carrier Enterprise, LLC.	
ADDRESS			1901 N Glenville Dr		16230 Port Northwest	
CITY/STATE/ZIP			Richardson, TX 75081		Houston, TX 77041	
LOCAL ADDRESS			3000 N Hibiscus St Pharr, TX		3001 N Hibiscus St Pharr, TX	
PHONE			972-789-3420		713-939-6036	
CONTACT			Stephen Shelton		Nicholas Holder	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension
1	1	Purchase of Air Conditioning Equipment and Supplies Period: 9/1/17 - 8/31/18	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
TOTAL AMOUNT			\$ 25,000.00		\$ 25,000.00	

SOUTH TEXAS COLLEGE
11. AIR CONDITIONING FILTERS

NAME			J.F. Filtration, Inc./ dba Joe W. Fly Company, Inc.	
ADDRESS			3903 Warehouse Row	
CITY/STATE/ZIP			Austin, TX 78704	
LOCAL ADDRESS			2801 N Expressway 77 Ste C Harlingen, TX 78552	
PHONE			956-412-3234	
FAX			956-412-7447	
CONTACT			Trey Fly	
#	Qty	Description	Unit Price	Extension
1	1	Purchase and Installation of Air Conditioning Filters Period: 9/1/17 - 8/31/18	\$ 125,000.00	\$ 125,000.00
TOTAL AMOUNT			\$ 125,000.00	

SOUTH TEXAS COLLEGE
12. BUILDING AUTOMATION CONTROL EQUIPMENT, PARTS, AND
EQUIPMENT MAINTENANCE

NAME			Siemens Industry, Inc.	
ADDRESS			1835 B Kramer Ln Ste 180	
CITY/STATE/ZIP			Austin, TX 78758	
LOCAL ADDRESS			2805 W Expwy 83 Ste A La Feria, TX 78559	
PHONE			956-797-5075	
CONTACT			David Sciarrino	
#	Qty	Description	Unit Price	Extension
1	1	Purchase of Building Automation Control Equipment, Parts, and Equipment Maintenance Period: 9/1/17 - 8/31/18	\$ 75,000.00	\$ 75,000.00
TOTAL AMOUNT			\$ 75,000.00	

SOUTH TEXAS COLLEGE
13. ELECTRICAL PARTS AND SUPPLIES

NAME			Bush Supply Company	
ADDRESS			2308 W Trenton Rd	
CITY/STATE/ZIP			Edinburg, TX 78539	
PHONE			956-618-2874	
FAX			956-618-32008	
CONTACT			Marcos Ramirez	
#	Qty	Description	Unit Price	Extension
1	1	Purchase of Electrical Parts and Supplies Period: 9/1/17 - 8/31/18	\$ 55,000.00	\$ 55,000.00
TOTAL AMOUNT			\$ 55,000.00	

SOUTH TEXAS COLLEGE

14. DISTRICT WIDE FURNITURE REQUEST

JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department	
Allsteel, Inc./Gateway Printing and Office Supply, Inc. (NIPA/TCPN)						
1	12	ALS 896960P Acoustical Panel 69Hx60W Low Profile	\$ 232.10	\$ 2,785.20	District Wide Renovations-FFE - Dr. Shirley A. Reed Partitions for Pecan Campus Portable Bldg. 20 and Nursing and Allied Health Portable Bldg. 2	
	22	ALS 896942P Acoustical Panel 69Hx42W Low Profile	\$ 200.08	\$ 4,401.76		
	12	ALS802569P 69H Wall Mounting Kit Painted	\$ 53.68	\$ 644.16		
	22	ALS801069P Straight Conn Kit 69H Low Profile Painted	\$ 24.70	\$ 543.40		
	12	ALS801169P Ell Connector Kit 69H Low Profile Painted	\$ 42.09	\$ 505.08		
	12	ALS801469P Panel End Cover-Fabric 69H Profile Painted	\$ 24.70	\$ 296.40		
	12	ALS896930P Acoustical Panel 69Hx30W Low Profile	\$ 161.95	\$ 1,943.40		
	12	ALS 896960P Acoustical Panel 69Hx60W Low Profile	\$ 232.10	\$ 2,785.20		
	22	ALS 896942P Acoustical Panel 69Hx42W Low Profile	\$ 200.08	\$ 4,401.76		
	12	ALS802569P 69H Wall Mounting Kit Painted	\$ 53.68	\$ 644.16		
	22	ALS801069P Straight Conn Kit 69H Low Profile Painted	\$ 24.70	\$ 543.40		
	12	ALS801169P Ell Connector Kit 69H Low Profile Painted	\$ 42.09	\$ 505.08		
	12	ALS801469P Panel End Cover-Fabric 69H Profile Painted	\$ 24.70	\$ 296.40		
	12	ALS896930P Acoustical Panel 69Hx30W Low Profile	\$ 161.95	\$ 1,943.40		
2	14	SCU-UWDF Scout Upholstered Back Chair Adjustable Arms	\$ 460.98	\$ 6,453.72	New Furniture - Ricardo De La Garza	
					Chairs for Conference Room at Nursing Allied Health Campus	
3	2	ALS 896960P Acoustical Panel 69Hx60W Low Profile	\$ 232.10	\$ 464.20	Student Assessment Center - Miguel Caranza Partitions for Testing Specialists at the Pecan Plaza	
	1	ALS 896924P Acoustical Panel 69Hx42W Low Profile	\$ 142.74	\$ 142.74		
	2	ALS896948P Acoustical Panel 69Hx48W Low Profile	\$ 212.28	\$ 424.56		
	1	ALS896930P Acoustical Panel 69Hx30W Low Profile	\$ 161.95	\$ 161.95		
	3	ALS896936P Acoustical Panel 69Hx36W Low Profile	\$ 180.86	\$ 542.58		
	2	ALS801469P Panel End Cover-Fabric 69H Profile Painted	\$ 24.70	\$ 49.40		
	5	ALS801069P Straight Conn Kit 69H Love Profile Painted	\$ 24.70	\$ 123.50		
	2	ALS801169P Eli Conn Kit 69H Low Profile Painted	\$ 42.09	\$ 84.18		
	2	ALS802569P 69H Wall Mounting Kit Painted	\$ 53.68	\$ 107.36		
4	4	SCU-UWDF Scout Chair, Adjustable Back Height and Arms	\$460.98	\$1,843.92		Tech Workforce Bldg. Conf Rm FFE - Dr. Shirley A. Reed
						Chairs for the Conference Room at Technology Campus Bldg. C
5	15	SCU-UWDF Scout Upholstered Back Chair Adjustable Arms	\$ 460.98	\$ 6,914.70	Business Office - Myriam Lopez	
					To replace old chairs at the Business Office Conference Room	
6	1	Labor to receive, inspect, deliver, install and remove debris	\$ 3,255.00	\$ 3,255.00		

SOUTH TEXAS COLLEGE
14. DISTRICT WIDE FURNITURE REQUEST
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
Computer Comforts, Inc. (TIPS)					
1	2	Freedom Cart Support Laptop and Mobile Devices	\$ 820.26	\$ 1,640.52	Educ Tech Maintenance & Replacement - Marie Evans Mobile Lecterns will be used by instructors
2	2	Factory Assembly of Carts	\$ 10.00	\$ 20.00	
2	2	Box/Pallet/Handling Charge	\$ 35.00	\$ 70.00	
2	2	Shipping	\$ 195.00	\$ 390.00	
2	7	Power-lift electric table with 3-stage leg 48Wx30D	\$ 1,623.78	\$ 11,366.46	Educ Tech Maintenance & Replacement - Marie Evans Podiums will be used at the Pecan Campus Bldg. G
7	7	Cable cut-out in wood with grommet (2"). Left	\$ 18.41	\$ 128.87	
7	7	Cable cut-out in wood with grommet (2"). Right	\$ 18.41	\$ 128.87	
7	7	Cable cut-out in wood with grommet (2"). Rear	\$ 25.00	\$ 175.00	
7	7	Factory Assembly	\$ 390.04	\$ 2,730.28	
7	7	14U Rack Box(freestanding) with 24Wx30D	\$ 10.00	\$ 70.00	
7	7	Factory Assembly for Rack Box	\$ 35.00	\$ 245.00	
1	1	Box/Pallet/Handling Charge	\$ 1,100.00	\$ 1,100.00	
1	1	Shipping			
		Computer Comforts, Inc. Total		\$ 18,193.87	
Cramer/Gateway Printing and Office Supply, Inc. (TXMAS/TIPS)					
1	16	RPM2-225 Rhino Chair Mid Height Med. Back	\$ 347.71	\$ 5,563.36	Biology - Murad Odeh To replace old stools at the Biology labs at the Pecan Campus Bldg. J
2	1	Labor to receive, inspect, deliver, install and remove debris	\$ 400.00	\$ 400.00	
		Cramer Total		\$ 5,963.36	
Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (TIPS)					
1	3	2036KH Heavy Duty Trakslider Top Shelf 36Wx20D	\$ 30.75	\$ 92.25	Learning Commons and Open Labs - Lelia Salinas Open Shelving Units for Storage at Pecan Campus Bldg. F
12	12	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 397.20	
6	6	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 269.76	
12	12	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 33.00	
30	30	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 166.80	
2	1	Labor to receive, inspect, deliver, install and remove debris	\$ 135.00	\$ 135.00	
		Datum Filing Systems, Inc. Total		\$ 1,094.01	
Erg International/Gateway Printing and Office Supply, Inc. (TXMAS)					
1	40	BR1860 Brandon 18x60 Training Table	\$ 262.35	\$ 10,494.00	New Furniture - Ricardo De La Garza Tables for the Nursing and Allied Health Campus

SOUTH TEXAS COLLEGE
14. DISTRICT WIDE FURNITURE REQUEST
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
2	1	Labor to receive, inspect, deliver, install and remove debris	\$ 2,534.58	\$ 2,534.58	
		Erg International Total		\$ 13,028.58	
Exemplis Corporation/Gateway Printing and Office Supply, Inc. (NIPA/TCPN)					
1	22	40Y.A17 TR2 Task Chair, Enhanced Synchro Control	\$ 328.42	\$ 7,225.24	College Connections- Lazaro Barroso Staff Chairs for the Call Center located at Pecan Campus Bldg. K
2	2	CP.AS1.SN3 Composium, Sharp Seating Soft 34Hx75Wx28D	\$ 1,338.66	\$ 2,677.32	New Furniture - Ricardo De La Garza
	20	CP.AS1.SN1 Composium, Sharp Seating Club 34Hx31Wx28D	\$ 753.63	\$ 15,072.60	Open Area Tables and Seats for Nursing Allied Health Campus
	2	MZM.TT4.TZ48.TH18 Mezzanine Oval Top Table 48Wx24Dx18H	\$ 556.16	\$ 1,112.32	
3	20	40Y.A17 TR2 Task Chair, Enhanced Synchro Control	\$ 328.42	\$ 6,568.40	District Wide Renovations-FFE - Dr. Shirley A. Reed Staff Chairs for Pecan Campus Portable Bldg. 20 and Nursing and Allied Health Campus Portable Bldg. 2
4	2	40Y.A17 TR2 Task Chair, Enhanced Synchro Control	\$ 328.42	\$ 656.84	Director of ECHS - Sofia M Peña Chairs for Staff at the Early College Program Department
5	56	40Y.A17 TR2 Task Chair, Enhanced Synchro Control	\$ 328.42	\$ 18,391.52	Business Office - Myriam Lopez Chairs for Staff at the Business Office
6	68	40Y.A17 TR2 Task Chair, Enhanced Synchro Control	\$ 328.42	\$ 22,332.56	Applications Development Services - Alicia Gomez Staff Chairs for the Instructional Technologies Department
7	1	Labor to receive, inspect, deliver, install and remove debris	\$ 5,970.00	\$ 5,970.00	
		Exemplis Corporation Total		\$ 80,006.80	
The Hon Company/Gateway Printing and Office Supply, Inc. (NIPA/TCPN)					
1	2	H314 Vertical File Cabinet 4 Drawer Letter	\$ 236.88	\$ 473.76	Campus Police - Paul Varville Vertical File cabinet will be used at the Police Department
2	20	HS72ABC Bookcase 5-Shelf, 12 5/8Dx 34 1/2Wx71H, Black	\$ 184.80	\$ 3,696.00	District Wide Renovations-FFE - Dr. Shirley A. Reed Bookcases for Pecan Campus Portable Bldg. 20 and Nursing and Allied Health Campus Portable Bldg. 2
3	1	H38291R 38000 30Dx66Wx-2R w/lock Single Ped Desk	\$ 611.60	\$ 611.60	Div Nursing & Allied Health - Jayson Valerio
	1	H38216L 38000 24Dx48Wx29-1/2H 2L w/lock flush Rtn	\$ 401.28	\$ 401.28	Desk and Return for Staff at Nursing and Allied Health Campus

SOUTH TEXAS COLLEGE
14. DISTRICT WIDE FURNITURE REQUEST
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
4	2	H38216L 38000 24Dx48Wx29-1/2H 2L w/lock flush Rtn	\$ 401.28	\$ 802.56	Div Nursing & Allied Health - Jayson Valerio
					Desk Returns for Staff at Nursing and Allied Health Campus
5	1	HS42ABC Bookcase 3-Shelf	\$ 108.76	\$ 108.76	Library Information Commons - Cody Gregg
					Bookcase for Starr County Campus Library
6	1	HS42ABC Bookcase 3-Shelf	\$ 108.76	\$ 108.76	Library Information Commons - Cody Gregg
					Bookcase for Mid Valley Campus Library
7	1	HSC2472 Storage Cabinet 24Dx38Wx72H, Black	\$ 417.90	\$ 417.90	Technology Update Labs A209 -FFE - Dr. Shirley A. Reed
1	1	HS72ABC Bookcase 5-Shlef 12 5/8Dx34 1/2W x71H, Black	\$ 184.80	\$ 184.80	Bookcase and Storage Cabinet for the collaborative work space at Technology Campus Building A Room 209
8	4	H315 Vertical File Cabinet 5 Drawer Letter	\$ 348.18	\$ 1,392.72	Business Office - Myriam Lopez
					Filing Cabinets will be used at the Business Office
9	2	H94222 Bookcase 3-Shelf, 35-3/4W 15Dx 49-5/8H	\$ 384.12	\$ 768.24	Finance & Administrative Services - Mary Elizondo
					Bookcases will be used at the Finance & Administrative Services Office area
10	1	HS72ABC Bookcase 5-Shelf, 12 5/8Dx 34 1/2Wx71H, Black	\$ 184.80	\$ 184.80	English - Stephen Morrison
					Bookcase will be used by Faculty at the English Program
11	2	HSC2472 Storage Cabinet 24Dx38Wx72H, Black	\$ 417.90	\$ 835.80	Learning Commons and Open Labs - Lelia Salinas
					Storage Cabinet will be used at the Pecan Campus Bldg. F
12	1	Labor to receive, inspect, deliver, install and remove debris	\$ 1,735.00	\$ 1,735.00	
		The Hon Company Total		\$ 11,721.98	
Krueger International, Inc./Gateway Printing and Office Supply, Inc. (NJPA)					
1	4	HUN2450-74P Hurry Up Tables Flip Top 24x60", 74P Edge	\$ 555.36	\$ 2,221.44	College Connections - Lazaro Barroso
8		TGNAPB Torsion on the Go Armless Chair	\$ 320.64	\$ 2,565.12	Workstations, Desks, and Chairs for the new and updated Call Center at the Pecan Campus Bldg. K
1	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W		\$ 558.72	\$ 558.72	
1	7D/R2448-74P-F Desk Return Full Modesty Panel 74P Edge, 24x48"W		\$ 406.08	\$ 406.08	
1	S7P/1524WFF Files Supporting Ped-File/File 24" Nominal Depth		\$ 353.76	\$ 353.76	
1	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth		\$ 408.00	\$ 408.00	
1	TGNAPB Torsion on the Go Armless Chair		\$ 320.64	\$ 320.64	
72	46.0002.24 Wireworks Standard Horizontal Rail 24" L Black		\$ 12.48	\$ 898.56	
168	46.0002.30 Wireworks Standard Horizontal Rail 30"L, Black		\$ 13.92	\$ 2,338.56	
24	46.0017.24 Wireworks Domestic Power Base Trim/Raceway 24"W		\$ 29.28	\$ 702.72	
56	46.0017.30 Wireworks Domestic Power Base Trim/Raceway 30"W		\$ 35.04	\$ 1,962.24	
24	46.0040.24 Wireworks Top Caps, 24"W		\$ 12.00	\$ 288.00	

SOUTH TEXAS COLLEGE
14. DISTRICT WIDE FURNITURE REQUEST
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
	56	46.0040.30 Wireworks Top Caps, 30"W	\$ 14.40	\$ 806.40	
	80	46.0365 Wireworks Top Cap Splice Plate	\$ 0.48	\$ 38.40	
	1	7D/D3066-74P-F Desk Full Modesty Panel, 74P Edge 30x66"W	\$ 558.72	\$ 558.72	
	1	7D/R2448-74P-F Desk Return Full Modesty Panel 74P Edge, 24x48"W	\$ 406.08	\$ 406.08	
	4	PCP9066 Wireworks 90 Degree 2-Way "L" Corner, Uphold 66"H	\$ 148.80	\$ 595.20	
	24	PEP66 Wireworks End of Run Condition 66"H	\$ 56.64	\$ 1,359.36	
	40	PF66 Wireworks 180 Degree 2-Way InLine Connection 66"H	\$ 36.96	\$ 1,478.40	
	48	PLT2418 Wireworks Laminate Tile, 24"Wx18"H	\$ 126.24	\$ 6,059.52	
	48	PLT2442 Wireworks Laminate Tile, 24Wx42"H	\$ 163.68	\$ 7,856.64	
	112	PLT3018 Wireworks Laminate Tile, 30Wx18"H	\$ 133.44	\$ 14,945.28	
	112	PLT3042 Wireworks Laminate Tile, 30Wx42"H	\$ 183.36	\$ 20,536.32	
	20	PRDS60/WW/PM Wireworks Universal Overhead w/Steel Door, On Module	\$ 385.92	\$ 7,718.40	
	12	PTP3W66 Wireworks 3-Way "T" Intersection w/3 Way Cap.	\$ 166.56	\$ 1,998.72	
	2	PWET4BFU Wireworks Universal Base Infeed w/Bezel, 4 Circuit, 72"	\$ 101.76	\$ 203.52	
	16	PWET4BFU Wireworks Universal Base Infeed w/Bezel, 4 Circuit, 72"	\$ 38.88	\$ 622.08	
	14	PWET4PJ.20 Wireworks 20" Panel to Panel Jumper, 4 Circuit	\$ 39.36	\$ 551.04	
	7	PWET4RC.1 Wireworks 15 Amp Duplex Receptacle w/Bezel, 4 Circuit	\$ 14.88	\$ 104.16	
	7	PWET4RC.2 Wireworks 15 Amp Duplex Receptacle w/Bezel, 4 Circuit	\$ 14.88	\$ 104.16	
	6	PWET4RC.31 Wireworks 15 Amp Duplex Receptacle w/Bezel, 4 Circuit	\$ 14.88	\$ 89.28	
	20	PWET4RC.41 Wireworks 15 Amp Duplex Receptacle w/Bezel, 4 Circuit	\$ 14.88	\$ 297.60	
	32	PWET4WW.30 Wireworks Rigid Wireway, 4 Circuit 30"W Panel	\$ 53.76	\$ 1,720.32	
	20	PWR2460-74P Wireworks Rectangular Worksurface 74P Edge, 24x60"W	\$ 194.88	\$ 3,897.60	
	3	PXP4W66 Wireworks 4-Way "X" Intersection w/4 Way Top	\$ 182.88	\$ 548.64	
	1	S7P/1524WFF Files Supporting Ped-File/File 24" Nominal Depth	\$ 353.76	\$ 353.76	
	1	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 408.00	
	1	SW4TF7 StudioWorks 10-Wire 4-4-2 Top Feed 7"	\$ 190.08	\$ 190.08	
	1	TGNAPB Torsion on the Go Armless Chair	\$ 320.64	\$ 320.64	
	20	TLT5.48 Universal Shelf/Cabinet Task Light 48"W	\$ 43.68	\$ 873.60	
	2	RAPWAUS Rapture Four-Leg Armchair, Uph Seat, Poly Back	\$ 194.88	\$ 3,897.60	District Wide Renovations-FFE - Dr. Shirley A. Reed
	20	7D/D3066-74P-F Desk, Full Modesty Panel 74P Edge 30x66"W	\$ 558.72	\$ 11,174.40	Desks and Chairs for Pecan Campus Portable Bldg. 20 and
	20	7D/R2448-74P-F Desk, Return Full Modesty Panel, 74P Edge, 24x48"W	\$ 406.08	\$ 8,121.60	Nursing and Allied Health Campus Portable Bldg. 2
	20	S7P/1530WBBF File Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 8,160.00	
	20	S79/1524WFF File Supporting Ped-File/File 24" Nominal Depth	\$ 353.76	\$ 7,075.20	
	3	TGNAPB Torsion on the Go Chairs	\$ 320.64	\$ 25,651.20	New Furniture - Ricardo De La Garza
					Chairs for Nursing Allied Health Campus
	4	SNNAU Strive Nesting Armless Chairs, Uphold Seat	\$ 232.94	\$ 4,658.80	Technology Update Labs A209-FFE - Dr. Shirley A. Reed
	4	HUN2060-74P Hurry Up Tables 20x60"	\$ 549.60	\$ 2,198.40	Chairs and Tables for a collaborative work space
	1	KI63/NA Impress Stool, Pedestal Base, No Arms, Upholstered	\$ 387.27	\$ 387.27	at Technology Campus Building A Room 209
	5	WBW2436-74P WorkZone Basic Worksurface, 74P Edge 24x36W	\$ 349.92	\$ 1,749.60	

SOUTH TEXAS COLLEGE
14. DISTRICT WIDE FURNITURE REQUEST
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
	10	WBWD2472-74P WorkZone w/Power Basic Worksurface, 74P Edge	\$ 819.84	\$ 8,198.40	
	5	WZ.T6PL29 WorkZone Floor Infeed for 29" Tall Table	\$ 163.20	\$ 816.00	
	10	WZ.T6RECP.1 WorkZone Receptacle, 810 (1.12")1	\$ 12.48	\$ 124.80	
	10	WZ.T6RECP.41 WorkZone Receptacle, 810 6-2-2 (1.12")4I	\$ 12.48	\$ 124.80	
	5	WZ.T6SC18 WorkZone 810 Table to Table Jumper (17.75 mesh)	\$ 58.56	\$ 292.80	
	5	B255F-74P Barron Tables 30"x60", 74P Edge	\$ 611.52	\$ 611.52	Tech Workforce Bldg. Conference Room FFE - Dr. Shirley A. Reed
					Table for the Conference Room at Technology Campus Bldg. C
	6	RAPW/AUS Rapture Four-Leg Armchair, Uph Seat, Poly Back	\$ 194.88	\$ 6,431.04	Business Office - Myriam Lopez
					To replace old lobby area chairs at the Business Office
	7	Torsion Tandem 4 Seat	\$ 1,032.00	\$ 5,160.00	Technology Campus - Mario Reyna
					Open area seating to be placed throughout the Technology Campus
	8	Labor to receive, inspect, deliver, install and remove debris	\$ 17,085.00	\$ 17,085.00	
		Krueger International, Inc. Total		\$ 199,584.19	
		National Office Furniture/Gateway Printing and Office Supply, Inc. (NIPA/TCPN)			
	1	CBV2448ABES Base Support For 24Dx48W Top, Base	\$ 836.10	\$ 836.10	Library Services - Cody Gregg
	1	NACPUH Accessories CPU Holder	\$ 130.50	\$ 130.50	Tables will be used in the collaboration area at the
	1	WW2448WSSL Waveworks 24Dx48W, Surface	\$ 139.50	\$ 139.50	Pecan Campus Library
	2	Labor to receive, inspect, deliver, install and remove debris	\$ 65.00	\$ 65.00	
		National Office Furniture Total		\$ 1,171.10	
		National Office Furniture/Workplace Resources, LLC. (NIPA/TCPN)			
	1	10NI622RTPUL Universal Pull Up Table 16Dx22W	\$ 387.83	\$ 3,878.30	Library Services - Cody Gregg
					Tables will be used in the collaboration area at the
					Pecan Campus Library
	2	Labor to receive, inspect, deliver, install and remove debris	\$ 290.70	\$ 290.70	
		National Office Furniture Total		\$ 4,169.00	
		Furniture Total		\$ 377,739.50	

SOUTH TEXAS COLLEGE
15. PARTS AND SUPPLIES

NAME			Grainger, Inc.	
ADDRESS			7950 Research Blvd Ste 101	
CITY/STATE/ZIP			Austin, TX 78758	
LOCAL ADDRESS			921 E Pecan Blvd McAllen, TX 78501	
PHONE			956-682-6321	
FAX			956-682-9122	
CONTACT			Malinda Tyson	
#	Qty	Description	Unit Price	Extension
1	1	Purchase of Parts and Supplies Period: 9/1/17 - 8/31/18	\$ 60,000.00	\$ 60,000.00
TOTAL AMOUNT			\$ 60,000.00	

SOUTH TEXAS COLLEGE
16. 3-D PRINTERS

NAME			Technical Laboratory Systems, Inc.	
ADDRESS			P O Box 218609	
CITY/STATE/ZIP			Houston, TX 77218	
PHONE			800-445-1088	
FAX			281-391-1113	
CONTACT			Mike Sudduth	
#	Qty	Description	Unit Price	Extension
1	2	3D Printer Bundle	\$ 21,900.00	\$ 43,800.00
2	2	Soluble Concentrate	\$ 160.00	\$ 320.00
3	1	Installation and Training	\$ 1,950.00	\$ 1,950.00
4	2	Support Cleaning Apparatus	\$ 4,000.00	\$ 8,000.00
5	1	Shipping and Handling	\$ 1,152.00	\$ 1,152.00
TOTAL AMOUNT			\$ 55,222.00	



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Backstage Productions, LLC.
Attn: Ms. Maricela Salinas
711 Nolana, Suite 206-A
McAllen, TX 78504

Dear Ms. Salinas:

On July 26, 2016, South Texas College awarded a contract to Backstage Productions, LLC. for Equipment Rental Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018 with a 3% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Maricela Salinas

Date: 04/19/2017



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

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

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

April 11, 2017

JV Equipment, Inc.
Attn: Mr. Jim Mehis
2421 S. Expressway 83
Edinburg, TX 78542

Dear Mr. Mehis:

On July 26, 2016, South Texas College awarded a contract to JV Equipment, Inc. for Equipment Rental Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 

Name Printed: Jim Mehis VP

Date: 4-24-17



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Rental World
Mr. Bryan Wolf
1020 E Business Hwy 83
McAllen, TX 78501

Dear Mr. Wolf:

On July 26, 2016, South Texas College awarded a contract to Rental World for Equipment Rental Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018 with a 5% escalation.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Bryan Wolf

Name Printed: Bryan Wolf

Date: 4/24/17



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

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

(956) 872 4681
Fax (956) 872 4688

April 11, 2017

Space Jump Rental
Mr. Jose Carlos Rodriguez
813 W Ferguson Ave
Pharr, TX 78577

Dear Mr. Rodriguez:

On July 26, 2016, South Texas College awarded a contract to Space Jump Rental for Equipment Rental Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: 

Name Printed: Jose Carlos Rodriguez

Date: 4/19/17



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

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

(956) 872 4688
Fax (956) 872 4688

April 11, 2017

Tejas Equipment Rental
Attn: Mr. Mark Musgrove
1212 N 23rd Street
McAllen, TX 78501

Dear Mr. Musgrove:

On July 26, 2016, South Texas College awarded a contract to Tejas Equipment Rental for Equipment Rental Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: *Mark Archer*

Name Printed: MARK Archer

Date: 5-12-2017

SOUTH TEXAS COLLEGE
18. ELEVATOR MAINTENANCE AGREEMENT

NAME			Otis Elevator Company	
ADDRESS			9001 Jameel Rd Ste 100	
CITY/STATE/ZIP			Houston, TX 77040	
PHONE			713-524-8486	
FAX			713-524-0138	
CONTACT			Aaron Albano	
#	Qty	Description	Unit Price	Extension
1	1	Elevator Maintenance Renewal Period: 9/1/17 - 8/31/18	\$ 60,000.00	\$ 60,000.00
TOTAL AMOUNT			\$ 60,000.00	



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

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

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

April 10, 2017

ABDO Publishing
Attn: Ms. Jennifer Roberts
8000 W. 78th Street, Suite 310
Minneapolis, MN 55439

Dear Ms. Roberts:

On July 28, 2015, South Texas College awarded a contract to ABDO Publishing for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Keri Lahl

Name Printed: Keri Lahl

Date: 4/19/17



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Bearport Publishing
Attn: Holly Longworth
45 West 21st Street 3B
New York, NY 10010

Dear Ms. Longworth:

On July 28, 2015, South Texas College awarded a contract to Bearport Publishing for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Kathryn Camisa
4/26/17



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

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

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

April 10, 2017

Bound to Stay Bound Books, Inc.
Attn: Ms. Lori Smith
1880 West Morton
Jacksonville, IL 62650

Dear Ms. Smith:

On July 28, 2015, South Texas College awarded a contract to Bound to Stay Bound Books, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Lori Smith

Date: 4/24/17



Business and Information Services
200 W. Pecan Blvd. • McAllen, TX 78501

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

(956) 872-3533
(800) 854-0121

April 10, 2017

Cavendish Square Publishing
Attn: Kelsey Kennedy
243 Fifth Avenue, Suite 136
New York, NY 10016

Dear Ms. Kennedy:

On July 28, 2015, South Texas College awarded a contract to Cavendish Square Publishing for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be returned via fax at (956) 872-4634 or email to Becky Cavazos at beckycv@southtexascollege.edu.

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Arlene Riley

Name Printed: Arlene Riley

Date: 4/24/17



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

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

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

April 10, 2017

Cengage Learning, Inc.
Attn: Beverly M. Jones
27500 Drake Road
Farmington Hills, MI 48331

Dear Ms. Jones:

On July 28, 2015, South Texas College awarded a contract to Cengage Learning, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Brian McDonough

Name Printed: Brian McDonough

Date: 5-11-2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Central Programs, Inc./dba Gumdrop Books
Attn: Ms. Nancy Crovetti
802 N. 41st Street
Bethany, MO 64424

Dear Ms. Crovetti:

On July 28, 2015, South Texas College awarded a contract to Central Programs, Inc./dba Gumdrop Books for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Nancy Crovetti

Name Printed: Nancy Crovetti

Date: 04-19-17



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Complete Book and Media Supply, LLC
Attn: Kendall Montiegel
1200 Toro Grande Drive, Suite 200
Cedar Park, TX 78613

Dear Ms. Montiegel:

On July 28, 2015, South Texas College awarded a contract to Complete Book and Media Supply, LLC for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Kendall Montiegel

Name Printed: Kendall Montiegel

Date: 05/11/2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Delaney Educational Enterprises
Attn: Katie Wyatt
1455 West Morena Blvd.
San Diego, CA 92110

Dear Ms. Wyatt:

On July 28, 2015, South Texas College awarded a contract to Delaney Educational Enterprises for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Sean T. Delaney

4-19-17



Purchasing and Distribution Services
200 W. Pecan Blvd. - McAllen, TX 78501

P.O. Box 9317
McAllen, TX 78502-9317

Phone: (361) 200-1000
Fax: (361) 200-1001

April 10, 2017

Enslow Publishing LLC
Attn: Arlene Riley
101 West 23rd Street, Suite 240
New York, NY 10011

Dear Ms. Riley:

On July 28, 2015, South Texas College awarded a contract to Enslow Publishing LLC for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Arlene Riley

Name Printed: Arlene Riley

Date: 4/24/17



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

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

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

April 10, 2017

Follett School Solutions, Inc.
Attn: George Gatsis
1340 Ridgeview Drive
McHenry, IL 60050

Dear Mr. Gatsis:

On July 28, 2015, South Texas College awarded a contract to Follett School Solutions, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature

DocuSigned by:

0B555A94776A4DB...

Name Printed: Thomas E Luchinski

Date: April 19, 2017



Purchasing and Distributional Services
1000 W. Pecan Blvd - McAllen, TX 78501

P.O. Box 9701
McAllen, TX 78506-9701

(956) 872-4688
Fax: (956) 872-4689

April 19, 2017

Gareth Stevens Publishing
Attn: Arlene Riley
111 East 14th Street, Suite 349
New York, NY 10003

Dear Ms. Riley:

On July 28, 2015, South Texas College awarded a contract to Gareth Stevens Publishing for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Ruberea R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Arlene Riley

Name Printed: Arlene Riley

Date: 4/24/17

191

P.O. Box 9701
McAllen, TX 78502-9701Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501(956) 872-4681
Fax (956) 872-4688

April 10, 2017

Grey House Publishing
Attn: Ms. Yvonne Coburn
PO Box 56
Amenia, NY 12501

Dear Ms. Coburn:

On July 28, 2015, South Texas College awarded a contract to Grey House Publishing for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script, appearing to read 'Becky Cavazos', written over a horizontal line.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: A handwritten signature in cursive script, appearing to read 'Yvonne Coburn', written over a horizontal line.

Name Printed: Yvonne CoburnDate: 4/19/17

19m

9568724689

12:40:07 p.m. 04-19-2017

2/2



South Texas College

P.O. Box 9701
McAllen, TX 78502-9701Purchasing and Distributional Services
3200 W. Pecan Blvd. • McAllen, TX 78501(956) 872-4681
Fax (956) 872-4688

April 10, 2017

Hertzberg New Method, Inc./dba Perma Bound Books
Attn: Carol Foster
617 E. Vandalia Road
Jacksonville, IL 62650

Dear Ms. Foster:

On July 28, 2015, South Texas College awarded a contract to Hertzberg New Method, Inc./dba Perma Bound Books for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Carol FosterName Printed: Carol FosterDate: 4/19/17



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

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

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

April 10, 2017

Ingram Library Services, Inc.
Attn: Daniel S. Sheehan
One Ingram Blvd
La Vergne, TN 37086

Dear Mr. Sheehan:

On July 28, 2015, South Texas College awarded a contract to Ingram Library Services, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Becky Cavazos".

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Pamela R. Smith, Vice President, Sales

Date: April 28, 2017



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

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

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

April 10, 2017

JOVE

Attn: Alex Bhatti
1 Alewife Center
Cambridge, MA 02140

Dear Mr. Bhatti:

On July 28, 2015, South Texas College awarded a contract to JOVE for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Steven Altieri Director of Sales, The Americas

Date: 5/11/17



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

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

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

April 10, 2017

Latin American Book Source, Inc.
Attn: Mr. Edgardo Moctezuma
681 Anita Street, Suite 102
Chula Vista, CA 91911

Dear Mr. Moctezuma:

On July 28, 2015, South Texas College awarded a contract to Latin American Book Source, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

APRIL 20, 2017



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

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

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

April 10, 2017

Midwest Tape, LLC
Attn: Susan Bascuk
6950 Hall Street
Holland, OH 43528

Dear Ms. Bascuk:

On July 28, 2015, South Texas College awarded a contract to Midwest Tape, LLC for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script that reads "Becky Cavazos".

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Sue Bascuk, Vice President of Business Development

Date: 4-19-17



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

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

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

April 10, 2017

Plunkett Research, Ltd.
Attn: Mr. Jack W. Plunkett
P O Drawer 541737
Houston, TX 77254

Dear Mr. Plunkett:

On July 28, 2015, South Texas College awarded a contract to Plunkett Research, Ltd. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script, appearing to read 'Becky Cavazos', is written over a horizontal line.

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Date: _____

Jack W Plunkett
Apr 19, 2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Rittenhouse Book Distributors, Inc.
Attn: Ms. Nicole Gallo
511 Fehleley Drive
King of Prussia, PA 19406

Dear Ms. Gallo:

On July 28, 2015, South Texas College awarded a contract to Rittenhouse Book Distributors, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Nicole Gallo

Name Printed: Nicole Gallo

Date: 4.18.2017



Purchasing and Institutional Services
600 W. Pecan Blvd. • Houston, TX 77061

Doc. No. 1701
MCA/MS. 17 13002-001

10-24-17
10-24-17

April 10, 2017

Rosen Publishing Group
Attn: Ms. Arlene Riley
29 East 21st Street
New York, NY 10010

Dear Ms. Riley:

On July 23, 2015, South Texas College awarded a contract to Rosen Publishing Group for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Arlene Riley

Name Printed: Arlene Riley

Date: 4/24/17



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

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

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

April 10, 2017

Scholastic Library Publishing, Inc.
Attn: Ms. Allison Henderson
90 Old Sherman Turnpike
Danbury, CT 06816

Dear Ms. Henderson:

On July 28, 2015, South Texas College awarded a contract to Scholastic Library Publishing, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Allison Henderson

Date: 4/19/17



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

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

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

April 10, 2017

World Book, Inc.
Attn: Mr. Donald Keller
180 N. LaSalle Street, Suite 900
Chicago, IL 60601

Dear Mr. Keller:

On July 28, 2015, South Texas College awarded a contract to World Book, Inc. for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Donald D. Keller

Date: April 19, 2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 10, 2017

Yankee Book Peddler Inc./dba YBP Library Services
Attn: Mark F. Kendall
999 Maple Street
Contoocook, NH 03229

Dear Mr. Kendall:

On July 28, 2015, South Texas College awarded a contract to Yankee Book Peddler Inc./dba YBP Library Services for Library Materials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Mark F. Kendall

Name Printed: Mark Kendall

Date: April 20, 2017



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

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

(956) 872 4681
Fax (956) 872 4688

April 21, 2017

EBSCO Information Services
Attn: Mr. Ree Sherer
PO Box 2543
Birmingham, AL 35202

Dear Mr. Sherer:

On July 26, 2016, South Texas College awarded a contract to EBSCO Information Services for Library Serials. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: Ree Sherer

Date: May 11, 2017



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

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

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

April 11, 2017

Upper Valley Mail Services, LLP
Attn: Patrick Hettler
1418 Beech Street, Suite 109
McAllen, TX 78501

Dear Mr. Hettler:

On July 28, 2015, South Texas College awarded a contract to Upper Valley Mail Services, LLP for Mail Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

A handwritten signature in cursive script that reads "Becky Cavazos".

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: _____

Patrick Hettler

Date: _____

4/19/17



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

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

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

April 12, 2017

BBVA Compass
Attn: Gina Lobato
3900 N. 10th Street
McAllen, Texas 78501

Dear Ms. Lobato,

On October 28, 2014, South Texas College awarded a contract to your company for Merchant Services. The award allowed for three one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the third year of the contract and would like to renew for one additional one-year period. The second renewal period will be from September 1, 2017 through August 31, 2018.

We are requesting that you respond to us in writing if you accept this offer to renew. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter can be faxed back to STC at (956) 872-4688 or emailed to Becky Cavazos at beckyc@southtexascollege.edu.

Sincerely,

Becky Cavazos

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in the terms and conditions as per the South Texas College proposal previously submitted.

Authorized Signature: *Whitney Cahoy*
Name (Printed): Whitney Cahoy
Date: 5/8/2017



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

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

(956) 872 4681
Fax (956) 872 4688

May 11, 2017

OnCourse Learning
Attn: Ms. Erin Shepard, Director
3100 Cumberland Blvd., Suite 1450
Atlanta, GA 30339

Dear Ms. Shepard:

On June 28, 2016, South Texas College awarded a contract to OnCourse Learning for Online Real Estate Courses. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Erin Shepard

Name Printed: Erin Shepard

Date: 5-12-17



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

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

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

May 11, 2017

International Schools
Attn: Mr. Mike A. Ramos
8290 South Central Expressway
Dallas, TX 75241

Dear Mr. Ramos:

On June 28, 2016, South Texas College awarded a contract to International Schools for Truck Driver/Bus Driver Training. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from September 1, 2017 through August 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through August 31, 2018 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature:

Name Printed: Mike Ramos Jr., Gen Mgr, International Schools

Date: 5 / 11 / 2017

SOUTH TEXAS COLLEGE
25. FACILITY USAGE INTERLOCAL AGREEMENTS

NAME			City of McAllen - McAllen Convention Center	
ADDRESS			700 Convention Center Blvd	
CITY/STATE/ZIP			McAllen, TX 78501	
PHONE			956-681-3800	
FAX			956-681-3840	
CONTACT			Yajaira J. Flores	
#	Qty	Description	Unit Price	Extension
1	1	College Wide Professional Development Day for Faculty and Staff - September 21, 2017	\$ 5,896.80	\$ 5,896.80
2	1	College Wide Professional Development Day for Faculty and Staff - February 9, 2018	\$ 5,896.80	\$ 5,896.80
3	1	Academic Affairs Professional Development Day for Faculty - August 20, 2018	\$ 5,896.80	\$ 5,896.80
4	1	Adjunct/Dual Enrollment Faculty Professional Development Day - August 25, 2018	\$ 4,000.00	\$ 4,000.00
TOTAL AMOUNT			\$ 21,690.40	

SOUTH TEXAS COLLEGE
26. DISTRICT WIDE TECHNOLOGY REQUEST
JUNE 27, 2017

COMPUTERS					
#	Qty	Description	Unit Price	Extension	Requesting Department
1	1	Computer iMac, Intel Core i5 Processor, 1TB Serial ATA Drive, 8GB Memory	\$1,498.00	\$1,498.00	World Languages - Delia Magdaleno
		21.5" Monitor, Intel Iris Pro Graphics, Warranty			(1) Replacement system for Dept Faculty
2	4	Computer 3040 MT, i5-6500 Processor, 500GB Hard Drive, 8GB Memory	\$665.00	\$2,660.00	Math, Science, and BAT Programs - Ali Esmaeil
		20" Monitor, Intel Integrated Graphics, Warranty			(4) New systems for Dept Faculty
3	3	Computer 3040 MT, i5-6500 Processor, 500GB Hard Drive, 8GB Memory	\$665.00	\$1,995.00	Computer Science - Saeed Molki
		20" Monitor, Intel Integrated Graphics, Warranty			(3) New systems for Computer Science Lab
4	1	Computer 3040 MT, i5-6500 Processor, 500GB Hard Drive, 8GB Memory	\$665.00	\$665.00	Math, Science, and BAT Programs - Ali Esmaeil
		20" Monitor, Intel Integrated Graphics, Warranty			(1) Replacement system for Dept Faculty
5	4	20" Monitor, Intel Integrated Graphics, Warranty	\$665.00	\$2,660.00	Political Science - Robert Ballinger
					(4) New systems for Dept Faculty
6	75	Computer 3040 MT, i5-6500 Processor, 500GB Hard Drive, 8GB Memory	\$665.00	\$49,875.00	Learning Commons & Open Labs - Lelia
		20" Monitor, Intel Integrated Graphics, Warranty			(75) New Systems for Open Computer Labs
7	1	Computer 3040 MT, i5-6500 Processor, 500GB Hard Drive, 8GB Memory	\$665.00	\$665.00	Math, Science and BAT Programs - Ali Esmaeil
		20" Monitor, Intel Integrated Graphics, Warranty			(1) Replacement system for Dept Faculty
8	1	Computer 3050 MT, i7-6700 Processor, 512GB Hard Drive, 16GB Memory	\$1,100.71	\$1,100.71	Research and Analytical Services - Serkan Celte
		20" Monitor, AMD Radeon R5, Warranty			(1) Replacement system for Dept Staff
		COMPUTER TOTAL		\$61,118.71	
LAPTOPS					
2		Laptop Latitude E5470, Intel Core i5-6200U, 250GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,180.00	\$2,360.00	Automotive Technology - Roy Trevino
					(2) New systems for Computer Lab
15	5	Laptop Latitude E7275, Intel Core m5-6Y57, 128GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,459.99	\$7,299.95	Developmental Math - Pablo Cortez
					(5) New systems for Dept Faculty

SOUTH TEXAS COLLEGE
26. DISTRICT WIDE TECHNOLOGY REQUEST
JUNE 27, 2017

LAPTOPS					
#	Qty	Description	Unit Price	Extension	Requesting Department
16	1	Laptop Latitude E5470, Intel Core i5-6200U, 250GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,180.00	\$1,180.00	Student Assessment Center - Miguel Carranza
					(1) New system for Dept Staff
17	1	Laptop Latitude E5470, Intel Core i5-6200U, 250GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,180.00	\$1,180.00	Student Assessment Center - Miguel Carranza
					(1) New system for Dept Staff
18	4	Laptop Latitude E7275, Intel Core m5-6Y57, 128GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,426.00	\$5,704.00	Human Resources - Brenda Balderaz
					(4) New systems for Dept Staff
19	10	Laptop Latitude E5470, Intel Core i5-6200U, 250GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,180.00	\$11,800.00	Counseling & Student Disability Services - Santa Pena
					(10) New systems for Dept Staff
20	3	Laptop Latitude E5480, Intel Core i5-6300U, 500GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,080.00	\$3,240.00	VP for SAEM - Matthew Hebbard
					(3) New systems for Dept Staff
21	1	Laptop Latitude E5480, Intel Core i7-6600U, 256GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Warranty	\$1,340.00	\$1,340.00	Human Resources - Brenda Balderaz
					(1) New system for Dept Staff
19	1	MacBook Pro, Dual Core i5, 256GB Hard Drive, Battery, 8GB Memory, Intel Iris Graphics 550, Warranty	\$1,818.00	\$1,818.00	Music - William Buhidar
					(1) New system for Dept Staff
		LAPTOP TOTAL		\$35,921.95	
		COMPUTER/LAPTOP TOTAL		\$97,040.66	

**Review and Action as Necessary on Award of a Proposal and Purchases for
the 2013 Bond Construction Program Funded by Bond Proceeds and
Bond Related Projects Funded by Non-Bond Proceeds**

Approval of the following award of proposals and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds will be requested at the June 27, 2017 Board meeting as follows:

A. Bond Proceeds	B. Non-Bond Proceeds --Maintenance and Operation Property Taxes (M&O)
-------------------------	--------------------------------------------------------------------------------------

A. Bond Proceeds

1) Furniture (Purchase)

Purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, and the State of Texas Multiple Award Schedule (TXMAS), at a total amount of \$1,147,670.37.

#	Vendor	Amount
A	Allsteel Inc. / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$26,276.96
B	American Seating Company / Gateway Printing and Office Supply, Inc. (Houston, TX/Edinburg, TX)	\$326,868.90
C	Bretford Manufacturing, Inc./ Gateway Printing and Office Supply, Inc. (Franklin Park, IL/Edinburg, TX)	\$2,696.00
D	Computer Comforts, Inc. (Kemah, TX)	\$2,719.00
E	Cramer / Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$56,545.75
F	Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$13,128.12
G	Erg International / Gateway Printing and Office Supply, Inc. (Oxnard, CA/Edinburg TX)	\$3,010.80
H	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$65,940.20
I	The Hon Company / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$17,990.12
J	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$396,852.89
K	National Office Furniture / Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$37,481.19
L	NOVA Solutions, Inc. / Gateway Printing and Office Supply, Inc. (Effingham, IL/Edinburg, TX)	\$198,160.44
	Furniture Total	\$1,147,670.37

Pecan Campus South Academic Building

32	Conference Room Chairs	2	Open Area Tables
128	Computer Lab Student Chairs	42	Faculty/Staff Chairs
384	Lecture Classroom Student Chairs	12	Open Area Seats
192	Lecture Classroom Student Desks	34	Faculty/Staff Bookcases
4	Printer Stands	1	Storage Cabinet
15	Storage Shelving Units	5	Faculty/Staff File Cabinets
64	Student Computer Desks	58	Dining Area Chairs
16	Instructor Chairs	10	Conference Tables
40	Waiting Area Chairs	33	Faculty/Staff Desks
17	Round Tables for Small Conference Room	17	Instructor Desks
16	Chairs for Small Conference Room	10	Computer Lab Tables
8	Pull Up Tables for the Learning Commons	15	Open Area Tables
3	Bench Seating 2-Seats	4	Open Area Seating 3-Seats

Pecan Campus Student Activities Building and Cafeteria

20	Conference Room Chairs	4	Faculty/Staff Chairs
29	Computer Lab Student Chairs	4	Faculty/Staff Bookcases
408	Lecture Classroom Student Chairs	3	Faculty/Staff File Cabinets
7	Dollies for Chairs	20	Open Area Seats
6	Storage Shelving Units	120	Dining Area Chairs
29	Computer Lab Tables	7	Waiting Area Chairs
5	Chairs for Small Conference Room	4	Round Tables for Small Conference Room
3	Instructor Desks	5	Faculty/Staff Desks
86	Cafeteria Stools	72	Cafeteria Tables
2	Dollies for Tables	4	Vertical Storage Caddies for Tables
56	Folding Tables	8	Conference Tables
18	Round Tables		

Starr County Campus Student Activities Building Expansion

264	Computer Lab Student Chairs	36	Folding Tables
6	Dollies for Chairs	5	Faculty/Staff Bookcases
1	Printer Stand	5	Faculty/Staff File Cabinets
18	Round Tables	4	Vertical Storage Caddies for Tables
1	Instructor Table		

Starr County Campus Student Services Building Expansion

28	Lecture Classroom Student Chairs	4	Storage Shelving Units
15	Computer Lab Student Chairs	5	Faculty/Staff Chairs
15	Lecture Classroom Student Desks	2	Open Area Seats

12	Waiting Area Chairs	5	Faculty/Staff Desks
17	Cafeteria Stools	7	Instructor Chairs
1	Round Table for Small Conference Room	2	Open Area Tables

Starr County Campus Health Professions and Science Building

2	Collaboration Tables for Students	2	Open Area Tables
155	Computer Lab Student Chairs	18	Faculty/Staff Chairs
176	Lecture Classroom Student Chairs	24	Open Area Seats
88	Lecture Classroom Student Desks	20	Faculty/Staff Bookcases
4	Printer Stands	1	Storage Cabinet
11	Storage Shelving Units	4	Faculty/Staff File Cabinets
140	Instructional Lab Stools	6	Instructional Lab Stool for Faculty
60	Student Computer Desks	18	Faculty/Staff Chairs
49	Dining Area Chairs	30	Waiting Area Chairs
10	Conference Tables	11	Instructor Chairs
10	Round Tables for Small Conference Room	11	Instructor Desks
40	Training Room Chairs	4	Chairs for Small Conference Room
11	Open Area Tables	4	Pull Up Tables for the Learning Commons

Funds for these expenditures are budgeted in the 2013 Bond Construction Program FFE Budget – Pecan South Academic, Pecan Student Activities, Starr County Health Professions and Science, Starr County Student Activities, and Starr County Student Services.

B. Non-Bond Proceeds

--Maintenance and Operation Taxes (M&O)

2) Industrial Equipment (Award)

Award the proposal for industrial equipment at a total amount of \$522,832.90 as follows:

#	Vendor	Amount
A	ADMET, Inc. (Norwood,MA)	\$28,786.50
B	Alamo Iron Works (Brownsville, TX)	\$7,222.20
C	Carl Zeiss Industrial Metrology, LLC. (Maple Grove, MN)	\$46,255.00
D	Champions Machine Tool Sales (Buda, TX)	\$353,820.00
E	MSC Industrial Supply Company (Harlingen, TX)	\$55,950.20
F	Rex Supply Company (Houston, TX)	\$30,799.00
	Total Amount	\$522,832.90

Purpose - Facilities Planning and Construction, Advanced Manufacturing and the Institute for Advanced Manufacturing are requesting the purchase of industrial equipment for

student instruction for various programs and courses which will be located at the Technology Campus Southwest Building.

Justification and Benefit – The industrial equipment will be used for instruction courses and labs in the Advanced Manufacturing Program and Institute for Advance Manufacturing. It will assist students with the completion of certificates and associates degrees in some the following courses: Basic Machining, Intermediate Machining, Advanced Machining, Tools and Fixtures, and Precision Tools and Measurements. The industrial equipment includes milling machines, lathes, grinders, measuring machines, and drill presses.

Background – Proposal documents were advertised on May 8, 2017 and May 15, 2017 and issued to seven (7) vendors. Six (6) responses were received on May 23, 2017 and reviewed by the Advanced Manufacturing Program and Purchasing Department.

Funds for this expenditure are budgeted in the Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

3) Library Theft Detection Gates (Award)

Award the proposal for library theft detection gates to **Sentry Custom Security, Inc.** (Ronkonkoma, NY), at a total amount of \$52,413.00.

Purpose – Library Services is requesting to purchase, as part of the 2013 Bond Construction Program, theft detection gates for the libraries at the Mid Valley (three gates, one for each of three exits), Starr County (one gate for one exit), and Nursing and Allied Health (one gate for one exit) campuses.

Justification and Benefit - The theft detection gate will protect the collections by ensuring that materials don't leave the libraries unless properly checked out. Library materials are tagged using electromagnetic (EM) technology. The security gate sensors detect the EM signal emitted by library materials when an item has not been loaned out to a user and sound a local alarm to alert staff that an item not on loan is about to leave the premises. This system provides a non-intrusive yet effective way for library staff to know when a library item that is not on loan is near a library exit. The gates will also be protected in years following the purchase by a maintenance agreement.

Background – Proposal documents were advertised on March 30, 2017 and April 6, 2017 and issued to five (5) vendors. Three (3) responses were received on April 21, 2017 and reviewed by Library Services and the Purchasing Department.

Funds for this expenditure are budgeted in the Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

4) Instructional Equipment (Purchase)

Purchase instructional equipment from **Lab Resources, Inc.** (Tomball, TX), a Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$165,181.25.

Purpose – Facilities Planning and Construction, the Electrician Assistant Program and Construction Supervisor Program are requesting to purchase instructional equipment for student instruction at the Technology Campus Southwest Building.

Justification and Benefit – The instructional equipment for the Electrician Assistant Program will include electricity trainers, programmable logic control trainers, and an industrial cords trainer. The panel saw, band saw, drill presses, miter saws, table saw, and storage cabinet will be for the Construction Supervisor Program. This equipment will provide the students the hands on training required to complete the courses.

Funds for this expenditure are budgeted in the Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

5) Welding Equipment (Purchase)

Purchase welding equipment from **Airgas USA, LLC.** (McAllen, TX), an E&I Cooperative Services approved vendor, at a total amount of \$201,184.17.

Purpose – Facilities Planning and Construction, Institute for Advanced Manufacturing, and Continuing, Professional, and Workforce Education are requesting to purchase welding equipment for student instruction at the Technology Campus Southwest Building.

Justification and Benefit – The welding equipment will include sixty (60) various types of welding machines and seven (7) various types of saddle machines. This equipment will provide the students the hands on training required to complete the courses.

Funds for this expenditure are budgeted in the Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2016 – 2017 and FY 2017 – 2018 pending Board approval of the budget.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board meeting the award of proposals and purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as listed below:

A. Bond Proceeds	B. Non-Bond Proceeds --Maintenance and Operation Property Taxes (M&O)
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A. Bond Proceeds

- 1) Furniture (Purchase):** purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, and the State of Texas Multiple Award Schedule (TXMAS), at a total amount of \$1,147,670.37.

#	Vendor	Amount
A	Allsteel Inc. / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$26,276.96
B	American Seating Company / Gateway Printing and Office Supply, Inc. (Houston, TX/Edinburg, TX)	\$326,868.90
C	Bretford Manufacturing, Inc. / Gateway Printing and Office Supply, Inc. (Franklin Park, IL/Edinburg, TX)	\$2,696.00
D	Computer Comforts, Inc. (Kemah, TX)	\$2,719.00
E	Cramer / Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)	\$56,545.75
F	Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$13,128.12
G	Erg International / Gateway Printing and Office Supply, Inc. (Oxnard, CA/Edinburg TX)	\$3,010.80
H	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$65,940.20
I	The Hon Company / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$17,990.12
J	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$396,852.89
K	National Office Furniture / Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$37,481.19
L	NOVA Solutions, Inc. / Gateway Printing and Office Supply, Inc. (Effingham, IL/Edinburg, TX)	\$198,160.44
	Furniture Total	\$1,147,670.37

B. Non-Bond Proceeds
--Maintenance and Operation Taxes (M&O)

- 2) **Industrial Equipment (Award):** award the industrial equipment at a total amount of \$522,832.90 as follows:

#	Vendor	Amount
A	ADMET, Inc. (Norwood,MA)	\$28,786.50
B	Alamo Iron Works (Brownsville, TX)	\$7,222.20
C	Carl Zeiss Industrial Metrology, LLC. (Maple Grove, MN)	\$46,255.00
D	Champions Machine Tool Sales (Buda, TX)	\$353,820.00
E	MSC Industrial Supply Company (Harlingen, TX)	\$55,950.20
F	Rex Supply Company (Houston, TX)	\$30,799.00
	Total Amount	\$522,832.90

- 3) **Library Theft Detection Gates (Award):** award the proposal for library theft detection gates to **Sentry Custom Security, Inc.** (Ronkonkoma, NY), at a total amount of \$52,413.00;

- 4) Instructional Equipment (Purchase):** purchase instructional equipment from **Lab Resources, Inc.** (Tomball, TX), a Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$165,181.25;
- 5) Welding Equipment (Purchase):** purchase welding equipment from **Airgas USA, LLC.** (McAllen, TX), an E&I Cooperative Services approved vendor, at a total amount of \$201,184.17.

Recommend Action - The total for the award of proposals and purchases for the 2013 Bond Construction Program and Related Projects Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds is:

Bond Proceeds	\$1,147,670.37
Non-Bond M&O Taxes	941,611.32
Total	\$2,089,281.69

SOUTH TEXAS COLLEGE
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#	Qty	Description	Unit Price	Extension	Requesting Department
Allsteel Inc. / Gateway Printing and Office Supply, Inc. (NIPA/TCPN)					
1	20	SCU-UWDF Scout Adjustable Chair with Arms	\$ 460.98	\$ 9,219.60	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
					Chairs to be used in conference rooms at the
					Pecan Campus South Academic Bldg 1st Floor
2	12	SCU-UWDF Scout Adjustable Chair with Arms	\$ 460.98	\$ 5,531.76	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
					Chairs to be used in conference rooms at the
					Pecan Campus South Academic Bldg 2nd Floor
3	20	SCU-UWDF Scout Adjustable Chair with Arms	\$ 460.98	\$ 9,219.60	Bond Construction FFE (Pecan Student Activities) - Dr. Shirley A. Reed
					Chairs to be used in conference rooms at the
					Pecan Campus Student Activities Bldg 2nd Floor
4	1	Labor to receive, inspect, deliver, install and remove debris	\$ 2,306.00	\$ 2,306.00	
		Allsteel, Inc. Total		\$ 26,276.96	
American Seating Company / Gateway Printing and Office Supply, Inc. (TXMAS)					
1	32	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 6,013.76	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
192	FGA22 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back		\$ 146.85	\$ 28,195.20	Classroom and Lab Chairs and Tables to be used at the
96	JRA160P Alert Table Rec 18x60 T-DH L PP Polypropylene Edge SQ		\$ 183.54	\$ 17,619.84	Pecan Campus South Academic Bldg 1st Floor
96	QQT#S-15522 Backbone Field Installed Legs		\$ 12.56	\$ 1,205.76	
96	QQT#S-15522 Spinners # 074150 Plus, Screws		\$ 8.69	\$ 834.24	
24	TMP2P0 Modesty Panel 60" Table Length		\$ 37.35	\$ 896.40	
2	96	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 18,041.28	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
192	FGA22 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back		\$ 146.85	\$ 28,195.20	Classroom and Lab Chairs and Tables to be used at the
96	JRA160P Alert Table Rec 18x60 T-DH L PP Polypropylene Edge SQ		\$ 183.54	\$ 17,619.84	Pecan Campus South Academic Bldg 2nd Floor
96	QQT#S-15522 Backbone Field Installed Legs		\$ 12.56	\$ 1,205.76	
96	QQT#S-15522 Spinners # 074150 Plus, Screws		\$ 8.69	\$ 834.24	
24	TMP2P0 Modesty Panel 60" Table Length		\$ 37.35	\$ 896.40	
3	29	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 5,449.97	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
					Computer Lab Chairs for the Pecan Campus Student Activities
					Bldg 1st Floor
4	408	FGA12 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back	\$ 122.49	\$ 49,975.92	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
7	350100AMOH Nima Sled Base Dolly, Matte Black, Holds 20 Chairs		\$ 223.45	\$ 1,564.15	Chairs and dollies for the Pecan Campus Student Activities
					Bldg 2nd Floor

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#	Qty	Description	Unit Price	Extension	Requesting Department
5	264	FGA22 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back	\$ 122.49	\$ 32,337.36	Bond Construction FFE (Starr Student Activities)-Dr. Shirley A. Reed
	6	350100AMOH Nima Sled Base Dolly, Matte Black, Holds 20 Chairs	\$ 223.45	\$ 1,340.70	Chairs and dollies for the Starr County Campus Student Activities Bldg
6	28	FGA22 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back	\$ 146.85	\$ 4,111.80	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	15	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 2,818.95	Classroom and Lab Chairs and Tables for the
	15	QQT#S-15522 Backbone Field Installed Legs	\$ 12.56	\$ 188.40	Starr County Campus Student Services Bldg
	15	QQT#S-15522 Spinners # 074150 Plus, Screws	\$ 8.69	\$ 130.35	
	15	JRA160P Alert Table Rec 18x60 T-DH L PP Polypropylene Edge SQ	\$ 183.54	\$ 2,753.10	
	2	TMP2P0 Modesty Panel 60" Table Length	\$ 37.35	\$ 74.70	
7	117	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 21,987.81	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
	48	FGA22 NIMA Sled Base Armless Student Chair, Upholstered Seat/Back	\$ 146.85	\$ 7,048.80	Classroom and Lab Chairs and Tables for the
	24	JRA160P Alert Table Rec 18x60 T-DH L PP Polypropylene Edge SQ	\$ 183.54	\$ 4,404.96	Starr County Campus Health Prof & Science Bldg 1st Floor
	24	QQT#S-15522 Backbone Field Installed Legs	\$ 12.56	\$ 301.44	
	24	QQT#S-15522 Spinners # 074150 Plus, Screws	\$ 8.69	\$ 208.56	
	12	TMP2P0 Modesty Panel 60" Table Length	\$ 37.35	\$ 448.20	
8	38	FGE22 NIMA Swivel Armless Computer Chair, Upholstered Seat/Back	\$ 187.93	\$ 7,141.34	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
	128	FGA22 NIMA Sled Base Armless Student Chair, Upholstered	\$ 146.85	\$ 18,796.80	Classroom and Lab Chairs and Tables for the
	64	QQT#S-15522 Backbone Field Installed Legs	\$ 12.56	\$ 803.84	Starr County Campus Health Prof & Science Bldg 2nd Floor
	64	QQT#S-15522 Spinners # 074150 Plus, Screws	\$ 8.69	\$ 556.16	
	64	JRA160P Alert Table Rec 18x60 T-DH L PP Polypropylene Edge SQ	\$ 183.54	\$ 11,746.56	
	16	TMP2P0 Modesty Panel 60" Table Length	\$ 37.35	\$ 597.60	
9	1	Labor to receive, inspect, deliver, install and remove debris	\$ 30,523.51	\$ 30,523.51	
		American Seating Company Total	\$	326,868.90	
		Bretford Manufacturing, Inc. / Gateway Printing and Office Supply, Inc. (NCPA)			
1	1	CL15-BK Printer Stand, Black	\$ 272.00	\$ 272.00	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
					Printer stand for the Pecan Campus South Academic Bldg 1st Floor
2	3	CL15-BK Printer Stand, Black	\$ 272.00	\$ 816.00	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
					Printer stands for the Pecan Campus South Academic Bldg 2nd Floor
3	1	CL15-BK Printer Stand, Black	\$ 272.00	\$ 272.00	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
					Printer stand for Starr County Campus Student Services Bldg

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#	Qty	Description	Unit Price	Extension	Requesting Department
4	3	C15-BK Printer Stand, Black	\$ 272.00	\$ 816.00	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
					Printer stands for Starr County Campus Health & Science Bldg 1st Floor
5	1	C15-BK Printer Stand, Black	\$ 272.00	\$ 272.00	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
					Printer stands for Starr County Campus Health Prof & Science Bldg 2nd Floor
6	1	Labor to receive, inspect, deliver, install and remove debris	\$ 248.00	\$ 248.00	
		Bretford Manufacturing, Inc. Total		\$ 2,696.00	
Computer Comforts, Inc. (TIPS)					
1	2	Bullet-Shaped Team Table with Reverse Tapered Top Design	\$ 750.00	\$ 1,500.00	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
4		Cable cut-out in wood with grommets (3.25")	\$ 16.50	\$ 66.00	Collaboration Tables to be used by students at the
2		Custom cutout in table top	\$ 16.50	\$ 33.00	Starr County Campus Health Prof & Science Bldg
2		Partial Factory Assembly	\$ 10.00	\$ 20.00	
1		Shipping	\$ 1,100.00	\$ 1,100.00	
		Computer Comforts, Inc. Total		\$ 2,719.00	
Cramer / Gateway Printing and Office Supply, Inc. (TXMAS/TIPS)					
1	5	ROSH1.3.225 Rhino Plus Round Stool, No Back, High Height	\$ 240.26	\$ 1,201.30	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
5		TXMAS Fee	\$ 3.65	\$ 18.25	Stools for lab in Starr County Campus Health Prof & Science Bldg 1st Floor
2	135	RPM2-225 Rhino Chair Mid Height Med. Back	\$ 347.71	\$ 46,940.85	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
	135	TXMAS Fee	\$ 5.29	\$ 714.15	Stools for Instructors and Students to be used in the labs
6		RPM2-B.225 Rhino Chair Mid Height Medium Back	\$ 415.39	\$ 2,492.34	at Starr County Campus Health Prof & Science Bldg. 2nd Floor
6		TXMAS Fee	\$ 6.31	\$ 37.86	
3	1	Labor to receive, inspect, deliver, install and remove debris	\$ 5,141.00	\$ 5,141.00	
		Cramer Total		\$ 56,545.75	
Datum Filing Systems, Inc. / Gateway Printing and Office Supply, Inc. (TIPS)					
1	9	2036KH Heavy Duty Trakslider Top Shelf 36Wx20D	\$ 30.75	\$ 276.75	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
36		2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 1,191.60	Open Shelving Units for Storage at the
18		7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 809.28	Pecan Campus South Academic Bldg 1st Floor
36		HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 99.00	
90		HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 500.40	
2	6	2036KH Heavy Duty Trakslider Top Shelf 36Wx20D	\$ 30.75	\$ 184.50	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
24		2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 794.40	Open Shelving Units for Storage at the

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#	Qty	Description	Unit Price	Extension	Requesting Department
	12	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 539.52	Pecan Campus South Academic Bldg 2nd Floor
	24	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 66.00	
	60	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 333.60	
	3	2036KH Heavy Duty Tracks/Slider Top Shelf 36Wx20D	\$ 30.75	\$ 184.50	Bond Construction FFE (Pecan Student Activities) - Dr. Shirley A. Reed
	24	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 794.40	Open Shelving Units for Storage at the
	12	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 539.52	Pecan Campus Student Activities Bldg 1st Floor
	24	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 66.00	
	60	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 333.60	
	4	2036KH Heavy Duty Tracks/Slider Top Shelf 36Wx20D	\$ 30.75	\$ 123.00	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	16	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 529.60	Open shelving units to be used at the
	8	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 359.68	Starr County Campus Student Services Bldg
	16	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 44.00	
	40	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 222.40	
	5	2036KH Heavy Duty Tracks/Slider Top Shelf 36Wx20D	\$ 30.75	\$ 184.50	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
	24	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 794.40	Open shelving units to be used at the
	12	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 539.52	Starr County Campus Health Prof & Science Bldg 1st Floor
	24	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 66.00	
	60	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 333.60	
	6	2036KH Heavy Duty Tracks/Slider Top Shelf 36Wx20D	\$ 30.75	\$ 153.75	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
	20	2036TH Unslotted Heavy Duty Plus Shelf 36Wx20D 18G	\$ 33.10	\$ 662.00	Open shelving units to be used at the
	10	7620LO Open L Upright 20Dx76 1/4H	\$ 44.96	\$ 449.60	Starr County Campus Health Prof & Science Bldg 2nd Floor
	20	HR20 Heavy Duty Plus Shelf Reinforcement 20"	\$ 2.75	\$ 55.00	
	50	HS-3611 Heavy Duty Plus Shelf Support 36"	\$ 5.56	\$ 278.00	
	7	Labor to receive, inspect, deliver, install and remove debris	\$ 1,620.00	\$ 1,620.00	
		Datum Filing Systems, Inc. Total		\$ 13,128.12	
		Erg International / Gateway Printing and Office Supply, Inc. (TXMAS)			
	1	2 SP/Brandon Brandon Custom Hexagon Shaped Table	\$ 619.20	\$ 1,238.40	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
					Open Area Tables for the
					Pecan Campus South Academic Bldg 1st Floor

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#	Qty	Description	Unit Price	Extension	Requesting Department
2	2	SP/Brandon Brandon Custom Hexagon Shaped Table	\$ 619.20	\$ 1,238.40	Bond Construction FFE (Starr Health Prof & Science)-Dr. Shirley A. Reed
					Open Area Table to be used at the
					Starr County Campus Health & Science Bldg 2nd Floor
3	1	Labor to receive, inspect, deliver, install and remove debris	\$ 534.00	\$ 534.00	
		Erg International Total		\$ 3,010.80	
Exemplis Corporation / Gateway Printing and Office Supply, Inc. (NIPA/TCPN/TXMAS)					
1	24	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 7,882.08	Bond Construction FFE (Pecan South Academic)-Dr. Shirley A. Reed
	12	VS.FS8 Visit, Upholstered Arm Chair 35H x 28.5 x 29D	\$ 717.38	\$ 8,608.56	Chairs for Faculty/Staff and Lobby Area Seating for the
					Pecan Campus South Academic Bldg 1st Floor
2	18	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 5,911.56	Bond Construction FFE (Pecan South Academic)-Dr. Shirley A. Reed
					Chairs for Faculty/Staff at the
					Pecan Campus South Academic Bldg 2nd Floor
3	4	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 1,313.68	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
	8	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 624.45	\$ 4,995.60	Chairs for Faculty/Staff and Lobby Area Seating at the
	12	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 615.30	\$ 7,383.60	Pecan Campus Student Activities Bldg 1st Floor
4	5	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 1,642.10	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	2	VS.FS8 Visit, Upholstered Arm Chair 35H x 28.5 x 29D	\$ 717.38	\$ 1,434.76	Chairs will be used for faculty/staff offices at the
					Starr County Campus Student Services Bldg
5	10	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 3,284.20	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	4	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 624.45	\$ 2,497.80	Open Area/Lobby Area Seating for the
	6	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 615.30	\$ 3,691.80	Starr County Campus Health Prof & Science Bldg 1st Floor
6	8	40Y.A17 TR2 Task Chair Enhanced Synchro Control	\$ 328.42	\$ 2,627.36	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	8	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 615.30	\$ 4,922.40	Open Area/Lobby Area Seating for the
	6	VS Visit Armless Single Seat Chair 35H x 22.5 x 29D	\$ 624.45	\$ 3,746.70	Starr County Campus Health Prof & Science Bldg 2nd Floor
7	1	Labor to receive, inspect, deliver, install and remove debris	\$ 5,998.00	\$ 5,998.00	
		Exemplis Corporation Total		\$ 65,940.20	

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#	Qty	Description	Unit Price	Extension	Requesting Department
The Hon Company / Gateway Printing and Office Supply, Inc. (TXMAS/NIP A/TCPN)					
1	15	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 2,772.00	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
	1	HSC2472 Storage Cabinet 24Dx36Wx72H, Black	\$ 417.90	\$ 417.90	Bookcases, Storage, and File Cabinets for Faculty and Staff
	1	HS42ABC Brigade Bookcase 3-Shelf, Black	\$ 108.78	\$ 108.78	at the Pecan Campus South Academic Bldg 1st Floor
	3	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 710.64	
2	18	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 3,326.40	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
	2	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 473.76	Bookcases and File Cabinets for Faculty and Staff
					at the Pecan Campus South Academic 2nd Floor
3	4	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 739.20	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
	3	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 710.64	Bookcases and File Cabinets for Faculty and Staff
					at the Pecan Campus Student Activities Bldg 1st Floor
4	5	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 924.00	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	5	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 1,184.40	Bookcases and File Cabinets for Faculty and Staff
					at the Starr County Campus Student Services Bldg
5	10	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 1,848.00	Bond Construction (Starr Health Prof & Science) - Dr. Shirley A. Reed
	2	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 473.76	Bookcases and File Cabinets for Faculty and Staff at be used
					at the Starr County Campus Health Prof & Science Bldg 1st Floor
6	9	HS72ABC Brigade Bookcase 5-Shelf, Black	\$ 184.80	\$ 1,663.20	Bond Construction (Starr Health & Science) - Dr. Shirley A. Reed
	1	HSC2472 Storage Cabinet 24Dx36Wx72H, Black	\$ 417.90	\$ 417.90	Bookcases, Storage, and File Cabinets for Faculty and Staff to be
	1	HS42ABC Brigade Bookcase 3-Shelf, Black	\$ 108.78	\$ 108.78	used at the Starr County Campus Health Prof & Science Bldg 2nd Fl
	2	H314 Vertical File 4 Drawer Letter with Lock, Black	\$ 236.88	\$ 473.76	
7	1	Labor to receive, inspect, deliver, install and remove debris	\$ 1,637.00	\$ 1,637.00	
		The Hon Company Total		\$ 17,990.12	
Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (NJPA/TXMAS)					
1	7	KL62/JR39 Impress Task, Pedestal Base, T-Arms, Upholstered	\$ 375.84	\$ 2,630.88	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
	7	Upcharge Per Unit	\$ 38.29	\$ 268.03	Instructor Classroom Tables and Chairs, Conference Tables,
	8	B255F-74P Barron Table Rectangular 30x60"	\$ 611.52	\$ 4,892.16	Faculty/Staff Desk, Waiting Area Seating, Information Commons
	30	SWNA Strive High Density Sled Base, Poly	\$ 92.16	\$ 2,764.80	Chairs, Student Collaboration Chairs, and Tables to be used
	10	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 6,806.40	at Pecan Campus South Academic Bldg 1st Floor
	4	PINR3072C-74P Pirouette, Nesting Collaborative Table 30x72"	\$ 578.40	\$ 2,313.60	

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#	Qty	Description	Unit Price	Extension	Requesting Department
	16	MSP Maestro Stack Chair, Polypropylene	\$ 74.88	\$ 1,198.08	
	10	WBWD2436-74P WorkZone w/Power Basic Worksurface 24x36"W	\$ 546.24	\$ 5,462.40	
	2	WZ.TGPI.29 WorkZone Floor Infeed for 29" Tall Table	\$ 163.20	\$ 326.40	
	6	WZ.TGRECP.1 WorkZone Receptacle 810 -6-2-2 (1.12") 1	\$ 12.48	\$ 74.88	
	4	WZ.RGRECP.2 WorkZone Receptacle 810 6-2-2 (1.12") 2	\$ 12.48	\$ 49.92	
	6	WZ.TGRECP.4 WorkZone Receptacle, 810 6-2-2 (1.12") 4I	\$ 12.48	\$ 74.88	
	4	WZ.TGRECP.5I WorkZone Receptacle, 810 6-2-2 (1.12") 5I	\$ 12.48	\$ 49.92	
	8	WZ.TGSC18 WorkZone 810 6-2-2 Table to Table Jumper	\$ 58.56	\$ 468.48	
	2	PINR3072C-74P Pirouette, Nesting Collaborative Table 30x72"	\$ 578.40	\$ 1,156.80	
	20	RAPWAUS Rapture Four-Leg, Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 3,897.60	
	14	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 5,685.12	
	15	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 6,120.00	
	15	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 8,380.80	
	15	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 5,306.40	
	1	7D/B3436-74P-F Desk Bridge Full Modesty Panel 24x36"W	\$ 350.88	\$ 350.88	
	1	7D/D2472-74P-F Desk Full Modesty Panel 24x72"W	\$ 487.20	\$ 487.20	
	2	SWNA Strive High Density Sled Base, Poly	\$ 92.16	\$ 2,580.48	Bond Construction FFE (Pecan South Academic) - Dr. Shirley A. Reed
	7	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 4,764.48	Student Collaboration Chairs and Tables, Instructor Classroom
	9	KI/62/JR39 Impress Task, Pedestal Base, T-Arms, Upholstered	\$ 375.84	\$ 3,382.56	Tables and Chairs, Conference Tables, Waiting Area Chairs,
	9	Upcharge Per Unit	\$ 38.29	\$ 344.61	Faculty/Staff Chairs to be used at the Pecan Campus
	9	B255F-74P Barron Table Rectangular 30x60"	\$ 611.52	\$ 5,503.68	Academic 2nd Floor
	4	PINR3072C-74P Pirouette, Nesting Collaborative Table 30x72"	\$ 578.40	\$ 2,313.60	
	20	RAPWAUS Rapture Four-Leg, Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 3,897.60	
	18	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 7,309.44	
	18	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 7,344.00	
	18	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 10,056.96	
	18	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 6,367.68	
	3	SWNA Strive High Density Sled Base, Poly	\$ 92.16	\$ 11,059.20	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
	86	SLSNAP Strive Four-Leg Armless Café Stool	\$ 136.80	\$ 11,764.80	Cafeteria Stool, Chairs and Tables, Dollies, Waiting Area Seating,
	43	BS25FT-74P Barron Flip-Top Table Square, X-Base 30X30"	\$ 557.76	\$ 23,983.68	Faculty/Staff Desks, Conference Tables and Chairs to be
	16	BS3FT-74P Barron Flip-Top Table Square, X-Base 36x36"	\$ 610.56	\$ 9,768.96	used at the Pecan Campus Student Activities Bldg 1st Floor
	13	B36FT-74P Barron Flip-Top Table Rectangle 36x72"	\$ 925.44	\$ 12,030.72	
	2	CSD.BL High Density Transport Dolly	\$ 199.68	\$ 399.36	
	1	KTV68 Vertical Storage Caddy Cap -9, 26-5/8X78"L	\$ 282.24	\$ 282.24	
	4	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 2,722.56	

SOUTH TEXAS COLLEGE
1. 2013 BOND CONSTRUCTION FURNITURE
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
	7	RAPWAUS Rapture Four-Leg. Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 1,364.16	
	3	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 1,218.24	
	5	S7P/1530WBFF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 2,040.00	
	5	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 2,793.60	
	5	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 1,768.80	
	1	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 406.08	
	29	WBWD2436-74P WorkZone w/Power Basic Worksurface 24x36"W	\$ 546.24	\$ 15,840.96	
	4	WZ.T6P129 WorkZone Floor Infeed for 29" Tall Table	\$ 163.20	\$ 652.80	
	20	WZ.T6RECP.1 WorkZone Receptacle 810 -6-2-2 (1.12") 1	\$ 12.48	\$ 249.60	
	9	WZ.R6RECP.2 WorkZone Receptacle 810 6-2-2 (1.12") 2	\$ 12.48	\$ 112.32	
	20	WZ.T6RECP.4I WorkZone Receptacle, 810 6-2-2 (1.12") 4I	\$ 12.48	\$ 249.60	
	9	WZ.T6RECP.5I WorkZone Receptacle, 810 6-2-2 (1.12) 5I	\$ 12.48	\$ 112.32	
	24	WZ.T6SC18 WorkZone 810 6-2-2 Table to Table Jumper	\$ 58.56	\$ 1,405.44	
	1	7D/B2436-74P-F Desk Full Modesty Panel 74P Edge 24x36"W	\$ 350.88	\$ 350.88	
	1	7D/D2472-74F Desk Full Modesty Panel 74P Edge, 24x72"W	\$ 487.20	\$ 487.20	
	4	MSP Maestro Strack Chair, Polypropylene	\$ 74.88	\$ 299.52	
	2	B255F-74P Barron Table Rectangular 30x60"	\$ 611.52	\$ 1,223.04	
	4	RP5 Premier Folding Table, Solid Core Top 60" Dia	\$ 242.40	\$ 8,726.40	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
	20	NP6 Premier Folding Table, Lightweight Core Top 30x 72"	\$ 169.92	\$ 3,398.40	Tables for Events, Dollies, Conference Tables and Chairs to be used at the Pecan Campus Student Activities Bldg 2nd Floor
	18	BR25FT-74P Barron Flip Top Round Table X-Base 30"	\$ 593.76	\$ 10,687.68	
	2	KTR9 Vertical Storage Caddy, Cap-8, 32-5/8WX55-1/4"L	\$ 398.40	\$ 796.80	
	1	KTV68 Vertical Storage Caddy, Cap-9, 26-5/8WX78"L	\$ 282.24	\$ 282.24	
	1	MSP Maestro Stack Chair, Polypropylene	\$ 74.88	\$ 74.88	
	1	B255F-74P Barron Fixed Table, Rectangle, T-Base, 74P Edge 30x60"	\$ 611.52	\$ 611.52	
	8	PINR3072C-74P Pirouette, Nesting Collaborative Table 30x72"	\$ 578.40	\$ 4,627.20	
	5	RP5 Premier Folding Table, Solid Core Top 60" Dia	\$ 242.40	\$ 3,878.40	Bond Construction FFE (Starr Student Activities)-Dr. Shirley A. Reed
	18	BR25FT-74P Barron Flip Top Round Table X-Base 30"	\$ 593.76	\$ 10,687.68	Tables for Event Center, Conference Rooms, and Dollies to be used at the Starr County Campus Student Activities Bldg
	20	NP6 Premier Folding Table, Lightweight Core Top 30x 72"	\$ 169.92	\$ 3,398.40	
	2	KTR9 Vertical Storage Caddy, Cap-8, 32-5/8WX55-1/4"L	\$ 398.40	\$ 796.80	
	2	KTV68 Vertical Storage Caddy, Cap-9, 26-5/8WX78"L	\$ 282.24	\$ 564.48	
	1	HUN3060-74P Hurry Up Table Flip Top, 74P Edge	\$ 730.56	\$ 730.56	
	12	RAPWAUS Rapture Four-Leg. Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 2,338.56	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	1	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 680.64	Faculty/Staff Desks, Waiting Area Seating, Tables and Chairs to be used at the Enrollment Center at the
	7	SWNAU Strive High Density Sled Base, Uph Seat, Armless Chair	\$ 122.40	\$ 856.80	

SOUTH TEXAS COLLEGE
1. 2013 BOND CONSTRUCTION FURNITURE
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
	7	Upcharge Per Unit	\$ 19.46	\$ 136.22	Starr County Campus Student Services Bldg
	17	SLSNAU Strive Four Leg Armless Café Stool, Uph Seat	\$ 166.56	\$ 2,831.52	
	17	Upcharge Per Unit	\$ 19.46	\$ 330.82	
	5	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 2,030.40	
	5	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 2,040.00	
	5	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 2,793.60	Starr County Health & Science
	5	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 1,768.80	
	7	SWNA Strive High Density Sled Base, Poly	\$ 92.16	\$ 2,211.84	
	6	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 4,083.84	
	1	Upcharge Per Unit	\$ 38.29	\$ 38.29	
	6	KI/62/IR39 Impress Task, Pedestal Base, T-Arms, Upholstered	\$ 375.84	\$ 2,255.04	Instructor Classroom Tables and Chairs, Conference Tables, Faculty/Staff Desk, Waiting Area Seating, Information Commons Chairs, Student Collaboration Chairs, and Tables to be used at Starr County Health & Science Bldg 1st Floor
	7	B255F-74P Barron Table Rectangular 30x60"	\$ 611.52	\$ 4,280.64	
	5	Upcharge Per Unit	\$ 38.29	\$ 191.45	
	40	TGNAPB Torsion on the Go Armless Chair, Poly Back	\$ 320.64	\$ 12,825.60	
	10	PINR3072C-74P Pirouette, Nesting Collaborative Table 30x72"	\$ 578.40	\$ 5,784.00	
	4	MSP Maestro Strack Chair, Polypropylene	\$ 74.88	\$ 299.52	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	13	RAPWAUS Rapture Four-Leg, Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 2,533.44	
	9	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 3,654.72	
	9	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 3,672.00	
	9	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 5,028.48	
	9	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 3,183.84	Instructor Classroom Tables and Chairs, Conference Tables, Faculty/Staff Desk, Waiting Area Seating, Information Commons Chairs, Student Collaboration Chairs, and Tables to be used at Starr County Campus Health Prof & Science Bldg 2nd Floor
	8	SWNA Strive High Density Sled Base, Poly	\$ 92.16	\$ 1,658.88	
	4	BR35FX-74P Barron Fixed Round Table	\$ 680.64	\$ 2,722.56	
	5	Upcharge Per Unit	\$ 38.29	\$ 191.45	
	5	KI/62/IR39 Impress Task, Pedestal Base, T-Arms, Upholstered	\$ 375.84	\$ 1,879.20	
	5	B255F-74P Barron Table Rectangular 30x60"	\$ 611.52	\$ 3,057.60	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	7	SNNAU Strive Nesting Armless Chair	\$ 223.20	\$ 1,562.40	
	7	Upcharge Per Unit	\$ 12.50	\$ 87.50	
	17	RAPWAUS Rapture Four-Leg, Armchair, Uph Seat/Poly Back	\$ 194.88	\$ 3,312.96	
	8	7D/R2448-74P-F Desk Return, Full Modesty Panel	\$ 406.08	\$ 3,248.64	
	9	S7P/1530WBBF Files Supporting Ped-Box/Box/File 30" Nominal Depth	\$ 408.00	\$ 3,672.00	Faculty/Staff Desk, Waiting Area Seating, Information Commons Chairs, Student Collaboration Chairs, and Tables to be used at Starr County Campus Health Prof & Science Bldg 2nd Floor
	9	7D/D3066-74P-F Desk Full Modesty Panel, 74P	\$ 558.72	\$ 5,028.48	
	9	S7P/1524WFF Files Supporting Ped-File/File-24"	\$ 353.76	\$ 3,183.84	
	1	7D/B2436-74P-F Desk Bridge, Full Modesty Panel 24x 36"W	\$ 350.88	\$ 350.88	
	1	7D/D2472-74P-F Desk Full Modesty Panel 24x72"W	\$ 487.20	\$ 487.20	

SOUTH TEXAS COLLEGE
1. 2013 BOND CONSTRUCTION FURNITURE
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
9	1	Labor to receive, inspect, deliver, install and remove debris	\$ 36,081.00	\$ 36,081.00	
		Krueger International, Inc. Total		\$ 396,852.89	
		National Office Furniture / Gateway Printing and Office Supply, Inc. (NIPA /TCPN)			
1	8	10N1622RTPUL Universal Pull Up Table 16Dx22W	\$ 382.00	\$ 3,056.00	Bond Construction FFE (Pecan South Academic)-Dr. Shirley A. Reed
	1	CBV2448ABES Base Support for 24Dx48W Top, Adjustable Height	\$ 743.20	\$ 743.20	Tables for Student Collaboration Spaces at the
	1	WW2448WSSL Waveworks, 24Dx48W Surface Rectangular	\$ 124.00	\$ 124.00	Pecan Campus South Academic Bldg 1st Floor
	1	NACPUH CPU Holder	\$ 116.00	\$ 116.00	
	2	N32T24ENL Reno End Table 24"D	\$ 441.60	\$ 883.20	
2	3	N95EE Swift Two Bench	\$ 1,318.80	\$ 3,956.40	Bond Construction FFE (Pecan Student Activities 1st Fl)-Dr. Shirley A. Reed
	6	N95PPL Swift End Table	\$ 454.80	\$ 2,728.80	Open Area Tables and Seating for the
	6	NACG23ELS Accessories, Power Grommet, Silver	\$ 172.40	\$ 1,034.40	Pecan Campus Student Activities Bldg 1st Floor
	4	N92M3M Fringe, Mid Back, Three Seat, Armless	\$ 1,774.40	\$ 7,097.60	
	7	N32T24ENL Reno End Table 24"D	\$ 441.60	\$ 3,091.20	
3	1	N32T24ENL Reno End Table 24"D	\$ 441.60	\$ 441.60	Bond Construction FFE (Starr Student Services) - Dr. Shirley A. Reed
	1	NCG96299050 24"Dx144"W 2 Part Panel	\$ 1,247.20	\$ 1,247.20	Open Area Tables for Starr County Campus
	1	NCG96299160 24"Dx144"W 2	\$ 1,120.40	\$ 1,120.40	Student Services Bldg
4	6	N95NNL Swift Corner Table, 90 Degree Laminate	\$ 608.80	\$ 3,652.80	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
					Open Area Tables for Starr County Campus Health Prof & Science
					Bldg 1st Floor
5	4	10N1622RTPUL Universal Pull Up Table 16Dx22W	\$ 382.00	\$ 1,528.00	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	1	CBV2448ABES Base Support for 24Dx48W Top, Adjustable Height	\$ 743.20	\$ 743.20	Tables for Student Collaboration Spaces in Starr County
	1	WW2448WSSL Waveworks, 24Dx48W Surface Rectangular	\$ 124.00	\$ 124.00	Campus Health & Science Bldg 2nd Floor
	1	NACPUH CPU Holder	\$ 116.00	\$ 116.00	
	5	N32T24ENL Reno End Table 24"D	\$ 441.60	\$ 2,208.00	
6	1	Labor to receive, inspect, deliver, install and remove debris	\$ 3,469.19	\$ 3,469.19	
		National Office Furniture Total		\$ 37,481.19	

SOUTH TEXAS COLLEGE
1. 2013 BOND CONSTRUCTION FURNITURE
JUNE 27, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
NOVA Solutions, Inc. / Gateway Printing and Office Supply, Inc. (TPS)					
1	15	46-DL247130RX-TE0728NK Double User Workstation	\$ 1,436.04	\$ 21,540.60	Bond Construction FFE (Pecan South Academic)-Dr. Shirley A. Reed
	1	4P15798-T Double ADA User Workstation	\$ 1,695.60	\$ 1,695.60	Workstations for Students at Pecan Campus South Academic Bldg 1st Floor
2	45	46-DL247130RX-TE0728NK Double User Workstation	\$ 1,436.04	\$ 64,621.80	Bond Construction FFE (Pecan South Academic)-Dr. Shirley A. Reed
	3	4P15798-T Double ADA User Workstation	\$ 1,695.60	\$ 5,086.80	Workstations for Students at Pecan Campus South Academic Bldg 2nd Floor
3	42	46-DL247130RX-TE0728NK Double User Workstation	\$ 1,436.04	\$ 60,313.68	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	3	4P15798-T Double ADA User Workstation	\$ 1,695.60	\$ 5,086.80	Workstations for Starr County Campus Health Prof & Science Bldg 1st Floor
4	14	46-DL247130RX-TE0728NK Double User Workstation	\$ 1,436.04	\$ 20,104.56	Bond Construction (Starr Health Prof & Science)-Dr. Shirley A. Reed
	1	4P15798-T Double ADA User Workstation	\$ 1,695.60	\$ 1,695.60	Workstations for Starr County Campus Health Prof & Science Bldg 2nd Floor
5	1	Labor to receive, inspect, deliver, install and remove debris	\$ 18,015.00	\$ 18,015.00	
		NOVA Solutions, Inc. Total		\$ 198,160.44	
		Furniture Total		\$ 1,147,670.37	

**SOUTH TEXAS COLLEGE
2. INDUSTRIAL EQUIPMENT
PROJECT NO. 16-17-1071**

VENDOR		ADMET, Inc.		Alamo Iron Works		Carl Zeiss Industrial Metrology, LLC.		Champions Machine Tool Sales		MSC Industrial Supply Company		Rex Supply Company	
ADDRESS		51 Morgan Dr		2771 Robindale Rd		6250 Sycamore Ln N		375 Commercial Ln		402 US 77 Frontage Rd		3715 Harrisburg Blvd	
CITY/STATE/ZIP		Norwood, MA 02062		Brownsville, TX 78526		Maple Grove, MN 55369		Buda, TX 78610		Harlingen, TX 78550		Houston, TX 77003	
PHONE		781-769-0850		956-831-4291		763-744-2400		512-312-1120		956-412-6500		713-222-2251	
FAX		781-769-0884		956-831-9434		763-533-0219		281-353-3299		956-412-8131		713-225-5739	
CONTACT		Vincent J. Milano		Robert Garcia		Mark Smith		Larry Atchley		Javier Zamora		Max Quenon	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price
A	7	Storage Cabinets			\$ 1,018.11	\$ 7,126.77				\$ 632.75	\$ 4,429.25	\$ 1,346.29	\$ 9,424.03
		Shipping/Handling			\$ 65.00	\$ 455.00				\$ -	\$ -	\$ -	\$ 1,134.00
		Sub-total			\$	7,581.77				\$	4,429.25	\$	10,558.03
B	6	Lab Bench Tables								\$ 447.00	\$ 2,682.00	\$ 421.42	\$ 2,528.52
		Shipping/Handling								\$ -	\$ -	\$ -	\$ 623.00
		Sub-total								\$	2,682.00	\$	3,151.52
C	1	Storage Rack								\$ 679.00	\$ 679.00		
		Shipping/Handling								\$ -	\$ -		
		Sub-total								\$	679.00		
D	1	Tensile Testing Machine	\$ 27,470.50	\$ 27,470.50	\$ 30,522.78	\$ 30,522.78							
		Shipping/Handling	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00							
		Inside Delivery	\$ 116.00	\$ 116.00	\$ -	\$ -							
		Sub-total	\$	28,786.50	\$	31,722.78							
E	2	Rolling Tool Box			\$ 282.63	\$ 565.26				\$ 299.00	\$ 598.00	\$ 528.68	\$ 1,057.36
		Shipping/Handling				\$ 100.00				\$ -	\$ -		\$ -
		Sub-total			\$	665.26				\$	598.00	\$	1,057.36
F	1	CNC Vertical Milling Machine								\$113,990.00	\$ 113,990.00	\$ 74,742.00	\$ 74,742.00
		Shipping/Handling								\$ -	\$ -		\$ 2,450.00
		Inside Delivery								No Response	No Response		
		Sub-total								\$	60,145.00	\$	77,192.00

SOUTH TEXAS COLLEGE
2. INDUSTRIAL EQUIPMENT
PROJECT NO. 16-17-1071

VENDOR		ADMET, Inc.		Alamo Iron Works		Carl Zeiss Industrial Metrology, LLC.		Champions Machine Tool Sales		MSC Industrial Supply Company		Rex Supply Company		
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
G	1	CNC Vertical Milling Machine							\$ 33,145.00	\$ 33,145.00	\$ 71,240.00	\$ 71,240.00	\$ 37,628.00	\$ 37,628.00
		Shipping/Handling							\$ 1,600.00	\$ 1,600.00	\$ -	\$ -	\$ -	\$ 2,100.00
		Inside Delivery							\$ 1,000.00	\$ 1,000.00	No Response	No Response		
		Sub-total							\$ 35,745.00	\$ 35,745.00	\$ 71,240.00	\$ 71,240.00	\$ 39,728.00	
H	2	CNC Lathe							\$ 41,895.00	\$ 83,790.00	\$ 66,500.00	\$ 133,000.00	\$ 77,180.00	\$ 154,360.00
		Shipping/Handling							\$ 2,200.00	\$ 4,400.00	\$ -	\$ -		\$ 3,800.00
		Inside Delivery							\$ 1,000.00	\$ 2,000.00	No Response	No Response		
		Sub-total							\$ 90,190.00	\$ 90,190.00	\$ 133,000.00	\$ 133,000.00	\$ 158,160.00	
I	1	CNC Chuckler Lathe							\$ 35,095.00	\$ 35,095.00	\$ 34,990.00	\$ 34,990.00	\$ 57,387.00	\$ 57,387.00
		Shipping/Handling							\$ 1,400.00	\$ 1,400.00	\$ -	\$ -		\$ 2,250.00
		Inside Delivery							\$ 1,000.00	\$ 1,000.00	No Response	No Response		
		Sub-Total							\$ 37,495.00	\$ 37,495.00	\$ 34,990.00	\$ 34,990.00	\$ 59,637.00	
J	6	Knee Type Vertical Milling Machine			\$ 18,652.78	\$ 111,916.68			\$ 12,100.00	\$ 72,600.00	\$ 17,317.00	\$ 103,902.00	\$ 16,197.00	\$ 97,182.00
		Shipping/Handling			\$ 325.00	\$ 1,950.00			\$ 900.00	\$ 5,400.00	\$ -	\$ -		\$ 1,500.00
		Inside Delivery			\$ -	\$ -			\$ 700.00	\$ 4,200.00	No Response	No Response		
		Sub-Total			\$ 113,866.68	\$ 113,866.68			\$ 82,200.00	\$ 82,200.00	\$ 103,902.00	\$ 103,902.00	\$ 98,682.00	
K	2	Geared Head Lathe			\$ 15,722.23	\$ 31,444.46					\$ 11,395.34	\$ 22,790.68	\$ 11,138.00	\$ 22,276.00
		Shipping/Handling			\$ 375.00	\$ 750.00					\$ -	\$ -		\$ 2,700.00
		Inside Delivery			\$ -	\$ -					No Response	No Response		
		Sub-Total			\$ 32,194.46	\$ 32,194.46					\$ 22,790.68	\$ 22,790.68	\$ 24,976.00	
L	1	Surface Grinder			\$ 12,711.12	\$ 12,711.12					\$ 9,724.00	\$ 9,724.00	\$ 10,203.00	\$ 10,203.00
		Shipping/Handling			\$ 375.00	\$ 375.00					\$ -	\$ -		\$ 1,200.00
		Inside Delivery			\$ -	\$ -					No Response	No Response		
		Sub-Total			\$ 13,086.12	\$ 13,086.12					\$ 9,724.00	\$ 9,724.00	\$ 11,403.00	

SOUTH TEXAS COLLEGE
2. INDUSTRIAL EQUIPMENT
PROJECT NO. 16-17-1071

VENDOR		ADMET, Inc.		Alamo Iron Works		Carl Zeiss Industrial Metrology, LLC.		Champions Machine Tool Sales		MSC Industrial Supply Company		Rex Supply Company		
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
M	1	Horizontal Band Saw			\$ 8,222.23	\$ 8,222.23					\$ 6,290.00	\$ 6,290.00	\$ 5,326.00	\$ 5,326.00
		Shipping/Handling			\$ 375.00	\$ 375.00					\$ -	\$ -	\$ 1,200.00	\$ 1,200.00
		Sub-Total			\$	8,597.23					\$	6,290.00	\$	6,526.00
N	1	Cold Saw			\$ 7,095.00	\$ 7,095.00					\$ 6,243.60	\$ 6,243.60	\$ 4,593.00	\$ 4,593.00
		Shipping/Handling				\$ 525.00					\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
		Sub-Total			\$	7,620.00					\$	6,243.60	\$	5,593.00
O	1	Bench Drill Press									\$ 1,898.61	\$ 1,898.61	\$ 1,860.00	\$ 1,860.00
		Shipping/Handling									\$ -	\$ -	\$	-
		Sub-Total									\$	1,898.61	\$	1,860.00
P	1	Coordinate Measuring Machine					\$ 45,530.00	\$ 45,530.00						
		Shipping/Handling					\$ 725.00	\$ 725.00						
		Inside Delivery					\$ -	\$ -						
		Sub-Total					\$	46,255.00						
Q	3	Shelving Units												
		Shipping/Handling												
R	4	Shelving Units			\$ 1,063.32	\$ 4,253.28								
		Shipping/Handling			\$ 65.00	\$ 260.00								
		Sub-Total			\$	4,513.28								
S	4	Storage Cabinet			\$ 1,528.49	\$ 6,113.96					\$ 1,324.90	\$ 5,299.60	\$ 1,136.62	\$ 4,546.48
		Shipping/Handling			\$ 65.00	\$ 260.00					\$ -	\$ -	\$ 873.00	\$ 873.00
		Sub-Total			\$	6,373.96					\$	5,299.60	\$	5,419.48
T	4	Tool Storage Cabinet			\$ 1,659.36	\$ 6,637.44							\$ 2,014.38	\$ 8,057.52
		Shipping/Handling											\$	-
		Sub-Total			\$	6,637.44							\$	8,057.52

SOUTH TEXAS COLLEGE
2. INDUSTRIAL EQUIPMENT
PROJECT NO. 16-17-1071

VENDOR		ADMET, Inc.		Alamo Iron Works		Carl Zeiss Industrial Metrology, LLC.		Champions Machine Tool Sales		MSC Industrial Supply Company		Rex Supply Company		
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension		
U	1	Workbench												
		Shipping and Handling												
		Sub-Total												
V	1	CNC Vertical Milling Machine							\$ 45,045.00	\$ 45,045.00	\$ 71,240.00	\$ 71,240.00	\$ 54,037.00	
		Shipping/Handling							\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ 2,250.00	
		Inside Delivery							\$ 1,000.00	\$ 1,000.00	No Response	No Response		
		Sub-Total							\$ 48,045.00	\$ 48,045.00	\$ 71,240.00	\$ 71,240.00	\$ 56,287.00	
W	4	Pedestal Bench Grinder			\$ 1,055.56	\$ 4,222.24					\$ 1,365.19	\$ 5,460.76	\$ 1,399.00	\$ 5,596.00
		Shipping/Handling			\$ -	\$ -					\$ -	\$ -		\$ 375.00
		Sub-Total			\$ 4,222.24	\$ 4,222.24					\$ 5,460.76	\$ 5,460.76		\$ 5,971.00
X	2	Manual Mill/Drill			\$ 1,499.98	\$ 2,999.96					\$ 1,566.55	\$ 3,133.10	\$ 1,562.00	\$ 3,124.00
		Shipping/Handling			\$ -	\$ -					\$ -	\$ -		\$ 200.00
		Sub-Total			\$ 2,999.96	\$ 2,999.96					\$ 3,133.10	\$ 3,133.10		\$ 3,324.00
Y	2	Bench Top Drill Dress			\$ 933.34	\$ 1,866.68					\$ 779.53	\$ 1,559.06	\$ 879.00	\$ 1,758.00
		Shipping and Handling				\$ 216.00					\$ -	\$ -		\$ 200.00
		Sub-Total			\$ 2,082.68	\$ 2,082.68					\$ 1,559.06	\$ 1,559.06		\$ 1,958.00
Z	2	Geared Head Lathe			\$ 13,055.56	\$ 26,111.12					\$ 12,710.44	\$ 25,420.88	\$ 12,603.00	\$ 25,206.00
		Shipping/Handling			\$ -	\$ -					\$ -	\$ -		\$ -
		Inside Delivery			\$ -	\$ -					No Response	No Response		
		Sub-Total			\$ 26,111.12	\$ 26,111.12					\$ 25,420.88	\$ 25,420.88		\$ 25,206.00
TOTAL AMOUNT PROPOSED			\$ 28,786.50		\$ 268,274.98	\$ 46,255.00		\$ 353,820.00	\$ 624,570.54	\$ 604,746.91				
AWARD AMOUNT RECOMMENDED			\$ 28,786.50		\$ 7,222.20	\$ 46,255.00		\$ 353,820.00	\$ 55,950.20	\$ 30,799.00				
TOTAL EVALUATION POINTS			89.66		84.98	94.33		95.33	89.33	81.48				
RANKING			3		5	2		1	4	6				

**SOUTH TEXAS COLLEGE
2. INDUSTRIAL EQUIPMENT
PROJECT NO. 16-17-1071 -- EVALUATION SUMMARY**

VENDOR	ADMET, Inc.	Alamo Iron Works	Carl Zeiss Industrial Metrology, LLC.	Champions Machine Tool Sales	MSC Industrial Supply Company	Rex Supply Company
STREET	51 Morgan Dr	2771 Robindale Rd	6250 Sycamore Ln N	375 Commercial Ln	402 US 77 Frontage Rd	3715 Harrisburg Blvd
CITY/STATE/ZIP	Norwood, MA 02062	Brownsville, TX 78526	Maple Grove, MN 55369	Buda, TX 78610	Harlingen, TX 78550	Houston, TX 77003
PHONE	781-769-0850	956-831-4291	763-744-2400	512-312-1120	956-412-6500	713-222-2251
FAX	781-769-0884	956-831-9434	763-533-0219	281-353-3299	956-412-8131	713-225-5739
CONTACT	Vincent J. Milano	Robert Garcia	Mark Smith	Larry Atchley	Javier Zamora	Max Quenon
1 The purchase price. (up to 50 points)	50 50 50 50 50 50	44 44 44 44 44 44	50 50 50 50 50 50	50 50 50 50 50 50	47 47 47 47 47 47	41 41 41 41 41 41
2 The reputation of the vendor and the vendor's goods and/or services. (up to 10 points)	9 7 8 9 8 7	9 8 10 9 7 9	9 8 9 8 9 10	10 10 8 9 8 9	9 8 9 8 8 9	9 9 8 9 8 9
3 The quality of the vendor's goods and/or services. (up to 18 points)	16 13 14 17 12 14	17 14 13 16 10 17	18 14 17 17 18 18	16 17 15 16 17 17	17 14 16 14 13 16	17 14 14 17 9 17
4 The extent to which the vendor's goods and/or services meet the College's needs. (up to 18 points)	16 17 15 14 16 14	17 14 14 17 12 17	18 16 17 17 17 14	16 18 16 17 18 17	17 14 17 18 14 16	17 17 13 14 17 17
5 The vendor's past relationship with the College. (up to 3 points)	2 2 2 2 2 2	3 3 2 3 2 3	2 2 2 2 2 2	3 3 3 3 3 3	3 3 3 2 3 3	3 2 3 3 2 3
6 The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Business. (up to 1 points)	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0 0
TOTAL EVALUATION POINTS	89.66	84.98	94.33	95.33	89.33	81.48
RANKING	3	5	2	1	4	6

SOUTH TEXAS COLLEGE
3. LIBRARY THEFT DETECTION GATES
PROJECT NO. 16-17-1058

VENDOR			Bibliotheca, LLC.		Demco, Inc.		Sentry Custom Security, Inc.	
ADDRESS			3169 Holcomb Bridge Rd Ste 200		PO Box 7488		1881 Lakeland Ave	
CITY/STATE/ZIP			Norcross, GA 30071		Madison, WI 53707		Ronkonkoma, NY 11779	
PHONE			877-207-3127		800-462-8709		800-461-2803	
FAX			877-689-2269		888-329-4728		416-674-5075	
CONTACT			Joseph Al Coalla		Matt Mann		Morton Roseman	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	3	Mid Valley Campus Library Theft Detection Gates	\$ 15,943.50	\$ 47,830.50	\$14,371.78	\$ 43,115.34	\$ 8,495.00	\$ 25,485.00
2	1	Installation Charges	\$ 2,697.00	\$ 2,697.00	\$ -	\$ -	\$ 4,450.00	\$ 4,450.00
		Mid-Valley Sub-Total	\$ 50,527.50		\$ 43,115.34		\$ 29,935.00	
3	1	Nursing & Allied Health Campus Library Theft Detection Gates	\$ 15,943.50	\$ 15,943.50	\$14,931.78	\$ 14,931.78	\$ 9,064.00	\$ 9,064.00
4	1	Installation Charges	\$ 899.00	\$ 899.00	\$ -	\$ -	\$ 2,175.00	\$ 2,175.00
		Nursing & Allied Health Sub-Total	\$ 16,842.50		\$ 14,931.78		\$ 11,239.00	
5	1	Starr County Campus Library Theft Detection Gates	\$ 15,943.50	\$ 15,943.50	\$14,931.78	\$ 14,931.78	\$ 9,064.00	\$ 9,064.00
6	1	Installation Charges	\$ 899.00	\$ 899.00	\$ -	\$ -	\$ 2,175.00	\$ 2,175.00
		Starr County Sub-Total	\$ 16,842.50		\$ 14,931.78		\$ 11,239.00	
Total Amount			\$ 84,212.50		\$ 72,978.90		\$ 52,413.00	
Maintenance Fees								
7	Maintenance Cost per gate within the first year of purchase		Included		Included		\$0 - Gates come with 1 Year Parts & Labor	
8	Annual Maintenance cost per gate for the year following the purchase		\$1,475 for each Security Gate System		\$ 1,475.00		\$550.00 per gate (\$1,100.00 per system)	
9	Annual Maintenance Escalation for the 2nd year following the purchase		5%		\$ 1,519.24		\$565.00 per gate (\$1,130 per system)	
TOTAL EVALUATION POINTS			69.15		****		85.25	
RANKING			2		****		1	

****Vendor did not submit the required documents, therefore was not evaluated.

SOUTH TEXAS COLLEGE
3. LIBRARY THEFT DETECTION GATES
PROJECT NO. 16-17-1058
EVALUATION SUMMARY

VENDOR		Bibliotheca, LLC.		Sentry Custom Security, Inc.	
ADDRESS		3169 Holcomb Bridge Rd Ste 200		1881 Lakeland Ave	
CITY/STATE/ZIP		Norcross, GA30071		Ronkonkoma, NY 11779	
PHONE		877-207-3127		800-461-2803	
FAX		877-689-2269		416-674-5075	
CONTACT		Joseph Al Coalla		Morton Roseman	
1	The purchase price. (up to 40 points)	24.9	24.9	40	40
		24.9		40	
		24.9		40	
		24.9		40	
2	The reputation of the vendor and vendor's goods or services. (up to 15 points)	13	13.25	12	11.25
		13		11	
		14		12	
		13		10	
3	The quality of the vendor's goods or services. (up to 16 points)	12	12	12	12
		12		12	
		12		12	
		12		12	
4	The extent to which the goods or services meet the College's needs. (up to 20 points)	14	13.75	15	15
		14		15	
		12		15	
		15		15	
5	The vendor's past relationship with the College. (up to 3 points)	3	3	2	2
		3		2	
		3		2	
		3		2	
6	The impact on the ability of the College to comply with laws relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
7	The total long-term cost to the college to acquire the vendor's goods or services. (up to 5 points)	2	2.25	5	5
		3		5	
		2		5	
		2		5	
TOTAL EVALUATION POINTS		69.15		85.25	
RANKING		2		1	

SOUTH TEXAS COLLEGE
4. INSTRUCTIONAL EQUIPMENT

NAME			Lab Resources, Inc.	
ADDRESS			325 S Persimmon St Ste B	
CITY/STATE/ZIP			Tomball, TX 77375	
PHONE			281-703-9922	
FAX			281-516-2202	
CONTACT			Brian Allan	
#	Qty	Description	Unit Price	Extension
1	3	Electricity Training Kit	\$ 1,589.00	\$ 4,767.00
2	6	Allen Bradley Micrologix 1200 PLC with Peripheral Panel with Laptop and RS Logix Micro Software	\$ 15,307.00	\$ 91,842.00
3	3	Industrial Cords Trainer	\$ 19,169.00	\$ 57,507.00
4	1	52" Compact Panel Saw with Folding Stand	\$ 2,266.75	\$ 2,266.75
5	1	14" Bandsaw	\$ 1,420.00	\$ 1,420.00
6	2	18" Drill Press	\$ 1,346.00	\$ 2,692.00
7	3	12" Dual Level Compound Miter Saw	\$ 777.50	\$ 2,332.50
8	1	10" Table Saw with 30' Fence	\$ 1,273.00	\$ 1,273.00
9	1	Safety Storage Cabinet	\$ 1,081.00	\$ 1,081.00
TOTAL AMOUNT			\$ 165,181.25	

SOUTH TEXAS COLLEGE
5. WELDING EQUIPMENT

NAME			Airgas USA, LLC.	
ADDRESS			201 N 23rd St	
CITY/STATE/ZIP			McAllen, TX 78501	
PHONE			956-686-7622	
FAX			956-682-6936	
CONTACT			Robert Pina	
#	Qty	Description	Unit Price	Extension
1	20	Welder Tig Precision Tig 225 Ready-Pak w/cart	\$ 2,203.72	\$ 44,074.40
2	15	Welder Multi-Process XMT 350	\$ 3,236.29	\$ 48,544.35
3	25	Welder Multi-Process Factory Invertec V350	\$ 3,816.54	\$ 95,413.50
4	3	Saddle Machine 1SA 3" - 8"	\$ 1,008.00	\$ 3,024.00
5	4	Mathey Dearman Inc Saddle Machine Motorized 2SA 6" - 12"	\$ 2,531.98	\$ 10,127.92
TOTAL AMOUNT			\$ 201,184.17	

Review and Recommend Action on Revision of Policies

Approval of revision of policies will be requested at the June 27, 2017 Board meeting for the following:

- A. Revise Policy #3813: Academic Classification for Faculty
- B. Revise Policy #4115: Personnel Appointments

Purpose – To replace the “Full Time Temporary” title with “Lecturer” title.

Justification – The request for the revisions to the policies are necessary for the following reasons:

- Lecturers provide the College the opportunity to meet immediate needs created by unanticipated circumstances. Unanticipated circumstances may include the replacement of a Full Time faculty on short notice, anticipated increases in enrollment where adjunct resources are not readily available, and/or uncertainty in enrollment projections due to unforeseen circumstances.
- Lecturers are employed on as needed, non-contractual, at will basis with no expectation of continued employment or property rights beyond the assignment.

The revised policies follow in the packet for the Committee’s information and review. The additions to the policies are highlighted in yellow and the deletions are designated with a red strikeout.

The revised policies have been reviewed by the Full Time Temporary Taskforce Committee, President’s Cabinet, Academic Council, and/or by Legal Counsel.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval, at the June 27, 2017 Board meeting, the revision of policies as presented and which supersedes any previously adopted Board policy.

MANUAL OF POLICY

Title	Academic Classification for Faculty	3813
Legal Authority	Approval of the Board of Trustees	Page 1 of 4
Date Approved by Board	Board Minute Order dated November 17, 2005 As Amended by Board Minute Order Dated February 23, 2016 <i>As Amended by Board Minute Order Dated June 27, 2017</i>	

South Texas College is committed to serving the students and communities of south Texas by recruiting and retaining faculty who are committed to academic excellence, integrity, and scholarship.

The college grants four titles to convey faculty classification to active faculty members. In ascending order these are:

1. Instructor
2. Assistant Professor
3. Associate Professor
4. (Full) Professor*

Criteria for the designation of academic classification for faculty shall include: Education, Years of Service, Teaching Effectiveness, Service to College, Service to Community, Professional Activities, and Scholarly Pursuit.

General definitions for criteria include, but are not limited to the following:

- Education: Degrees completed through a regionally accredited institution.
- Years of Service: Length of employment as a full time regular faculty member at a regionally accredited institution of higher education as determined by the STC Office of Human Resources.
- Department/Program Standards: Leadership or active participation in the strategic plan of the department or program.
- Teaching Effectiveness: Successful student learning outcomes in relation to the academic discipline.
- Service to College: Leadership or active participation in projects related to the Vision and Mission of the College.
- Service to Community: Leadership or active participation on external initiatives or projects positively impacting the region of south Texas.
- Professional Activities: Leadership or active participation in professional development conferences, seminars or workshops that enhance the contribution to the students and communities of the College.
- Scholarly Pursuit: Leadership or active participation in regional, state or national councils, committees, task forces, accrediting/licensing/registry agencies or through the presentation of proposals, abstracts, or papers in journals or publications.

* As “Professor” is often used colloquially to refer to any ranked faculty member, the title of “(Full) Professor” designates the highest academic classification that the college bestows on a faculty member.

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title **Academic Classification for Faculty** **3813**

Legal Authority **Approval of the Board of Trustees** **Page 2 of 4**

Faculty Classifications:

Instructor

Lecturer ~~Full-time temporary~~ and full-time regular faculty prior to classification eligibility and selection.

Assistant Professor

Minimum Eligibility includes: Educational requirement, years of service, compliance with departmental/program standards and leadership/participation in criteria for Assistant Professor.

Education	Minimum Years of Service	Criteria Documentation (Portfolio) in Teaching Effectiveness and one of the three categories.
Doctorate or Master's Degree	2	<ul style="list-style-type: none">• Service to College• Service to Community• Professional Activity
Baccalaureate Degree	3	
Associate Degree	4	

Associate Professor

Minimum Eligibility includes: Educational requirement, years of service, minimum one year of service since being awarded classification of Assistant Professor, compliance with departmental/program standards and leadership/participation in criteria for Associate Professor.

Education	Minimum Years of Service	Criteria Documentation (Portfolio) in Teaching Effectiveness and one of the four categories.
Doctorate Degree	5	<ul style="list-style-type: none">• Service to College• Service to Community• Professional Activity• Scholarly Pursuit
Master's Degree	10	

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title **Academic Classification for Faculty** **3813**

Legal Authority **Approval of the Board of Trustees** **Page 3 of 4**

(Full) Professor:

Minimum Eligibility includes: Educational requirement, years of service, minimum two years of service since being awarded classification of Associate Professor, leadership with departmental/program standards and leadership in criteria for (Full) Professor.

Education	Minimum Years of Service	Criteria Documentation (Portfolio) in Teaching Effectiveness and two of the four categories.
Doctorate Degree	10	<ul style="list-style-type: none">• Service to College• Service to Community• Professional Activity• Scholarly Pursuit

Faculty currently employed with STC, during the initial implementation may apply for the highest eligible classification.

Faculty with full time regular teaching experience at other regionally accredited colleges or universities will be credited with two years for every three years towards the years of service requirement for academic classification, with a maximum of eight years upon employment with STC.

A faculty member may be hired at the classification of Assistant Professor or Associate Professor under the following conditions:

1. Meets the educational requirement.
2. Meets the following years of service.
 - a. For Assistant Professor, a minimum of four (4) years as a full time regular faculty member from a regionally accredited institution of higher education.
 - b. For Associate Professor, a minimum of eight (8) years as a full time regular faculty member from a regionally accredited institution of higher education.
3. Complies with the criteria of teaching effectiveness and additional categories for the appropriate level by providing support documentation.
4. Receives departmental recommendation.
5. The search committee must submit a recommendation to the Department/Program Chair for consideration. The Department/Program chair will route a recommendation to the Academic Classification Committee, who will provide a recommendation to the Vice President for Academic Affairs for final approval.

No credit will be awarded for part-time college or full- or part-time elementary or secondary school teaching experience.

~~Strikethrough denotes deletion~~

Italics denote addition

Title	Academic Classification for Faculty	3813
Legal Authority	Approval of the Board of Trustees	Page 4 of 4

The evaluation of faculty with Academic Classification will include faculty evaluations by department/program Chair or respective Division Dean and student evaluations.

Emeritus Status:

The additional classification of Professor Emeritus may be granted, according to established procedures, to a faculty member who has been awarded academic classification (Assistant Professor, Associate Professor or Full Professor) by the College-wide Academic Classification Committee (CWACC) one semester prior to, but no later than one semester after his or her retirement. The emeritus status is limited however. In any given year, the number of emeritus awards to eligible retiring faculty or recently retired faculty shall not exceed one percent (1%) of the number of full-time regular faculty on record for the Spring semester of the academic year in which any retiring or retired candidate is nominated for Professor Emeritus classification.

MANUAL OF POLICY

Title	Personnel Appointments	4115
Legal Authority	Approval of Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Minute Order dated April 8, 1998 As Amended by Board Minute Order dated December 20, 2001 As Amended by Board Minute Order dated May 15, 2003 As Amended by Board Minute Order dated June 26, 2014 As Amended by Board Minute Order dated January 31, 2017 <i>As Amended by Board Minute Order dated June 27, 2017</i>	

The President of the College or the President's designee(s) is (are) authorized to employ, set the terms of employment, terminate, suspend, and otherwise make personnel decisions concerning personnel for Board approved Staffing Plan and temporary positions. No employee of the College other than the President has any authority to make oral or written representations or agreements with any employee for employment for any specified length of time or for employee benefits.

Employees whose positions fall within the Executive, Administrative, or full-time regular Faculty job classifications, with the exception of the College President, are employed on a one (1) year or less employment contract basis with no expectation of continued employment or property rights beyond the length of appointment. The letter of appointment must be electronically or manually signed by the President and by the respective employee and returned to the Office of Human Resources by stated deadline.

Adjunct, ~~full-time temporary~~, *lecturer*, and dual credit faculty are employed on an as needed, non-contractual, at will, basis with no expectation of continued employment or property rights beyond the assignment.

Grant funded employees, not employed under a letter of appointment, are employed on an as needed, noncontractual, at-will basis with no expectation of continued employment or property rights beyond the assignment, or timeline of the grant.

All employees whose positions fall within the Full Time Temporary category, including Professional/Technical Support, Classified, Direct Wage, or Workstudy job classifications are employed on a non-contractual, at-will basis with no expectation of continued employment or property rights beyond the assignment term.

A full-time regular employee is an employee whose position is included in the Staffing Plan adopted by the Board of Trustees in conjunction with the College's fiscal year budget. A full-time temporary employee is an employee whose position is not included in the Staffing Plan but is otherwise provided for in the budget or with grant provisions.

~~Strikethrough denotes deletion~~
Italics denote addition

MANUAL OF POLICY

Title	Personnel Appointments	4115
Legal Authority	Approval of Board of Trustees	Page 2 of 2
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Minute Order dated April 8, 1998 As Amended by Board Minute Order dated December 20, 2001 As Amended by Board Minute Order dated May 15, 2003 As Amended by Board Minute Order dated June 26, 2014 As Amended by Board Minute Order dated January 31, 2017 <i>As Amended by Board Minute Order dated June 27, 2017</i>	

All new hires are considered to be officially employed after they have completed the required hiring documents. Each individual shall report to the Office of Human Resources, provide the necessary documents required by the Immigration Naturalization Service, present his/her social security document for the College payroll system and complete all other new hire paperwork. When the orientation process is concluded, an Authorization to Work form will be given to the new employee authorizing him/her to report to their respective Department and Supervisor.

Personnel appointments are graded and compensated per the Board approved Employee Pay Plan and Staffing Plan. Employees may not earn additional compensation for work/projects for the college which requires the same skills or consists of the same responsibilities inherent in their position with the college and included in the position's job description.

**Review and Recommend Action on Participation in the Purchasing
Cooperative with Region 3 – Purchasing Cooperative of America (PCA)**

Approval to participate in the Region 3 – Purchasing Cooperative of America (PCA) will be requested at the June 27, 2017 Board meeting.

Purpose – The Purchasing Department is requesting participation in a new purchasing cooperative, which will provide larger purchase discounts, reduces administrative cost in preparing request for proposal (RFP), and reduces the solicitation cost.

Justification and Benefit – PCA is available to all levels of government, schools, higher education institutions, and non-profit entities to provide a greater number of products and services.

The following are some of the benefits:

- There is no membership or participation fee
- No bulk purchasing is required
- Quality products and services
- No purchase obligations
- Significant discounts
- National/Local vendors are available
- No lengthy costly bid processes
- No advertising or posting fees
- Annual evaluation of contracts
- Reasonable shipping fees (if any)
- PCA maintains open competition for purchases by complying with purchasing laws of Texas

Purchases through this cooperative will be conducted as options and will be completed only after it has been determined to be the best value for the College. Some of the local vendors participate in this cooperative.

Participation in this purchasing cooperative will provide additional sources of vendors which have competitively awarded bids. This membership will not preclude participation in the State of Texas Department of Information Resources (DIR) Purchasing Cooperative, State of Texas Multiple Award Schedule (TXMAS), and State of Texas Term Contracts.

The participation in this purchasing cooperative will benefit the College during transitions periods of the state contracts and prevent any delaying in procuring products and services.

Mary Elizondo, Vice President for Finance and Administrative Services and Becky Cavazos, Director of Purchasing, will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting to participate in the Region 3 – Purchasing Cooperative of America (PCA) as presented.

Interlocal Contract

Pursuant to Texas Government Code, Chapter 791, Interlocal Cooperation Act, and Texas Local Government Code, Chapter 271, Subchapter F. Cooperative Purchasing Program, this Interlocal Contract (ILC) is made and entered into between **Region III Education Service Center, 1905 Leary Lane, Victoria, Texas 77901,**

and _____ (Participating Agency),
COMPLETE ENTITY NAME-PLEASE DO NOT ABBREVIATE

located at _____,
ADDRESS STATE ZIPCODE

for the purpose of providing/participating in the cooperative purchasing services of Purchasing Cooperative of America.

Region III Education Service Center will:

- Administer the **Purchasing Cooperative of America** cooperative purchasing program.
- Provide legally awarded contracts.
- Provide service and support to PCA members.
- Provide up to date information concerning contracting opportunities with PCA vendors.

Participating Agency, as a member of Purchasing Cooperative of America, will:

- Designate a contact person and update the contact information as necessary.
- Provide an authorized signature on the ILC.
- Work with vendors according to the PCA contract.
- Issue Purchase Orders stating "Purchasing Cooperative of America" and the Contract Number.

This contract is effective the date of the final signature and will remain in effect until and unless one (1) of the parties terminates the agreement in writing with thirty (30) days' notice. Send the signed Interlocal Contract to Purchasing Cooperative of America, 11811 North Freeway, Suite #500, Houston, Texas 77060, or email to Members@pcamerica.org. An email copy of an executed signature shall have the same force and effect as an original signature page.

Participating Agency

By _____

Authorized Signature

Printed Name _____

Title _____

Date _____

Contact Person _____

Title _____

Phone _____

eMail _____

Region III Education Service Center

By _____

Authorized Signature

Printed Name _____

Title _____

Date _____

Contact Person _____

Title _____

Phone _____

eMail _____

Review and Recommend Action to Renew the Financial Advisor Services Agreement

Approval to renew the financial advisor services agreement with Hilltop Securities, Inc. for the period beginning September 1, 2017 through August 31, 2018, will be requested at the June 27, 2017 Board meeting.

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

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

Background – The College signed an agreement with First Southwest Company on March 25, 2004, for the period beginning April 1, 2004 and ending March 31, 2009. The College subsequently modified the renewal anniversary date to August 31, 2009 so that it may coincide with the College's fiscal year end. On February 26, 2013 the Board of Trustees approved the First Amendment to Financial Advisory Agreement which indicated that, effective April 1, 2013, the anniversary date for renewals would be September 1 of each year. On January 22, 2016, Hilltop Securities, Inc. assumed all rights and obligations per the merger with First Southwest Company, LLC. On July 26, 2016, a renewal of the agreement with First Southwest (FirstSouthwest) a Division of Hilltop Securities, Inc. for the period beginning September 1, 2016 and ending August 31, 2017 was approved by the Board of Trustees.

Under the financial advisor services agreement, either party must notify the other party in writing at least thirty (30) days in advance of the applicable anniversary date if the agreement will not be renewed. Otherwise, the agreement will be automatically renewed on the fifth anniversary of the date thereof for an additional one (1) year period and thereafter will be automatically renewed on each anniversary date for successive one (1) year periods.

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

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

Enclosed Documents – A copy of the amended and modified agreement 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 June 15, 2017 Finance, Audit, and Human Resources Committee Meeting to address any questions by the Trustees.

It is requested that the Finance, Audit, and Human Resources committee recommend for Board approval at the June 27, 2017 Board meeting, to renew the financial advisor services agreement with Hilltop Securities, Inc. for the period beginning September 1, 2017 through August 31, 2018, as presented.

Finance and Administrative Services
3201 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-3558
Fax (956) 872-8304

July 7, 2016

Hilltop Securities Inc.
Attn: Ms. Anne Burger Entrekin
70 NE Loop 410 Suite 710
San Antonio, TX 78216

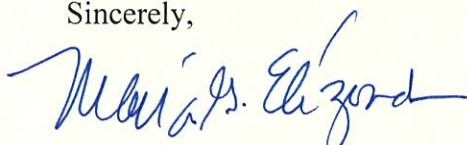
Dear Ms. Burger Entrekin:

On July 28, 2015, South Texas College renewed the contract with First Southwest Company for Financial Advisor Services. As per your communication, we acknowledge that First Southwest Company merged with and into its common control affiliate, Hilltop Securities Inc. This change will be presented to our Board of Trustees at the July 26, 2016 Board Meeting for approval.

We are currently in the last few months of the current contract and would like to renew for an additional one-year period. The renewal period will be from September 1, 2016 through August 31, 2017.

We are requesting that you respond to us in writing if this would be acceptable to your company. For your convenience, we are providing a place for your signature approval at the bottom of the letter. If in acceptance of this extension, you may sign where indicated. The letter may be return via fax at (956) 872-8304 or email to Nancy Ozuna at nancyc@southtexascollege.edu.

Sincerely,



Maria G. Elizondo, MBA, CFE, CGMA, CPA
Vice President for Finance and Administrative Services
marye@southtexascollege.edu

Renewal of contract accepted through August 31, 2017 with no change in terms and conditions as per the South Texas College previously submitted.

Authorized Signature: Anne Burger Entrekin

Name Printed: Anne Burger Entrekin

Date: July 7, 2016



Brian Wittneben

Secretary, General Counsel
Legal Department

June 29, 2016

Ms. Alma Church
Accounting Group Manager
South Texas College
Business Office
3201 West Pecan Blvd.
McAllen, Texas 78501

Re: First Southwest Company Merger with and into Hilltop Securities Inc.

Dear Ms. Church:

Effective January 22, 2016, First Southwest Company, LLC ("FirstSouthwest"), merged with and into its common control affiliate, Hilltop Securities Inc. ("HilltopSecurities"). As the surviving entity, HilltopSecurities assumed all rights and obligations of FirstSouthwest pursuant to the Agreement and Plan of Merger dated January 22, 2016, a copy of which is enclosed with this letter. Effective as of the date of the merger, HilltopSecurities began providing its municipal advisory services under the brand name, FirstSouthwest, a Division of Hilltop Securities. However, the legal contracting entity is now Hilltop Securities Inc.

HilltopSecurities hereby confirms its agreement to assume all rights and obligations of FirstSouthwest under the Financial Advisory Agreement by and between FirstSouthwest and South Texas Community College District with no change to the terms set forth therein. Also enclosed for your reference is a certified copy of the Merger Certificate as well as Form W-9, which shows the firm's new FEIN.

Sincerely yours,

Brian Wittneben
Secretary, General Counsel

Encls.

cc: Anne Burger Entrekin

FINANCIAL ADVISORY AGREEMENT

This Financial Advisory Agreement (the "Agreement") is made and entered into by and between South Texas Community College District ("Issuer") and First Southwest Company ("FSC") effective as of the date executed by the Issuer as set forth on the signature page hereof.

WITNESSETH:

WHEREAS, the Issuer will have under consideration from time to time the authorization and issuance of indebtedness in amounts and forms which cannot presently be determined and, in connection with the authorization, sale, issuance and delivery of such indebtedness, Issuer desires to retain an independent financial advisor; and

WHEREAS, the Issuer desires to obtain the professional services of FSC to advise the Issuer regarding the issuance and sale of certain evidences of indebtedness or debt obligations that may be authorized and issued or otherwise created or assumed by the Issuer (hereinafter referred to collectively as the "Debt Instruments") from time to time during the period in which this Agreement shall be effective; and

WHEREAS, FSC, as a registered municipal advisor with the Municipal Securities Rulemaking Board and the United States Securities and Exchange Commission, is willing to provide its professional services and its facilities as financial advisor in connection with all programs of financing as may be considered and authorized by Issuer during the period in which this Agreement shall be effective.

NOW, THEREFORE, the Issuer and FSC, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, do hereby agree as follows:

SECTION I DESCRIPTION OF SERVICES

Upon the request of an authorized representative of the Issuer, FSC agrees to perform the financial advisory services stated in the following provisions of this Section I; and for having rendered such services, the Issuer agrees to pay to FSC the compensation as provided in Section V hereof.

A. Financial Planning. At the direction of Issuer, FSC shall:

1. Survey and Analysis. Conduct a survey of the financial resources of the Issuer to determine the extent of its capacity to authorize, issue and service any Debt Instruments contemplated. This survey will include an analysis of any existing debt structure as compared with the existing and projected sources of revenues which may be pledged to secure payment of debt service and, where appropriate, will include a study of the trend of the assessed valuation, taxing power and present and future taxing requirements of the Issuer. In the event revenues of existing or projected facilities operated by the Issuer are to be pledged to repayment of the Debt Instruments then under consideration, the survey will take into account any outstanding indebtedness payable from the revenues thereof, additional revenues to be available from any proposed rate increases and additional revenues, as projected by consulting engineers employed by the Issuer, resulting from improvements to be financed by the Debt Instruments under consideration.
2. Future Financings. Consider and analyze future financing needs as projected by the Issuer's staff and consulting engineers or other experts, if any, employed by the Issuer.
3. Recommendations for Debt Instruments. On the basis of the information developed by the survey described above, and other information and experience available, submit to the Issuer recommendations regarding the Debt Instruments under consideration, including such elements as the date of issue, interest payment dates, schedule of principal maturities, options of prior payment, security provisions, and such other provisions as may be appropriate in order to make the issue attractive to investors while achieving the objectives of the Issuer. All recommendations will be consistent with the goal of designing the Debt Instruments to be sold on terms which are advantageous to the Issuer, including the lowest interest cost consistent with all other considerations.
4. Market Information. Advise the Issuer of our interpretation of current bond market conditions, other related forthcoming bond issues and general information, with economic data, which might normally be expected to influence interest rates or bidding conditions so that the date of sale of the Debt Instruments may be set at a favorable time.
5. Elections. In the event it is necessary to hold an election to authorize the Debt Instruments then under consideration, FSC will assist in coordinating the assembly of such data as may be required for the preparation of necessary petitions, orders, resolutions, ordinances, notices and certificates in connection with the election, including assistance in the

transmission of such data to a firm of municipal bond attorneys ("Bond Counsel") retained by the Issuer.

B. Debt Management and Financial Implementation. At the direction of Issuer, FSC shall:

1. Method of Sale. Evaluate the particular financing being contemplated, giving consideration to the complexity, market acceptance, rating, size and structure in order to make a recommendation as to an appropriate method of sale, and:

a. If the Debt Instruments are to be sold by an advertised competitive sale, FSC will:

(1) Supervise the sale of the Debt Instruments, reserving the right, alone or in conjunction with others, to submit a bid for any Debt Instruments issued under this Agreement which the Issuer advertises for competitive bids; however, in keeping with the provisions of Rule G-23 of the Municipal Securities Rulemaking Board, FSC will request and obtain written consent to bid prior to submitting a bid, in any instance wherein FSC elects to bid, for any installment of such Debt Instruments;

(2) Disseminate information to prospective bidders, organize such informational meetings as may be necessary, and facilitate prospective bidders' efforts in making timely submission of proper bids;

(3) Assist the staff of the Issuer in coordinating the receipt of bids, the safekeeping of good faith checks and the tabulation and comparison of submitted bids; and

(4) Advise the Issuer regarding the best bid and provide advice regarding acceptance or rejection of the bids.

b. If the Debt Instruments are to be sold by negotiated sale, FSC will:

(1) Recommend for Issuer's final approval and acceptance one or more investment banking firms as managers of an underwriting syndicate for the purpose of negotiating the purchase of the Debt Instruments.

(2) Cooperate with and assist any selected managing underwriter and their counsel in connection with their efforts to prepare any Official Statement or Offering Memorandum. FSC will cooperate with and assist the underwriters in the

preparation of a bond purchase contract, an underwriters agreement and other related documents. The costs incurred in such efforts, including the printing of the documents, will be paid in accordance with the terms of the Issuer's agreement with the underwriters, but shall not be or become an obligation of FSC, except to the extent specifically provided otherwise in this Agreement or assumed in writing by FSC.

(3) Assist the staff of the Issuer in the safekeeping of any good faith checks, to the extent there are any such, and provide a cost comparison, for both expenses and interest which are suggested by the underwriters, to the then current market.

(4) Advise the Issuer as to the fairness of the price offered by the underwriters.

2. Offering Documents. Coordinate the preparation of the notice of sale and bidding instructions, official statement, official bid form and such other documents as may be required and submit all such documents to the Issuer for examination, approval and certification. After such examination, approval and certification, FSC shall provide the Issuer with a supply of all such documents sufficient to its needs and distribute by mail or, where appropriate, by electronic delivery, sets of the same to prospective purchasers of the Debt Instruments. Also, FSC shall provide copies of the final Official Statement to the purchaser of the Debt Instruments in accordance with the Notice of Sale and Bidding Instructions.

3. Credit Ratings. Make recommendations to the Issuer as to the advisability of obtaining a credit rating, or ratings, for the Debt Instruments and, when directed by the Issuer, coordinate the preparation of such information as may be appropriate for submission to the rating agency, or agencies. In those cases where the advisability of personal presentation of information to the rating agency, or agencies, may be indicated, FSC will arrange for such personal presentations, utilizing such composition of representatives from the Issuer as may be finally approved or directed by the Issuer.

4. Trustee, Paying Agent, Registrar. Upon request, counsel with the Issuer in the selection of a Trustee and/or Paying Agent/Registrar for the Debt Instruments, and assist in the negotiation of agreements pertinent to these services and the fees incident thereto.

5. Financial Publications. When appropriate, advise financial publications of the forthcoming sale of the Debt Instruments and provide them with all pertinent information.

6. Consultants. After consulting with and receiving directions from the Issuer, arrange for such reports and opinions of recognized independent consultants as may be appropriate for the successful marketing of the Debt Instruments.
7. Auditors. In the event formal verification by an independent auditor of any calculations incident to the Debt Instruments is required, make arrangements for such services.
8. Issuer Meetings. Attend meetings of the governing body of the Issuer, its staff, representatives or committees as requested at all times when FSC may be of assistance or service and the subject of financing is to be discussed.
9. Printing. To the extent authorized by the Issuer, coordinate all work incident to printing of the offering documents and the Debt Instruments.
10. Bond Counsel. Maintain liaison with Bond Counsel in the preparation of all legal documents pertaining to the authorization, sale and issuance of the Debt Instruments.
11. Changes in Laws. Provide to the Issuer copies of proposed or enacted changes in federal and state laws, rules and regulations having, or expected to have, a significant effect on the municipal bond market of which FSC becomes aware in the ordinary course of its business, it being understood that FSC does not and may not act as an attorney for, or provide legal advice or services to, the Issuer.
12. Delivery of Debt Instruments. As soon as a bid for the Debt Instruments is accepted by the Issuer, coordinate the efforts of all concerned to the end that the Debt Instruments may be delivered and paid for as expeditiously as possible and assist the Issuer in the preparation or verification of final closing figures incident to the delivery of the Debt Instruments.
13. Debt Service Schedule; Authorizing Resolution. After the closing of the sale and delivery of the Debt Instruments, deliver to the Issuer a schedule of annual debt service requirements for the Debt Instruments and, in coordination with Bond Counsel, assure that the paying agent/registrar and/or trustee has been provided with a copy of the authorizing ordinance, order or resolution.

SECTION II

OTHER AVAILABLE SERVICES

In addition to the services set forth and described in Section I herein above, FSC agrees to make available to Issuer the following services, when so requested by the Issuer and subject to the agreement by Issuer and FSC regarding the compensation, if any, to be paid for such services, it being understood and agreed that the services set forth in this Section II shall require further agreement as to the compensation to be received by FSC for such services:

1. Investment of Funds. From time to time, as an incident to the other services provided hereunder as financial advisor, FSC may purchase such investments as may be directed and authorized by Issuer to be purchased, it being understood that FSC will be compensated in the normal and customary manner for each such transaction. In any instance wherein FSC may become entitled to receive fees or other compensation in any form from a third party with respect to these investment activities on behalf of Issuer, we will disclose to Issuer the nature and, to the extent such is known, the amount of any such compensation so that Issuer may consider the information in making its investment decision. It is understood and agreed that FSC is a duly licensed broker/dealer and is affiliated with First Southwest Asset Management, Inc. ("FSAMI"), a duly registered investment advisor. Issuer may, from time to time, utilize the broker/dealer services of FSC and/or the investment advisory services of FSAMI with respect to matters which do not involve or affect the financial advisory services referenced in this Agreement. The terms and conditions of the engagement of FSC and/or FSAMI to provide such services shall be determined by mutual agreement at the time such services are requested.
2. Exercising Calls and Refunding. Provide advice and assistance with regard to exercising any call and/or refunding of any outstanding Debt Instruments.
3. Capital Improvements Programs. Provide advice and assistance in the development of any capital improvements programs of the Issuer.
4. Long-Range Planning. Provide advice and assistance in the development of other long-range financing plans of the Issuer.
5. Post-Sale Services. Subsequent to the sale and delivery of Debt Instruments, review the transaction and transaction documentation with legal counsel for the Issuer, Bond Counsel, auditors and other experts and consultants retained by the Issuer and assist in developing appropriate responses to legal processes, audit procedures, inquiries, internal reviews and similar matters.

SECTION III TERM OF AGREEMENT

This Agreement shall become effective as of the date executed by the Issuer as set forth on the signature page hereof and, unless terminated by either party pursuant to Section IV of this Agreement, shall remain in effect thereafter for a period of five (5) years from such date. Unless FSC or Issuer shall notify the other party in writing at least thirty (30) days in advance of the applicable anniversary date that this Agreement will not be renewed, this Agreement will be automatically renewed on the fifth anniversary of the date hereof for an additional one (1) year period and thereafter will be automatically renewed on each anniversary date for successive one (1) year periods.

SECTION IV TERMINATION

This Agreement may be terminated with or without cause by the Issuer or FSC upon the giving of at least thirty (30) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. In the event of such termination, it is understood and agreed that only the amounts due FSC for services provided and expenses incurred to the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement.

SECTION V COMPENSATION AND EXPENSE REIMBURSEMENT

The fees due to FSC for the services set forth and described in Section I of this Agreement with respect to each issuance of Debt Instruments during the term of this Agreement shall be calculated in accordance with the schedule set forth on Appendix A attached hereto. Unless specifically provided otherwise on Appendix A or in a separate written agreement between Issuer and FSC, such fees, together with any other fees as may have been mutually agreed upon and all expenses for which FSC is entitled to reimbursement, shall become due and payable concurrently with the delivery of the Debt Instruments to the purchaser.

SECTION VI MISCELLANEOUS

1. Choice of Law. This Agreement shall be construed and given effect in accordance with the laws of the State of Texas.

2. Binding Effect; Assignment. This Agreement shall be binding upon and inure to the benefit of the Issuer and FSC, their respective successors and assigns; provided however, neither party hereto may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.

3. Entire Agreement. This instrument contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral or written representations or modifications concerning this Agreement shall be of no force or effect except for a subsequent modification in writing signed by all parties hereto.

FIRST SOUTHWEST COMPANY

By: Hill A. Feinberg
Hill A. Feinberg, Chairman and
Chief Executive Officer

By: Anne Burger Entekin
Anne Burger Entekin
Managing Director

**SOUTH TEXAS COMMUNITY
COLLEGE DISTRICT**

By: Ray de Leon
Title: Board Chair
Date: _____

ATTEST:

[Signature]
Secretary

APPENDIX A

The fees due FSC will not exceed those contained in our customary fee schedule as listed below.

Base	Fee -	Any	Issue								\$ 4,500
Plus	\$7.50	per	\$1,000	up to	\$ 500,000	or	\$ 8,250	for	\$ 500,000	Bonds	
Plus	6.50	per	\$1,000	next	500,000	or	11,500	for	1,000,000	Bonds	
Plus	4.50	per	\$1,000	next	1,500,000	or	18,250	for	2,500,000	Bonds	
Plus	2.50	per	\$1,000	next	2,500,000	or	24,500	for	5,000,000	Bonds	
Plus	2.00	per	\$1,000	next	5,000,000	or	34,500	for	10,000,000	Bonds	
Plus	1.25	per	\$1,000	over	10,000,000						

The above charges shall be multiplied by 1.25 times for the completion of an application to a federal or state government agency or for the issuance of revenue bonds, reflecting the additional services required.

Fees for Advance Refunding Bond Issues shall be the amount shown plus a 10% additional charge, reflecting the additional services required.

The charges for ancillary services, including computer structuring and official statement printing, shall be levied only for those services which are reasonably necessary in completing the transaction and which are reasonable in amount, unless such charges were incurred at the specific direction of the Issuer.

The payment of charges for financial advisory services described in Section I of the foregoing Agreement shall be contingent upon the delivery of bonds and shall be due at the time that bonds are delivered. The payment of charges for services described in Section II of the foregoing Agreement shall be due and payable in accordance with the mutual agreement therefor between FSC and Issuer.

The Issuer shall be responsible for the following expenses, if and when applicable, whether they are charged to the Issuer directly as expenses or charged to the Issuer by FSC as reimbursable expenses:

- Bond counsel
- Bond printing
- Bond ratings
- Computer structuring
- Credit enhancement
- CPA fees for refunding
- Official statement preparation and printing
- Paying agent/registrar/trustee
- Travel expenses
- Underwriter and underwriters counsel
- Miscellaneous, including copy, delivery, and phone charges

The payment of reimbursable expenses that FSC has assumed on behalf of the Issuer shall NOT be contingent upon the delivery of bonds and shall be due at the time that services are rendered and payable upon receipt of an invoice therefor submitted by FSC.

**FIRST AMENDMENT TO
FINANCIAL ADVISORY AGREEMENT**

WITNESSETH:

WHEREAS, South Texas College (the "Issuer"), and First Southwest Company ("FSC"), previously entered into a certain Financial Advisory Agreement, effective on or about March 25, 2004 (the "Agreement"); and

WHEREAS, the Issuer and FSC desire to amend the Agreement modify the term such that the anniversary date for renewal is September 1 of each year.

NOW THEREFORE, the Issuer and FSC, in consideration of the mutual covenants and agreements contained in the Agreement and those set forth herein, do hereby agree to amend the Agreement as follows:

AMENDMENTS

Section III of the Agreement shall be amended only to add the following sentence at the end of Section III:

"FSC and Issuer hereby agree that anniversary date, as used herein, shall mean September 1."

MODIFICATIONS

The Agreement, except as amended by this First Amendment to the Financial Advisory Agreement, remains in effect in all other respects.

IN WITNESS WHEREOF, the parties have made and executed this First Amendment to be effective as of April 1, 2013.

FIRST SOUTHWEST COMPANY

By: Anne Burger Entekin
Anne Burger Entekin
Managing Director

SOUTH TEXAS COLLEGE

By: Shirley A. Reed
Name: Dr. Shirley A. Reed
Title: President

Review and Recommend Action to Renew the Continuing Disclosure Services Agreement

Approval to renew the continuing disclosure services agreement with FSC Continuing Disclosure Services, A Division of Hilltop Securities, Inc., for the period beginning September 1, 2017 through August 31, 2022, will be requested at the June 27, 2017 Board meeting.

Purpose – The continuing disclosure services are to assist with the disclosure to the investing public, on periodic and continuing basis, including the preparation and submission of annual reports and the reporting of certain specified events as fully set forth in the undertakings and as contemplated by the provisions of Securities and Exchange Commission Rule 15c2-12 as amended (“the Rule”). To assist on the filing of reports with Municipal Securities Rulemaking Board’s (“MSRB”), Electronic Municipal Market Access (“EMMA”), appropriate State Information Depository (“SID”), rating agencies, and other entities, including preparation and distribution of each notice Material Event Notice filing concerning occurrence of an Event or noncompliance with the Rule.

Justification – Continuation of continuing disclosure services from FSC Continuing Disclosure Services, a Division of Hilltop Securities, Inc. to the College are proposed.

Background – On May 31, 2012, the Board of Trustees approved the renewal of the FSC Continuing Disclosure Services, A Division of Hilltop Securities, Inc., for the period beginning September 1, 2012 and ending August 31, 2017.

The College was notified that effective January 22, 2016, First Southwest Asset Management, LLC merged with Hilltop Securities, Inc. As the surviving entity, Hilltop Securities assumed all rights and obligations of First Southwest pursuant to the merger agreement. This includes assumption of the rights and obligations of the agreement First Southwest entered into with South Texas College.

Under the continuing disclosure services agreement, the College or FSC Continuing Disclosure Services shall notify the other party in writing at least thirty (30) days in advance of the applicable anniversary date that this Agreement will not be renewed, this Agreement will be automatically renewed on the fifth anniversary of the date hereof for an additional one (1) year period and thereafter will be automatically renewed on each anniversary date for successive one (1) year periods.

Funding Source – The annual fee for assistance in preparation and distribution of each annual report and audited annual financial reports is \$3,500 per year and \$500 minimum fee for assistance in preparation and distribution of each notice Material Event Notice Filing concerning occurrence of an Event or noncompliance with the Rule; in addition, a fee of \$125 per hour for all time in excess of five (5) hours spent in assisting with preparation and distribution. Funds for this expenditure are budgeted in the Bond/Arbitrage/Disclosure account for FY2017-2018, pending board approval of the budget.

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

Enclosed Documents – A copy of the continuing disclosure services agreement 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 June 15, 2017 Finance, Audit, and Human Resources committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources committee recommend for Board approval at the June 27, 2017 Board meeting, to renew the continuing disclosure services agreement with FSC Continuing Disclosure Services, A Division of Hilltop Securities, Inc., for the period beginning September 1, 2017 through August 31, 2022, as presented.

**AGREEMENT
FOR
CONTINUING DISCLOSURE SERVICES
BY AND BETWEEN**

**SOUTH TEXAS COLLEGE DISTRICT
(HEREINAFTER REFERRED TO AS THE “ISSUER”)**

**AND
FSC CONTINUING DISCLOSURE SERVICES,
A DIVISION OF HILLTOP SECURITIES INC.**

In connection with the sale and delivery of certain bonds, notes, certificates, or other municipal obligations (the “Bonds”), the Issuer has made certain undertakings to disclose to the investing public, on a periodic and continuing basis, certain information, as more fully set forth in such undertakings and as contemplated by the provisions of Securities and Exchange Commission Rule 15c2-12, as amended (the “Rule”).

The Issuer has agreed to engage FSC Continuing Disclosure Services, a Division of Hilltop Securities Inc. (“Continuing Disclosure Services”), to assist it with these continuing disclosure obligations, for the consideration and on the terms and conditions set forth herein, including the preparation and submission of annual reports (the “Annual Reports”) and the reporting of certain specified events (the “Events”), which are set forth in the Issuer’s undertakings, the Rule and in Subsection 2c. below.

This agreement (the “Agreement”) between the Issuer and the Continuing Disclosure Services shall become effective as of the date of its acceptance as provided for below.

The parties agree as follows:

1. This Agreement shall apply to all issues of Bonds delivered subsequent to the effective date of the continuing disclosure requirements as specified in the Rule, to the extent that any particular issue does not qualify for exceptions to the continuing disclosure requirements of the Rule.
2. Continuing Disclosure Services agrees to perform the following in connection with providing services relating to the Issuer’s continuing disclosure obligations:
 - a. assist the Issuer in compiling data determined or selected by the Issuer to be disclosed;
 - b. assist the Issuer in identifying other information to be considered by Issuer for continuing disclosure reporting purposes;
 - c. assist the Issuer in preparing the presentation of such information, to include Annual Reports containing financial information and operating data of the type provided in the final official statement of applicable issues, and Material Event Notices concerning the occurrence of the specified Events and other items listed below:
 - 1) Principal and interest payment delinquencies
 - 2) Non-payment related defaults
 - 3) Unscheduled draws on debt service reserves reflecting financial difficulties
 - 4) Unscheduled draws on credit enhancements reflecting financial difficulties

- 5) Substitution of credit or liquidity providers, or their failure to perform
 - 6) Adverse tax opinions or events affecting the tax-exempt status of the security
 - 7) Modifications to rights of security holders
 - 8) Bond calls
 - 9) Defeasances
 - 10) Release, substitution, or sale of property securing repayment of the securities
 - 11) Rating changes
 - 12) The issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the securities of the Issuer
 - 13) Tender offers
 - 14) Bankruptcy, insolvency, receivership or similar proceeding
 - 15) Mergers, consolidations, acquisitions, the sale of all or substantially all of the assets of the obligated person or their termination
 - 16) Appointment of a successor or additional trustee or the change of the name of a trustee
 - 17) Noncompliance with the Rule
- d. assist the Issuer in distributing or filing, in the Issuer's name, the above mentioned Annual Reports, notices and audited annual financial statements to the Municipal Securities Rulemaking Board's ("MSRB") Electronic Municipal Market Access ("EMMA"), appropriate State Information Depository ("SID"), rating agencies, and other entities, as required by the Issuer's continuing disclosure obligations.
 - e. provide to the Issuer confirmation of distribution or dissemination of reports and notices.

3. Issuer acknowledges and agrees to the following:

- a. Continuing Disclosure Services will be compensated for the performance of services with respect to assisting the Issuer with preparation and submission of continuing disclosure reports in accordance with the schedule as set forth below:
 1. \$3,500 per year for assistance in preparation and distribution of each annual report and assistance in distribution of audited annual financial statements, if Issuer is not exempt from filing reports with EMMA, and Material Event Notice Filings, or
 2. \$500 minimum fee for assistance in preparation and distribution of each notice Material Event Notice Filing concerning occurrence of an Event or noncompliance with the Rule; in addition, a fee of \$125 per hour for all time in excess of five (5) hours spent in assisting with preparation and distribution of each Material Event Notice concerning occurrence of an Event or noncompliance with the Rule.
- b. Issuer will provide to Continuing Disclosure Services, and Continuing Disclosure Services shall be entitled to rely upon, all information regarding the issuance of the Bonds, including the final official statement and the Issuer's commitment or undertaking regarding continuing disclosure as contained in the resolution authorizing issuance of the Bonds or separate contract or agreement; annual financial information and operating data of the type provided in the final official statement; information concerning the occurrence

of an Event or noncompliance with the Rule; and any other information necessary to prepare continuing disclosure reports.

- c. Issuer will provide to Continuing Disclosure Services, and Continuing Disclosure Services shall be entitled to rely upon, annual written confirmation of all outstanding Bond issues for which the Issuer has a continuing disclosure obligation.
 - d. Issuer will provide to Continuing Disclosure Services all information required for preparation of each Annual Report, including financial information and operating data of the type provided in the final official statement and other information deemed necessary by Issuer, no later than 45 days prior to the date on which each Annual Report is due.
 - e. Issuer will provide full and complete copies of the audited annual financial statement no later than ten (10) days prior to the date on which it is due.
 - f. Issuer will notify Continuing Disclosure Services immediately upon the occurrence or immediately upon the Issuer's knowledge of the occurrence of each Event or noncompliance with the Rule, and the Issuer will immediately provide all information necessary for preparation of the notice of occurrence of each such Event or noncompliance with the Rule.
 - g. Issuer shall have the sole responsibility for determining the disclosure to be made in all cases. The Issuer shall review and provide approval of the content and form of all continuing disclosure reports and notices, with the exception of the following, which will be filed automatically on the Issuer's behalf, unless the Issuer has notified Continuing Disclosure Services otherwise in writing: bond calls, defeasances, and rating changes. In the event of a disagreement between the Issuer and Continuing Disclosure Services regarding the disclosure to be made, either the Issuer or Continuing Disclosure Services may, but neither is obligated to, terminate this Agreement by written notice to the other party.
 - h. A separate Annual Report will be prepared and distributed for each type of security pledge in effect for outstanding financing issues or Bonds of the Issuer.
 - i. Issuer will inform Continuing Disclosure Services of the retirement of any Bonds included under the scope of this Agreement within 30 days of such retirement.
4. In the event that Continuing Disclosure Services and the Issuer determine that advice of counsel is appropriate with respect to any question concerning disclosure, then (i) the Issuer may consult with its counsel, or (ii) the Issuer may authorize Continuing Disclosure Services to seek legal advice from independent counsel regarding the disclosure. The Issuer agrees that it shall be responsible for the fees and expenses of its own counsel. The Issuer agrees to reimburse Continuing Disclosure Services the fees and expenses of independent counsel, if paid by Continuing Disclosure Services, for advice rendered pursuant to authorization by the Issuer.
5. To the extent permitted by law, the Issuer agrees to hold harmless and to indemnify Continuing Disclosure Services and its employees, affiliates, officers, directors, and agents from and against any and all claims, damages, losses, liabilities, reasonable costs and expenses whatsoever, including attorneys' fees and expenses ("Losses and Expenses") that Continuing Disclosure Services may incur by reason of or in connection with the distribution of information in the

disclosure reports in accordance with this Agreement, except to the extent such Losses and Expenses result directly from Continuing Disclosure Services' willful misconduct or gross negligence in the distribution of such information.

In the event that such Losses and Expenses are attributable to the concurrent negligence or other fault of both the Issuer and Continuing Disclosure Services, each party shall bear proportionate responsibility for the degree of negligence or other fault attributable to each. Notwithstanding the foregoing, Continuing Disclosure Services, shall not be obligated to contribute any amount hereunder that exceeds the amount of fees previously received by Continuing Disclosure Services pursuant to this Agreement.

6. The fees and expenses due to Continuing Disclosure Services in providing Continuing Disclosure Services shall be calculated in accordance with Section 3a. of this Agreement. The fees will be invoiced each year during the term of the Agreement, unless terminated earlier, and fees will be payable within 30 days of receipt of invoice, except that the fees for the first year's service will be invoiced and be payable upon acceptance of this Agreement.

In addition, the Issuer agrees to reimburse Continuing Disclosure Services for the following expenses: (i) legal fees and expenses of counsel incurred by Continuing Disclosure Services pursuant to the terms of Section 4. above, and (ii) other out-of-pocket expenses reasonably incurred by Continuing Disclosure Services in performing its obligations hereunder. The Issuer shall remit payment for expenses to Continuing Disclosure Services within 30 days of receipt of invoice.

7. **Bonds Issued Subsequent to Agreement:** The provisions of this Agreement will include additional municipal bonds and financings (including financing lease obligations) issued during the stated term of this Agreement, if such bonds are subject to the continuing disclosure requirements. In this connection, the Issuer agrees that the Issuer will notify Continuing Disclosure Services of any municipal bonds and financing (including financing lease obligations) issued by the Issuer during any fiscal year of the Issuer during the term of this Agreement, and will provide Continuing Disclosure Services with such information as shall be necessary in order for Continuing Disclosure Services to perform the services contracted for hereunder.
8. **Effective Dates of Agreement:** This Agreement shall become effective as of the date of acceptance by the Issuer as set out below and remain in effect thereafter for a period of five (5) years from the date of acceptance. Unless Continuing Disclosure Services or Issuer shall notify the other party in writing at least thirty (30) days in advance of the applicable anniversary date that this Agreement will not be renewed, this Agreement will be automatically renewed on the fifth anniversary of the date hereof for an additional one (1) year period and thereafter will be automatically renewed on each anniversary date for successive one (1) year periods. This agreement may be terminated with or without cause by the Issuer or Continuing Disclosure Services upon thirty (30) days' written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to Continuing Disclosure Services for services provided and expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated prior to its stated term, all records provided to Continuing Disclosure Services by the Issuer shall be returned to the Issuer as soon as practicable. In addition, the parties hereto agree that upon termination of this Agreement Continuing Disclosure Services shall have

no continuing obligation to the Issuer regarding any service contemplated herein. Notwithstanding the foregoing, all indemnification, hold harmless and/or contribution obligations, pursuant to Section 5 of this Agreement, shall survive any termination, regardless of whether the termination occurs as a result of the expiration of the term hereof or the Agreement is terminated sooner by either the Issuer or Continuing Disclosure Services under this Section 8, pursuant to Subsection 3.g., or otherwise.

Provision of Notices

Provision of information, delivery of certification and notices of Events and noncompliance with the Rule, unless directed otherwise in writing, shall be sent to:

South Texas College District
3201 West Pecan Boulevard
McAllen, TX 78501
Ms. Maria Elizondo
Vice President for Finance and Administrative Services
Phone: (956) 872-3558
Email: marye@southtexascollege.edu

FSC Continuing Disclosure Services, a Division of Hilltop Securities Inc.

1201 Elm Street, 35th Floor
Dallas, Texas 75270
Attention: Tanya Calvit
Director for Continuing Disclosure
Phone: (214) 953-4037
Fax: (214) 953-4050
Email: tanya.calvit@hilltopsecurities.com

Acceptance of Agreement

9. This Agreement is submitted in triplicate originals. When accepted by the Issuer, it will constitute the entire Agreement between the Issuer and Continuing Disclosure Services for the purposes and the consideration specified above.

Acceptance will be indicated on all copies and returned to Continuing Disclosure Services. An executed original will be returned for your files.

Respectfully submitted,

FSC Continuing Disclosure Services, a Division of Hilltop Securities Inc.

By _____
Hill A. Feinberg
Chairman and Chief Executive Officer

By _____
Tanya Calvit
Director

Date _____

ACCEPTANCE CLAUSE

The above and foregoing is hereby in all things accepted and approved by the Issuer, on this the _____ day of _____, 2017.

By _____
Authorized Representative

Title

Review and Recommend Action to Renew the Arbitrage Rebate Compliance Services Agreement

Approval to renew the arbitrage rebate compliance services agreement with First Southwest Asset Management, LLC A Hilltop Holding Company, for the period beginning September 1, 2017 through August 31, 2022, will be requested at the June 27, 2017 Board meeting.

Purpose – The arbitrage rebate compliance services are to provide professional services in determining the Arbitrage Amount, to cooperate fully with the College in reviewing the schedule of investments made with proceeds from the Obligations and other funds under Treasury Regulations Section 1.148, to perform calculations to determine the Arbitrage Amount under Section 148(f)(2) of the Code, and to provide a report specifying the Arbitrage Amount.

Justification – Continuation of arbitrage rebate compliance services from First Southwest Asset Management, LLC A Hilltop Holding Company to the College are proposed.

Background – On May 31, 2012, the Board of Trustees approved the renewal of the First Southwest Asset Management, LLC Agreement, for the period beginning September 1, 2012 and ending August 31, 2017.

The College was notified that effective January 22, 2016, First Southwest Asset Management, LLC merged with Hilltop Securities, Inc. As the surviving entity, Hilltop Securities assumed all rights and obligations of First Southwest pursuant to the merger agreement. This includes assumption of the rights and obligations of the agreement First Southwest entered into with South Texas College.

Under the arbitrage rebate compliance agreement, this agreement may terminate by either party with or without cause upon thirty (30) days prior written notice to the other party.

Funding Source – The base fee per calculation of \$1,200 per issue per calculation year and IRS Refund Request services of update calculation, prepare refunds request package, and assist in responding to subsequent IRS Information Requests of \$750. Funds for this expenditure are budgeted in the Bond/Arbitrage/Disclosure account for FY2017-2018, pending board approval of the budget.

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

Enclosed Documents – A copy of the arbitrage rebate compliance services agreement 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 June 15, 2017 Finance and Human Resources committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources committee recommend for Board approval at the June 27, 2017 Board meeting, to renew the arbitrage rebate compliance services agreement with First Southwest Asset Management, LLC A Hilltop Holding Company, for the period beginning September 1, 2017 through August 31, 2022, as presented.

Rebecca Vega

Director

Arbitrage Rebate Compliance Services

March 9, 2017

Ms. Mary Elizondo
Vice President for Finance and
Administrative Services
South Texas College
P.O. Box 9500
McAllen, Texas 78502-9501

Dear Ms. Elizondo:

We recently noted that our contract to perform arbitrage rebate services between the South Texas College and First Southwest Asset Management, LLC ("FSAM") will expire on August 31, 2017. Thanks to clients such as you, FSAM has gained a national reputation as a leading provider of arbitrage rebate compliance services.

FSAM has been providing comprehensive arbitrage rebate compliance services to the College since September 1997, and we value the opportunity to be of continued service to the College. We are committed to continuing to provide the College with a full range of compliance services tailored to the needs of the College.

We have enclosed two copies of the arbitrage rebate renewal contract, for your review. As you will note, we are proposing a base fee per calculation of \$1,200.00 per issue per calculation year. While we would rather not have to raise fees, it is a business motivated decision. In December of 2010, FSAM voluntarily lowered the College's rebate fees by 53%. That was done in an effort to share the reduced complexity of the investment options and strategies in the then current economic environment. We continue to believe that the College deserves to share in the benefit of the less time required to perform rebate calculations in this investment environment. However, the people costs of our business continue to increase. As a result, we have taken back a small portion of the 2010 fee decrease. Even after the current fee increase, the College's net fee reduction is 40%.

We have enclosed an executed Conflict of Interest Questionnaire (Form CIQ) for your records.

Pursuant to recent legislation known as H.B. 1295, certain Texas governmental entities and state agencies are required to obtain a completed Texas Ethics Commission Form 1295, Certificate of

111622-1

Hilltop Securities Inc.
1201 Elm Street
Suite 3500
Dallas, Texas 75270

direct 214.953.4022
toll free 800.678.3792
fax 214.840.5040
Rebecca.Vega@HilltopSecurities.com
HilltopSecurities.com

Interested Parties, from the vendor before entering into a contract that (1) requires an action or vote by the governing body of the entity or agency, or (2) has a value of at least \$1 million. It is our belief that this statute does not apply to this contract for arbitrage rebate compliance services. If the College is subject to this legislation and you are required to receive Form 1295 before entering into a contract with our firm, please let me know and one will be provided.

It is truly our privilege to partner with the College to ensure that current and future bond issues comply with the arbitrage rebate and yield restriction rules. At your convenience, please return one executed copy to us and retain the other executed copy for your records.

Should you have any questions, please do not hesitate to contact me at (800) 678-3792 or directly at (214) 953-4022.

Sincerely,



Rebecca Vega

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor doing business with local governmental entity**

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

First Southwest Asset Management, LLC

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.Not Applicable

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐

Yes

☐

No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐

Yes

☐

No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

Not Applicable

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 First Southwest Asset Management, LLC

By

Rebecca Case
Signature of vendor doing business with the governmental entity3/8/2017

Date

**AGREEMENT FOR
ARBITRAGE REBATE COMPLIANCE SERVICES
BETWEEN
SOUTH TEXAS COLLEGE
(Hereinafter Referred to as the "Issuer")
AND
FIRST SOUTHWEST ASSET MANAGEMENT, LLC
(Hereinafter Referred to as "FSAM")**

It is understood and agreed that the Issuer, in connection with the sale and delivery of certain bonds, notes, certificates, or other tax-exempt obligations (the "**Obligations**"), will have the need to determine to what extent, if any, it will be required to rebate certain investment earnings (the amount of such rebate being referred to herein as the "**Arbitrage Amount**") from the proceeds of the Obligations to the United States of America pursuant to the provisions of Section 148(f)(2) of the Internal Revenue Code of 1986, as amended (the "**Code**"). For purposes of this Agreement, the term "Arbitrage Amount" includes payments made under the election to pay penalty in lieu of rebate for a qualified construction issue under Section 148(f)(4) of the Code.

We are pleased to submit the following proposal for consideration; and if the proposal is accepted by the Issuer, it shall become the agreement (the "**Agreement**") between the Issuer and FSAM effective at the date of its acceptance as provided for herein below.

1. This Agreement shall apply to all issues of tax-exempt Obligations delivered subsequent to the effective date of the rebate requirements under the Code, except for (i) issues which qualify for exceptions to the rebate requirements in accordance with Section 148 of the Code and related Treasury regulations, or (ii) issues excluded by the Issuer in writing in accordance with the further provisions hereof, (iii) new issues effected in a fashion whereby FSAM is unaware of the existence of such issue, (iv) issues in which, for reasons outside the control of FSAM, FSAM is unable to procure the necessary information required to perform such services.

Covenants of First Southwest Asset Management

2. We agree to provide our professional services in determining the Arbitrage Amount with regard to the Obligations. The Issuer will assume and pay the fee of FSAM as such fee is set out in Appendix A attached hereto. FSAM shall not be responsible for any extraordinary expenses incurred on behalf of Issuer in connection with providing such professional services, including any costs incident to litigation, mandamus action, test case or other similar legal actions.
3. We agree to perform the following duties in connection with providing arbitrage rebate compliance services:
 - a. To cooperate fully with the Issuer in reviewing the schedule of investments made by the Issuer with (i) proceeds from the Obligations, and (ii) proceeds of other funds of the Issuer which, under Treasury Regulations Section 1.148, or any successor regulations thereto, are subject to the rebate requirements of the Code;
 - b. To perform, or cause to be performed, consistent with the Code and the regulations promulgated thereunder, calculations to determine the Arbitrage Amount under Section 148(f)(2) of the Code; and
 - c. To provide a report to the Issuer specifying the Arbitrage Amount based upon the investment schedule, the calculations of bond yield and investment yield, and other information deemed relevant by FSAM. In undertaking to provide the services set forth in paragraph 2 and this paragraph 3, FSAM does not assume any responsibility for any record retention requirements which the Issuer may have under the Code or other applicable laws, it being understood that the Issuer shall remain responsible for compliance with any such record retention requirements.

Covenants of the Issuer

4. In connection with the performance of the aforesaid duties, the Issuer agrees to the following:
 - a. The fees due to FSAM in providing arbitrage rebate compliance services shall be calculated in accordance with Appendix A attached hereto. The fees will be payable upon delivery of the report prepared by FSAM for each issue of Obligations during the term of this Agreement.
 - b. The Issuer will provide FSAM all information regarding the issuance of the Obligations and the investment of the proceeds therefrom, and any other information necessary in connection with calculating the Arbitrage Amount. FSAM will rely on the information supplied by the Issuer without inquiry, it being understood that FSAM will not conduct an audit or take any other steps to verify the accuracy or authenticity of the information provided by the Issuer.
 - c. The Issuer will notify FSAM in writing of the retirement, prior to the scheduled maturity, of any Obligations included under the scope of this Agreement within 30 days of such retirement. This notification is required to provide sufficient time to comply with Treasury Regulations Section 1.148-3(g) which requires final payment of any Arbitrage Amount within 60 days of the final retirement of the Obligations. In the event the Issuer fails to notify FSAM in a timely manner as provided hereinabove, FSAM shall have no further obligation or responsibility to provide any services under this Agreement with respect to such retired Obligations.
5. In providing the services set forth in this Agreement, it is agreed that FSAM shall not incur any liability for any error of judgment made in good faith by a responsible officer or officers thereof and, except to the limited extent set forth in this paragraph, shall not incur any liability for any other errors or omissions, unless it shall be proved that such error or omission was a result of the gross negligence or willful misconduct of said officer or officers. In the event a payment is assessed by the Internal Revenue Service due to an error by FSAM, the Issuer will be responsible for paying the correct Arbitrage Amount and FSAM's liability shall not exceed the amount of any penalty or interest imposed on the Arbitrage Amount as a result of such error.

Obligations Issued Subsequent to Initial Contract

6. The services contracted for under this Agreement will automatically extend to any additional Obligations (including financing lease obligations) issued during the term of this Agreement, if such Obligations are subject to the rebate requirements under Section 148(f)(2) of the Code. In connection with the issuance of additional Obligations, the Issuer agrees to the following:
 - a. The Issuer will notify or cause the notification, in writing, to FSAM of any tax-exempt financing (including financing lease obligations) issued by the Issuer during any calendar year of this Agreement, and will provide FSAM with such information regarding such Obligations as FSAM may request in connection with its performance of the arbitrage rebate services contracted for hereunder. If such notice is not provided to FSAM with regard to a particular issue, FSAM shall have no obligation to provide any services hereunder with respect to such issue.
 - b. At the option of the Issuer, any additional Obligations to be issued subsequent to the execution of this Agreement may be excluded from the services provided for herein. In order to exclude an issue, the Issuer must notify FSAM in writing of their intent to exclude any specific Obligations from the scope of this Agreement, which exclusion shall be permanent for the full life of the Obligations; and after receipt of such notice, FSAM shall have no obligation to provide any services under this Agreement with respect to such excluded Obligations.

Effective Date of Agreement

7. This Agreement shall become effective at the date of acceptance by the Issuer as set out herein below and remain in effect until August 31, 2022, provided, however, that this Agreement may be terminated with or without cause by the Issuer or FSAM upon thirty (30) days prior written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to FSAM for services provided and extraordinary expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated prior to the completion of its stated term, all records provided to FSAM with respect to the investment of monies by the Issuer shall be returned to the Issuer as soon as practicable following written request by Issuer. In addition, the parties hereto agree that, upon termination of this Agreement, FSAM shall have no continuing obligation to the Issuer regarding any arbitrage rebate related services contemplated herein, regardless of whether such services have previously been undertaken, completed or performed.

Acceptance of Agreement

8. This Agreement is submitted in duplicate originals. When accepted by the Issuer in accordance with the terms hereof, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Issuer and FSAM for the purposes and the consideration herein specified. In order for this Agreement to become effective, it must be accepted by the Issuer within sixty (60) days of the date appearing below the signature of FSAM's authorized representative hereon. After the expiration of such 60-day period, acceptance by the Issuer shall only become effective upon delivery of written acknowledgement and reaffirmation by FSAM that the terms and conditions set forth in this Agreement remain acceptable to FSAM.

Governing Law

9. This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without regard to its principles of conflicts of laws.

Acceptance will be indicated on both copies and the return of one executed copy to First Southwest Asset Management.

Respectfully submitted,

FIRST SOUTHWEST ASSET MANAGEMENT, LLC

By Hill A. Feinberg
Hill A. Feinberg, Chairman & Chief Executive Officer

Date _____

ISSUER'S ACCEPTANCE CLAUSE

The above and foregoing is hereby in all things accepted and approved by

_____, on this the _____ day of _____, ____.

By _____
Authorized Representative

Title _____

Printed Name _____

APPENDIX A - FEES

The Obligations to be covered initially under this contract include all issues of tax-exempt obligations delivered subsequent to the effective dates of the rebate requirements, under the Code, except as set forth in Section I of the Agreement.

The fee for any Obligations under this contract shall only be payable if a computation is required under Section 148(f)(2) of the Code. In the event that any of the Obligations fall within an exclusion to the computation requirement as defined by Section 148 of the Code or related regulations and no calculations were required by FSAM to make that determination, no fee will be charged for such issue. For example, certain obligations are excluded from the rebate computation requirement if the proceeds are spent within specific time periods. In the event a particular issue of Obligations fulfills the exclusion requirements of the Code or related regulations, the specified fee will be waived by FSAM if no calculations were required to make the determination.

FSAM's fee for arbitrage rebate services is based upon a fixed annual fee per issue. The annual fee is charged based upon the number of years that proceeds exist subject to rebate from the delivery date of the issue to the computation date.

FSAM's fees are payable upon delivery of the report. The first report will be made following one year from the date of delivery of the Obligations and on each computation date thereafter during the term of the Agreement. The fees for computations of the Arbitrage Amount which encompass more, or less, than one Computation Year shall be prorated to reflect the longer, or shorter, period of work performed during that period.

The fee for each of the Obligations included in this contract shall be based on the table below.

Additionally, due to significant time saving efficiencies realized when investment information is submitted in an electronic format, FSAM passes the savings to its clients by offering a 10% reduction in its fees if information is provided in a spreadsheet or electronic text file format.

Description	Annual Fee
ANNUAL FEE	\$1,200
COMPREHENSIVE ARBITRAGE COMPLIANCE SERVICES INCLUDE:	
<ul style="list-style-type: none"> • Commingled Funds Analysis & Calculations • Spending Exception Analysis & Calculations • Yield Restriction Analysis & Calculations (for yield restricted Project Funds, Reserve Funds, Escrow Funds, etc.) • Parity Reserve Fund Allocations • Transferred Proceeds Calculations • Universal Cap Calculations • Debt Service Fund Calculations (including earnings test when required) • Preparation of all Required IRS Paperwork for Making a Rebate Payment / Yield Reduction Payment • Retention of Records Provided for Arbitrage Computations • IRS Audit Assistance • Delivery of Rebate Calculations Each Year That Meets the Timing Requirements of the Audit Schedule • On-Site Meetings, as Appropriate, to Discuss Calculation Results / Subsequent Planning Items 	INCLUDED
OTHER SERVICES AVAILABLE:	
IRS Refund Request – Update calculation, prepare refund request package, and assist issuer as necessary in responding to subsequent IRS Information Requests	\$750

EXPLANATION OF TERMS:

- a. **Computation Year:** A "Computation Year" represents a one year period from the delivery date of the issue to the date that is one calendar year after the delivery date, and each subsequent one-year period thereafter. Therefore, if a calculation is required that covers more than one "computation year," the annual fee is multiplied by the number of computation years contained in the calculation being performed. If a calculation includes a portion of a computation year, i.e., if the calculation includes 1 ½ computation years, then the base fee will be multiplied by 1.5.
- b. **Electronic Data Submission:** The data should be provided electronically in MS Excel or ASCII text file (comma delimited text preferred) with the date, description, dollar amount, and an activity code (if not in debit and credit format) on the same line in the file.
- c. **Variable/Floating Rate Bond Issues:** Special services are also required to perform the arbitrage rebate calculations for variable rate bonds. A bond is a variable rate bond if the interest rate paid on the bond is dependent upon an index which is subject to changes subsequent to the issuance of the bonds. The computational requirements of a variable rate issue are more complex than those of a fixed rate issue and, accordingly, require significantly more time to calculate. The additional complexity is primarily related to the computation of the bond yield, which must be calculated on a "bond year" basis. Additionally, the regulations provide certain flexibility in computing the bond yield and determining the arbitrage amount over the first IRS reporting period; consequently, increased calculations are required to determine which bond yield calculation produces the lowest arbitrage amount.
- d. **Commingled Fund Allocations:** By definition, a commingled fund is one that contains either proceeds of more than one bond issue or proceeds of a bond issue and non-bond proceeds (i.e., revenues) of \$25,000 or more. The arbitrage regulations, while permitting the commingling of funds, require that the proceeds of the bond issue(s) be "carved out" for purposes of determining the arbitrage amount. Additionally, interest earnings must be allocated to the portion of the commingled fund that represents proceeds of the issue(s) in question. Permitted "safe-harbor" methods (that is, methods that are outlined in the arbitrage regulations and, accordingly, cannot be questioned by the IRS under audit), exist for allocating expenditures and interest earnings to issues in a commingled fund. FSAM uses one of the applicable safe-harbor methods when doing these calculations.
- e. **Debt Service Reserve Funds:** The authorizing documents for many revenue bond issues require that a separate fund be established (the "Reserve Fund") into which either bond proceeds or revenues are deposited in an amount equal to some designated level, such as average annual debt service on all parity bonds. This Reserve Fund is established for the benefit of the bondholders as additional security for payment on the debt. In most cases, the balance in the Reserve Fund remains stable throughout the life of the bond issue. Reserve Funds, whether funded with bond proceeds or revenues, must be included in all rebate calculations.
- f. **Debt Service Fund Calculations:** Issuers are required under the regulations to analyze the invested balances in their debt service funds annually to determine whether the fund depletes as required during the year and is, therefore, "bona fide" (i.e., potentially exempt from rebate in that year). It is not uncommon for surplus balances to develop in the debt service fund that services an issuer's tax supported debt, particularly due to timing differences of when the funds were due to be collected versus when the funds were actually collected. FSAM performs this formal analysis of the debt service fund and, should it be determined that a surplus balance exists in the fund during a given year, allocates the surplus balance among the various issues serviced by the fund in a manner that is acceptable under IRS review.
- g. **Earnings Test for Debt Service Funds:** Certain types of bond issues require an additional level of analysis for the debt service fund, even if the fund depletes as required under the regulations and is "bona fide." For short-term, fixed rate issues, private activity issues, and variable rate issues, the regulations require that an "earnings test" be performed on a bona fide debt service fund to determine if the interest earnings reached \$100,000 during the year. In cases where the earnings reach or exceed the \$100,000 threshold, the entire fund (not just the surplus or residual portion) is subject to rebate.
- h. **Transferred Proceeds Calculations:** When a bond issue is refinanced (refunded) by another issue, special services relating to "transferred proceeds" calculations may need to be performed. Under the regulations, when proceeds of a refunding issue are used to retire principal of a prior issue, a pro-rata portion of the unspent proceeds of the prior issue becomes subject to rebate and/or yield restriction as transferred proceeds of the refunding issue. The refunding issue essentially "adopts" the unspent proceeds of the prior issue for purposes of the arbitrage calculations. These

calculations are required under the regulations to ensure that issuers continue to exercise due diligence to complete the project(s) for which the prior bonds were issued.

- i. **Universal Cap:** Current regulations provide an overall limitation on the amount of gross proceeds allocable to an issue. Simply stated, the value of investments allocated to an issue cannot exceed the value of all outstanding bonds of the issue. For example, this situation can occur if an issuer encounters significant construction delays or enters into litigation with a contractor. It may take months or even years to resolve the problems and begin or resume spending the bond proceeds; however, during this time the debt service payments are still being paid, including any scheduled principal payments. Thus, it's possible for the value of the investments purchased with bond proceeds to exceed the value of the bonds outstanding. In such cases, a "de-allocation" of proceeds may be required to comply with the limitation rules outlined in the regulations.
- j. **Yield Restriction Analysis/Yield Reduction Computations:** The IRS strongly encourages issuers to spend the proceeds of each bond issue as quickly as possible to achieve the governmental purpose for which the bonds were issued. Certain types of proceeds can qualify for a "temporary period," during which time the proceeds may be invested at a yield higher than the yield on the bonds without jeopardizing the tax-exempt status of the issue. The most common temporary period is the three-year temporary period for capital project proceeds. After the end of the temporary period, the proceeds must be yield restricted or the issuer must remit the appropriate yield reduction payment when due. FSAM performs a comprehensive yield restriction analysis when appropriate for all issues having proceeds remaining at the end of the applicable temporary period and also calculates the amount of the yield reduction payment due to the IRS.

**Review and Discussion of Preliminary Summary of Projected
Revenues and Expenditures for FY 2017-2018 Budget with Comparison
to FY 2016-2017 Approved Budget**

Enclosed is the Preliminary Summary of Projected Revenues and Expenditures for FY 2017-2018 with comparison to the FY 2016-2017 approved budget for your information and review.

This is a preliminary plan for the next fiscal year that includes the following assumptions:

Revenues:

- State appropriation revenue is projected to increase \$1,642,997 from FY 2017. An increase is projected in other state revenues consisting of TRS and ORP for FY 2018, in the amount of \$199,481. The state appropriation amount is based on the allocations in SB1 and the other state revenue is based on state allocation schedules.
- Tuition for FY 2018 is based on projected enrollment of 20,306 traditional students, a 2% increase from Fall 2016, and 14,369 dual credit tuition free students for Fall 2017. The projections indicate an increase in tuition of approximately \$1,697,540 in FY 2018 and includes the Board approved increase to the Emergency Medical Technology differential tuition rate of \$5 per semester credit hour, from \$35 to \$40, and the implementation of flat tuition rates for In District, Out of District, and Out of State residency classifications of \$70, \$80, and \$200, respectively. The flat tuition rates were set at rates to generate the same amount of tuition revenue as the previous tiered tuition rates.
- Fees for FY 2018 are based on the same enrollment projections as tuition. The projections include the Board approved decrease of \$21 for the Developmental Studies Fee, from \$50 to \$29, the increase of \$5 per semester credit hour for the Hybrid Course Fee, from \$5 to \$10, the decrease in the Unrestricted Fund fee revenue due to the Board approved budget amendment transferring the Student Activity Fee to the Auxiliary Fund, and the elimination of the Collegiate Assessment Proficiency (CAAP) Exam Fee. The projections indicate an increase in fees of approximately \$193,515 in FY 2018.
- Other revenue is expected to increase \$799,307 in FY 2018. The projected increase is mainly due to the increased interest revenue.
- Tax revenue for FY 2018 is expected to increase \$2,049,044, due to an increase in tax appraised values.
- Carryover Allocations is projected to increase \$2,870,981 in FY 2018. The increase mainly resulted from the decrease of \$998,107 in the Capital Carryover, and the

increase of \$3,869,088 funded from FY 2015, FY 2016, and FY 2017 M&O tax revenue which will be used for furniture and equipment.

Expenditures:

- The Salary expenditures budget is proposed to increase by \$6,065,402 in FY 2018 mainly due to the following:

New faculty positions approved by the Board of Trustees at the October 27, 2016 and April 21, 2017 Board Meetings	\$2,667,509
Proposed annual salary increases for faculty and staff	1,963,347
New proposed non faculty positions	1,437,935
New proposed non faculty positions-Bond	1,375,542
Salary Adjustments/Reclassifications non faculty	168,518
Full funding of previously partially funded bond positions	2,096,533
Salary Adjustments/Reclassifications and Pool Adjustments	(3,643,982)
Total	\$6,065,402

- The Benefits expenditures budget for FY 2018 is proposed to increase by \$2,134,195.
- The Operating expenditures budget for FY 2018 is proposed to increase by \$5,216,082.
 - ⇒ The operating budget is proposed to increase by \$1,847,055 based on the needs of the College's departments.
 - ⇒ In addition, the operating budget is proposed to increase by \$3,369,027 for furniture and equipment for the new bond buildings to be funded from bond M&O tax revenue.
- The Travel expenditures budget for FY 2018 is proposed to increase by \$99,767. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.
- The Capital Outlay expenditures budget for FY 2018 is proposed to increase by \$92,391.
 - ⇒ The capital budget is proposed to decrease by \$41,303 based on the needs of the College's departments.
 - ⇒ In addition, the capital budget is proposed to increase by \$133,694 for equipment for the new bond buildings to be funded from bond M&O tax revenue.

- The Transfers and Contingencies budget for FY 2017 is proposed to decrease by \$4,154,992. The decrease is primarily due to the decrease of \$4,155,992 to the M&O Tax Bond Program Reserve. The reserve funds will be used in FY 2018 for operating, travel, and capital expenditures. The MTR Bond Series 2007 debt service is projected to decrease by \$1,000 in FY 2018. This debt service is paid from maintenance and operations taxes.

The Preliminary Summary of Projected Revenues and Expenditures for FY 2017-2018 with Comparison to the FY 2016-2017 approved budget and the Proposed Budget PowerPoint presentation follows in the packet for the Committee's review and information.

Additional modifications may be required to the budget, prior to final presentation to the Board based on revised revenue projections.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will present the Preliminary Summary of Proposed Budget for FY 2017 - 2018.

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

South Texas College
Unrestricted Fund
Summary of Projected Revenues and Expenditures
Fiscal Years 2017-2018

Summary of Revenues	FY 2017 Budget (Original)	FY 2018 Budget (Proposed)	% of Total Revenues	Difference FY 2017 Approved to FY 2018 Proposed
State Contact Hour Appropriation	38,583,036	40,226,013	21.27%	\$ 1,642,977
<i>Other State Appropriation-ORP</i>	509,784	548,801	0.29%	39,017
<i>Other State Appropriation-TRS</i>	2,096,539	2,257,003	1.19%	160,464
<i>Other State Appropriation-HEGI</i>	4,641,377	4,641,377	2.45%	-
Other State Appropriations Subtotal	7,247,700	7,447,181	3.94%	199,481
Total State Appropriations	45,830,736	47,673,194	25.20%	1,842,458
<i>Academic & Differential Tuition-Net TPEG</i>	29,841,644	31,539,184	16.67%	1,697,540
<i>Continuing Ed/ATCP/NAAMREI/IAM-Net TPEG</i>	2,601,113	2,601,113	1.38%	-
Total Tuition	32,442,757	34,140,297	18.05%	1,697,540
Total Fees	27,838,868	28,032,383	14.82%	193,515
Total Other Revenues	4,836,681	5,635,988	2.98%	799,307
Total Taxes	46,512,737	48,561,781	25.67%	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	13.28%	2,870,981
Total Revenues	\$ 179,711,050	\$ 189,163,895	100.00%	\$ 9,452,845

Summary of Expenditures	FY 2017 Budget (Original)	FY 2018 Budget (Proposed)	% of Total Expenditures	Difference FY 2017 Approved to FY 2018 Proposed
Total Salaries	\$ 93,009,192	\$ 99,074,594	51.75%	\$ 6,065,402
Total Benefits	26,165,328	28,299,523	14.56%	2,134,195
Total Operating	40,015,693	45,231,775	22.27%	5,216,082
Total Travel	2,096,123	2,195,890	1.17%	99,767
Total Capital Outlay	8,310,922	8,403,313	4.63%	92,391
Total Expenditures	\$ 169,597,258	\$ 183,205,095	94.38%	\$ 13,607,837
Transfers & Reserves				
Debt Service	393,800	394,800	0.22%	1,000
Transfer to Unexpended Plant Fund	3,000,000	3,000,000	1.67%	-
Transfer to Renewals & Replacements Plant Fund	-	-	0.00%	-
Transfer to NAAMREI/IAM	564,000	564,000	0.31%	-
Contingency Fund	2,000,000	2,000,000	1.11%	-
M&O Tax Bond Program 2013	4,155,992	-	2.30%	(4,155,992)
Total Transfers & Reserves	10,113,792	5,958,800	5.62%	(4,154,992)
Total Expenditures, Transfers and Reserves	\$ 179,711,050	\$ 189,163,895	100.00%	\$ 9,452,845

Revenues over Expenditures	\$ -	-		\$ -
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Proposed Budget FY 2017 - 2018



Proposed Unrestricted Fund Revenues FY 2017 - 2018

Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 - 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
Other State Appropriations:			
Optional Retirement Plan	509,784	548,801	39,017
Teacher Retirement System	2,096,539	2,257,003	160,464
Higher Education Group Insurance	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed State Appropriation Revenue FY 2017 - 2018

Appropriation Category	FY 2016 - 2017	FY 2017 - 2018	Increase
Core Operations	\$500,000	\$680,406	\$180,406
Contact Hour Funding	33,607,193	34,383,650	776,457
Student Success	3,670,736	4,089,967	419,231
BAT	805,107	1,071,990	266,883
Total	\$38,583,036	\$40,226,013	\$1,642,977

Proposed Unrestricted Fund Revenues FY 2017 - 2018

Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 - 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
<i>Other State Appropriations:</i>			
Optional Retirement Plan	509,784	548,801	39,017
Teacher Retirement System	2,096,539	2,257,003	160,464
Higher Education Group Insurance	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed State Retirement Contribution FY 2017 - 2018

SB 1812, Eighty-third Legislature, limited the payroll state contribution rate for Optional Retirement Program (ORP) and the Teacher Retirement System (TRS) to 50% of the contribution. Total projected State Retirement Contribution is **\$2,805,804**.

	FY 2016 - 2017		FY 2017 - 2018	
	Contribution Rate (State pays 50%)	Employee Contribution Rate	Contribution Rate (State pays 50%)	Employee Contribution Rate
ORP	6.6% / 8.5%	6.65%	6.6% / 8.5%	6.65%
TRS	6.8%	7.2%	6.8%	7.2%

Proposed State Insurance Contribution FY 2017 - 2018

SB 1812, Eighty-third Legislature, set the payroll state contribution rate for Higher Education Group Insurance (HEGI) contributions for community colleges at 50% of the cost associated with eligible employees. Total projected State Insurance Contribution is **\$4,641,377**.

	FY 2016 - 2017			FY 2017 - 2018		
Plan Name	Premium	Contribution (State Pays 50%)	Employee Pays	Premium	Contribution (State Pays 50%)	Employee Pays
Member Only	\$617.30	\$617.30	\$0	\$621.90	\$621.90	\$0
Member & Spouse	\$1,324.66	\$970.98	\$353.68	\$1,334.54	\$978.22	\$356.32
Member & Children	\$1,090.90	\$854.10	\$236.80	\$1,099.06	\$860.48	\$238.58
Member & Family	\$1,798.26	\$1,207.78	\$590.48	\$1,811.70	\$1,216.80	\$594.90

Proposed Unrestricted Fund Revenues FY 2017 - 2018

Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 – 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
<i>Other State Appropriations:</i>			
<i>Optional Retirement Plan</i>	509,784	548,801	39,017
<i>Teacher Retirement System</i>	2,096,539	2,257,003	160,464
<i>Higher Education Group Insurance</i>	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed Student Enrollment FY 2017 - 2018

Traditional and Dual Credit Students

Total Proposed Tuition and Fee Revenue is **\$62,172,680**.

Tuition: \$34,140,297

Fees: \$28,032,383

	FY 2016 - 2017 Actual/Projected*			FY 2017 – 2018 Projected				
	Traditional	Dual Credit	Total	Traditional-2% Increase		Dual Credit		Total Students
Term				✓ Total	Student Increase	✓ Total	Student Increase	
Fall	19,908	14,087	33,995	20,306	398	14,369	282	34,675
Spring	17,509	15,200	32,709	18,219	710	15,504	304	33,723
SS1*	7,090	3,757	10,847	7,232	142	3,832	75	11,064
SS2*	4,194	1,348	5,542	4,278	84	1,375	27	5,653

Spring FY 2017-2018 includes 360 additional NAH students.

Proposed Unrestricted Fund Revenues FY 2017 - 2018

Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 – 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
<i>Other State Appropriations:</i>			
Optional Retirement Plan	509,784	548,801	39,017
Teacher Retirement System	2,096,539	2,257,003	160,464
Higher Education Group Insurance	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed Unrestricted Fund Revenues FY 2017 - 2018

Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 – 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
<i>Other State Appropriations:</i>			
Optional Retirement Plan	509,784	548,801	39,017
Teacher Retirement System	2,096,539	2,257,003	160,464
Higher Education Group Insurance	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed Unrestricted Fund Revenues

FY 2017 - 2018

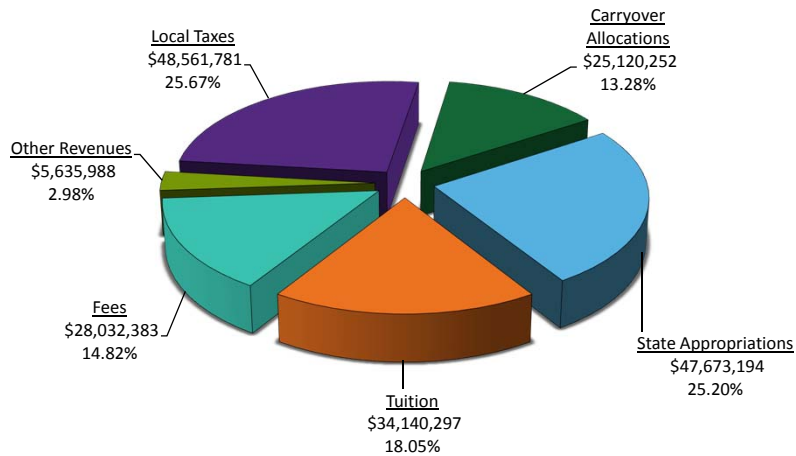
Summary of Revenues	FY 2016 - 2017 Budget	FY 2017 – 2018 Proposed Budget	Increase/ (Decrease)
State Contact Hour Appropriation	\$38,583,036	\$40,226,013	\$1,642,977
<i>Other State Appropriations:</i>			
Optional Retirement Plan	509,784	548,801	39,017
Teacher Retirement System	2,096,539	2,257,003	160,464
Higher Education Group Insurance	4,641,377	4,641,377	-
Other State Appropriations Subtotal	7,247,700	7,447,181	199,481
Total State Appropriations	45,830,736	47,673,194	1,842,458
Total Tuition	32,442,757	34,140,297	1,697,540
Total Fees	27,838,868	28,032,383	193,515
Total Other Revenues	4,836,681	5,635,988	799,307
Total Local Taxes	46,512,737	48,561,781	2,049,044
Total Carryover Allocations	22,249,271	25,120,252	2,870,981
Total Revenues	\$179,711,050	\$189,163,895	\$9,452,845

Proposed Carryover Allocations

FY 2017 - 2018

Carryover Allocations-From Fund Balance	FY 2017	FY 2018
Non Public Fund	\$895,797	\$895,797
Unexpended Construction Plant Transfer	3,000,000	3,000,000
Continuing Education	929,188	929,188
Capital Purchases	2,886,634	1,888,527
Contingency Fund	2,000,000	2,000,000
Instructional Book Royalties	14,076	14,076
M&O Tax Bond Program 2013-FFE	12,523,576	16,392,664
Total Carryover Allocations	\$22,249,271	\$25,120,252

Proposed Unrestricted Fund Revenues FY 2017 - 2018



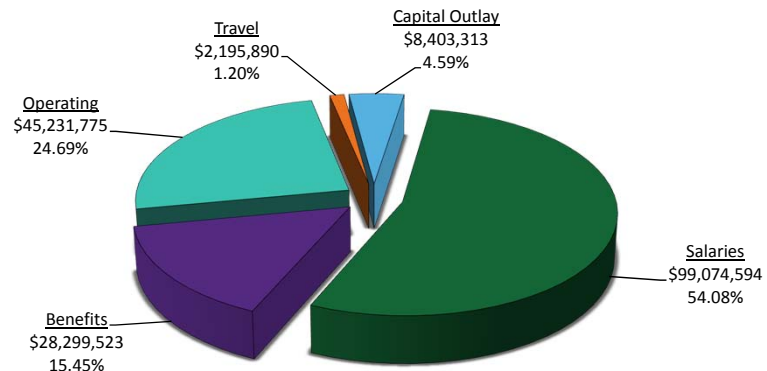
Proposed Unrestricted Fund Expenditures FY 2017 - 2018

Summary of Expenditures	FY 2016 - 2017 Budget	FY 2017 - 2018 Proposed Budget	Increase/ (Decrease)
Total Salaries	\$93,009,192	\$99,074,594	\$6,065,402
Total Benefits	26,165,328	28,299,523	2,134,195
Total Operating	40,015,693	45,231,775	5,216,082
Total Travel	2,096,123	2,195,890	99,767
Total Capital Outlay	8,310,922	8,403,313	92,391
Total Expenditures	\$169,597,258	\$183,205,095	\$13,607,837
Transfers and Reserves			
Debt Service (MTR Bond Series 2007)	393,800	394,800	1,000
Transfer to Plant Funds	3,000,000	3,000,000	-
Transfer to NAAMREI / IAM	564,000	564,000	-
Contingency Fund	2,000,000	2,000,000	-
M&O Tax Bond Program 2013	4,155,992	-	(4,155,992)
Total Transfers and Reserves	10,113,792	5,985,800	(4,154,992)
Total Expenditures, Transfers & Reserves	\$179,711,050	\$189,163,895	\$9,452,845

Proposed Unrestricted Fund Expenditures by Classification

Without Transfers and Reserves

FY 2017 - 2018



Thank you

Questions?

Discussion and Action as Necessary on Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2017-2018

Approval of Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2017-2018 will be requested at the June 27, 2017 Board meeting.

a. Faculty Salary Increases

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

The approved Faculty Salary Plan for FY 2016-2017 was based on an average increase of 3%. The base for a master's degree was increased from \$41,175 to \$41,690 or by an additional \$515.00. The average 3% increase and step adjustments were approved by the Board for FY 2016-2017 at a total cost of approximately \$971,829.

In keeping with the College's commitment to retain and recruit qualified Faculty, the proposed preliminary faculty salary increase for FY 2017-2018 is approximately \$1,015,710, which is based on an average increase of 3%. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board based on revised revenue projections.

Faculty Salary Increases			
Category	Average Increase Percentage	FY 2016-2017 Increase Amount	FY 2017-2018 Proposed Increase Amount
Faculty	3%	\$971,829	\$1,015,710

b. Non-Faculty Personnel Salary Increases

In Fiscal Year 2016-2017, salary increases in the amount of approximately \$755,018 were awarded for existing non-faculty positions which were based on a 3% increase.

In keeping with the College's commitment to recruit and retain qualified non-faculty personnel, the following estimated salary increases for Fiscal Year 2017-2018 totaling \$947,637, based on 3% increase, are proposed. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board based on revised revenue projections.

Non-Faculty Personnel Salary Increases			
Category	Increase Percentage	FY 2016-2017 Increase Amount	FY 2017-2018 Proposed Increase Amount
Classified	3%	\$204,647	\$261,175
Professional/Technical	3%	408,531	537,322
Administrative	3%	122,731	127,934
Executive	3%	19,109	21,206
Total		\$755,018	\$947,637

The FY 2017-2018 proposed estimated Annual Salary Increases for Faculty are \$1,015,710 and for Non-Faculty Personnel are \$947,637, for a total of \$1,963,347.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting, the Proposed Annual Salary Increases for Faculty and Non-Faculty Personnel for FY 2017-2018 as presented.

**Discussion and Action as Necessary on New Staff Positions
for FY 2017-2018**

Approval of New Staff Positions for FY 2017-2018 will be requested at the June 27, 2017 Board meeting.

Administration has reviewed with staff the need for additional new non-faculty staffing positions for FY 2017-2018 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board based on revised revenue projections.

A total of forty (40) new staff positions are being requested for a total amount of \$1,437,935. Funding in the amount of \$320,225, for thirteen (13) of these new positions has been identified from salary pools, resulting in a proposed net increase in salary budget of \$1,117,710, as follows:

Funding	Amount
Funding Requested for New Positions	\$1,437,935
Less -- Funding from Pool Positions	(320,225)
Net Salary Budget Increases for New Positions	\$1,117,710

A listing of the proposed new staff positions for FY 2017-2018 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting, the New Staff Positions for FY 2017-2018 as presented.

South Texas College
New Staff Positions for FY 2017 - 2018

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
Office of the President					
1	External Affairs	Administrative Assistant	Classified	F	\$ 44,590
2	Grant Development, Management and Compliance	Development Officer - Foundation/Corporate Outreach	Professional/Technical Exempt	E	\$ 26,000
3	Public Relations/Marketing	Marketing Manager	Professional/Technical Exempt	E	\$ 52,000
Total for Office of the President					\$ 122,590
Vice President for Academic Affairs					
4	HS Programs and Services	Administrative Assistant	Classified	F	\$ 25,480
5	BAT/BAS	Academic Coach CIP	Professional/Technical Exempt	C	\$ 50,000
6	BAT/BAS	Academic Coach	Professional/Technical Exempt	C	\$ 50,000
7	Police Academy	Secretary	Classified	B	\$ 19,496
8	Nursing & Allied Health	Advisor	Professional/Technical Non-Exempt	B	\$ 31,000
9	Nursing & Allied Health	Student Success Specialist	Professional/Technical Non-Exempt	C	\$ 35,000
10	Professional & Organizational Dev (10% funding)	Faculty Development Trainer-Technology	Professional Technical Non-Exempt	C	\$ 5,710
11	High School Programs & Services	Dean of School District Partnerships	Administrative	E	\$ 80,000
12	Div. of Math, Science & BA Programs	Administrative Assistant	Classified	F	\$ 25,480
Total for Vice President for Academic Affairs					\$ 322,166
Vice President for Finance and Administrative Services					
13	Finance and Administrative Services	FAS Senior Business Analyst	Professional/Technical Exempt	F	\$ 60,000
14	Student Transportation Services	Bus Driver	Classified	E	\$ 27,000
15	Student Transportation Services	Bus Driver	Classified	E	\$ 28,816
16	Student Transportation Services	Bus Driver	Classified	E	\$ 30,263
17	Student Transportation Services	Bus Driver	Classified	E	\$ 28,500
18	Student Transportation Services	Bus Driver	Classified	E	\$ 28,044
19	Student Transportation Services	Bus Driver	Classified	E	\$ 28,551
20	Student Transportation Services	Bus Driver	Classified	E	\$ 28,526
21	Student Transportation Services	Bus Driver	Classified	E	\$ 28,800

South Texas College
New Staff Positions for FY 2017 - 2018

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
22	Student Transportation Services	Student Transportation Services Manager	Professional/Technical Exempt	F	\$ 60,000
23	Business Office	Budget Manager	Professional/Technical Exempt	G	\$ 72,000
Total for Vice President for Finance and Administrative Services					\$ 420,500
Vice President for Information Services and Planning					
24	Learning Commons & Open Labs	Coordinator of Open Labs Logistics	Professional/Technical Exempt	E	\$ 45,000
25	Learning Commons & Open Labs	Technology Specialist	Professional/Technical Non-Exempt	B	\$ 35,000
26	Library Public Services	Librarian I - Public Services	Professional/Technical Exempt	C	\$ 40,000
27	Library Acquisitions	Learning Support Systems and Applications Analyst	Professional/Technical Exempt	D	\$ 44,434
Total for Vice President for Information Services and Planning					\$ 164,434
Vice President for Student Affairs and Enrollment Mgmt.					
28	College Connections	Student Services Specialist I	Professional/Technical Non-Exempt	A	\$ 30,000
29	College Connections	Student Services Specialist I	Professional/Technical Non-Exempt	A	\$ 30,000
30	College Connections	Student Services Specialist I	Professional/Technical Non-Exempt	A	\$ 30,000
31	College Connections	Student Services Specialist I	Professional/Technical Non-Exempt	A	\$ 30,000
32	College Connections	Admissions Specialist	Professional/Technical Non-Exempt	B	\$ 32,000
33	Admissions and Records	Admissions Specialist	Professional/Technical Non-Exempt	B	\$ 32,000
34	Student Financial Services	Financial Aid Specialist	Professional/Technical Non-Exempt	B	\$ 32,000
35	Dual2Degree	Administrative Assistant	Classified	F	\$ 29,000
36	Student Rights and Responsibilities	Administrative Assistant	Classified	F	\$ 29,000
37	PASS Program	Administrative Assistant	Classified	F	\$ 29,000
38	Student Affairs & Enrollment Management	Project Manager - SAEM	Professional/Technical Exempt	E	\$ 52,000
39	Student Affairs & Enrollment Management (10% funding)	Coordinator of Faculty Advising	Professional Technical Exempt	D	\$ 5,245
40	Admissions and Records	Coordinator of Graduation Certification and Commencement	Professional Technical Non-Exempt	C	\$ 48,000
Total for Vice President for Student Affairs and Enrollment Management					\$ 408,245
Total for Funding for New Positions					\$ 1,437,935

**Discussion and Action as Necessary on New Non-Faculty Staff
Positions for FY 2017-2018 as Necessary for the 2013 Bond
Construction Program Facilities Expansion**

Approval of New Non-Faculty Staff Positions for FY 2017-2018 as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2017-2018 will be requested at the June 27, 2017 Board meeting.

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

Administration has reviewed with staff the need for additional new faculty and non-faculty staffing positions necessary for the expanded facility scope for FY 2017-2018 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board based on revised revenue projections.

A total of forty-four (44) new positions for occupying and support services for the new facilities is being requested for a total amount of \$1,375,542. The new positions are proposed to be hired between the period of September 2017 through August 2018 in preparation of the completion and occupancy of the new facilities.

Funding Requested 2013 Bond Construction Program Facilities Expansion	Amount
New Non-Faculty Staff Positions (44 Positions)	\$1,375,542

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

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

a. New Non-Faculty Staff Positions

- ***Academic Affairs - 13 staff position titles***

- ⇒ 9 Classified

- 6 Faculty Secretary
- 2 Lab Assistant
- 1 Secretary

- ⇒ 4 Professional/Technical Non-Exempt

- 1 Simulation Network Specialist
- 2 Lab Specialist II
- 1 Registered Lab Assistant - Pharmacy

- ***Finance and Administrative Services – 28 staff position titles***

- ⇒ 15 Classified

- 4 Custodian
- 1 Lead Custodian
- 1 Floor Technician
- 1 HR Secretary
- 2 HR Technician
- 1 Accounts Assistant
- 3 Cashiers
- 1 Accounting Assistant
- 1 Administrative Assistant

- ⇒ 8 Professional/Technical Exempt

- 1 Coordinator of Staffing and Recruiting
- 1 Coordinator of Benefits and Payroll
- 1 Training and Development Manager
- 1 Custodial Manager
- 1 Events Manager
- 1 Environmental Health and Safety Manager
- 1 Safety and Security Manager
- 1 Project Manager - Cashiers

- ⇒ 5 Professional/Technical Non-Exempt

- 1 HR Systems Specialist
- 1 Custodial Supervisor
- 1 Dispatch Supervisor
- 2 Police Officer

- ***Information Services and Planning – 3 staff position titles***

- ⇒ 3 Professional/Technical Exempt

- 1 Audio Visual Systems Designer
- 1 Audio Visual System Analyst
- 1 Coordinator of Special Events

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting, the New Non-Faculty Staff Positions for FY 2017-2018 as necessary for the 2013 Bond Construction Program Facilities Expansion for FY 2017-2018, as presented.

South Texas College
New Non-Faculty Staff Positions for FY 2017 - 2018
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
Vice President for Academic Affairs					
1	Business & Technology Fire Science	Faculty Secretary	Classified	A	\$ 10,417
2	Business & Technology Fire Science	Lab Assistant	Classified	B	\$ 10,417
3	Nursing & Allied Health Division	Faculty Secretary	Classified	A	\$ 24,000
4	Nursing & Allied Health Division	Faculty Secretary	Classified	A	\$ 24,000
5	Nursing & Allied Health Division	Faculty Secretary	Classified	A	\$ 24,000
6	Nursing & Allied Health Division	Secretary	Classified	B	\$ 25,000
7	Nursing & Allied Health Division	Simulation Network Specialist	Professional/Technical Non-Exempt	C	\$ 40,000
8	Nursing & Allied Health Division	Lab Assistant	Classified	B	\$ 26,000
9	Biology	Faculty Secretary	Classified	A	\$ 12,541
10	Chemistry	Faculty Secretary	Classified	A	\$ 16,721
11	Biology	Lab Specialist II	Professional/Technical Non-Exempt	B	\$ 26,583
12	Chemistry	Lab Specialist II	Professional/Technical Non-Exempt	B	\$ 39,875
13	Pharmacy Technology	Registered Lab Assistant- Pharmacy	Professional/Technical Non-Exempt	B	\$ 31,000
Total for Vice President for Academic Affairs					\$ 310,554
Vice President for Finance and Administrative Services					
14	Office of Human Resources	Coordinator of Staffing & Recruiting	Professional/Technical Exempt	D	\$ 50,000
15	Office of Human Resources	Coordinator of Benefits & Payroll	Professional/Technical Exempt	D	\$ 50,000
16	Office of Human Resources	HR Technician	Classified	B	\$ 24,000
17	Office of Human Resources	HR Technician	Classified	B	\$ 24,000
18	Office of Human Resources	HR Secretary	Classified	A	\$ 22,000
19	Office of Human Resources	HR Systems Specialist	Professional/Technical Non-Exempt	B	\$ 36,000
20	Office of Human Resources	Training and Development Manager	Professional/Technical Exempt	F	\$ 60,000
21	Custodial	Custodian	Classified	A	\$ 19,158
22	Custodial	Custodian	Classified	A	\$ 19,158
23	Custodial	Custodian	Classified	A	\$ 19,158

South Texas College
New Non-Faculty Staff Positions for FY 2017 - 2018
Necessary for the 2013 Bond Construction Program Facilities Expansion

	ACCOUNT NAME	TITLE	CLASSIFICATION	GRADE	SALARY BUDGET
24	Custodial	Custodian	Classified	A	\$ 19,158
25	Custodial	Lead Custodian	Classified	C	\$ 22,534
26	Custodial	Floor Technician	Classified	A	\$ 19,160
27	Custodial	Custodial Supervisor	Professional/Technical Non-Exempt	C	\$ 32,083
28	Custodial	Custodial Manager	Professional/Technical Exempt	E	\$ 52,000
29	Facility Operations and Maintenance	Events Manager	Professional Technical Exempt	E	\$ 52,000
30	Facility Operations and Maintenance	Environmental Health and Safety Manager	Professional/Technical Exempt	E	\$ 52,000
31	Campus Police	Dispatch Supervisor	Professional Technical Non-Exempt	D	\$ 25,333
32	Campus Police	Police Officer	Professional Technical Non-Exempt	C	\$ 29,333
33	Campus Police	Police Officer	Professional Technical Non-Exempt	C	\$ 29,333
34	Safety and Security	Safety and Security Manager	Professional Technical Exempt	F	\$ 40,000
35	Dir Fac Planning and Construction	Accounts Assistant	Classified	G	\$ 31,000
36	Cashiers Office	Project Manager - Cashiers	Professional/Technical Exempt	E	\$ 50,000
37	Cashiers Office	Cashier	Classified	C	\$ 25,000
38	Cashiers Office	Cashier	Classified	C	\$ 25,000
39	Cashiers Office	Cashier	Classified	C	\$ 29,580
40	Cashiers Office	Accounting Assistant	Classified	G	\$ 31,000
41	Cashiers Office	Administrative Assistant	Classified	F	\$ 28,000
Total for Vice President for Finance and Administrative Services					\$ 915,988
Vice President for Information Services and Planning					
42	Educational Technologies	Audio Visual Systems Designer	Professional Technical Exempt	E	\$ 52,000
43	Educational Technologies	Audio Visual System Analyst	Professional Technical Exempt	E	\$ 52,000
44	Educational Technologies	Coordinator of Special Events	Professional Technical Exempt	D	\$ 45,000
Total for Vice President for Information Services and Planning					\$ 149,000
Total for Funding for New Positions Related to Bond Construction					\$ 1,375,542

**Discussion and Action as Necessary on Non-Faculty Salary
Adjustments/Reclassifications for FY 2017-2018**

Approval of Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018 will be requested at the June 27, 2017 Board meeting.

Salary Adjustments/Reclassifications were recommended by the appropriate supervisor and reviewed with the Office of Human Resources. Administration has reviewed with staff the proposed non-faculty salary adjustments/ reclassifications for FY 2017-2018 and supports the recommendations subject to the availability of funding and Board approval of the final budget. Additional modifications including reductions may be necessary prior to final approval of the Staffing Plan by the Board based on revised revenue projections.

Requested for FY 2017-2018 are salary adjustments totaling \$168,518 for thirty-one (31) positions, out of which twenty-two (22) positions require changes in classification and/or grade. Funding in the amount of \$97,676, for twenty-three (23) of these salary adjustments, has been identified from staff and salary pools, resulting in a proposed net increase in salary budget of \$70,842, as follows:

Funding	Amount
Funding Requested for Non-Faculty Salary Adjustments/Reclassifications	\$168,518
Less -- Funding from Staff and Pool Positions	(97,676)
Net Salary Budget Increases for Salary Adjustments/Reclassifications	\$ 70,842

A listing of the non-faculty salary adjustments/reclassifications for FY 2017-2018 follows in the packet for the Committee's information and review.

Dr. Shirley Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting, the Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018 as presented.

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Office of the President						
1	Reclassification of Administrative Specialist for Board Relations (Position 703362)	Professional/Technical Non-Exempt	Grade D to Grade E	\$ 47,741	\$ 5,000	\$ 52,741
Rationale: • Scope of position has been expanded to include significant additional duties and responsibilities.						
2	Title Change from Administrative Assistant (Position 700404) to Senior Administrative Assistant	Classified to Professional/Technical Non-Exempt	Grade F to Grade A	\$ 29,299	\$ 1,600	\$ 30,899
Rationale: • Scope of position has been expanded to include significant additional duties and responsibilities.						
3	Title Change from Grants and Contracts Compliance Officer (Position 700420) to Grant Management and Compliance Officer II / Perkins Principal Investigator	Professional/Technical Exempt	Grade G	\$ 65,872	\$ 3,500	\$ 69,372
Rationale: • Additional duties; internal equity review by HR recommendation to align position within grade and adjust salary accordingly.						
4	Title Change from Grants and Contracts Compliance Manager (Position 704160) to Grant Systems, Management and Compliance Officer I	Professional/Technical Exempt	Grade E to Grade F	\$ 53,045	\$ 3,000	\$ 56,045
Rationale: • Additional duties; internal equity review by HR recommendation to align position within grade and adjust salary accordingly.						
5	Title Change from Web Specialist (Position 709462) to Digital Services Developer	Professional/Technical Non-Exempt	Grade C to Grade F	\$ 39,800	\$ 6,000	\$ 45,800
Rationale: • The scope of the current position to be expanded to include programming and development. Added responsibility for creating and deploying new features based on emerging trends and technology.						
Total for Office of the President					\$ 19,100	
Vice President for Academic Affairs						
6	Title Change from Secretary (Position 701150) to Administrative Assistant	Classified	Grade B to Grade F	\$ 28,950	\$ 2,000	\$ 30,950
Rationale: • Align title with actual administrative tasks and responsibilities performed, such as coordinating projects / reports with other departments and divisions, monitoring division budget, and grant management assistance. Secretary is currently assisting the Dean and Liberal Arts area.						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
7	Title Change from Secretary (Position 703150) to Administrative Assistant	Classified	Grade B to Grade F	\$ 32,610	\$ 2,000	\$ 34,610
Rationale: • Align title with actual administrative tasks and responsibilities performed, such as coordinating projects / reports with other departments and divisions, monitoring division budget, and grant management assistance. Secretary is currently assisting the Dean and Social Sciences area.						
8	Title Change from Academies Specialist (Position 702286) to Coordinator of Academies and HS Projects	Professional/Technical Non Exempt to Professional/Technical Exempt	Grade B to Grade D	\$ 33,875	\$ 6,000	\$ 39,875
Rationale: • Align title with actual duties and responsibilities, such as conducting student-parent conferences to plan student development reports, supervise program students, and coordinate and oversee designated programs. Due to an increase of growth, the Academies Program at the Mid-Valley Campus has increased its partnering districts in the area from four to eight. In addition, the HS Projects summer programs will host 30-60 students this summer.						
9	Title Change from Lab Specialist - Biology (Position 701406) to Lab Specialist II - Biology	Professional/Technical Non-Exempt	Grade A to Grade B	\$ 30,750	\$ 2,000	\$ 32,750
Rationale: • Salary Adjustment and Title Change to align with job responsibilities in order to keep up with job market and to compensate for education requirements and job experience.						
10	Reclassification of Assoc Dean Curric and Stu Lrng (Position 701283)	Administrative	Grade C to Grade C	\$ 76,385	\$ 5,000	\$ 81,385
Rationale: • To accurately reflect and encompass current job duties and responsibilities.						
Total for Vice President for Academic Affairs					\$ 17,000	
Vice President for Finance and Administrative Services						
11	Title Change from Facil Plang & Constr Accts Spec (Position 700501) to Coordinator of FPC Accounts	Professional/Technical Non-Exempt	Grade B to Grade C	\$ 45,215	\$ 6,000	\$ 51,215
Rationale: • To accurately reflect and encompass current job duties/responsibilities.						
12	Title Change from Distribution Services Specialist (Position 703583) to Coordinator for Fixed Assets and Distribution	Professional/Technical Non-Exempt	Grade B to Grade C	\$ 39,338	\$ 6,000	\$ 45,338
Rationale: • To accurately reflect and encompass current job duties/responsibilities.						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
13	Title Change from Secretary (Position 701396) to Risk Management Assistant	Classified	Grade B to Grade F	\$ 28,420	\$ 3,379	\$ 31,799
Rationale: • To accurately reflect and encompass current job duties/responsibilities.						
Total for Vice President for Finance and Administrative Services					\$ 15,379	
Vice President for Information Services & Planning						
14	Title Change from Centers for Learning Excellence Manager (Position 720423) to Coordinator of Campus Center for Learning Excellence	Professional/Technical Exempt	Grade C to Grade D	\$ 39,655	\$ 3,000	\$ 42,655
Rationale: • Reclassify position 720423 to more accurately reflect responsibilities of position.						
15	Title Change from Centers for Learning Excellence Manager (Position 722423) to Coordinator of Campus Center for Learning Excellence	Professional/Technical Exempt	Grade C to Grade D	\$ 39,566	\$ 3,000	\$ 42,566
Rationale: • Reclassify position 722423 to more accurately reflect responsibilities of position.						
16	Title Change from Centers for Learning Excellence Manager (Position 721423) to Coordinator of Campus Center for Learning Excellence	Professional/Technical Exempt	Grade C to Grade D	\$ 43,225	\$ 3,000	\$ 46,225
Rationale: • Reclassify position 721423 to more accurately reflect responsibilities of position.						
17	Title Change from Coordinator of Learning Support (Position 704423) to Learning Support Manager	Professional/Technical Exempt	Grade D to Grade E	\$ 52,356	\$ 3,000	\$ 55,356
Rationale: • Reclassify position 704423 to more accurately reflect responsibilities of position.						
18	Title Change from Coordinator of Supplemental Instruction (Position 706423) to Supplemental Instruction Manager	Professional/Technical Exempt	Grade D to Grade E	\$ 42,436	\$ 3,000	\$ 45,436
Rationale: • Reclassify position 706423 to more accurately reflect responsibilities of position.						
19	Title Change from Coordinator of Open Labs (Position 711397) to Open Labs Logistics Manager	Professional/Technical Exempt	Grade C to Grade E	\$ 42,876	\$ 5,000	\$ 47,876
Rationale: • Reclassify position 711397 to more accurately reflect responsibilities of position. The duties of the administrative coordinator will drastically increase with the additional administrative responsibilities of 20 service areas and 10 additional staff members. Additionally, equipment management has doubled. Salary increase request is required to compensate for the additional duties and expectations of this position.						

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
20	Reclassification of Systems Analyst II (Position 706393)	Professional/Technical Non-Exempt	Grade E	\$ 52,450	\$ 4,000	\$ 56,450
Rationale: • Adjustment to fix Evergreen reclassification recommendation done without compensation.						
21	Title Change from Associate Dean of Institutional Research & Effectiveness (Position 703320) to Dean of Institutional Research, Effectiveness & Strategic Planning	Administrative	Grade D	\$ 92,109	\$ 6,000	\$ 98,109
Rationale: • Adding strategic planning for the institution to the job responsibilities of the position.						
22	Title Change from Director of Institutional Effectiveness & Assessment (Position 703625) to Director of Institutional Effectiveness, Assessment & Accreditation	Administrative	Grade B to Grade C	\$ 68,495	\$ 4,500	\$ 72,995
Rationale: • Adding accreditation for the institution to the job responsibilities of the position.						
23	Title Change from Biomedical Instruction Tech Specialist (Position 708271) to Educational Technologies Biomedical Specialist	Professional/Technical Non Exempt to Professional/Technical Exempt	Grade B to Grade C	\$ 39,307	\$ 9,693	\$ 49,000
Rationale: • Reclassify/Re-title position to more accurately reflect responsibilities of the updated job description. The Biomedical Specialist is now responsible for training and oversight of all Biomedical Ed Tech equipment at NAH, MVC & STR. This position will assume additional duties as the bond classrooms are implemented.						
24	Title Change from Client Services Specialist (Position 703394) to Client Services Analyst I	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade B to Grade D	\$ 27,000	\$ 15,000	\$ 42,000
Rationale: • To accommodate ITIL framework for IT operations.						
25	Title Change from Network Services Analyst I (Position 702390) to Systems Analyst III	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade C to Grade F	\$ 47,000	\$ 18,000	\$ 65,000
Rationale: • To accommodate growth due to new Bond construction.						
26	Title Change from Computer Analyst (Position 719392) to Computer Services Analyst III	Professional/Technical Non-Exempt to Professional/Technical Exempt	Grade D to Grade F	\$ 46,537	\$ 18,463	\$ 65,000
Total for Vice President for Information Services & Planning					\$ 95,656	

South Texas College
Non-Faculty Salary Adjustments/Reclassifications for FY 2017-2018

	TITLE	CLASSIFICATION	GRADE	CURRENT SALARY	SALARY ADJUSTMENT	ADJUSTED SALARY
Vice President for Student Affairs & Enrollment Management						
27	Title Change from Staff Secretary (Position 705331) to Administrative Assistant	Classified	Grade A to Grade F	\$ 25,235	\$ 3,265	\$ 28,500
Rationale: • Salary increase. Mariana earned her Associate degree and will earn her Bachelors degree in December. Mariana currently serves as the Secretary for the Testing Director and the position needs to be aligned with other Administrative Assistants.						
28	Title Change from Testing Technician (Position 702331) to Testing Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	\$ 22,500	\$ 5,100	\$ 27,600
Rationale: • The increase of new testing exams and the ongoing testing of TSI and GED exams coincides with the other Specialist positions.						
29	Title Change from Testing Technician (Position 700205) to Testing Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	\$ 23,175	\$ 5,825	\$ 29,000
Rationale: • The increase of new testing exams and the ongoing testing of TSI and GED exams coincides with the other Specialist positions.						
30	Title Change from Testing Technician (Position 720331) to Testing Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	\$ 28,950	\$ 3,500	\$ 32,450
Rationale: • The increase of new testing exams and the ongoing testing of TSI and GED exams coincides with the other Specialist positions.						
31	Title Change from Testing Technician (Position 703331) to Testing Specialist	Classified to Professional/Technical Non-Exempt	Grade C to Grade B	\$ 26,307	\$ 3,693	\$ 30,000
Rationale: • The increase of new testing exams and the ongoing testing of TSI, GED, exams coincides with the other Specialist positions.						
Total for Vice President for Student Affairs & Enrollment Management					\$ 21,383	
Total for Salary Adjustments/Reclassification					\$ 168,518	

Discussion and Action as Necessary on South Texas College Institute for Advanced Manufacturing (IAM) and Instituto Internacional de Estudios Superiores (IIES) Workforce Development and Job Training Program Contract

Approval of South Texas College Institute for Advanced Manufacturing (IAM) and Instituto Internacional de Estudios Superiores (IIES) Workforce Development and Job Training Program Contract will be requested at the June 27, 2017 Board meeting.

Purpose – This proposed initiative will provide workforce training to industry partners with manufacturing operations in Reynosa, Mexico in partnership with Instituto Internacional de Estudios Superiores (IIES), a private college in Reynosa. Training will be provided by the South Texas College Institute for Advanced Manufacturing (IAM) which will contract as a training provider, directly with IIES. IIES shall plan, promote, coordinate, and organize all training activities with the maquilas.

The training program will target the skilled labor demands of specific manufacturing firms which operate under the “maquiladora” program in Reynosa, Tamaulipas in Mexico.

Students will be enrolled in the Institute’s IAM - IIES Workforce Development and Job Training program specifically designed to provide trainees essential skills for their immediate employment in firms engaged in manufacturing, production, logistics, and distribution.

The College’s Administration is seeking advice from the Texas Higher Education Coordinating Board and Legal Counsel regarding any requirements on offering classes in Mexico.

Reviewers – The Contract was reviewed by the Vice President for Finance and Administrative Services, the Associate Dean for the Office of Industry Training and Economic Development, and Legal Counsel.

Enclosed Documents – A copy of the preliminary Job Training Contract between South Texas College and IIES Language & Tutoring Center, L.L.C. was prepared by legal counsel and follows in the packet for the Committee’s information and review.

Mr. Carlos Margo, Associate Dean for the Office of Industry Training and Economic Development will be present at the June 15, 2017 Finance, Audit, and Human Resources Committee meeting to review and address questions by the committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the June 27, 2017 Board Meeting, the South Texas College Institute for Advanced Manufacturing (IAM) and Instituto Internacional de Estudios Superiores (IIES) Workforce Development and Job Training Program Contract as presented.

STATE OF TEXAS §

COUNTY OF HIDALGO §

Job Training Contract Between South Texas College and IIES Language & Tutoring Center, L.L.C.

This contract is made, dated and entered into as of the _____ day of June, 2017, between South Texas College, McAllen, Texas, located at 3201 W. Pecan Blvd., McAllen, Texas 78501, a Texas community college district (the “College”) and special political subdivision of the State of Texas, through its Institute for Advanced Manufacturing (the “IAM”) and IIES Language & Tutoring Center, LLC, a Texas limited liability corporation (the “Company”), located at 2675 Griffin Pkwy, Mission, TX.

Section 1. Background and Purpose. Each acting as independent contractors, the College and the Company have agreed to collaborate on a specially designed, manufacturing workforce training program to annually train approximately one hundred adult students. The training program shall target the skilled labor demands of specific manufacturing firms which operate under the “maquiladora” program (the “maquiladoras”) and which need training for their employees in Reynosa, Tamaulipas in Mexico.

Students will be enrolled in the Institute’s IAM - IIES *Workforce Development and Job Training* program specifically designed to provide trainees essential skills for their

immediate or continuing employment in firms engaged in manufacturing, production, logistics and distribution.

It is anticipated that the Company will enter a contract with Instituto Internacional de Estudios Superiores (“IIES”), a private training institute, federally-accredited by the Mexican Secretaria de Educación Publica (“SEP”), located on Avenida del Parque No. 1000, Fraccionamiento Vista Hermosa, Reynosa, Tamaulipas, México. Under the terms of that agreement, IIES will contract directly with the maquiladoras to provide their employees workforce training. The Company and IIES will coordinate and administer the workforce training programs and provide the College with training facilities and equipment required for performance of the parties’ obligations hereunder. Through designated professional staff, IIES and Company expect to continually undertake certain marketing outreach, public relations and trainee recruitment efforts with maquiladora firms.

Manufacturing and industrial employee skills training will be provided by the parties in the City of Reynosa, Tamaulipas, Mexico, at either the IIES campus site located at Avenida del Parque No. 1000, Fraccionamiento Visa Hermosa, or on-site at one or more maquiladora facilities. In either case, the facilities and equipment shall be reasonably sufficient to provide a suitable learning environment for students.

Section 2. Obligations and Responsibilities of the Parties.

In collaboration with the Company and IIES, the South Texas College Institute for Advanced Manufacturing (IAM) will design the instructional program and curriculum, as determined necessary, and supply the necessary instructors to conduct the training. In this light, it is anticipated that individual training contracts will be entered into between IIES and/or the Company with maquiladora companies in Reynosa and the immediate vicinities.

Each training contract between IIES/Company and a maquiladora firm shall solely obligate IIES and/or the Company for performance of contractual terms. Additionally, in consideration of the College's agreement to enter this contract and any specific training contracts, as a condition to performance by College of any training obligation undertaken hereunder or pursuant to a specific training contract, each contract with a maquiladora firm shall incorporate specific legal waiver and indemnity provisions to be tendered by the College. The waiver and indemnity provisions shall have the following purposes: (1) to preclude IIES, a maquiladora (and their agents, officers or employees) from asserting any legal right or claim (in tort or contract), arising under Mexican or U.S. law, against College or any of its instructors; (2) to preclude any student from raising any right or claim against College or any instructor arising from the College's statutory authority or obligations, policies or procedures (including student's rights to

grieve); and (3) to require that Texas law apply to any contractual term or obligation and provide that exclusive jurisdiction over any contractual dispute to lies in the state district court of Hidalgo County, Texas.

IIES's RESPONSIBILITIES SHALL INCLUDE THE FOLLOWING:

- Provide classrooms, designated laboratory spaces and other office and work facilities essential for IAM to conduct training and instruction (An illustration of facilities including square footage, elevations and photographs is attached as Exhibit A);
- At its sole cost and expense, IIES will employ and compensate at a minimum one full time coordinator to serve as the liaison between IAM, Company, IIES and maquiladoras;
- Prior to the start of any training activities, IIES will provide IAM a copy of the coordinator's job description and his or her contact information. The IIES coordinator shall be available to the IAM to address all matters relative to the operations of the training centers;
- Work with maquiladoras to promote, market and secure training contracts for IIES;
- Plan, schedule, and coordinate dates, times, and duration of requested training;
- Collaborate with IAM in adopting a detailed training calendar with dates and times of planned, confirmed training activities;
- Submit to IAM Requests for Training (RFT) from maquiladora employers, identifying course titles, curriculum and other necessary training information; listing the number of students, course schedules, and other class times; If the RFT is for an existing course or program, the RFT shall be provided to IAM a minimum of 72 hours prior to the start of the requested training. If the RFT is for a new course or program, the RFT shall be provided to IAM a minimum of two weeks prior to the start of the requested training to allow IAM sufficient time to develop the course and identify and hire an instructor;
- Execute a Training Agreement with IAM a minimum of 48 hours prior to each training to be provided by IAM;
- Submit to IAM a roster of all trainees prior to the start of each course (Roster shall include the name of the employer, trainees' full legal name,

- current wage, date of birth and their job title);
- IIES shall maintain all trainee information secured and confidential;
- Secure any IAM property stored at IIES such as training material, supplies, expendables, equipment, books and curricula in a safe and locked location;
- Pay IAM the agreed upon rate (in U.S. currency) in McAllen, Texas for each training course to be conducted at IIES under a training agreement with IAM. IAM instructional rates shall be between \$8 to \$12 per student, per each training hour;
- As a condition to the College's training, pay IAM the course fee (in U.S. currency) in advance within 10 days upon receipt of invoice from IAM;
- Timely pay the Mexican Government any necessary income tax and other state and local enactments imposed on it as may be required by Mexican tax laws. IIES shall withhold any amount or charge IAM for any income tax or other fees or charges;
- At its sole cost and expense, register all College training equipment with the Mexican Economy Secretary (Secretaria de Economia) and secure approval for College to transport training equipment to and from Reynosa on a temporary basis for the purposes of providing workforce training.

COLLEGE's RESPONSIBILITIES SHALL INCLUDE THE FOLLOWING:

- Upon request and execution of training contracts, provide customized workforce training to maquiladora employees at the IIES campus or on-site at the maquiladora premises;
- All College instructional personnel entering a maquiladora's premises will secure a government issued *Forma Migratoria Multiple* (FMM) permit prior to entry into the maquiladora. College will reimburse its instructors for the FMM Permit fee. The FMM Permit is the Mexican Visitors Permit. The FMM is not required for staff to provide instruction at IIES, but most maquiladoras require this permit in order to gain entry into their facilities;
- Agrees upon an instructional rate of between \$8 to \$12 per student, per training hour;
- Reimburse its instructors' reasonable travel expenses in accordance with College's travel reimbursement procedures;
- Transport to the IIES campus or maquiladora facility at College's

- expense, including taxes, any portable training equipment needed for training. Equipment shall remain in secure IIES location until completion of training. College staff will present registry documentation from the Mexican Economy Secretary to U.S. Customs or other border officials as needed while transporting training equipment;
- Provide and transport any training consumables to IIES as needed for training;
 - Translate IIES-selected course curricula to Spanish;
 - Maintain sole and exclusive ownership and possession of all training curricula and intellectual property;
 - Deliver training in Spanish and/or English as necessary;
 - Register all trainees as College continuing education non-credit students;
 - Provide each student an STC “A” number for tracking;
 - Retain exclusive authority to award students continuing education units (CEUs) and issue, according to its absolute and exclusive discretion; Certificates of Completion to trainees who successfully complete a course (this notwithstanding, IIES may issue its own Certificates of Completion or other appropriate acknowledgment;
 - Keep all trainee information confidential and secured;
 - Compile trainee data in accordance with College’s reporting requirements. Any transfer of trainee information from IIES to College, whether in hard or electronic versions, shall follow College’s procedures to ensure confidentiality and security;
 - Submit invoice for training fee to IIES upon execution of a training contract for each course or program;
 - Hire instructors according to College’s hiring procedures and credentialing requirements;
 - Provide project oversight, management and administration to ensure training is conducted to College’s standards.

Section 3. Costs of Operation.

The parties acknowledge the following:

1. The student training fees and additional training costs, if any, will be set by IIES, in consultation with the College, but IIES, as an independent contractor, shall have the sole discretion to establish student fees and costs and to

invoice or receipt for same.

2. IIES shall provide, at no cost to IAM, suitable instructional and/or training facilities and equipment, and maintain same in accordance with College facilities maintenance standards as necessary to conduct the training.

3. The IAM shall supply the following instructional materials and equipment:

- a.
- b.
- c.
- d.

4. In collaboration with the College, IIES, and the maquiladoras requesting the IAM training, shall establish their norms and conditions governing student recruitment, training needs, curriculum and class schedules.

Section 4. Payment under Contract. The Company shall make payment to College for services and activities described in each training contract, as follows:

Payment shall be made in advance by the Company within 10 days of receipt of invoices for training services to be provided from the College. The College shall send invoices to the Company at _____, McAllen, Texas or at such other address provided by the Company.

In the event that the Company fails to fulfill all of its responsibilities under this Contract, the Company will be in breach of the Contract.

Section 5. Insurance. The Company shall provide the College an original insurance certificate with the signed contract identifying the College/Instructors as additional insureds with the following coverage for the duration of the contract. The College shall maintain insurance not less than the following: [instructor injured in Mexico; instructor injures someone in Mexico]

Section 6. Termination of Contract.

a. For Cause. If, through any cause, the Company shall fail to fulfill in a timely and proper manner its obligations under this Contract; or if the Company shall violate any of the covenants, agreements, or stipulations of this Contract; or if the maquiladora which has contracted with IIES for training has reneged on an obligation or given notice of possible termination of its contract with IIES, the College shall thereupon have the right to terminate or suspend a training contract. Termination or suspension shall be accomplished by the College giving written notice to the Company at least ten (10) days prior to the date that the training contract is to be terminated.

b. For Convenience. This Contract may be terminated by the College without cause and independently from any action pertaining to a training contract at the convenience and the sole discretion of the College. The College shall provide the Company with at least thirty (30) days written notice prior to the effective date of termination under this paragraph. In the event of termination for convenience, the College shall be entitled to compensation for the training services performed and authorized expenditures incurred, by the College in accordance with the Contract, if any, prior to the termination date.

c. Consequences of Termination. Notwithstanding termination, whether or not premature, all obligations that are still executory on both sides are discharged but any right based on prior breach or performance survives. Where a provision of this Contract states a specific requirement to be done before or after termination, such a specific requirement shall be followed. Without limiting the preceding two sentences, it is agreed that in the event of termination, whether or not premature, all property and finished or unfinished documents, data, studies, and training materials purchased or prepared by the College under this Contract shall become the property of the College and shall be delivered to the College within thirty (30) days after the termination of the Contract.

Section 7. Notice. (a) All notices and other communications required or

permitted by this Contract shall be in writing and shall be given either by personal delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the College:

Dr. Carlos L. Margo
Institute for Advance Manufacturing
3700 W. Military Hwy.
McAllen, Texas 78503
(956) 872-6109
Email: clmargo@southtexascollege.edu

To Company:

Section 8. Change of Address; Date; Notice Deemed Given.

(a) A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this Contract shall be deemed given at the time of actual delivery if it is personally delivered or sent by fax. If the notice or other communication is sent by United States mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the United States Postal Service or upon actual delivery, whichever first occurs.

Section 9. Identification of Documents. All training materials, translations,

reports and other documents completed as a product of this Contract, other than documents used in the administration of the Contract shall have placed thereon by the parties the following identifying statement: South Texas College, Institute for Advanced Manufacturing, 3700 W. Military Hwy., McAllen, Texas 78503.

Section 10. Miscellaneous.

(a) Choice of Law and Forum. This Contract shall be deemed made in Hidalgo County, Texas. This Contract shall be governed by and construed in accordance with the law of Texas. The exclusive forum and venue for all actions arising out of this Contract shall be the District Court, Hidalgo County, Texas. Actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.

(b) Severability. If any provision of this Contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.

(c) Assignment. Successors and Assigns. Without the College's written consent, Company shall not assign (which includes to delegate) any of its rights or obligations hereunder.

(d) Modifications; Entire Agreement. A modification of this Contract is not valid unless signed by both parties and otherwise in accordance with

requirements of law. Further, a modification is not enforceable against the College unless the President has executed same on the College's behalf. This contract contains the entire agreement between the parties pertaining to the subject matter of this Contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Contract and in a party's executed General Certificate.

(e) Agency. Nothing in this Contract is intended or shall be interpreted to create a joint venture or partnership between the College and the Company, IIES or any maquiladora or constitute either the agent of the other, or make the College in any way responsible for the losses, debts, duties, obligations, responsibilities or liabilities of the Company, IIES or any maquiladora. A student's enrollment under a training contract shall be with IIES and not the College. As a condition to the College's agreements under this contract, a maquiladora and all students shall waive any claim against College, in tort or in contract.

(f) Representations. Without limiting any other warranty under this Contract, or any right or remedy available to the College, it is agreed that the Company warrants the accuracy of representations made by it prior to the date of this contract in materials submitted to the College with respect to the Project.

IN TESTIMONY WHEREOF, the parties hereto have caused this Contract to be executed, as of the day and year above written.

SOUTH TEXAS COLLEGE

By: _____
President

ATTEST:

IIES LANGUAGE & TUTORING
CENTER, LLC,
a Texas Limited Liability Company

By: _____

Review and Discussion of Position Vacancy Report for FY 2016 - 2017

The Staffing Plan Position Vacancy Report for FY 2016 - 2017 follows in the packet for the Committee's information and review. Information is current as of June 9, 2017.

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

The presentation of the data has been 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 four (164) additional new positions for a total of 307 vacant Full Time Regular positions.
- Eighty-eight (88) 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

- One-hundred and forty-seven (147) Full Time, Regular positions have been filled as of June 9, 2017.
- Twenty-six (26) Full Time, Regular positions have been filled since the last vacancy report provided as of May 4, 2017.

3) Position Turnover during Fiscal Year 2016 - 2017

- There have been forty-six (46) vacancies due to resignations, terminations, or retirements submitted for Full Time, Regular positions as of June 9, 2017.
- There has been seven (7) vacancies due to resignations, terminations, or retirements submitted since the last vacancy report provided as of May 4, 2017.

Vacancies, Filled Positions, and Resignations FY 2016 - 2017			
	FY 2015 - 2016 Vacant Positions	New Positions for FY 2016 - 2017	Total
Vacancies as of September 1, 2016	143	164	307
Filled as of June 9, 2017	117	30	147
Total	26	134	160
Resignations as of June 9, 2017	46	0	46
Vacancies Balance as of June 9, 2017	72	134	206

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 are presented for information and review by the Committee. No action is required from the Committee.

<div> <div>South Texas College</div> <div>NEW Vacant Full-Time Regular Positions Approved for FY 2016 - 2017</div> <div>As of June 9, 2017</div> </div> <div>FY 17 - New Positions</div>						
Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Proposed Hire Date
Academic Affairs						
Distance Learning	710276	NEW-BOND	Prof/Tech Support Exempt	Distance Learning Instr Facilitator	7	08-01-17
Division of Liberal Arts and Social Sciences						
History	701225	NEW	Classified Non-Exempt	Faculty Secretary	1	08-01-17
Finance and Administrative Services						
Accountability, Risk, and Compliance	706160	NEW	Prof/Tech Support Exempt	Compliance Coordinator	4	07-01-17
Campus Police	775514	NEW-BOND	Prof/Tech Support Non-Exempt	Coord Emer Preparedness & Trng	3	07-24-17
Campus Police	762514	NEW-BOND	Prof/Tech Support Non-Exempt	Police Compliance Coordinator	2	06-26-17
Custodial	793502	NEW-BOND	Prof/Tech Support Non-Exempt	Custodial Supervisor	7	08-01-17
Custodial	776502	NEW-BOND	Classified Non-Exempt	Custodian	7	08-01-17
Custodial	772502	NEW-BOND	Classified Non-Exempt	Custodian	7	08-01-17
Custodial	773502	NEW-BOND	Classified Non-Exempt	Custodian	3	07-24-17
Custodial	774502	NEW-BOND	Classified Non-Exempt	Custodian	7	08-01-17
Custodial	780502	NEW-BOND	Classified Non-Exempt	Floor Technician	3	07-24-17
Custodial	778502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	08-01-17
Custodial	779502	NEW-BOND	Classified Non-Exempt	Lead Custodian	7	08-01-17
Facilities Planning and Construction	725501	NEW-BOND	Prof/Tech Support Non-Exempt	Technical Facilities Specialist	7	08-01-17
Facilities Operations and Maintenance	726501	NEW-BOND	Prof/Tech Support Non-Exempt	Facil Oper and Maint Admin Coord	7	08-01-17
Facilities Operations and Maintenance	727501	NEW-BOND	Prof/Tech Support Non-Exempt	Operations Support Coordinator	7	08-01-17
Facility Maintenance	740499	NEW-BOND	Administrative Exempt	Assistant Director Facil Oper & Maint	7	08-01-17
Facility Maintenance	716499	NEW-BOND	Prof/Tech Support Exempt	Campus Facility Manager	7	08-01-17
Facility Maintenance	717499	NEW-BOND	Prof/Tech Support Exempt	Campus Facility Manager	7	08-01-17
Facility Maintenance	739499	NEW-BOND	Prof/Tech Support Non-Exempt	Construction Supervisor	7	08-01-17
Facility Maintenance	737499	NEW-BOND	Classified Non-Exempt	Energy Technician	3	07-24-17
Facility Maintenance	738499	NEW-BOND	Classified Non-Exempt	Energy Technician	3	07-24-17
Safety and Security	773514	NEW-BOND	Classified Non-Exempt	Security Guard	5	06-19-17
Safety and Security	781514	NEW-BOND	Classified Non-Exempt	Security Guard	4	07-01-17
Safety and Security	763514	NEW-BOND	Prof/Tech Support Non-Exempt	Security Support Specialist	3	07-24-17
Information Services, Planning and Strategic Initiatives						
Educational Technologies	711271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	3	07-24-17
Educational Technologies	712271	NEW-BOND	Classified Non-Exempt	Educational Technologies Assistant I	3	07-24-17
Educational Technologies	720271	NEW-BOND	Prof/Tech Support Exempt	Project Manager - Educational Technologies	2	07-01-17
Learning Commons and Open Labs	724397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	2	07-01-17
Learning Commons and Open Labs	722397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	2	07-01-17
Learning Commons and Open Labs	721397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	2	07-01-17

Legend-Tiered steps in Hiring Process

1 - Pending Requisition

2 - Requisition in Progress

3 - Advertised

3a - Re-Advertised

4 - Screening in Progress

5 - Recommendation in Progress

6 - Frozen in FY17

7 - Bond Position

x - Position Change

<div> <div>South Texas College</div> <div>NEW Vacant Full-Time Regular Positions Approved for FY 2016 - 2017</div> <div>As of June 9, 2017</div> </div> <div>FY 17 - New Positions</div>						
Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Proposed Hire Date
Learning Commons and Open Labs	718397	NEW-BOND	Classified Non-Exempt	Open Lab Technician	2	07-01-17
Learning Commons and Open Labs	717397	NEW-BOND	Prof/Tech Support Non-Exempt	Open Labs Analyst	2	07-01-17
Learning Commons and Open Labs	716397	NEW-BOND	Prof/Tech Support Non-Exempt	Technology Specialist	2	07-01-17
Library Public Services	743101	NEW-BOND	Prof/Tech Support Non-Exempt	Library Specialist	7	08-01-17
Technology Support	719392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Analyst	7	08-01-17
Technology Support	717392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	2	08-01-17
Technology Support	716392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	2	08-01-17
Technology Support	718392	NEW-BOND	Prof/Tech Support Non-Exempt	Computer Services Spec	2	08-01-17
Telecom	702390	NEW-BOND	Prof/Tech Support Non-Exempt	Network Svcs Analyst I	7	08-01-17
Office of the President						
Public Relations/Marketing	724462	NEW	Prof/Tech Support Non-Exempt	Chief Photographer	7	08-01-17
Public Relations/Marketing	725462	NEW	Classified Non-Exempt	Community Relations Asst	7	08-01-17
Student Affairs and Enrollment Management						
Admissions and Records	722612	NEW-BOND	Prof/Tech Support Non-Exempt	Admissions Specialist	3	07-24-17
Counseling and Disability Services	700336	NEW-BOND	Prof/Tech Support Exempt	Counselor	7	08-01-17
Student Affairs	703191	NEW	Administrative Exempt	Dir of Advisement for Dual Enrollment	1	08-01-17
Student Financial Services	727440	NEW-BOND	Prof/Tech Support Non-Exempt	Fin Aid Specialist for Veterans	7	08-01-17

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

South Texas College Vacant - Continuing Full-Time Regular Positions As of June 9, 2017									Vacant Positions - Continuing			
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date				
Academic Advancement												
HS Programs and Services	703284	CONT	Prof/Tech Support Exempt	Coordinator for CTE Early College High Schools	02-13-17	4	Screening in Progress	07-01-17				
	702352	CONT	Administrative Exempt	Assoc Dean Professional & Organizational Dev	01-06-17	1	Pending Requisition	08-01-17				
	705352	CONT	Prof/Tech Support Exempt	Instructional Coach	FY17 Position Chng	5	Recommendation in Progress	06-19-17				
	701352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	08-16-15	x	Position Chng for FY18	07-01-17				
Professional & Organizational Dev	703352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	07-22-16	1	Pending Requisition	08-01-17				
Academic Affairs												
Academic Affairs	703279	CONT	Executive Exempt	Vice President for Academic Affairs	08-31-13	1	Pending Requisition	08-01-17				
Academic Affairs	700362	CONT	Prof/Tech Support Non-Exempt	Executive Administrative Assistant	06-07-17	1	Pending Requisition	08-01-17				
Academic Affairs	700176	CONT	Classified Non-Exempt	Secretary	04-03-17	1	Pending Requisition	08-01-17				
Distance Learning	702279	CONT	Administrative Exempt	Dean of Distance Learning	02-02-17	4	Screening in Progress	07-01-17				
Division of Business and Technology												
Architectural and Engineering Design Technology	700303	CONT	Classified Non-Exempt	Lab Assistant - Architectural and Engineering Design Technology	9-Jun-17	3	Advertised	07-24-17				
Welding	707415	CONT	Classified Non-Exempt	Lab Assistant - Welding	New for FY16	4	Screening in Progress	07-01-17				
Welding	701308	CONT	Classified Non-Exempt	Faculty Secretary	04-01-17	4	Screening in Progress	07-01-17				
Division of Liberal Arts and Social Sciences												
Developmental Math	701426	CONT	Classified Non-Exempt	Developmental Lab Technician	8-Jun-17	2	Requisition in Progress	6/26/2017				
Division of Liberal Arts and Social Sciences	702426	CONT	Classified Non-Exempt	Developmental Lab Technician	07-13-12	1	Pending Requisition	08-01-17				
Drama	701227	CONT	Prof/Tech Support Non-Exempt	Coordinator of Theater Support Services	01-31-17	4	Screening in Progress	07-01-17				
MV-Child Care & Development (Unres)	705137	CONT	Prof/Tech Support Exempt	Childcare Center Manager	12-15-17	5	Recommendation in Progress	06-19-17				
Division of Math, Science and Bachelor Programs												
Chemistry	701200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	02-28-17	4	Screening in Progress	07-01-17				
Division of Math, Science and Bachelor Programs	701416	CONT	Classified Non-Exempt	Administrative Assistant	11-30-15	1	Pending Requisition	08-01-17				
Division of Math, Science and Bachelor Programs	701298	CONT	Classified Non-Exempt	Administrative Assistant	09-01-13	1	Pending Requisition	08-01-17				
Physics	701202	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Physics	01-14-17	5	Recommendation in Progress	06-19-17				
Division of Nursing and Allied Health												
Division of Nursing and Allied Health	700164	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-31-16	4	Screening in Progress	07-01-17				
Division of Nursing and Allied Health	700557	CONT	Administrative Exempt	Dean for Nursing and Allied Health	08-14-15	4	Screening in Progress	07-01-17				
Emergency Medical Technology	701555	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	4	Screening in Progress	07-01-17				
Radiologic Technology	703557	CONT	Classified Non-Exempt	Faculty Secretary	05-31-17	3	Advertised	07-24-17				
Finance and Administrative Services												
Business Office	738184	CONT	Classified Non-Exempt	Accounting Assistant	02-13-17	4	Screening in Progress	07-01-17				
Business Office	798184	CONT	Classified Non-Exempt	Accounting Assistant	06-05-17	1	Pending Requisition	08-01-17				
Business Office	700077	CONT	Classified Non-Exempt	Accounting Assistant	06-09-17	2	Requisition in Progress	06-26-17				

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress
- 6 - Frozen in FY17
- 7 - Bond Position
- x - Position Change

South Texas College Vacant - Continuing Full-Time Regular Positions As of June 9, 2017									Vacant Positions - Continuing			
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date				
Business Office	705184	CONT	Classified Non-Exempt	Payroll Assistant - Business Office	02-13-17	5	Recommendation in Progress	06-19-17				
	721514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	01-04-17	4	Screening in Progress	07-01-17				
	739184	CONT	Prof/Tech Support Exempt	Business System Analyst	Frozen in FY14 & FY15	4	Screening in Progress	07-01-17				
	700050	CONT	Classified Non-Exempt	Cashier	01-04-17	3	Advertised	07-24-17				
	732184	CONT	Classified Non-Exempt	Cashier	01-31-17	3	Advertised	07-24-17				
	727184	CONT	Classified Non-Exempt	Cashier	06-05-17	1	Pending Requisition	08-01-17				
	712184	CONT	Classified Non-Exempt	Cashier II	09-01-14	4	Screening in Progress	07-01-17				
	711584	CONT	Classified Non-Exempt	Fixed Assets and Receiving Technician	04-05-17	5	Recommendation in Progress	06-19-17				
	704423	CONT	Prof/Tech Support Exempt	Coordinator of Learning Support	07-31-17	1	Pending Requisition	08-01-17				
	727502	CONT	Classified Non-Exempt	Custodian	06-05-17	1	Pending Requisition	08-01-17				
	703502	CONT	Classified Non-Exempt	Custodian	05-31-17	1	Pending Requisition	08-01-17				
	701583	CONT	Classified Non-Exempt	General Services Technician	02-27-17	5	Recommendation in Progress	06-19-17				
	707501	CONT	Prof/Tech Support Exempt	Senior Facilities Plan & Const Project Manager	05-31-16	5	Recommendation in Progress	06-19-17				
	714499	CONT	Classified Non-Exempt	Maintenance Technician	02-24-17	3	Advertised	07-24-17				
	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16	4	Screening in Progress	07-01-17				
	706501	CONT	Classified Non-Exempt	Secretary	11-07-16	5	Recommendation in Progress	06-19-17				
	702360	CONT	Classified Non-Exempt	Administrative Assistant	01-31-17	4	Screening in Progress	07-01-17				
	703360	CONT	Prof/Tech Support Non-Exempt	FAS Support Specialist	05-18-17	3	Advertised	07-24-17				
	704240	CONT	Administrative Exempt	Assistant Director of Human Resources	09-01-14	4	Screening in Progress	07-01-17				
726240	CONT	Classified Non-Exempt	Human Resources Assistant	09-01-16	4	Screening in Progress	07-01-17					
708240	CONT	Prof/Tech Support Non-Exempt	Benefits Specialist	07-02-17	3	Advertised	07-24-17					
724240	CONT	Prof/Tech Support Non-Exempt	HR Specialist - Employee Relations	New for FY16	1	Pending Requisition	08-01-17					
716240	CONT	Prof/Tech Support Non-Exempt	HR Staffing Specialist/Evaluator	7/3/2017	3	Advertised	07-24-17					
707580	CONT	Prof/Tech Support Exempt	Buyer	01-24-17	4	Screening in Progress	07-01-17					
725580	CONT	Prof/Tech Support Exempt	Contracts Manager	09-01-15	5	Recommendation in Progress	06-19-17					
726580	CONT	Prof/Tech Support Exempt	Purchasing Specialist	04-26-17	3	Advertised	07-24-17					
728580	CONT	Prof/Tech Support Exempt	Specifications Writer	New for FY16	4	Screening in Progress	07-01-17					
755514	CONT	Classified Non-Exempt	Security Guard	08-31-16	1	Pending Requisition	08-01-17					
743514	CONT	Classified Non-Exempt	Security Guard	02-17-17	3	Re-Advertised	07-24-17					
738514	CONT	Prof/Tech Support Non-Exempt	Security Guard Specialist	New for FY16	1	Pending Requisition	08-01-17					
Information Services, Planning and Strategic Initiatives												
Centers for Learning Excellence	722426	CONT	Prof/Tech Support Non-Exempt	Learning Excellence Specialist	02-13-17	5	Recommendation in Progress	06-19-17				
Centers for Learning Excellence	705423	CONT	Classified Non-Exempt	Secretary	06-30-16	1	Pending Requisition	08-01-17				
Educational Technologies	700186	CONT	Classified Non-Exempt	Educational Technologies Assistant I	04-28-17	3	Advertised	07-24-17				
Information Services and Planning	729101	CONT	Prof/Tech Support Exempt	Project Manager - IS&P	Frozen in FY16	4	Screening in Progress	07-01-17				
Information Services and Planning	701625	CONT	Executive Exempt	Vice President for Info Services, Plan,	08-31-14	1	Pending Requisition	08-01-17				
Information Technology	700242	CONT	Classified Non-Exempt	Administrative Assistant	02-13-15	1	Pending Requisition	08-01-17				
Information Technology	710262	CONT	Classified Non-Exempt	Administrative Assistant	New for FY16	1	Pending Requisition	08-01-17				

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
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South Texas College Vacant - Continuing Full-Time Regular Positions As of June 9, 2017									Vacant Positions - Continuing			
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date				
Information Technology	700396	CONT	Administrative Exempt	Asst Chief Information Officer for Software Dev	07-21-16		On Hold					
	Infrastructure	712393	CONT	Prof/Tech Support Non-Exempt	Applications Analyst I	01-05-15	2	Requisition in Progress	06-26-17			
	Infrastructure	714393	CONT	Prof/Tech Support Non-Exempt	Applications Analyst II	07-31-16	5	Recommendation in Progress	06-19-17			
	Infrastructure	711393	CONT	Prof/Tech Support Exempt	Applications Analyst III	10-31-14	4	Screening in Progress	07-01-17			
	Infrastructure	704393	CONT	Prof/Tech Support Exempt	Applications Analyst II	10-31-14	2	Requisition in Progress	06-26-17			
	Infrastructure	716393	CONT	Prof/Tech Support Exempt	Applications Analyst III	09-09-16	5	Recommendation in Progress	06-19-17			
	Infrastructure	798391	CONT	Prof/Tech Support Non-Exempt	Applications Specialist	11-07-16	1	Pending Requisition	08-01-17			
	Infrastructure	700194	CONT	Prof/Tech Support Exempt	Service Delivery Manager	FY17 Position Chng	4	Screening in Progress	07-01-17			
	Infrastructure	700263	CONT	Classified Non-Exempt	Systems Specialist	06-15-17	1	Pending Requisition	08-01-17			
	Infrastructure	703393	CONT	Prof/Tech Support Non-Exempt	Systems Specialist	12-01-15	3	Advertised	07-24-17			
	Infrastructure	715393	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	10-31-13	1	Pending Requisition	08-01-17			
	Infrastructure	705393	CONT	Prof/Tech Support Non-Exempt	Web Application Specialist	08-25-16	1	Pending Requisition	08-01-17			
	Library Acquisition	722101	CONT	Administrative Exempt	Director Library Technical Services	01-17-17	4	Screening in Progress	07-01-17			
	Library Acquisition	723101	CONT	Prof/Tech Support Non-Exempt	Library Systems and Application Specialists	11-09-16	3	Advertised	07-24-17			
	Library Public Services	731101	CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	4	Screening in Progress	07-01-17			
	Library Public Services	742101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	06-02-17	1	Pending Requisition	08-01-17			
	Office of Strategic Initiatives	704170	CONT	Prof/Tech Support Non-Exempt	Project Management Analyst I	11-28-16	1	Pending Requisition	08-01-17			
Technology Support	713392	CONT	Prof/Tech Support Non-Exempt	Computer Services Analyst I	06-06-16	4	Screening in Progress	07-01-17				
	Telecom	708391	CONT	Prof/Tech Support Non-Exempt	Network Services Specialist	02-27-17	1	Pending Requisition	08-01-17			
TR PM Risk and Security	719395	CONT	Prof/Tech Support Exempt	Information Security Analyst	09-01-15	4	Screening in Progress	07-01-17				
TR PM Risk and Security	701171	CONT	Prof/Tech Support Exempt	Project Manager - Information Technology	09-01-15	1	Pending Requisition	08-01-17				
Office of the President												
Community Engagement and CPWE - State	707160	CONT	Administrative Exempt	Associate Dean Comm Eng/Wkfrce Dev	Frozen in FY16	6	Frozen in FY17	09-01-18				
	CPWE - State	705587	CONT	Classified Non-Exempt	Compliance Assistant	09-01-09	4	Screening in Progress	07-01-17			
	CPWE - State	713590	CONT	Classified Non-Exempt	Compliance Technician	06-30-16	4	Screening in Progress	07-01-17			
	CPWE - State	714590	CONT	Classified Non-Exempt	Customer Service Technician	06-30-12	1	Pending Requisition	08-01-17			
	CPWE - State	707587	CONT	Classified Non-Exempt	Customer Service Technician	09-01-09	1	Pending Requisition	08-01-17			
	CPWE - State	708587	CONT	Classified Non-Exempt	Customer Service Technician	11-09-12	1	Pending Requisition	08-01-17			
	CPWE - State	701880	CONT	Administrative Exempt	Director of College and Career Preparation	09-01-15	1	Pending Requisition	08-01-17			
	CPWE - State	718590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	09-01-00	1	Pending Requisition	08-01-17			
	CPWE - State	703587	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-01-10	1	Pending Requisition	08-01-17			
	CPWE - State	716590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-30-10	4	Screening in Progress	07-01-17			
	Grant Development, Management, and Compliance	700316	CONT	Prof/Tech Support Exempt	Grant Development Officer	06-22-15	2	Requisition in Progress	06-26-17			
	Institutional Advancement	702650	CONT	Administrative Exempt	Director of Fundraising and Legislative Affairs	Frozen in FY16	6	Frozen in FY17	09-01-18			
		Institutional Advancement	700650	CONT	Executive Exempt	Vice President for Institutional Advan	Frozen in FY16	6	Frozen in FY17	09-01-18		
		Office of President	704362	CONT	Classified Non-Exempt	Administrative Assistant	09-01-05	1	Pending Requisition	08-01-17		
		Office of President	700202	CONT	Classified Non-Exempt	Administrative Assistant	09-09-08	1	Pending Requisition	08-01-17		

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South Texas College Vacant - Continuing Full-Time Regular Positions As of June 9, 2017									Vacant Positions - Continuing			
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date				
Office of President	706362	CONT	Administrative Exempt	Asst to Pres Pbl Sch Rel/Pshps	Frozen in FY16	6	Frozen in FY17	09-01-18				
Office of President	701369	CONT	Administrative Exempt	Director of Fundraising	Frozen in FY16	1	Pending Requisition	08-01-17				
Office of President	700189	CONT	Prof/Tech Support Non-Exempt	Executive Assistant to the President	03-31-17	5	Recommendation in Progress	06-19-17				
Office of President	701340	CONT	Executive Exempt	Executive Vice President for Student Success	09-01-14	1	Pending Requisition	08-01-17				
Office of President	702362	CONT	Executive Exempt	Special Assistant to the President	Frozen in FY16	6	Frozen in FY17	09-01-18				
Office of President	700321	CONT	Prof/Tech Support Exempt	Workforce Contract Manager	Frozen in FY16	6	Frozen in FY17	09-01-18				
Public Relations/Marketing	701462	CONT	Classified Non-Exempt	Administrative Assistant	05-04-16	1	Pending Requisition	08-01-17				
Public Relations/Marketing	707462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Public Relations	07-10-16	5	Recommendation in Progress	06-19-17				
Public Relations/Marketing	723462	CONT	Prof/Tech Support Non-Exempt	Copy Writer	05-14-17	1	Pending Requisition	08-01-17				
Workforce Develop and External Affairs	700307	CONT	Executive Exempt	Exec Offi Workforce Develop and External Affairs	Frozen in FY16	6	Frozen in FY17	09-01-18				
Student Affairs and Enrollment Management												
Admissions & Records	700020	CONT	Classified Non-Exempt	Admissions Technician	11-14-17	3	Advertised	07-24-17				
Advising	730332	CONT	Prof/Tech Support Non-Exempt	Special Programs Specialist	Frozen in FY16	6	Frozen in FY17	09-01-18				
Advising	718332	CONT	Prof/Tech Support Non-Exempt	Advisor	01-03-17	5	Recommendation in Progress	06-19-17				
Advising	708332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-17	3	Advertised	07-24-17				
Advising	708332	CONT	Prof/Tech Support Non-Exempt	Advisor	05-31-17	1	Pending Requisition	08-01-17				
College Connections	709190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	04-03-17	5	Recommendation in Progress	06-19-17				
College Connections	707190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	04-03-17	4	Screening in Progress	07-01-17				
College Connections	720612	CONT	Prof/Tech Support Non-Exempt	Admissions Specialist	10-02-16	4	Screening in Progress	07-01-17				
Office of Enrollment Services	704612	CONT	Administrative Exempt	Dean of Enrollment Services	08-31-16	1	Pending Requisition	08-01-17				
Dual2Degree	711610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	02-03-17	5	Recommendation in Progress	06-19-17				
Dual2Degree	710610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	02-03-17	4	Screening in Progress	07-01-17				
Student Affairs and Enrollment Management	704190	CONT	Prof/Tech Support Exempt	Student Services Training Manager	Frozen in FY16	6	Frozen in FY17	09-01-18				
Student Financial Services	714440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-01-17	4	Screening in Progress	07-01-17				
Student Financial Services	700103	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	11-01-16	4	Screening in Progress	07-01-17				

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