



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, September 19, 2017
5:30 p.m.**

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

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, September 19, 2017 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
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 - A. Report on Fall 2017 Enrollment and Review of Enrollment Trends
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 - 3. September 12, 2017 Public Hearing and Special Board Meeting
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 - 8) Professional Agency and Media Planning Services (Purchase)
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A. Next Meetings:	
• <u>Tuesday, October 10, 2017</u>	
➤ 3:00 p.m. – Education and Workforce Development Committee	
➤ 4:00 p.m. – Facilities Committee	
➤ 5:30 p.m. – Finance, Audit, & HR Committee	
• <u>Tuesday, October 24, 2017</u>	
➤ 5:30 p.m. – Regular Meeting of the Board of Trustees	
B. Other Announcements:	
• The College will be closed on Friday, September 22, 2017 to hold College-Wide Organizational Development Day	
• The Association of Community College Trustees (ACCT) 2017 Leadership Summit will take place September 25 – 28, 2017 in Las Vegas, Nevada	
• The 12 th Annual Valley Scholars Program <i>A Night with the Stars</i> will be held on Thursday, October 12, 2017 from 6:00 p.m. – 9:00 p.m.	

Presentation

A. Report on Fall 2017 Enrollment and Review of Enrollment Trends

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will provide the Board with the Fall 2017 Enrollment Report and a discussion of enrollment trends.

Due to the impact of Hurricane Harvey on student enrollment, the College was granted authorization to extend the enrollment Census Day until Friday, September 15, 2017.

Because of this extension, the Fall 2017 Enrollment Report was not available for publication in the packet. The report will be delivered to the Board at the meeting.

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

Approval of Minutes

The following Board Meeting Minutes are submitted for approval:

1. August 22, 2017 Regular Board Meeting
2. September 5, 2017 Public Hearing and Special Board Meeting
3. September 12, 2017 Public Hearing and Special Board Meeting

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the August 22, 2017 Regular Board Meeting Minutes, September 5, 2017 Public Hearing and Special Board Meeting Minutes, and the September 12, 2017 Public Hearing and Special Board Meeting Minutes as presented.

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

The Board of Trustees of South Texas College approves and adopts the August 22, 2017 Regular Board Meeting Minutes, September 5, 2017 Public Hearing and Special Board Meeting Minutes, and the September 12, 2017 Public Hearing and Special Board Meeting Minutes as presented.

Approval Recommended:

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

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, August 22, 2017 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, August 22, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:35 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Dr. Anahid Petrosian, Mr. Matthew Hebbard, Mr. Ricardo De La Garza, Mr. George McCaleb, Dr. Laura Sanchez, Ms. Myriam Lopez, Ms. Becky Cavazos, Ms. Brenda Balderaz, Dr. Ali Esmaeili, Dr. Ety Bischoff, Dr. Jayson Valerio, Dr. Christopher Nelson, Mr. Ray Pedraza, Mr. Lucio Gonzalez, Dr. Virginia Champion, Mr. Khalil Abdullah, Mr. Jason Gutierrez, Mr. Ken Lyons, Ms. Samantha Uriegas, Ms. Jessica Garcia, Mr. Brian Fruge, Ms. Tammy Tijerina, Mr. Gilbert Gallegos, Mr. Ramiro Gutierrez, Ms. Sarah Bustamante, Mr. Julian Lopez, Mr. Julio Macias, Mr. Ramon Montalvo, Mr. Tom Logan, Ms. Sarah Dierlam, Mr. Chase Carlisle, Mr. Gustavo Martinez, Mr. Jerry Bravenic, Mr. Raul Cabaza, Ms. Hilda Garza, and Andrew Fish.

Determination of a Quorum

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

Invocation:

Dr. Laura Sanchez, Associate Dean of Institutional Research and Effectiveness, said the invocation.

Public Comments

Ms. Hilda Garza identified herself as an attorney representation a graduate of the South Texas College Associate Degree Nursing Program.

- Ms. Garza reported that her client had filed a Jaguar Eye-Witness Report in regarding her grades in the Fall 2016 semester and had never received a response from the College.

- Ms. Garza further requested that the College change its policy to require the posting of final grades prior to nursing Pinning Ceremonies and graduation Commencement Ceremonies.
- Ms. Garza stated that her client lives in Starr County, and was assigned to a preceptorship at a partnering healthcare facility in Weslaco, Texas, which caused her client a hardship due to the lengthy commute, and argued that her client could have been assigned to a preceptorship closer to her home.

There were no further public comments.

Presentation

A. Presentation on Valley Scholars Program *A Night with the Stars*

Ms. Jessica S. Garcia, Coordinator of the Valley Scholars Program, will extended an invitation to the Board of Trustees to attend the Valley Scholars Program's 12th Annual "A Night with the Stars," a fundraising gala to be held on Thursday, October 12th, 2017, at the Corinthian Banquet & Special Events Center, 6:00 p.m. – 9:00 p.m.

"A Night with the Stars" supports the Valley Scholars Program, which has provided opportunities including scholarships and mentoring to over 830 students since 1997. Students in the program are given scholarships, personal advisement, opportunities to develop leadership skills, and opportunities for employment. The remarkable students also participate in numerous community service projects throughout the year.

Ms. Garcia briefly discussed the program and the annual scholarship fundraiser.

All Board members and other attendees were invited and encouraged to consider sponsorship of the event, purchasing tickets, and making contributions for the silent auction.

All were encouraged to support and participate in the 12th Annual "A Night with the Stars." Ms. Garcia was available to coordinate sponsorships by cash, gifts for the silent auction, or in-kind contributions.

B. Presentation on South Texas College Marketing Overview for Fall 2017

Mr. Ray Pedraza, Assistant Director for Public Relations and Marketing, provided a presentation on upcoming PR & Marketing Campaigns for South Texas College, including the strategic use of social media platforms to engage students and community members.

C. Presentation from Linebarger Goggan Blair & Sampson on Delinquent Tax Collection – September 2016 – June 2017

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP, provided the Board with the Report on Collection and Collection Efforts for Hidalgo and Starr Counties for September 2016 – June 2017.

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

Approval of Minutes

The following Board Meeting Minutes were submitted for approval:

1. July 25, 2017 Public Hearing and Special Board Meeting
2. July 25, 2017 Regular Board Meeting
3. August 1, 2017 Special Board Meeting

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and adopted the July 25, 2017 Public Hearing and Special Board Meeting Minutes, July 25, 2017 Regular Board Meeting Minutes, and August 1, 2017 Special Board Meeting Minutes as presented. The motion carried.

Approval and Authorization to Accept Grant Award(s)

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

1. The Texas Higher Education Coordinating Board (THECB), Grad TX additional funds in the amount of \$20,000 for a total award of \$50,000

THECB has awarded South Texas College an additional \$20,000 for the Grad TX Program, totaling to an award amount of \$50,000. This grant will provide financial support for students who have a significant number of semester credit hours and have "stopped out" without earning a credential or degree. Funds will be used to pay the balance on the accounts for students who demonstrate financial need and whose inability to pay has prevented them from re-enrolling and completing their program of study. The Grad TX program also supports South Texas College's efforts that contribute toward meeting the objectives of the 60X30TX Higher Education Plan. This award is for the period of August 7, 2017 through August 31, 2019.

This grant is aligned to Strategic Direction # 2, Access and Success by providing students with financial support so that they may continue to enroll in coursework at South Texas College.

2. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant in the amount of \$1,646,985

The Carl Perkins Basic Grant is to improve graduation, retention, access, quality, and to provide for the expansion of Career and Technical Education programs. Funds will be used for instructional resources, services, professional development, and other program activities for Career and Technical Education in the Division of Academic Affairs (Nursing and Allied Health; Business and Technology; and Liberal Arts & Social Sciences), Student Affairs & Enrollment Management, Continuing and Professional Workforce Education, and Information Services and Planning. The funding period is from September 1, 2017 through August 31, 2018.

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

3. The Texas Higher Education Coordinating Board Texas Science, Technology, Engineering, and Mathematics (T-STEM) Challenge Scholarship Program additional funds in the amount of \$61,695 for a total award of \$430,675

This grant provides funding for scholarships for students enrolled in science, technology, engineering, and mathematics (STEM) programs. The purpose of the grant is to support the development, implementation, and maintenance of scholarships to eligible, high achieving college students pursuing degree programs in STEM programs. This grant is intended to increase the graduation of students enrolled in STEM and related degree and certificate programs. The additional funds are to be utilized from September 1, 2017 to August 31, 2019.

This award is aligned to Strategic Direction # 2, Access and Success by increasing opportunities for students enrolled in STEM programs.

4. The Texas Higher Education Coordinating Board Work-Study Student Mentorship Program Allocation in the Amount of \$20,828.

This allocation is designed to maximize efforts to build a college-going culture within our high schools in South Texas College's service districts. South Texas College will be working with college/career centers at the Starr County high schools and South Texas College's Starr County Campus. The program addresses components in THECB's requirements by: 1) promoting and supporting a college-going culture at the high schools by allowing work-study mentors to mentor at high school college/career centers; and 2) promoting college retention and completion rates at STC's Starr County Campus. Funds are to be utilized within the period from September 1, 2017 to August 31, 2018.

This award is aligned to Strategic Direction #2, Access and Success by providing opportunities for students to participate in a Work-Study Mentorship Program.

The presented grants would provide up to \$1,759,508 in additional funding for the College to provide services and opportunities throughout the region.

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

1. The Texas Higher Education Coordinating Board (THECB), Grad TX additional funds in the amount of \$20,000 for a total award of \$50,000
2. The Texas Higher Education Coordinating Board, Carl D. Perkins, Basic Grant from in the amount of \$1,646,985
3. The Texas Science, Technology, Engineering, and Mathematics (T-STEM) Challenge Scholarship Program Grant increase, from the Texas Higher Education Coordinating Board increase of \$61,695
4. The Texas Higher Education Coordinating Board, Work-Study Student Mentorship Program Grant in the Amount of \$20,828

The motion carried.

Review and Action as Necessary on Proposed FY 2017 – 2018 Board and Board Committee Meeting Schedule

The Board of Trustees for South Texas College was asked to approve and adopt the following schedule of Board and Board Committee meetings for the period from September 2017 through September 2018.

The proposed meeting schedule for the Board of Trustees was as follows:

Month	Committee Meeting Date	Board Meeting Date
September 2017	September 12, 2017	September 19, 2017
October 2017	October 10, 2017	October 24, 2017
November 2017	November 14, 2017	November 28, 2017
December 2017	December 5, 2017	December 12, 2017
January 2018	January 16, 2018	January 30, 2018
February 2018	February 13, 2018	February 27, 2018
March 2018	March 6, 2018	March 27, 2018
April 2018	April 10, 2018	April 24, 2018
May 2018	May 8, 2018	May 22, 2018

Month	Committee Meeting Date	Board Meeting Date
June 2018	June 12, 2018	June 26, 2018
July 2018	July 10, 2018	July 24, 2018
August 2018	August 14, 2018	August 28, 2018
September 2018	September 11, 2018	September 25, 2018

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

There may be some variation during the scheduled period, to accommodate agenda items for scheduled meetings as necessary. This schedule was reviewed by each Committee during their August 8, 2017 meetings, and each Committee recommended approval.

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and adopted the Board and Board Committee meeting schedule for FY 2017 - 2018 as presented. The motion carried.

Review and Action as Necessary on Proposed Bachelor of Science in Nursing Program

The Board of Trustees of South Texas College was asked to approve the proposed Bachelor of Science in Nursing (BSN) Program as presented.

South Texas College was a strong proponent for the role of community colleges in meeting the increasing demand for high-skilled registered nurses with the baccalaureate credential. The Program Summary included a survey of the research showing the great demand for additional BSN-holding registered nurses. The Institute of Medicine has recommended that at least 80% of nurses should hold a baccalaureate degree by 2020, and Texas was well short of that mark in 2016, at 57.5%.

With tremendous support from the local delegation, Senate Bill 2118 passed the 85th Texas Legislature and provided legislative authority for Texas community colleges that meet selective criteria to offer the BSN Program.

The proposed BSN program would establish an RN-to-BSN track, developed for existing registered nurses to continue their education to attain the BSN. This BSN program would further develop critical clinical and knowledge-based skills initially included in an Associate Degree Nursing (ADN) program, providing a pathway for registered nurses to meet the expectations of hospitals and healthcare partners nationwide.

The proposed BSN Program was presented to the Education and Workforce Development Committee for a recommendation for Board approval contingent upon

accreditation from the Accreditation Commission for Education in Nursing (ACEN), upon approval by Texas Higher Education Coordinating Board (THECB) and the Texas Board of Nursing (TBoN) and accreditation from the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC).

Administration developed the program Curriculum Quality, Program Demand, and Program Support analysis as presented in the packet.

New program concepts were normally presented to the Education and Workforce Development Committee prior to the development of curriculum and other program details. Due to the preparation and advocacy for legislature to authorize South Texas College to offer the BSN program, this work was already completed, and was ready for Board approval without further research and preparation.

Administration was ready to move forward with the program as proposed, and sought to admit the first cohort of BSN students for the students for the Fall 2018 semester, if the appropriate approvals were secured.

The Education and Workforce Development Committee recommended Board approval of the proposed Bachelor of Science in Nursing Program, contingent upon necessary accreditation and approval, as presented.

Upon a motion by Mrs. Graciela Farias and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the proposed Bachelor of Science in Nursing Program, contingent upon necessary accreditation and approval, as presented. The motion carried.

Review of Presentation on South Texas College Baccalaureate Programs

Mrs. Graciela Farias reviewed the following presentation, which was delivered to the Education and Workforce Development Committee on August 8, 2017.

The Association of Community College Trustees (ACCT) has accepted South Texas College's presentation proposal: *Community College Applied Baccalaureate Degrees: A Powerful Strategy for Workforce Development*.

This presentation would be delivered to peer trustees at the 2017 ACCT Leadership Congress in September 2017. The presenters would be:

Mrs. Graciela Farias, Board Vice Chair, South Texas College
Ms. Rose Benavidez, Trustee, South Texas College

Mr. Paul R. Rodriguez, Trustee, South Texas College
Mr. Roy de León, Trustee, South Texas College

Dr. Anahid Petrosian, Vice President for Academic Affairs, Dr. Ali Esmaeili, Dean for Math, Science, and Baccalaureate Programs, and Dr. Emma Miller, Program Chair for Bachelor of Applied Science in Organizational Leadership, delivered a presentation on South Texas College's Baccalaureate Programs, to serve as a framework for the Trustees' presentation in September 2017.

This presentation provided an initial outline for the Trustees, and also provided them the opportunity to suggest further information to include and to ask for clarification of concepts as needed.

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

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

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

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and approval of the tax resale of twenty-eight (28) properties for Hidalgo County.

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

Background - On June 6, 2017 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Hidalgo County Clerk Records Management Facility for struck off properties located within Hidalgo County. Out of the thirty-three (33) properties for resale, five (5) properties were denied by other taxing authorities. They requested Board approval on the remaining twenty-eight (28) properties which were approved by the other taxing authorities. The tax resale auction was published in The Monitor and several other newspapers throughout Hidalgo County.

Linebarger Goggan Blair & Sampson, LLP submitted the analysis of the bids received for the Board of Trustees' consideration. The total amount the College would receive was \$9,038.94 for Hidalgo County properties.

Enclosed Documents - The Resolutions Authorizing the Tax Resale, a listing of the bids, the legal description for each property, as well as the amount of the bid, the South Texas College amount, and the Analysis of Bids Received were provided in the packet for the Board's information and review.

Mr. Gustavo Martinez from Linebarger Goggan Blair & Sampson, LLP was present at the meeting to address any questions by the Board.

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized the Hidalgo County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

Review and Action as Necessary on Property (including Flood and Terrorism)/Inland Marine, and Boiler & Machinery Insurance

The Board was asked to award the proposal for Property (including Flood and Terrorism)/Inland Marine, and Boiler & Machinery Insurance for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$388,507.00.

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

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

Background - The invitation for bids was advertised on July 31, 2017 and August 7, 2017 and issued to two (2) vendors. Two (2) responses were received on August 14, 2017.

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

Recommendation - The reviewers recommended award of Property (including Flood)/Inland Marine and Boiler & Machinery Insurance coverage to American Home Assurance Co. / RSUI Indemnity Insurance Company (Carlisle) at a total cost of \$388,507.00. Flood Insurance and Terrorism are included with the Property Insurance. The policy offers:

LIMITS:

• Building Limit	\$277,955,526
• Business Personal Property	\$ 22,640,259
• EDP	\$ 23,908,377
• Business Income	\$ 39,239,402
• Contractor's Equipment	\$ 397,521
• Fine Arts of Others	\$ 25,000
• Equipment Breakdown	Policy Limit
• Fire – All Other Perils Except Wind & Hail	\$364,141,085
• Named Storm	\$100,000,000
• Wind & Hail	Policy Limit
• Earthquake – Annual Aggregate	\$ 50,000,000
• Flood Annual Aggregate – Zone B	\$ 25,000,000
• Flood Annual Aggregate – Zone C	Part of Zone B Limit
• Ordinance or Law Coverage A	Building Limit

DEDUCTIBLES:

• Named Storm	2% per building Min. \$100,000 per occurrence
• Hail	1% per building Min. \$100,000 per occurrence
• All Other Windstorm	\$100,000 per occurrence
• All Other Perils	\$100,000
• Earth Movement	\$ 50,000
• Fine Arts of Others & Contractor's Equip.	\$ 1,000
• Flood – Zone C	\$ 50,000
• Flood – Zone B	\$ 50,000
• Equipment Breakdown	\$100,000

The total recommended award to Carlisle Insurance Agency was \$388,507.00.

Funding Source - Funds for this expenditure were budgeted in the Insurance and Benefits budgets for FY 2017 - 2018.

Enclosed Documents - The recommendation letter and spreadsheet provided by Mr. Raul Cabaza, III, were included in the packet for the Board's information and review.

Due to time constraints in the receipt and evaluation of bids, this recommendation was presented without review by the Finance, Audit, and Human Resources Committee.

The Board reviewed the recommended award, and several members questioned the weight that the evaluators placed on the difference in deductibles, noting that the recommended bid had a higher premium than the competing bid.

Mr. Raul Cabaza reviewed the differences in deductibles, noting that the significant difference would take place in the event of losses due to wind and separate from a named storm or a hail storm.

Board members asked about the likelihood of such damages at South Texas College, and Mr. Cabaza stated that he could not speak to the probability of an event. The Board members asked whether the College had suffered a loss to windstorms, outside of a named storm or a hail storm, in prior years, and Mr. Cabaza stated that the College had not suffered any such losses to his knowledge, though he was aware of similar incidences in another area of Hidalgo County.

A Board Member read the aforementioned list of reviewers and asked if they were involved in the review and recommendation presented to the Board, and this was confirmed.

Mr. Cabaza also identified the difference in deductible for losses resulting from flooding, with a breakdown of deductibles by flood zone.

The Board Chair announced that the Board would entertain a motion to approve either bid, indicating that one had the lower bid, and the other had a recommendation by the College's consultant.

Upon a motion by Mr. Roy de León and a second by Mr. Paul R. Rodriguez the Board of Trustees of South Texas College approved and authorized awarding the proposal for the lowest bidder, which was the Property (including Flood and Terrorism)/Inland Marine and Boiler & Machinery Insurance bid from Montalvo Insurance Agency, for the period September 1, 2017 through August 31, 2018, at a total amount of \$377,371.00.

A Board Member noted that the awardee had been given the opportunity to review the competitor's previous bid and had dropped their pricing substantially in the second bid. He further noted that the Board's action did not follow the recommendation from staff and the consultant.

There were four votes in favor and two votes opposed, and the motion carried.

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

Approval of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for the period beginning September 1, 2017 through August 31, 2018 was requested.

Purpose – The Interlocal Agreement for the Jag Express Intercampus Transportation Services ended on August 31, 2017. The College would continue operating the Circulator (Yellow) and Park & Ride routes. The Circulator route provides transportation between the College’s Pecan Campus, Technology Campus and Nursing and Allied Health Campus. The Park & Ride route provides transportation between the Park & Ride Facility directly to and from Pecan Campus Cooper Center for Communication Arts building and stops at Pecan Plaza periodically.

Transportation Routes (as detailed below)	Amount
Total Operating Cost for System	\$1,220,080
Less Contributions	
State/Federal Match	(663,862)
City of Weslaco and Weslaco EDC Contribution	(78,292)
Lower Rio Grande Valley Development Council Match	(40,000)
Total Net Cost to STC	\$437,926
STC In-Kind and Direct Expenditures	317,828
STC Payment to LRGVDC	120,098

Costs by transportation routes were as follows:

Transportation Routes	Total Operating Cost for System	Contributions	STC In-Kind & Direct Expenditures	STC Payment to LRGVDC
Mid Valley (Purple)	\$161,822	\$161,822	\$0	\$0
Starr (Green)	528,618	320,520	88,000	120,098
Circulator (Yellow)	387,640	227,012	160,628	0
Park & Ride	142,000	72,800	69,200	0
Total	\$1,220,080	\$782,154	\$317,828	\$120,098

The State/Federal Contributions in the amount of \$663,862 paid to LRGVDC represented 50 percent of operating expenses, such as fuel, bus driver salaries and benefits, and vehicle insurance, and 80 percent of expenses related to capital expenses and preventive maintenance such as tire maintenance, full service oil changes, vehicle battery replacement, and yearly vehicle state inspection.

In Fiscal Year 2017, the cost to the College totaled to \$430,518 for the Jag Express Intercampus Transportation Services. The College also received contributions from the City of Weslaco and the Economic Development Corporation of Weslaco, in the amounts of \$39,236 and \$39,000 respectively.

In Fiscal Year 2018, the College proposed to purchase one additional shuttle bus to accommodate the requirements of the Yellow and Park & Ride routes.

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

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

The responsibilities of South Texas College in this Agreement were:

- 1) To operate and maintain six buses owned by the College and three buses leased from LRGVDC for the Circulator (yellow) and Park & Ride transportation routes during the College's business days and hours of service according to a schedule;
- 2) To promote ridership by College students, faculty and staff (promotion efforts will include publicizing the service through newsletters, email notifications, signage at special events and semester registration, and other means it determines would be beneficial to increase participation and raise awareness of the service); and
- 3) To designate boarding locations at each campus with appropriate signage at each of its campus stop locations.

Monthly ridership reports were provided to the College by LRGVDC. These reports reflected a decrease in ridership in the majority of the transportation routes from FY 2016 to FY 2017. In discussion with Mr. Tom Logan, LRGVDC representative, the decrease in ridership was an industry-wide trend due primarily to lower fuel cost. Other factors included road construction, traffic, and major realignment of certain routes. The Park & Ride route showed a 49 percent decrease in ridership due primarily to the change in the

drop-off location from the Pecan Campus Building A to the Pecan Campus Cooper Center. This relocation occurred to accommodate the new larger shuttle buses. This route was expected to increase in FY 2018 due primarily to the completion and use of the new North Academic Building. The College also noted a 6% decrease in student parking permit sales from FY 2016 to FY 2017.

Funding Source - Funds for this expenditure were budgeted in the Student Transportation Services budget for FY 2017-2018 pending Board approval of the Budget.

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

Enclosed Documents - The FY 2016 and FY 2017 Ridership Comparison reports, the Interlocal Agreement, the Transportation Schedule and Valley Metro Routes (Exhibit A), and the Certificates and Assurances (Exhibit B) were provided under separate cover for the Board’s information and review.

Presenters – Ms. Sarah Dierlam and Mr. Tom Logan from the Lower Rio Grande Development Council (LRGVDC) attended the meeting to address any questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed Interlocal Agreement between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC), as presented.

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

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) as listed below:

A. Awards

B. Instructional Item

C. Non- Instructional Items

D. Technology Items

A. Awards

- 1) **Beverage Products (Award):** award the proposal for beverage products to **Pepsi Co.** (Hidalgo, TX), for the period beginning October 13, 2017 through October 12, 2018 with two one-year options to renew, at an estimated amount of \$40,000.00 based on prior year expenditures. **Pepsi Co.** has also included a \$20,000.00 annual discretionary payment to the College;
- 2) **Childcare Services II (Award):** award the proposal for childcare services II for the period beginning September 1, 2017 through August 31, 2018 at an estimated amount of \$105,000.00. A second solicitation was advertised to capture additional centers that did not receive a copy of the original solicitation in the first advertisement. The thirteen (13) qualifying vendors are as follows:

ABC Smart Start Learning Academy (Donna, TX)	ABC University Educare (McAllen, TX)	Adventureland Academy, LLC. (McAllen, TX)
All Star Kidz Learning Center (Mission, TX)	Alma's Daycare Center (Edinburg, TX)	BMZ Child Day Care Center (McAllen, TX)
Creative Adventures Academy, LLC. (Mission, TX)	Imagination Station International Montessori Academy (Edinburg, TX)	Kaleidoscope Early Childhood Learning Knowledge Center (Pharr, TX)
Little Explorers Development & Learning Center (Pharr, TX)	Little Rockets Academy (McAllen, TX)	One Step Ahead VLV Learning Center, LLC. (Penitas, TX)
VIP Learning Center (Edinburg, TX)		

- 3) **Printing Projects (Award):** award the proposal for printing projects and general purpose printing at an estimated amount of \$249,855.38 for the period beginning September 1, 2017 through August 31, 2018.

a. Printing Projects – at an estimated amount of \$149,855.38 to the following vendors in the amounts listed below:

Publications	Vendor	Amount
Division Brochures FY 2017 - 2018	Capital Spectrum (Austin, TX)	\$2,101.00
Program of Study Brochures FY 2017 - 2018	Grunwald Printing Company (Corpus Christi, TX)	\$3,912.73
Staying Connected Special Edition Tabloids FY 2017 – 2018 (Option B)	Trend Offset Printing (Carrollton, TX)	\$29,864.00
Class Schedules FY 2017 - 2018 Summer/Fall 2018	Valley Town Crier (McAllen, TX)	\$44,537.00

Class Schedules FY 2017 - 2018 Spring 2018	Valley Town Crier (McAllen, TX)	\$17,415.00
Student Catalog FY 2017 - 2018	EP Graphics, Inc. (Berne, IN)	\$22,032.00
View Book with Mailer FY 2017 - 2018	Border Press, Inc. (Brownsville, TX)	\$4,760.00
Graduation Announcements & Matching Envelopes	Border Press, Inc. (Brownsville, TX)	\$670.00
Graduation Programs FY 2017 - 2018	Capital Spectrum (Austin, TX)	\$22,618.00
CPWE Brochures FY 2017 – 2018	Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$1,945.65

b. General Purpose Printing – at an estimated amount of \$100,000.00 to the following ten (10) vendors:

Border Press, Inc. (Brownsville, TX)	Copy Plus (McAllen, TX)
Copy Zone, Ltd. (McAllen, TX)	Core Business Solutions (Pharr, TX)
FAGSA USA Printing, LLC. (McAllen, TX)	FedEx Office (McAllen, TX)
Gateway Printing & Office Supply, Inc. (Edinburg, TX)	Grunwald Printing Company (Corpus Christi, TX)
Safeguard Universal, LLC. (Corpus Christi, TX)	San Antonio Printing (McAllen, TX)

B. Instructional Item

4) Student Learning Solution Services (Purchase): purchase student learning solution services from **Pearson Education, Inc.** (Old Tappan, NJ), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$230,000.00;

C. Non – Instructional Items

5) Furniture (Purchase): purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), and National Joint Powers Alliance (NJPA), approved vendors, at a total amount of \$107,704.08;

#	Vendor	Amount
A	Allsteel, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$35,647.04
B	Clarus Glassboards, LLC./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$33,692.48
C	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Edinburg, TX)	\$38,364.56
	Furniture Total	\$107,704.08

- 6) **Professional Agency and Media Planning Services (Purchase):** purchase professional agency and media planning services from **Richards Carlberg, Inc./dba Richards Carlberg** (Houston, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount that includes approximately \$414,500 in production costs and \$706,562 in advertising costs, for a total annual amount of \$1,121,062.00;
- 7) **Business Skills Training Services (Renewal):** renew the business skills training services contract with **World-Class Training** (Brownsville, TX), for the period beginning October 28, 2017 through October 27, 2018, at a commission of \$18.00 per instructional hour;
- 8) **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 \$95,000.00;

D. Technology Items

- 9) **Local Telephone Services (Purchase):** purchase local telephone services – McAllen campuses from **AT&T Texas** (San Antonio, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through February 28, 2018, at an estimated amount of \$90,000.00. The six (6) month period is needed while the new Board approved carrier completes their installation and testing;
- 10) **Banner Application Maintenance Agreement (Renewal):** renew the Banner application maintenance agreement with Ellucian, Inc. through **Texas A & M University – Corpus Christi** (Corpus Christi, TX), acting by and through the State of Texas Department of Information Resources (DIR) for the Texas Connection Consortium (TCC), for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount for \$409,499.46;
- 11) **Data Hosting and Maintenance Agreement (Renewal):** renew the data hosting and maintenance agreement with **TouchNet Information Systems, Inc.** (Lenexa, KS), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$201,212.42;
- 12) **Email Security Software License Agreement (Renewal):** renew the email security software license agreement with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 28, 2017 through August 27, 2018, at a total amount of \$57,087.10;
- 13) **Enterprise Antivirus, Web and Network Security Protection Software, Maintenance and Support (Purchase/Renewal):** renew the enterprise antivirus, web and network security protection software, maintenance and support with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through August 31, 2020, at a total annual amount of \$152,415.88 and a contract total amount of \$457,247.66;
- 14) **Enterprise Software Licenses and Maintenance Agreements (Renewal):** renew the enterprise software licenses and maintenance agreements with **SHI Government Solutions** (Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$80,262.10;

- 15) Hardware and Software Maintenance and Support Agreement (Renewal):** renew the hardware and software maintenance and support agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$143,443.23;
- 16) Internet Service – Pecan Campus (Renewal):** renew the internet service – Pecan Campus with the State of Texas **Department of Information Resources (DIR)** (Austin, TX) for Time Warner Cable, for the period beginning September 1, 2017 through August 31, 2018, at a monthly amount of \$11,003.33 and annual amount of \$132,040.00;
- 17) Network Hardware and Software Maintenance Agreement (Renewal):** renew the network hardware and software maintenance agreement with **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$133,905.57;
- 18) Oracle License Maintenance Agreement (Renewal):** renew the Oracle license maintenance agreement with **Oracle America, Inc.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$429,215.79;
- 19) Predictive Data Analytics Technology/Hosting Services (Renewal):** renew the predictive data analytics technology/hosting service with **Civitas Learning, Inc.** (Austin, TX), a sole source vendor, for the period beginning August 20, 2017 through August 19, 2018 with one one-year option to renew at a total amount of \$125,000.00;
- 20) Public Website Hosting Services (Renewal):** renew the public website hosting services with **Rackspace Hosting, Inc.** (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$60,561.24;
- 21) Professional Development Services (Interlocal Agreement/Purchase):** purchase professional services from **Region One Education Service Center** (Edinburg, TX), through an interlocal agreement, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$14,237.50.

Recommend Action - The total for all award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds) was \$4,282,333.53.

A Board member questioned the proposed purchase of Professional Agency and Media Planning Services and the related costs, and asked staff to attempt to negotiate the pricing and scope of services further. Staff agreed that this could be undertaken without disrupting the ongoing media campaign.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized all award of proposals, purchases, renewals, and interlocal agreement (Non-Bond Proceeds), except the proposed item #6 for the purchase of Professional Agency and Media Planning Services, as presented. The motion carried.

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

The Finance, Audit, and Human Resources Committee and Facilities Committee both recommended Board approval of the 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)

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

A. Bond Proceeds

1) Network Switches (Purchase): purchase network switches from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$145,948.20;

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

2) Digital Mobile Radiographic System (Purchase): purchase a digital mobile radiographic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$149,999.00;

3) Imaging Ultrasound System (Purchase): purchase an imaging ultrasound system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$77,220.00;

4) Radiologic System (Purchase): purchase a radiologic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$189,900.00;

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

5) Furniture (Purchase – revision of Purchase Order to update vendor name for previously approved purchase): purchase furniture from **Lone Star Furnishings** (Carrollton, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$234,506.39;

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

	Bond Proceeds	\$322,783.89
	Non-Bond M&O Taxes	417,119.00
	Non-Bond Proceeds - Transfer to Plant Fund	57,670.70
	Total	\$797,573.59

A Board member clarified that the use of non-bond funds toward the identified purchases would not be used to offset budget deficits within the 2013 Bond Construction Program. Administration confirmed that this was correct.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approve and authorize the purchases of the 2013 Bond Construction Program and Related Projects Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as presented. The motion carried.

Review and Action as Necessary on Revision of Policy #4001: *Code of Professional Ethics for the Administration, Faculty, and Staff*

With broad-based support from administration, faculty and staff, the proposed revision to Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff* was presented for the Finance, Audit, and Human Resources Committee's consideration and recommendation for Board approval.

Background - On January 31, 2017, the Board adopted new Board Policy #4901: *Standards of Conduct*, which outlined prohibited conduct for all employees of South Texas College.

While the Standards of Conduct outlined prohibited behaviors for South Texas College employees, it was equally important to identify and promote those positive qualities that the College sought in its employees, through a code of professional ethics.

Current Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff* was adopted by the Board on August 10, 1995, and had not been revised since its initial adoption. Administration undertook a review of this policy with broad-based participation and input to revise the policy.

Administration, faculty, and staff recognized that this Board Policy and the Code of Professional Ethics would apply equally and meaningfully to all employees regardless of position with the College.

Reviewers - Administration worked with a broad-based representation of administration, faculty, and staff to develop a revised policy on professional ethics.

The proposed revision to Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff* was spearheaded by Dr. Margaretha Bischoff, Dean for Liberal Arts and Social Sciences, and Dr. Christopher Nelson, Assistant Dean of Humanities. The proposed policy revision was reviewed with the President's Cabinet, President's Administrative Staff, Planning & Development Council, Legal Counsel, and committees of full-time employees from each campus, division, and employee classification. At each review, all participants were involved and supportive of the development of the policy revision proposed for Board adoption.

Purpose - The reviewers expected that a professional ethics policy could clearly outline the expectations of administration, faculty, and staff who serve the College and its students.

Due to the magnitude of the proposed revisions, it was not practical to show additions, deletions, and formatting changes with the standard highlighting and red strikethrough text. The proposed revisions were provided in the following pages for the Board's review, watermarked "Proposed Revision." The current policy #4001 was also provided for comparison, and was watermarked "To Be Replaced."

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revision of Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff* as presented and which supersedes any previously adopted Board policy.

Mr. Paul R. Rodriguez moved to approve the proposed revisions to Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff* as presented, and Mr. Roy de León seconded the motion.

Upon further discussion, a Board member recommended the following revisions to the proposal:

- a) The administration, faculty, and staff shall strive to create a collegial educational and workplace environment in which all persons are treated with respect, dignity, and justice, and are not discriminated against on any **arbitrary** basis such as personal ideology, race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, social station, or any other characteristic protected under applicable federal or state law.
- ~~f) The administration, faculty, and staff shall recognize and preserve the nature of professional relationships, by neither disclosing nor encouraging the disclosure of information which might damage or embarrass any other person.~~

Mr. Paul R. Rodriguez withdrew his motion, and Mr. Roy de León withdrew his second to that motion.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approve and authorize the proposed revision of Policy #4001: *Code of Professional Ethics for Administration, Faculty, and Staff*, as further revised at the Board Meeting, and which supersedes any previously adopted Board policy. The motion carried.

Review and Action as Necessary on Disposal/Return of Automotive Technology Program Donated Vehicles

Approval on disposal/return of automotive technology program donated vehicles to General Motors was requested.

Purpose – The Automotive Program in the Division of Technology and Fixed Asset/Inventory Department requested approval to dispose of / return seventeen (17) General Motors donated instructional vehicles, as per Policy #5125: *Disposal of Surplus Property*.

Justification – After many years of use, the vehicles were no longer beneficial for student instruction due to the age of the vehicles and change in technology.

The General Motors vehicle donation program requires that all donated vehicles that are no longer beneficial for student instruction be returned to General Motors at the time of disposal. When General Motors donates these vehicles to the College, it is with the understanding that the vehicles are strictly for student instruction and not to be driven on the road. In order for General Motors to assure that these vehicles will never be driven on the road, they require all instructional institutions to return the vehicles to General Motors. General Motors will be contacted and they will pick up the vehicles.

Enclosed Documents - A listing of the vehicles to be disposed/returned was provided in the packet for Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Mario Reyna, Dean for Technology, and Becky Cavazos, Director of Purchasing, attended the meeting to address any questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the disposal/return of automotive technology program donated vehicles to General Motors as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the disposal/return of automotive technology program donated vehicles to General Motors as presented. The motion carried.

Review and Discussion of South Texas College Proposed 2017 Tax Rate

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

effective tax rate and the rollback tax rate, after receiving its certified appraisal roll from the chief appraisal.

Comparing a proposed tax rate to these two (2) rates determines which truth-in-taxation steps apply. A taxing unit must publish special notices and hold public hearings before adopting a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate. The College is proposing to adopt a tax rate that exceeds the lower of the effective tax rate or the rollback tax rate and therefore, must hold two public hearings. It was proposed to have the first public hearing on September 5, 2017 and the second public hearing on September 12, 2017.

The notice of effective tax rate concerning the 2017 Property Tax Rate was published on August 9, 2017, in accordance with the Truth-In-Taxation requirements in the Monitor and Town Crier. A copy was enclosed for the Board's information and review.

In addition, the College must publish the Notice of Public Hearings on Tax Increase in a newspaper or mail it to each property owner at least seven (7) days before the public hearings. Furthermore, Tax Code Section 26.065 requires supplemental notice for the hearing on a tax rate increase. If the taxing unit owns, operates, or controls an Internet Web site, the unit shall post on its Web site this additional notice of the public hearings at least seven (7) days immediately before the first hearing on the proposed tax rate increase and remain until the second hearing is concluded.

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

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$67,055,068

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

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

South Texas College was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this total tax rate exceeds the lower of the effective tax rate or the rollback tax rate. That rate would raise \$67,055,068, which was \$3,973,661 more than taxes imposed last year.

The Notice of Effective Tax Rate for 2017 and a PowerPoint Presentation were provided in the packet for the Board's information and review.

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

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

Approval by record vote to schedule two public hearings regarding adoption of the proposed tax rate that exceeds the lower of the effective tax rate or the rollback tax rate was requested.

A taxing unit is require to hold two public hearings and publish newspaper ads before adopting a tax rate if that tax rate exceeds the lower of the effective tax rate or the rollback tax rate. The Tax Assessors for Hidalgo County and Starr County determined South Texas College's rates to be the following:

	M&O RATE	DEBT RATE	RATE	REVENUE
Effective Tax Rate			\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$67,055,068

The proposed calculated tax rate exceeds the lower of the effective tax rate or the rollback tax rate and, therefore, the Board must take record vote and schedule two public hearings.

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

The Finance, Audit, and Human Resources Committee recommended that the Board take a record vote and schedule two public hearings, one on September 5, 2017 at 5:30 PM

and the second hearing on September 12, 2017 at 5:30 PM before adopting the proposed tax rate of \$0.1850 which exceeds the lower of the effective tax rate or the lower of the rollback tax rate.

Mr. Paul R. Rodriguez moved to take a record vote and schedule of two public hearings, one on September 5, 2017 at 5:30 PM and the second hearing on September 12, 2017 at 5:30 PM before adopting the proposed tax rate of \$0.1850 which exceeds the lower of the effective tax rate or the lower of the rollback tax rate. Mr. Roy de León seconded.

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

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

The motion carried.

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

Approval of a twelve month contract extension for Commercial Card Services (AP Card) with BBVA Compass from September 1, 2017 through August 31, 2018 was requested.

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

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

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

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

Background – The contract for commercial card services for the period of April 1, 2013 through August 31, 2014 was awarded to BBVA Compass at the March 26, 2013 Board of Trustees meeting. On August 26, 2014, The Board of Trustees approved two twelve month agreement extensions for commercial card services with BBVA Compass from September 1, 2014 through August 31, 2015 and September 1, 2015 through August 31, 2016. On August 23, 2016, the Board of Trustees approved an additional 12 month contract extension from September 1, 2016 through August 31, 2017.

As of July 21, 2017, the Commercial Card transactions and related rebates were follows:

Card Transactions			
Fiscal Year	Number	Amount	Total Rebates Amount
2013 - 2014	999	\$ 1,181,850.49	Included with FY 2015 Rebate
2014 - 2015	4,355	3,549,267.76	\$10,948.44
2015 - 2016	4,443	3,919,130.25	46,293.50
09/01/16 – 07/21/17	4,439	\$ 5,881,703.01	\$60,200.34

The detail of total rebates by rate for FY 2016 and FY 2017 was as follows:

REBATES		
FY 2015 – 2016		
Rate	Amount Spent	Rebate Amount
0.70%	\$49,252.54	\$344.77
1.10%	437,518.24	4,812.70
1.20%	3,428,002.09	41,136.03
	Total	\$46,293.50

FY 2016 – 2017 As of May 31, 2017		
Rate	Amount Spent	Rebate Amount
0.70%	\$64,696.50	\$452.88
1.20%	697,076.32	8,364.92
1.25%	1,378,881.55	17,236.01
1.27%	2,688,703.16	34,146.53
	Total	\$60,200.34
Grand Total Rebate - FY 2014 – FY 2017 (5/31/17)		\$106,493.84

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

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

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the meeting.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the twelve month extension for Commercial Card Services with BBVA Compass from September 1, 2017 through August 31, 2018.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the twelve month extension for Commercial Card Services with BBVA Compass from September 1, 2017 through August 31, 2018. The motion carried.

Review and Action as Necessary to Accept the Internal Audit Annual Report

Acceptance of the Internal Audit Annual Report was requested.

Purpose – “Texas Government Code Section 2102.015 Publication of Audit Plan and Annual Report on Internet requires state agencies and institutions of higher education to post certain information on their website. To comply with Texas Government Code 2102.015, an Internal Audit Annual Report has been completed.”

Justification – The Internal Audit Annual Report provides the Finance, Audit, and Human Resources Committee with information related to the Internal Audit Function’s activities over the past fiscal year. Specifically, the annual report includes the prior year’s approved projects and audit plan; a summary of findings; management’s plan for corrective action; implementation status of corrective action; and next fiscal year’s approved projects and audit plan.

Enclosed Documents - A copy of the Internal Audit Annual Report was provided in the packet for the Board’s information and review.

Presenters – Mr. Khalil Abdullah, Internal Auditor, attended the meeting to discuss and address any questions.

The Finance, Audit, and Human Resources Committee recommended Board acceptance of the Internal Audit Annual Report on August 8, 2017. Since that recommendation, the Internal Auditor has identified three additional external audits conducted during the reporting period, included in the Internal Audit Annual Report, Section VI, as follows:

- TWC – Adult Education and Literacy Grant
- TWC – Review of CAFR for Fiscal Year ending August 31, 2016
- Texas Law Enforcement Telecommunications Systems (TLETS) Audit

Mr. Paul R. Rodriguez noted that this was the first Internal Audit Annual Report since the creation of the Internal Audit function at the College.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and accepted the Internal Audit Annual Report as presented. The motion carried.

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

Broaddus & Associates provided the following documents on the current status of the 2013 Bond Construction program:

- Executive Program Budget Overview Summary;
- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress;
- Project Scorecards

Broaddus & Associates also provided the following accountability reports:

- Program Budget Summary worksheet;
- Construction Budget worksheet

As of August 3, 2017, the total budget shortfall was estimated to be at \$5,055,040 with the use of buyout savings and design and construction contingency.

In addition, college staff prepared the following reports reflecting additional potential variances considering pending Board action:

- 2013 Bond Construction Program Tracking Contingency Log
- 2013 Bond Construction Program Non-Bond Proceeds – Transfer to Plant Fund Budget
- Technology and FFE Purchases Summary
- Technology and FFE Purchases for the Month

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

College administration reviewed the revised accountability reports provided by Broaddus & Associates on Tuesday, August 15th, and identified errors which were returned for correction. The reports provided for the Board packet did not reflect the corrections of these errors. Broaddus & Associates disregarded administration's requests to update and correct the report.

Change Orders

Mr. Fruge identified that Change Order 4 for the NAH Campus Expansion project had been updated since the Facilities Committee. The proposed work had been scaled back to only included the restroom revisions, including additional drywall for acoustic attenuation. The total cost had been reduced, and the Change Order had been changed to a Design Contingency deduction, instead of a Construction Contingency deduction.

Mr. Fruge acknowledged that it was the responsibility of Broaddus & Associates to ensure that change orders presented to the Facilities Committee and Board of Trustees were for work that was both necessary to the project, and reasonably priced. Mr. Fruge stated that he reviewed change orders with architects each week, and some are reviewed with College staff.

Finally, Mr. Fruge stated that all change orders, including those from Design Contingency funds and from Construction Contingency funds, were taken to the Facilities Committee for review and presented to the Board of Trustees.

No action was requested.

Review and Action as Necessary on 2013 Bond Construction Program Outstanding Issues Action Plan

College staff from Finance and Administrative Services and Facilities Planning and Construction prepared an action plan outlining the 2013 Bond Construction Program Outstanding Issues generated from the weekly meetings held with Broaddus & Associates. The meetings were conducted in an effort to communicate and coordinate the activities of the 2013 Bond Construction Program.

Discussion at August 8, 2017 Facilities Committee Meeting

The action plan was provided by administration for review and discussion by the Facilities Committee. The list was provided to demonstrate to the Facilities Committee that several items had not been resolved despite ongoing requests by staff for progress or resolution of issues.

The Facilities Committee informed Broaddus & Associates that this list of outstanding issues was an important priority to the Board, and that they expected a report at the August 22, 2017 meeting showing resolution or meaningful progress on as many of the items as possible.

The Committee further noted that Board was under the impression that the bulk of the 2013 Bond Construction Program projects were approaching closeout by December 2017, and that each of these issues in the action plan needed to be resolved by Broaddus & Associates, to the College's satisfaction, before the closeout of relevant projects.

Mr. Brian Fruge acknowledged the Committee's request and agreed to present an update on the presented concerns at the Board meeting.

Administration subsequently received notification from Skanska USA of additional outstanding issues, and added them to the list. Administration asked Broaddus & Associates to resolve the issues with Skanska USA and to report on the issue to the Facilities Committee for September 2017.

Discussion at August 22, 2017 Regular Board Meeting

Mr. Brian Fruge recapped a meeting held with Skanska USA on August 9, 2017, and informed the Board that he would report on progress at the September 2017 Facilities Committee meeting.

Mr. Fruge contended that Broaddus & Associates was not aware of any scheduling issues that would cause deviation from the Board approved timeline of completion for the 2013 Bond Construction Program.

Mr. Fruge proceeded to provide a report, as follows:

Mid Valley Campus

Broaddus & Associates anticipated some savings on projects at the campus, and hoped to use those savings to offset potential overages at the library.

Starr County Campus

A chilled water line was broken during construction, and Broaddus & Associates was working with the project team to undertake the necessary steps, including flushing the lines of any contaminants and determining the extent of any damage caused by the incident.

Technology Campus

The site package had some ADA issues, and Broaddus & Associates was moving forward with attempts to resolve the issues.

Pecan Campus

Broaddus & Associates had received correspondence from attorneys for Zitro Electric, regarding the Thermal Plant fire incident, and was deferring to legal counsel on this issue.

District Wide

Workforce Center Expansion Projects at Mid Valley Campus and Starr County Campus would be discussed in September 2017, with a proposal to remove them from the scope of the 2013 Bond Construction Program and to restore the campuses as necessary.

Legal Counsel asked Mr. Fruge whether he had any recommendation to change the College's procedures for handling payment applications. Mr. Fruge responded that payment applications were being processed as needed and he had no recommendations for changes, noting that the projects were nearing completion, and the College's due diligence did not delay the process.

The Board asked about landscaping, noting that they were supposed to have a say in the final design before installation of landscaping. Mr. Fruge agreed that they did not take the landscaping designs through due diligence, and that work would be halted to give the Facilities Committee an opportunity to review the plans and the Board the opportunity to comment and take action as necessary.

No action was taken.

The following items were taken out of the posted agenda order:

Review and Action as Necessary on Change Orders for Use of Project Contingencies for the 2013 Bond Construction Program

1. Pecan Campus
2. Nursing and Allied Health Campus
3. Technology Campus
4. Starr County Campus

Approval of proposed change orders for use of project contingencies for the 2013 Bond Construction Projects was requested.

Purpose

Projects for the 2013 Bond Construction program were in the construction stage and change orders are needed to allow the use of project contingencies within the Guaranteed Maximum Prices (GMPs) submitted by the Construction Managers-at-Risk (CM@Rs).

Justification

Change orders were needed for approval to provide for items needed to complete the construction of the projects.

Background

Project contingencies are provided as part of Guaranteed Maximum Price proposals submitted by the CM@Rs. GMPs are submitted by the CM@Rs at 60% construction drawings. There are two project contingencies and are based on percentages of the construction costs. Design Contingencies are included in the GMPs to allow for costs arising out of the final development and completion of the construction drawings and specifications. Design Contingencies are used at the CM@R's discretion with Owner oversight. Construction Contingencies are controlled solely at the discretion of the Owner. Both contingencies do not increase the amount of the GMPs.

On March 29, 2016, the Board of Trustees approved the delegation of authority to Broaddus & Associates to approve change orders from the use of Construction Contingencies for the 2013 Bond Construction Program. The approval amount per change order is \$5,000, with a monthly limit of \$25,000. Broaddus & Associates will also be expected to provide a contingency expenditure update to the Facilities Committee and Board of Trustees as part of their monthly update.

Level	Approved By	Change Amounts		Aggregate for Month
		From	To	
Level One	Broaddus & Associates	\$.01	\$5,000.00	\$25,000
Level Two	Board of Trustees	Above \$5,000.01		N/A

During the August 8, 2017 Facilities Committee meeting, the Committee requested additional information about the provided Change Orders. It was noted that CR 011 at the Nursing & Allied Health Expansion was listed as a Construction Contingency (owner's requested change) Change Order, yet Broaddus & Associates described it as a

necessary change to the design based upon the architect's request. Mr. Brian Fruge agreed that it should be included as a Design Contingency Change Order instead.

Broaddus & Associates subsequently resubmitted CR 011 for the Nursing & Allied Health Expansion with revisions that changed the source of funds from the Construction Contingency to the Design Contingency, and reduced the scope of work and total cost from \$30,696 to \$6,770.

Broaddus & Associates submitted a request to revise CO 2 for the Starr County Campus Parking and Site Improvements project, which the Board approved on July 25, 2017 at the total cost of \$45,770. The revision would increase the total for this Change Order to \$50,494, an increase of \$4,724.

Broaddus & Associates submitted a Starr County Campus Parking & Site Improvements Project CO 4, at a cost of \$6,933 from Construction Contingency fund. With the proposed revision to CO 2 above, this would leave a deficit of \$4,477 in the Construction Contingency fund balance. This balance was established as part of the GMP approval process, and administration expressed concern about the proposed Change Order.

Mr. Fruge further noted that Broaddus & Associates had previously processed Change Orders related to reductions in scope of work as credits toward contingency funds, but that on further review these would be issued instead as Buyout Savings for their relevant projects.

Funding Source

Funds were budgeted in the design and construction contingencies within the Guaranteed Maximum Prices for each of the 2013 Bond Construction project budgets.

Reviewers

Broaddus and Associates and the design consultants for the associated projects concurred with the pricing as presented in the Construction Manager's-at-Risk proposals.

Enclosed Documents

Enclosed are the following documents:

- Change Order Summary
- Design Contingency Log
- Construction Contingency Log
- Buyout Savings Summary
- Change Orders

Presenters

Representatives from Broaddus and Associates attended the meeting to present the proposed change orders.

The Facilities Committee recommended Board approval of the proposed change orders for the 2013 Bond Construction projects and funding sources as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approve and authorize the proposed change orders for the 2013 Bond Construction projects and funding sources as presented.

Review and Action as Necessary on Change Orders Presented to the Board without Review by the Facilities Committee

The Board was asked to take action as necessary on Change Orders presented by Broaddus & Associates, the 2013 Bond Construction Program Manager, without an initial review by the Facilities Committee.

Mid Valley Campus

Broaddus & Associates has informed staff of an emergency Change Order for a project at the Mid Valley Campus that they need to present for the Board's review and action as necessary. Details, including cost, were not available at the time of the packet publication, and Broaddus & Associates will be asked to present the Change Order to the Board at the meeting.

Starr County Campus

Broaddus & Associates has submitted a request to revise CO 2 for the Starr County Campus Parking and Site Improvements project, which the Board approved on July 25, 2017 at the total cost of \$45,770. The revision would increase the total for this Change Order to \$50,494, an increase of \$4,724.

As noted in the prior agenda item, this increase and the proposed CO 4 for the same project would lead to a construction contingency deficit of \$4,477.

The Facilities Committee did not have the opportunity to review the proposed change orders for the 2013 Bond Construction projects and funding sources as presented.

Mr. Brian Fruge noted that these items ought to be presented to the Facilities Committee, and asked the Board not to deliberate or act on this request.

No action was taken.

Review and Action as Necessary on Substantial Completion for the Following 2013 Bond Construction Technology Campus Projects

- 1) Southwest Building Renovation**
- 2) Parking and Site Improvements**

Approval of substantial completion for the following 2013 Bond Construction Technology Campus Southwest Building Renovation and Technology Campus Parking and Site Improvements projects was requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Technology Campus Southwest Building Renovation Engineer: EGV Architects, Inc. Construction Manager at Risk: E-Con Group, LLC	Substantial Completion Recommended	August 4, 2017
2.	2013 Bond Construction Technology Campus Parking and Site Improvements Engineer: Hinojosa Engineering, Inc. Construction Manager at Risk: E-Con Group, LLC	Substantial Completion Recommended	July 27, 2017

2013 Bond Construction Technology Campus Southwest Building Renovation

It was recommended that substantial completion for this project with E-Con Group, LLC be approved.

Broadus & Associates, EGV Architects, Inc., and college staff visited the sites and developed construction punch lists. As a result of these site visits and observation of the completed work, the Technology Campus Southwest Building Renovation project was certified by the architect on August 04, 2017. A Certificate of Substantial Completion was issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

2013 Bond Construction Technology Campus Parking and Site Improvements

It was recommended that substantial completion for this project with E-Con Group, LLC be approved.

Broadus & Associates, Hinojosa Engineering, Inc., and college staff visited the sites and developed construction punch lists. As a result of these site visits and observation of the completed work, the Technology Campus Parking and Site Improvements project was certified by the engineer on July 27, 2017. A Certificate of Substantial Completion was issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

Enclosed Documents

Copies of the Substantial Completion Certificates were included in the packet.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Technology Campus Southwest Building Renovation and Technology Campus Parking and Site Improvements projects as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized substantial completion of the 2013 Bond Construction Technology Campus Southwest Building Renovation and Technology Campus Parking and Site Improvements projects as presented. The motion carried.

Review and Action as Necessary on Partial Substantial Completion for the 2013 Bond Construction Mid Valley Campus Thermal Plant

Approval of partial substantial completion for the following 2013 Bond Construction Mid Valley Campus Thermal Plant project was requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Mid Valley Campus Thermal Plant Engineer: DBR Engineering Construction Manager at Risk: Skanska	Partial Substantial Completion Recommended	July 28, 2017

Broaddus & Associates, DBR Engineering, and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on July 28, 2017. A Certificate of Partial Substantial Completion was issued. Partial Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. Partial Substantial Completion is being requested due to the chilled water piping and HVAC equipment for Buildings A and B as part of the approved Alternate #1 has not been completed.

Enclosed Documents

A copy of the Partial Substantial Completion Certificate was enclosed.

The Facilities Committee recommended Board approval of partial substantial completion of the 2013 Bond Construction Mid Valley Campus Thermal Plant project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized partial substantial completion of the 2013 Bond Construction Mid Valley Campus Thermal Plant project as presented. The motion carried.

Review and Action as Necessary on Partial Substantial Completion and Partial Final Completion of the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements - Skills Pad

Approval of partial substantial completion and partial final completion for the following 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements – Skills Pad project was requested.

It was necessary to approve partial substantial completion and partial final completion at this time to release final payment for the work completed using funds granted by the Texas Department of Public Safety. These funds must be distributed by August 31, 2017 under the terms of the grant.

Partial Substantial Completion

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements – Skills Pad Engineer: Dannenbaum Engineering Company-McAllen, LLC Construction Manager at Risk: Noble Texas Builders	Partial Substantial Completion Recommended	August 2, 2017

Broaddus & Associates, Dannenbaum Engineering Company-McAllen, LLC, and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on August 2, 2017. A Certificate of Partial Substantial Completion was issued. Partial Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project. Partial Substantial Completion was requested since this was only for the Skills Pad portion of work for the Parking and Site Improvements.

Partial Final Completion and Release of Final Payment for Related Work

Partial final completion and the release of final payments for related work was necessary to meet the requirements of the Texas Department of Public Safety grant that funded this portion of the project. The design team was completing their review, and Broaddus & Associates was to recommend Board approval of action as appropriate at the meeting.

Enclosed Documents

The Partial Substantial Completion Certificate was enclosed. The Partial Final Completion Certificate was expected for the Board's review on Tuesday, August 22, 2017; however, there was pending scope of work, including minor touch up items. Broaddus & Associates and staff were confident that the work would be complete and final completion certified in time to process payment prior to the deadline.

The Facilities Committee recommended Board approval of partial substantial completion of the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements – Skills Pad project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized partial substantial completion and partial final completion of the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements – Skills Pad project, and release of final payments for completed work, as presented and contingent upon certification of final completion. The motion carried.

Review and Action as Necessary on Annual Facilities Usage Agreements

Approval of the FY 2017 – 2018 annual facility usage agreements for use by the kinesiology program during the period beginning August 28, 2017 to August 31, 2018 at an estimated total cost of \$37,500 was requested.

Purpose

Approval of annual facility usage agreements to continue use of various locations that host student instruction was requested for FY 2017 – 2018.

Justification

Various locations were needed to accommodate the kinesiology program courses offered at South Texas College. The facilities needed are course specific (ex. golf, swimming, tennis, weight training, etc.)

Background

Below is a list of facilities which are leased on an annual basis and used for various instructional purposes. The facilities will provide for Fitness Walking, Weight Training, Bowling, Golf, Basketball, Volleyball, Swimming, and Tennis courses in the kinesiology program for the fall 2017, spring 2018 and summer 2018. In FY 2016 - 2017 a total of 1,880 students enrolled in kinesiology courses and a Physical Education Special Activity fee of \$55 was charged per student for each course taken. A total of \$103,400 was collected in Special Activity fees during FY 2016 - 2017.

The following are facilities at which kinesiology courses may be offered.

- City of McAllen
 - Boys and Girls Club Othal Brand Center
 - Boys and Girls Club Roney Center
 - Boys and Girls Club Pool
 - Las Palmas Park
 - Los Encinos Park Tennis Courts
 - Municipal Baseball Complex
 - Municipal Pool
 - Palmview Golf Course
 - Parks and Recreation Bicentennial Soccer Field
 - Westside Park
- City of Mission
 - Parks & Recreation North Side Pool
- City of Weslaco
 - City Park Tennis Courts
- Flamingo Bowl (McAllen, TX)
- McAllen ISD – McHi Tennis Courts
- Ultimate Fitness Center (Weslaco, TX)
- Mighty Joe's Gym (Weslaco, TX)
- Weslaco Fitness Center (Weslaco, TX)
- Harlon Block Park (Weslaco, TX)

Funding Source

Funds were budgeted in the proposed FY 2017 - 2018 kinesiology budget.

This item was presented to the Board without a recommendation by the Facilities Committee. It was not included on the August 8, 2017 agenda due to an already full agenda for Committee review and action.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the annual facility usage agreements for use by the kinesiology program during the period beginning August 28, 2017 to August 31, 2018, at an estimated total cost of \$37,500 as presented. The motion carried.

Review and Action as Necessary on Substantial Completion for the Non-Bond Pecan Plaza Parking Area for Police Vehicles

Approval of substantial completion for the following Non-Bond project was requested.

	Project	Completion Recommended	Date Received
1.	Non-Bond Pecan Plaza Parking Area for Police Vehicles Engineer: R Gutierrez Engineering Construction Manager at Risk: NM Contracting, LLC	Substantial Completion Recommended	July 24, 2017

R Gutierrez Engineering and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on July 24, 2017. A Certificate of Substantial Completion was issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

Enclosed Documents

A copy of the Substantial Completion Certificate was enclosed.

The Facilities Committee recommended Board approval of substantial completion of the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized substantial completion of the Non-Bond Pecan Plaza Parking Area for Police Vehicles project as presented. The motion carried.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff delivered a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza was present to respond to questions and address concerns of the committee.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of July 2017. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, was available to review of the Financial Report for the month of July 2017 and respond to questions posed by the Board.

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees approved the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of July 2017. The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 8:00 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.071, Consultations with Attorney
 1. Discussion and Action as Necessary on 2013 Bond Construction Program Pecan Campus Thermal Plant Chiller Incident
 2. Discussion and Action as Necessary on 2013 Bond Construction Program Manager Contract

Open Session:

The South Texas College Board of Trustees returned to Open Session at 8:45 p.m. No action was taken in Executive Session.

The Board returned to the earlier items from the posted agenda, as follows:

Discussion and Action as Necessary on 2013 Bond Construction Program Pecan Campus Thermal Plant Chiller Incident

The Board of Trustees of South Texas College was asked to take action as necessary on the 2013 Bond Construction Program Pecan Campus Thermal Plant Chiller Incident, including payment of an outstanding invoice, for equipment replacement costs, to Johnson Controls, Inc.

Background

- On February 3, 2017, a fire erupted in newly installed Chiller #4 at the Pecan Campus Chiller Plant, expanded under the 2013 Bond Construction Program.
- The fire was determined to have started in the chiller control drive, which was part of the equipment provided by Johnson Controls, Inc., and installed by Zitro Electric under subcontract to D. Wilson Construction Company.
- Johnson Controls, Inc. replaced the damaged components under warranty on February 14, 2017, pending the outcome of a forensic investigation into the fire.
- Johnson Controls, Inc. has subsequently informed the College that their forensic investigation has determined that the original equipment was properly manufactured but improperly installed, and has submitted an invoice to the College for reimbursement of the replacement equipment.
- Zitro Electric has undertaken a forensic review of their own to determine whether the equipment was at fault, before accepting any responsibility that the installation contributed to the fire.
- On August 8, 2017, Bill Wilson, owner of D Wilson Construction Company, informed the Committee that he anticipated preliminary results from Zitro Electric's forensic study within two weeks.
- Legal Counsel informed the Committee that the College had received a letter from Johnson Controls, Inc. demanding payment of the outstanding invoice plus interest.

The Facilities Committee recommended Board approval to pay the outstanding invoice received from Johnson Controls, Inc., for amounts related to equipment costs only.

Legal counsel subsequently spoke with administration and requested Board approval to give notice of claim to all potential parties, and Board authorization for the College President to engage a forensic expert, if necessary.

Upon a motion by Mr. Roy de León and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and the College President to engage a forensic expert, as necessary. The motion carried.

Discussion and Action as Necessary on 2013 Bond Construction Program Manager Contract

The Board of Trustees of South Texas College was asked to take action as necessary on the 2013 Bond Construction Program Manager Contract.

No action was taken.

Announcements

A. Next Meetings:

- Tuesday, September 5, 2017
 - 5:30 p.m. – 1st Public Hearing on the 2017 Tax Rate
- Tuesday, September 12, 2017
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – 2nd Public Hearing on the 2017 Tax Rate
 - 5:45 p.m. – Finance, Audit, & HR Committee
- Tuesday, September 19, 2017
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

- The Fall 2017 semester begins Monday, August 28, 2017
- The College will be closed on Monday, September 4, 2017 in observance of Labor Day.
- The College will be closed on Friday, September 22, 2017 to hold College-Wide Organizational Development Day

- The Association of Community College Trustees (ACCT) 2017 Leadership Summit will take place September 25 – 28, 2017 in Las Vegas, Nevada
- The 12th Annual Valley Scholars Program *A Night with the Stars* will be held on Thursday, October 12, 2017 from 6:00 p.m. – 9:00 p.m.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:46 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, August 22, 2017 Regular Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

SOUTH TEXAS COLLEGE
1st Public Hearing and Special Board Meeting
On the Proposed 2017 Tax Rate
Tuesday, September 5, 2017 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Public Hearing and Special Board Meeting of the South Texas College Board of Trustees on the Proposed 2017 Tax Rate was held on Tuesday, September 05, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:52 p.m. with Dr. Alejo Salinas, Jr., presiding.

Members present: Dr. Alejo Salinas, Jr., Mrs. Graciela Farias, Mr. Jesse Villarreal, Ms. Rose Benavidez, and Mr. Gary Gurwitz

Members absent: Mr. Paul R. Rodriguez and Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Dr. David Plummer, Dr. Anahid Petrosian, Ms. Katarina Bugariu, and Andrew Fish.

Determination of a Quorum

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

Presentation on South Texas College Proposed 2017 Tax Rate

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a presentation on the proposed 2017 tax rate for South Texas College to the public and Board of Trustees.

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

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

The Notice concerning the 2017 Property Tax Rates and the Notice of Public Hearing on Tax Increase were published in accordance with the Truth-In-Taxation requirements in

the Monitor and the Starr County and Mid Valley Town Crier. The packet included copies of the Proposed 2017 Tax Presentation, 2017 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for the Board's information and review.

The tax rate for 2016 Tax Year was as follows:

2016 Tax Rate			
	M & O Rate	Debt Rate	Total Rate
2016 Tax Rate	\$0.1400	\$0.0450	\$0.1850

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

2017 Tax Rates				
	M&O Rate	Debt Rate	Total Rate	Revenue
Effective Tax Rate	-	-	\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$67,055,068

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

The proposed maintenance and operations (M&O) tax rate of \$0.1400 was the maximum rate that the College may adopt as approved by the voters on November 5, 2013. The College would maintain the 2016 M&O rate of \$0.1400.

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

Public Hearings Prior to Adoption of the Proposed 2017 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeded the lower of the effective tax rate or the rollback tax rate. At the August 22, 2017 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the proposed 2017 tax rate was scheduled for Tuesday, September 5, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the proposed 2017 tax rate was scheduled for Tuesday, September 12, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College was scheduled to take action on the proposed 2017 tax rate at a public meeting to be held on September 19, 2017 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

No action was requested of the Board at this time.

Public Comments

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

Close of the September 5, 2017 Public Hearing on the Proposed 2017 Tax Rate

At 5:59 p.m. there were no additional speakers, and Board Chair Dr. Alejo Salinas, Jr. closed the September 5, 2017 Public Hearing on the Proposed 2017 Tax Rate.

Adjournment:

There being no further business to discuss, the 1st Public Hearing and Special Board Meeting of the South Texas College Board of Trustees adjourned at 5:59 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 5, 2017 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

SOUTH TEXAS COLLEGE
2nd Public Hearing and Special Board Meeting
On the Proposed 2017 Tax Rate
Tuesday, September 12, 2017 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Public Hearing and Special Board Meeting of the South Texas College Board of Trustees on the Proposed 2017 Tax Rate was held on Tuesday, September 12, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:37 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Ms. Katarina Bugariu, Mr. George McCaleb, Mr. Cody Gregg, Mr. Paul Hernandez, Mrs. Becky Cavazos, Mr. Rick De La Garza, Mr. Jesus Campus, and Andrew Fish.

Determination of a Quorum

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

Presentation on South Texas College Proposed 2017 Tax Rate

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a presentation on the proposed 2017 tax rate for South Texas College to the public and Board of Trustees.

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

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

The Notice concerning the 2017 Property Tax Rates and the Notice of Public Hearing on Tax Increase were published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier. The packet included copies of the Proposed 2017 Tax Presentation, 2017 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for the Board's information and review.

The tax rate for 2016 Tax Year was as follows:

2016 Tax Rate			
	M & O Rate	Debt Rate	Total Rate
2016 Tax Rate	\$0.1400	\$0.0450	\$0.1850

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

2017 Tax Rates				
	M&O Rate	Debt Rate	Total Rate	Revenue
Effective Tax Rate	-	-	\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$67,055,068</i>

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

The proposed maintenance and operations (M&O) tax rate of \$0.1400 was the maximum rate that the College may adopt as approved by the voters on November 5, 2013. The College would maintain the 2016 M&O rate of \$0.1400.

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

Public Hearings Prior to Adoption of the Proposed 2017 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeded the lower of the effective tax rate or the rollback tax rate. At the August 22, 2017 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the proposed 2017 tax rate was held on Tuesday, September 5, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the proposed 2017 tax rate was scheduled for Tuesday, September 12, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College was scheduled to take action on the proposed 2017 tax rate at a public meeting to be held on September 19, 2017 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

No action was requested of the Board at this time.

Public Comments

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

Close of the September 12, 2017 Public Hearing on the Proposed 2017 Tax Rate

At 5:42 p.m. there were no additional speakers, and Board Chair Dr. Alejo Salinas, Jr. closed the September 12, 2017 Public Hearing on the Proposed 2017 Tax Rate.

Adjournment:

There being no further business to discuss, the 2nd Public Hearing and Special Board Meeting of the South Texas College Board of Trustees adjourned at 5:43 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, September 12, 2017 Public Hearing and Special Board Meeting of the South Texas College Board of Trustees.

Mr. Jesse Villarreal
Secretary

Approval and Authorization to Accept Grant Award(s)

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

1. The Catch the Next (CTN) Award for the CTN Dream Catchers Pathway Program in an amount up to \$25,560.

This grant is for the college's expansion of the co-requisite model to implement curriculum and accelerate students through developmental reading and writing sequence, which includes Integrated Reading and Writing and Mathways paired courses. Funds will be used for coaching and professional development for faculty, student participation in a Motivational Conference, and family involvement activities. This award is for the period of July 1, 2017 through June 31, 2018.

This award is aligned to Strategic Goal # 3, High Success Rate by accelerating the success of Developmental English students by implementing effective college readiness programs and developmental initiatives.

2. Additional Grant(s) Received/Pending Official Award

The presented grants would provide up to \$25,560 in additional funding for the College to provide services and opportunities throughout the region.

Recommendation:

It is recommended the Board of Trustees approve and authorize accepting the following grant award(s) and use of related funds as authorized by each grant, contingent upon official award as appropriate:

1. The Catch the Next (CTN) Award for the CTN Dream Catchers Pathway Program in an amount up to \$25,560.

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

The Board of Trustees of South Texas College approves and authorizes accepting the following grant awards and using related funds as authorized by each grant, contingent upon official award as appropriate:

1. The Catch the Next (CTN) Award for the CTN Dream Catchers Pathway Program in an amount up to \$25,560.

Approval Recommended:

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

Review and Action as Necessary on Order Adopting the Tax Rate for 2017

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a presentation on the proposed 2017 tax rate for South Texas College to the public and Board of Trustees.

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

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

The Notice concerning the 2017 Property Tax Rates and the Notice of Public Hearing on Tax Increase have been published in accordance with the Truth-In-Taxation requirements in the Monitor and the Starr County and Mid Valley Town Crier. Attached are copies of the Proposed 2017 Tax Presentation, 2017 Property Tax Rates, the Notice of Public Hearing on Tax Increase, and the Notice of Tax Revenue Increase for your information and review.

The tax rate for 2016 Tax Year was as follows:

2016 Tax Rate			
	M & O Rate	Debt Rate	Total Rate
2016 Tax Rate	\$0.1400	\$0.0450	\$0.1850

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

2017 Tax Rates				
	M&O Rate	Debt Rate	Total Rate	Revenue
Effective Tax Rate	-	-	\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
<i>Proposed Tax Rate</i>	<i>\$0.1400</i>	<i>\$0.0450</i>	<i>\$0.1850</i>	<i>\$67,055,068</i>

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

The proposed maintenance and operations (M&O) tax rate of \$0.1400 is the maximum rate that the College may adopt as approved by the voters on November 5, 2013. The College will maintain the 2016 M&O rate of \$0.1400.

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

Public Hearings Prior to Adoption of the Proposed 2017 Tax Rate

STC was required to hold two public hearings and publish special notices before adopting the proposed tax rate of \$0.1850 since this rate exceeds the lower of the effective tax rate or the rollback tax rate. At the August 22, 2017 Board of Trustees meeting, the Board of Trustees took a record vote and scheduled the two public hearings for the proposed tax rate of \$0.1850.

First Public Hearing

The first Public Hearing on the proposed 2017 tax rate was held on Tuesday, September 5, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Second Public Hearing

The second Public Hearing on the proposed 2017 tax rate was held on Tuesday, September 12, 2017 at 5:30 p.m. and special notices were published in accordance with state law.

Regular Board Meeting

The Board of Trustees of South Texas College is scheduled to take action on the proposed 2017 tax rate at a public meeting to be held on September 19, 2017 at South Texas College, Board Room, Annex Bldg., 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

New Voting Requirements

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

For South Texas College Board of Trustees, this means that successful establishment of the proposed 2017 Tax Rate requires the support of at least five of the seven Trustees. This rule is beyond the normal quorum and voting requirements for other action.

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

While the proposed tax rate has not increased over the past year, the proposed rate does exceed the effective tax rate, as defined by the State. Because of this, State tax code requires that the motion to adopt the proposed 2017 Tax Rate be made according to the following script:

"I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively a 2.83 percent increase in the tax rate."

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize by record vote the Order establishing the tax rate for the 2017 tax year as presented. The motion must be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.1850, which is effectively a 2.83 percent increase in the tax rate."

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

The Board of Trustees of South Texas College approves and authorizes by record vote the Order establishing the tax rate for the 2017 tax year as presented.

Approval Recommended:

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

President

ORDER

AN ORDER ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE SOUTH TEXAS COLLEGE DISTRICT FOR THE FISCAL YEAR ENDING AUGUST 31, 2018 AND THE TAX YEAR 2017 IN CONFORMITY WITH THE PROPERTY TAX CODE OF THE STATE OF TEXAS; AND ORDERING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

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

SECTION I: There shall be and is hereby levied for the fiscal year ending August 31, 2018, and the Tax Year 2017, upon the assessed value of all property of every description subject to taxation within the South Texas College District on the 1st day of January A.D. 2017, the following taxes rates, to wit:

- (a) An ad valorem tax to be computed at the rate of \$ 0.1400 per \$100 of the assessed value thereof estimated in lawful currency of the United States of America for the purpose of paying the annual maintenance expense of the College for the period ending August 31, 2018 as provided in the Appropriation Order adopted by the Board of Trustees of the South Texas College District, and when collected such monies are to be deposited in the fund therefore and disbursed for the purposes stated in said Order.
- (b) An ad valorem tax of be computed at the rate of \$ 0.0450 per \$ 100 of the assessed value thereof estimated in lawful currency of United States of America for the purpose of paying the interest and principal on the outstanding series 2007, series 2010, series 2014, and series 2015 bonds issue of the South Texas College District, such levy being in conformity with the requirement of the levy of taxes hereof made by Order of the Board of Trustees of the South Texas College District relating to such indebtedness.
- (c) THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.
- (d) THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.79 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.

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

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

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

CONSIDERED, PASSED, AND APPROVED this 19th day of September, 2017 at a meeting of the Board of Trustees of the South Texas College District at which a quorum was present and which was held in accordance with Chapter 551, Texas Government Code.

SIGNED this 19th September, 2017

South Texas College District

By: _____
Alejo Salinas Jr., Chair

I hereby certify that the above Order passed on September 19th, 2017 by the following record vote:

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

ATTEST:

By: _____
Graciela Farias, Vice-Chair

Proposed 2017 Property Tax Rates

Board of Trustees
Regular Board Meeting
September 19, 2017



Proposed Tax Rates



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

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

Proposed Tax Rates

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

Effective
Tax Rate

Rollback
Rate

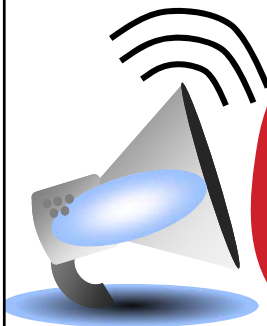
Effective and Rollback Rates

- Effective rate is the rate that when multiplied by the current taxable value of properties that were also on the tax roll last year, will generate last year's taxes.
- Rollback tax rate is a calculated rate that divides the overall property taxes into two categories — maintenance and operations (M&O) and debt service, also called interest and sinking (I&S).
 - Rollback tax rate calculations allows the college to raise the same amount of M&O money raised in the last year, plus an 8 percent increase.
 - The new M&O rate is added to the amount needed to pay the coming year debt obligations.

Tax Rates Calculations

	M&O Rate	Debt Rate	Rate	Revenue
Effective Tax Rate			\$0.1799	\$65,341,346
Rollback Tax Rate	\$0.1470	\$0.0450	\$0.1920	\$69,407,237
Proposed Tax Rate	\$0.1400	\$0.0450	\$0.1850	\$67,055,068

Proposed Total Tax Rate: \$0.1850



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

- the effective tax rate of (\$0.1799) or;
- the rollback tax rate of (\$0.1920)

Required Steps:

- ✓ September 5, 2017 - 1st Public Hearing - **Completed**
- ✓ September 12, 2017 - 2nd Public Hearing – **Completed**
- September 19, 2017 - Meeting to adopt tax rate

Thank You Questions?



2017 Property Tax Rates in South Texas College

This notice concerns the 2017 property tax rates for South Texas College. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$44,258,225
Last year's debt taxes	\$14,225,858
Last year's total taxes	\$58,484,083
Last year's tax base	\$31,613,017,838
Last year's total tax rate	\$0.1850/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$58,342,964
÷ This year's adjusted tax base (after subtracting value of new property)	\$32,418,576,561
=This year's effective tax rate	\$0.1799/\$100
(Maximum rate unless unit publishes notices and holds hearings.)	

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$44,151,668
÷ This year's adjusted tax base	\$32,418,576,561
=This year's effective operating rate	\$0.1362/\$100
x 1.08 =this year's maximum operating rate	\$0.1470/\$100
+ This year's debt rate	\$0.0450/\$100
= This year's total rollback rate	\$0.1920/\$100

Statement of Increase/Decrease

If South Texas College adopts a 2017 tax rate equal to the effective tax rate of \$0.1799 per \$100 of value, taxes would increase compared to 2016 taxes by \$1,966,641.

Schedule A - Unencumbered Fund Balance

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

Type of Property Tax Fund	Balance
Interest and Sinking Money Market Account	11,928,653

Schedule B - 2017 Debt Service

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

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
South Texas College District Limited Tax Refunding Bonds, Series 2007	6,380,000	319,000	0	6,699,000
South Texas College District Limited Tax Refunding Bonds, Series 2010	2,075,000	116,700	0	2,191,700
South Texas College District Limited Tax Bonds, Series 2014	0	2,687,500	0	2,687,500
South Texas College District Limited Tax Bonds, Series 2015	610,000	4,086,606	0	4,696,606
Total required for 2017 debt service				\$16,274,806
- Amount (if any) paid from Schedule A				\$1,125,000
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2017				\$15,149,806
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2017				\$0
= Total debt levy				\$15,149,806

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

Name of person preparing this notice: Mary G. Elizondo
 Title: Vice President for Finance and Administrative Services
 Date Prepared: 08/02/2017

Notice of Public Hearing on Tax Increase

The South Texas College will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 2.83 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 5, 2017 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

The second public hearing will be held on September 12, 2017 at 5:30 PM at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas.

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

FOR:

Alejo Salinas, Jr.
Rose Benavides
Gary Gurwitz

Graciela Farias
Paul P. Rodriguez
Roy De Leon

AGAINST:

PRESENT and not voting:

ABSENT: Jesse Villarreal

The average taxable value of a residence homestead in South Texas College last year was \$68,051. Based on last year's tax rate of \$0.1850 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$125.89.

The average taxable value of a residence homestead in South Texas College this year is \$70,187. If the governing body adopts the effective tax rate for this year of \$0.1799 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$126.27.

If the governing body adopts the proposed tax rate of \$0.1850 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$129.85.

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

NOTICE OF TAX REVENUE INCREASE

The South Texas College conducted public hearings on September 5, 2017 and September 12, 2017 on a proposal to increase the total tax revenues of the South Texas College from properties on the tax roll in the preceding year by 2.83 percent.

The total tax revenue proposed to be raised last year at last year's tax rate of \$0.1850 for each \$100 of taxable value was \$58,484,083.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, excluding tax revenue to be raised from new property added to the tax roll this year, is \$59,974,367.

The total tax revenue proposed to be raised this year at the proposed tax rate of \$0.1850 for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is \$62,164,446.

The Board of Trustees of South Texas College is scheduled to vote on the tax rate that will result in that tax increase at a public meeting to be held on September 19, 2017 at South Texas College, Board Room, Annex Bldg, 2nd Floor, 3201 W. Pecan, McAllen, Texas at 5:30 PM.

The Board of Trustees of South Texas College proposes to use the increase in total tax revenue for the purpose of supporting the College's maintenance and operations expenses including additional costs for bond facilities.

Approval of Resolution to Submit Nominees for the Hidalgo County Appraisal District Board of Directors for FY 2018-2019

Approval of a Resolution to submit nominees for the Hidalgo County Appraisal District Board of Directors is requested.

The Appraisal District Board of Directors consists of six (6) members: five (5) voting members who are appointed by vote and one (1) nonvoting member, which is the County Tax Assessor/Collector, Pablo "Paul" Villarreal, Jr.

The current 2016 - 2017 Appraisal District Board of Directors include:

- Richard A. Garza, Chair
- David Hernandez, Vice-Chair
- Amador Requenez, Secretary
- Albert D. Cardenas, Member
- Aquiles "Jimmy" Garza, Member
- Pablo "Paul" Villarreal, Jr. (Non-voting member, County Tax Assessor)

A voting taxing entity may nominate one (1) but no more than five (5) candidates for the election. Each voting unit shall determine its nomination by written resolution and submit it to the Chief Appraiser before October 16, 2017.

The Resolution follows in the packet.

The Chief Appraiser will prepare and deliver a listing of all candidates properly nominated, and each voting entity will be allowed to vote from this pool of candidates to elect the Board of Directors. This list will be delivered to each entity by October 30, 2017, and the governing bodies of the taxing entities will need to submit a formal resolution announcing their final vote before December 29, 2017.

Recommendation:

It is recommended the Board of Trustees approve and adopt the Resolution to submit nominees for the Hidalgo County Appraisal District Board of Directors.

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

The Board of Trustees of South Texas College approves and adopts the Resolution to submit nominees for the Hidalgo County Appraisal District Board of Directors as presented.

Approval Recommended:

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

HIDALGO COUNTY APPRAISAL DISTRICT

ADMINISTRATION
Rolando Garza, Chief Appraiser
Jorge Gonzalez, Asst. Chief Appraiser
PO Box 208
Edinburg, TX 78540-0208
(956) 381-8466 (956) 565-2461
Administration Fax: (956) 289-2120



www.hidalgoad.org

BOARD OF DIRECTORS
Richard A. Garza Chairman
David Hernandez Vice-Chairman
Amador Requenez Secretary
Albert D. Cardenas Member
Aquiles "Jimmy" Garza Member
Pablo "Paul" Villarreal, Jr. Member

September 11, 2017

South Texas College
Attn: Mr. Andrew Fish
3101 W. Pecan Blvd.
McAllen, TX 78501

Re: Selection of Board of Directors 2018-2019

The deadline to submit a resolution nominating a candidate or candidate(s) for the Board of Directors of the Hidalgo County Appraisal District for 2018-2019 is **October 16, 2017**. Once you have nominated someone please forward the resolution(s) to our office as soon as possible. Please note that your jurisdiction may nominate one or as many as five (5) candidates. An example of a resolution is attached or you may submit one prepared by your office.

The ballots will be prepared and forwarded to all voting entities as soon as practical after October 16, 2017 but before October 30, 2017. Voting entities will have until December 15, 2017 to submit their votes by written resolution to our office. The winners will then be declared and all entities will be notified by December 29, 2017.

Should you have any questions or need any guidance in this process please do not hesitate to contact me at (956) 381-8466.

Sincerely,

A handwritten signature in cursive script that reads "Rolando Garza".

Rolando Garza, RPA
Chief Appraiser

RG: pma

Attachment

RESOLUTION

A RESOLUTION OF THE BOARD OF TRUSTEES FOR SOUTH TEXAS COLLEGE EXPRESSING ITS NOMINATION FOR APPRAISAL DISTRICT DIRECTORS FOR 2018 - 2019 ON THE HIDALGO COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS:

WHEREAS, the Board of Trustees for South Texas College are authorized to make nominations for each position to be filled in the Hidalgo County Appraisal District Board of Directors; and

WHEREAS, these directors shall serve a two (2) year term beginning January 1, 2018 and that all taxing entities associated with the Hidalgo County Appraisal District are authorized to nominate one person for said Board; and

WHEREAS, the Board of Trustees for South Texas College must submit the names of the nominee(s) by written resolution to the Chief Appraiser by October 15, 2017.

NOW, THEREFORE, BE IT RESOLVED BY SOUTH TEXAS COLLEGE, that the name(s) of:

1.

2.

3.

4.

5.

are hereby nominated by the South Texas College Board of Trustees to the Hidalgo County Appraisal District Board of Directors.

FURTHER, the South Texas College directs the Chief Appraiser to submit said nomination(s) for consideration by all taxing entities within the Hidalgo County Appraisal District in the upcoming district election.

PASSED AND APPROVED this the 19th day of September, 2017.

Dr. Alejo Salinas, Jr., STC Board Chair

ATTEST:

Mr. Jesse Villarreal, STC Board Secretary

Approval of Resolution to Submit Nominees for the Starr County Appraisal District Board of Directors for FY 2018-2019

Approval of a Resolution to submit nominees for the Starr County Appraisal District Board of Directors is requested.

The Appraisal District Board of Directors consists of five (5) directors who serve a two-year term beginning January 1 of each even year.

A voting taxing entity may nominate one (1) but no more than five (5) candidates for the election. Each voting unit shall determine its nomination by written resolution and submit it to the Chief Appraiser before October 15, 2017.

The Resolution follows in the packet.

The Chief Appraiser will prepare and deliver a listing of all candidates properly nominated, and each voting entity will be allowed to vote from this pool of candidates to elect the Board of Directors. This list will be delivered to each entity by October 30, 2017, and the governing bodies of the taxing entities will need to submit a formal resolution announcing their final vote before December 15, 2017.

Recommendation:

It is recommended the Board of Trustees approve and adopt the Resolution to submit nominees for the Starr County Appraisal District Board of Directors.

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

The Board of Trustees of South Texas College approves and adopts the Resolution to submit nominees for the Starr County Appraisal District Board of Directors as presented.

Approval Recommended:

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

*Starr County Appraisal District
100 N. FM 3167, Ste. 300
Rio Grande City, Texas 78582*



*Rosalva Guerra, RPA
Starr County Chief Appraiser
www.starrcad.org*

*Tel. 956-487-5613
Fax 956-487-8555
rguerra@starrcad.org*

August 24, 2017

Dear Taxing Units:

It is time once again to start with the process of the selection of appraisal district directors. Our appraisal district consists of five(5) directors who serve a two-year term beginning January 1 of each even year. The selection process for appraisal district directors is established in Section 6.03 of the Property Tax Code. I have calculated the number of votes to which each taxing unit is entitled. I am attaching the formula along with the number of votes each unit is entitled as prescribed by subsection (d) of said section.

Please keep in mind the datelines. A summary of the datelines is as follows:

- Before October 1st. Chief Appraiser submits written notice of voting entitlement.
- Before October 15th. Presiding office of governing body submits names of nominees.
- Before October 30th. Chief Appraiser prepares a ballot and delivers to each voting entity.
- Before December 15th. Voting Entity submits votes by **Written Resolution** to the Chief Appraiser
- Before December 31st. Chief Appraiser shall count votes and submit the results to the governing body of each taxing unit and to the candidates.

The new directors will be serving 2018-2019 term. If you have any questions, please contact me anytime.

Sincerely,

A handwritten signature in cursive script, appearing to read "Rosalva Guerra".

Rosalva Guerra, RPA

BOARD OF DIRECTORS

VOTING ENTITLEMENT

2017

FORMULA:

TAXING UNIT'S LEVY/TOTAL LEVY = PERCENTAGE.

PERCENTAGE X 1000 X 5 (# OF MEMBERS) = NUMBER OF VOTES.

TAXING UNIT	2016 TAX LEVY	PERCENTAGE	NUMBER OF VOTES
County of Starr	16,318,184	.3070	1535
Rio Grande City CISD	21,529,019	.4051	2026
Roma ISD	6,434,668	.1211	605
San Isidro ISD	1,963,800	.0370	185
City of Rio Grande	2,341,149	.0441	220
City of Roma	943,807	.0178	89
City of Escobares	116,879	.0022	11
South Texas College	3,494,095	.0657	329
Total Levy	53,141,601	100%	5000

RESOLUTION

A RESOLUTION OF THE BOARD OF TRUSTEES FOR SOUTH TEXAS COLLEGE EXPRESSING ITS NOMINATION FOR APPRAISAL DISTRICT DIRECTORS FOR 2018 - 2019 ON THE STARR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS:

WHEREAS, Section 6.03 of the Texas Property Tax Code outlines the selection procedure of County Appraisal District Directors;

AND WHEREAS, the Board of Trustees for South Texas College are authorized to make nominations for each position to be filled in the Board of Directors of the Starr County Appraisal District;

AND WHEREAS, these directors shall serve a two (2) year term beginning January 1, 2018 and that all taxing entities associated with the Starr County Appraisal District are authorized to nominate one person for said Board;

AND WHEREAS, the Board of Trustees for South Texas College must submit the names of the nominee(s) by written resolution to the Chief Appraiser by October 15, 2017.

NOW, THEREFORE, BE IT RESOLVED BY SOUTH TEXAS COLLEGE, that the name(s) of:

1. _____
2. _____
3. _____
4. _____
5. _____

are hereby nominated by the South Texas College Board of Trustees to the Starr County Appraisal District Board of Directors.

FURTHER, the South Texas College directs the Chief Appraiser to submit said nomination(s) for consideration by all taxing entities within the Starr County Appraisal District in the upcoming district election.

PASSED AND APPROVED this the 19th day of September, 2017.

Dr. Alejo Salinas, Jr., STC Board Chair

ATTEST:

Mr. Jesse Villarreal, STC Board Secretary

Review of Presentations to the Education and Workforce Development Committee on September 12, 2017

The following presentations were delivered to the Education and Workforce Development Committee on Tuesday, September 12, 2017:

1) Review and Discussion Regarding Pilot Program for Online Dual Credit Courses for International High School Students

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, and Mr. Joseph Haske, English Instructor, provided a brief overview of South Texas College's pilot online dual credit program for students in Reynosa, Mexico.

Background – Growth of Demand in Reynosa, Mexico

For the last several years, the College has seen an increase in the number of students transitioning from high school in Reynosa, Mexico and seeking admission to a U.S. institution of higher education. This growth in Reynosa has led to an increase in high-quality competitive private "preparatorias" to serve these students.

The College has been approached by various preparatorias and universities in order to establish collaborative partnerships and educational pathways for students in career and academic fields.

Development of Pilot Program to Serve International Students

During the Spring 2017 semester, College representatives visited with administrators from the Instituto Internacional de Estudios Superiores (IIES) to discuss the possibility of a pilot program for IIES high school students to enroll in an online course with South Texas College as dual credit students.

Mr. Matthew S. Hebbard, Vice President of Student Affairs and Enrollment Management and Mr. Cristobal Benavides, Coordinator of College Connections, led a team of College representatives to conduct parent and student meetings regarding the possibility of and gauging interest in a pilot program. Parent and student meetings were held at the IIES campus in Reynosa in coordination with IIES administration. These meetings included presentations regarding costs for the course, support for students, and the pathway to transition to South Texas College after high school graduation.

This Pilot Program was developed in alignment with the College Strategic Direction 1: Clear Pathways, and seeks to offer international high school students a seamless transition to attend South Texas College upon graduation from their secondary school.

This Pilot Program was also aligned with Strategic Direction 2: Access and Success, and Strategic Direction 5: Collaboration, and served as an effort to open access to

South Texas College and further collaborate with partners in Reynosa Mexico, as part of the overall regional goal of closer integration with industrial and economic partners that span the international border.

Pilot Program – First Cohort

These initial meetings demonstrated the interest and enthusiasm for the program. The College identified eight students and families, who subsequently completed the College application for admission, testing and advisement processes.

During the final registration process, one student elected not to proceed with the course and seven students in total were confirmed to enroll in the course with parental approval.

Pilot Program – Course Offering

English 1301, Composition I, was identified as the best course to pilot this program. Mr. Joe Haske, a current South Texas College faculty member, served as the faculty of record for the Pilot Program course.

This course offering followed the same syllabus, including curriculum, requirements, and learning outcomes, as any section of English 1301 offered on any South Texas College Campus or offered to any other online student.

The course began on Monday, August 28th and would continue through Friday, December 15th. All instruction for the course is online, and students were able to access the course via computer labs at the IIES campus or at home from Reynosa. Mr. Haske continued to conduct virtual meetings with individual students using the Blackboard online course system.

Mr. Hebbard and Mr. Haske planned to conduct periodic meetings with students during the semester to ensure all students are staying on track to be successful. No instruction would occur in Reynosa or at the IIES campus.

Pilot Program – Cost to Students

South Texas College does not have a Dual Credit Program Memorandum of Understanding with IIES, and no tuition or fees are waived for these dual credit participants. The participating students are billed tuition and applicable fees appropriate to the course and their residency status. International students are billed according to the Board-approved “Non Resident Tuition” schedule unless they otherwise qualify for Out-of-District Tuition or In-District Tuition.

Pilot Program – Cost to South Texas College

Offering the online dual credit costs bears no additional cost to South Texas College than any other traditional or dual credit online course. The College would offset its

normal operating costs through the collection of international tuition and fees from participating students.

Future Dual Credit Offerings for International Students

The College would continue to monitor its effectiveness and benefit for the College and the participating students, and to gauge the interest of students in Reynosa for further course offerings. No plans had been developed for the Spring 2018 semester at the time.

2) Review and Discussion Regarding the Rescission of Deferred Action for Childhood Arrivals (DACA)

In June 2012, then President Obama issued an Executive Order, referred to as the Deferred Action for Childhood Arrivals (DACA). The purpose of this Executive Order was to provide a pathway for legal residency for illegal immigrants who had been brought to the United States as children and had been raised in the United States.

On September 5, 2017, President Trump's administration issued a statement that the DACA program would be rescinded over the course of the following six months.

Dr. Shirley A. Reed, College President, and Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, provided a brief overview of the DACA program, and the anticipated impact of this rescission on the College's students and employees.

They were joined by a group of faculty who were leading efforts to provide necessary guidance to help affected students and staff find reliable sources of information and support. Dr. Christopher Nelson, Mr. Joel Jason Rodriguez, and Mr. Trinidad Gonzales joined Dr. Reed and Mr. Hebbard in responding to questions.

DACA as a Pathway for Legal Residency

The pathway for legal residency included protections from deportation and eligibility for a work permit. Upon approval of an applicant, DACA status would be granted for two years, at which time the applicant would need to file for renewal to maintain protection from deportation and eligibility to legally work in the United States.

Eligibility for DACA Status

DACA was explicitly provided as a protection for those who came to the United States as children. Eligibility was reserved for children who came to the United States prior to their 16th birthday, had arrived and continuously resided in the United States since June 15, 2007, and who were below the age of 31, and physically present in the United States, on June 15, 2012.

Furthermore, DACA status would only be available for applicants who were currently in school, had graduated from high school (or a GED certificate), or had been honorably discharged from the armed forces.

Any applicant with a felony conviction or otherwise deemed a threat to national security or public safety would not be granted DACA status.

Rescission of DACA

On September 5, 2017, the US Attorney General issued a memorandum establishing a six month window for the rescission of the DACA program. As per the memorandum:

- Any pending Initial or Renewal Applications properly filed by September 5, 2017 would still be reviewed and considered on an individual, case-by-case basis.
- No new Initial Applications would be accepted after September 5, 2017
- New Renewal Applications for current beneficiaries whose benefits expire before March 5, 2017, would be accepted through October 5, 2017.

Importantly, the Department of Homeland Security announced that it does not intend to terminate existing DACA status through this rescission, and currently approved DACA status would remain for the duration of any current validity period.

President Trump's administration has provided a six month timeline for the end of the DACA program. The administration has urged Congress to pass the necessary law(s) prior to this ending of the DACA program, to provide any appropriate remedy to those residents previously served by the DACA program.

South Texas College – Student Residency Status

State and Federal laws do not require or permit Texas community colleges to require students to provide documentation of citizenship or legal federal residency status.

South Texas College does not ask students to comment on their federal residency or DACA program status at any time.

From the College's perspective, the residency question boils down to a student's eligibility for in-district, in-state, or out-of-state tuition. Texas law (SB 1528 in the 79th Legislative Session) requires that a student can establish a claim to residency if they lived in Texas for the three years leading up to high school graduation or the receipt of a GED and they resided in Texas for the year prior to enrollment in an institution of higher education.

South Texas College Students and DACA Rescission

South Texas College is not permitted under federal law to require students to prove their legal federal residency status. The College does not specifically maintain records

on federal residency status and is not required to ask or report on students' residency status, unless compelled to release records that incidentally include resident status.

Students are encouraged to reach out to Counseling Services for further information and confidential guidance on their options.

South Texas College Employees and DACA Rescission

South Texas College complies with federal employment law, which includes the mandatory I-9 verification process for employment authorization to work in the U.S. The Office of Human Resources receives acceptable I-9 documentation in compliance with federal law, including temporary Employment Authorization Documents (EAD) issued by the Department of Homeland Security; however, the Office of Human Resources does not ask or track whether any EAD was issued as part of the DACA program.

The Office of Human Resources does track the expiration of EADs, as required by federal law. Upon the expiration of any EAD used to complete their I-9 verification, an employee is required to provide updated documentation to demonstrate their continued employment eligibility.

Current or future employees would face termination upon the expiration, termination, or revocation of their DACA/EAD. Employees are encouraged to reach out to the Office of Human Resources for further information and confidential guidance on their options.

This report is provided for the Board's information and feedback to staff, and no action was taken.

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

Approval of the following award of proposals, purchases, and renewals (Non-Bond Proceeds) is requested as follows:

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

A. Awards

1) Office Supplies (Award)

Award the proposal for office supplies for the period beginning October 1, 2017 through September 30, 2018 with two one-year options to renew, at an estimated amount of \$475,000.00. The vendors are as follows:

- **Primary:** **Gateway Printing and Office Supply, Inc.** (Edinburg, TX)
- **Secondary:** **Cielo Office Products** (McAllen, TX) and
 Copy Plus, LLC. (McAllen, TX)

The proposal award to each vendor will be based upon the services they provide, their pricing, and their product availability.

Purpose: It is requested to award the proposal for office supplies which will include but not limited to paper, pens, markers, folders, indexes, batteries, binders, labels, dividers, post it notes, and tape.

Justification and Benefit – The office supplies are needed for the day to day operation of the College’s instructional programs and support services. Consideration when purchasing of products include delivery services, pricing, and availability of items.

Background – Proposal documents were advertised on July 24, 2017 and July 31, 2017 and issued to seven (7) vendors. Five (5) responses were received on August 8, 2017 and reviewed by the Division of Technology, Division of Nursing and Allied Health, and Purchasing Department.

Funds for this expenditure are budgeted in the requesting department budgets for FY 2017 – 2018.

2) Printing of Stationery (Award)

Award the proposal for printing of stationery for College departments for the period beginning September 20, 2017 through September 19, 2018 with two one-year options to renew, at an estimated total annual amount of \$25,000.00. The vendors are as follows:

#	Service	Vendor	Amount
1	Official Stationery	Go Press, LLC./dba Minuteman Press (McAllen, TX) (New)	\$10,000.00
2	Business Cards	Copy Plus (McAllen, TX)	\$15,000.00

- Alternate: **San Antonio Printing** (McAllen, TX)

Purpose – The Office of Public Relations and Marketing is requesting the printing of stationery (business cards, letterheads, second sheets and envelopes) for use by all the College programs and departments to provide contact information for networking and communication with both internal and external audiences (students, colleagues, staff, vendors, and community).

Justification and Benefit – Stationery (business cards, letterheads, second sheets and envelopes) is required and requested by departments and used in providing information related to registration, upcoming events, financial services, and business communication to faculty, staff, students and the community.

Background – Proposal documents were advertised on August 10, 2017 and August 17, 2017 and issued to seven (7) vendors. Five (5) responses were received on August 25, 2017 and reviewed by the Office of Public Relations and Marketing Department and Purchasing Department.

Funds for this expenditure are budgeted in the Office of Public Relations and Marketing budget for FY 2017 – 2018.

B. Instructional Items

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

Renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2017 through November 24, 2018, at an estimated amount of \$60,000.00 with the following vendors:

a	Burton Companies (Weslaco, TX)	b	International Industrial Supply Company (Brownsville, TX)
c	MSC Industrial Supply Company (Harlingen, TX)	d	Rex Supply Company (Pharr, TX)

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

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

Background – The Board awarded the contract for industrial supplies, materials, and accessories at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins November 25, 2017 and ends November 24, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/25/15-11/24/16	2 – one year options
1 st Renewal	9/27/16		11/25/16-11/24/17
2 nd Renewal	9/19/17		11/25/17-11/24/18

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 Institute for Advanced Manufacturing and Advanced Manufacturing Technology budgets for FY 2017 – 2018.

C. Non – Instructional Items

4) Advertisement – Classified Ads (Purchase)

Purchase advertisement – classified ads from **AIM Media Texas/The Monitor** (McAllen, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$80,000.00.

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

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

Funds for this expenditure are budgeted in the Purchasing Department, Business Office, and Human Resources budgets for FY 2017 – 2018.

5) Chiller Maintenance Services Agreement (Purchase)

Purchase a chiller maintenance services agreement from **Johnson Controls, Inc.** (Corpus Christi, TX), through The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period beginning November 21, 2017 through November 20, 2018, at an annual amount of \$51,900.00 for scheduled services and an estimated amount of \$70,000.00 as needed for repair services. The total annual amount is \$121,900.00.

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

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

- Quarterly Inspections – 16 Chillers
 - ⇒ Check refrigerant circuit for leaks
 - ⇒ Check operating pressures and temperatures
 - ⇒ Oil Analysis
 - ⇒ Check electrical connections

- Semi Annual Inspections – 2 Chillers
 - ⇒ Meg windings
 - ⇒ Operating controls

- Annual Inspection – 16 Chillers
 - ⇒ Operating Controls
 - ⇒ Inspect thermal insulation for integrity
 - ⇒ Clean condenser tubes
 - ⇒ Clean control panel interior

Funds for this expenditure are budgeted in the Facilities (Mechanical Systems) budget for FY 2017 – 2018.

6) Lease of Storage Warehouse (Purchase)

Purchase lease of storage warehouse from the **McAllen Foreign Trade Zone** (McAllen, TX) a Board approved vendor, for the period beginning January 1, 2018 through December 31, 2018, at a monthly amount of \$4,722.00 plus \$500.00 annually for utilities, at a total annual amount of \$57,164.00.

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

Justification and Benefit – The items currently stored in this space are various classroom and office furniture items that are distributed as requested and needed throughout the district. The space will also be used during bond construction and for continuing staging of furniture and equipment during occupancy and retrofit of facilities.

Background – The College issued a bid for rental of storage facilities and awarded at the July 28, 2015 Board of Trustees meeting to the McAllen Foreign Trade Zone. This vendor has been used in FY 2017 and FY 2018 for the storage of furniture and equipment.

Funds for this expenditure are budgeted in the Facilities Planning and Construction Budget for FY 2017 - 2018.

7) Parts and Supplies (Purchase)

Purchase parts and supplies from **Grainger, Inc.** (Austin, TX/McAllen, 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 \$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, fitting, 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.

8) Professional Agency and Media Planning Services (Purchase)

Purchase professional agency and media planning services from **Richards Carlberg, Inc. / dba Richards Carlberg** (Houston, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount that includes approximately \$365,000 in production costs/fees and \$706,562 in advertising costs, for a total annual amount of \$1,071,562.00. Further breakdown of costs is provided below.

Purpose – The Office of Public Relations and Marketing is requesting to continue the agency services in FY 2017 - 2018 to provide marketing strategy, brand management and creative design services to the College to support its ongoing marketing initiative and goals to increase student enrollment, build positive regional perceptions, and reinforce community pride in the institution. The services include but are not limited to: creative design, concept development, copywriting, and production of marketing materials. Materials produced include but are not limited to: campaign theme, digital illustrations, online ads, radio scripts and recordings, television scripts and videos, print ads, billboard designs, photography, and marketing guidelines as requested. The services provided and materials produced by Richards Carlberg are utilized throughout the College's many marketing initiatives including spring, summer and fall enrollment campaigns, continuously refining the College's brand identity, and growing the College's brand awareness throughout the Rio Grande Valley and beyond.

Breakdown of the associated costs include:

- Agency Fees: \$200,000.00
Agency fees cover the costs associated with the specialized services offered by Richards/Carlberg and outlined within the scope of work.

- Production: \$155,000.00
Production covers the actual costs related to the production. These costs are generally associated with the creative development (commercials, photos, illustrations, billboards, etc.) needed to support the media plan.
- Out of Pocket: \$10,000.00
Out of pocket expenses include, but are not limited to, travel, shipping, color copies and phone charges. These expenses will be estimated and approved prior to being incurred.
- Media/Advertising: \$706,562.00
Costs for paid media purchased on the client's behalf (i.e. broadcast, print, outdoor, online, alternative or digital media)

Richards Carlberg and South Texas College may agree to reallocate dollars among Production and Media budgets without impacting the commissions due to agency as long as the total budget is not exceeded.

The Office of Public Relations and Marketing is also requesting to continue leveraging Richards Carlberg's Brand Media team as the College's Agency of Record. This will authorize the agency to coordinate the purchase of media time and space on behalf of the College. By serving as our Agency of Record, the College will also be able to leverage their team for media negotiations and advanced reporting of marketing metrics.

Justification and Benefit – Ongoing maintenance and expansion of any campaign is vital to its success and longevity. Continuing to partner with Richards Carlberg will allow the College to enhance the branding and enrollment campaign by incorporating new elements not originally included at launch and to further increase the efficiency of its media performance through optimization based on learnings from previous campaigns.

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

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

Background – The Board awarded a contract for the professional agency and media planning services which included the rebranding of South Texas College at the March 26, 2013 Board of Trustees meeting to Richards Carlberg in the amount of \$200,125.00 for

FY 2014. Renewals to continue services have been approved in FY 2015 for \$ 261,000.00, FY 2016 for \$955,400.00, and FY 2017 for \$1,051,000.00.

Funds for this expenditure are budgeted in the Public Relations and Marketing – Advertising budget for FY 2017-2018.

9) Food Service – Nursing and Allied Health Campus (Renewal)

Renew the food service – Nursing and Allied Health Campus contract with **Domine Catering, LLC.** (McAllen, TX), for the period beginning October 19, 2017 through January 15, 2018, with a 5% commission of total monthly sales and a 2% escalation on prices.

Purpose – Food Services is requesting to renew the food service contract for the Nursing and Allied Health Campus cafeteria to serve students, faculty, and staff in the existing building. South Texas College Food Services Department will take over operations at the Dr. Ramiro R. Casso Nursing and Allied Health Campus effective Tuesday, January 16, 2017.

Justification and Benefit – The Dr. Ramiro R. Casso Nursing and Allied Health Campus is in need of food services Monday through Friday for breakfast and lunch. It will include some of the following items: breakfast tacos, hot and cold sandwiches, salads, chips, cookies, and drinks.

Award	Board Meeting Date	Original Term	Renewal Term
Original	8/23/16	10/19/16–10/18/17	2 – one year options
1 st Renewal	9/19/17		10/19/17 – 1/15/18

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

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

Renew the promotional t-shirts for student outreach contracts, for the period beginning November 27, 2017 through November 26, 2018, at an estimated amount of \$64,000.00 with the following vendors:

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

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

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

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

- Student Activities and Wellness - \$23,000.00
 - ⇒ Student Intramural Sport Teams (Basketball, Soccer, Flag Football, Dodge Ball, Volleyball, champions, etc.)
 - ⇒ Student Leadership Academy and Student Government Association
 - ⇒ Get out the vote, voter registration drives
 - ⇒ Student Activities and Wellness events for marketing and recruitment (Earth Day, etc.)
 - ⇒ First Year Connection Orientations (Spring, Summer, and Fall semesters)
 - ⇒ Mentoring to Achieve Latino Educational Success (MALES)
 - ⇒ Early College High Schools Sports Tournament
 - ⇒ Various on campus High School visits
 - ⇒ Various visits to High Schools

- College Connections - \$25,000.00
 - ⇒ Shirts are provided to the elementary schools South Texas College has partnered with as part of the College Bound Adopted Elementary Program. Each student is provided a future student t-shirt that is worn on South Texas College Friday’s. The college has the following nine (9) elementary schools: Marcell Elementary, Mission CISD; Roosevelt Elementary, McAllen ISD; Cesar Chavez Elementary, PSJA ISD; North Grammar Elementary, RGCISD; E.B. Reyna Elementary, La Joya ISD; Lincoln Elementary, Edinburg CISD; Progreso West Elementary, Progreso ISD; Taylor Elementary, Mercedes ISD and Weslaco ISD. This program builds a college-going culture in the community the school is based. A 3 rotating year cycle has been implemented to control costs and inventory – 3 schools will receive shirts each year and be rotated.

 - ⇒ Shirts are provided to Junior Jaguar Ambassadors. The College Connections Department hosts the Junior Jaguar Leadership Conference and invites fifth grade students, each year, from the adopted elementary schools to be

commissioned as South Texas College Junior Ambassadors of Higher Education. The students wear their shirt to identify themselves as South Texas College Junior Ambassadors, and are commissioned to spread the message of financial literacy, going to college and staying in school. The students wear their shirts in school and in the community.

- ⇒ South Texas College uses t-shirts for recruitment events and distribution to high school students participating in college bound programs and campus visits. With over 77 high school sites in Hidalgo and Starr Counties, and over 55,000 students in grades 9-12, the college competes with other institutions of higher education to engage and recruit students and their families to attend South Texas College. In 2016, the College Connections' staff conducted over 150 school visits, hosted college bound events and welcomed over 4,000 prospective students to one of our 5 campuses. Shirts are an essential part of the recruitment process.
- ⇒ The College Connections Department leads the Fast Track initiative to transition prospective students to South Texas College. Entering freshmen receive a specially designed shirt that is only given to new students who register for classes. Students are brought to a South Texas College campus to complete the enrollment process – Admissions, Advising, Financial Aid and Registration. Shirts identify students as new Jaguars.
- ⇒ The College Connections Department works with the Dual2Degree Department to increase matriculation rates and connect dual students to South Texas College. Beginning the recruitment process at a younger grade level, the Dual2Degree Department has launched the Dual Convocation and Dual Orientation events to engage students and build a connection. This is a new initiative within the SAEM Division and Dual2Degree Department that will identify students as South Texas College students and build the brand and connection with the institution.
- ⇒ The College Connections Department will be launching the new Student Ambassadors this Fall. Students will be recruited to serve as South Texas College Ambassadors – shirts will identify students and support events. Students will supplement recruitment initiatives and work with Recruiters to connect with students and represent the institution at Community events. Retention and persistence will also be targeted.
- ⇒ South Texas College t-shirts are provided as promotional giveaways at recruitment events, community events, college fairs, and local schools. The South Texas College t-shirts build excitement about the college and are worn by students on College Fridays.

Background – The Board awarded the contracts for promotional t-shirts for student outreach at the November 24, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins November 27, 2017 and ends November 26, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	11/24/15	11/27/15–11/26/16	2 – one year options
1 st Renewal	9/27/16		11/27/16–11/26/17
2 nd Renewal	9/19/17		11/27/17–11/26/18

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 Public Relations and Marketing, Student Activities, and College Connections budgets for FY 2017 - 2018.

D. Technology Items

11) Audio Visual Equipment and Supplies (Purchase)

Purchase audio visual equipment and supplies for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$130,000.00, which is based on prior year expenditures, with the following purchasing cooperative vendors:

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

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

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

- Headphones – Distance Education, Instructional Technologies and Academic programs

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

Funds for this expenditure are budgeted in the requesting department budgets for FY 2017 – 2018.

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

Purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$270,000.00, which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard, and National Cooperative Purchasing Alliance (NCPA)	\$10,000.00
CDW Government (Vernon Hills, IL) – State of Texas Information Resources (DIR), National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN), National Joint Power Alliance (NJPA), Harris County Dept of Ed – Choice Partners, and The Interlocal Purchasing System (TIPS)	\$100,000.00
Dell Marketing, LP. (Dallas, TX) – Department of Information Resources	\$100,000.00
GovConnection (Merrimack, NH) – State of Texas Department of Information Resources (DIR), Harris County Dept of Ed – Choice Partners, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)	\$20,000.00
SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Cooperative Services, Purchasing Association of Cooperative Entities (PACE), The Interlocal Purchasing System (TIPS), and Harris County Dept of Ed – Choice Partners	\$40,000.00

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

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

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

Funds for this expenditure are budgeted in the Educational Technologies, Library Services, Central Receiving, Distance Education, and other departments and academic programs budgets for FY 2017 – 2018.

Recommendation:

The Finance, Audit, and Human Resources Committee recommend for Board approval at the September 19, 2017 Board meeting the award of proposals, purchases, and renewals (Non-Bond Proceeds) as listed below:

At the Finance, Audit, and Human resources Committee meeting on September 12, 2017, a Chiller Maintenance Services Agreement, was incorrectly listed among the non-bond purchasing items. Staff has confirmed that this purchase is for the maintenance of chiller equipment purchased under the 2013 Bond Construction Program. This purchasing item has been moved to be included among the items to be purchased with bond proceeds as part of a separate agenda item.

A. Awards

B. Instructional Items

C. Non- Instructional Items

D. Technology Items

A. Awards

1) **Office Supplies (Award):** award the proposal for office supplies for the period beginning October 1, 2017 through September 30, 2018 with two one-year options to renew, at an estimated amount of \$475,000.00. The vendors are as follows:

- **Primary: Gateway Printing and Office Supply, Inc.** (Edinburg, TX)
- **Secondary: Cielo Office Products** (McAllen, TX), and **Copy Plus, LLC.** (McAllen, TX)

2) Printing of Stationery (Award): award the proposal for the printing of stationery for the period beginning September 20, 2017 through September 19, 2018 with two one-year options to renew, at an estimated amount of \$25,000.00. The vendors are as follows:

#	Service	Vendor	Amount
1	Official Stationery	Go Press, LLC./dba Minuteman Press (McAllen, TX) (New)	\$10,000.00
2	Business Cards	Copy Plus (McAllen, TX)	\$15,000.00

- Alternate: **San Antonio Printing (McAllen, TX)**

B. Instructional Items

3) Industrial Supplies, Materials, and Accessories (Renewal): renew the industrial supplies, materials, and accessories contracts for the period beginning November 25, 2017 through November 24, 2018, at an estimated amount of \$60,000.00 with the following vendors:

a	Burton Companies (Weslaco, TX)	b	International Industrial Supply Company (Brownsville, TX)
c	MSC Industrial Supply Company (Harlingen, TX)	d	Rex Supply Company (Pharr, TX)

C. Non-Instructional Items

4) Advertisement – Classified Ads (Purchase): purchase advertisement – classified ads from **AIM Media Texas/The Monitor (McAllen, TX)**, a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$80,000.00;

5) Chiller Maintenance Services Agreement (Purchase): purchase a chiller maintenance services agreement from **Johnson Controls, Inc. (Corpus Christi, TX)**, through The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, for the period beginning November 21, 2017 through November 20, 2018, at an annual amount of \$51,900.00 for scheduled services and an estimated amount of \$70,000.00 as needed for repair services. The total annual amount is \$121,900.00;

6) Lease of Storage Warehouse (Purchase): purchase lease of storage warehouse from the **McAllen Foreign Trade Zone (McAllen, TX)**, a Board approved vendor, for the period beginning January 1, 2018 through December 31, 2018, at a monthly amount of \$4,722.00 plus \$500.00 annually for utilities, at a total annual amount of \$57,164.00;

7) Parts and Supplies (Purchase): purchase parts and supplies from **Grainger, Inc. (Austin, TX/McAllen, 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 \$60,000.00, which is based on prior year expenditures;

8) Professional Agency and Media Planning Services (Purchase): purchase professional agency and media planning services from **Richards Carlberg, Inc./dba Richards Carlberg (Houston, TX)**, a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount that includes approximately \$365,000 in production costs/fees and \$706,562 in advertising costs, for a total annual amount of \$1,071,562.00;

- 9) Food Service – Nursing and Allied Health Campus (Renewal)** – renew the food service – Nursing and Allied Health Campus contract with **Domine Catering, LLC.** (McAllen, TX), for the period beginning October 19, 2017 through January 15, 2018 with a 5% commission of total monthly sales and a 2% escalation on prices;
- 10) Promotional T-Shirts for Student Outreach (Renewal):** renew the promotional t-shirts for student outreach contracts for the period beginning November 27, 2017 through November 26, 2018, at an estimated amount of \$64,000.00, with the following vendors:

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

D. Technology

- 11) Audio Visual Equipment and Supplies (Purchase):** purchase audio visual equipment and supplies for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$130,000.00, which is based on prior year expenditures, with the following purchasing cooperative vendors:

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

- 12) Computer Components, Peripherals, Software, and Supplies (Purchase):** purchase computer components, peripherals, software, and supplies for the period beginning September 1, 2017 through August 31, 2018, at an estimated amount of \$270,000.00, which is based on prior year expenditures, with the following purchasing cooperative vendors:

Vendor/Purchasing Cooperative	Amount
Best Buy (Richfield, MN/McAllen, TX) – Texas Association of School Boards – Buyboard, and National Cooperative Purchasing Alliance (NCPA)	\$10,000.00

<p>CDW Government (Vernon Hills, IL) – State of Texas Information Resources (DIR), National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN), National Joint Power Alliance (NJPA), Harris County Dept of Ed – Choice Partners, and The Interlocal Purchasing System (TIPS)</p>	<p>\$100,000.00</p>
<p>Dell Marketing, LP. (Dallas, TX) – Department of Information Resources</p>	<p>\$100,000.00</p>
<p>GovConnection (Merrimack, NH) – State of Texas Department of Information Resources (DIR), Harris County Dept of Ed – Choice Partners, and National Intergovernmental Purchasing Alliance (NIPA)/Texas Cooperative Purchasing Network (TCPN)</p>	<p>\$20,000.00</p>
<p>SHI Government Solutions, Inc. (Austin, TX) – Texas Association of School Boards – Buyboard, State of Texas Department of Information Resources (DIR), E & I Cooperative Services, Purchasing Association of Cooperative Entities (PACE), The Interlocal Purchasing System (TIPS), and Harris County Dept of Ed – Choice Partners</p>	<p>\$40,000.00</p>

Recommend Action - The total for all award of proposals, purchases, and renewals (Non-Bond Proceeds) is \$2,414,626.00.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the award of proposals, purchases, and renewals (Non-Bond Proceeds) as presented.

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

The Board of Trustees approves and authorizes the award of proposals, purchases, and renewals (Non-Bond Proceeds) as presented.

Approval Recommended:

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

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

Approval of the following purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds is requested as follows:

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

1) Access Control Systems (Purchase)

Purchase access control systems from **ADI Global Distribution** (Houston, TX), a sole source vendor, at a total amount of \$72,472.92.

Purpose – Facilities Planning and Construction and Operation and Maintenance are requesting the purchase order of access control systems for the 2013 Bond Construction Project which includes various buildings at the Pecan, Technology, Mid-Valley, and Nursing and Allied Health campuses.

Justification and Benefit – The access control system equipment will be installed throughout the bond construction projects and will be linked to current access controlled system. This equipment will be used for faculty and staff to enter buildings and office areas by issuing an access control (keyless) card after normal hours and on weekends.

Justification and Benefit – The access control equipment will be used to expand the current system to all bond construction projects. This equipment will allow faculty and staff to have access to buildings, office areas, and IT wiring closets throughout the district.

Funds for this expenditure are budgeted in the 2013 Bond Construction budget for FY 2017 – 2018.

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

2) Rigging Services (Award)

Award the proposal for rigging services to **Plitt Crane & Rigging** (Brownsville, TX), for the period beginning September 20, 2017 through September 19, 2018, with two one-year options to renew, at an estimated amount of \$65,000.00.

Purpose – Facilities Planning and Construction, The Institute for Advanced Manufacturing, and the Advance Manufacturing Technology program require rigging services for the relocation of heavy instructional equipment related to the 2013 Bond Construction Project. Services not related to 2013 Bond Construction Program will also be requested as needed

throughout the award period. Relocation services will be coordinated by the South Texas College Facilities Planning and Construction department.

Justification and Benefit – The College does not have the equipment or expertise for the safe loading, transport, and placement of the manufacturing equipment used in the Institute for Advanced Manufacturing and Advanced Manufacturing Technology programs, nor is it available from a normal moving company. These programs are relocating to the newly renovated Southwest Building at the Technology campus. The equipment must be relocated by professionals that have the correct equipment and training.

Background – Proposal documents were advertised on August 14, 2017 and August 21, 2017 and issued to three (3) vendors. One (1) response was received on August 29, 2017 and review by Facilities Planning and Construction and the Purchasing Department.

Funds for this expenditure are budgeted in the Non-Bond Maintenance & Operation Texas (M&O) Furniture, Fixtures, and Equipment (FFE) and Institutional Moves budgets for FY 2017 – 2018.

3) Digital Mobile Radiographic System (Purchase)

Purchase a digital mobile radiographic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$128,029.00.

Purpose – The Radiologic Technology (RADT) Program in the Division of Nursing and Allied Health is requesting the purchase of a digital mobile radiologic system which will be used the new Nursing and Allied Health Building under the 2013 Bond Construction Program.

Justification and Benefit – The digital mobile radiographic system is needed to optimize student learning and for the development of the students' clinical skills and procedural knowledge. During the radiologic technology students training, they are required to become competent in performing various portable procedures in order complete their Associate of Applied Science (AAS) requirements as well as sit for the American Registry of Radiologic Technologist (ARRT) certification examination upon graduation. This equipment is needed to develop the procedural skills required within the scope of practice as a certified radiographer.

The student obtain their training at the clinical sites that use portable equipment and it is imperative that we are able to simulate procedures at the Nursing and Allied Health campus using the same equipment that they will be working with during their educational training as well as in the workforce upon graduation.

This equipment will provide the students with the simulation training needed in learning portable procedures and equipment operation prior working on actual patients, enabling them to work with the equipment with no limitations.

Funds for this expenditure are budgeted in the Non-Bond Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

4) Portable Ultrasound System (Purchase)

Purchase a portable ultrasound system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$128,310.00.

Purpose – The Diagnostic Medical Program in the Division of Nursing and Allied Health is requesting the purchase of a portable ultrasound system which will be installed on the 3rd floor of the new Nursing and Allied Health Building under the 2013 Bond Construction Program.

Justification and Benefit - The imaging ultrasound system is needed for students to complete their required clinical training in the radiographic program. They will be required to become competent in performing various ultrasound procedures in order complete their Advanced Technical Certificate (ATC) requirements as well as sit for the American Registry of Diagnostic Medical Sonography (ARDMS) certification examination upon graduation. This equipment is needed to develop the procedural skills required within the scope of practice as a certified sonographer.

The students obtain their ultrasound training at clinical sites that predominantly use this equipment and it is imperative that they are able to simulate procedures at the Nursing and Allied Health campus using the same equipment that they will be working with during their educational training as well as in the workforce upon graduation.

This equipment will provide the students with the simulation training needed in learning ultrasound procedures and equipment operation prior to working on actual patients, enabling them to work with the equipment with no limitations.

Funds for this expenditure are budgeted in the Non-Bond Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

5) Radiologic System (Purchase)

Purchase a radiologic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$189,900.00.

Purpose – The Radiologic Technology (RADT) Program in the Division of Nursing and Allied Health is requesting the purchase of a radiologic system which will be installed on the 3rd floor of the new Nursing and Allied Health Building under the 2013 Bond Construction Program.

Justification and Benefit – The radiologic system is needed for RADT students to complete their required training in the radiographic program. The students will be required to

become competent in performing numerous diagnostic procedures in order to complete their Associate of Applied Science (AAS) requirements as well as sit for the American Registry of Radiologic Technologists (ARRT) certification examination upon graduation. This equipment is needed to develop the procedural skills required within the scope of practice as a certified radiographer.

This equipment provides the training and education required for students in the development of their clinical skills because it allows maximum manipulation and equipment controls that will optimize the student learning experience and equipment operation. It is critical for the radiologic technology students to train and equipment that will be optimal in the development of the clinical skills that are required within the scope of practice of a radiologic technologist.

Funds for this expenditure are budgeted in the Non-Bond Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) budget for FY 2017 – 2018.

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

6) Point of Sale System (Award)

Award the proposal for a point of sale system to **TouchNet Information Systems, Inc.** (Lenexa, KS), at a total amount of \$80,783.00. The maintenance and support amount of \$9,363.00 will begin in year two (2).

Purpose - Food Services is requesting the purchase of a Point of Sale (POS) system to be used for the operation of the 2013 Bond Construction Program cafeterias at the Pecan, Mid Valley, and Nursing and Allied Health campuses. This POS system will also be used for the other cafeterias not related to the 2013 Bond Construction consisting of Technology and existing Nursing and Allied Health campuses. The cafeterias serve the faculty, staff, students, and the public.

The POS system includes hardware, software, touch screens, cash registers, and transaction equipment needed for day-to-day operations including processing payment transaction, tracking sales, and inventory control. The POS capabilities also includes advance automatic reporting, availability to set up flexible meal plans, allows on-line and mobile ordering, allows the acceptance of declining balance, offers loyalty programs, such discounts and a redeemable point system. This solution will streamline processes, which will improve the efficiency of the College Food Service operations and is scalable for future growth, such as the OneCard VIP.

Justification and Benefit – The Point of Sale Solution complies with all Payment Card Industry Data Security Standards (PCI DSS). The software is multi-functional and integrates with many of the college's business systems including Banner and the Touchnet Cashiering Module previously purchased from Touchnet that is currently being used by the Cashier Department for all student payment transactions. The College also uses Touchnet MarketPlace for accepting payments for parking permits, testing fees, and

all other college wide special events. It also works seamlessly with the computer system used by the college's banking partner.

Background – Proposal documents were advertised on June 19, 2017 and June 26, 2017 and issued to nine (9) vendors. Six (6) responses were received on July 7, 2017 and reviewed by Food Services, Information Technology and the Purchasing Department.

Funds for this expenditure are budgeted in the Non-Bond Maintenance & Operation Taxes (M&O) Furniture, Fixtures, and Equipment (FFE) and Transfer to Plant Fund budget for FY 2017 – 2018.

Recommendation:

The Finance, Audit, and Human Resources Committee recommended Board approval of the purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as listed below.

On September 12, 2017, the Facilities Committee recommended Board approval of the purchase of the Access Control Systems as presented below.

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

1) Access Control Systems (Purchase): purchase access control systems from **ADI Global Distribution** (Houston, TX), a sole source vendor, at a total amount of \$72,472.92;

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

2) Rigging Services (Award): award the proposal for rigging services to **Plitt Crane & Rigging** (Brownsville, TX), for the period beginning September 20, 2017 through September 19, 2018, with two one-year options to renew, at an estimated amount of \$65,000.00;

3) Digital Mobile Radiographic System (Purchase): purchase a digital mobile radiographic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$128,029.00;

4) Portable Ultrasound System (Purchase): purchase a portable ultrasound system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$128,310.00;

5) Radiologic System (Purchase): purchase a radiologic system from **GE Healthcare** (Chicago, IL), a sole source vendor, at a total amount of \$189,900.00;

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

6) Point of Sale System (Award): award the proposal for a point of sale system to **TouchNet Information Systems, Inc.** (Lenexa, KS), at a total amount of \$80,783.00. The maintenance and support amount of \$9,363.00 will begin in year two (2);

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

Bond Proceeds	\$72,472.92
Non-Bond M&O Taxes	<u>581,924.12</u>
Transfer to Plant Fund	<u>10,097.88</u>
Total	\$664,494.92

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the purchases of the 2013 Bond Construction Program and Related Projects Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as presented.

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

The Board of Trustees approves and authorizes the purchases of the 2013 Bond Construction Program and Related Projects Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as presented.

Approval Recommended:

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

Review and Action as Necessary to Enter Agreement with Access Esperanza Clinic to Establish an Outpatient Clinic on the Mid Valley Campus

Approval to enter into an agreement with Access Esperanza Clinic to establish an outpatient clinic on the Mid Valley Campus starting on February 1, 2018 to January 31, 2019.

Purpose – The establishment of Access Esperanza Clinic at the Mid-Valley Campus to provide students easy access to healthcare education, affordable, and high-quality preventive health care at no or very low cost.

Justification – This outpatient clinic in the Mid Valley Campus will offer preventive health care services for South Texas College students, 18 years of age and older, which will be convenient for easy student access for health services and a healthy lifestyle. Students would have access to following services:

- health screening services and basic management for diabetes,
- high cholesterol
- high blood pressure
- anemia
- urinary tract infection
- cancer screening exams both men and women
- HIV screening test
- sexually transmitted infections testing and treatment
- pregnancy testing
- health care education
- community referral for complex medical treatment and social services

The clinic will be available to all South Texas College students 18 years of age and older, and will open one day per week, unless the demand is greater. Students below the age of 18 would be referred to another clinic as appropriate.

Access Esperanza Clinic will cover all clinical and staffing costs and will operate the clinic. South Texas College would promote the clinic's availability and provide two adjacent classrooms as the clinic site.

The College proposes to use classrooms 211 and 213 at the Mid Valley Campus Building B and charge a monthly facility use rate of \$1.00 per square feet. The charge will be based on two classrooms of 672 square feet each and will result in a total monthly charge of \$1,344.00 and a total annual charge of \$16,128.00. The Nursing and Allied Health Building B is located in the North West corner of the campus.

Background – Access Esperanza Clinic has requested to collaborate with South Texas College specifically to provide healthcare services to its students and will be applying for a grant from the Knapp Community Care Foundation, which will provide additional funds to secure a dietician for the site.

Enclosed Documents – A collaboration letter from Access Esperanza Clinics and a draft Lease Agreement prepared by administration from South Texas College follows in the packet for the Board's review and information.

This Lease Agreement has been reviewed by Legal Counsel, and the enclosed draft has been revised since the presentation to the Finance, Audit, and Human Resources Committee based upon his feedback.

Kathryn Hearn, Community Services Director from Access Esperanza Clinic, attended the September 12, 2017 Finance and Human Resources Committee meeting to address questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board authorization of the College President to negotiate and execute an agreement with Access Esperanza Clinic to establish an outpatient clinic on the Mid Valley Campus starting on February 1, 2018 to January 31, 2019.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the College President to negotiate and execute an agreement with Access Esperanza Clinic to establish an outpatient clinic on the Mid Valley Campus starting on February 1, 2018 to January 31, 2019.

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

The Board of Trustees approves and authorizes the College President to negotiate and execute an agreement with Access Esperanza Clinic to establish an outpatient clinic on the Mid Valley Campus starting on February 1, 2018 to January 31, 2019.

Approval Recommended:

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

**LEASE AGREEMENT
BETWEEN ACCESS ESPERANZA CLINICS AND
SOUTH TEXAS COLLEGE**

This Agreement is made this ____ day of September, 2017, by and between Access Esperanza Clinics, hereinafter referred to as "Access Esperanza Clinics" or "Lessee" and SOUTH TEXAS COLLEGE, hereinafter referred to as "STC" or "Lessor".

WHEREAS, Access Esperanza Clinics desires to enter into a lease agreement ("Lease Agreement") with STC at its Mid Valley Campus, located at 400 North Border Ave, Weslaco, TX 78596, for the use of 1,344 square feet in the Nursing Allied Health Building B.

WHEREAS, Access Esperanza Clinics and STC have agreed it will be mutually beneficial to both parties to lease such real property on the terms and conditions herein contained;

WHEREAS, Access Esperanza Clinics and STC desire to execute this Lease Agreement in order to document the arrangements relating to the lease.

NOW THEREFORE, in consideration of the foregoing and the following, Access Esperanza Clinics and STC hereby agree as follows:

ARTICLE 1 - LEASE

1.01. Lease. For and in consideration of the rents, covenants, and promises herein contained to be kept, performed, and observed by Lessee, Lessor does hereby lease and demise to Lessee and Lessee does hereby rent and accept from Lessor, lease space located in Weslaco, TX, Mid Valley Campus, more particularly described in Exhibit "A", which is attached hereto and made a part hereof for all purposes (hereinafter referred to as the "Leased Premises").

ARTICLE 2 – TERM AND TERMINATION

2.01. Term. This Lease shall be for a term of one (1) year (the "Lease Term"), commencing on February 1, 2018 and ending on January 31, 2019 (the "Termination Date"), subject however, to earlier termination as provided in this Lease.

2.02. Right of Termination. This Lease may be terminated by Lessee upon sixty (60) days written notice to Lessor. This Lease may be terminated by Lessor upon sixty (60) days written notice to Lessee. Notice of termination shall be delivered to the parties

pursuant to Article 21 herein.

ARTICLE 3 – RENT

3.01. Rent. Lessee agrees to pay Lessor a monthly rental of one dollar (\$1.00) per square foot. The rental shall be paid in advance on or before the first day of each month. As is further discussed in paragraph 4.01 below, the lease payment includes at no additional costs all charges for garbage disposal, electrical, water and sewer utility services. (See Exhibit “A.”)

ARTICLE 4– UTILITIES

4.01. Utilities. Lessor shall pay or cause to be paid all charges for heat, gas, electricity and trash removal and Lessor shall pay or cause to be paid all charges for water and sewer. Lessee shall not be responsible for any utility charges used in and about the Leased Premises during the term of this Lease Agreement. Utilities are included as part of space usage fees.

4.02. Services. Utilities and custodial services at the facilities used by Lessee shall be provided by Lessor at the same level as for all other Lessor facilities. Lessor makes no guarantee that utilities or custodial services will be without interruption at any time during the term of this Contract.

ARTICLE 5 – ALTERATIONS

5.01. Renovations & Improvements. Any and all plans for any improvements of the Leased Premises shall be submitted for approval to Lessor in writing no later than thirty (30) days from the commencement date of this Agreement. Lessee shall not proceed to make any alterations, additions, or improvements, to the Leased Premises without the written approval of Lessor.

5.02. Ownership of Improvements & Fixtures. It is expressly understood and agreed that, during the term of this Lease any and all buildings, improvements, fixtures, of whatsoever nature at any time constructed, placed, or maintained on any part of the Leased Premises if not removed by Lessee on or before the date of termination of the Lease shall become the property of Lessor.

ARTICLE 6 – PERMITTED USE OF LEASED PREMISES AND OTHER SERVICES

6.01. Permitted Use. Lessee may use the premises exclusively for use for which Lessee has been organized and as described in Exhibit “B,” which will be primarily for the provision of individualized preventative health care and wellness education to South Texas College students of eighteen years and older.

6.02. Keys. Lessor will provide Lessee a set of key(s) to the Leased Premises. Upon termination of the Lease Agreement, key(s) shall be returned to the South Texas College Director of Facilities Operations and Maintenance or designee.

6.03. Furniture. Lessor agrees to lend desks, tables, and chairs to Lessee with the express condition that said items be returned to STC upon termination of the Lease.

6.04. Access to Campus Parking. Lessee employees will have access to campus parking at Lessor’s Mid-Valley Campus with an appropriate Lessor parking permit. Parking permits will be sold and issued to Lessee’s employees. Parking fines will be assessed if the Lessee employee does not purchase and display the appropriate Lessor parking permit and fines may be issued for parking and moving traffic violations.

6.05. Food Services. Lessee employees will be able to purchase food and drinks at Lessor’s on-campus cafeteria facilities.

6.06. Emergency Notification System. Lessee employees will be included in the Lessor RAVE Alert Emergency Notification System upon Lessee providing the Lessor Information Technology Department with the employee’s Lessee email address, preferred email address, and cell phone number.

6.07. Public Safety Law Enforcement and Security Services. The STC Department of Public Safety is a public police department and will respond to Lessee’s employees on the same basis as it does to STC employees and students.

6.08. State of Texas Laws and Constitution. To the extent authorized by the laws and Constitution of the State of Texas each Party to this Lease Agreement shall be responsible for damages to persons or property resulting from the negligence on the part of its employees, agents, or officers. Neither Party assumes any responsibility to the other Party for the consequences of any act or commission of any person, firm, or other entity not a Party to this Contract.

ARTICLE 7 – MAINTENANCE & CUSTODIAL SERVICES

7.01. Maintenance. Lessor agrees to maintain and repair any portion of the Leased

Premises as may be needed to continue the intended use of the Leased Premises under this Lease Agreement other than repairs deemed to have been caused through unreasonable abuse by Lessee and/or its associated occupants. The results of such actions will be repaired to conform to the condition of the premises on the commencement date at the expense of Lessee.

7.02. Custodial. Lessor agrees to provide usual custodial services for any portion of the Leased Premises as may be needed to continue the intended use of the Leased Premises under this Lease Agreement, subject to the exception for care and disposal of medical waste, as described in Section 7.03.

7.03. Clean Medical Waste. Lessee agrees to clean, sanitize, and disinfect the space and provide and dispose all of medical and lab supplies and waste as required. Lessee is responsible to adhere to the required Texas Commission of Environmental Quality (TCEQ)/United States Environmental Protection Agency (EPA) Waste Guidelines, the Lessor is not responsible for this requirement.

ARTICLE 8 – TECHNOLOGY & COMMUNICATIONS

8.01. Technology & Communications. Lessor agrees to provide a telephone and local area telephone/fax connectivity. At its cost, Lessee may add the necessary lines and cables required for internet connection within the leased space. Lessor will not provide any computer software, hardware, or equipment, such as but not limited to laptops, desktops, scanners, copiers, and etc. Lessor agrees to post contact information, including the telephone number for the Clinic on its official webpage.

ARTICLE 9 – SIGNS

9.01. Signs. Subject to the written approval of Lessor, and to the extent necessary under the terms of this Lease and subject to applicable laws, ordinances and regulations, Lessee shall have the right to install signs on the Leased Premises, with prior approval from Lessor. Lessee must remove all signs at the termination of this Agreement and repair any damage resulting from the erection or removal of the signs.

ARTICLE 10 – LESSEE'S PERSONAL PROPERTY INSURANCE

10.01. Insurance. Lessee shall maintain all insurance for Lessee's personal property located within the Leased Premises and Lessee covenants and agrees that Lessor shall have no responsibility for damage or destruction of Lessee's personal property located within the Leased Premises, unless due to the Lessor's gross negligence.

ARTICLE 11 – LIABILITY INSURANCE AND INDEMNIFICATION

11.01. Liability Insurance. Lessee shall, at its own expense, provide and maintain in force during the term of this Agreement liability insurance in the amounts deemed adequate by Lessee. A copy of the Certificate of Insurance must be presented to the Lessor. (See “Addendum to Lease Agreement Between Access Esperanza Clinics and South Texas College.”)

11.02. Indemnification. To the fullest extent permitted by law, Lessee shall save and hold harmless the Lessor, its officers, directors, employees, agents, and contractors for any and all injuries, damages, claims, costs and expenses arising out of the Lessee’s operations or caused by Lessee’s officers, directors, employees, agents, contractors, and arising out of the use of the premises occupied by the Lessee and not attributable to the sole negligence of Lessor.

ARTICLE 12 – NOTICE OF DAMAGE

12.01. Notice of Damage. If the Leased Premises, or any structures or improvements on the Leased Premises, should be damaged or destroyed by fire, tornado, or other casualty, Lessee shall give immediate written notice of the damage or destruction to Lessor, including a description of the damage and, as far as known to Lessee, the cause of the damage.

ARTICLE 13 – DAMAGE OR DESTRUCTION

13.01. Damage or Destruction. If the building on the Leased Premises should be totally destroyed by fire, tornado, or other casualty, or if they should be so damaged that rebuilding or repairs cannot reasonably be completed within thirty (30) working days from the date of the occurrence of the damage, this Agreement, at the option of either party, shall terminate, effective as of the date of said occurrence.

ARTICLE 14 – DEFAULT BY LESSEE

14.01. Default by Lessee. If Lessee shall remain in default under any condition of this Lease Agreement for a period of thirty (30) days after written notice from Lessor, Lessor may at its option, upon notice to Lessee, terminate this Agreement or, in the alternative, Lessor may re-enter and take possession of the Leased Premises and remove all persons and property without being deemed guilty of any manner of trespass and relet the Premises, or any part of the Premises, for all or any part of the remainder of the Lease Agreement term, to a party satisfactory to Lessor and at such monthly rental as

Lessor may with reasonable diligence be able to secure.

ARTICLE 15 – DEFAULT BY LESSOR

15.01. Default by Lessor. If Lessor defaults in the performance of any terms, covenants, or conditions required to be performed by it under this Agreement, Lessee may elect to do either one of the following:

- a) After not less than thirty (30) day notice to Lessor, Lessee may remedy such default by any necessary action and, in connection with such remedy, may pay expenses and employ counsel. All reasonable sums expended, or obligations incurred, by Lessee in connection with remedying Lessor's default shall be paid by Lessor to Lessee on demand and, on failure of such reimbursement, Lessee may, in addition to any other right or remedy that Lessee may have, deduct these costs and expenses from rent subsequently becoming due under this Agreement.
- b) Lessee may terminate this Agreement by giving at least thirty (30) days' notice to Lessor of such intention. In the event Lessee elects this option, the Agreement will be terminated on the date designated in Lessee's notice, unless Lessor has cured the default to the reasonable satisfaction of the Lessee prior to expiration of the thirty (30) day period.

ARTICLE 16 – CUMULATIVE REMEDIES

16.01. Cumulative Remedies. All rights and remedies of Lessor and Lessee under this Agreement shall be cumulative, and none shall exclude any other right or remedy provided by law or by any other provision of this Lease Agreement. All such rights and remedies may be exercised and enforced concurrently and whenever, and as often, as occasion for their exercise arises.

ARTICLE 17 – WAIVER OF BREACH

17.01. Waiver of Breach. A waiver by either Lessor or Lessee of a breach of this Agreement by the other party does not constitute a continuing waiver or a waiver of any subsequent breach of the Lease Agreement.

ARTICLE 18 – OPERATIONS AND SERVICES PROVIDED BY LESSEE

18.01. Operations and Services provided by Lessee. Operations and Services

provided by Lessee are included as Exhibit B.

18.02. Services. Provision of facilities and services for use by Lessee are for the purpose of providing preventive health care services exclusively for students enrolled at South Texas College's Mid-Valley Campus during the Contract term in programs of study offered by Lessee and generally including:

- a) Preventive health care services offered by Lessee in Weslaco, Texas.
- b) Lessee will follow Lessor's board approved academic calendar including the beginning and ending of semesters and holidays.
- c) Medical services will be provided free of charge for Medicaid-qualifying students of the College. All necessary charging and reporting to Medicaid will be performed by Lessee.

18.03. Required License(s) and Credential(s). Lessor requires Lessee to possess required license(s), certification(s), and credential(s) to operate and provide services at Lessor's premises, and to prominently display such licenses, certifications and credentials. Lessee agrees to employ only individuals with the required licenses, certifications or credentials to perform the medical services being provided.

ARTICLE 19 – CONDUCT AND COMPLAINT CASES, INCLUDING TITLE IX

19.01. Title IX Statement. Title IX of the Education Amendments 1972 (20 U.S.C. s1681 et seq.) and it's implementing regulations, 34 C.F.R. Part 106 (Title IX) state "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

19.02. Conduct and Complaint Cases, Including Title IX. Lessee and Lessor will cooperate and collaborate in addressing conduct cases and complaints, including Title IX, involving Lessee patients and employees and Lessor students, faculty, staff, and/or property.

19.03. Communication, Coordination, and Collaboration

- a) **Confidentiality.** All services provided by Lessee to patients will be kept confidential except for the following circumstances:
 - i. If the patient wants information shared with the College or

campus security, campus or local law enforcement. The Lessee must obtain consent for release of the information. When releases of information are required, it will be written, informed, and reasonably promptly handled.

- ii. When the student being treated poses a significant risk of harm to self or others, or reveals that he/she is at a significant risk of harm.

b) Trainings. Lessee is required to participate in all identified trainings provided by Lessor related to Title IX and sexual misconduct, including but not limited to dating violence, discrimination, domestic violence, harassment, intimate partner abuse, sexual harassment, sexual violence, stalking, and retaliation. The Parties agree to keep each other informed about current trends and patterns in sexual assault both on and off campus.

c) Lessor Resources and Support Services. Lessee agrees to provide patients the informational resources and materials provided by Lessor related to Title IX and sexual misconduct, including but not limited to dating violence, discrimination, domestic violence, harassment, intimate partner abuse, sexual harassment, sexual violence, stalking, and retaliation. Lessee also agrees to provide patients information regarding Lessor's Counseling and Support Services.

d) Aggregate Non-Personally Identifiable Data. Lessee agrees to provide aggregate non-personally identifiable data, as permitted by law and as requested by Lessor to the Title IX Coordinator related to incidents of sexual misconduct case(s) and other reportable offenses to include in its annual Clery Act security report and to help the college identify patterns or systemic problems related to sexual violence. The data must be submitted the first of every month. The data should include number of cases involving sexual misconduct, the location of the violation (on or off campus), the nature of each violation, the gender of the parties (that is, how many victims identified as female, how many as male, how many accused were identified as female, how many as male). This information should be provided in aggregate form so that the information is not linkable to a specific individual.

e) Lessor Department of Public Safety. To the extent allowed and as required by law and Lessor policy, Lessee agree to promptly share information about crimes that may pose a serious or continuing threat to the health and safety of a member or members of campus or near-campus communities, especially to facilitate the issuance of Clery Act requirement by law on timely warnings and emergency notifications.

f) Title IX Staff Contact Information.

Title IX Coordinator

Mary Elizondo, MBA CFE, CGMA, CPA

Vice President – Finance and
Administration

3201 West Pecan Blvd. X224

McAllen, Texas 78501

956-872-3558

marye@southtexascollege.edu

Title IX Deputy Coordinator

Brenda J. Balderaz

Director of Human Resources

2501 West Pecan Blvd.

McAllen, TX 78501

956-872-5057

brendajb@southtexascollege.edu

Title IX Deputy Coordinator

Janette Garcia

Compliance Manager

3201 West Pecan Blvd. N163

McAllen, TX 7801

3201 West Pecan

Bld.

956-872-2307

Jgarcia_3213@southtexascollege.edu

Title IX Deputy Coordinator

Pablo Hernandez

Dean of Student Affairs

3201 West Pecan Blvd. K2.22

McAllen, TX 78501

3201 West Pecan

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956-872-2182

phernan@southtexascollege.edu

Title IX Deputy Coordinator

Paul Varville

Chief Administrator for Department
Public Safety 2509 West Pecan Blvd.

McAllen, TX 78501

956-872-2330

pbvarvil@southtexascollege.edu

ARTICLE 20 – REPRESENTATIONS

20.01. Representation of Agency. Lessee will provide medical services to identified students enrolled at South Texas College as described in the attached Exhibit “B.” Lessee is not an agent of the College and may not represent itself as an agent of the College.

20.02. Employees of Lessee. Individuals employed by Lessee, whether to provide medical services, or perform administrative tasks are not employees of the College and may not represent themselves as an employee of the College. There is no agency relationship between the College and employees of Lessee.

Article 21 - NOTICE

21.01. Notice. Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or addressed to the parties at the addresses set forth below, or at such other address as may have been theretofore specified by written notice delivered in accordance herewith:

If to Lessor: South Texas College
Attention: Dr. Shirley A. Reed, President
3201 West Pecan Blvd.
McAllen, Texas 78501

If to Lessee: Access Esperanza Clinics
Attention: Mr. Patricio Gonzales, CEO
916 E. Hackberry Ave, Suite A

McAllen, Texas 78501

IN WITNESS WHEREOF, Lessor and Lessee approve the execution of this Lease Agreement by a motion duly made, seconded, and adopted by the appropriate governing bodies thereof.

SOUTH TEXAS COLLEGE

By: _____
Dr. Shirley A. Reed, President

ACCESS ESPERANZA CLINICS

By: _____
Mr. Patricio Gonzales, CEO

ADDENDUM TO LEASE AGREEMENT BETWEEN ACCESS ESPERANZA CLINICS AND SOUTH TEXAS COLLEGE

I. Insurance

1.1 Coverages

Clinic shall purchase and maintain during the duration of this Agreement and after this Agreement as provided below the following insurance coverage:

- (a) Worker's Compensation or accidental disability and employers liability coverage with minimum limits of liability at \$500,000 for damages due to bodily injuries either by accident or disease occurring to Clinic's employees, agents, servants or professional staff as a result of this Agreement.
- (b) General Liability covering Clinic's agents, employees and servants for bodily injury, personal injury or property damage claims arising out of the premises, products or activities of Clinic or its employees with minimum limits of liability of **\$1,000,000** per occurrence and **\$3,000,000** annual aggregate.
- (c) Professional Liability covering Clinic's agents, employees and servants for bodily and personal injury claims arising out of the Clinic's activities for the rendering or failure to render care by professional staff, Clinic or its agents, employees and servants with minimum limits of liability of **\$1,000,000** per occurrence and **\$3,000,000** aggregate. In the event such coverage is through a "claims made" policy and is either cancelled, replaced or non-renewed, Clinic shall obtain and maintain extended coverage ("tail") insurance covering occurrences during the effective period expiration or earlier termination of this Agreement.
- (d) Automobile liability covering Clinic's agents, employees and servants for bodily injury resulting from operation of motorized vehicles with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate.
- (e) Cyber liability insurance for data breaches covering Clinic's agents, employees, and servants with minimum limits of \$1,000,000.

II. Certificate

2.1 Certificate Required

Clinic shall provide South Texas College with current certificate of insurance or renewal of insurance for all policies required under Section 1.1 during the term of this Agreement so that College has evidence of required insurance being effective at all times.

III. Compensation

3.1 No Compensation

College will not be charged for any services performed by Clinic.

IV. Additional Obligations

4.1 Notification of Claims

Clinic agrees to notify College as soon as reasonably practicable, of any occurrence, liability, judgment, claim, or other matter arising out of any allegedly intentional act, negligence, medical or professional malpractice, or other act or omission of Clinic or its employees or agents in connection with the provision of services or representatives or warranties hereunder regarding the Esperanza STC Clinic.

4.2 Corporate Compliance

Clinic represents and warrants that it, its employees and providers at the Clinic will conduct their activities in full compliance with applicable state, local, and federal law including the Medicare/Medicaid Anti-Fraud and Abuse Laws and the Texas Medical Practice Act and Health & Safety Code. Notwithstanding any unanticipated effect of any of the provisions herein, the Clinic and its staff will conduct themselves in a manner not to constitute a violation of Medicare/Medicaid Anti-Fraud and Abuse Law or Texas Medical Practice Act and Health & Safety Code provisions.

4.3 Compliance with Applicable Health Care Law

The Clinic will at all times comply with applicable state, local and federal

laws, including, but not limited to, the “Stark” law (42 U.S.C. § 1395nn), the Anti-Fraud and Abuse Statute (42 U.S.C. § 1320a-7b(b)), the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), and the Texas Patient Non-Solicitation Law (Texas Occ. Code Ann. § 102.001) and this Agreement shall be construed in accord with applicable The Joint Commission standards.

4.4 Compliance with Law as to Use of Leased Premises

Lessee shall comply with all laws, orders, ordinances, and other public requirements now or hereafter pertaining to Lessee’s use of the Leased Premises. Lessor shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Leased Premises.

4.5 Compliance with STC Regulations

Clinic’s employees will abide by all applicable rules of conduct applicable to South Texas College employees, staff, and students regarding the use of and access to common areas on the South Texas College Weslaco campus.

V.

Records and Information

5.1 Patient Information

Clinic warrants and covenants to College that neither Clinic nor any Clinic staff shall disclose to any third party, except where permitted or required by law, any patient or medical record information regarding Clinic’s patients, and Clinic and Clinic’s staff shall comply with all federal and state laws and regulations, and all rules, regulations, and policies of Clinic and its medical staff, regarding the confidentiality of such information. Clinic acknowledges that in receiving or otherwise dealing with any records or information from patients receiving treatment of alcohol or drug abuse, Clinic and all Clinic employees are fully bound by the provisions of the federal regulations governing Confidentiality for Alcohol and Drug Abuse Patient Records (42 C.F.R. Part, as amended from time to time) as well as any state laws that govern HIV/AIDS and mental health treatment. In addition, Clinic warrants and covenants to College that, if necessary, Clinic and all Clinic staff will resist judicial proceedings and efforts to obtain access to such records or information except such access as is expressly permitted by the aforementioned federal regulations and/or Texas law.

5.2 HIPAA Requirements

Clinic agrees to comply with the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d ("HIPAA") and any current and future regulations promulgated thereunder including without limitation the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Part 142 (the "Federal Security Regulations"), and the federal standards for electronic transactions contained in 45 C.F.R. Parts 160 and 162, all collectively referred to herein as "HIPAA Requirements." Clinic agrees not to use or further disclose any Protected Health Information (as defined in 45 C.F.R. Section 164.501) or Individually Identifiable Health Information (as defined in 42 U.S.C. Section 1320d), other than as permitted by HIPAA Requirements and the terms of this Agreement.

VI.

Term and Termination

6.1 Term

This Agreement shall remain in effect for a term of one (1) year, unless otherwise terminated as provided herein.

6.2 Provisions Surviving Termination

The obligations of the parties relating to indemnification and hold harmless, compliance with federal and state law and regulations, non-disclosure of and maintaining confidential information, access to records, and all other obligations that by their very nature are usually and customarily enforceable after the termination of an agreement shall survive the termination of this Agreement.

VII.

MISCELLANEOUS

7.1 Transferability

Neither party may transfer or assign this Agreement, in whole or in part, without the prior written consent of the other party.

7.2 Entire Agreement

This Agreement constitutes the entire agreement and understanding of the parties with respect to the matters contained herein and supersedes all prior agreements and contracts.

7.3 Governing Law and Venue

This Agreement shall be governed by, and interpreted in accordance with, the internal laws of the State of Texas, without giving effect to its conflict of law provisions. Hidalgo County, Texas, shall be the sole and exclusive venue for any litigation, special proceeding or other proceeding as between the parties that may be brought under, or arises out of, this Agreement. This Agreement shall be governed, construed and interpreted by, through and under the laws of the State of Texas.

7.4 Public Safety Law Enforcement and Security Services

Lessor's Public Safety and Law Enforcement and Security Services will:

- i. Assist in contacting the appropriate jurisdiction to obtain a protective order, and provide assistance with issuance of criminal protective orders, as appropriate;
- ii. Enforce any protective orders on Lessor's campuses;
- iii. Provide assistance in issuing no-contact restrictions, if requested through a complaint alleging sexual assault, dating violence, domestic violence, and/or stalking;
- iv. Provide the Lessor's All Hazards Emergency Plan outline for use by Lessee's employees. Lessee's employees will be integrated into the plan.

Access Esperanza Clinics

Exhibit A

STC Facility Use Charges Schedule

Space	Size (sf)	Number of Classrooms/Labs	Monthly		Monthly Rental Cost (\$)	Annual Rental Rate (\$/sq)	Annual Rental Cost (\$)
			Utilization Factor (%)	Rental Rate (\$/sq)			
Classroom*	672	1	100%	\$ 1.00	\$ 672.00	\$ 12.00	\$ 8,064.00
Classroom *	672	1	100%	\$ 1.00	\$ 672.00	\$ 12.00	\$ 8,064.00
Total Utilized Space	1,344	2			\$ 1,344.00		\$ 16,128.00

***Notes:**

Mid Valley Campus-Building B, Room 211 and Room 213



916 E. Hackberry Ave, McAllen, TX 78501 | 956.688.3700
www.AccessClinics.org | Patricio.Gonzales@AccessClinics.org

Campus Clinic Collaboration

Access Esperanza Clinics, Inc. and South Texas College

Contact Information

Access Esperanza Clinics, Inc.

916 E. Hackberry Ave, Suite A, McAllen, TX 78501

O: 956.688.3700 | F: 956.618.3718

Website: www.AccessClinics.org

Patricio Gonzales, MSSW-LMSW - patricio.gonzales@accessclinics.org

Mission Statement

The mission of Access Esperanza Clinics Inc. (AEC) is to provide education, advocacy, and affordable high-quality health care to ensure all individuals in our community can access sexual and reproductive health care services.

Since its founding by members of the First United Methodist Church in 1964, AEC has championed its mission of helping low-income women stay healthy and prevent unplanned pregnancies, improving quality of life in the community. AEC aspires to continue this trajectory and expand its efforts to prevent chronic illness. AEC operates as an independent 501(c)(3) non-profit organization and qualifies as a state health program provider to serve low-income women, men, and teens.

Agency Overview

Continuing the founders' legacy, AEC operates five health clinics in Hidalgo County, including the Rev. English Clinic in McAllen, the Rev. Galloway Clinic in Mission, and clinics in Edinburg, Weslaco, and San Juan. Clinics are expected to serve at least 15,000 people during 2017.

AEC's typical clinic patient is Latina, in her mid-20s, who lives at or below the federal poverty level. She comes to the clinic for reproductive life planning, mainly to prevent unplanned pregnancies. Most patients are uninsured and report AEC as their only health care provider.

Nurse practitioners and physician assistants provide day-to-day patient care. Services focus on family planning and preventive health care, including physical exams, clinical exams for the breast, cervix, and testes, and testing and treatment for STIs. A full range of contraceptives, including long acting reversible contraceptives, are available at each clinic site. AEC's expanded family planning program offers preventive wellness screenings that include testing and basic

management for diabetes, high cholesterol, and hypertension. Over 95 percent of clients qualify for state or federal family planning programs and pay little or nothing for their care.

The local medical community strongly supports AEC. Ob-Gyn Dr. Fernando Otero volunteers as the agency's Medical Director, overseeing clinical protocols and providing colposcopy services. Surgeon Dr. Fredricka Borland evaluates patients with suspicious breast masses.

AEC's award-winning community education programs promote family planning and healthy lifestyles and will reach 15,000 people by the end of 2017. Promotora community health workers participate in over 100 community fairs annually and conduct weekly outreach at WIC centers, colleges, community centers, and social service agencies. Small group discussions or "platicas" are held in homes and at social service agencies to teach healthy life habits. Family communication workshops are held several times each year to help parents and their children or teens learn about growing up and healthy lifestyles.

AEC supports a university student organization at the University of Texas Rio Grande Valley that meets each week for training on family planning and healthy relationship issues. The group promotes healthy relationships to over 1,000 students a year through campus outreach and awareness events.

Primary program funding comes from the federal Title X program contracted through the Women's Health and Family Planning Association of Texas, the state's Healthy Texas Women program, and the Texas Family Planning Program. The agency is also supported through private foundations grants, Medicaid, private insurance, and private pay patient fees.

Project Need

Preventive healthcare, education, and timely management are important to maintaining good health, especially for younger individuals. According to a 2015 Institute of Medicine and National Research Council report, young adulthood - ages 18 to 26 - is a critical developmental period during which lifestyle choices can have implications on future employment, financial security, health, and well-being. Freshly independent, young adults must manage new responsibilities that can lead to neglecting healthy lifestyle choices. These challenges coupled with high local rates of diabetes put young adults in this community at especially high risk for chronic diseases.

There is a tremendous need for affordable healthcare services in this community. The Texas Department of State Health Services' 2013 report shows a higher prevalence of prediabetes and diabetes in Hidalgo County compared to the state, which puts local residents at greater risk for complications of diabetes along with cardiovascular disease and stroke. Unfortunately many people in this community cannot afford the care they need. According to the 2011 U.S. Census,

Hidalgo County has the highest rate of uninsured adults of any urban county in the U.S. This high rate along with the county's chronically high 30 percent plus poverty rate (U.S. Census) creates serious barriers for people needing care.

A wide body of evidence indicates when women can plan their pregnancies, they have safer births, are healthier, have healthier children, stay in school longer, and get better paying jobs. Making family planning available and accessible is good public policy. According to the Guttmacher Institute, a leading reproductive health researcher, every \$1 invested in public programs to help low-income women prevent unplanned pregnancies, saves taxpayers \$7 in Medicaid-paid births and associated costs (as of 2010).

The need for family planning services in Hidalgo County is great. The Guttmacher Institute estimated in 2014 that only one in three women in Hidalgo County needing family planning had access to care. This includes lack of access for pregnancy prevention, preventive health screenings, and STI testing and treatment. These services are especially important to college students. The National Campaign to Prevent Teen and Unplanned Pregnancy reports that 61 percent of college students in their 20s who have a child after enrolling in a community college drop out before finishing a degree or credential.

Project Description

This project seeks to establish a clinic at the STC campus in Weslaco to help students live healthier lives and achieve their educational goals. The part-time clinic will open one day a week during the school's spring and summer semesters and will be available to students ages 18 and older, along with STC faculty and staff.

Clinic services will focus on preventive health and wellness, with an eye on early detection of chronic diseases. The clinic will offer many of the same preventive health services currently provided at AEC's full-time Weslaco clinic. Patients needing full physical exams or more invasive procedures will be referred to AEC's other clinics.

Campus Clinic Services:

- General health assessment

- Birth control instruction and method supplies

- Limited to birth control pill, patch, ring, shot, over-the-counter methods, and Plan B

- Lipids panel testing

- Includes diabetes, cholesterol, triglycerides testing

- A1C diabetes testing (reflects average blood sugar level several weeks prior)

- Basic management of diabetes, high cholesterol, and hypertension

- Diet and nutrition counseling

- Initial and basic prescription medication as medically indicated

STD testing and treatment

Testing for chlamydia, gonorrhea, syphilis, herpes, HPV

Treatment for chlamydia, gonorrhea, syphilis, herpes, HPV (treatment plan)

HIV rapid testing (results in minutes), confirmatory testing (results in five days)

Referrals for treatment

Urinary tract infection (UTI) treatment

Pregnancy testing

Working under the agency's Medical Director, Dr. Fernando Otero, the campus clinic will utilize nurse practitioners and physician assistants to conduct patient assessments and make diagnoses. The project will establish a Class D pharmacy on site to dispense medications, including contraceptives, directly through the clinic. Clinicians will write prescriptions for medications not available through the clinic's pharmacy.

AEC maintains a referral network for patients needing health and social services outside of the scope of its clinics. The campus clinic will utilize STC as a primary referral source. Clinic staff will work with STC staff on the availability of services, especially counseling services.

The majority of students are expected to qualify for free clinic services through AEC's governmental grants, including the federal Title X program, the state's Healthy Texas Women program, and the Texas Family Planning Program. To be eligible for free services, students must be Texas residents, uninsured, age 64 or younger, and have a household income of 250 percent or less of the federal poverty level (\$2,452 a month for family household size of one). U.S. citizenship, legal residency, and gender will not be barriers to free services. The clinic will also accept payment for services through Medicaid, private insurance, and private fees.

The clinic will require at least two but preferably three rooms that can be secured and dedicated to the project, along with close access to restrooms. One room will be used for intake and initial counseling, and the second would work as space for the clinician to conduct assessments. A third room could be used for nutritional counseling for patients at risk or diagnosed with diabetes or other chronic diseases related to cardiovascular diseases. Clinic operations will also require working with STC on internet access, a campus phone line, custodial services, clinic signage, and on-campus promotion.

The Campus Clinic Collaboration between STC and AEC would eliminate many of the barriers STC students currently face when needing basic healthcare services. This project will benefit all connected. Students would have easy and regular access to basic health care at no or very low cost to them. For minimal investment, STC would gain a clinic on the campus to help students stay healthy and stay in school. AEC would have the opportunity to meet its mission in reaching and serving more uninsured people in this community.

Review and Action as Necessary to Partner with Rio Grande Valley, Inc. (Food Bank) to Open a Food Pantry at Pecan Campus

Approval to partner with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at Pecan Campus starting on September 20, 2017 through August 31, 2018 is requested.

Purpose – Many South Texas College students are faced with inadequate food supplies for themselves and their family. This is referred to as food insecurity, that is, a “lack of access, at times, to enough food for an active, healthy life for all household members and limited or uncertain availability of nutritionally adequate foods.” This program will provide students with canned food.

Justification – South Texas College student households that are food insecure may be forced to make “trade-offs between important basic needs, such as housing or medical bills, and purchasing nutritionally adequate foods.” Hunger issues exist in colleges, especially in lower income areas served by South Texas College.

South Texas College is proposing to partner with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at the Pecan Campus. The Food Bank will lend its 501(C)3 status to the Food Pantry, and the Food Pantry will become a program of the Food Bank. The Food Bank will require monthly reports from the College of how many students were served at the Food Pantry (including adults and children in the students’ families).

The Food Bank will fiscally sponsor the College’s Food Pantry by donating 100% of the food for the first twelve months. This sponsorship will be re-evaluated after the first twelve months. In the second year and going forward, the College plans to raise funds to purchase food from the Food Bank or receive donated foods to be disbursed at the Food Pantry.

The Food Bank will deliver the food to the College once the program commences. The Food Bank will train staff and volunteers at the College on food safety handling, and will permit the College staff to receive food donations in addition to monetary donations. The Food Bank encourages the Food Pantry to receive food donations for the pantry. The Food Pantry does not track food donated through the Food Bank versus what was donated on campus.

In the first year, the Food Pantry would operate at the Pecan Campus, and students district-wide will be able to use the Food Pantry. Administration hopes that the program is successful and proposes that in the future, Food Pantries could be set up at each campus as needed, with the Pecan Campus acting as a central hub and distributing non-perishable food to each other campus.

Reviewers - The Resolution has been reviewed by Mary Elizondo, Vice President for Finance and Administrative Services, Katarina Bugariu, Associate Comptroller, Matt Hebbard, Vice President for Student Affairs and Enrollment Management, Eli Nguma, Director of Student Activities and Wellness, Paul Hernandez, Dean of Student Affairs, and by South Texas College's legal counsel.

Enclosed Documents – A Resolution, a PowerPoint presentation, and an Application follow in the packet for the Board's review and information.

Matt Hebbard, Vice President for Student Affairs and Enrollment Management, and Paul Hernandez, Dean of Student Affairs, attended the September 12, 2017 Finance and Human Resources Committee meeting to address questions by the committee.

It is requested that the Finance and Human Resources committee recommend for Board approval at the September 19, 2017 Board meeting, to partner with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at Pecan Campus starting on September 20, 2017 through August 31, 2018 as presented.

The Finance, Audit, and Human Resources Committee recommended Board approval to partner with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at Pecan Campus starting on September 20, 2017 through August 31, 2018 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize partnering with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at Pecan Campus starting on September 20, 2017 through August 31, 2018 as presented.

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

The Board of Trustees approves and authorizes partnering with the Rio Grande Valley, Inc. (Food Bank) to open a Food Pantry at Pecan Campus starting on September 20, 2017 through August 31, 2018 as presented.

Approval Recommended:

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

State of Texas)(

)(

South Texas College)(

A Resolution Approving the South Texas College Food Bank Program

And Other Matters Incident Thereto

Whereas, South Texas College has been given the opportunity to enter an agreement with the Food Bank of the Rio Grande Valley, Inc. (the “Food Bank”) for the purpose of providing canned and non-perishable food items to income-disadvantaged students; and

Whereas, providing food to economically disadvantaged College students contributes to their health, class attendance, and participation and continuation of their post-secondary education. As such, the College believes that the Food Bank Program will advance a College public purpose;

Whereas, these canned and non-perishable food may be supplied at no purchase cost by the Food Bank or by funds raised by the College, but the College is required to administer the program on one or more of its campuses; and

Whereas, the College’s Department of Student Activities and Wellness and the Counseling and Student Disabilities Department propose to involve College students as volunteers to coordinate the Food Bank Program;

NOW THEREFORE, BE IT RESOLVED THAT:

Section 1. Findings by the Board of Trustees.

- (a) The Board of Trustees finds that providing canned and non-perishable foods to economically disadvantaged students constitutes a public purpose of the College because the food will supplement their income, contribute to their health and well-being and their school attendance and performance of their studies.

- (b) The College Administration proposes to engage in this food distribution program subject to assurances that the exclusive beneficiaries of the program will be its students.

Section 2. Approval of Program, Conditions and Restrictions Thereon and Guidelines.

The Board of Trustees grants the President and the administration reasonable discretion to organize and administer the Food Bank Program subject to the following conditions and restrictions:

- (a) The Food Bank Program will be administered by the Department of Student Activities and Wellness, under the direction of the Director of Student Activities and Wellness.
- (b) The College will institute a financial and managerial oversight program to allow for reporting to the Board of Trustees at the end of each fiscal year during which the program operates. It is acknowledged that the College's oversight and overhead costs in participating in this program will include costs of storage and distribution of the canned and non-perishable goods, as well as administrative expenses in determining the eligibility of students to participate. To that end, the College shall (i) implement a management oversight system that identifies students who qualify for the program and (ii) maintain accurate records of the food distribution. The College shall also adopt reasonable audit testing methods and conduct audits at appropriate times to assure compliance with program guidelines and avoid any improper private benefit other than as intended.
- (c) As a special political subdivision of the State of Texas, the College's function is specifically governed by state law. The College can exercise no authority that has not been clearly granted by the legislature. As a result, the College has little discretion to exercise regarding the expenditure of public funds. The College has a legitimate interest in protecting and providing for the health and well-being of students within the College's jurisdiction, which is a legitimate public purpose. Procedures and practices should be instituted to avoid crossing the public purpose threshold.

(d) The Board of Trustees approves the reasonable allocation of “Auxiliary Funds” as necessary, which are generated from vending machine sales, bookstore commissions, and other local sources over which the College has direct control. The Board of Trustees finds that the policy it adopts in this resolution recognizes that the expenditure of Auxiliary Funds for the food program (1) is related to the College’s educational purpose and provides a commensurate benefit to the College and its students; and (2) meets the standards of Section 52(a), Article III of the Texas Constitution relating to the expenditure of public funds.

PASSED AND APPROVED ON THE 19th DAY OF September, 2017.

SOUTH TEXAS COLLEGE

Dr. Alejo Salinas, Jr., Board Chair

ATTEST:

Mr. Jesse Villarreal, Board Secretary



SOUTH TEXAS COLLEGE STUDENT FOOD PANTRY

FEEDING SUCCESS ONE STUDENT AT A TIME

Darci Cather
Aldi Gomez
Eli Nguma

Hector Cerda
Jennifer Guerra
Linda Ortiz

Dr. Ali Esmaili
Pablo Hernandez
Santa Pena

Mario Reyna
Katarina Bugariu



SOUTH TEXAS
COLLEGE

What is Food Insecurity?

- ▶ Food insecurity is a **“lack of access, at times, to enough food for an active, healthy life”** for all household members and limited or uncertain availability of nutritionally adequate foods.”
- ▶ Households that are food insecure may be **forced to make “trade-offs”** between important basic needs, such as housing or medical bills, and purchasing nutritionally adequate foods.”

Feeding America client households frequently face difficult decisions in an effort to ensure they have sufficient food.

- Client households often survive on limited budgets and are confronted with choices between paying for food and paying for other essentials. These dilemmas can put households in the position of choosing between competing necessities.



69%
HAD TO CHOOSE
BETWEEN FOOD
AND UTILITIES



67%
HAD TO CHOOSE
BETWEEN FOOD
AND TRANSPORTATION



66%
HAD TO CHOOSE
BETWEEN FOOD
AND MEDICAL CARE



57%
HAD TO CHOOSE
BETWEEN FOOD
AND HOUSING



31%
HAD TO CHOOSE
BETWEEN FOOD
AND EDUCATION

Source: Feeding America, 2016.

Why Open a Food Pantry at South Texas College?

Hunger in K-12 schools is a well known issue. As a result, programs like free school breakfasts and lunches are offered in public schools.

Such programs do not often exist in post-secondary education.



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How Many College Students Are Going Hungry?

By Steve Kolowich | NOVEMBER 03, 2015

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December 4, 2015 by Steve Kolowich | Comments (7)

Many Community-College Students Struggle to Afford Food or Shelter, Study Finds

Community-college students, many of them adults, often face the challenge of balancing coursework with jobs and families. But some students face a more basic, urgent struggle: feeding themselves and finding a place to stay at night.

One in five community-college students went hungry in the last month because they couldn't afford enough food, according to a new study, and one in 10 either were forced out of a home or have stayed overnight in a shelter or an abandoned building.

The study, which was led by Sara Goldrick-Rab, a professor of educational-

Readers' Guides

How Can You Fix Your Writing?
You've expressed Dorcas A. Parker's sentiments so many times it's surprising to be shocked. The real problem is that the guide doesn't take advice from your experts about what do you. It's free. Download it by using the link above.

A Reader's Guide to Campus Sexual Assault
Congressional assault is a form of public discussion, and one leading person to suggest their effects on generational responses. Follow the link for a Chronicle primer on the issue.

A Reader's Guide to Alcohol on Campus
Applied is an extended reality of campus life. Read the collection of articles on college drinking to inform your campus discussion.

How to Be a Dean
What should you be thinking about if you want to become what do you want to know more you getting job? And what are you able to do?

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Tens of Thousands of College Students Have Nowhere to Sleep

Last year at least 56,000 college students identified as homeless

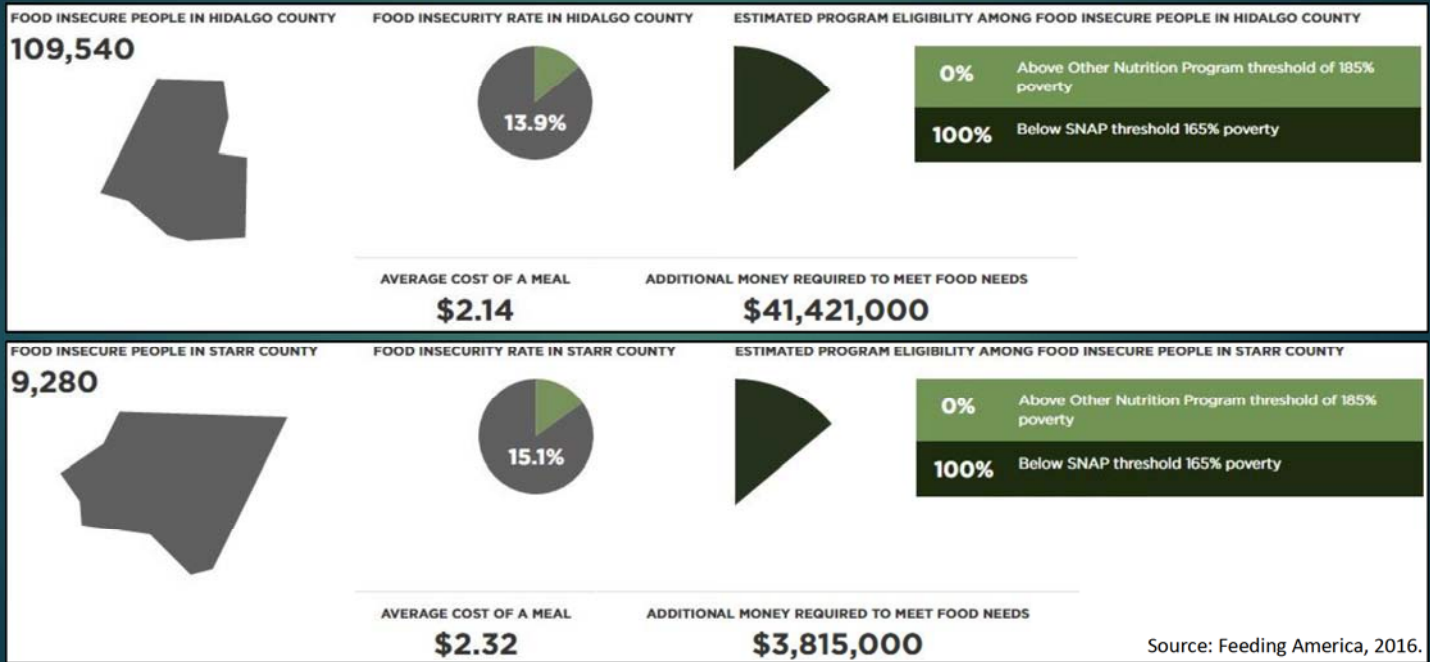
BY REBECCA NATHANSON | December 22, 2015

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RELATED

The Forsaken: Gay Teens Shunned by Their Religious Families

Food Insecurity in Hidalgo & Starr Counties



Starting Small, Thinking Big



Initially... **Fall 2017**

- One pantry at Pecan Campus
- 10x10 Room
- Non-perishable food items

Eventually... **Fall 2018**

- Food Bank at Pecan, Mid-Valley Pantry, & Starr Campus Pantry
- Move to larger space
- Additional Staff in Counseling and Student Activities

Partnering with the Food Bank of the RGV

Member Agencies can:

- Purchase food as needed
- Purchase food items for **19¢ per lb**
- Dry goods only

DONORS



RGV FOOD BANK



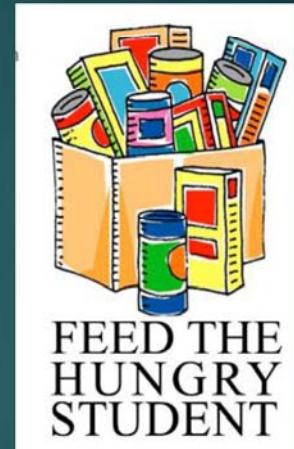
SOUTH TEXAS COLLEGE

HUNGRY STUDENTS



The Enrollment Process

1. **Check STC student ID** and complete application process with Student Activities
2. **Check enrollment** via Banner
3. **Complete a community assistance form** and attend counseling screening session for services
4. Staff educates student about **other assistance programs**
5. Student will report to the Student Pantry for pick-up.





How Much Will It Cost?

Estimated Cost

Furniture + Technology = \$6,607.26

Staff

Part-Time Staff – \$7.75 per hour @ 19 hours per week = \$147.25 x 40 weeks = \$5,890

Volunteers are not paid.

Food

44 students per week x 4 weeks = \$1,000.00 per month

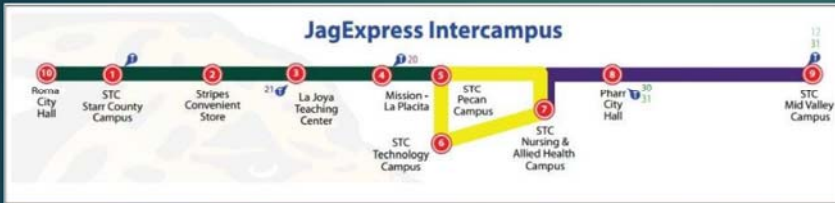
Estimates include **30lbs per student per week at 19 cents a lb**

A Sustainable Pantry

- **Fundraising**
 - Employee payroll donations
 - Grants
- **Partnerships**
 - RGV Food Bank
 - STC Student Government Association
 - STC Student Leadership Academy



Expected Benefits



Convenient access for students



Volunteer/community service opportunities



Increase student retention, persistence and college success

How Will We Market?

- ▶ Faculty/Staff Professional Development events
- ▶ Counseling Department
- ▶ Faculty and Staff Referrals
- ▶ Pamphlets & flyers



How Will We Measure Success?

- Impact on student retention and persistence
- Food collected/distributed
- Student support referrals
- Research case studies



Darci Cather
Hector Cerda
Dr. Ali Esmaili
Aldi Gomez
Jennifer Guerra
Pablo Hernandez
Eli Nguma
Linda Ortiz
Santa Pena
Mario Reyna
Katarina Bugariu



APPLICATION

1. FULL NAME AND ADDRESS OF ORGANIZATION:

NAME: South Texas College

MAILING ADDRESS: 3201 W. Pecan CITY: McAllen ST: TX ZIP: 78501

PROGRAM NAME: South Texas College Student Food Pantry

PROGRAM ADDRESS: same CITY: _____ ST: _____ ZIP: _____

PHONE: 956 872 2515 FAX#: _____

2. PROGRAM'S TAX EXEMPT NUMBER 501 (c) (3) : 742683499

3. IS YOUR PROGRAM: A PANTRY AN ON-SITE FEEDING PROGRAM
BOTH PANTRY & ON-SITE OTHER: _____
(EXPLAIN)

4. IS YOUR AGENCY AN AFFILIATE OF A LARGER ORGANIZATION?

YES (ANSWER 4a) NO (SKIP TO 5)

4a: WHAT IS THE NAME AND ADDRESS OF THIS ORGANIZATION?

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

5. DOES YOUR PROGRAM OPERATE A PANTRY OR AN ON-SITE FEEDING PROGRAM AT ANOTHER ADDRESS?

YES (ANSWER 5a & 6) NO (SKIP TO 7)

5a: WHAT IS THE NAME AND ADDRESS OF THIS PROGRAM?

NAME: _____

ADDRESS: _____

6. WILL THIS SITE ALSO BE PARTICIPATING WITH THE FOOD BANK?

YES _____ NO

7. WHO IS THE PERSON DIRECTLY RESPONSIBLE FOR THE OPERATION OF THE PROGRAM?

NAME: Elibariki Nguma

8. HOW LONG HAS THE PROGRAM BEEN IN OPERATION? New





9. WHAT ARE YOUR PRESENT RESOURCES FOR FOOD?

None

10. OF YOUR TOTAL SUPPLY, WHAT (%) PERCENT DO YOU ANTICIPATE TO BE SUPPLIED FROM THE FOOD BANK OF THE RIO GRANDE VALLEY, INC.? % 100% (1st year) and then 20% or more (after 1st year)

11. DO YOU HAVE ADEQUATE TRANSPORTATION AND FACILITIES TO PICK UP YOUR FOOD/NON-FOOD ITEMS? YES NO

12. WILL YOU BE ORDERING FROZEN PRODUCT? YES NO

12a. IF YES, DO YOU HAVE FREEZER BLANKETS/COOLERS TO TRANSPORT THE FROZEN PRODUCT? YES NO

12b. IF NO, WILL YOU BE GETTING FREEZER BLANKETS/COOLERS? YES WHEN? _____ NO (ADVISE: AGENCY WILL NOT BE ABLE TO ORDER FROZEN)

13. WHAT WOULD BE THE BEST DAY AND TIME FOR YOU TO PICK UP FOOD FROM THE FOOD BANK?

DAY: _____ TIME: _____

14. ARE YOU INTERESTED IN BEING CALLED WHEN THERE IS A SURPLUS? YES NO

15. HOW MANY DAYS A WEEK DOES THIS PROGRAM OPERATE?

DAYS A WEEK: Twice

HOURS OF OPERATION: Three

16. HOW MANY FAMILIES ARE SERVED PER MONTH BY YOUR PROGRAM? (AVERAGE AMOUNT) N/A

17. WHICH TYPES OF CLIENTS ARE SERVED BY OUR PANTRY?

MEN: yes WOMEN: yes

FAMILIES: _____ FAMILIES ONLY: _____

SENIOR CITIZENS _____ CHILDREN & INFANTS: _____

18. DOES YOUR PROGRAM HAVE ANY TYPE OF RESTRICTION ON WHO IS SERVED OR HOW OFTEN?

NO YES Only students
(DESCRIBE RESTRICTION)

19. WHY DO YOU OFFER THIS SERVICE? To support STC students and their families and provide a solid foundation to help them stay in college and graduate.





Leave this form blank.

20. WHAT IS YOUR TOTAL FREEZER CAPACITY?

CUBIC FEET: N/A NO FREEZER:

21. WHAT IS YOUR TOTAL REFRIGERATOR CAPACITY? N/A
(CUBIC FEET)

22. WHERE ARE CANNED GOODS STORED? Will be in the food pantry room

WHERE ARE NON-FOOD ITEMS STORED? N/A

23. IS THIS DRY FOOD ON PALLETS? (OFF FLOOR)

YES NO

24. IS BULK FOOD IN VERMIN PROOF CONTAINERS?

YES NO

25. IS THE STORAGE AREA CLEAN?

YES NO

26. IS THE STORAGE AREA DRY?

YES NO

27. CAN THE STORAGE AREA BE SECURELY LOCKED?

YES NO

28. RECORDKEEPING METHODS: To be determined

29. GEOGRAPHIC AREA SERVED: Hidalgo county

PLEASE MAKE SURE YOU HAVE READ AND FILLED OUT THIS APPLICATION CAREFULLY & CORRECTLY BEFORE YOU SIGN.

(INTERVIEWER)

(DATE)

 Elibarte Wguma
(RESPONDENT)

 9/7/17
(DATE)

The Food Bank of the Rio Grande Valley, Inc. does not discriminate on the basis of race, color, citizenship, religion, political beliefs, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge from the military or status as a protected veteran, reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. This institution is an equal opportunity provider.



Food Bank of the Rio Grande Valley, Inc.
P.O. Box 6251 • 724 N Cage Blvd • Pharr, TX 78577
Phone: (956) 682-8101 • Fax: (956) 682-7921
www.foodbankrgv.com





TO: Prospective Member Agency
FROM: Tiffany Morales, Partner Capacity Coordinator
Food Bank RGV
RE: Pre-Application to the Food Bank RGV

Thank you for your interest in partnering with the Food Bank of the Rio Grande Valley, Inc. others like you have discovered the wonderful rewards of contributing to the ongoing need to nourish our local communities. With the desire of organizations such as your selves we can implement our MISSION of Feeding the Hungry, Here at Home.

The FOOD BANK of the RIO GRANDE VALLEY, INC., is a distribution center for over 250 agencies throughout the Valley, serving a three county area. On average, 24 million pounds of food was distributed in 2015 to over 395,207 families along with over 860,470 meals from our on-site feeding programs, however there are still more families in need of our assistance, 42,000 individuals are fed on a weekly basis via our partner agencies.

In order to facilitate your request in a timely manner, the Food Bank RGV requests that ANY organization that is interested in partnering with the Food Bank RGV must meet and submit the following requirements:

- **Proof of 501(c)(3) documents/forms issued by the Internal Revenue Service.** Must be a non-profit, public, charitable organization. Offer services directly to the ill, needy, or children (under 18 years), free of charge and with no requirement to attend any kind of service.
- **Proof of a current Safe Food Handling certificate**
- **Provide a current list of the Board Members or Food Program Committee** (include names, title, home addresses, home phone, cell phone, and work phone numbers for each person on the list)
- **Provide a Budget** (estimate of costs, revenues, and resources)
- **Enclose a one-time non-refundable processing fee of \$200.00** in the form of a check or money order payable to the: Food Bank RGV (memo: New-40-2260)
- **Agree to the attached General Rules and Regulations of the Food Bank RGV and INTIAL each statement.**

Four part application process:

Part I: Complete enclosed forms and submit with all the required documents that are listed above.

Part II: After we receive this form with all required documents, the Chief Programs Officer will review your pre-application and determine your organization's pre-approval. If your agency has been pre-approved, an Agency Relations staff member will contact you to schedule a site visit and deliver an application. This process will take from 3-5 days.

Part III: If possible complete application during the onsite visit with an Agency Relations staff member or return your completed application to the Food Bank RGV as soon as possible.



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Part IV: After we receive your application, your application will be presented to the Chief Programs Officer and Chief Executive Director for approval. This process will take 2 weeks or less. Upon approval, an Agency Relations staff member will contact you to schedule an orientation at the Food Bank. This orientation includes Review of Food Bank RGV rules, regulations, and Civil Rights procedures.

Once again, thank you for your interest and we look forward to working with you.

Part I: Complete this form and return to the Food Bank RGV with all required documents on the check list.

Organization Name: South Texas College

Food Contact: Elibariki Nguma Phone: 956 872 2515 E-mail: bariki@southtexascollege.edu

Physical Address where service will be provided: 3201 W. Pecan

City: McAllen County: Hidalgo Zip code: 78501

Type of service provided: Pantry On-site feeding Snacks only Other Food pantry

Days/Hours of program: Mon Tue 11AM-2PM Wed 11AM-2PM Thurs Fri Sat Sun

What is your service area? (zip codes, cities, etc.) Hidalgo county

- How many meals/families do you plan to serve a month? Not sure yet/new program
- Are clients charged a fee or required to attend a religious service to receive food? Yes No
- Has your food program been operating for at least 6 months? Yes No

The following documents must be included with your pre-application for processing:

If marked with an asterisk, the item is required.

1. *501 (c) (3) status determination letter from the Internal Revenue Service
2. *Board Members or Committee List with home addresses and phone numbers
3. * Safe Food Handling Certificate
4. * Budget (estimate of costs, revenues, and resources)
5. * General Rules and Regulations of the Food Bank RGV
(Included with the pre-application, please initial each statement and sign.)

Part II: After we receive this form with all required documents, the Chief Programs Officer will review your pre-application and determine your organization's pre-approval. If your agency has been pre-approved, an Agency Relations staff member will contact you to schedule a site visit and deliver an application. This process will take from 3-5 days.

Part III: If possible complete application during the onsite visit with an Agency Relations staff member or return your completed application to the Food Bank RGV as soon as possible.

Part IV: After we receive your application, your application will be presented to the Chief Programs Officer and Chief Executive Director for approval. This process will take 2 weeks or less. Upon approval, an Agency Relations



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www.foodbankrgv.com





staff member will contact you to schedule an orientation at the Food Bank. This orientation includes Review of Food Bank RGV rules, regulations, and Civil Rights procedures.

If mailing your documentation, please mail to:
Food Bank RGV Attn: Agency Relations Department 724 N Cage Blvd Pharr, TX 78577

South Texas College _
Member Agency Name
3201 W Pecan, McAllen, TX, 78501
Address City and Zip

GENERAL RULES AND REGULATIONS OF THE FOOD BANK RGV

Please initial next to the statements you agree to abide by. Failure to abide by any of the following Food Bank Rules and Regulations may result in ineligibility as a Member Agency.

_____ Member Agency is a nonprofit 501(c) (3) organization that serves the needy, ill or infants.

Σ.N Member Agency will provide a list of Directors or Committee Members of the organization at any time upon request of the Food Bank of the RGV.

Σ.N Member Agency agrees to operate as a **Client Choice** food program. (For information on operating as a Client Choice food program, read enclosed Food Program Checklist and literature)

Σ.N Representatives of the Member Agency must attend the initial orientation meeting and any other meeting or training required by the Food Bank of the RGV.

Σ.N Representative of the Member Agency **MUST ATTEND ANNUAL CIVIL RIGHTS TRAINING AND /OR AGENCY RELATIONS CONFERENCE.**

Σ.N Member Agency agrees to annual inspections/monitoring visits by a Food Bank Agency Relations personal.

Σ.N Member Agency agrees that at any time the program may be subject to a surprise inspection or visit by the Chief Programs Officer, Food Bank Staff personnel, the Chief Executive Officer, the Food Bank RGV Board Members, USDA inspectors, Texas Department of Agriculture (TDA), Health and Human Services inspectors.

Σ.N Member Agency agrees to contribute to the Shared Maintenance and Delivery Policy of the Food Bank of the RGV. Agencies joining the Food Bank of the RGV program will be required to pay



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(19) cents per pound for all food, salvage and other products. A Shared Maintenance fee will not be imposed on produce and from time to time on other products.

Σ.N

Member Agency agrees it will be required to pay an additional (10) cents per pound if commodities are to be delivered to your facility. Currently the Food Bank of the RGV can only deliver to certain areas.

Σ.N

New Agencies are required to pay all invoices at time of pick up or delivery of product. There will be a 90 day probation period before an open line of credit is acquired.

Σ.N

Member Agency will provide adequate and secure storage facilities to insure the wholesome qualities of the food.

Σ.N

Member Agency will provide adequate refrigeration or freezer if planning on ordering products that require this form of storage.

Σ.N

Member Agency will bring freezer blankets/coolers if picking up frozen products.

Σ.N

Member Agency will have pest control in place.

Σ.N

Member Agency will inform the Food Bank of the RGV of program changes when utilizing food product from the Food Bank of the RGV. Changes in use of product other than what was stated on the original application must be approved by the Chief Programs Officer.

Σ.N

Member Agency will not distribute food to another program, organization, church or entity without the approval of the Chief Programs Officer.

Σ.N

Member Agency will keep the Food Bank of the RGV current on all contact information in the event of staff or volunteer changes that occur within the member agency.

Σ.N

Member Agency will keep the Food Bank of the RGV current on all current days and distribution times and any changes that occur within the member agency.

Σ.N

Member Agency agrees to not discriminate on the basis of race, color, citizenship, religion, political beliefs, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge from military or status as a protected veteran, reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.



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- Σ.N Member Agency will provide food directly to low income individuals or families as defined by the TEFAP guidelines of 185% of federal poverty levels in the form of Client Choice or prepared meals.
- Σ.N Member Agency will post up the days and hours of distribution in a visible area for clients to view.
- Σ.N Member Agency will keep all client information confidential.
- Σ.N Member Agency will keep a record of all clients being served.
- Σ.N Member Agency will provide all food free of charge.
- Σ.N Member Agency will not sell food.
- Σ.N Member Agency will not barter food.
- Σ.N Member Agency will not use food for fundraising event.
- Σ.N Member Agency will not make a request for donations in receipt of food.
- Σ.N Member Agency will not require client to pay a fee of any kind in order to receive food assistance.
- Σ.N Member Agency will not require attendance of organization or church activities in exchange for food.
- Σ.N Member Agency will not exchange work or volunteer services in exchange for food.
- Σ.N Member Agency will not allow food to be distributed to Mexico.
- Σ.N Member Agency will submit a monthly client report to the Food Bank of the RGV between the 1st and the 5th of the following month. The report should include the number of families/individuals or meals/snacks provided by your program.
- Σ.N Member Agency will be placed on hold at any time if any of the above statements are not in compliance and accepts responsibility for the hold put on an account for which a report is late in one month, follow up from monitoring visits has not been completed, paperwork is not turned in, expired Civil Rights or Safe Food Handling, or the billing account is past due. The member agency understands the account will remain on hold until any and all issues have been resolved.



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We hereby understand the above General Rules and Regulations of the Food Bank of the RGV and agree to abide by all to the best of our ability. We hereby understand the Food Bank of the RGV reserves the right to change any of the above rules and regulations when it serves in the best interest of our mission of Fighting Hunger, Feeding Hope.

Board President/Pastor

Date

Elibank Ngum 9/7/17
Program Director Date

South Texas College

Name of Member Agency

3201 W Pecan, McAllen, TX 78501

Address, City and Zip of Member Agency

The Food Bank of the Rio Grande Valley, Inc. does not discriminate on the basis of race, color, citizenship, religion, political beliefs, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge from military or status as a protected veteran, reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. This institution is an equal opportunity provider.

Food Program Checklist

Facility

Building must be of strong and secure structure.

Outside of building must be clear of over grown grass and debris.

Facility must have no gaps or holes in doors, windows and/or walls.

Handicap access.

Restroom facilities must be available for clients use.



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Security:

Facility and Pantry must be secure from theft.
Secure locks on main entrance doors and pantry doors.
Windows must be locked at all times.
Secure windows from the inside and outside to prevent a break in.

Supplies:

Sufficient shelving: shelves may be made of wood, metal or plastic.
2 pallets
4-6 pallets if you do not have shelving
3-4 plastic containers with lids; to store rice, flour, mashed potatoes, etc. (*items that come in bag form to prevent animal infestation*)
Room needs to have air circulation.
(*Fans or air conditioning*)

Freezer Blankets/Coolers for transportation of frozen products
(*Only needed if you plan to carry products that require it*)
Note: you will not be allowed to order frozen or refrigerated products.

Refrigeration

Freezers and/or refrigerators



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(Only needed if you plan to carry products that require it)

Note: you will not be allowed to order frozen or refrigerated products.

A thermometer in each freezer and/or refrigerator.

Pantry - Storage Room:

Room must be disinfected.

Room must be thoroughly cleaned.

Clear storage of any items that are not food related.

(Ex. Cleaning supplies, clothing.)

There is no requirement on the size of the room you need since every building is different. Remember you will be ordering by the caseload not individual items. You will need sufficient room to store large amounts of food. A room with a minimum of 20-25 square feet would be best suited to store food. You may have less room than this; however a plan would need to be in place to store any access commodities.

Note: Even though there is no requirement on the size of the room, during the inspection the Agency Relations staff member may refuse the storage area due to insufficient size and or location of the storage room.

Pest control:

Traps must be in place for mice and insects or a current receipt from your most recent extermination visit.



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Waiting area/Feeding area

Air circulation

Client Choice Programs and On site feeding facilities will need a sufficient seating area for clients *(please make this area as comfortable as possible for your clients)*

Bulletin board to post notices information, civil rights and USDA posters for clients.

Will you be a Client Choice Program?

Yes _____ (Continue on to Distribution Area)

No X _____ (Skip to next question)

Will you be an Onsite Feeding Program?

Yes _____

No X _____ (skip to next question)

What are you going to do? (specify)

Food pantry. Provide canned/boxed food items to students _____



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Distribution Area:

Designate an area for your "Client Choice".

(Example #1)

You can set up your food pantry like a grocery market and clients can select their items right off your shelves.

(Example #2)

You can set up tables with items that are available for your clients..

Bags or boxes for clients to use.

1- Table (if you will set up your pantry as example #1)

2-4 Tables (if your distribution is set up as example #2)

Table with chairs to fill out Household Assistance

Applications.

Pre made numbers to hand out to clients as they come in for their distribution.

1- large 3-inch binder to keep completed applications in.

1- spiral notebook to be used as a sign in log

1- travel file box to store additional paper work and forms.

Pens, pencils, highlighters and markers.

Are you ready? Yes X No

If you are ready for your inspection please call for an appointment:

Glenda Reyes 904-4508
Tiffany Morales 904-4536
Libby Salinas 904-4506



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Appointment has been set for:		
Month: _____	Date: _____	Time: _____

Inspection will only be conducted if the Pantry Director is present. Please make yourself available for this appointment.

Please have the above ready prior to your inspection. Any items that are not ready will delay the process of your possible approval to become a Food Bank RGV member agency.

Thank you,
 Tiffany Morales
 Partner Capacity Coordinator
 956-904-4536
 956-246-3482
 tmorales@foodbankrgv.com



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USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.



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Review and Action as Necessary to Revise Policy #5130: *Fixed Assets*

Approval to revise Policy #5130: *Fixed Assets*, is requested.

Purpose – The proposed policy revisions update the current policy, which was last revised by the Board in 2016.

Justification – The request for the revision to the policy is necessary for the following reasons:

- To revise the policy to clarify that items valued less than \$1,000 are not tagged or entered into a fixed asset ledger.
- To clarify the federal requirements for the tracking of grant funded assets valued at \$1,000 and over.

Background – Policy #5130: *Fixed Assets* was approved by the Board of Trustees on July 10, 1997, and was amended in 2001, 2003, 2005, 2010, 2011, and 2016.

Reviewers - The revised policy has been reviewed by staff, the President's Cabinet, and Coordinated Operations Council.

Enclosed Documents - The revised policy follows in the packet for the Board's review and information. The additions to the policy are highlighted in yellow and the deletions are designated with a red strikeout.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revisions to Policy #5130: *Fixed Assets* as presented and which supersedes any previously adopted Board policy.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed revisions to Policy #5130: *Fixed Assets* as presented and which supersedes any previously adopted Board policy.

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

The Board of Trustees approves and authorizes the proposed revisions to Policy #5130: *Fixed Assets* as presented and which supersedes any previously adopted Board policy.

Approval Recommended:

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

MANUAL OF POLICY

Title	Fixed Assets	5130
Legal Authority	Approval of the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order dated July 10, 1997 As Amended by Board Minute Order dated May 24, 2001 As Amended by Board Minute Order dated January 16, 2003 As Amended by Board Minute Order dated November 17, 2005 As Amended by Board Minute Order dated April 26, 2010 As Amended by Board Minute Order dated October 27, 2011 As Amended by Board Minute Order dated October 27, 2016 <i>As Amended by Board Minute Order dated September 19, 2017</i>	

The following guidelines will be utilized in determining procedures and regulations with regard to fixed assets:

It will be the policy of South Texas College to enter into a fixed asset ledger items costing \$1,000 or more having a useful life in excess of one year. *The items valued less than \$1,000 will not be tagged or entered into a fixed asset ledger.*

The capitalization threshold for real and personal property includes items with a unit cost of \$5,000 or more and an estimated useful life in excess of one year. Renovations of \$100,000 and above to buildings and infrastructure and land improvements that significantly increase the value or extend the useful life of the structure are capitalized. Library books and materials are capitalized regardless of cost. Component items or a group of items that form one working equipment system or unit type may be combined for capitalization purposes, regardless of cost. For College purposes, donated capital assets are recorded at their estimated fair value at the date of donation. Fair value may be determined by a written appraisal, qualified outside source (e.g., blue book, appraisal district), internal qualified expert on the faculty or staff, or documentation from a vendor regarding the cost of the item.

Capital assets will be depreciated using the straight-line method of depreciation over their estimated useful lives as follows: Buildings and Building Improvements – 50 years, Other Real Estate Improvements – 20 years, Furniture, Machinery, Vehicles, and Other Equipment – 10 years, Telecommunications and Peripheral Equipment – 5 years, and Library Books and Materials – 15 years. Residual values will be maintained for land improvements – 10% and Buildings – 10%.

Work of art, historical treasures, and similar assets are capitalized at their historical cost or fair value at date of donation or purchase (estimated if necessary) whether they are held as an individual item or in a collection. Collections, which are a) held for public exhibition, education, or research in furtherance of public service, rather than financial gain, b) protected, kept unencumbered, cared for, and preserved, c) require the proceeds from sales of collection items to be used to acquire other items for collections, may be charged to operations at time of purchase rather than capitalized.

Financial Managers who are responsible for budget accounts must determine what items are capital outlay prior to purchase so that proper accounting may be done. Supplies and materials must not be charged to capital outlay accounts. Capital outlay items must not be charged to supply and material accounts.

~~Strikethrough denotes deletion~~

Italics denote addition

MANUAL OF POLICY

Title	Fixed Assets	5130
Legal Authority	Approval of the Board of Trustees	Page 2 of 2

Financial Managers are responsible for the control of all fixed asset items for their areas and should know where all items are located.

Financial Managers are responsible for completing a physical inventory of the fixed assets under their control on an annual basis and for making corrections in the fixed asset module. Financial Managers are responsible for annually verifying the accuracy of the fixed assets recorded in the fixed assets module. During the year all fixed assets, which have been damaged, stolen, destroyed, not located, or disposed of per Board Policy No. 5135, Disposal of Surplus Property or transferred, will be updated in the fixed asset module *by the financial manager* or reported immediately to Receiving/Fixed Asset Department ~~by the Financial Manager~~.

~~The Receiving/ Fixed A~~ *assets purchased with funds received from federal grants shall be controlled and accounted for in accordance with federal guidelines.* ~~Department will keep a record of all transfers of fixed assets and post corrections to the fixed asset module.~~

Write-Off of Assets

Write-off involves removing both the fixed asset and associated accumulated depreciation from the fixed asset ledger and recognizing a gain or loss, if any.

The following approvals shall be required for the write-off of assets which are obsolete, damaged, stolen, destroyed, not located, or disposed of per Board Policy No. 5135, Disposal of Surplus Property.

- Fixed assets with a unit cost of \$5,000 or more must be approved by the President and Board of Trustees.
- Fixed assets with a unit cost of \$1,000 and \$4,999 must be approved by the President.

A recommendation for write-off shall be made by the Receiving/Fixed Asset Department immediately after an asset has been disposed of in accordance with Board Policy No. 5135, Disposal of Surplus Property. A recommendation for write-off shall also be made by the Receiving/Fixed Asset Department when an asset has been reported as not located for two consecutive years by the appropriate Financial Manager and confirmed by the Receiving/Fixed Asset Department.

~~Strikethrough denotes deletion~~

Italics denote addition

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 is requested.

Purpose – The Fixed Assets Department is requesting the disposal through a live auction of surplus property valued at \$5,000 and over.

Justification and Benefit – It is necessary to dispose of obsolete, damaged, and non-functioning property for safety purposes and due to the lack of storage area for surplus property.

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

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

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

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

The Finance, Audit, 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.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the disposal of surplus property valued at \$5,000 and over through a live auction as presented.

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

The Board of Trustees approves and authorizes the disposal of surplus property valued at \$5,000 and over through a live auction as presented.

Approval Recommended:

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

President

SOUTH TEXAS COLLEGE SURPLUS PROPERTY VALUED AT \$5,000 AND OVER AUGUST 28, 2017


Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Ptag	Net Book Value	Condition
58	1 ea	2003 Chevy Express Cargo Van/ 112,045	1GCGG25V231186553	0000008329		5/8/2003	\$11,954.46	000009165	\$ -	Obsolete
59	1 ea	2003 Chevy Express Cargo Van/ 102,009	1GCGG25V531186580	0000008331		5/8/2003	\$11,954.46	000009162	\$ -	Obsolete
61	1 ea	2003 Chevy Express Cargo Van/ 135,552	1GCGG25V331186285	0000008328		5/8/2003	\$11,954.46	000009163	\$ -	Obsolete

List #16

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Ptag	Net Book Value	Condition
76	1 ea	John Deere XUV 550 S4 Camo Stocker	1M0550FBHCM0144472	20558		7/25/2012	\$ 8,650.32	N00020437	\$ 4,252.83	Costly Repairs
77	1 ea	2009 Bobcat 2200 Utility Vehicle	A59Y1209607312009	18651		8/13/2009	\$ 9,970.00	N00017709	\$ 3,359.35	Costly Repairs

List #22

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Ptag	Net Book Value	Condition
81	1 ea	Hill-Rom Hospital Bed P/N 1105F59	1105-40P76-A	0000003619		4/12/2000	\$6,217.69	000004332	\$ -	Obsolete
84	1 ea	Hill-Rom Hospital Bed P/N 1105F59	1105-40P91A	0000003632		4/12/2000	\$6,217.69	000004333	\$ -	Obsolete
87	1 ea	Series	110547M75A	0000002958		2/5/1999	\$5,800.20	000003009	\$ -	Obsolete
89	1 ea	Series	1105-41M60-A	0000002954		2/5/1999	\$5,800.20	000003004	\$ -	Obsolete
90	1 ea	Series	110548M11A	0000002963		2/5/1999	\$5,800.20	000003013	\$ -	Obsolete
92	1 ea	1105 F59 Advance Retract Bed	1105-57M16-A	0000002964	5000000224	2/15/1999	\$5,113.08	000003015	\$ -	Obsolete
95	1 ea	Series	110550M45A	0000002957		2/5/1999	\$5,800.20	000003007	\$ -	Obsolete
97	1 ea	Series	1105-50M46-A	0000002955		2/5/1999	\$5,800.20	000003005	\$ -	Obsolete
102	1 ea	Centrifugal Chiller Unit	SRC0304000	0000008780		11/7/2003	\$5,000.00	000009758	\$ -	Obsolete
103	1 skid	Pass Program Books								Obsolete
104	1 skid	Pass Program Books								Obsolete
105	1 skid	Pass Program Books								Obsolete
106	1 skid	Pass Program Books								Obsolete
107	1 skid	Pass Program Books								Obsolete
108	1 skid	Pass Program Books								Obsolete
109	1 skid	Pass Program Books								Obsolete
110	1 skid	Pass Program Books								Obsolete
111	1 skid	Pass Program Books								Obsolete
112	1 skid	Pass Program Books								Obsolete
113	1 skid	Pass Program Books								Obsolete
114	1 skid	Pass Program Books								Obsolete
115	1 skid	Pass Program Books								Obsolete
116 A	1 skid	Pass Program Books								Obsolete
116 B	1 skid	Pass Program Books								Obsolete
117	1 skid	Pass Program Books								Obsolete

 Grant Funded Asset

**SOUTH TEXAS COLLEGE
SURPLUS PROPERTY VALUED AT \$5,000 AND OVER
AUGUST 28, 2017**

Pallet	Qty	Description	Serial Number	Silver Tag	Green Tag	Purchase Date	Amount	Ptag	Net Book Value	Condition
118	1 skid	Pass Program Books								Obsolete
119	1 skid	Pass Program Books								Obsolete
120	1 skid	Pass Program Books								Obsolete
121	1 skid	Pass Program Books								Obsolete
122	1 skid	Library Books								Obsolete
123	1 skid	Library Books								Obsolete
124	1 skid	Library Books								Obsolete
125	1 skid	Library Books								Obsolete
126	1 skid	Library Books								Obsolete
127	1 skid	Library Books								Obsolete
128	1 skid	Library Books								Obsolete
129	1 skid	Library Books								Obsolete
130	1 skid	Library Books								Obsolete
131	1 skid	Library Books								Obsolete
132	1 skid	Library Books								Obsolete
133	1 skid	Library Books								Obsolete
134	1 skid	Library Books								Obsolete
135	1 skid	Library Books								Obsolete
136	1 skid	Library Books								Obsolete
137	1 skid	Library Books								Obsolete
138	1 skid	Library Books								Obsolete
139	1 skid	Library Books								Obsolete
140	1 skid	Library Books								Obsolete
141	1 skid	Library Books								Obsolete
142	1 skid	Library Books								Obsolete
143	1 skid	Library Books								Obsolete
144	1 skid	Library Books								Obsolete
145	1 skid	Library Books								Obsolete
146	1 skid	Library Books								Obsolete

List #26

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

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

- Executive Program Budget Overview Summary;
- Update on the status of the 2013 Bond Construction Program;
- Video Update on Construction Projects;
- Chart of Project Progress;
- Project Scorecards

Broaddus & Associates has provided the following accountability reports:

- Program Budget Summary worksheet;
- Construction Budget worksheet

As of September 7, 2017, the total budget shortfall is estimated to be at \$4,879,211 with the use of buyout savings and design and construction contingency.

In addition, college staff has prepared the following reports reflecting additional related information:

- 2013 Bond Construction Program Construction Contingency Balances
- 2013 Bond Construction Program Non-Bond Proceeds – Transfer to Plant Fund Budget and Actual Expenditures

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

No action is requested.

Accountability Report Executive Overview Summary

STC Board Meeting of September 19, 2017

Bond Funded Projects

2013 Bond Program Bond Projects	Bond Program Total Project Budget	GMP Amount	Design Contingency Remaining in GMP	Construction Contingency Remaining in GMP	Return of Buy-Out Savings to date	Total of Contingency & Buy-Out Saving
PECAN CAMPUS - Wilson Const						
North Academic Building	\$ 14,843,110	\$ 10,230,122	\$52,292	\$94,667	\$ 730,195	\$ 877,154
South Academic Building	\$ 9,454,426	\$ 6,657,834	\$50,934	\$ 59,886		\$ 110,820
STEM Building	\$ 13,103,319	\$ 10,417,059	\$3,917	\$ 70,556	\$ 4,490	\$ 78,963
Student Activities & Cafeteria	\$ 8,828,254	\$ 6,888,179	\$45,413	\$ 100,000	\$ 8,543	\$ 153,956
Thermal Plant Expansion	\$ 5,542,049	\$ 4,255,591	\$31,615	\$ 7,919	\$ 22,057	\$ 61,591
Parking and Site Improvement	\$ 2,490,261	\$ 2,618,800	\$1,757	\$ 21,377	\$ 43,197	\$ 66,331
Subtotal	\$ 54,261,419	\$ 41,067,585	\$ 185,928	\$ 354,405	\$ 808,482	\$ 1,348,815
<i>Current Balance of Available Funds</i>						\$ 1,348,815
NURSING & ALLIED HEALTH - Wilson Const						
Nursing Allied Health - New Building	\$ 21,773,439	\$ 17,009,860	\$138,047	\$ 33,199	\$ 290,472	\$ 461,718.00
Thermal Plant Exp.(incl.'s Bond Funds)	\$ 601,877	\$ 230,788	\$2,200	\$ 3,386	\$ -	\$ 5,586.00
Parking & Site Improvements	\$ 1,717,717	\$ 2,205,963	\$23,000	\$ 34,207	\$ -	\$ 57,207.00
Subtotal	\$ 24,093,033	\$ 19,446,611	\$ 163,247	\$ 70,792	\$ 290,472	\$ 524,511.00
<i>Current Balance of Available Funds</i>						\$ 524,511.00
TECHNOLOGY CAMPUS - Econ						
Building Renovation	\$ 14,864,990	\$ 9,297,546	\$74,595	\$ 129,655	\$ 1,225,354	\$ 1,429,604.00
Parking & Site Improvements	\$ 905,324	\$ 1,554,676	\$12,374	\$10,356	\$ 421,993	\$ 444,723.00
Subtotal	\$ 15,770,314	\$ 10,852,222	\$ 86,969	\$ 140,011	\$ 1,647,347	\$ 1,874,327.00
<i>Current Balance of Available Funds</i>						\$ 1,874,327.00
MID VALLEY CAMPUS - Skanska						
Health Professions and Science Bldg.	\$ 17,277,682	\$ 14,453,388	\$98,886	\$ 186,599	\$ 37,792	\$ 323,277.00
Workforce Training	\$ 2,257,363	on hold				
Library New Addition	\$ 2,288,968	\$ 2,544,988	\$3,175	\$ 3,175	\$ 82,212	\$ 88,562.00
Library Renovation (Reference Non-Bond Proj's below)	non-bond	\$ -		\$ -		\$ -
Student Services Building	\$ 4,114,228	\$ 3,850,923	\$3,175	\$ 12,686	\$ 19,095	\$ 34,956.00
Thermal Plant Expansion	\$ 5,042,398	\$ 3,814,486	\$30,517	\$ 61,547	\$ 18,364	\$ 110,428.00
Parking & Site Improvements	\$ 2,796,035	\$ 2,369,777	\$31,731	\$ 31,731	\$ (109,378)	\$ (45,916.00)
Subtotal	\$ 33,776,674	\$ 27,033,562	\$ 167,484	\$ 295,738	\$ 48,085	\$ 511,307.00
<i>Current Balance of Available Funds</i>						\$ 511,307.00
STARR COUNTY CAMPUS - Wilson Const.						
Health Professions & Science Bldg.	\$ 11,267,182	\$ 9,521,000	\$52,870	\$ 138,460		\$ 191,330.00
Workforce Expansion	\$ 2,051,983	on hold		on hold		on hold
New Library	\$ 3,732,378	\$ 3,700,000	\$37,000	\$ 55,500		\$ 92,500.00
Student Services Building	\$ 1,162,522	\$ 1,320,000	\$2,224	\$ 19,500		\$ 21,724.00
Student Activates Building	\$ 1,166,402	\$ 1,365,000	\$14,000	\$ 21,000		\$ 35,000.00
Thermal Plant Expansion	\$ 4,938,772	\$ 3,911,000	\$28,226	\$ 58,000	\$ 250,000	\$ 336,226.00
Parking & Site Improvements	\$ 1,397,789	\$ 3,496,950	\$68	\$ 247		\$ 315.00
Subtotal	\$ 25,717,028	\$ 23,313,950	\$ 134,388	\$ 292,707	\$ 250,000	\$ 677,095.00
<i>Current Balance of Available Funds</i>						\$ 677,095.00
REGIONAL CENTER FOR PUBLIC EXCELLANCE						
Training Facility	\$ 3,655,134	\$ 3,326,426	\$68,049	\$ 89,538		\$ 157,587.00
Parking and Site Improvements	\$ 319,337	\$ 1,887,866	\$28,696	\$ 37,757		\$ 66,453.00
Subtotal	\$ 3,974,471	\$ 5,214,292	\$ 96,745	\$ 127,295	\$ -	\$ 224,040.00
<i>Current Balance of Available Funds</i>						\$ 224,040.00

Executive Overview Bond Program

Sept. 19, 2017 Board Meeting Accountability Report

Accountability Report Executive Overview Summary

STC Board Meeting of September 19, 2017

Bond Funded Projects

2013 Bond Program Bond Projects	Bond Program Total Project Budget	GMP Amount	Design Contingency Remaining in GMP	Construction Contingency Remaining in GMP	Return of Buy-Out Savings to date	Total of Contingency & Buy-Out Saving
LA JOYA TEACHING SITE						
Lab Improvements	\$ 1,436,000	\$ 1,163,000	n/a	n/a		
Subtotal	\$ 1,436,000	\$ 1,163,000	n/a	\$ -	\$ -	\$ -
			<i>Current Balance of Available Funds</i>			<i>n/a</i>
Total Remain Contingency Balances	\$ 159,028,939	\$ 128,091,222	\$ 834,761	\$ 1,280,948	\$ 3,044,386	\$ 2,115,709
Total Remaining Contingency Balance incl. Buy-Out Saving						\$ 5,160,095
	<i>Design Contingency Balance to date</i>					\$834,761
	<i>Construction "Owner" Contingency Balance to date</i>					\$1,280,948
	<i>Balance of Contingency Funds this reporting period</i>					\$2,115,709
	<i>Current Program Shortfall as 9.12.17</i>					\$4,879,211
	<i>Beginning Design Contingency . Balance</i>					\$ 1,493,202
	<i>Beginning Const. "Owner" Cont. Balance</i>					\$ 1,835,928
	<i>Note- Areas Highlighted in "Green" area denote the projects the contingency allowance were utilized to cover cost for the current reporting period</i>					
	<i>Current Shortfall less Contingency Balance</i>					\$2,739,566

DESIGN CONTINGENCY SUMMARY

STC BOARD MEETING OF SEPTEMBER 19, 2017

co.#	CHANGE REQUEST DISCRIPTION	AMOUNT
PECAN CAMPUS		\$479,500
NORTH ACADEMIC BUILDING		\$104,000
co.#	CHANGE REQUEST DISCRIPTION	AMOUNT
	Previously Reviewed & Approved Change Proposals	
co.4	CR-28 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req	(\$14,812)
co.5	CR 02 - ASI-02 Structural steel modifications at entry canopies	\$2,887
co.5	CR 03R- ASI-01 - Additional steel framing at building expansion joint	(\$3,100)
co.5	CR 05 - Exterior parapet angle addition	(\$6,831)
co.5	CR 07R - ASI-06 - Interior and Finishes: Light fixture revisions	\$275
co.5	CR 18 - ASI-02 Structural steel modifications at entry canopies	(\$1,091)
co.5	CR 21 - ASI-05: Mock-Up wall - added length and details	(\$1,775)
co.5	CR 22 - Additional structural pilasters at elevator shaft walls	(\$6,606)
co.6	CR 08R - AVIT Supplemental Information SI-01 dated October 13,2016 - Infrastructure modifications to teacher's podium floor boxes, data for offices, etc.	\$3,242
co.6	CR 11 - ASI-07: Electrical infrastructure supporting AVIT SI-01 - conduit, wall boxes, floor block outs, etc.	(\$3,363)
co.9	CR-25 - Building Letter Revision	(\$143)
co.9	CR-27 - Toilet Accessories - Add Grab Bars per ADA	(\$395)
co.9	CR-31 - Revise Doors to Clear Birch	(\$550)
co.9	CR-41 - ASI 16 Lobby Stairwell Finishes (enclose underside of Main Stair)	(\$6,899)
	Total Expenditures Approved to Date	(\$39,161)
Change Proposal's Pending This Review Period		
co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275),CR-08R (\$3,242) and CR-43 (\$2,913)to the Program Budget.	(\$6,404)
	Total Expenditures this Reporting Period	(\$12,547)
Balance of Design Contingency Remaining		\$52,292
SOUTH ACADEMIC BUILDING		\$66,500
	Previously Reviewed & Approved Change Proposals	
co.3	CR 02R - AVIT Supplemental Info SI-01 dated October 13, 2016: Revise floor boxes types and locations (EFSB8 to RFB4, etc.)	(\$2,034)
co.3	CR 4 - Revise classroom lockset function to 'Secure-in-Place'	\$750
co.3	CR 11 - ASI 01: Add door for AHU coil draw-out space	(\$2,315)
co.3	CR 14 - Rfi 40_Structural Steel 'X' brace conflict with Window Wall at Computer 2.401	(\$6,438)
co.3	CR 23 - Rfi 40a-40b, 52, 59a & 60: Dry wall revisions to conceal storm drains, structural bracing, etc.	(\$3,041)
	Total Expenditures Approved to Date	(\$13,078)
Change Proposal's Pending This Review Period		
co.6	CR-26 RFI-54-VAV Boxes Power revisions - Add Neutral Wire to Connect to 277V Power	(\$2,488)

	<i>Total Expenditures this Reporting Period</i>	<i>(\$2,488)</i>
	Balance of Design Contingency Remaining	\$50,934
STEM BUILDING		\$104,000
	Previously Reviewed & Approved Change Proposals	
co.3	CR-01 1st Floor Under slab Utility Trench	<i>(\$50,300)</i>
co.3	CR-06R - RFI 08 - AVIT SI-01 - Revise Floor Box Type @ 22 Locations	<i>(\$3,155)</i>
co.3	CR-08R - Revise 7 Door to 45 min fire rated doors	<i>(\$2,700)</i>
co.3	CR-13 - RFI-34 Exhaust Fan Equipment support and duct flashing	<i>(\$3,482)</i>
co.3	CR-14R - RFI-24 Duct/Ceiling conflicts at Corridor 1.100	<i>(\$4,505)</i>
co.3	CR-15 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck	<i>(\$4,974)</i>
co.3	CR-16R2 - RFI-14, 36 & 41 add drywall chase to encase structural steel braces and storm drain	<i>(\$6,768)</i>
co.3	CR-18 - RFI 18 - AVIT-SI-01 Revise floor box location at Lvl 1 labs	<i>(\$3,843)</i>
co.5	CR 22 - Dual duct 'Y' connection to 96" Fume Hoods	<i>(\$20,356)</i>
	<i>Total Expenditures Approved to Date</i>	<i>(\$100,083)</i>
Change Proposal's Pending This Review Period		
	<i>None</i>	
	<i>Total Expenditures this Reporting Period</i>	<i>\$0</i>
	Balance of Design Contingency Remaining	\$3,917
STUDENT ACTIVITIES & CAFETERIA		\$70,000
	Previously Reviewed & Approved Change Proposals	
co.1	CR-01 Remove 3 Existing Palm Trees	<i>(\$750)</i>
co.1	CR-02 Remove Existing Drain Box at North Side of Pad	<i>(\$600)</i>
co.1	CR-03 Remove Existing Drain Box at South Side of Pad	<i>(\$600)</i>
co.1	CR-06 Add Door in Hoist way to service elevator equipment	<i>(\$2,245)</i>
co.1	CR-07 RFI-06 Power to UV Light and Receipt in AHU's	<i>(\$1,560)</i>
co.1	CR-08 RFI-33 Add Fire Damper for AHU PU005	<i>(\$786)</i>
co.1	CR-09 RFI-36 Add Exhaust and R/A Fire Dampers	<i>(\$958)</i>
co.1	CR-10 Revise Sheathing from Treated Plywood to Dens- Glass	\$7,738
co.1	CR-12 Add 2 Layers of wood nailer at edge of high roof for insulation	<i>(\$2,707)</i>
co.1	CR-13R - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req	<i>(\$5,316)</i>
co.1	CR-14 ASI -08 Add 2 Floor Drains at Terrace Deck to maintain minimum concrete Depth for Structural Capacity	<i>(\$3,600)</i>
co.1	CR-15 ASI -11 Furniture- Electrical Infrastructure Revisions	\$805
co.2	CR. 18 - Revisions to Door to Accommodate Elevator	<i>(\$1,306)</i>
co.2	CR. 21 - Revise Exterior Handrail Material HD Gal.	<i>(\$2,850)</i>
	<i>Total Expenditures Approved to Date</i>	<i>(\$14,735)</i>
Change Proposal's Pending This Review Period		
co.3	CR-24 Add Fire Rated Access Panel to Space Below Monumental Stair	<i>(\$1,309)</i>
co.4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget	<i>(\$8,543)</i>
	<i>Total Expenditures this Reporting Period</i>	<i>(\$9,852)</i>
	Balance of Design Contingency Remaining	\$45,413
THERMAL PLANT		\$110,000
co.1	CR-08 - Provide Owner Protective Liability Insurance & CR-09 Remove Conflicting Lines	<i>(\$29,930)</i>

Design Contingency Summary
Sept. 19, 2017 Board Meeting Accountability Report

co.1	CR-11- Provide Gas Line Connection to Existing Meter & CR-12 Provide Temp Water	incl above
co.1	CR-14 Water Line Exploration & CR-15 Communication Card Cancellation	incl above
co.1	CR-16 Add 8" to Top of Masonry Wall & CR-17 Provide Traffic Control April-May	incl above
co.1	CR-19- Provide Metal Roof Underlayment & CR-20 Add Support Brackets for CHW	incl above
co.1	CR-22-Provide Traffic Control May-June	incl above
co.01F	Final Change Order dated May 3, 2017 Credit Remaining Design Contingency Dollars	(\$31,615)
	MISSING A CHANGE ORDER OR ORDERS EQUAL TO \$16840 TO ZERO OUT	(\$16,840)
	Total Expenditures the Reporting Period	(78,385)
	Balance of Design Contingency Remaining	\$31,615
PARKING & SITE IMPROVEMENTS		\$25,000
	Previously Reviewed & Approved Change Proposals	
co.2	CR 02 - Delete Lime Stabilization at Parking Lot per Terracon CMT analysis of sub soil	\$21,689
co.2	CR 03 - Rfi 10 - Delete back flow preventer at water service to Student Union (SACB)	\$8,658
co.2	CR 05 - Rfi 14 - Reduce original sizes of fire service lines: 8" to 6", and 6" to 4"	\$8,550
co.2	CR 08R - Delete Fire Hydrant and associated service line	\$4,300
co.2	CR 13R - Rfi 22: Utility conflicts at Storm drain lines between Bldg. E and Cooling Towers	(\$6,584)
co.2	CR 14 - AVIT Supplemental Info SI-02 dated May 4, 2017: IT Duct Bank - clarifications on routing around new buildings.	(\$7,937)
	Total Expenditures Approved to Date	\$28,676
Change Proposal's Pending This Review Period		
co.3	CR-16 Revise Walks and Curbs(\$3,499) & CR-17R Add Pull Boxes for Inter-Building IT Duct Back between STEM and South Academic Buildings(\$5,223)	(\$8,722)
co.4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)
	Total Expenditures the Reporting Period	(51,919)
	Balance of Design Contingency Remaining	\$1,757

NURSING ALLIED HEALTH BUILDING		\$197,800
NEW NAH BUILDING		\$172,600
	Previously Reviewed & Approved Change Proposals	
co.2	CR-01 Vapor Barrier Product Substitution	\$6,750
co.2	CR-03 Reduce Generator Size/Capacity	\$78,010
co.2	CR-04 Finish Hardware Changes	\$260
co.2	CR-06 Provide Floor Box in Rm 3.515	(\$1,506)
co.2	CR-08 Relocate VAV Boxes and modify existing ductwork	(\$24,506)
co.4	CP-011R Restroom Modifications -Adding (1) layer of gyp bd to interior side of Men & Women's Restrooms (Restrooms share a common wall with an adjacent Conf. Room)	(\$6,770)
co.5	CR-010 credit for projection system	\$2,937
co.5	CR-012 deducted for data/WJHW SI 3	(\$1,771)
co.5	CR-013 credit for projector dropsSI4	\$2,518
	Total Expenditures Approved to Date	\$55,922
Change Proposal's Pending This Review Period		
co 6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-1(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP-04 (Finished Hwdr. \$260), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) including \$200,000 for recongized GMP Buy-Out Saving to Program Budget.	(\$90,475)

	<i>Total Expenditures the Reporting Period</i>	<i>(\$90,475)</i>
	Balance of Design Contingency Remaining	\$138,047
THERMAL PLANT		\$2,200
	Previously Reviewed & Approved Change Proposals	
	<i>None</i>	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	<i>Total Expenditures the Reporting Period</i>	\$0
	Balance of Design Contingency Remaining	\$2,200
PARKING & SITE IMPROVEMENTS		\$23,000
	Previously Reviewed & Approved Change Proposals	
	<i>None</i>	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	<i>None</i>	
	<i>Total Expenditures the Reporting Period</i>	\$0
	Balance of Design Contingency Remaining	\$23,000

TECHNOLOGY CAMPUS		\$110,188
SOUTHWEST BUILDING RENOVATION		\$99,857
	Previously Reviewed & Approved Change Proposals	
co.1	Buy-Out Savings - Credit for balance of design contingency -Partial GMP 1	<i>(\$9,106)</i>
co.3	Hose Reel	<i>(\$16,156)</i>
	Total Expenditures Approved to Date	<i>(\$25,262)</i>
Change Proposal's Pending This Review Period		
	<i>None</i>	
	<i>Total Expenditures the Reporting Period</i>	\$0
	Balance of Design Contingency Remaining	\$74,595
PARKING & SITE IMPROVEMENTS		\$21,479
	Previously Reviewed & Approved Change Proposals	
co.1	Return of Buy-Out Savings from Phase I Demo Partial GMP	<i>(\$9,105)</i>
	Total Expenditures Approved to Date	<i>(\$9,105)</i>
Change Proposal's Pending This Review Period		
	<i>None</i>	
	<i>Total Expenditures the Reporting Period</i>	\$0
	Balance of Design Contingency Remaining	\$12,374

MID VALLEY CAMPUS		\$372,269
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HEALTH PROFESSIONS BLDG.		\$193,219
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.1	CP-02 Receptacles & Floor Boxes 60%-100% Modifications	(\$12,051)
co.1	CP-03 AR3HP-011 Tower Structural Steel Redesign due to reduce roof loads	\$18,105
co.1	CP-04 AR3HP-012 RFI--030 Operable Partition Wall Steel Supports	(\$1,071)
co.1	CP-05 AR3HP-013 Access Control Hardware per the Submittal Review	(\$1,530)
co.1	CP-06 3HP-019 RFI-032 Change Fume Hood to VAV Type	(\$6,985)
co.1	CP-07 3HP-025 Relocate K bracing	(\$768)
co.1	CP-08 3HP-027 Change the size of door into Room 1.409	(\$1,000)
co.1	CP-09 3HP-029 RFI-048 Add Mod Sink in Room 1.601	(\$872)
co.1	CP-10 3HP-030 RFI-050 Relocate Mop Sink in Room1.601	(\$287)
co.1	CP-11 3HP-012 Burnished Block	(\$12,299)
co.1	CP-13 3HP-009 Design Modifications per Structural Steel Submittal Comments	(\$11,910)
co.1	CP-14 3HP-031 Low Roof Brick Supports	(\$26,560)
co.1	CP-1 3HP-03R2 ESI1 Delete Back-up Generator and Appurtenances	\$19,687
co.1	CP-15 3HP-037 Temporary Roof due to missing Low Roof Brick Support Detail	(\$19,000)
co.3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03 (Steel Redesign-\$18,105) to the Program Budget.	(\$37,792)
Total Expenditures the Reporting Period		(\$94,333)
Balance of Design Contingency Remaining		\$98,886
LIBRARY NEW ADDITION		\$32,955
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.2	CP-01 LE-006 Roof Slope Adjustment per Garland (Manufactures) Requirements	(\$29,780)
Total Expenditures the Reporting Period		(\$29,780)
Balance of Design Contingency Remaining		\$3,175
STUDENT SERVICES BUILDING		\$51,049
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.5	CP-10 Structural Steel Modifications 60%-100%	(\$34,247)
co.5	CP-11 Exist Grease Trap Removal	(\$10,000)
co.5	CP-12 Electrical Changes for 60%-100	(\$10,550)
co.5	CP-13 Mechanical Equipment Changes	\$19,095
co.5	CP-14 Additional Painting	(\$1,465)
co.5	CP-15 Cicular Furrdown at Student Enrollment Center	(\$1,859)
co.5	CP-16 Additional Block & Veneer at Loading Dock	(\$2,604)
co.5	CP-17 Additional Painting at Structure not shown	(\$3,610)
Total Expenditures the Reporting Period		(\$45,240)
Balance of Design Contingency Remaining		\$5,809

Design Contingency Summary
Sept. 19, 2017 Board Meeting Accountability Report

THERMAL PLANT		\$61,547
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.2	CP-01 ITP-019 Structural Arch at Overhead Door	(\$1,525)
co.2	CP-02 ITP-020R Electrical Circuiting Clarification /Additions	(\$24,068)
co.2	CP-05 ITP-022 Extend Fire Alarm to Existing Wellness Center	(\$4,200)
co.2	CP-06 ITP-026 Pedestrian Gate between New TP and Existing Wellness Center	(\$750)
co.2	CP-07 ITP-028 Building Letter "J"	(\$487)
Total Expenditures the Reporting Period		(\$31,030)
Balance of Design Contingency Remaining		\$30,517
PARKING & SITE IMPROVEMENTS		\$31,731
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$31,731

STARR COUNTY CAMPUS		\$236,700
HEALTH PROFESSIONS & SCIENCE BUILDING		\$96,000
Previously Reviewed & Approved Change Proposals		
co.1	CR 001 AVIT Underground Conduits	(\$5,500)
co.1	CR 002 Electrical Feeder Conduit Changes	(\$4,980)
co.1	CR 003 MDF Conduit	(\$5,565)
co.1	CR 004 Floor Boxes	(\$8,590)
co.1	CR 005 K-Bracing Correction	(\$1,892)
co.1	CR 006 Roof Drain Locations	(\$1,800)
co.1	CR 007 Door Frame Changes	(\$1,430)
Total Expenditures Approved to Date		(\$29,757)
Change Proposal's Pending This Review Period		
co.2	CR-010 - CR-012 Electrical per ASI-03 - New Main Electrical Feed to Distribution Panel to Building Electrical Panels	(\$13,373)
Total Expenditures the Reporting Period		(\$13,373)
Balance of Design Contingency Remaining		\$52,870
WORKFORCE TRAINING		on Hold
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		on Hold
LIBRARY RENOVATION		\$37,000
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		

	None	
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$37,000
STUDENT SERVICES EXPANSION		\$13,000
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.1	CR-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)
Total Expenditures the Reporting Period		(\$10,776)
Balance of Design Contingency Remaining		\$2,224
STUDENT ACTIVITIES ADDITION		\$14,000
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$14,000
THERMAL PLANT		\$39,000
Previously Reviewed & Approved Change Proposals		
co.1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)	(\$2,934)
co.1	CR 002 WHJW Data/Communication Revisions per AV-IT SI#2 (Structured Cabling 3 ea. new data drops and relocate exiting communication conduit)	(\$7,840)
Total Expenditures Approved to Date		(\$10,774)
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$28,226
PARKING & SITE IMPROVEMENTS		\$37,700
Previously Reviewed & Approved Change Proposals		
co.1	CR 001 - Underground Data Re-location	(\$32,042)
co.1	CR 003 - Primary Electric Duct Bank Changes	(\$1,990)
co.3	CR-008 Sidewalk for the additional parking	(\$3,600)
Total Expenditures Approved to Date		(\$37,632)
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$68
REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE		\$96,745

TRAINING FACILITY		\$68,049
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$68,049
PARKING & SITE IMPROVEMENTS		\$28,696
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$28,696

LA JOYA TEACHING SITE		\$0
	No Design Contingency	No Dollars

TOTAL PROGRAM DESIGN CONTINGENCY FROM GMP'S	\$1,493,202
TOTAL APPROVED DESIGN CONTINGENCY EXPENDITURES TO DATE	(\$273,374)
TOTAL PENDING FOR CURRENT REVIEW PERIOD	(\$391,813)
TOTAL DESIGN CONTINGENCY BALANCE AS OF SEPT. 12, 2017	\$828,015

OWNER CONSTRUCTION CONTINGENCY SUMMARY

BOARD MEETING OF SEPTEMBER 19, 2017

co.#	CHANGE REQUEST DISCRIPTION	AMOUNT
PECAN CAMPUS		\$603,245
NORTH ACADEMIC BUILDING		\$162,000
co.#	CHANGE REQUEST DISCRIPTION	AMOUNT
	Previously Reviewed & Approved Change Proposals	
co.2	CR.14, CR-24 & CR-26	(\$720)
co.3	CR-29 - Add a 2nd set of Building ID Letters to Canopy Façade	(\$6,405)
co.7	CR-30R3 AVIT SI-02 Audio Visual Modifications for monitors, computer and Classroom etc..	(\$16,052)
co.7	CR-35R3 AVIT SI-03 Audio Visual modifications for Active Learning Classrooms	(\$28,052)
co.7	CR-37 ASI-13 Electrical infrastructure for AVIT SI-02 Conduit and Boxes	(\$8,969)
co.7	CR-38 ASI-14 Electrical infrastructure for AVIT SI-03 Conduit and Boxes	(\$3,493)
co.7	Modify Construction Fence and Construction Trailer plumbing to accommodate Mc Allen ISD	(\$1,254)
co.8	CR-34 - Graphic Revisions - Room Signage Modifications per Submittal Review	(\$2,388)
co.8	CR-43 - AVIT SI- 05 Misc. Revisions	\$2,913
	Total Expenditures Approved to Date	(\$64,420)
Change Proposal's Pending This Review Period		
co.11	<i>Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget.</i>	(\$2,913)
	Total Expenditures this Reporting Period	(\$2,913)
Balance of Const. Contingency Remaining		\$94,667
SOUTH ACADEMIC BUILDING		\$98,355
	Previously Reviewed & Approved Change Proposals	
co.2	CR-13R - Electrical Infrastructure to Final Furniture e Plan	(\$4,556)
co.2	CR-21 - CHW Extension: Offset around existing tree and manhole	(\$9,356)
co.4	Monitors, Classrooms to Computer Lab upgrades, act	(\$21,025)
co.5	CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens including deleting data drops and removing Ceiling Mounted Projectors Supports	(\$3,532)
	Total Expenditures Approved to Date	(38,469)
Change Proposal's Pending This Review Period		
	Total Expenditures this Reporting Period	\$0
Balance of Const. Contingency Remaining		\$59,886
STEM BUILDING		\$153,990
	Previously Reviewed & Approved Change Proposals	
co.1	CR.2R, CR 3R & CR 11	(\$36,507)
co.2	Adjustment for Days & Approved Timeline	\$0
co.4	CR-20R Revised Lab service fixtures per Submittal 27a - combine gas turrets to double outlet , add DI water to service sinks, ect.	(\$6,817)
co.4	CR-21R AVIT Supplemental Info. SI-02 dated May 18, 2017; Misc. revisions Flat Panel Monitors	(\$31,559)
co.6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave	(\$5,344)
co.6	CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens	\$4,490
co.6	CR 25 - Modify Routing of Cable Trays to avoid classrooms	(\$3,207)

	Total Expenditures Approved to Date	(\$78,944)
	Change Proposal's Pending This Review Period	
co.7	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget	(\$4,490)
	Total Expenditures this Reporting Period	(\$4,490)
	Balance of Const. Contingency Remaining	\$70,556
STUDENT ACTIVITIES & CAFETERIA		\$100,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$100,000
THERMAL PLANT		\$50,000
co.1	CP-02 Chilled Water Pipe Wrap, CP-03 CW Piping Reconfiguration, CP-05 Replaced Pitted CW Piping, CP-07 Delete CW Insulation Cost	(\$41,714)
co.2	CP-10 Provide Sealed Concrete in Lieu of VCT	(\$367)
co.01F	Final Change Order dated May 3, 2017 Credit Remaining Construction Cont. Dollars	(\$7,919)
	Total Expenditures Approved to Date	(\$50,000)
	Balance of Const. Contingency Remaining	\$0
PARKING & SITE IMPROVEMENTS		\$38,900
	Previously Reviewed & Approved Change Proposals	
co.1	CR-01 Storm Drain conflict with existing SS fro Temporary Bldg.	(\$4,577)
co.1	CR-09 Valve to Isolate Bldg. M for water main shut down at NAB storm drain inlet	(\$3,849)
co.1	CR-10 Remove existing water main valves at NAB storm drain inlet per City of Mc Allen	n/c
co.1	CR-12 Utility Conflicts at NAB Storm drain inlet	(\$9,097)
	Total Expenditures Approved to Date	(\$17,523)
	Change Proposal's Pending This Review Period	
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$21,377

NURSING ALLIED HEALTH CAMPUS		\$216,493
NEW NAH BUILDING		\$178,900
	Previously Reviewed & Approved Change Proposals	
co.1	CP-02 Lavatories and Toilet Partition Revisions	(\$16,776)
co.1	CP-07 Add 13 Junction Boxes and Conduit	(\$3,106)
co.3	CP-05 Additional Power Outlets	(\$2,450)
co.3	CP-09 WHJW SI#2R2	(\$123,369)
	Total Expenditures Approved to Date	(\$145,701)
	Change Proposal's Pending This Review Period	
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$33,199

THERMAL PLANT		\$3,386
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$3,386
PARKING & SITE IMPROVEMENTS		\$34,207
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	
	None	\$0
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$34,207

TECHNOLOGY CAMPUS		\$166,676
SOUTHWEST BLDG RENOVATION		\$151,179
	Previously Reviewed & Approved Change Proposals	
co. 1	Buy-Out Savings - Credit for balance of construction contingency -Partial GMP 1	(\$5,141)
	Total Expenditures Approved to Date	(\$5,141)
	Change Proposal's Pending This Review Period	
co. 4	Grinding and Polishing of existing Concrete Floors	(\$14,988)
co. 5	CP - 11 Deduct for Birch Veneer	(\$1,395)
co. 5	CP - 08 Hardware Revisions for Security	\$2,900
co. 5	CP - 10 Revisions to PL Casework	\$660
co. 6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget	(\$3,560)
	Total Expenditures this Reporting Period	(\$16,383)
	Balance of Const. Contingency Remaining	\$129,655
PARKING & SITE IMPROVEMENTS		\$15,497
	Previously Reviewed & Approved Change Proposals	
co. 1	Return of Buy-Out Savings from Phase I Demo Partial GMP	(\$5,141)
	Total Expenditures Approved to Date	(\$5,141)
	Change Proposal's Pending This Review Period	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$10,356

MID VALLEY CAMPUS		\$372,269
HEALTH PROFESSIONS BLDG.		\$193,219

Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.2	CP-12 AR 3HP-008 Door Hardware Revisions for Security -Lock doors from the inside	(\$6,620)
Total Expenditures this Reporting Period		(\$6,620)
Balance of Const. Contingency Remaining		\$186,599
LIBRARY - NEW ADDITION		\$34,723
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$34,723
STUDENT SERVICES BLDG.		\$51,049
Previously Reviewed & Approved Change Proposals		
co.1	Increase Roof Insulation by 1"	(\$6,000)
co.2	CR-1R Stone Veneer Clarifications	(\$5,000)
co.2	CR-02 Hardware Changes	(\$1,210)
co.2	CR-05 Kitchen Equipment Clarifications	(\$364)
co.2	CR-07 Water Cooler Model Change	(\$1,000)
co.2	CR-08 Water Heater Changes	(\$500)
co.2	CR-16 Rotation of Existing AHU-RTU-1	(\$6,440)
Total Expenditures Approved to Date		(\$20,514)
Change Proposal's Pending This Review Period		
co.3	CP-08 4SS-017R Provide Block Veneer at Loading Dock	(\$2,604)
co.4	CP-09 4SS-019A - Provide Dishwasher k6	(\$15,245)
Total Expenditures this Reporting Period		(\$17,849)
Balance of Const. Contingency Remaining		\$12,686
THERMAL PLANT		\$61,547
Previously Reviewed & Approved Change Proposals		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Const. Contingency Remaining		\$61,547
PARKING & SITE IMPROVEMENTS		\$31,731
Previously Reviewed & Approved Change Proposals		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$31,731
STARR COUNTY CAMPUS		\$349,950
HEALTH PROFESSION & SCIENCE BLDG		\$143,000
Previously Reviewed & Approved Change Proposals		

	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
co. 3	CR-009 Hardware and doors RFI-035 (Hardware and Door for enlarged Door Opening in 25/1.00C	(\$4,540)
	Total Expenditures this Reporting Period	(\$4,540)
	Balance of Const. Contingency Remaining	\$138,460
WORKFORCE TRAINING		On Hold
	Total Expenditures this Reporting Period	On Hold
	Balance of Const. Contingency Remaining	On Hold
NEW LIBRARY		\$55,500
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$55,500
STUDENT SERVICES BLDG. EXPANSION		\$19,500
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$19,500
STUDENT ACTIVITIES BLDG EXPANSION		\$21,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$21,000
THERMAL PLANT		\$58,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0

Change Proposal's Pending This Review Period		
	None	
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$58,000
PARKING & SITE IMPROVEMENTS		\$52,950
Previously Reviewed & Approved Change Proposals		
co.1	CR-06 Revised Entry Plan	(\$19,482)
co.1	CR-07 - Added Parking Spaces per Revised Entry Plan	(\$31,012)
co.4	CR-002 - additional pull boxes for IT Duct Bank	(\$6,933)
Total Expenditures Approved to Date		(\$57,427)
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$247

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLANCE		\$127,295
TRAINING FACILITY		\$89,538
Previously Reviewed & Approved Change Proposals		
	None	
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$89,538
PARKING & SITE IMPROVEMENTS		\$37,757
Previously Reviewed & Approved Change Proposals		
	None	
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$37,757
LA JOYA TEACHING FACILITY		
7a Building Renovation and Welding Shop		No Const. Cont.
Total Expenditures this Reporting Period		
Balance of Const. Contingency Remaining		

TOTAL PROGRAM CONSTRUCTION CONTINGENCY FROM GMP'S	\$1,835,928
TOTAL APPROVED CONSTRUCTION CONTINGENCY EXPENDITURES TO DATE	-\$ 483,280
TOTAL PENDING FOR CURRENT REVIEW PERIOD	-\$ 52,795
TOTAL CONSTRUCTION CONTINGENCY BALANCE AS OF SEPT. 12, 2017	\$1,299,853

CURRENT CHANGE ORDERS FOR REVIEW

STC BOARD MEETING OF SEPT. 19, 2017

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.
PECAN CAMPUS				
North Academic Building				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.
co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)		
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget Buy-Out Saving.	(\$6,404)	(\$2,913)	(\$9,317)
Change Orders Under Review Subtotal		(\$12,547)	(\$2,913)	(\$9,317)
South Academic Building				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power	(\$2,488)		
Change Orders Under Review Subtotal		(\$2,488)	\$0	\$0
STEM Building				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.7	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget Buy-Out Saving.		(\$4,490)	(\$4,490)
Change Orders Under Review Subtotal		\$0	(\$4,490)	(\$4,490)
Student Activities & Cafeteria				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co. 3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair	(\$1,306)		
co. 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget Buy-Out Saving.	(\$8,543)		(\$8,543)
Change Orders Under Review Subtotal		(\$9,849)	\$0	(\$8,543)
Parking & Site Improvements				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package	(\$3,499)		
co 3	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings	(\$5,223)		
co 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)		(\$43,197)
Change Orders Under Review Subtotal		(\$51,919)	\$0	(\$43,197)

NURSING ALLIED HEALTH CAMPUS

New NAH Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-01(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) to Program Budget			(\$90,475)				(\$290,475)
Change Orders Under Review Subtotal				(\$90,475)		\$0		(\$290,475)

TECHNOLOGY CAMPUS

SOUTHWEST BUILDING RENOVATION

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.4	Grinding & Polishing of existing Concrete Floors							(\$14,988)
co.5	CP - 08 Hardware Revisions for Security							\$2,900
co.5	CP - 10 Revisions to PL Casework							\$660
co.5	CP - 11 deduct for birch veneer							(\$1,395)
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget							(\$3,560)
Change Orders Under Review Subtotal						\$0		(\$16,383)
								(\$3,560)

PARKING & SITE IMPROVEMENTS

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.4	Return of Buy-Out Savings from the GMP (\$40k used to cover the cost of CP's 8,9 &10)							(\$5,095)
Change Orders Under Review Subtotal						\$0		\$0
								(\$5,095)

MID VALLEY CAMPUS

Health Professions & Science Bldg.

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co. 1	CP-01 (Generator \$19,687),CP-02 (Elect 60%-100% \$12,051),CP-03(Twr Stl Redesign \$18,105),CP-04 (Op.Part Supports \$1,071),CP-05(Access Cntrl.Hwdr \$- 1,530),CP-06(Fume Hd Rev \$6,985),CP-07(K-Bracing \$768),CP-08(Dr.size rev \$1,000),CP-09(AddMop Sk \$872),CP-10(Reloc. Mop Sk \$287),CP-11(Add CMU \$12,299),CP-13(Struc. Stl shop draw rev. \$11,910),CP-14(Low Roof Brick Spt \$26,560) and CP-15 (Provide Temp. Roof \$ 19,000)							(56,541)
co. 2	CP-12 AR 3HP-008 Door Hdwr. Revisions per New Security Protocol							(6,620)
co. 3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign-\$18,105) to the Program Budget							(\$37,792)
Change Orders Under Review Subtotal								(56,541)
								(6,620)
								(37,792)

MVC Library New Expansion

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP							(\$82,212)
co.2	Roof Slope Adjustment per Garland's (Manufacture's) Recommendations							(\$29,780)
Change Orders Under Review Subtotal								(\$29,780)
								\$0
								(\$82,212)

MVC Student Services Bldg.

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock							(\$2,604)
co.4	CP-09 4SS-019A - Provide Dishwasher k6							\$0
								(\$15,245)

co.5	CP-10(Structural Steel 60%-100%),CP-11(Removal of existing Grease Trap),CP-12(Elect Rev), CP-13(Mech Eq. Rev), CP-14 (Add. Painting),CP-15(Circular Furrdowns),CP-16(Add. Block @dock) and CP-17(Add Painting)	(\$45,240)		
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-13 (Mechanical Equip. Changes \$19,095to the Program Budget			(\$19,095)
Change Orders Under Review Subtotal		\$0	(\$17,849)	(\$19,095)

MVC Thermal Plant

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.2	Modification to the cost of work as described in CP-1 SS Arch at Roll-up Door,CP-2 Electrical, CP-5 Extend Fire Alarm to Wellness Cntr.CP-6 Pedestrian Gate & CP-7 Building Letter "J"	(\$31,030)		
co.3	Reallocation of GMP Labor Savings from the Thermal Plant GMP to the Library New Addition GMP to cover the additional unanticipated Electrical and Data scope as the result of final reconciliation of Furniture & AVIT layouts and requirements			(\$82,212)
co 4	Modifications to the cost of work as described in CP-3(Cost Savings Roof Revisions to comply with STC Standards \$6,800) and CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000)		\$8,800	
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-03 (Roof Revisions per STC Standards \$6,800) and CP-04 (Revisions to SS Line @ Cooling Tower \$2,000) to the Program Budget Buy-Out Saving.			(\$8,800)
Change Orders Under Review Subtotal		(\$31,030)	\$8,800	(\$91,012)

MVC Parking and Site

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.2	Addition Scope or Revisions as described in CP-01 Relocation of FDC (\$622, CP-02 Telecom. Pull Box (\$2,100)CP-03Extend 4" Telecom. Conduit @bldg. D (\$3,352) and CP-04 Add spare 4" Telecom. Conduit @ Bldg. D (\$3,352)		(\$9,426)	
co.3	Infrastructure to support Workforce Center Project included in the Site & Parking documents		\$0	
co.4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.	(\$14,600)		
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CO-5 (Delete Infrastructure to support Workforce Center) to the Program Budget			(\$50,020)
Change Orders Under Review Subtotal		(\$14,600)	(\$9,426)	(\$50,020)

STARR COUNTY CAMPUS

STUDENT SERVICES BUILDING

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.2	CR.-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)		
Change Orders Under Review Subtotal		(\$10,776)	\$0	\$0

THERMAL PLANT

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 2	Partial Buy-Out Savings recongnized from the GMP			(\$250,000)
Change Orders Under Review Subtotal		\$0	\$0	(\$250,000)

REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE

	Change Orders Under Review Subtotal	\$0	\$0	\$0

PARKING & SITE IMPROVEMENTS

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP
	None			
	Approved Change Order's Subtotal	\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 1	GMP Partial Buy-Out Saving			(\$110,000)
co 1	CP-001 GMP Alternate no. 1 - Purchase 150 Tn Chiller			\$110,000
	Change Orders Under Review Subtotal	\$0	\$0	\$0

LA JOYA TEACHING SITE

TOTAL DESIGN CONTINGENCY CHANGE ORDERS THIS REVIEW	(\$310,005)		
TOTAL CONST. "OWNER" COTINGENCY CHANGE ODR'S THIS REVIEW		(\$42,261)	
TOTAL GMP SAVINGS CHANGE ORDERS THIS REVIEW			(\$894,808)

CHANGE ORDER SUMMARY

STC BOARD MEETING OF SEPT. 19, 2017

CHANGE ORDER SUMMARY				
STC BOARD MEETING OF SEPT. 19, 2017				
co #	Change Order Discription	Design	Construction	GMP Adjust.
PECAN CAMPUS				
North Academic Building				
APPROVED CHANGE ORDERS TO DATE				
		Design	Construction	GMP Adjust.
co 1	BUY OUT SAVINGS			
co2	CR14, CR24 & CR26		(\$720)	
co 3	CR 29 - Building Letters		(\$6,405)	
co 4	CR28 - Revised Parapet Sheathing	(\$14,812)		
co 5	CR02, CR03R, CR05, CR07R, CR18, CR21 & CR22	(\$16,241)		
co 6	CR-08R & CR-11	(\$121)		
co 7	CR30-R3, CR35-R3, CR37, & CR38		(\$57,820)	
co.8	CR-34 - Graphic Revisions		(\$2,388)	\$0
co.8	CR-43 - AVIT SI- 05 Misc. Revisions		\$2,913	
co.9	CR-25 - Building Letter Revisions	(\$143)		
co.9	CR-27 - Toilet Accessories - Add ADA Grab Bars	(\$395)		
co.9	CR-31 - Revised Doors to Clear Birch	(\$550)		
co.9	CR-41-ASI-16 Lobby Stairwell Finishes at North Main Stair	(\$6,899)		
	Approved Change Order's Subtotal	(\$39,161)	(\$64,420)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)		
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget.	(\$6,404)	(\$2,913)	(\$9,317)
	Change Orders Under Review Subtotal	(\$12,547)	(\$2,913)	(\$9,317)
South Academic Building				
APPROVED CHANGE ORDERS TO DATE				
		Design	Construction	GMP Adjust.
co 1	Adjustments for days and to align Board Approved Timeline			\$0
co 2	CR13R & CR21		(\$13,912)	
co 3	CR2R, CR04, CR11, CR14 & CR23	(\$13,078)		
co 4	CR22R - AVIT SI-02		(\$21,025)	
co 5	CR-24 Add Flat Screens and Infrastructure and Delete Projection Screens.		(\$3,532)	
	Approved Change Order's Subtotal	(\$13,078)	(\$38,469)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power	(\$2,488)		
	Change Orders Under Review Subtotal	(\$2,488)	\$0	\$0
STEM Building				
APPROVED CHANGE ORDERS TO DATE				
		Design	Construction	GMP Adjust.
co 1	CR2R, CR3R & CR11		(\$36,507)	
co 2	Adjustment for days & approved timeline			N/C
co 3	CR01, CR06R, CR08R, CR13, CR14R, CR15, CR16R2 & CR18	(\$79,727)		

co 4	CR20R - LAB GAS TURRETS, CR21R - AVIT SI-02		(\$38,376)	
co 5	CR22 - FUME HOOD DUCT 'Y' CONNECTION	(\$20,356)		
co 6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave		(\$5,344)	
co 6	CR - 24 Add Flat Screens and Infrastructure & Delete Proj.Screens		\$4,490	
co 6	CR 25 - Modify Routing of Cable Trays to avoid classrooms		(\$3,207)	
	Approved Change Order's Subtotal	(\$100,083)	(\$78,944)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.7	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget		(\$4,490)	(\$4,490)
	Change Orders Under Review Subtotal	\$0	(\$4,490)	(\$4,490)
Student Activities & Cafeteria				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR01, CR2,CR3,CR6,CR7,CR8,CR9CR19=0,CR12,CR13R,CR14, & CR15	(\$10,579)		
co 2	CR. 18 - Revisions to Door to Accommodate Elevator	(\$1,306)		
co 2	CR. 21 - Revise Exterior Handrail Material HD Gal.	(\$2,850)		
	Approved Change Order's Subtotal	(\$14,735)	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co. 3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair	(\$1,306)		
co. 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget	(\$8,543)		(\$8,543)
	Change Orders Under Review Subtotal	(\$9,849)	\$0	(\$8,543)
Thermal Plant				
APPROVED CHANGE ORDES TO DATE INCLUDING CLOSE OUT		Design	Construction	GMP Adjust.
co.1	CPR#8 - Provide Owner Protective Liability Insurance & CPR#9 Remove Conflicting Lines	(\$29,930)		
co.1	CPR#11- Provide Gas Line Connection to Existing Meter & CPR#12 Provide Temp Water	incl above		
co.1	CPR#14-Water Line Exploration & CPR#15 Comm.Card Expired	incl above		
co.1	CPR#16- Add 8" to Top of Masonry Wall& CPR#17- Provide Traffic Control April-May	incl above		
co.1	CPR#19- Provide Metal Roof Underlayment & CPR#20 Add Support Brackets for CHW	incl above		
co.1	CPR#22-Provide Traffic Control May-June	incl above		
co.1	CP-02 Chilled Water Pipe Wrap,CP-03 CW Piping Reconfiguration, CP-05 Replaced Pitted CW Piping, CP-07 Delete CW Insulation Cost		(\$41,714)	
co.2	CP-10 Provide Sealed Concrete in Lieu of VCT		(\$367)	
co.01F	Final Change Order dated May 3, 2017 Credit Remaining Design and Construction Contingency's and GMP Labor Savings	(\$31,615)	(\$7,919)	(\$22,057)
	APPROVED CHANGE ORDERS TO DATE INCLUDING CLOSE OUT	(\$61,545)	(\$50,000)	(\$22,057)
Parking & Site Improvements				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR01, CR09, CR10, & CR12		(\$17,523)	
co 2	CR02, CR03, CR05, CR8R, CR13R & CR14	\$28,676		
	Approved Change Order's Subtotal	\$28,676	(\$17,523)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package	(\$3,499)		

co 3	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings	(\$5,223)		
co 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)		(\$43,197)
Change Orders Under Review Subtotal		(\$51,919)	\$0	(\$43,197)

NURSING ALLIED HEALTH CAMPUS

New NAH Building

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	CR2, CR7		(\$19,882)	
co.2	CP1, CP3, CP4, CP6, CP8	\$59,008		
co.3	CR5, CP9		(\$125,819)	
co.4	CP-011 RESTROOM MODIFICATIONS	(\$6,770)		
co.5	CP-010 CREDIT FOR PROJECTION SCREENS	\$2,937		
co.5	CP-012 DEDUCT FOR DATA - WHJW SI 3	(\$1,771)		
co.5	CP-013 CREDIT FOR PROJECTOR DATA DROPS - WHJW SI4	\$2,518		
Approved Change Order's Subtotal		\$55,922	(\$145,701)	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-1(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010), CP-04 (Finished Hwdr. \$260), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) including \$200,000 for recongized GMP Buy-Out Saving to Program Budget	(\$90,475)		(\$290,475)
Change Orders Under Review Subtotal		(\$90,475)	\$0	(\$290,475)

THERMAL PLANT

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
Approved Change Order's Subtotal		\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

None				
Change Orders Under Review Subtotal		\$0	\$0	\$0

PARKING & SITE IMPROVEMENTS

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
Approved Change Order's Subtotal		\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

None				
Change Orders Under Review Subtotal		\$0	\$0	\$0

TECHNOLGY CAMPUS

SOUTHWEST BUILDING RENOVATION

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Buy-Out Savings - Credit for the balance of Partial GMP (Demo) Design and Construction "Owner" Contingency's	(\$9,106)	(\$5,141)	(\$106,483)
co.2	Buy-Out Savings -2nd round of saving offered by CM@R			(\$1,115,311)
co.3	Hose Reels	(\$16,156)		

	Approved Change Order's Subtotal	(\$25,262)	(\$5,141)	(\$1,221,794)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.4	Grinding & Polishing of existing Concrete Floors		(\$14,988)	
co.5	CP - 08 Hardware Revisions for Security		\$2,900	
co.5	CP - 10 Revisions to PL Casework		\$660	
co.5	CP - 11 deduct for birch veneer		(\$1,395)	
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget		(\$3,560)	(\$3,560)
	Change Orders Under Review Subtotal	\$0	(\$16,383)	(\$3,560)
PARKING & SITE IMPROVEMENTS				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Return of Buy-Out Savings from the Demo GMP	(\$9,105)	(\$5,141)	(\$8,000)
co.2	Return of Buy-Out Savings from the GMP cost of work			(\$400,000)
co.3	Return of Buy-Out Savings from the GMP (\$50k for existing conditions - Grind existing concrete slab)			(\$8,898)
	Approved Change Order's Subtotal	(\$9,105)	(\$5,141)	(\$416,898)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.4	Return of Buy-Out Savings from the GMP (\$40k used to cover the cost of CP-08 Additional Sitework \$5,590, CP-09 additional Demo per RF#14 \$19,115 and CP-10 Drainage Modifications per ASI-06 \$10,200) Balance remaining with the deducted from the GMP and included as GMP Buy-Out Savings			(\$5,095)
	Change Orders Under Review Subtotal	\$0	\$0	(\$5,095)

MID VALLEY CAMPUS				
Health Professions & Science Bldg.				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	None			
	Approved Change Order's Subtotal	\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.1	CP-01 (Generator \$19,687),CP-02 (Elect 60%-100% \$12,051),CP-03(Twr Stl Redesign \$18,105),CP-04 (Op.Part Supports \$1,071),CP-05(Access Cntrl.Hwdr \$-1,530),CP-06(Fume Hd Rev \$6,985),CP-07(K-Bracing \$768), CP-08(Dr.size rev \$1,000),CP-09(Add Mop Sk \$872),CP-10(Relock. Mop Sk \$287),CP-11(Add CMU \$12,299),CP-13(Struc. Stl shop draw rev.\$11,910),CP-14(Low Roof Brick Spt \$26,560) and CP-15 (Provide Temp. Roof \$19,000)	(56,541)		
co.2	CP-12 AR 3HP-008 Door Hdw. Revisions per New Security Protocol		(6,620)	
co.3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign-\$18,105) to the Program Budget			(\$37,792)
co.4	Reduction to the GMP Cost of Work associated with C.O.#3 and reallocate the dollars to owners buy-out savings against the program shortfall.			(\$37,792)
		(56,541)	(6,620)	(75,584)
MVC Library New Expansion				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP			\$82,212

co.2	Roof Slope Adjustment per Garland's (Manufacture's) Recommendations	(\$29,780)		
	Change Orders Under Review Subtotal	(\$29,780)	\$0	\$82,212
MVC Student Services Bldg.				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Increase roof insulation thickness by 1"		(\$6,000)	
co.2	CR1R,CR2,CR5,CR7,CR8,CR10		(\$14,514)	
	Approved Change Order's Subtotal	\$0	(\$20,514)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock		(\$2,604)	
co.4	CP-09 4SS-019A - Provide Dishwasher k6	\$0	(\$15,245)	
co.5	CP-10(Structural Steel 60%-100%),CP-11(Removal of existing Grease Trap),CP-12(Elect Rev), CP-13(Mech Eq. Rev), CP-14 (Add. Painting),CP-15(Circular Furrdowns),CP-16(Add. Block @dock) and CP-17(Add Painting)	(\$45,240)		
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-13 (Mechanical Equip. Changes \$19,095to the Program Budget			(\$19,095)
	Change Orders Under Review Subtotal	(\$45,240)	(\$17,849)	(\$19,095)
MVC Thermal Plant				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Reallocation of Buy-Out saving from Parking & Site Improvements to Thermal Plant for purchase of additional chiller			\$109,376
	Approved Change Order's Subtotal	\$0	\$0	\$109,376
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Modification to the cost of work as described in CP-1 SS Arch at Roll-up Door,CP-2 Electrical, CP-5 Extend Fire Alarm to Wellness Cntr.CP-6 Pedestrian Gate & CP-7 Building Letter "J"	(\$31,030)		
co.3	Reallocation of GMP Labor Savings from the Thermal Plant GMP to the Library New Addition GMP to cover the additional unanticipated Electrical and Data scope as the result of final reconciliation of Furniture & AVIT layouts and requirements			(\$82,212)
co.4	Modifications to the cost of work as described in CP-3(Cost Savings Roof Revisions to comply with STC Standards \$6,800) and CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000)		\$8,800	
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-03 (Roof Revisions per STC Standards \$6,800) and CP-04 (Revisions to SS Line @ Cooling Tower \$2,000) to the Program Budget			(\$8,800)
	Change Orders Under Review Subtotal	(\$31,030)	\$8,800	(\$91,012)
MVC Parking and Site				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Reallocation of Buy-Out saving from Parking & Site Improvements			(\$109,378)
	Approved Change Order's Subtotal	\$0	\$0	(\$109,378)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Addition Scope or Revisions as described in CP-01 Relocation of FDC (\$622, CP-02 Telecom. Pull Box (\$2,100)CP-03Extend 4" Telecom. Conduit @bldg. D (\$3,352) and CP-04 Add spare 4" Telecom. Conduit @ Bldg. D (\$3,352)		(\$9,426)	
co.3	Infrastructure to support Workforce Center Project included in the Site & Parking documents - void this change order		\$0	
co.4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.	(\$14,600)		

co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CO-5 (Delete Infrastructure to support Workforce Center) to the Program Budget Buy-Out Saving.			(\$50,020)
Change Orders Under Review Subtotal		(\$14,600)	(\$9,426)	(\$50,020)

STARR COUNTY CAMPUS				
HEALTH PROFESSIONS & SCIENCE BLDG				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	Approved Change Order's Subtotal	\$0	\$0	\$0
	Approved Change Order's Subtotal	\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
	Change Orders Under Review Subtotal	\$0	\$0	\$0
LIBRARY RENOVATION				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	Approved Change Order's Subtotal	\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
	Change Orders Under Review Subtotal	\$0	\$0	\$0
STUDENT SERVICES BUILDING				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	None			
	Approved Change Order's Subtotal	\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	CR.-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)		
	Change Orders Under Review Subtotal	(\$10,776)	\$0	\$0
THERMAL PLANT				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)	(\$2,934)		
co 1	CR 002 WHJW Data/Communication Revisions per AV-IT SI#2 (Structured Cabling 3 ea. new data drops and relocate exiting communication conduit)	(\$7,840)		
	Approved Change Order's Subtotal	(\$10,774)	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 2	Partial Buy-Out Savings recognized from the GMP			(\$250,000)

	Change Orders Under Review Subtotal	\$0	\$0	(\$250,000)
PARKING AND SITE IMPROVEMENTS				
	APPROVED CHANGE ORDERS TO DATE	Design	Construction	GMP Adjust.
co.1	CP-001 & CP-003	(\$34,032)		
co.2	CP-006, CP -007		(\$45,770)	
co.3	CR 008 Sidewalk for Additional Parking for Parking Lot Addition	(\$3,600)		
co.4	CR 002- Additional Pull boxes for It Duct Bank		(\$6,933)	\$0
	Approved Change Order's Subtotal	(\$37,632)	(\$52,703)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
	Change Orders Under Review Subtotal	\$0	\$0	\$0
REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE				
	APPROVED CHANGE ORDERS TO DATE	Design	Construction	GMP
	Approved Change Order's Subtotal	\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
	Change Orders Under Review Subtotal	\$0	\$0	\$0
LA JOYA TEACHING SITE				

TOTAL DESIGN CONTINGENCY CHANGE ORDERS TO DATE	(\$582,022.00)		
TOTAL CONTRUCTION COTINGENCY CHANGE ORDERS TO DATE		(\$527,437.00)	
TOTAL GMP SAVINGS CHANGE ORDERS TO DATE			(\$2,428,927.00)

Completion and Occupancy Schedule of 2013 Bond Construction Buildings - April 17, 2017

Board Approval of April 24, 2017

(August 1, 2017 COC Meeting Update)

(Sept. 12, 2017 Facilities Committee Meeting Update- Rev. 1)

#	Construction Projects - Bond & Non-Bond	April 24, 2017 Board Approved Dates	(Bldg)/Subst. Completion Owner Insurance in Place	Begin Installation of Furniture and Equipment (FF&E)	Final Completion of FFE	Begin Moving Faculty and Staff into Building	Building Opening Date or Classes Begin Date	General Notes
Buildings , Expansions and Renovations								
Pecan Campus								
1	North Academic Building	11/15/2017	11/15/2017	11/17/2017	12/22/2017	1/8/2018	1/16/2018	Note: 5
2	South Academic Building	11/06/2017	11/06/2017	11/09/2017	12/24/2017	1/8/2018	1/16/2018	Note: 5
3	STEM Building	12/18/2017	12/09/2017	12/11/2017	12/29/2017	1/8/2018	1/16/2018	Note: 1 & 5
4	Student Activities Building and Cafeteria	11/19/2017	11/19/2017	11/23/2017	12/24/2017	1/2/2018	1/8/2018	Note: 5
5	Parking & Site Improvements	11/15/2017	11/15/2017	n/a	n/a	n/a	1/2/2018	
6	Thermal Plant	12/16/2016	12/16/2016	n/a	n/a	n/a	12/16/2016	
Mid-Valley Campus								
7	Health Professions and Science Building	10/13/2017	11/30/2017	12/02/2017	12/28/2017	01/08/2018	1/16/2018	Note:5 & 8
8	Library Renovation	1/16/2018	1/23/2018	1/25/2018	2/09/2018	2/09/2018	1/16/2018	Note: 4 & 5
8.1	Library Expansion	1/16/2018	1/23/2018	1/25/2018	2/09/2018	2/09/2018	1/16/2018	Note: 4 & 5
9	Student Services Building Expansion	9/21/2017	9/21/2017	09/25/2017	10/25/2017	11/6/2017	1/8/2018	Note: 5
10	Workforce Training Center Expansion -	DELETED FOR SOCPE	DELETED FOR SOCPE		DELETED FOR SOCPE		DELETED FOR SOCPE	Note: 12
11	Parking & Site Improvements	9/21/2017	11/30/17	n/a	n/a	n/a	1/25/2018	Note: 10
12	Thermal Plant	6/15/2017	7/14/82017	7/14/2017	7/15/2017	7/15/2017	7/15/2017	Note: 9
Starr County Campus								
13	Health Professions and Science Building	10/30/2017	11/06/2017	11/08/2017	12/20/2017	01/08/2018	1/16/2018	Note: 5
14	Library	12/17/2017	12/17/2017	12/20/2017	1/15/2018	1/18/2018	1/20/2018	Note: 4 & 5
15	Student Activities Building Expansion	11/30/2017	11/30/2017	12/01/2017	12/22/2017	12/27/2017	1/8/2018	Note: 5
16	Student Services Building Expansion	11/30/2017	11/30/2017	12/01/2017	12/22/2017	12/27/2017	1/8/2018	Note: 5
17	Workforce Training Center Expansion	DELETED FOR SOCPE	DELETED FOR SOCPE		DELETED FOR SOCPE		DELETED FOR SOCPE	Note: 12
18	Parking & Site Improvements	10/01/2017	11/06/2017	n/a	n/a	n/a	10/7/2017	Note:10
19	Thermal Plant	8/25/2017	9/25/2017	9/28/2017	9/28/2017	9/28/2017	9/28/2017	Note:13
Nursing & Allied Campus								
20	Campus Expansion Package 2	12/08/2017	12/08/2017	12/11/2017	12/29/2017	01/08/2018	1/16/2018	Note: 5 & 6
21	Parking & Site Improvements	10/30/2017	10/30/2017	n/a	n/a	n/a	11/7/2017	
22	Thermal Plant	8/25/2017	9/25/2017	9/26/2017	9/28/2017	9/28/2017	9/28/2017	Note:13
Technology Campus								
23	Southwest Building Renovation Building Package	07/14/2017	07/14/2017	7/17/2017	8/15/2017	8/16/2017	8/21/2017	Note: 9
24	Parking & Site Improvements	07/14/2017	07/14/2017	n/a	n/a	n/a	6/7/2017	
Regional Center for Public Safety Excellence								
25	Training Facility	5/3/2018	5/3/2018	5/5/2018	5/31/2018	6/2/2018	SUMMER 2018	Note 7
La Joya Center								
26	Training Labs Improvements	8/01/2017	8/09/2017	8/11/2017	8/15/2017	8/21/2017	8/28/2017	Note: 3 & 11

#	Construction Projects - Bond & Non-Bond	April 24, 2017 Board Approved Dates	(Bldg)/Subst. Completion Owner Insurance in Place	Begin Installation of Furniture and Equipment (FF&E)	Final Completion of FFE	Begin Moving Faculty and Staff into Building	Building Opening Date or Classes Begin Date	General Notes
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Color Coded Legend

GMP's not approved - dates are tentative until final approval
Dates not confirmed in 4.17.17 BM but verified
Substantial Completion
Timeline Update Changes -Facilities Committee Mtg Sept 12th
Delete Workforce Centers from 2013 Bond Program Scope

TIMELINE UPDATES

Board Approved Timeline Schedule - April 24, 2017

Board Approved Timeline Schedule - May 23, 2017

COC Meeting Timeline Schedule - August 1, 2017

Facilities Committee Meeting - Sept. 12, 2017

Notes: General Notes of Qualifications, Assumptions and Adjustments

- 1) Priority 1 is 2nd Floor Labs and Lecture Rooms
- 2) Some classrooms need to be furnished by Spring 2018 semester start-Staff to verify
(This item is no longer applicable with Substantial Completion Special Board Meeting 4.17.17)
- 3) Welding Labs need to be ready by Fall 2017 semester start
- 4) Library GMP Schedules included in this April 17, 2017 Update
- 5) AV Infrastructure will be install during the construction phase. Installation to begin after cable tray is installed and all above ceiling work completed prior to the above ceiling inspections. Construction Schedules for each project have been provided to STC for use in scheduling their direct purchase vendors where applicable.
- 6) Complete floors starting at the top (level 4) working down. Critical Floors are 2 - 4. Dr. Reed stated 1st floor FFE work would not be complete until after the opening of the 2018 Spring Semester. Simulation Equipment will be installed once to wall have 1st coat of paint and dust generated from the construction is down to a minimum. Shop Drawing must be provide ASAP from receipt of equipment order for verification of rough-in information .
7. Substantial Completion date is preliminary pending final GMP Proposal due at the end of April 2017
8. Substantial Completion date updated and approved in the May 23, 2017 Board Meeting
9. Substantial Completion dated July 14, 2017
- 10. Parking & Site Improvement Projects to Finish with the Building**
- 11. La Joya - Phase II Substantial Completion 10.08.17 - Final Comp. 11.08.17**
- 12. Deletion of Workforce Center Starr & Mid Valley for 2013 Bond Program Presented at Sept. 12, 2017 Facility Commi**
- 13. Completion Delay due to AEP Equipment Schedule delays - No Impact to Project**

SOUTH TEXAS COLLEGE

2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

September 12, 2017

**BROADDUS
& ASSOCIATES**



BOARD APPROVAL ITEMS

South Texas College
 2013 Bond Construction Program
 Upcoming Timeline – 09/12/17

June '17 July '17 August '17 September '17 October '17

	June '17	July '17	August '17	September '17	October '17
1	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)	Update (No Action)
2	Accountability Status	Accountability Status	Accountability Status	Accountability Status	Accountability Status
3	Buyout Deductive Change Orders	Buyout Deductive Change Orders	Buyout Deductive Change Orders	Buyout Deductive Change Orders	Buyout Deductive Change Orders
4	Furniture Procurement	Furniture Procurement	Furniture Procurement	Furniture Procurement	Furniture Procurement
5				Professional Fee Adjustment	
6					
Board Approval					

OPERATIONAL ITEMS

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

	June '17	July '17	August '17	September '17	October '17
Operational	1	NTP's	NTP's	NTP's	NTP's
	2	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity
	3	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests
	4	Issue Resolution	Issue Resolution	Issue Resolution	Issue Resolution
	5	Schedule Compression	Schedule Compression	Schedule Compression	Schedule Compression
	6	B&A Auditing			
	7				
	8				
	9				
	10				

INFORMATION & PRESENTATION ITEMS

South Texas College
2013 Bond Construction Program
Upcoming Timeline

June '17 **July '17** **August '17** **September '17** **October '17**

	NTP's	NTP's	NTP's	NTP's	NTP's
1					
2	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity	Ongoing Construction Activity
3	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests	Buyout Savings Requests
4	Issue Resolution	Issue Resolution	Issue Resolution	Issue Resolution	Issue Resolution
5					
6					
7					
8					
9					
10					

Informational/Presentations

2013 BOND CONSTRUCTION PROGRAM PROGRESS REPORT - September 12, 2017

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

STC 2013 Bond Program - Pecan Campus North Academic Building

Scorecard #30

Status: **Submitted**

08/25/2017



Scope

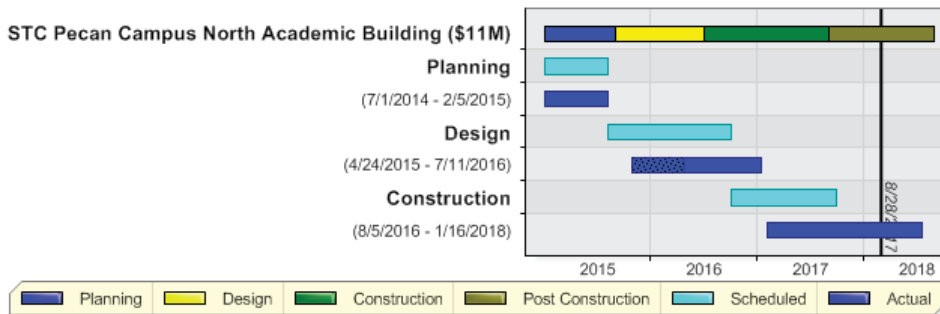
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

PECAN CAMPUS - North Academic Bldg. - A state of the Art multipurpose 3 story, 64,294 SF structural steel building with a combination of glass curtain wall and brick exterior, and is a multi disciplinary teaching facility including Computer Sciences, Communication Arts, K - 12 Instruction, thru Psychology. The building includes 29 Classrooms, with faculty offices and common areas for Student interaction.

Budget

	Current Budget
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Schedule



Activity

30 Day Look Ahead

- Exterior walls: Glazing at 90%
- Roof complete
- MEP in final connections and testing: Overhead inspection at Lvl 3; CHW and AHU start up and conditioned air early Sept.
- Interiors: painting continues; flooring, casework, etc mid month
- Permanent power: switch gear energized, lights operational.
- T&B last week Sept
- Landscape irrigation and trees installed, beds and lawns end of Sept.

Key Consultants/ Contractors

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

Key Owner Issues or Concerns

- Campus AV vendor occupied on other projects

Recent Photo



STC 2013 Bond Program - Pecan Campus South Academic Building

Scorecard #29

Status: **Submitted**

08/25/2017



Scope

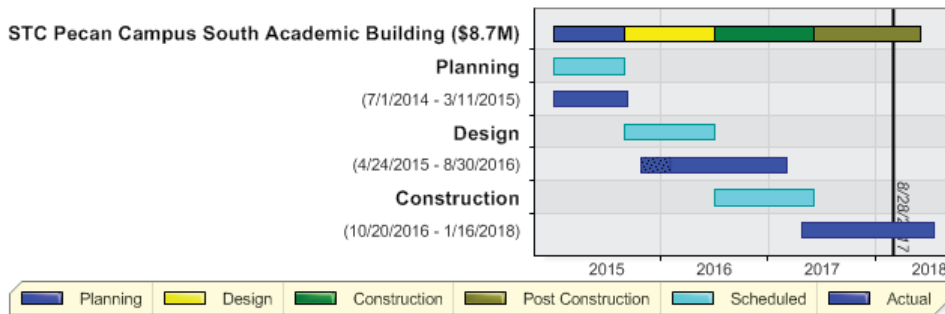
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PECAN CAMPUS - South Academic Bldg. - A state of the Art multipurpose 2 story, 41,500 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a general purpose, multi-disciplinary teaching facility for varied curriculums. The building includes nineteen Classrooms and specialty learning spaces administrative and faculty offices and common areas for Student interaction.

Budget

	Current Budget
Professional Services - Pecan Campus South Academic Building	\$704,794
Construction	\$6,668,472
Owner Procured	\$1,260,705
Miscellaneous Expenses	\$110,638
Additional Costs	\$0
Total	\$8,744,609

Schedule



Activity

30 Day Look Ahead

- Exterior walls: Face brick complete, Stucco in progress
- MEP rough-in and final connections to devices wiring and equipment
- Roof: flashing and copings in progress
- Interior partitions: Float & tape in progress, painting started
- Electrical service: Xfmr pad and duct bank installed, equipment documentation in progress

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- AVIT early install by STC vendor

Recent Photo



STC 2013 Bond Program - Pecan Campus STEM Building

Scorecard #28

Status: **Submitted**

08/25/2017



Scope

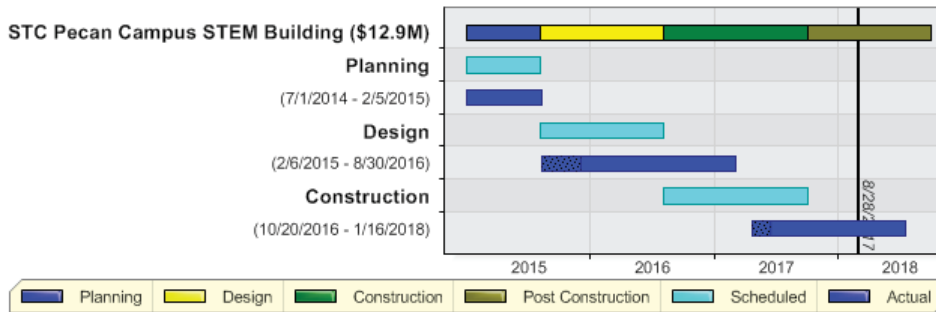
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PECAN CAMPUS - STEM Building - A state of the Art multipurpose 2 story, 50,600 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a teaching facility for Science, Technology, Engineering, and Math. The building includes nine instructional Classrooms, nine Laboratories, administrative and faculty, offices and common areas for Student interaction.

Budget

	Current Budget
Professional Services - Pecan Campus STEM Building	\$970,149
Construction	\$10,430,357
Owner Procured	\$1,329,518
Miscellaneous Expenses	\$145,548
Additional Costs	\$0
Total	\$12,875,572

Schedule



Activity

30 Day Look Ahead

- Exterior walls: Face brick and stucco done, Glazing near complete
- MEP in final connections, equip start up and testing: conditioned air mid month
- Overhead inspections first week Sept.
- Roof: Main roof and canopies complete, copings in progress
- Interiors; ceiling grid complete; painting continues, flooring and casework start with conditioned air mid month
- Electric service: Xfmr and switch gear energized; lighting and equipment operational

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Commitment by DWilson, BSG and B&A to achieve Subl Comp mid Dec 2017
- Current CPM sched indicates SC by Dec 7

Recent Photo



STC 2013 Bond Program Pecan Campus Cafeteria & Activities Building

Scorecard #29

Status: **Submitted**

08/25/2017



Scope

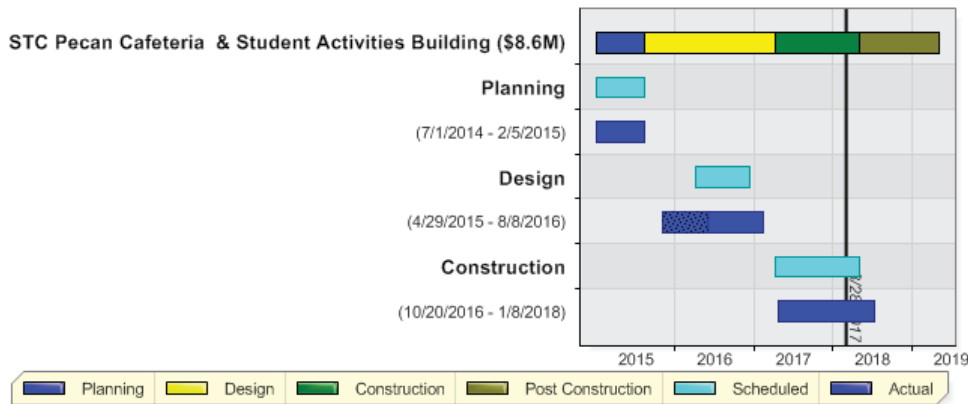
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PECAN CAMPUS - Student Activities & Cafeteria - A State of the Art multi-purpose 2 story, 31,000 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a multi-use student programs and activities center with cafeteria, dining and internet café. The building includes two large, dividable multi-purpose rooms, support spaces and conference rooms, offices and common areas for Student interaction.

Budget

	Current Budget
Professional Services - Pecan Campus Student Services and Activities Bldg	\$683,110
Construction	\$6,897,670
Owner Procured	\$884,017
Miscellaneous Expenses	\$94,548
Additional Costs	\$0
Total	\$8,559,345

Schedule



Activity

30 Day Look Ahead

- Roofing continues: bur capsheet in progress, Hi roof metal and coping started
- Exterior walls: Face brick and stucco complete, Glazing near complete
- MEP final connections, equipment start up, with conditioned air mid Sept
- Permanent power: switch gear energized, lighting operational
- Food Service: hoods started, built ins mid month
- Interiors: painting continues, flooring, casework to start with conditioned air
- Elevator mobilized

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Electrical service: Transformer energize in 2 weeks

Recent Photo



STC 2013 Bond Program Pecan Campus Parking & Site Improvements

Scorecard #23

Status: **Submitted**

08/25/2017



Scope

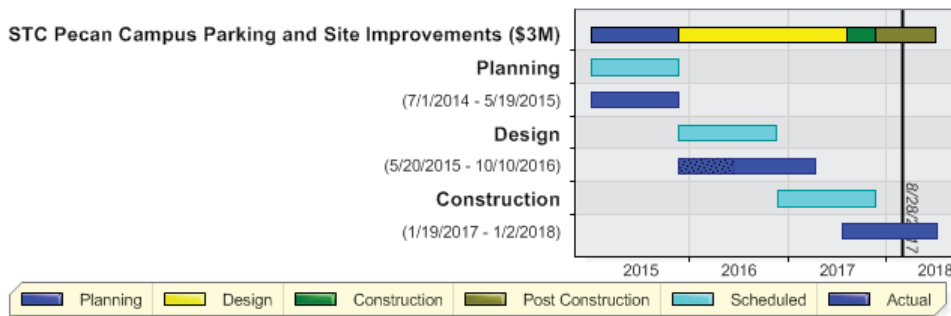
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PECAN CAMPUS - Parking & Site - In concert with the construction of five major new facilities at north and west quadrants of the STC Pecan Campus, the Parking & Site Improvements provides a new environmentally sensitive parking area for ~ 300 spaces. Extensive landscaping, lawns, tree lined walkways and outdoor gathering areas are provided between and around the new buildings, promoting the 'urban garden' atmosphere for students, visitors, staff and faculty, and creating a unique pathway drawing the expanding Pecan Campus into a community of higher education.

Budget

	Current Budget
Professional Services - Pecan Campus Parking & Site Improvements	\$276,623
Construction	\$2,622,121
Owner Procured	\$24,374
Miscellaneous Expenses	\$30,366
Additional Costs	\$0
Total	\$2,953,484

Schedule



Activity

30 Day Look Ahead

- Parking lot base: asphaltic wear surface at west half; east section in progress (see photo)
- Curbs: complete
- Lighting: pole lights energized; building site lighting in progress
- Storm drainage and bio-swales complete:
- Water and fire service lines complete
- Gas service application submitted
- Electric service xfms and meters energized
- Final grading and landscape/irrigation in progress

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Parking areas complete to coincide with SC or CoMcA's requirements for issuance of Cert of Occupancy

Recent Photo



STC 2013 Bond Program - Nursing and Allied Health Expansion Bldg

Scorecard #29
 Status: **Submitted**
 08/28/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

NURSING ALLIED HEALTH CENTER - Expansion Bldg.

4 story, 97000 sq ft bldg consisting of:

L1-Vestibule, Learning commons, quiet and high tech study rooms, Kitchen and dining area and exterior seating.

L2-Medium and small classrooms, testing areas and faculty offices.

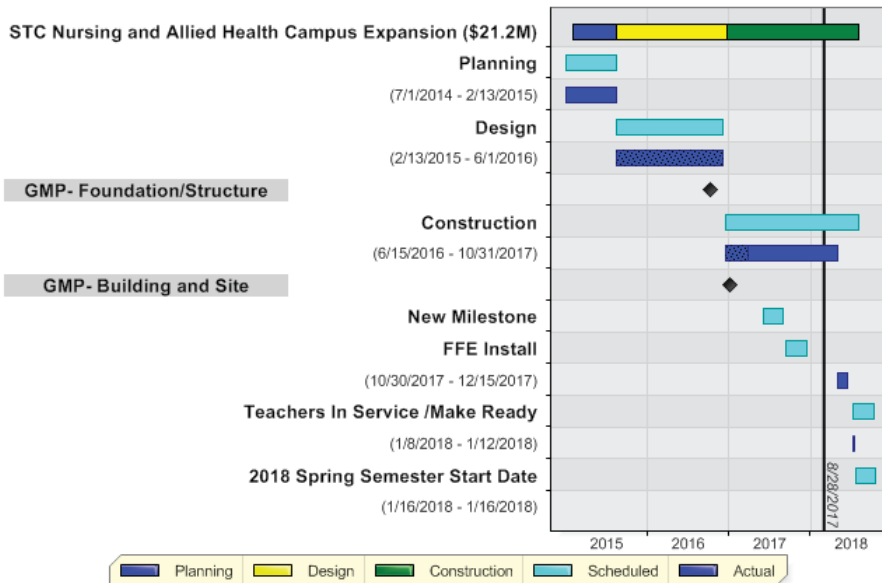
L3-Respiratory and ultrasonic training, Radiology labs, small and medium classrooms and faculty offices.

L4-Medical surgical simulation labs, emergency room simulation, pediatrics, triage and simulation labs. Nursing advanced training, O.B. simulation labs and phlebotomy labs. De-briefing rooms.

Budget

	Current Budget
Professional Services - Nursing & Allied Health Building	\$1,745,145.00
Construction	\$17,035,444.00
Owner Procured	\$2,207,887.00
Miscellaneous Expenses	\$250,875.00
Additional Costs	\$0.00
Total	\$21,239,351.00

Schedule



Activity

30 Day Look Ahead

- Lab casework Installation
- Ceiling grid installed L3&4
- Overhead Inspections L3&L4
- Electrical Provider Energizes Bldg
- Kitchen Cooler and Freezer Install
- Bathroom Ceramic Tile

Key Consultants/Contractors

- ERO
- Halff
- D. Wilson Construction

Key Owner Issues or Concerns

- Owner Changes
- Owner provided AVIT
- Weather Days

Recent Photo



Nursing and Allied Health Thermal Plant

Scorecard #14

Status: **Submitted**

08/28/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

NURSING ALLIED HEALTH CENTER - Thermal Plant - This thermal plant will provide chilled water for the HVAC systems not only in the Nursing Allied Health building, it will also be used to provide chilled water to the existing STC buildings. It consists of 2 chillers, custodial collaboration room and a break room.

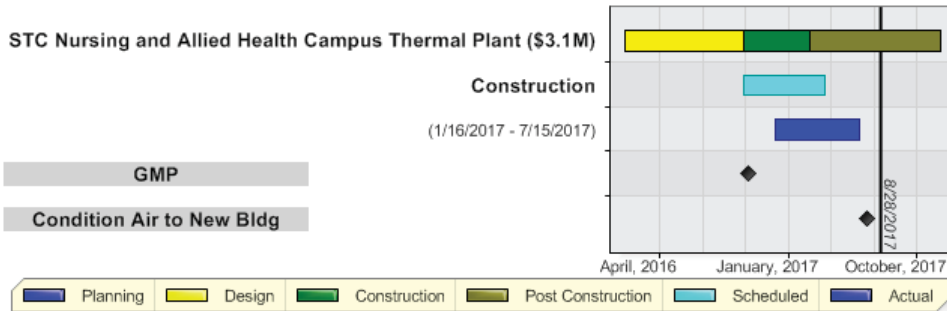
New Thermal Energy Plant for New Nursing Building and the Existing Nursing building

Approx. 3500 Sq ft

Budget

	Current Budget
Professional Services - NAH Thermal Plant	\$50,900.00
Construction	\$231,062.00
Owner Procured	\$380,224.00
Miscellaneous Expenses	\$2,722.00
Additional Costs	\$0.00
Total	\$664,908.00

Schedule



Activity

30 Day Look Ahead

- Completion of roofing
- Install hydronic piping to cooling tower
- Complete Chiller piping and pump insulation
- Complete offices

Key Consultants/Contractors

- ERO
- Halff
- D. Wilson Construction

Key Owner Issues or Concerns

- Meter base and transformer set
- Waiting on meter
- Weather

Recent Photo



Nursing and Allied Health Parking Lot and Site Improvement

Scorecard #22

Status: **Submitted**

08/28/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

NAHC - Parking and Site Improvements - Parking area and site were designed to maintain vehicles safety, provide enough parking for future expansion. Improvements to make it easily accessible for all students.

Budget

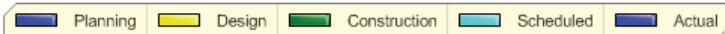
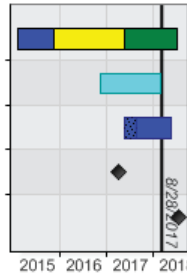
	Current Budget
Professional Services - NAH Parking and Site Improvements	\$164,554.00
Construction	\$2,208,105.00
Owner Procured	\$16,279.00
Miscellaneous Expenses	\$12,616.00
Additional Costs	\$0.00
Total	\$2,401,554.00

Schedule

STC Nursing and Allied Health Campus Parking and Site Improvements (\$2.4M)

Construction

(11/10/2016 - 11/10/2017)



Activity

30 Day Look Ahead

- Complete storm drain and sanitary sewer
- Light Pole installation
- Install the Domestic and fire Line water
- Finish road compaction around bldg

Key Consultants/Contractors

- R. Guiterrez
- D. Wilson Constructon

Key Owner Issues or Concerns

- Weather Potential
- Communication Piping from pre-existing bldg

Recent Photo



Scope

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MID VALLEY CAMPUS - Health Professions & Science Bldg. - A state of the Art multipurpose 2 story, 78,649 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a teaching facility for Chemistry, Physics, Biology and Engineering. The building includes 11 Classrooms, 18 Laboratories, offices and common areas for Student interaction. A new multilevel Health Professions and Science Building.

Budget

	Current Budget
Professional Services -Mid Valley Health Professions & Science Bldg	\$1,404,145
Construction	\$14,481,765
Owner Procured	\$2,047,347
Miscellaneous Expenses	\$217,513
Additional Costs	\$0
Total	\$18,150,770

Schedule



Activity

30 Day Look Ahead:

- Complete roofing installation at low roofs.
- Complete MEP OH rough-ins on 1st floor and hold inspections.
- Complete installation of drywall and TFT on 2nd floor.
- Continue OH MEP rough-ins on 2nd floor.
- Complete masonry veneer installation.
- Schedule power provider for energizing of transformer for perm. power.
- Schedule Owner's separate contracts (AVIT) for OH rough-ins prior to ceiling grid installation.

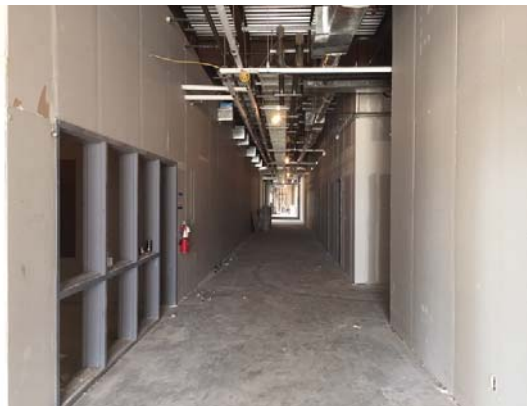
Key Consultants/Contractors:

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

Key Owner Issues or Concerns:

- Priority project, classes begin Spring 2018.
- Cost associations with structural changes and or omissions.
- Time associations with structural changes and or omissions.

Recent Photo



STC 2013 Bond Program Mid Valley Campus Student Services Addition

Scorecard #28

Status: **Submitted**

08/29/2017



Scope

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MID VALLEY - Student Services Addition - A state of the Art multipurpose 2 story, 17,929 sf. structure structural steel building with a combination of glass curtain wall and brick exterior and house some of the College's basic services and support spaces. This building the will be home to a new Cafeteria, Lounge Space, Offices, and Student Admissions.

Budget

	Current Budget
Professional Services - Mid Valley Campus Student Services Building	\$871,257
Construction	\$3,856,862
Owner Procured	\$339,566
Miscellaneous Expenses	\$52,889
Additional Costs	\$0
Total	\$5,120,574

Schedule

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

GMP

Construction
(10/22/2016 - 9/21/2017)



Activity

30 Day Look Ahead:

- Complete painting.
- Complete flooring installation.
- Complete ceiling tile installation.
- Complete misc. specialties installations.
- Complete electrical trim out.
- Complete hardware installation.
- Begin T&B activities.
- Complete Owner's separate contracts (AV/IT).
- Complete delivery and installation of Owner furnished kitchen equipment.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- None at this time

Recent Photo





STC Mid Valley Campus Library Addition and Renovation

Scorecard #23
 Status: **Submitted**
 08/29/2017



Scope

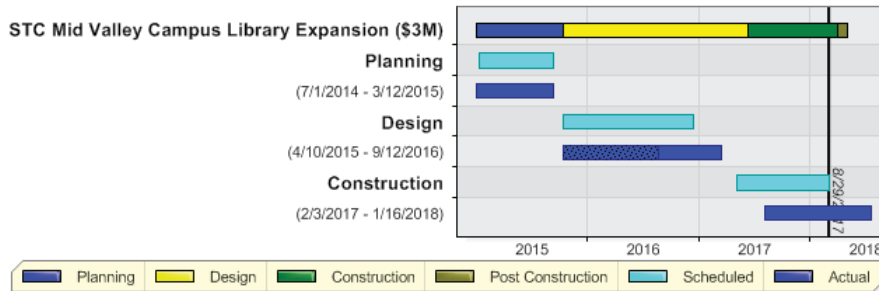
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MID VALLEY CAMPUS - Library Addition and Renovation - A 10,814 sf. addition to and renovation of the existing Library. The design integrates multifunctional seating areas that accommodate both individual and group settings. The new addition and renovations provide furniture with power and data built into the furniture so students have plenty of data & electrical outlets for the multitude of electronic devices. Furniture was hand-selected based of visits to other Colleges to research what type of furniture used most based on function, adaptability, and comfort.

Budget

	Current Budget
Professional Services - Mid Valley Campus - Library Expansion	\$226,620
Construction	\$2,466,455
Owner Procured	\$277,654
Miscellaneous Expenses	\$35,466
Additional Costs	\$0
Total	\$3,006,195

Schedule



Activity

30 Day Look Ahead

- Complete metal roof deck installation.
- Complete ext. stud installation.
- Begin ext. sheathing installation.
- Begin int. stud installation.
- Begin in-wall & OH MEP installations.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Roof Slope E&O
- Cost Overruns Due To Design Development Between 60% & 100% Documents.
- Additional Time & GC's requested by the CM@R in association with the above issues or concerns.

Recent Photo



STC Mid Valley Campus Library Renovation - Non Bond

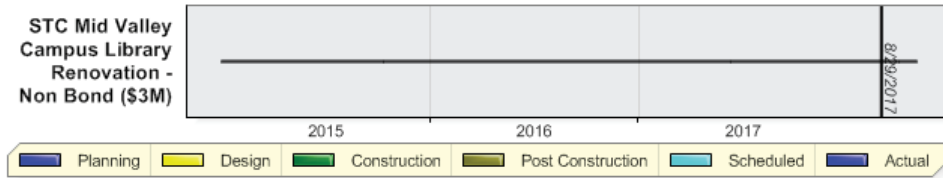
Scorecard #3

Status: **Submitted**

08/29/2017



Schedule



Activity

30 Day Look Ahead:

- Continue in-wall and OH MEP rough-ins throughout.
- Complete installation of int. HM door frames.
- Conduct duct leakage testing.

Key Consultants/Contractors

- Mata+Garcia Architects LLP
- Sigma HN Engineers, PLLC
- Hinojosa Engineering Inc.
- Wrightson/Johnson/ Haddon/Williams

Key Owner Issues or Concerns

- None at this time

Recent Photo



STC 2013 Bond Program Mid Valley Campus Thermal Plant Expansion

Scorecard #27

Status: **Submitted**

08/29/2017



Scope

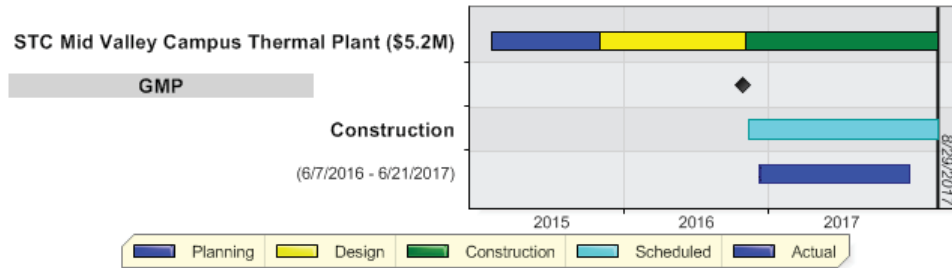
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MID VALLEY CAMPUS - New Thermal - Design for a New Thermal Energy Plant for the Mid Valley Campus to include all new STC Bond projects and Retrofit of all existing buildings.

Budget

	Current Budget
Professional Services - Mid Valley Campus Thermal Plant	\$415,224
Construction	\$3,904,752
Owner Procured	\$815,825
Miscellaneous Expenses	\$56,810
Additional Costs	\$0
Total	\$5,192,611

Schedule



Activity

30 Day Look Ahead

- Certificate of Occupancy has been issued; plant is in operation.
- Physical Plant and associated alternates have been completed.
- T&B activities are ongoing.
- Final cleaning / flushing of CHW loop to be completed once all new buildings have been brought on-line.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- None at this time.

Recent Photo



STC 2013 Bond Program Mid Valley Campus Parking and Site Improvements

Scorecard #26

Status: **Submitted**

08/29/2017



Scope

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MID VALLEY CAMPUS - Parking and Site Improvements - This scope includes a new 48,000 sqft surface parking lot providing 159 new parking space. The scope of this project included infrastructure to support the new additions, including sidewalks and landscaping.

Budget

	Current Budget
Professional Services -Mid Valley Parking and Site Improvements	\$323,494
Construction	\$2,375,049
Owner Procured	\$33,638
Miscellaneous Expenses	\$29,806
Additional Costs	\$0
Total	\$2,761,987

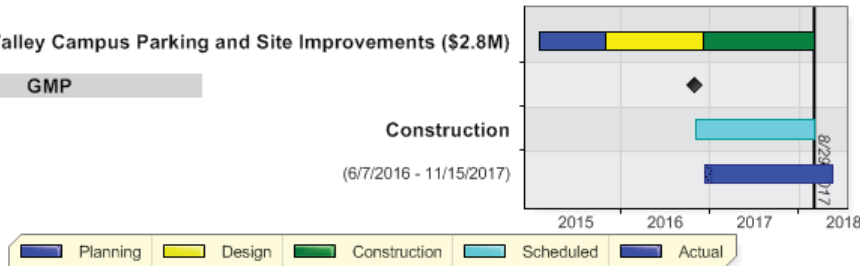
Schedule

STC Mid Valley Campus Parking and Site Improvements (\$2.8M)

GMP

Construction

(6/7/2016 - 11/15/2017)



Activity

30 Day Look Ahead

- Telecommunications cutover is complete.
- Utilities infrastructure installation is complete.
- Large parking area will continue to be utilized as a staging area for the HP&S project for the next four months or so.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Texas Gas is currently non-responsive. They have installed branch lines to-date but not the main nor the meters associated with the Student Services or HP&S projects. Easements and routing documents were completed and transmitted prior to their installation of branch lines.

Recent Photo



STC 2013 Bond Program - Starr County Campus Health / Science Building

Scorecard #28

Status: **Submitted**

08/28/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

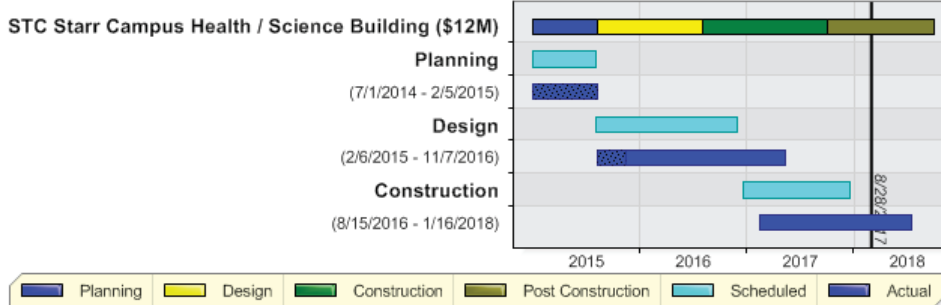
Starr County Campus - Health Professions & Science Bldg. -

This is a 2 story, 52000 sq ft bldg. L1 will provide O.B. Simulation labs, Debriefing rooms, Video room, Large study rooms, staff offices, Computer lab classrooms and skills labs. L2 consists of Chemistry, Biology, Microbiology, and Computer Lab classrooms. Also faculty staff and the Deans office is located on L2.

Budget

	Current Budget
Professional Services - Starr County Campus - Health Professions and Science Building	\$946,176
Construction	\$9,546,985
Owner Procured	\$1,361,907
Miscellaneous Expenses	\$135,615
Additional Costs	\$0
Total	\$11,990,683

Schedule



Activity

30 Day Look Ahead

- Exterior metal Wall Panel
- Tape and Float 1st and 2nd floor
- Window and Glass installation
- L2 grid
- Casework Installation Chem Lab
- Overhead utility installation

Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D.Wilson Construction

Key Owner Issues or Concerns

- Transformer Set/Need Meter
- Maintain schedule
- Gas line for labs

Recent Photo



Starr County Campus Student Services Building

Scorecard #26

Status: **Submitted**

08/28/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

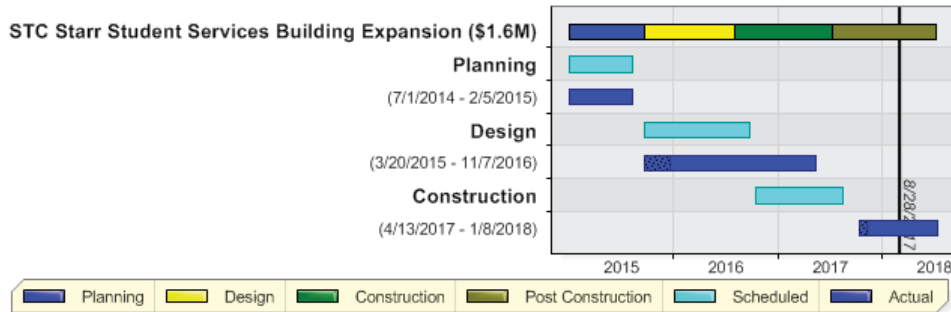
Starr County Campus - Student Services Bldg. -

To provide admissions offices, student enrollment center, financial aid office, compute stations.

Budget

	Current Budget
Professional Services - Starr County Campus - Student Services Building	\$114,727
Construction	\$1,322,598
Owner Procured	\$171,142
Miscellaneous Expenses	\$17,976
Additional Costs	\$0
Total	\$1,626,443

Schedule



Activity

30 Day Look Ahead

- Interior Stud Framing
- Exterior Sheathing installation
- Interior overhead utility roughin
- Ductwork installed and tested

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Owner Changes
- Schedule
- Weather Delays

Recent Photo



STC 2013 Bond Construction Program - Starr Student Activities Building

Scorecard #27

Status: **Submitted**

08/28/2017



Scope

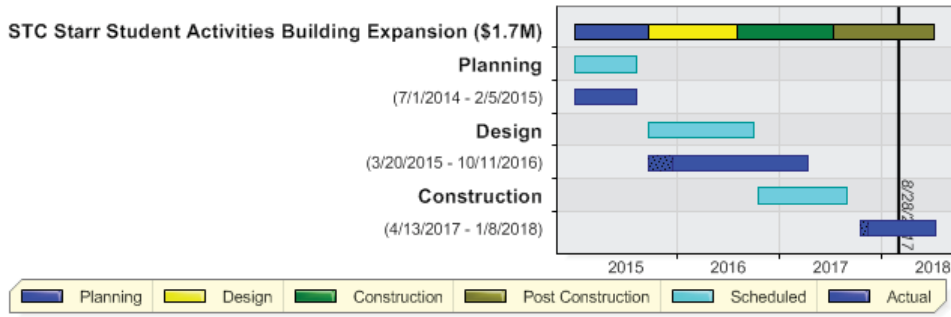
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Starr County Campus - Student Activities Bldg - To provide more area for the Student events area and new A/V room.

Budget

	Current Budget
Professional Services - Starr County Campus - Student Activities Building	\$114,995
Construction	\$1,367,598
Owner Procured	\$176,201
Miscellaneous Expenses	\$17,516
Additional Costs	\$0
Total	\$1,676,310

Schedule



Activity

30 Day Look Ahead

- Metal Stud Framing
- Parapet Wall Framing
- Roofing
- Interior utility hookup
- Ductwork installed and tested
- Overhead electrical roughin

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Owner Changes
- Schedule
- Weather delays

Recent Photo



STC 2013 Bond Program - Starr County Campus Thermal Plant

Scorecard #25

Status: **Submitted**

08/28/2017



Scope

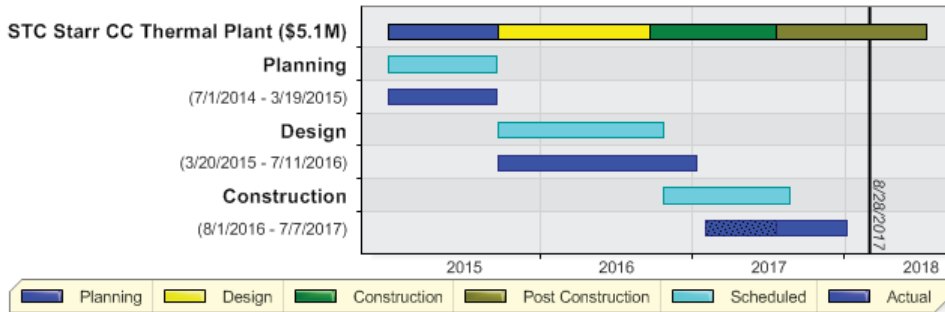
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Starr County Campus - Thermal Plant - To provide chilled water to the new Health Professions and Science bldg, the new Library, and to provide new service. upgrades, to the remaining bldgs on campus.

Budget

	Current Budget
Professional Services - Starr County Campus - Thermal Plant	\$440,152
Construction	\$3,922,617
Owner Procured	\$651,886
Miscellaneous Expenses	\$58,665
Additional Costs	\$0
Total	\$5,073,320

Schedule



Activity

30 Day Look Ahead

- Plaster installation
- Insulate Chilled Water Piping
- Switchgear Installation
- Plant is energized
- Water to Plant

Key Consultants/Contractors

- Sigma
- Mata-Garcia
- D. Wilson Construction

Key Owner Issues or Concerns

- Weather delays
- Schedule

Recent Photo



STC Starr CC Parking and Site Improvements

Scorecard #16

Status: **Submitted**

08/28/2017



Scope

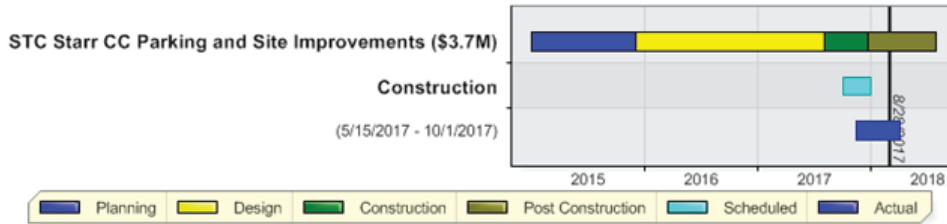
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STARR County - Parking and Site Improvements - The scope of this project included infrastructure to support the new additions, including sidewalks and landscaping.

Budget

	Current Budget
Professional Services - Starr County Campus - Parking and Site Improvements	\$138,023
Construction	\$3,500,701
Owner Procured	\$14,059
Miscellaneous Expenses	\$18,558
Additional Costs	\$0
Total	\$3,671,341

Schedule



Activity

30 Day Look Ahead

- Complete Parking grading
- Storm and Sanitary Piping Installation
- Entry drive grading
- Lighting and Parking islands

Key Consultants/Contractors

- Civil: Melden & Hunt
- MEP: Sigma HN
- Landscaping: SSP
- CMR: D Wilson Construction

Key Owner Issues or Concerns

- Gas line installation
- Complete Detention Pond
- Irrigation

Recent Photo



STC Bond Construction Program - New Library Building

Scorecard #22

Status: **Submitted**

08/28/2017



Scope

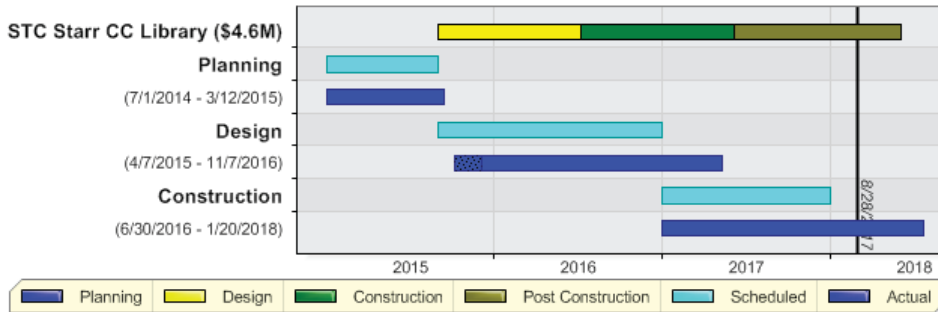
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Starr County Campus New Library - This is a 1 story 26000 sq ft bldg. this will house learning commons areas, deep quiet rooms, collections area, multipurpose room, instructional labs, and student collaboration.

Budget

	Current Budget
Professional Services - Starr County Campus - Library	\$323,313
Construction	\$3,708,560
Owner Procured	\$551,553
Miscellaneous Expenses	\$51,105
Additional Costs	\$0
Total	\$4,634,531

Schedule



Activity

30 Day Look Ahead

- Install Roofing
- Plumbing installed
- Ductwork install and tested
- Exterior Sheathing installation
- Rough-in electrical room

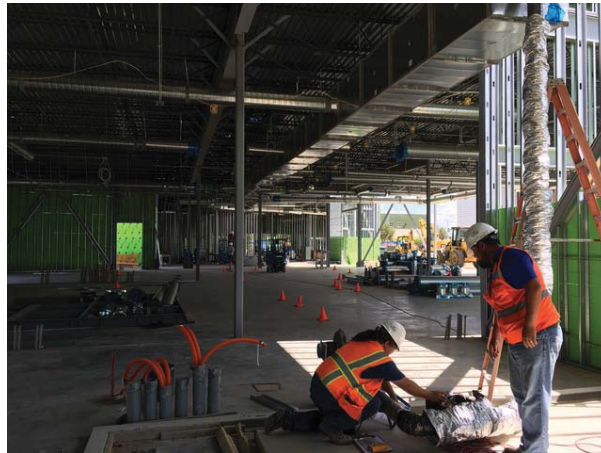
Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D. Wilson Construction

Key Owner Issues or Concerns

- Schedule
- Weather delays

Recent Photo



La Joya Jimmy Carter Teaching Site

Scorecard #17

Status: **Submitted**

08/25/2017



Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties

La Joya Jimmy Carter Teaching Site - This scope includes the construction of a new 2,542 sf metal building to house 42 new welding stations to accommodate the colleges increased demand in their vocational classes. Included in this project is the replacement of and upgrades to existing furniture, fixtures, and equipment for 2 computer and science labs, 2 science prep rooms, science storage room and 3 classrooms. This project has joint collaboration between STC and La Joya ISD.

Budget

	Current Budget
--	-----------------------

Schedule

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



Activity

Last 2 weeks

- Partial Sub. Comp. (Computer Labs & Lecture Rooms)
- Furniture has been installed

30 Day Look Ahead

- Doors & Hardware scheduled to ship 8/30/17
- Cabinets ship 9/1/17
- Complete Welding Lab by 9/1/17
- waiting on telescoping arms for Welding Lab

Key Consultants/Contractors

- CSP project
- EGV Architects
- 5 Star Construction - General Contractor

Key Owner Issues or Concerns

-

Recent Photo





Pharr Regional Center for Public Safety Excellence - Building

Scorecard #17

Status: **Submitted**

08/28/2017



Scope

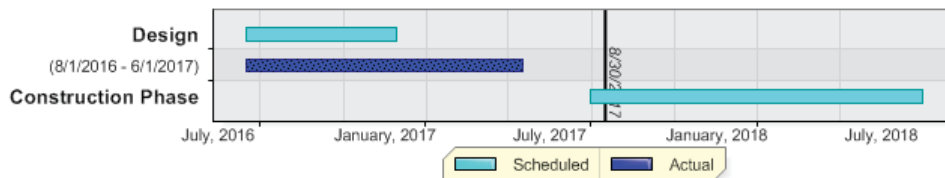
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Pharr Regional Center for Public Safety Excellence Building - This facility has been design for the Regional Center for Public Safety Excellence in Pharr, Texas with a total of 19,375 square feet. It will house classrooms, administration spaces and offices, computer lab, shower/locker rooms, support spaces, a workout room and simulation room. Three classrooms can be converted to a larger lecture hall by the use of folding partition walls. The interior of the facility will have plenty of natural lighting with the design of clerestory windows above and will be using a chilled water system to cool the facility.

Budget

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

Schedule



Activity

30 Day Look Ahead

- Complete installation of building pad.
- Begin installation of UG utilities.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- Issuance of Bldg. Permit by City of Pharr.

Recent Photo



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

Scorecard #16
 Status: **Submitted**
 08/28/2017



Scope

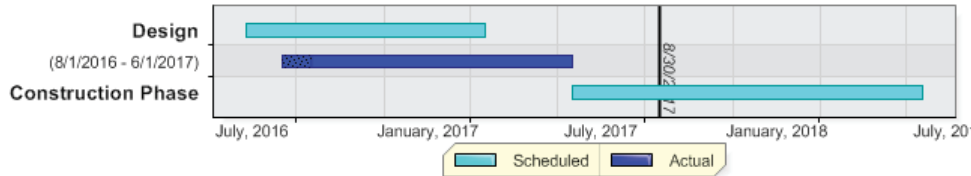
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Pharr Regional Center for Public Safety Excellence Site and Parking Improvements - Apart from the building, a total of 138 parking spaces is to be included along with a skills pad to be used for vehicular training by law enforcements and fire emergency students. This design package will include landscape and irrigation.

Budget

	Current Budget
--	-----------------------

Schedule



Activity

30 Day Look Ahead

- Continue installation of UG domestic water main to within 5' of the proposed building.
- Continue installation of UG storm sewer.

Key Consultants/Contractors

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

Key Owner Issues or Concerns

- None at this time.

Recent Photo

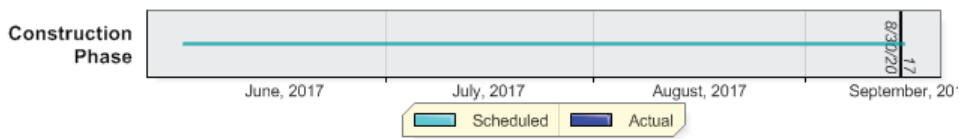


Scope

South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties

Pharr Regional Center for Public Safety Excellence Skills Pad - Apart from the building and Site work, TxDPS provided a budget of \$1,140,000 for training facilities. Out of the budget, Noble Texas Builders will be building a 240' x 360' Skills Pad, a 721' x 45' Emergency Vehicle Operation Course and an asphalt grid like cityscape layout.

Schedule



Activity

30 Day Look Ahead

- Project is now complete. Final applications for payment were submitted within the required time constraints per DPS' Grant.

Key Consultants/Contractors

- Noble Texas Builders (CM@R)
- Dannenbaum Engineering

Key Owner Issues or Concerns

- None at this time.

Recent Photo





South Texas College
Non-Bond Proceeds - Transfer to Plant Fund Budget
Commitments and Expenditures

As of September 6, 2017

I. Non Bond Commitments					
Project Name - Item Description		Board Approved Expenditures	Not Board Approved Projected Expenditures	Total Expenditures (Actual and Projected)	Approved Board Dates
Nursing & Allied Health Campus					
Nursing & Allied Health Campus Thermal Plant					
1	Thermal Plant - Design	\$ 206,700	\$ -	\$ 206,700	10/27/2015
2	Thermal Plant - Construction	2,867,847	-	2,867,847	11/22/2016
3	Thermal Plant - Miscellaneous	26,000	-	26,000	10/27/2015
5	Thermal Plant - Furniture	3,943	-	3,943	5/23/2017
6	Thermal Plant - Technology	46,060	-	46,060	5/23/2017
Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements					
7	Thermal Plant Parking and Site Improvement - Design	12,000	-	12,000	10/27/2015
8	Thermal Plant Parking and Site Improvement - Construction	229,010	-	229,010	11/22/2016
9	Thermal Plant Parking and Site Improvement - Miscellaneous	5,000	-	5,000	10/27/2015
NAH Campus Subtotal		\$ 3,396,560	\$ -	\$ 3,396,560	
Mid Valley Campus					
Mid Valley Campus Library Retrofit					
10	Library Retrofit - Design	\$ 138,213		\$ 138,213	10/27/2015
11	Library Retrofit - Construction	1,123,682		1,123,682	11/22/2016
12	Library Retrofit - Miscellaneous	6,000		6,000	10/27/2015
13	Library Retrofit - Furniture	82,785		82,785	5/23/2017
14	Library Retrofit - Technology	113,099		113,099	5/23/2017
Mid Valley Campus Workforce Restroom Retrofit					
15	Workforce Restroom Retrofit-Construction		\$ 90,000	\$ 90,000	
16	Workforce Restroom Retrofit-Miscellaneous		10,000	10,000	
Mid Valley Campus Subtotal		\$ 1,463,779	\$ 100,000	\$ 1,563,779	
Starr County Campus					
17	Workforce Restroom Retrofit-Design		\$ 18,000	\$ 18,000	
18	Workforce Restroom Retrofit-Construction		160,000	160,000	
19	Workforce Restroom Retrofit-Miscellaneous		2,000	2,000	
Starr County Campus Subtotal		\$ -	\$ 180,000	\$ 180,000	
Regional Center for Public Safety Excellence					
20	Regional Center Training Facility - Construction	\$ 343,000		\$ 343,000	2/28/2017
21	Parking and Site Improvements - Construction	-		-	5/23/2017
22	Parking and Site Improvements - Design	85,000		85,000	1/26/2016
23	Parking and Site Improvements - Miscellaneous	30,000		30,000	1/26/2016
24	Parking and Site Improvements - Technology	-		-	
Regional Center for Public Safety Excellence Subtotal		\$ 458,000	\$ -	\$ 458,000	
Total Non-Bond Expenditures		\$ 5,318,339	\$ 280,000	\$ 5,598,339	

II. Bond Program Budget Deficits - Board Approved - as of August 22, 2017					
(Includes deficits realized after use of Program Contingency Amount)					
Project Name - Item Description	Approved Board Dates	Bond Program Deficits (Savings)		Total Bond & Non Bond Proceeds Budget	
		Proposed Bond Budget Proceeds Deficits (Savings)	Non-Bond Proceeds Expenditures		
1	Mid Valley Campus Thermal Plant Alternate 1 & 2	4/26/2016	\$ -	\$ 718,947	\$ 718,947
2	Starr County Campus Thermal Plant Alternate	6/28/2016	-	788,305	788,305
3	Pecan Parking and Site Improvements Contingency Variance	9/27/2016	171,819	-	171,819
4	NAH Campus Parking and Site Improvements GMP Variance	10/27/2016	784,048	-	784,048
5	Starr County Campus Library Expansion GMP Variance	10/27/2016	900,000	-	900,000
6	NAH Campus Thermal Plant GMP Variance	11/22/2016	230,788	-	230,788
7	Starr County Campus Student Services GMP Variance	11/22/2016	470,000	-	470,000
8	Starr County Campus Student Activities GMP Variance	11/22/2016	515,000	-	515,000
9	Mid Valley Campus Library Expansion GMP Variance	11/22/2016	712,776	-	712,776
10	Tech Campus Southwest Renovation Building Deductive Change Order	11/22/2016	(1,115,311)	-	(1,115,311)
11	Starr County Campus Parking and Site Improvement GMP Variance w/ Alternates	11/22/2016	2,270,130	-	2,270,130
12	Pecan Campus North Academic Building Buyout Savings	12/13/2016	(720,878)	-	(720,878)
13	Tech Campus Parking & Site Improvements Buyout	12/13/2016	(400,000)	-	(400,000)
14	Regional Center for Public Safety Excellence Training Facility GMP Variance	2/28/2017	526,426	-	526,426
15	La Joya Center Teaching Site GMP Variance	2/28/2017	63,000	-	63,000
16	Movable Kitchen Equipment Deficit	4/24/2017	591,041	-	591,041
18	Regional Center Parking & Site GMP Variance	5/23/2017	1,187,866	-	1,187,866
19	Regional Center Parking & Site GMP Variance	5/23/2017	500,000	-	500,000
20	Tech Campus Parking & Site Buyout Savings	5/23/2017	(8,898)	-	(8,898)
21	Pecan Campus Thermal Plant Final Buyout Savings	5/23/2017	(61,591)	-	(61,591)
22	Partial Furniture Purchase	7/25/2017	(304,708)	-	(304,708)
Total Non Bond Funds Required to Cover Bond Budget Deficits			\$ 6,311,508	\$ 1,507,252	\$ 7,818,760

III. Bond Program Budget Deficits - Not Board Approved - as of September 12, 2017					
Project Name - Item Description	Proposed Board Dates	Proposed Bond Budget Proceeds Deficits (Savings)	Proposed Non-Bond Proceeds Expenditures	Total Proposed Bond & Non Bond Proceeds Budget Deficits	
					1
2	Reverse Pecan Campus North Academic Building Buyout Savings	9/19/2017	720,878	-	720,878
Total Non Bond Funds Required to Cover Bond Budget Deficits			\$ (989,371)	\$ -	\$ (989,371)

Grand Total Non Bond Expenditures (I, II, and III)	\$ 5,322,137	\$ 7,105,591	\$ 12,427,728
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#	Item Description	Budget Variance	Contingency Balance
1	Original Contingency Balance	\$ -	\$ 9,978,348
Approved GMPs			
2	Pecan Campus North Academic GMP Variance	\$ (451,000)	\$ 9,527,348
3	Pecan South Academic GMP Variance	\$ 142,166	\$ 9,669,514
4	Pecan STEM Bldg. GMP Variance	\$ (1,917,059)	\$ 7,752,455
5	Pecan Campus Student Services GMP Variance	\$ (603,179)	\$ 7,149,276
6	Pecan Thermal Energy Plant GMP Variance	\$ 106,000	\$ 7,255,276
7	Pecan Parking and Site Improvements GMP Variance	\$ (495,875)	\$ 6,759,401
8	NAH Campus Expansion GMP Variance	\$ (34,860)	\$ 6,724,541
9	NAH Campus Parking and Site Improvements GMP Variance	\$ (784,048)	\$ 5,940,493
10	Technology Campus Renovation GMP Variance	\$ 1,466,413	\$ 7,406,906
11	Technology Campus Site & Parking GMP Variance	\$ (1,335,820)	\$ 6,071,086
12	Technology Campus Site & Parking IT Duct Bank	\$ 102,575	\$ 6,173,661
13	Mid Valley Health Professions GMP Variance	\$ (953,388)	\$ 5,220,273
14	Mid Valley Student Services Building Expansion GMP Variance	\$ (1,025,923)	\$ 4,194,350
15	Mid Valley Thermal Energy Plant GMP Variance	\$ (96,698)	\$ 4,097,652
16	Mid Valley Parking & Site Improvements GMP Variance	\$ 122,286	\$ 4,219,938
17	Starr County Campus Health Professions GMP Variance	\$ (1,021,000)	\$ 3,198,938
18	Starr County Campus Library Expansion GMP Variance	\$ (900,000)	\$ 2,298,938
19	Starr County Thermal Energy Plant GMP Variance	\$ (111,000)	\$ 2,187,938
20	Starr County Campus Student Services GMP Variance	\$ (470,000)	\$ 1,717,938
21	Starr County Campus Student Activities GMP Variance	\$ (515,000)	\$ 1,202,938
22	NAH Campus Thermal Plant (Bond Funded) GMP Variance	\$ (230,788)	\$ 972,150
23	Mid Valley Campus Library Expansion GMP Variance	\$ (712,776)	\$ 259,374
24	Starr County Campus Parking and Site Improvements GMP Variance w/ Alternates	\$ (2,270,130)	\$ (2,010,756)
25	Regional Center for Public Safety Excellence Training Facility GMP Variance	\$ (526,426)	\$ (2,537,182)
26	La Joya Center Teaching Site GMP Variance	\$ (63,000)	\$ (2,600,182)
27	Regional Center for Public Safety Excellence Parking & Site GMP Variance	\$ (1,187,866)	\$ (3,788,048)
28	Regional Center for Public Safety Excellence Parking & Site GMP Variance	\$ (500,000)	\$ (4,288,048)
CCL vs. GMP Variance Subtotal		\$ (14,266,396)	\$ (4,288,048)
Deductive Change Orders - Buyout Savings			
29	Deductive Change Orders-Tech Campus Renovation	\$ 120,730	\$ (4,167,318)
30	Deductive Change Orders-Tech Campus Parking & Site	\$ 22,246	\$ (4,145,072)
31	Deductive Change Orders-Tech Campus Renovation	\$ 1,115,311	\$ (3,029,761)
32	Change Order - Mid Valley Thermal Plant	\$ 109,376	\$ (2,920,385)
33	Change Order - Mid Valley Parking and Site Improvements	\$ (109,376)	\$ (3,029,761)
34	Deductive Change Orders-North Academic	\$ 720,878	\$ (2,308,883)
35	Deductive Change Orders-Tech Parking & Site Improvements	\$ 400,000	\$ (1,908,883)
36	Deductive Change Order - Tech Campus Parking & Site Buyout Savings	\$ 8,898	\$ (1,899,985)
37	Deductive Change Order - Pecan Campus Thermal Plant Final Buyout Savings	\$ 61,591	\$ (1,838,394)
38	Reverse Buyout Savings - North Academic Building	\$ (720,878)	\$ (2,559,272)
Buyout Savings Subtotal		\$ 1,728,776	\$ (2,559,272)
Other Expenditures - Soft Cost			
38	A/E Fees	\$ 2,992,085	\$ 432,813
39	Chillers Procurement	\$ (2,209,711)	\$ (1,776,898)
40	CMR Preconstruction Services for all projects	\$ (218,000)	\$ (1,994,898)
41	B&A Reimbursable Expense for Travel	\$ (900)	\$ (1,995,798)
42	B&A Additional Services - Includes AV/IT, Wage Scale Survey, BIM FM, Traffic Study	\$ (932,171)	\$ (2,927,969)
43	FF&E- Portion used for Consultant Fees	\$ 66,186	\$ (2,861,783)
44	FF&E Consultant-Not in Original Amount	\$ (237,090)	\$ (3,098,873)
45	Technology	\$ 703,422	\$ (2,395,451)
46	IT Duct bank-Not in Original Scope	\$ (1,266,298)	\$ (3,661,749)
47	Fixed Kitchen Equipment-Not in Original Scope	\$ (1,285,000)	\$ (4,946,749)
48	OCIP Insurance	\$ (1,371,671)	\$ (6,318,420)
49	Miscellaneous Expense Increase	\$ (427,633)	\$ (6,746,053)
50	Movable Kitchen Equipment	\$ (591,041)	\$ (7,337,094)
51	Partial Technology Budget Savings (includes access controls & Workforce Center Budget)	\$ 1,710,249	\$ (5,626,845)
52	Partial Furniture Savings	\$ 304,708	\$ (5,322,137)
Soft Cost Subtotal		\$ (2,762,865)	\$ (5,322,137)

2013 Bond Construction Program - Total Shortfall \$ (5,322,137)

Discussion and Action as Necessary Regarding 2013 Bond Construction Program Manager Contract

The South Texas College Board of Trustees will review and discuss issues regarding the 2013 Bond Construction Program Manager Contract.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the 2013 Bond Construction Program Manager Contract.

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

The Board of Trustees approves and authorizes action as necessary regarding the 2013 Bond Construction Program Manager Contract.

Approval Recommended:

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

Review and Action as Necessary on Updated Timeline for the Completion Dates and Occupancy Dates for the 2013 Bond Construction Program

The updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction program will be reviewed and discussed at the September 19, 2017 Board meeting.

Purpose

The Board will be asked to review and recommend action as necessary on the updated scheduled timeline of the completion dates and occupancy dates for the 2013 Bond Construction program projects.

Justification

Broaddus & Associates, Construction, Program Manager, has informed staff that they cannot complete all of the projects according to the Board-approved timeline.

Background

Broaddus & Associates has been asked on several occasions to provide a timeline to include Guaranteed Maximum Prices, construction completion, and occupancy dates.

- On April 26, 2016 a proposed Guaranteed Maximum Price (GMP) Timeline was presented to the Board for information only.
- On the May 24, 2016 Board meeting, an updated timeline which included completion dates and occupancy dates was approved and adopted.
- On March 7, 2017, the Facilities Committee requested an updated timeline to include months in lieu of semesters to clarify when the buildings will be ready for use.
- On April 24, 2017, the Board approved the current timeline as proposed by Broaddus & Associates.

Administration has begun planning for the Spring 2018 Semester based upon this timeline, and is coordinating with staff for the installation of equipment and furniture to prepare the facilities for the Spring 2018 semester. Deviation from the adopted timeline jeopardizes the College's ability to meet its scheduled commitment to students.

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

The timeline presented to the Facilities Committee was marked with conflicting dates:

- Completion and Occupancy Schedule of 2013 Bond Construction Buildings – April 17, 2017
- Board Approval of April 24, 2017,
- Updated May 23, 2017 Board Meeting,
- August 1, 2017 COC Meeting Update, and
- September 12, 2017 Facilities Committee Meeting Update-Rev.1.

Staff requests clarification of the date of the proposed revision, and asks that Broaddus & Associates clearly indicate every proposed change from the timeline approved by the Board on April 25, 2017.

Enclosed Documents

Enclosed is an updated timeline for the scheduled completion dates and occupancy dates as provided by Broaddus & Associates.

Presenters

Representatives from Broaddus & Associates will be present at the Board meeting to present the updated timeline for the completion dates and occupancy dates.

The Facilities Committee did not take action regarding the proposed updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction Program as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction Program as presented.

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

The Board of Trustees approves and authorizes the updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction Program as presented.

Approval Recommended:

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

Completion and Occupancy Schedule of 2013 Bond Construction Buildings - April 17, 2017

Board Approval of April 24, 2017

(August 1, 2017 COC Meeting Update)

(Sept. 12, 2017 Facilities Committee Meeting Update - Rev. 1)

#	Construction Projects - Bond & Non-Bond	April 24, 2017 Board Approved Dates	(Blog)/Subst. Completion Owner Insurance in Place	Begin Installation of Furniture and Equipment (FF&E)	Final Completion of FFE	Begin Moving Faculty and Staff into Building	Building Opening Date or Classes Begin Date	General Notes
Pecan Campus								
1	North Academic Building	11/15/2017	11/15/2017	11/17/2017	12/22/2017	1/8/2018	1/16/2018	Note: 5
2	South Academic Building	11/06/2017	11/06/2017	11/09/2017	12/24/2017	1/8/2018	1/16/2018	Note: 5
3	STEM Building	12/18/2017	12/09/2017	12/11/2017	12/29/2017	1/8/2018	1/16/2018	Note: 1 & 5
4	Student Activities Building and Cafeteria	11/19/2017	11/19/2017	11/23/2017	12/24/2017	1/2/2018	1/8/2018	Note: 5
5	Parking & Site Improvements	11/15/2017	11/15/2017	n/a	n/a	n/a	1/2/2018	
6	Thermal Plant	12/16/2016	12/16/2016	n/a	n/a	n/a	12/16/2016	
Mid-Valley Campus								
7	Health Professions and Science Building	10/13/2017	11/30/2017	12/02/2017	12/28/2017	01/08/2018	1/16/2018	Note: 5 & 8
8	Library Renovation	1/16/2018	1/23/2018	1/25/2018	2/09/2018	2/09/2018	1/16/2018	Note: 4 & 5
8.1	Library Expansion	1/16/2018	1/23/2018	1/25/2018	2/09/2018	2/09/2018	1/16/2018	Note: 4 & 5
9	Student Services Building Expansion	9/21/2017	9/21/2017	09/25/2017	10/25/2017	11/6/2017	1/8/2018	Note: 5
10	Workforce Training Center Expansion -	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	Note: 12
11	Parking & Site Improvements	9/21/2017	11/30/17	n/a	n/a	n/a	1/25/2018	Note: 10
12	Thermal Plant	6/15/2017	7/14/8/2017	7/14/2017	7/15/2017	7/15/2017	7/15/2017	Note: 9
Starr County Campus								
13	Health Professions and Science Building	10/30/2017	11/06/2017	11/08/2017	12/20/2017	01/08/2018	1/16/2018	Note: 5
14	Library	12/17/2017	12/17/2017	12/20/2017	1/15/2018	1/18/2018	1/20/2018	Note: 4 & 5
15	Student Activities Building Expansion	11/30/2017	11/30/2017	12/01/2017	12/22/2017	12/27/2017	1/8/2018	Note: 5
16	Student Services Building Expansion	11/30/2017	11/30/2017	12/01/2017	12/22/2017	12/27/2017	1/8/2018	Note: 5
17	Workforce Training Center Expansion	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	DELETED FOR SCOPE	Note: 12
18	Parking & Site Improvements	10/01/2017	11/06/2017	n/a	n/a	n/a	10/7/2017	Note: 10
19	Thermal Plant	8/25/2017	9/25/2017	9/28/2017	9/28/2017	9/28/2017	9/28/2017	Note: 13
Nursing & Allied Campus								
20	Campus Expansion Package 2	12/08/2017	12/08/2017	12/11/2017	12/29/2017	01/08/2018	1/16/2018	Note: 5 & 6
21	Parking & Site Improvements	10/30/2017	10/30/2017	n/a	n/a	n/a	11/7/2017	
22	Thermal Plant	8/25/2017	9/25/2017	9/26/2017	9/28/2017	9/28/2017	9/28/2017	Note: 13
Technology Campus								
23	Southwest Building Renovation Building Package	07/14/2017	07/14/2017	7/17/2017	8/15/2017	8/16/2017	8/21/2017	Note: 9
24	Parking & Site Improvements	07/14/2017	07/14/2017	n/a	n/a	n/a	6/7/2017	
Regional Center for Public Safety Excellence								
25	Training Facility	5/3/2018	5/3/2018	5/5/2018	5/31/2018	6/2/2018	SUMMER 2018	Note 7
La Joya Center								
26	Training Labs Improvements	8/01/2017	8/09/2017	8/11/2017	8/15/2017	8/21/2017	8/28/2017	Note: 3 & 11

#	Construction Projects - Bond & Non-Bond	April 24, 2017 Board Approved Dates	(Blog)/Subst. Completion Owner Insurance in Place	Begin Installation of Furniture and Equipment (FF&E)	Final Completion of FFE	Begin Moving Faculty and Staff into Building	Building Opening Date or Classes Begin Date	General Notes
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Color Coded Legend

GMP's not approved - dates are tentative until final approval
Dates not confirmed in 4.17.17 BM but verified
Substantial Completion
Timeline Update Changes -Facilities Committee Mtg.Sept.12th
Delete Workforce Centers from 2013 Bond Program Scope

TIMELINE UPDATES

Board Approved Timeline Schedule - April 24, 2017

Board Approved Timeline Schedule - May 23, 2017

COC Meeting Timeline Schedule - August 1, 2017

Facilities Committee Meeting - Sept. 12, 2017

Notes: General Notes of Qualifications, Assumptions and Adjustments

- 1) Priority 1 is 2nd Floor Labs and Lecture Rooms
- 2) Some classrooms need to be furnished by Spring 2018 semester start-Staff to verify (This item is no longer applicable with Substantial Completion Special Board Meeting 4.17.17)
- 3) Welding Labs need to be ready by Fall 2017 semester start
- 4) Library GMP Schedules included in this April 17, 2017 Update
- 5) AV Infrastructure will be install during the construction phase. Installation to begin after cable tray is installed and all above ceiling work completed prior to the above ceiling inspections. Construction Schedules for each project have been provided to STC for use in scheduling their direct purchase vendors where applicable.
- 6) Complete floors starting at the top (level 4) working down. Critical Floors are 2 - 4. Dr. Reed stated 1st floor FFE work would not be complete until after the opening of the 2018 Spring Semester. Simulation Equipment will be installed once to wall have 1st coat of paint and dust generated from the construction is down to a minimum. Shop Drawing must be provide ASAP from receipt of equipment order for verification of rough-in information .
7. Substantial Completion date is preliminary pending final GMP Proposal due at the end of April 2017
8. Substantial Completion date updated and approved in the May 23, 2017 Board Meeting
9. Substantial Completion dated July 14, 2017
- 10. Parking & Site Improvement Projects to Finish with the Building**
- 11. La Joya - Phase II Substantial Completion 10.08.17 - Final Comp. 11.08.17**
- 12. Deletion of Workforce Center Starr & Mid Valley for 2013 Bond Program Presented at Sept. 12, 2017 Facility Committee**
- 13. Completion Delay due to AEP Equipment Schedule delays - No Impact to Project**

Review and Discussion on 2013 Bond Construction Program Outstanding Issues Action Plan

College staff from Finance and Administrative Services and Facilities Planning and Construction have prepared a list outlining the 2013 Bond Construction Program Outstanding Issues Action Plan generated from the weekly meetings held with Broaddus & Associates. The meetings are conducted in an effort to communicate and coordinate the activities of the 2013 Bond Construction Program.

At the September 12, 2017 Facilities Committee meeting, the Committee reviewed each item with the Construction Program Manager and staff. Mr. Fruge provided the following responses to the issues raised on the Outstanding Issues Action Plan.

Pecan Campus

1. South Academic & STEM Building - Pending Change Order Document for Window Roller Shades

Mr. Fruge: Broaddus & Associates expected the necessary documents from the architect the following week.

2. STEM Building - Overtime for STEM Completion

Mr. Fruge: Broaddus & Associates was actively tracking the related costs, and was ready to reconcile the costs related to errors and omissions at the end of the project.

3. Thermal Plant - Chiller Fire Issue

Mr. Fruge: Broaddus & Associates stated that the electrical contractor has secured legal representation, and deferred to the College's legal counsel. Disclosure was under way.

4. North Academic Building - Pending Buyout Savings Change Order Document

Mr. Fruge: Broaddus & Associates processed a change order based on a letter from the Construction Manager@Risk, and was pending signed documentation from the firm to clearly identify the Buyout Savings. Anticipate closure in October 2017.

5. Parking & Site Improvement - Landscape Design - Installed Prior to Board Approval

Mr. Fruge: Broaddus & Associates had halted work, and was prepared to present several landscape designs in August 2017.

Technology Campus

6. Parking & Site Improvement - A/E Fee Adjustment due to Buyout Savings

Mr. Fruge: Broaddus & Associates deferred to Legal Counsel.

7. Parking & Site Improvement - Landscape Design -Not Reviewed by Management and Board of Trustees

Mr. Fruge: Broaddus & Associates acknowledged that the landscaping had been completed without Board review of the design.

8. Parking & Site Improvement - Handicap Parking & Accessibility Inspection Report Deficiencies

Mr. Fruge: Broaddus & Associates deferred to Legal Counsel.

Mid Valley Campus

9. Parking & Site Improvement -Scope of Work w/o Workforce Center

Mr. Fruge: Broaddus & Associates was prepared to discuss that with the Committee at the same meeting.

10. Workforce Center - On Hold Status - Remove Scope from B&A, Design Consultants, and CMR

Mr. Fruge: Broaddus & Associates was prepared to discuss that with the Committee at the same meeting.

11. Skanska's Letter of Concerns - General Conditions, Landscape & Irrigation, Workforce Training Center Utilities, West Low Roof Brick Support, Electrical Overage, Roof Design Slope, Existing Structural K Frame

Mr. Fruge: Broaddus & Associates reported that he had worked through the issues. A representative from Skanska agreed that issues were being resolved, and items were on the same meeting agenda.

Starr County Campus

12. Parking & Site Improvement -Cleaning of Chilled Water Lines

Mr. Fruge: Broaddus & Associates was working to identify damages caused by broken lines. They were meeting with a consultant that week.

There were contaminants present that might have preceded the damage caused by construction crews.

The team was working to minimize further issues and to assess the entire system to determine what was currently damaged.

Legal Counsel clarified that the existing chiller system was to be wholly discontinued, and it was important to determine the condition of that equipment. He asked to be involved in future discussion of the issues, and Mr. Fruge agreed.

13. Health Professions - Extended Time for Substantial Completion

Mr. Fruge: Broaddus & Associates had discussed this earlier. It had been four weeks late, but much of that time had been recovered.

District Wide

14. Parking & Site Improvement - Landscape Design - Not Reviewed by Management and Board of Trustees

Mr. Fruge: Broaddus & Associates had halted work, and was prepared to present several landscape designs in August 2017.

15. BIM FM Service - Revised Proposal

Mr. Fruge: Broaddus & Associates had delivered the proposal to College staff for review.

16. Professional Services regarding Fee Adjustments due to increases from CCL to GMP

Mr. Fruge: Broaddus & Associates deferred to Legal Counsel.

17. Reconciliation of Design & Construction Contingency Balance

Mr. Fruge: This is an ongoing process for the duration of the construction program.

18. Change Orders - Explanation Request & Late Submission

Mr. Fruge: Broaddus & Associates reviewed these during the subsequent review of change orders submitted for Committee review.

19. Reconciliation of Miscellaneous

Mr. Fruge: Broaddus & Associates identified "Miscellaneous Fees" as a budget line item, based on a percentage of the overall program, for items such as materials testing and HVAC testing. The reconciliation of this budget was ongoing, and Mr. Fruge reported that they were in good shape, having spent about \$600K of the \$1.9M budgeted.

College staff provide substantial help with this reconciliation.

20. B&A Contract amendment

Mr. Fruge: Broaddus & Associates deferred to Legal Counsel.

21. Proper Review of All Documents, including Accountability of Budget

Mr. Fruge: This is an ongoing process for the duration of the construction program.

22. Facilities/ Board Agenda Items Documentation Due Date

Mr. Fruge: Broaddus & Associates acknowledged the need to turn documentation in a timely fashion for the review of documentation by staff.

New Items:

Building Damages near NAH Campus Project Site

Dr. Reed notified the Committee of an additional item related to alleged damages to buildings adjacent to the Nursing & Allied Health expansion site.

Broaddus & Associates had photographed the adjacent buildings prior to construction, and was preparing to review existing facilities against the photographs.

Errors & Omissions

Broaddus & Associates was encoding project documentation to identify which Change Orders were due to errors and omissions by project teams, to assist in the reconciliation of costs at the end of each project.

Broaddus & Associates will be asked to give further updates at the September 19, 2017 Regular Board Meeting.

The Action Plan is provided for review and discussion by the Board. No action is necessary.

2013 Bond Construction Program Outstanding Issues - Action Plan

September 19, 2017 Regular Board Meeting

#	Description of Issues	Responsible Parties	Status	Scheduled Due Date	Comments/Notes	Resolution / Action Item
Pecan Campus						
1	South Academic & STEM Building - Pending Change Order Document for Window Roller Shades	B&A/D. Wilson	In Progress	9/12/2017	4/24/17: Board approved authorization for the installation of roller shades in the approximate price of \$45,432. 9/5/17: According to B&A, final design and materials are under review with BSGA and B&A. STC still pending change order.	B&A will follow up with BSGA and provide STC a change order for recommendation of approval at the October 2017 Facilities Committee.
2	STEM Building - Overtime for STEM Completion	B&A/D. Wilson	No Update	9/12/2017	5/23/17: Board approved a change order in the amount of \$22,555 from construction (owner) contingency. The College has not received the actual signed change order. However, the owner has the right to charge the responsible party at a later date. 8/18/17: B&A has indicated that they are tracking this change order and documentation for further reference. 9/5/17: No update from B&A.	B&A (Brian) will provide a complete report on the matter and assist with recovery of all associated costs.
3	Thermal Plant - Chiller Fire Issue	B&A/D. Wilson	Pending	9/12/2017	2/3/17: Following a loss of power at 3:27, a fire erupted in the drive for chiller #4. 8/18/17: Facilities Committee discussed fire incident in executive session. No action was taken at the August Board Meeting. 9/5/17: According to B&A, the responsible parties are JCI and Zitro Electric. B&A closed this item in writing on 9/2/17. 9/12/17: Assistance as necessary will be requested for the resolution of this issue.	B&A to provide a full report on the matter and assist in the coordination and resolution of this issue.
4	North Academic Building - Pending Buyout Savings Change Order Document	B&A/D. Wilson	No Update	10/20/2017	12/13/16: Board approved buyout savings change order in the amount of \$720,878. 9/5/17: No Update from B&A, due to failure in obtaining change order, STC removed the \$720,878 of buyout saving from their accounting records.	B&A failed to provide a change order for the September Facilities Committee meeting. B&A to follow up with D. Wilson for proper buyout savings documentation for the October 2017 Facilities Committee.
5	Parking & Site Improvement - Landscape Design - Installed Prior to Board Approval	B&A/Civil Engineering Consultants	In Progress	9/12/2017	6/13/17: Landscape design drawings for board approval were requested. 8/18/17: Landscape installation prior to Board approval is in progress at the North Academic Building prior to presentation to the Board. 9/5/17: Landscape drawings have been provided to STC and are included in the September Facilities packet for recommendation of approval at the September 12, 2017 Facilities Committee Meeting.	Pending approval at the September 19, 2017 Board Meeting.
Technology Campus						
6	Parking & Site Improvement - A/E Fee Adjustment due to Buyout Savings	B&A/Hinojosa Engineering	Pending	9/12/2017	7/10/17: Discussion with legal counsel. Received notice from AE Firm Legal Counsel regarding dispute of fee adjustment due to buyout savings and associated reduction to GMP. 8/18/17: Board discussed issue with legal counsel at Facilities Committee Meeting in executive session. 9/5/17: Mediation meeting occurred.	This item will be placed in the September 2017 Facilities Committee Executive Session Agenda Item.
7	Parking & Site Improvement - Landscape Design -Not Reviewed by Management and Board of Trustees	Hinojosa Engineering	Pending	9/12/2017	6/13/17: Landscape design drawings for board approval were requested. 8/18/17: Engineer has not provided schematic designs for board approval. Landscaping and irrigation for this project has been installed. 9/5/17: After several requests by B&A, the engineer did not provide landscape drawings.	B&A will coordinate with engineer to obtain landscape drawings for the next facilities committee meeting in October.
8	Parking & Site Improvement - Handicap Parking & Accessibility Inspection Report Deficiencies	Hinojosa Engineering	In Progress	9/12/2017	7/25/17: Engineer needs to provide revised drawings to meet code requirements. 8/18/17: Received the TDLR inspection report and were sent to Hinojosa Engineering. ADA unacceptable issues need to be addressed and corrected. 9/5/17: B&A is obtaining a cost proposal from CMR to correct work.	B&A will follow up with Hinojosa Engineering and ensure this matter is satisfactorily met by TDLR and STC.
NAH Campus						
9	Damage to El Milagro Clinic and Texas A&M Building	B&A/D. Wilson	Pending	9/19/2017	9/12/17: Discussed damage to El Miagro Clinic and Texas A&M Building caused by nearby NAH construction. B&A to follow up on this issue and provide update at the next meeting, 9/19/17.	B&A will provide an update on this matter at the next Board Meeting in September.
Mid Valley Campus						
10	Parking & Site Improvement -Scope of Work w/o Workforce Center	B&A/Skanska	Complete	9/12/2017	6/14/17: B&A mentioned a proposal was ready to remove cost associated with site and utility work from the Workforce project. Will follow up with Skanska this week. 9/5/17: B&A provided STC with a deductive change order in the amount of (\$50,020) related to the removal of utility work associated with the Workforce Center.	This item will be presented at the September 2017 Facilities Committee and Board Meetings for approval.
11	Workforce Center - On Hold Status - Remove Scope from B&A, Design Consultants, and CMR	STC/B&A	In Progress	9/12/2017	11/22/16: Board recommended to postpone project until market stabilized due to high per square foot cost at \$252 and suspended architect services. 9/5/17: This item will be presented at the September Facilities Committee and Board meeting.	This item will be presented at the September 2017 Facilities Committee and Board Meetings for contract termination.

2013 Bond Construction Program Outstanding Issues - Action Plan

September 19, 2017 Regular Board Meeting

#	Description of Issues	Responsible Parties	Status	Scheduled Due Date	Comments/Notes	Resolution / Action Item
12	Skanska's Letter of Concerns - General Conditions, Landscape & Irrigation, Workforce Training Center Utilities, West Low Roof Brick Support, Electrical Overage, Roof Design Slope, Existing Structural K Frame	B&A/Skanska	In Progress	9/12/2017	8/15/17: Skanska's concerns were reviewed with B&A. B&A was asked to provide a response to their letter by 8/17/17. 8/17/17: B&A responded to STC and was asked to coordinate with Skanska. 9/5/17: B&A is currently working on a letter to address Skanska's concerns. - General Conditions: B&A is reviewing general conditions with Skanska. - Landscape & Irrigation: Landscape drawings will be presented at the Facilities Committee meeting in October. - Workforce Training Center Utilities: Change order will be presented at the Facilities Committee meeting in September. - West Low Roof Brick Support: Temporary roof and brick support will be installed. - Electrical Overage: Change order will be presented at the Facilities Committee meeting in September. - Roof Design Slope: Change order will be presented at the Facilities Committee meeting in September. - Existing Structural K Frame: Mata Garcia has provided options to resolve issues and is under review by project team.	B&A will coordinate with Skanska and update staff and the Facilities Committee in September.
<i>Starr County Campus</i>						
13	Parking & Site Improvement -Cleaning of Chilled Water Lines	D. Wilson/B&A	In Progress	9/12/2017	12/29/16: D&F Industries (subcontractor) damaged a chilled water pipe during trenching operations. 8/18/17: The College has started the process of cleaning the chilled water lines through the use of a specialized filtration system provided by U.S. Waters. 8/22/17: B&A recommended to hire a 3rd party engineer to analyze impact on what has occurred, determine cost associated with damage, and to file a claim with OCIP to have a responsible party pay. 9/5/17: B&A is awaiting a cost proposal from a 3rd party engineer.	B&A to provide a complete report on the matter and assist in the recovery of all associated costs.
14	Health Professions - Extended Time for Substantial Completion	B&A/D. Wilson	In Progress	9/12/2017	7/25/17: B&A will work with D. Wilson on an acceleration/recovery schedule. 9/5/17: B&A has provided STC with an updated timeline for substantial completion and will be presented at the September Facilities Committee meeting.	B&A to provide an updated timeline information to the Board of Trustees.
<i>District Wide -All Bond Projects</i>						
15	Parking & Site Improvement - Landscape Design - Not Reviewed by Management and Board of Trustees	B&A/Civil Engineering Consultants	Pending	9/12/2017	6/13/17: Landscape design drawings for board approval were requested. 8/8/17: B&A requested to remove agenda item for approval of landscape design for Pecan, NAH, and Starr County Campus after discussion that designs had not been reviewed by management. B&A to determine if additional fees will be charged for the expanded color design. 9/5/17: Landscape drawings for Pecan, NAH, and Starr County Campus will be presented at the September Facilities Committee and Board meeting. Pending Mid Valley and Tech Campus.	B&A will coordinate with civil engineer, landscape architect, and contractor to provide schematic design to the Board in September Facilities Committee Meeting.
16	BIM FM Service - Revised Proposal	B&A	In Progress	9/12/2017	6/14/17: Staff expectation of BIM FM Services were discussed. 9/5/17: STC is currently reviewing the revised BIM proposal that was recently provided by B&A.	This item will be placed in the October Facilities Committee and Board Meeting.
17	Professional Services Fee Adjustments	B&A	In Progress	9/12/2017	6/14/17: Brian informed the group that the A/E fee adjustment will be taken to the board in July. The fee adjustment are due to increases from CCL to GMP. 9/5/17: A/E fee adjustment will be presented at the September Facilities Committee meeting.	B&A will prepare and present to September Facilities Committee & Board Meeting.
18	Professional Services Fee Adjustments pertaining to errors and omissions	B&A	Ongoing	9/18/2017	9/5/17: Professional service fee adjustment pertaining to errors and omissions will be presented at the September Facilities Committee meeting. 9/12/17: Brian will provide a report with the errors and omissions and their adjustments to College staff on Monday, 8/18/17 and to the Board on Tuesday, 9/19/17 9/5/17: B&A (Brian) continues to format and update design and construction contingencies logs.	B&A will prepare and present to September Facilities Committee & Board Meeting.
19	Reconciliation of Design & Construction Contingency Balance	B&A	In Progress	9/12/2017	1/31/17: STC staff reiterated to B&A to show proper documentation of the contingencies that have been used. B&A agreed they have not done so and will need to work on formatting the logs. This will be backup for the next facilities packet. 8/8/17: Brian is in the process of correcting design and construction contingencies budget and balance. 9/5/17: B&A (Brian) continues to format and update design and construction contingencies logs.	STC staff has requested for better documentation of change orders and proper review with staff prior a Facilities Committee Meetings.
20	Change Orders - Explanation Request & Late Submission	B&A	In Progress	9/12/2017	4/18/17: STC staff informed B&A any change orders over \$5,000 needs board approval with a fully detailed description, cost, funding source, and justification. 9/5/17: Ongoing, change orders for the September Facilities Committee packet was submitted a day before packet was printed, which did not allow STC staff to properly review for accuracy.	STC staff has requested that B&A to provide detailed description and justification for each change order.
21	Reconciliation of Miscellaneous	B&A	Pending	9/12/2017	4/5/17 : STC requested B&A to update and reconciled the Miscellaneous Budget for the next facilities meeting. 9/5/17: No update from B&A. STC staff prepared miscellaneous budget reconciliation.	STC staff has requested that B&A update the miscellaneous budget for the September Facilities & Board Meeting.
22	B&A Contract amendment	B&A	No Update	9/12/2017	6/14/17: Gilbert committed to bring a draft amendment of contract to the next Tuesday meeting, 6/20/17. 8/8/17: No update has been provided, not in August Board meeting. 9/5/17: No update from B&A.	STC staff has requested that B&A provide estimated increase in contract cost, if any.

2013 Bond Construction Program Outstanding Issues - Action Plan

September 19, 2017 Regular Board Meeting

#	Description of Issues	Responsible Parties	Status	Scheduled Due Date	Comments/Notes	Resolution / Action Item
23	Proper Review of All Documents, including Accountability of Budget	B&A	Ongoing	9/12/2017	Ongoing: Broaddus & Associates disregards STC comments and request for corrections. Broaddus & Associates fails to accurately reflect budget and does not reconcile with latest changes.	<i>STC staff continues to provide corrections of documents to B&A. STC staff has requested that B&A corrects their documents.</i>
24	Facilities/ Board Agenda Items Documentation Due Date	B&A	Ongoing	9/12/2017	Ongoing: Reports are not provided in a timely manner or Broaddus & Associates fails to provide. Reports for Facilities Committee and Board Meeting become public record and too many careless mistakes are done. STC marks all errors with red ink and sends via email, but are ignored and not corrected. This is an ongoing issue. 8/8/17: A timeline was provided to B&A in which supporting documentation for agenda items in the facilities committee packet are due for proper review. 9/5/17: B&A failed to provide accountability reports, change orders, and other requested backup by the established deadlines. Therefore, documentation for the facilities packet were not reviewed by College staff.	<i>STC staff has requested that B&A correct documents and ensure that information on the Board agenda is accurate.</i>

Review and Action as Necessary to Terminate Professional Services, Construction Program Management Services, and Construction Manager at Risk Services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions

Approval to terminate professional services, construction program management services, and construction manager at risk services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions is requested.

Purpose

College administration is requesting that the Board officially terminate any contractual obligations with the architects, engineers, construction program manager, and construction managers at risk regarding these projects.

Justification

Termination of professional services, program management services, and construction manager at risk services for both projects in order for the projects to be removed from the current contracts.

Background

On November 22, 2016, the Board approved and authorized suspension of performance of EGV Architect's services in connection with the Mid Valley Campus and Starr County Campus Workforce Training Center Expansions. These projects have been on hold per the Board's authorization due to the high per square foot construction costs provided by the Construction Managers at Risk (CMR).

The CMRs had presented Guaranteed Maximum Prices for the two Workforce Training Center Expansions, but were over the Construction Cost Limitations.

- The per-square-foot cost at Starr County Campus was \$183
- The per-square-foot cost at Mid Valley Campus was \$252

These costs were deemed excessive and the architects worked with Broaddus & Associates and College representatives to reduce the scope of the projects in an effort to meet the project CCL budgets. The proposed revised GMPs still exceeded the CCL budgets, which were not approved by the Board of Trustees.

College administration has since reviewed the space programs as planned for these two projects and are recommending not proceeding with the construction of the building expansions at this time. College administration will continue working with staff, faculty, and outside resources in the future to determine which programs of study need to be included in the buildings and the amount of space requirements needed to achieve the local educational demands of the workforce community. These projects will need to be revisited at a later date when revised program requirements are determined.

The current contracts with the various vendors have been paid in full for the services that have been performed to date. The actual expenditures may be adjusted if other invoices are received at a later date.

Mid Valley Workforce Training Center Expansion			
Vendor	Approved Fee Amount	Amount Paid to Date	Balance
Broadus & Associates	\$61,168.60 ¹	\$39,249.83	\$21,918.77
Carlisle Insurance	18,359.00	18,359.00	0
D. Wilson Construction	3,679.00	3,679.00	0
EGV Architects 6.440%	113,425 ²	79,615.00 ³	33,810.00
HPG Design Group	3,531.00	1,588.84	1,942.16
Miscellaneous	8,013.15	8,013.15	0
Total	\$208,175.75	\$150,504.82	\$57,670.93

As per Broadus and Associates Program Budget Summary report, the total project cost for the Mid Valley Workforce Training Center Expansion is \$2,275,803 and total amount paid to date is \$150,504.82. The total unused budget balance is \$2,125,298.18 as of August 31, 2017.

Starr County Workforce Training Center Expansion			
Vendor	Approved Fee Amount	Amount Paid to Date	Balance
Broadus & Associates	\$64,074.00 ⁴	\$39,970.46	\$24,103.54
Carlisle Insurance	16,807.00	16,807.00	0
D. Wilson Construction	2,998.00	2,998.00	0
EGV Architects 6.46%	103,360.00	68,734.40 ⁵	34,625.60
HPG Design Group	6,101.00	2,745.45	3,355.55
Miscellaneous	10,605.89	10,605.89	0
Total	\$203,945.89	\$138,861.20	\$62,084.69

As per Broadus and Associates Program Budget Summary report, the total project cost for the Starr County Workforce Training Center Expansion is \$2,209,652 and total amount paid to date is \$138,861.20. The total unused budget balance is \$2,070,790.80 as of August 31, 2017.

The total amount paid to date for the Mid Valley Campus and Starr County Campus Workforce Training Center Expansions is \$289,366.02. The combined unused budget balance for the two Workforce Training Centers is \$4,196,088.98 as of August 31, 2017.

¹ Includes Basic Services, AV/IT, BIM, and IT Duct Bank

² Includes \$725 for TDLR review

³ Includes up to 100% Construction Documents

⁴ Includes Basic Services, AV/IT, BIM, and IT Duct Bank

⁵ Includes up to 90% Construction Documents

Enclosed Documents

Broaddus & Associates did not provide the summary of expenditures for the Workforce Training Center Expansions as requested.

Presenters

Representatives from Broaddus & Associates will be present to discuss the budget impact to the 2013 Bond Construction Program. The College's President and Legal Counsel will also be present to address any concerns regarding this item.

Recommended Action

It is requested that the Facilities Committee recommend for Board approval at the September 19, 2017 Board meeting, to terminate professional services, construction program management services, and construction manager at risk services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions as presented.

The Facilities Committee recommended Board approval to terminate professional services, construction program management services, and construction manager at risk services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize termination of all professional services, construction program management services, and construction manager at risk services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions as presented.

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

The Board of Trustees approves and authorizes termination of all professional services, construction program management services, and construction manager at risk services for the 2013 Bond Construction Mid Valley Campus and Starr County Campus Workforce Training Center Expansions as presented.

Approval Recommended:

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

Review and Action as Necessary on Change Orders for Use of Design Contingencies, Owner Contingencies, and Acceptance of Buyout Savings for the 2013 Bond Construction Program

- 1) Pecan Campus Projects**
- 2) Nursing and Allied Health Expansion Projects**
- 3) Technology Campus Projects**
- 4) Mid Valley Campus Projects**
- 5) Starr County Campus Projects**
- 6) Regional Center for Public Safety Excellence Projects**

Approval of proposed change orders for use of design and construction contingencies and acceptance of buyout savings for the 2013 Bond Construction Projects is requested.

Purpose

Projects for the 2013 Bond Construction program are in the construction stage and change orders are needed to allow the use of design and construction contingencies within the Guaranteed Maximum Prices (GMPs) submitted by the Construction Managers-at-Risk (CM@Rs).

The CM@R's have received buyout savings through their bidding process and change orders are proposed to removing the savings from the overall GMPs for the associated 2013 Bond Construction projects.

Justification

Change orders are needed for approval to provide for items needed to complete the construction of the projects and for removing the buyout savings from the CM@R's contracted GMPS.

Background

Project contingencies are provided as part of Guaranteed Maximum Price proposals submitted by the CM@Rs. GMPs are submitted by the CM@Rs at 60% construction drawings. There are two project contingencies and are based on percentages of the construction costs. Design Contingencies are included in the GMPs to allow for costs arising out of the final development and completion of the construction drawings and specifications. Design Contingencies are used at the CM@R's discretion with Owner oversight. Construction Contingencies are controlled solely at the discretion of the Owner. Both contingencies do not increase the amount of the GMPs.

On March 29, 2016, the Board of Trustees approved the delegation of authority to Broaddus & Associates to approve change orders from the use of Construction Contingencies for the 2013 Bond Construction Program. The approval amount per change order is \$5,000, with a monthly limit of \$25,000. Broaddus & Associates will also be expected to provide a contingency expenditure update to the Facilities Committee and Board of Trustees as part of their monthly update.

Level	Approved By	Change Amounts		Aggregate for Month
		From	To	
Level One	Broaddus & Associates	\$.01	\$5,000.00	\$25,000
Level Two	Board of Trustees	Above \$5,000.01		N/A

As part of the buyout process, the Construction Managers at Risk have brought forward cost information to allow the acceptance of actual buyout savings and adjustments to the contingencies within the projects.

Funding Source

Funds for Change Orders are available in the 2013 Bond Construction Program Budget for FY2017-2018, as they are accounted for within the Board approved Guaranteed Maximum Price (GMP) for each project.

Broaddus and Associates recommends accepting the buyout savings for a total of \$894,808 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Deficit.

Staff has recommended that Broaddus and Associates provide a regular report on buyout savings and documentation as those savings are reallocated to the 2013 Bond Construction Program Deficit, to help the College track its overall program budget.

Enclosed Documents

Enclosed are the following documents:

- Current Change Orders for Review
- Design Contingency Summary
- Owner Construction Contingency Summary
- Change Order Summary
- Change Orders

Presenters

Representatives from Broaddus and Associates and representatives from the Construction Managers at Risk will be present at the Facilities Committee meeting to discuss the buyout savings.

On September 12, 2017, the Facilities Committee reviewed each proposed Change Order with Broaddus & Associates and asked for clarification as needed. The Committee noted that the presentation of the Change Orders made it unclear when a Change Order was deducting funds from a contingency fund balance to purchase additional project scope as opposed to when a Change Order was deducting funds from a contingency fund balance to be released to the 2013 Bond Construction Program as buyout savings.

Regional Center for Public Safety Excellence Chiller Unit

Broaddus & Associates provided an additional Change Order at the September 12, 2017 Facilities Committee meeting. This would be Change Order 1 at the Regional Center for Public Safety Excellence new building project. The Change Order proposed to allocate \$110,000 from the project GMP toward the purchase of a new York 150-ton chiller unit.

Upon Board approval, Noble Texas Builders would procure the chiller unit for the site, and the GMP amount would remain the same as initially approved by the Board.

The Committee did not recommend action regarding the proposed Change Orders or Buyout Savings.

The Committee specified that the Change Orders should include clear language that the approval of a Change Order did not waive the College's right to pursue recovery of costs as appropriate due to errors or omissions on behalf of the project team.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed change orders for use of design contingencies totaling \$470,198, construction contingencies totaling \$52,795, the proposed change order for the use of \$110,000 by Noble Texas Builders for the procurement of a chiller unit at the Regional Center for Public Safety Excellence, and acceptance of buyout savings in the amount of \$894,808 for the 2013 Bond Construction projects as presented; however, the College reserves the right to review and challenge the amounts.

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

The Board of Trustees approves and authorizes the proposed change orders for use of design contingencies totaling \$470,198, construction contingencies totaling \$52,795, the proposed change order for the use of \$110,000 by Noble Texas Builders for the procurement of a chiller unit at the Regional Center for Public Safety Excellence, and acceptance of buyout savings in the amount of \$894,808 for the 2013 Bond Construction projects as presented; however, the College reserves the right to review and challenge the amounts.

Approval Recommended:

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

CURRENT CHANGE ORDERS FOR REVIEW

STC FACILITIES COMMITTEE MEETING OF SEPT. 12, 2017

PECAN CAMPUS

North Academic Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co. 10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)		
co. 11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget Buy-Out Saving.	(\$6,404)	(\$2,913)	(\$9,317)
	Change Orders Under Review Subtotal	(\$12,547)	(\$2,913)	(\$9,317)

South Academic Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power	(\$2,488)		
	Change Orders Under Review Subtotal	(\$2,488)	\$0	\$0

STEM Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.7	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget Buy-Out Saving.		(\$4,490)	(\$4,490)
	Change Orders Under Review Subtotal	\$0	(\$4,490)	(\$4,490)

Student Activities & Cafeteria

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co. 3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair	(\$1,306)		
co. 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget Buy-Out Saving.	(\$8,543)		(\$8,543)
	Change Orders Under Review Subtotal	(\$9,849)	\$0	(\$8,543)

Parking & Site Improvements

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package	(\$3,499)		
co 3	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings	(\$5,223)		
co 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)		(\$43,197)
	Change Orders Under Review Subtotal	(\$51,919)	\$0	(\$43,197)

NURSING ALLIED HEALTH CAMPUS

New NAH Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-01(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) to Program Budget	(\$90,475)		(\$290,475)
	Change Orders Under Review Subtotal	(\$90,475)	\$0	(\$290,475)

TECHNOLOGY CAMPUS**SOUTHWEST BUILDING RENOVATION****CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD**

co.4	Grinding & Polishing of existing Concrete Floors		(\$14,988)	
co.5	CP - 08 Hardware Revisions for Security		\$2,900	
co.5	CP - 10 Revisions to PL Casework		\$660	
co.5	CP - 11 deduct for birch veneer		(\$1,395)	
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget		(\$3,560)	(\$3,560)
Change Orders Under Review Subtotal		\$0	(\$16,383)	(\$3,560)

PARKING & SITE IMPROVEMENTS**CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD**

co.4	Return of Buy-Out Savings from the GMP (\$40k used to cover the cost of CP's 8,9 & 10)			(\$5,095)
Change Orders Under Review Subtotal		\$0	\$0	(\$5,095)

MID VALLEY CAMPUS**Health Professions & Science Bldg.****CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD**

co. 1	CP-01 (Generator \$19,687),CP-02 (Elect 60%-100% \$12,051),CP-03(Twr Stl Redesign \$18,105),CP-04 (Op.Part Supports \$1,071),CP-05(Access Cntrl.Hwdr \$- 1,530),CP-06(Fume Hd Rev \$6,985),CP-07(K-Bracing \$768), CP-08(Dr.size rev \$1,000), CP-09(AddMop Sk \$872),CP-10(Reloc. Mop Sk \$287),CP-11(Add CMU \$12,299),CP-13(Struc. Stl shop draw rev. \$11,910),CP-14(Low Roof Brick Spt \$26,560) and CP-15 (Provide Temp. Roof \$ 19,000)	(56,541)		
co. 2	CP-12 AR 3HP-008 Door Hdwr. Revisions per New Security Protocol		(6,620)	
co. 3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign-\$18,105) to the Program Budget			(\$37,792)
Change Orders Under Review Subtotal		(56,541)	(6,620)	(37,792)

MVC Library New Expansion**CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD**

co.1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP			(\$82,212)
co.2	Roof Slope Adjustment per Garland's (Manufacture's) Recommendations	(\$29,780)		
Change Orders Under Review Subtotal		(\$29,780)	\$0	(\$82,212)

MVC Student Services Bldg.**CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD**

co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock		(\$2,604)	
co.4	CP-09 4SS-019A - Provide Dishwasher k6	\$0	(\$15,245)	
co.5	CP-10(Structural Steel 60%-100%),CP-11(Removal of existing Grease Trap),CP-12(Elect Rev), CP-13(Mech Eq. Rev), CP-14 (Add. Painting),CP-15(Circular Furrdowns),CP-16(Add. Block @dock) and CP-17(Add Painting)	(\$45,240)		
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-13 (Mechanical Equip. Changes \$19,095to the Program Budget			(\$19,095)
Change Orders Under Review Subtotal		\$0	(\$17,849)	(\$19,095)

MVC Thermal Plant				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Modification to the cost of work as described in CP-1 SS Arch at Roll-up Door, CP-2 Electrical, CP-5 Extend Fire Alarm to Wellness Cntr. CP-6 Pedestrian Gate & CP-7 Building Letter "J"	(\$31,030)		
co.3	Reallocation of GMP Labor Savings from the Thermal Plant GMP to the Library New Addition GMP to cover the additional unanticipated Electrical and Data scope as the result of final reconciliation of Furniture & AVIT layouts and requirements			(\$82,212)
co.4	Modifications to the cost of work as described in CP-3(Cost Savings Roof Revisions to comply with STC Standards \$6,800) and CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000)		\$8,800	
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-03 (Roof Revisions per STC Standards \$6,800) and CP-04 (Revisions to SS Line @ Cooling Tower \$2,000) to the Program Budget Buy-Out Saving.			(\$8,800)
Change Orders Under Review Subtotal		(\$31,030)	\$8,800	(\$91,012)
MVC Parking and Site				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Addition Scope or Revisions as described in CP-01 Relocation of FDC (\$622, CP-02 Telecom. Pull Box (\$2,100) CP-03 Extend 4" Telecom. Conduit @ bldg. D (\$3,352) and CP-04 Add spare 4" Telecom. Conduit @ Bldg. D (\$3,352)		(\$9,426)	
co.3	Infrastructure to support Workforce Center Project included in the Site & Parking documents		(\$50,020)	
co.4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.	(\$14,600)		
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CO-5 (Delete Infrastructure to support Workforce Center) to the Program Budget			(\$50,020)
Change Orders Under Review Subtotal		(\$14,600)	(\$59,446)	(\$50,020)
STARR COUNTY CAMPUS				
STUDENT SERVICES BUILDING				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	CR.-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)		
Change Orders Under Review Subtotal		(\$10,776)	\$0	\$0
THERMAL PLANT				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Partial Buy-Out Savings reconginized from the GMP			(\$250,000)
Change Orders Under Review Subtotal		\$0	\$0	(\$250,000)
REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE				
LA JOYA TEACHING SITE				
TOTAL DESIGN CONTINGENCY CHANGE ORDERS THIS REVIEW		(\$310,005.00)		
TOTAL CONST. "OWNER" COTINGENCY CHANGE ODR'S THIS REVIEW			(\$92,281.00)	
TOTAL GMP SAVINGS CHANGE ORDERS THIS REVIEW				(\$894,808)

DESIGN CONTINGENCY SUMMARY

STC FACILITIES COMMITTEE MEETING OF SEPTEMBER 12, 2017

PECAN CAMPUS		\$479,500
NORTH ACADEMIC BUILDING		\$104,000
	Previously Reviewed & Approved Change Proposals	
co.4	CR-28 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req	(\$14,812)
co.5	CR 02 - ASI-02 Structural steel modifications at entry canopies	\$2,887
co.5	CR 03R- ASI-01 - Additional steel framing at building expansion joint	(\$3,100)
co.5	CR 05 - Exterior parapet angle addition	(\$6,831)
co.5	CR 07R - ASI-06 - Interior and Finishes: Light fixture revisions	\$275
co.5	CR 18 - ASI-02 Structural steel modifications at entry canopies	(\$1,091)
co.5	CR 21 - ASI-05: Mock-Up wall - added length and details	(\$1,775)
co.5	CR 22 - Additional structural pilasters at elevator shaft walls	(\$6,606)
co.6	CR 08R - AVIT Supplemental Information SI-01 dated October 13,2016 - Infrastructure modifications to teacher's podium floor boxes, data for offices, etc.	\$3,242
co.6	CR 11 - ASI-07: Electrical infrastructure supporting AVIT SI-01 - conduit, wall boxes, floor block outs, etc.	(\$3,363)
co.9	CR-25 - Building Letter Revision	(\$143)
co.9	CR-27 - Toilet Accessories - Add Grab Bars per ADA	(\$395)
co.9	CR-31 - Revise Doors to Clear Birch	(\$550)
co.9	CR-41 - ASI 16 Lobby Stairwell Finishes (enclose underside of Main Stair)	(\$6,899)
	Total Expenditures Approved to Date	(\$39,161)
Change Proposal's Pending This Review Period		
co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget.	(\$6,404)
	Total Expenditures this Reporting Period	(\$12,547)
Balance of Design Contingency Remaining		\$52,292
SOUTH ACADEMIC BUILDING		\$66,500
	Previously Reviewed & Approved Change Proposals	
co.3	CR 02R - AVIT Supplemental Info SI-01 dated October 13, 2016: Revise floor boxes types and locations (EFSB8 to RFB4, etc.)	(\$2,034)
co.3	CR 4 - Revise classroom lockset function to 'Secure-in-Place'	\$750
co.3	CR 11 - ASI 01: Add door for AHU coil draw-out space	(\$2,315)
co.3	CR 14 - Rfi 40_Structural Steel 'X' brace conflict with Window Wall at Computer 2.401	(\$6,438)
co.3	CR 23 - Rfi 40a-40b, 52, 59a & 60: Dry wall revisions to conceal storm drains, structural bracing, etc.	(\$3,041)
	Total Expenditures Approved to Date	(\$13,078)
Change Proposal's Pending This Review Period		
co.6	CR-26 RFI-54-VAV Boxes Power revisions - Add Neutral Wire to Connect to 277V Power	(\$2,488)
	Total Expenditures this Reporting Period	(\$2,488)
Balance of Design Contingency Remaining		\$50,934

STEM BUILDING		\$104,000
	Previously Reviewed & Approved Change Proposals	
co.3	CR-01 1st Floor Under slab Utility Trench	(\$50,300)
co.3	CR-06R - RFI 08 - AVIT SI-01 - Revise Floor Box Type @ 22 Locations	(\$3,155)
co.3	CR-08R - Revise 7 Door to 45 min fire rated doors	(\$2,700)
co.3	CR-13 - RFI-34 Exhaust Fan Equipment support and duct flashing	(\$3,482)
co.3	CR-14R - RFI-24 Duct/Ceiling conflicts at Corridor 1.100	(\$4,505)
co.3	CR-15 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck	(\$4,974)
co.3	CR-16R2 - RFI-14, 36 & 41 add drywall chase to encase structural steel braces and storm drain	(\$6,768)
co.3	CR-18 - RFI 18 - AVIT-SI-01 Revise floor box location at Lvl 1 labs	(\$3,843)
co.5	CR 22 - Dual duct 'Y' connection to 96" Fume Hoods	(\$20,356)
	Total Expenditures Approved to Date	(\$100,083)
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Design Contingency Remaining	\$3,917
STUDENT ACTIVITIES & CAFETERIA		\$70,000
	Previously Reviewed & Approved Change Proposals	
co.1	CR-01 Remove 3 Existing Palm Trees	(\$750)
co.1	CR-02 Remove Existing Drain Box at North Side of Pad	(\$600)
co.1	CR-03 Remove Existing Drain Box at South Side of Pad	(\$600)
co.1	CR-06 Add Door in Hoist way to service elevator equipment	(\$2,245)
co.1	CR-07 RFI-06 Power to UV Light and Receipt in AHU's	(\$1,560)
co.1	CR-08 RFI-33 Add Fire Damper for AHU PU005	(\$786)
co.1	CR-09 RFI-36 Add Exhaust and R/A Fire Dampers	(\$958)
co.1	CR-10 Revise Sheathing from Treated Plywood to Dens- Glass	\$7,738
co.1	CR-12 Add 2 Layers of wood nailer at edge of high roof for insulation	(\$2,707)
co.1	CR-13R - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req	(\$5,316)
co.1	CR-14 ASI -08 Add 2 Floor Drains at Terrace Deck to maintain minimum concrete Depth for Structural Capacity	(\$3,600)
co.1	CR-15 ASI -11 Furniture- Electrical Infrastructure Revisions	\$805
co.2	CR. 18 - Revisions to Door to Accommodate Elevator	(\$1,306)
co.2	CR. 21 - Revise Exterior Handrail Material HD Gal.	(\$2,850)
	Total Expenditures Approved to Date	(\$14,735)
Change Proposal's Pending This Review Period		
co.3	CR-24 Add Fire Rated Access Panel to Space Below Monumental Stair	(\$1,309)
co.4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget	(\$8,543)
	Total Expenditures this Reporting Period	(\$9,852)
	Balance of Design Contingency Remaining	\$45,413
THERMAL PLANT		\$110,000
co.1	CR-08 - Provide Owner Protective Liability Insurance & CR-09 Remove Conflicting Lines	(\$29,930)
co.1	CR-11- Provide Gas Line Connection to Existing Meter & CR-12 Provide Temp Water	incl above
co.1	CR-14 Water Line Exploration & CR-15 Communication Card Cancellation	incl above
co.1	CR-16 Add 8" to Top of Masonry Wall & CR-17 Provide Traffic Control April-May	incl above
co.1	CR-19- Provide Metal Roof Underlayment & CR-20 Add Support Brackets for CHW	incl above
co.1	CR-22-Provide Traffic Control May-June	incl above

co.01F	Final Change Order dated May 3, 2017 Credit Remaining Design Contingency Dollars	(\$31,615)
	MISSING A CHANGE ORDER OR ORDERS EQUAL TO \$16840 TO ZERO OUT	(\$16,840)
	Total Expenditures the Reporting Period	(78,385)
	Balance of Design Contingency Remaining	\$31,615
PARKING & SITE IMPROVEMENTS		\$25,000
	Previously Reviewed & Approved Change Proposals	
co.2	CR 02 - Delete Lime Stabilization at Parking Lot per Terracon CMT analysis of sub soil	\$21,689
co.2	CR 03 - Rfi 10 - Delete back flow preventer at water service to Student Union (SACB)	\$8,658
co.2	CR 05 - Rfi 14 - Reduce original sizes of fire service lines: 8" to 6", and 6" to 4"	\$8,550
co.2	CR 08R - Delete Fire Hydrant and associated service line	\$4,300
co.2	CR 13R - Rfi 22: Utility conflicts at Storm drain lines between Bldg. E and Cooling Towers	(\$6,584)
co.2	CR 14 - AVIT Supplemental Info SI-02 dated May 4, 2017: IT Duct Bank - clarifications on routing around new buildings.	(\$7,937)
	Total Expenditures Approved to Date	\$28,676
Change Proposal's Pending This Review Period		
co.3	CR-16 Revise Walks and Curbs(\$3,499) & CR-17R Add Pull Boxes for Inter-Building IT Duct Back between STEM and South Academic Buildings(\$5,223)	(\$8,722)
co.4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)
	Total Expenditures the Reporting Period	(51,919)
	Balance of Design Contingency Remaining	\$1,757

NURSING ALLIED HEALTH BUILDING		\$197,800
NEW NAH BUILDING		\$172,600
	Previously Reviewed & Approved Change Proposals	
co.2	CR-01 Vapor Barrier Product Substitution	\$6,750
co.2	CR-03 Reduce Generator Size/Capacity	\$78,010
co.2	CR-04 Finish Hardware Changes	\$260
co.2	CR-06 Provide Floor Box in Rm 3.515	(\$1,506)
co.2	CR-08 Relocate VAV Boxes and modify existing ductwork	(\$24,506)
co.4	CP-011R Restroom Modifications -Adding (1) layer of gyp bd to interior side of Men & Women's Restrooms (Restrooms share a common wall with an adjacent Conf. Room)	(\$6,770)
co.5	CR-010 credit for projection system	\$2,937
co.5	CR-012 deducted for data/WJHW SI 3	(\$1,771)
co.5	CR-013 credit for projector dropsSI4	\$2,518
	Total Expenditures Approved to Date	\$55,922
Change Proposal's Pending This Review Period		
co 6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-1(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP-04 (Finished Hwdr. \$260), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) including \$200,000 for recongized GMP Buy-Out Saving to Program Budget.	(\$90,475)
	Total Expenditures the Reporting Period	(\$90,475)
	Balance of Design Contingency Remaining	\$138,047

THERMAL PLANT		\$2,200
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$2,200
PARKING & SITE IMPROVEMENTS		\$23,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$23,000

TECHNOLOGY CAMPUS		\$110,188
SOUTHWEST BUILDING RENOVATION		\$99,857
	Previously Reviewed & Approved Change Proposals	
co.1	Buy-Out Savings - Credit for balance of design contingency -Partial GMP 1	(\$9,106)
co.3	Hose Reel	(\$16,156)
	Total Expenditures Approved to Date	(\$25,262)
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$74,595
PARKING & SITE IMPROVEMENTS		\$10,331
	Previously Reviewed & Approved Change Proposals	
co.1	Return of Buy-Out Savings from Phase I Demo Partial GMP	(\$9,105)
	Total Expenditures Approved to Date	(\$9,105)
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$1,226

MID VALLEY CAMPUS		\$372,269
HEALTH PROFESSIONS BLDG.		\$193,219
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.1	CP-02 Receptacles & Floor Boxes 60%-100% Modifications	(\$12,051)
co.1	CP-03 AR3HP-011 Tower Structural Steel Redesign due to reduce roof loads	\$18,105
co.1	CP-04 AR3HP-012 RFI--030 Operable Partition Wall Steel Supports	(\$1,071)
co.1	CP-05 AR3HP-013 Access Control Hardware per the Submittal Review	(\$1,530)
co.1	CP-06 3HP-019 RFI-032 Change Fume Hood to VAV Type	(\$6,985)
co.1	CP-07 3HP-025 Relocate K bracing	(\$768)
co.1	CP-08 3HP-027 Change the size of door into Room 1.409	(\$1,000)
co.1	CP-09 3HP-029 RFI-048 Add Mod Sink in Room 1.601	(\$872)
co.1	CP-10 3HP-030 RFI-050 Relocate Mop Sink in Room1.601	(\$287)
co.1	CP-11 3HP-012 Burnished Block	(\$12,299)
co.1	CP-13 3HP-009 Design Modifications per Structural Steel Submittal Comments	(\$11,910)
co.1	CP-14 3HP-031 Low Roof Brick Supports	(\$26,560)
co.1	CP-1 3HP-03R2 ES11 Delete Back-up Generator and Appurtenances	\$19,687
co.1	CP-15 3HP-037 Temporary Roof due to missing Low Roof Brick Support Detail	(\$19,000)
co.3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03 (Steel Redesign-\$18,105) to the Program Budget.	(\$37,792)
Total Expenditures the Reporting Period		(\$94,333)
Balance of Design Contingency Remaining		\$98,886
LIBRARY NEW ADDITION		\$34,723
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.2	CP-01 LE-006 Roof Slope Adjustment per Garland (Manufactures) Requirements	(\$29,780)
Total Expenditures the Reporting Period		(\$29,780)
Balance of Design Contingency Remaining		\$4,943
STUDENT SERVICES BUILDING		\$51,049
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.5	CP-10 Structural Steel Modifications 60%-100%	(\$34,247)
co.5	CP-11 Exist Grease Trap Removal	(\$10,000)
co.5	CP-12 Electrical Changes for 60%-100	(\$10,550)
co.5	CP-13 Mechanical Equipment Changes	\$19,095
co.5	CP-14 Additional Painting	(\$1,465)
co.5	CP-15 Cicular Furrdown at Student Enrollment Center	(\$1,859)
co.5	CP-16 Additional Block & Veneer at Loading Dock	(\$2,604)
co.5	CP-17 Additional Painting at Structure not shown	(\$3,610)
Total Expenditures the Reporting Period		(\$45,240)
Balance of Design Contingency Remaining		\$5,809

THERMAL PLANT		\$61,547
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co.2	CP-01 ITP-019 Structural Arch at Overhead Door	(\$1,525)
co.2	CP-02 ITP-020R Electrical Circuiting Clarification /Additions	(\$24,068)
co.2	CP-05 ITP-022 Extend Fire Alarm to Existing Wellness Center	(\$4,200)
co.2	CP-06 ITP-026 Pedestrian Gate between New TP and Existing Wellness Center	(\$750)
co.2	CP-07 ITP-028 Building Letter "J"	(\$487)
Total Expenditures the Reporting Period		(\$31,030)
Balance of Design Contingency Remaining		\$30,517
PARKING & SITE IMPROVEMENTS		\$31,731
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$31,731

STARR COUNTY CAMPUS		\$236,700
HEALTH PROFESSIONS & SCIENCE BUILDING		\$96,000
Previously Reviewed & Approved Change Proposals		
co.1	CR 001 AVIT Underground Conduits	(\$5,500)
co.1	CR 002 Electrical Feeder Conduit Changes	(\$4,980)
co.1	CR 003 MDF Conduit	(\$5,565)
co.1	CR 004 Floor Boxes	(\$8,590)
co.1	CR 005 K-Bracing Correction	(\$1,892)
co.1	CR 006 Roof Drain Locations	(\$1,800)
co.1	CR 007 Door Frame Changes	(\$1,430)
Total Expenditures Approved to Date		(\$29,757)
Change Proposal's Pending This Review Period		
co.2	CR-010 - CR-012 Electrical per ASI-03 - New Main Electrical Feed to Distribution Panel to Building Electrical Panels	(\$13,373)
Total Expenditures the Reporting Period		(\$13,373)
Balance of Design Contingency Remaining		\$52,870
WORKFORCE TRAINING		on Hold
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		on Hold
LIBRARY RENOVATION		\$37,000
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures the Reporting Period		\$0

Balance of Design Contingency Remaining		\$37,000
STUDENT SERVICES EXPANSION		\$13,000
	Previously Reviewed & Approved Change Proposals	
	None	
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
co 1	CR.-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)
Total Expenditures the Reporting Period		(\$10,776)
Balance of Design Contingency Remaining		\$2,224
STUDENT ACTIVITIES ADDITION		\$14,000
	Previously Reviewed & Approved Change Proposals	
	None	
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
	None	
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$14,000
THERMAL PLANT		\$39,000
	Previously Reviewed & Approved Change Proposals	
co.1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)	(\$2,934)
co.1	CR 002 WHJW Data/Communication Revisions per AV-IT SI#2 (Structured Cabling 3 ea. new data drops and relocate exiting communication conduit)	(\$7,840)
Total Expenditures Approved to Date		(\$10,774)
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$28,226
PARKING & SITE IMPROVEMENTS		\$37,700
	Previously Reviewed & Approved Change Proposals	
co.1	CR 001 - Underground Data Re-location	(\$32,042)
co.1	CR 003 - Primary Electric Duct Bank Changes	(\$1,990)
co.3	CR-008 Sidewalk for the additional parking	(\$3,600)
Total Expenditures Approved to Date		(\$37,632)
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Design Contingency Remaining		\$68

REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE		\$96,745
TRAINING FACILITY		\$68,049
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$68,049
PARKING & SITE IMPROVEMENTS		\$28,696
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures the Reporting Period	\$0
	Balance of Design Contingency Remaining	\$28,696

LA JOYA TEACHING SITE		\$0
	No Design Contingency	No Dollars

TOTAL PROGRAM DESIGN CONTINGENCY FROM GMP'S	\$1,493,202
TOTAL APPROVED DESIGN CONTINGENCY EXPENDITURES TO DATE	
TOTAL PENDING FOR CURRENT REVIEW PERIOD	
TOTAL DESIGN CONTINGENCY BALANCE AS OF SEPT. 12, 2017	

OWNER CONSTRUCTION CONTINGENCY SUMMARY

STC FACILITIES COMMITTEE MEETING OF SEPTEMBER 12, 2017

PECAN CAMPUS		\$603,245
NORTH ACADEMIC BUILDING		\$162,000
	Previously Reviewed & Approved Change Proposals	
co.2	CR.14, CR-24 & CR-26	(\$720)
co.3	CR-29 - Add a 2nd set of Building ID Letters to Canopy Façade	(\$6,405)
co.7	CR-30R3 AVIT SI-02 Audio Visual Modifications for monitors, computer and Classroom etc..	(\$16,052)
co.7	CR-35R3 AVIT SI-03 Audio Visual modifications for Active Learning Classrooms	(\$28,052)
co.7	CR-37 ASI-13 Electrical infrastructure for AVIT SI-02 Conduit and Boxes	(\$8,969)
co.7	CR-38 ASI-14 Electrical infrastructure for AVIT SI-03 Conduit and Boxes	(\$3,493)
co.7	Modify Construction Fence and Construction Trailer plumbing to accommodate Mc Allen ISD	(\$1,254)
co.8	CR-34 - Graphic Revisions - Room Signage Modifications per Submittal Review	(\$2,388)
co.8	CR-43 - AVIT SI- 05 Misc. Revisions	\$2,913
	Total Expenditures Approved to Date	(\$64,420)
Change Proposal's Pending This Review Period		
co.11	<i>Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget.</i>	(\$2,913)
	Total Expenditures this Reporting Period	(\$2,913)
Balance of Const. Contingency Remaining		\$94,667
SOUTH ACADEMIC BUILDING		\$98,355
	Previously Reviewed & Approved Change Proposals	
co.2	CR-13R - Electrical Infrastructure to Final Furniture e Plan	(\$4,556)
co.2	CR-21 - CHW Extension: Offset around existing tree and manhole	(\$9,356)
co.4	Monitors, Classrooms to Computer Lab upgrades, act	(\$21,025)
co.5	CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens including deleting data drops and removing Ceiling Mounted Projectors Supports	(\$3,532)
	Total Expenditures Approved to Date	(\$38,469)
Change Proposal's Pending This Review Period		
	Total Expenditures this Reporting Period	\$0
Balance of Const. Contingency Remaining		\$59,886
STEM BUILDING		\$153,990
Change Proposal's Pending This Review Period		
co.7	<i>Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget</i>	(\$4,490)
	Total Expenditures this Reporting Period	(\$4,490)
Balance of Const. Contingency Remaining		\$70,556
STUDENT ACTIVITIES & CAFETERIA		\$100,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0

Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$100,000
THERMAL PLANT		\$50,000
co.1	CP-02 Chilled Water Pipe Wrap, CP-03 CW Piping Reconfiguration, CP-05 Replaced Pitted CW Piping, CP-07 Delete CW Insulation Cost	(\$41,714)
co.2	CP-10 Provide Sealed Concrete in Lieu of VCT	(\$367)
co.01F	Final Change Order dated May 3, 2017 Credit Remaining Construction Cont. Dollars	(\$7,919)
Total Expenditures Approved to Date		\$0
Balance of Const. Contingency Remaining		\$0
PARKING & SITE IMPROVEMENTS		\$38,900
Previously Reviewed & Approved Change Proposals		
co.1	CR-01 Storm Drain conflict with existing SS fro Temporary Bldg.	(\$4,577)
co.1	CR-09 Valve to Isolate Bldg. M for water main shut down at NAB storm drain inlet	(\$3,849)
co.1	CR-10 Remove existing water main valves at NAB storm drain inlet per City of Mc Allen	n/c
co.1	CR-12 Utility Conflicts at NAB Storm drain inlet	(\$9,097)
Total Expenditures Approved to Date		(\$17,523)
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$21,377

NURSING ALLIED HEALTH CAMPUS		\$216,493
NEW NAH BUILDING		\$178,900
Previously Reviewed & Approved Change Proposals		
co.1	CP-02 Lavatories and Toilet Partition Revisions	(\$16,776)
co.1	CP-07 Add 13 Junction Boxes and Conduit	(\$3,106)
co.3	CP-05 Additional Power Outlets	(\$2,450)
co.3	CP-09 WHJW SI#2R2	(\$123,369)
Total Expenditures Approved to Date		(\$145,701)
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$33,199
THERMAL PLANT		\$3,386
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures the Reporting Period		\$0
Balance of Const. Contingency Remaining		\$3,386

PARKING & SITE IMPROVEMENTS		\$34,207
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	
	None	\$0
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$34,207

TECHNOLOGY CAMPUS		\$166,676
SOUTHWEST BLDG RENOVATION		\$151,179
	Previously Reviewed & Approved Change Proposals	
co. 1	Buy-Out Savings - Credit for balance of construction contingency -Partial GMP 1	(\$5,141)
	Total Expenditures Approved to Date	(\$5,141)
	Change Proposal's Pending This Review Period	
co. 4	Grinding and Polishing of existing Concrete Floors	(\$14,988)
co. 5	CP - 11 Deduct for Birch Veneer	(\$1,395)
co. 5	CP - 08 Hardware Revisions for Security	\$2,900
co. 5	CP - 10 Revisions to PL Casework	\$660
co. 6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget	(\$3,560)
	Total Expenditures this Reporting Period	(\$16,383)
	Balance of Const. Contingency Remaining	\$129,655

PARKING & SITE IMPROVEMENTS		\$15,497
	Previously Reviewed & Approved Change Proposals	
co. 1	Return of Buy-Out Savings from Phase I Demo Partial GMP	(\$5,141)
	Total Expenditures Approved to Date	(\$5,141)
	Change Proposal's Pending This Review Period	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$10,356

MID VALLEY CAMPUS		\$372,269
HEALTH PROFESSIONS BLDG.		\$193,219
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	
co.2	CP-12 AR 3HP-008 Door Hardware Revisions for Security -Lock doors from the inside	(\$6,620)
	Total Expenditures this Reporting Period	(\$6,620)
	Balance of Const. Contingency Remaining	\$186,599
LIBRARY - NEW ADDITION		\$34,723
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
	Change Proposal's Pending This Review Period	

	None	
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$34,723
STUDENT SERVICES BLDG.		\$51,049
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	
co.1	Increase Roof Insulation by 1"	(\$6,000)
co.2	CR-1R Stone Veneer Clarifications	(\$5,000)
co.2	CR-02 Hardware Changes	(\$1,210)
co.2	CR-05 Kitchen Equipment Clarifications	(\$364)
co.2	CR-07 Water Cooler Model Change	(\$1,000)
co.2	CR-08 Water Heater Changes	(\$500)
co.2	CR-16 Rotation of Existing AHU-RTU-1	(\$6,440)
Total Expenditures Approved to Date		(\$20,514)
Change Proposal's Pending This Review Period		
co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock	(\$2,604)
co.4	CP-09 4SS-019A - Provide Dishwasher k6	(\$15,245)
Total Expenditures this Reporting Period		(\$17,849)
Balance of Const. Contingency Remaining		\$12,686
THERMAL PLANT		\$61,547
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
Total Expenditures the Reporting Period		\$0
Balance of Const. Contingency Remaining		\$61,547
PARKING & SITE IMPROVEMENTS		\$31,731
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$31,731

STARR COUNTY CAMPUS		\$349,950
HEALTH PROFESSION & SCIENCE BLDG		\$143,000
	Previously Reviewed & Approved Change Proposals	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
co. 3	CR-009 Hardware and doors RFI-035 (Hardware and Door for enlarged Door Opening in 25/1.00C	(\$4,540)
Total Expenditures this Reporting Period		(\$4,540)
Balance of Const. Contingency Remaining		\$138,460
WORKFORCE TRAINING		On Hold
Total Expenditures this Reporting Period		On Hold
Balance of Const. Contingency Remaining		On Hold
NEW LIBRARY		\$55,500
	Previously Reviewed & Approved Change Proposals	
	None	

	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$55,500
STUDENT SERVICES BLDG. EXPANSION		\$19,500
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$19,500
STUDENT ACTIVITIES BLDG EXPANSION		\$21,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$21,000
THERMAL PLANT		\$58,000
	Previously Reviewed & Approved Change Proposals	
	None	
	Total Expenditures Approved to Date	\$0
Change Proposal's Pending This Review Period		
	None	
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$58,000
PARKING & SITE IMPROVEMENTS		\$52,950
	Previously Reviewed & Approved Change Proposals	
co.1	CR-06 Revised Entry Plan	(\$19,482)
co.1	CR-07 - Added Parking Spaces per Revised Entry Plan	(\$31,012)
co.4	CR-002 - additional pull boxes for IT Duct Bank	(\$6,933)
	Total Expenditures Approved to Date	(\$57,427)
Change Proposal's Pending This Review Period		
	Total Expenditures this Reporting Period	\$0
	Balance of Const. Contingency Remaining	\$247

REGIONAL CENTER FOR PUBLIC SAFETY EXCELLANCE		\$127,295
TRAINING FACILITY		\$89,538
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$89,538
PARKING & SITE IMPROVEMENTS		\$37,757
Previously Reviewed & Approved Change Proposals		
None		
Total Expenditures Approved to Date		\$0
Change Proposal's Pending This Review Period		
None		
Total Expenditures this Reporting Period		\$0
Balance of Const. Contingency Remaining		\$37,757
LA JOYA TEACHING FACILITY		
7a Building Renovation and Welding Shop		No Const. Cont.
Total Expenditures this Reporting Period		
Balance of Const. Contingency Remaining		

CHANGE ORDER SUMMARY

STC FACILITIES COMMITTEE MEETING OF SEPT. 12, 2017

PECAN CAMPUS

North Academic Building

co 1	BUY OUT SAVINGS			
co2	CR14, CR24 & CR26		(\$720)	
co 3	CR 29 - Building Letters		(\$6,405)	
co 4	CR28 - Revised Parapet Sheathing	(\$14,812)		
co 5	CR02, CR03R, CR05, CR07R, CR18, CR21 & CR22	(\$16,241)		
co 6	CR-08R & CR-11	(\$121)		
co 7	CR30-R3, CR35-R3, CR37, & CR38		(\$57,820)	
co.8	CR-34 - Graphic Revisions		(\$2,388)	\$0
co.8	CR-43 - AVIT SI- 05 Misc. Revisions		\$2,913	
co.9	CR-25 - Building Letter Revisions	(\$143)		
co.9	CR-27 - Toilet Accessories - Add ADA Grab Bars	(\$395)		
co.9	CR-31 - Revised Doors to Clear Birch	(\$550)		
co.9	CR-41-ASI-16 Lobby Stairwell Finishes at North Main Stair	(\$6,899)		
Approved Change Order's Subtotal		(\$39,161)	(\$64,420)	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)		
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget.	(\$6,404)	(\$2,913)	(\$9,317)
Change Orders Under Review Subtotal		(\$12,547)	(\$2,913)	(\$9,317)

South Academic Building

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	Adjustments for days and to align Board Approved Timeline			\$0
co 2	CR13R & CR21		(\$13,912)	
co 3	CR2R, CR04, CR11, CR14 & CR23	(\$13,078)		
co 4	CR22R - AVIT SI-02		(\$21,025)	
co 5	CR-24 Add Flat Screens and Infrastructure and Delete Projection Screens.		(\$3,532)	
Approved Change Order's Subtotal		(\$13,078)	(\$38,469)	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power	(\$2,488)		
Change Orders Under Review Subtotal		(\$2,488)	\$0	\$0

STEM Building

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR2R, CR3R & CR11		(\$36,507)	
co 2	Adjustment for days & approved timeline			N/C
co 3	CR01, CR06R, CR08R, CR13, CR14R, CR15, CR16R2 & CR18	(\$79,727)		
co 4	CR20R - LAB GAS TURRETS, CR21R - AVIT SI-02		(\$38,376)	
co 5	CR22 - FUME HOOD DUCT 'Y' CONNECTION	(\$20,356)		
co 6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave		(\$5,344)	
co 6	CR - 24 Add Flat Screens and Infrastructure & Delete Proj.Screens		\$4,490	

co 6	CR 25 - Modify Routing of Cable Trays to avoid classrooms		(\$3,207)	
Approved Change Order's Subtotal		(\$100,083)	(\$78,944)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.7	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget		(\$4,490)	(\$4,490)
Change Orders Under Review Subtotal		\$0	(\$4,490)	(\$4,490)
Student Activities & Cafeteria				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR01, CR2,CR3,CR6,CR7,CR8,CR9CR19=0,CR12,CR13R,CR14, & CR15	(\$10,579)		
co 2	CR. 18 - Revisions to Door to Accommodate Elevator	(\$1,306)		
co 2	CR. 21 - Revise Exterior Handrail Material HD Gal.	(\$2,850)		
Approved Change Order's Subtotal		(\$14,735)	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co. 3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair	(\$1,306)		
co. 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget	(\$8,543)		(\$8,543)
Change Orders Under Review Subtotal		(\$9,849)	\$0	(\$8,543)
Thermal Plant				
APPROVED CHANGE ORDES TO DATE INCLUDING CLOSE OUT		Design	Construction	GMP Adjust.
co.1	CPR#8 - Provide Owner Protective Liability Insurance & CPR#9 Remove Conflicting Lines	(\$29,930)		
co.1	CPR#11- Provide Gas Line Connection to Existing Meter & CPR#12 Provide Temp Water	incl above		
co.1	CPR#14-Water Line Exploration & CPR#15 Comm.Card Expired	incl above		
co.1	CPR#16- Add 8" to Top of Masonry Wall& CPR#17- Provide Traffic Control April-May	incl above		
co.1	CPR#19- Provide Metal Roof Underlayment & CPR#20 Add Support Brackets for CHW	incl above		
co.1	CPR#22-Provide Traffic Control May-June	incl above		
co.1	CP-02 Chilled Water Pipe Wrap,CP-03 CW Piping Reconfiguration, CP-05 Replaced Pitted CW Piping, CP-07 Delete CW Insulation Cost		(\$41,714)	
co.2	CP-10 Provide Sealed Concrete in Lieu of VCT		(\$367)	
co.01F	Final Change Order dated May 3, 2017 Credit Remaining Design and Construction Contingency's and GMP Labor Savings	(\$31,615)	(\$7,919)	(\$22,057)
APPROVED CHANGE ORDERS TO DATE INCLUDING CLOSE OUT		(\$61,545)	(\$50,000)	(\$22,057)
Parking & Site Improvements				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR01, CR09, CR10, & CR12		(\$17,523)	
co 2	CR02, CR03, CR05, CR8R, CR13R & CR14	\$28,676		
Approved Change Order's Subtotal		\$28,676	(\$17,523)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co 3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package	(\$3,499)		
co 3	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings	(\$5,223)		
co 4	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	(\$43,197)		(\$43,197)
Change Orders Under Review Subtotal		(\$51,919)	\$0	(\$43,197)

NURSING ALLIED HEALTH CAMPUS				
New NAH Building				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	CR2, CR7		(\$19,882)	
co.2	CP1, CP3, CP4, CP6, CP8	\$59,008		
co.3	CR5, CP9		(\$125,819)	
co.4	CP-011 RESTROOM MODIFICATIONS	(\$6,770)		
co.5	CP-010 CREDIT FOR PROJECTION SCREENS	\$2,937		
co.5	CP-012 DEDUCT FOR DATA - WHJW SI 3	(\$1,771)		
co.5	CP-013 CREDIT FOR PROJECTOR DATA DROPS - WHJW SI4	\$2,518		
Approved Change Order's Subtotal		\$55,922	(\$145,701)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-1(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP-04 (Finished Hwdr. \$260), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) including \$200,000 for recongized GMP Buy-Out Saving to Program Budget	(\$90,475)		(\$290,475)
Change Orders Under Review Subtotal		(\$90,475)	\$0	(\$290,475)
THERMAL PLANT				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
Approved Change Order's Subtotal		\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
None				
Change Orders Under Review Subtotal		\$0	\$0	\$0
PARKING & SITE IMPROVEMENTS				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
Approved Change Order's Subtotal		\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
None				
Change Orders Under Review Subtotal		\$0	\$0	\$0

TECHNOLOGY CAMPUS				
SOUTHWEST BUILDING RENOVATION				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Buy-Out Savings - Credit for the balance of Partial GMP (Demo) Design and Construction "Owner" Contingency's	(\$9,106)	(\$5,141)	(\$106,483)
co.2	Buy-Out Savings -2nd round of saving offered by CM@R			(\$1,115,311)
co.3	Hose Reels	(\$16,156)		
Approved Change Order's Subtotal		(\$25,262)	(\$5,141)	(\$1,221,794)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.4	Grinding & Polishing of existing Concrete Floors		(\$14,988)	
co.5	CP - 08 Hardware Revisions for Security		\$2,900	
co.5	CP - 10 Revisions to PL Casework		\$660	
co.5	CP - 11 deduct for birch veneer		(\$1,395)	

co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget		(\$3,560)	(\$3,560)
Change Orders Under Review Subtotal		\$0	(\$16,383)	(\$3,560)
PARKING & SITE IMPROVEMENTS				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Return of Buy-Out Savings from the Demo GMP	(\$9,105)	(\$5,141)	(\$8,000)
co.2	Return of Buy-Out Savings from the GMP cost of work			(\$400,000)
co.3	Return of Buy-Out Savings from the GMP (\$50k for existing conditions - Grind existing concrete slab)			(\$8,898)
Approved Change Order's Subtotal		(\$9,105)	(\$5,141)	(\$416,898)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.4	Return of Buy-Out Savings from the GMP (\$40k used to cover the cost of CP-08 Additional Sitework \$5,590, CP-09 additional Demo per RFI#14 \$19,115 and CP-10 Drainage Modifications per ASI-06 \$10,200) Balance remaining with the deducted from the GMP and included as GMP Buy-Out Savings			(\$5,095)
Change Orders Under Review Subtotal		\$0	\$0	(\$5,095)

MID VALLEY CAMPUS				
Health Professions & Science Bldg.				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
None				
Approved Change Order's Subtotal		\$0	\$0	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.1	CP-01 (Generator \$19,687),CP-02 (Elect 60%-100% \$12,051),CP-03(Twr Stil Redesign \$18,105),CP-04 (Op.Part Supports \$1,071),CP-05(Access Cntrl.Hwdr \$- 1,530),CP-06(Fume Hd Rev \$6,985),CP-07(K-Bracing \$768), CP-08(Dr.size rev \$1,000),CP-09(Add Mop Sk \$872),CP-10(Relock. Mop Sk \$287),CP-11(Add CMU \$12,299),CP-13(Struc. Stil shop draw rev. \$11,910),CP-14(Low Roof Brick Spt \$26,560) and CP-15 (Provide Temp. Roof \$ 19,000)	(56,541)		
co.2	CP-12 AR 3HP-008 Door Hdwr. Revisions per New Security Protocol		(6,620)	
co.3	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign-\$18,105) to the Program Budget			(\$37,792)
Change Orders Under Review Subtotal		(56,541)	(6,620)	(37,792)
MVC Library New Expansion				
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP			\$82,212
co.2	Roof Slope Adjustment per Garland's (Manufacture's) Recommendations	(\$29,780)		
Change Orders Under Review Subtotal		(\$29,780)	\$0	\$82,212
MVC Student Services Bldg.				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Increase roof insulation thickness by 1"		(\$6,000)	
co.2	CR1R,CR2,CR5,CR7,CR8,CR10		(\$14,514)	
Approved Change Order's Subtotal		\$0	(\$20,514)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock		(\$2,604)	

co.4	CP-09 4SS-019A - Provide Dishwasher k6	\$0	(\$15,245)	
co.5	CP-10(Structural Steel 60%-100%),CP-11(Removal of existing Grease Trap),CP-12(Elect Rev), CP-13(Mech Eq. Rev), CP-14 (Add. Painting),CP-15(Circular Furrdowns),CP-16(Add. Block @dock) and CP-17(Add Painting)	(\$45,240)		
co.6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-13 (Mechanical Equip. Changes \$19,095to the Program Budget			(\$19,095)
Change Orders Under Review Subtotal		(\$45,240)	(\$17,849)	(\$19,095)
MVC Thermal Plant				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Reallocation of Buy-Out saving from Parking & Site Improvements to Thermal Plant for purchase of additional chiller			\$109,376
Approved Change Order's Subtotal		\$0	\$0	\$109,376
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Modification to the cost of work as described in CP-1 SS Arch at Roll-up Door,CP-2 Electrical, CP-5 Extend Fire Alarm to Wellness Cntr.CP-6 Pedestrian Gate & CP-7 Building Letter "J"	(\$31,030)		
co.3	Reallocation of GMP Labor Savings from the Thermal Plant GMP to the Library New Addition GMP to cover the additional unanticipated Electrical and Data scope as the result of final reconciliation of Furniture & AVIT layouts and requirements			(\$82,212)
co.4	Modifications to the cost of work as described in CP-3(Cost Savings Roof Revisions to comply with STC Standards \$6,800) and CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000)		\$8,800	
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-03 (Roof Revisions per STC Standards \$6,800) and CP-04 (Revisions to SS Line @ Cooling Tower \$2,000) to the Program Budget			(\$8,800)
Change Orders Under Review Subtotal		(\$31,030)	\$8,800	(\$91,012)
MVC Parking and Site				
APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	Reallocation of Buy-Out saving from Parking & Site Improvements			(\$109,378)
Approved Change Order's Subtotal		\$0	\$0	(\$109,378)
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
co.2	Addition Scope or Revisions as described in CP-01 Relocation of FDC (\$622, CP-02 Telecom. Pull Box (\$2,100)CP-03Extend 4" Telecom. Conduit @bldg. D (\$3,352) and CP-04 Add spare 4" Telecom. Conduit @ Bldg. D (\$3,352)		(\$9,426)	
co.3	Infrastructure to support Workforce Center Project included in the Site & Parking documents		(\$50,020)	
co.4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.	(\$14,600)		
co.5	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CO-5 (Delete Infrastructure to support Workforce Center) to the Program Budget Buy-Out Saving.			(\$50,020)
Change Orders Under Review Subtotal		(\$14,600)	(\$59,446)	(\$50,020)

STARR COUNTY CAMPUS

HEALTH PROFESSIONS & SCIENCE BLDG

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	<i>Approved Change Order's Subtotal</i>	\$0	\$0	\$0
	<i>Approved Change Order's Subtotal</i>	\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

	<i>Change Orders Under Review Subtotal</i>	\$0	\$0	\$0

LIBRARY RENOVATION

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	<i>Approved Change Order's Subtotal</i>	\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

	<i>Change Orders Under Review Subtotal</i>	\$0	\$0	\$0

STUDENT SERVICES BUILDING

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
	None			
	<i>Approved Change Order's Subtotal</i>	\$0	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.2	CR-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)		
	<i>Change Orders Under Review Subtotal</i>	(\$10,776)	\$0	\$0

THERMAL PLANT

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co 1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)	(\$2,934)		
co 1	CR 002 WHJW Data/Communication Revisions per AV-IT S1#2 (Structured Cabling 3 ea. new data drops and relocate exiting communication conduit)	(\$7,840)		
	<i>Approved Change Order's Subtotal</i>	(\$10,774)	\$0	\$0

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co 2	Partial Buy-Out Savings recognized from the GMP			(\$250,000)
	<i>Change Orders Under Review Subtotal</i>	\$0	\$0	(\$250,000)

PARKING AND SITE IMPROVEMENTS

APPROVED CHANGE ORDERS TO DATE		Design	Construction	GMP Adjust.
co.1	CP-001 & CP-003	(\$34,032)		
co.2	CP-006, CP -007		(\$45,770)	
co.3	CR 008 Sidewalk for Additional Parking for Parking Lot Addition	(\$3,600)		

co.4	CR 002- Additional Pull boxes for It Duct Bank		(\$6,933)	\$0
	Approved Change Order's Subtotal	(\$37,632)	(\$52,703)	\$0
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD				
	Change Orders Under Review Subtotal	\$0	\$0	\$0

REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE

LA JOYA TEACHING SITE

TOTAL DESIGN CONTINGENCY CHANGE ORDERS TO DATE	(\$582,022.00)		
TOTAL CONTRUCTION COTINGENCY CHANGE ORDERS TO DATE		(\$577,457.00)	
TOTAL GMP SAVINGS CHANGE ORDERS TO DATE			(\$2,391,135.00)

CHANGE ORDER

NUMBER: 10

PROJECT NAME: STC Pecan Campus
North Academic Building

DATE: September 12, 2017

PROJECT NO.: 916-102

To: D. Wilson Construction Co.
1207 East Pecan
McAllen, Texas 78501

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 45
CR 45 Provide crossover of chillwater supply and return lines in level 2 mechanical room \$ (6,143)

Sub Total \$ (6,143)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$	104,000
DESIGN CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	\$	(39,161)
DESIGN CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$	64,839
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(6,143)
REMAINING DESIGN CONTINGENCY BALANCE	\$	58,696

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
PBK Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
Board of Trustees for South Texas College

Change Order

Project Name: STC Pecan – North Academic Bldg. Change Order No.: 11
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Pecan Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CR-02 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget Buy-Out Savings.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	9,797,100.00	(611,154.00)	(9,317.00)	9,176,629.00
General Conditions	512,900.00	-	-	512,900.00
CMR/Design Contingency	104,000.00	(39,161.00)	(6,404.00)	58,435.00
Construction Phase Fee	375,000.00	-	-	375,000.00
Owner's Construction Contingency	162,000.00	(64,420.00)	(2,913.00)	94,667.00
Construction Services Total	10,951,000.00	(714,735.00)	(18,634.00)	10,217,631.00
 Pre-Construction Services	 16,668.00			
 Total GMP Contract	 10,967,668.00			

ACCEPTED

By : _____ Date
Architect,
PBK Architects

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date
OWNER,
Board of Trustees, South Texas College

CHANGE ORDER

NUMBER: 6

PROJECT NAME: **STC Pecan Campus**
 South Academic Building - 'Y'

DATE: September 12, 2017

PROJECT NO.: 916-114

To: D. Wilson Construction Co.
 1207 East Pecan
 McAllen TX, 78501

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR-26.
 CR-26 RFI-54 - VAV boxes power revision: add neutral wire to convert to 277 V.
 power \$ (2,488)

Sub Total \$ (2,488)

ATTACHMENTS: Subcontractor's quotes, pricing, evaluation and recommendations

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 66,500
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (13,078)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 53,422
DESIGN CONTINGENCY SUM WILL BE DECREASE BY THIS AUTHORIZATION	\$ (2,488)
REMAINING DESIGN CONTINGENCY BALANCE	\$ 50,934

ODR RECOMMENDATION:

By: Broaddus & Associates Date:

ARCHITECT APPROVED:

By: Boultinghouse Sempson & Gates, Architects Date:

CMR ACCEPTANCE:

By: D Wilson Construction Co. Date:

OWNER ACCEPTANCE:

By: Board of Trustees for South Texas College Date:

Change Order

Project Name: STC Pecan – STEM Bldg. Change Order No.: 07
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Pecan Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CR-24 (\$4,490) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	9,349,390.00	(179,027.00)	(4,490.00)	9,165,873.00
General Conditions	453,047.00	-	-	453,047.00
CMR/Design Contingency	104,000.00	(100,083.00)	-	3,917.00
Construction Phase Fee	356,632.00	-	-	356,632.00
Owner's Construction Contingency	153,990.00	(78,944.00)	(4,490.00)	70,556.00
Construction Services Total	10,417,059.00	(358,054.00)	(8,980.00)	10,050,025.00
Pre-Construction Services	<u>13,491.00</u>			
Total GMP Contract	10,430,550.00			

ACCEPTED

By : _____ Date _____
Architect,
BSG Architects

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date _____
OWNER,
Board of Trustees, South Texas College

CHANGE ORDER

NUMBER: 3

PROJECT NAME: STC Pecan Campus
Student Activities & Cafeteria

DATE: September 12, 2017

PROJECT NO.: 916-138

To: D. Wilson Construction Co.
1207 East Pecan
McAllen, Texas 78501

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 24
CR 24 Proposal Request No. 5: Add fire rated access panel to space below monumental stair \$ (1,309)

Sub Total \$ (1,309)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 70,000
DESIGN CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	\$ (14,735)
DESIGN CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$ 55,265
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (1,309)
REMAINING DESIGN CONTINGENCY BALANCE	\$ 53,956

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
The Warren Group, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
Board of Trustees for South Texas College

CHANGE ORDER

NUMBER: 3

PROJECT NAME: STC Pecan Campus
 Parking & Site Improvements

DATE: September 12, 2017

PROJECT NO.: 916-162

To: D. Wilson Construction Co.
 1209 East Pecan
 McAllen TX, 78502

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Design Contingency: Change Proposal Request No's: CR 16 and CR 17R

CR 16	Revise walks and curbs by Student Union	\$ (3,499)
CR 17R	Add pull box for inter-building IT duct bank between STEM and South Academic Buildings	\$ (5,223)
		Sub Total \$ (8,722)

ATTACHMENTS: Subcontractor's quotes, pricing, evaluation and recommendations

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 25,000
DESIGN CONTINGENCY ADJUSTMENT PRIOR TO THIS AUTHORIZATION	\$ 28,676
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 53,676
DESIGN CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$ (8,722)
CURRENT DESIGN CONTINGENCY BALANCE	\$ 44,954

ODR RECOMMENDATION:

By: _____ Date: _____

ARCHITECT APPROVED:

By: Perez Consulting Engineers Date: _____

CMR ACCEPTANCE:

By: _____ Date: _____

OWNER ACCEPTANCE:

By: Board of Trustees for South Texas College Date: _____

Change Order

Project Name: NAHC Expansion Bldg. Change Order No.: 6
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Nursing Allied Health Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CR-01 Vapor Barrier Product Substitution (\$6,750), CR-03 Emergency Generator (\$78,010), CR-04 Finish hardware changes (\$260), CR 10 Projector Screen (\$2,937) and CR-13 (Data Drops for Projection Screen (\$2,518) for a total of (\$90,475.00)

Plus, Partial Buy-out Savings recognized from GMP of \$200,000.00 .

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	15,124,960.00	-	(200,000.00)	14,924,960.00
General Conditions	950,641.00	-	-	950,641.00
CMR/Design Contingency	172,600.00	55,922.00	(90,475.00)	138,047.00
Construction Phase Fee	582,759.00	-	-	582,759.00
Owner's Construction Contingency	178,900.00	(145,701.00)	-	33,199.00
Construction Services Total	17,009,860.00	(89,779.00)	(290,475.00)	16,629,606.00
Pre-Construction Services	<u>26,260.00</u>			
Total GMP Contract	17,036,120.00			

ACCEPTED

By : _____ Date
Architect,
ERO Architects

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date
OWNER,
Board of Trustees, South Texas College

CHANGE ORDER

NUMBER: 4

PROJECT NAME: Technology Campus Southwest Building Improvements

DATE: September 12, 2017

PROJECT NO.: N.A.

To: E-Con Group, LLC
P.O. Box 2999
Edinburg TX 78540

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Grinding / polishing of existing concrete floors.

DESCRIPTION OF WORK: Grind / polish existing concrete floors within areas previously designated to receive concrete sealer only (Machine Lab; Automation Lab; Mahine Lab; Tig Welding; Equip. Storage Areas). \$28,000 of the proposed cost of \$42,988 would be covered via the floor prep. allowance already in the cost of work.

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 142,074.00
CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ 660.00
CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 142,734.00
CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ 14,988.00
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ 127,746.00

ODR RECOMMENDATION:

By: _____
Broaddus & Associates

Date: _____

ARCHITECT APPROVED:

By: _____
EGV Architects

Date: _____

CMR ACCEPTANCE:

By: _____
E-Con Group, LLC

Date: _____

OWNER ACCEPTANCE:

By: _____
Board of Trustees for South Texas College

Date: _____

CHANGE ORDER

NUMBER: 5

PROJECT NAME: STC Technology Center
Bldg. Expansion

DATE: Septemeber 12, 2017

PROJECT NO.: N/A

To: E-Con Construction
3025 S. Sugar Road
Edinburg, Texas 78539

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	<u>Owner's Construction Contingency: Change Proposal Request No.: CR 08, CR 10 and CR 11</u>		
	CR 08 Hardware Revisions for security	\$	2,900
	CR 10 Revisions to PL Casework	\$	660
	CR 11 Deduct for birch veneer	\$	(1,395)
	Sub Total	\$	2,165

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$	151,179
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(5,141)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	146,038
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE INCREASED BY THIS AUTHORIZATION	\$	2,165
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$	148,203

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
EGV Architects

CMR ACCEPTANCE:

By: _____ Date: _____
E-Con Construction

OWNER ACCEPTANCE:

By: _____ Date: _____
Board of Trustees for South Texas College

Change Order

Project Name: Technology Bldg. Expansion Change Order No.: 6
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Technology Campus

This Change Order Impacts Part II Services

To: E-Con Construction, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-08 (Hardware Rev. for Security (\$2,900) and CP-10 Casework rev. (\$660) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	9,435,793.00	(1,221,794.00)	(3,560.00)	8,210,439.00
General Conditions	493,347.00	-	-	493,347.00
CMR/Design Contingency	99,857.00	(25,262.00)	-	74,595.00
Construction Phase Fee	353,410.00	-	-	353,410.00
Owner's Construction Contingency	151,180.00	(5,141.00)	(3,560.00)	142,479.00
Construction Services Total	10,533,587.00	(1,252,197.00)	(7,120.00)	9,274,270.00
Pre-Construction Services	<u>14,115.00</u>			
Total GMP Contract	10,547,702.00			

ACCEPTED

By : _____ Date
Architect,
EGV Architects

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
E-con Construction

By : _____ Date
OWNER,
Board of Trustees, South Texas College

Change Order

Project Name: Technology Parking and Site Change Order No.: 4
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Technology Center

This Change Order Impacts Part II Services

To: E-Con Construction, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: Return of Buy-Out Savings from GMP (\$40K used to cover the cost of CP's 8, 9 and 10)

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	1,749,430.00	(416,898.00)	(5,095.00)	1,327,437.00
General Conditions	111,302.00	-	.	111,302.00
CMR/Design Contingency	21,497.00	(9,105.00)	-	12,392.00
Construction Phase Fee	69,951.00	-	-	69,951.00
Owner's Construction Contingency	33,640.00	5,141.00	(5,095.00)	33,686.00
Construction Services Total	1,985,820.00	(420,862.00)	(10,190.00)	1,554,768.00
Pre-Construction Services	<u>885.00</u>			
Total GMP Contract	1,986,705.00			

ACCEPTED

By : _____ Date _____
Architect,
EGV Architects

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
E-Con Construction

By : _____ Date _____
OWNER,
Board of Trustees, South Texas College



CHANGE ORDER

NUMBER: 2

PROJECT NAME: Mid Valley Campus
Library Expansion

DATE: September 12, 2017

PROJECT NO.: N.A.

To: Skanska USA Building, Inc.
18615 Tuscany Stone
San Antonio, TX 78258

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Design Contingency: For reporting period August 2017

CP-1 LE-006 Roof Slope Adjustment per Manufacturer's Requirements \$ (29,780)

Sub Total \$ (29,780)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 32,955
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ -
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 32,955
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (29,780)
REMAINING DESIGN CONTINGENCY	\$ 3,175

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Mata + Garcia Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 3

PROJECT NAME: Mid Valley Campus Student Services Exp.

DATE: September 12, 2017

PROJECT NO.: N.A.

To: Skanska USA Building, Inc.
18615 Tuscany Stone
San Antonio, TX 78258

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	<u>Owner's Construction Contingency: For reporting period August 2017</u>	
CP-8	4SS-017R Block Veneer at Loading Dock	<u>\$ (2,604)</u>
		Sub Total <u>\$ (2,604)</u>

ATTACHMENTS: Subcontractor's quote and pricing breakdown and verification correspondence.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 51,049
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	<u>\$ (20,514)</u>
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 30,535
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	<u>\$ (2,604)</u>
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ 27,931

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ROFA Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 4

PROJECT NAME: Mid Valley Campus
Student Services Exp.

DATE: September 12, 2017

PROJECT NO.: N.A.

To: Skanska USA Building, Inc.
18615 Tuscany Stone
San Antonio, TX 78258

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Owner's Construction Contingency: For reporting period September 2017

CP-9	4SS-019A	K6 Dishwasher	\$	(15,245)	
				Sub Total	
				\$	(15,245)

ATTACHMENTS: Subcontractor's quote and pricing breakdown and verification correspondence.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$	51,049
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(23,118)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	27,931
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(15,245)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$	12,686

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ROFA Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 5

PROJECT NAME: Mid Valley Campus
Student Services Exp.

DATE: September 12, 2017

PROJECT NO.: N.A.

To: Skanska USA Building, Inc.
18615 Tuscany Stone
San Antonio, TX 78258

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:		<u>Design Contingency: For reporting period August 2017</u>	
CP-10	4SS-002R	Structural Steel 60%-100% Modifications	(\$34,247)
CP-11	4SS-006	Existing Grease Trap Removal	(\$10,000)
CP-14	4SS-004R	Additional Painting	(\$1,465)
CP-15	4SS-025	Circular Furrdown at Student Enrollment Center	(\$1,859)
CP-12	4SS-009	Electrical Changes from 60%-100%	(\$10,550)
CP-16	4SS-017R	Additional Block & Veneer at Loading Dock	(\$2,604)
CP-17	4SS-015	Additional Painting at Structure(s) not Shown	(\$3,610)
CP-13	4SS-010	Mechanical Equip. Changes	\$ 19,095
			Sub Total \$ (45,240)

ATTACHMENTS: Subcontractor's quote, pricing breakdown and verification correspondence

ORIGINAL DESIGN CONTINGENCY	\$ 51,049
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ -
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 51,049
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (45,240)
REMAINING DESIGN CONTINGENCY	\$ 5,809

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ROFA Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Mid Valley Library Exp. – New Addition Change Order No.: 1

Project No.: N.A. Date: September 12, 2017

Location: 400 N. Border Ave. Weslaco TX 78596

This Change Order Impacts Part II Services

To: Skanska USA Building, Inc., Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: MV Thermal Plant Cost of Work Savings Return 60%-100% Design Development GMP Overage	\$82,212	0 Days

It is mutually agreed that the payment (~~credit~~) of \$82,212 and 0 Days Time extension provided

For in this Change Order, constitutes full compensation to the Contracting Firm (CM/R, D/B, Performance Contractor), whether direct, consequential or otherwise, in any wise incident to, or arising out of, or resulting directly from the work performed or modified by the Contracting Firm under this Change Order. The Contract completion date, including this time extension if any, is N.A.

For the above changes the sum of; eighty two thousand two hundred and twelve dollars and zero cents, (\$ 82,212) will be: X added to, _____ deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>2,462,776</u>)	Accepted:	
Previous Additions	(\$ <u>N.A.</u>)		
Previous Deductions	(\$ <u>N.A.</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>2,462,776</u>)		Skanska USA Building, Inc.
This ADDITION	(\$ <u>82,212</u>)		
This DEDUCTION	(\$ <u>N.A.</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>2,544,988</u>)		Broaddus & Associates
		By: _____	
			Mata + Garcia Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>3,679</u>)	By: _____	
Part <u>-</u> Services Amount	(\$ <u>-</u>)		South Texas College
Total Adjusted Contract	(\$ <u>2,548,667</u>)		



Change Order

Project Name: MVC Parking and Site Change Order No.: 5-Revised
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CO-5 (delete infrastructure to support Workforce Center) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	2,115,374.00	(109,378.00)	50,020.00	2,056,016.00
General Conditions	214,169.00			214,169.00
CMR/Design Contingency	31,731.00	(14,600.00)		17,131.00
Construction Phase Fee	86,148.00			86,148.00
Owner's Construction Contingency	31,731.00	(9,426.00)	(50,020.00)	(27,715.00)
Construction Services Total	2,479,153.00	(133,404.00)		2,345,749.00
 Pre-Construction Services	 <u>5,272.00</u>			
 Total GMP Contract	 2,484,425.00			

ACCEPTED

By : _____ Date _____
Engineer
Half Associates

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
Skanska, USA

By : _____ Date _____
OWNER,
South Texas College

Change Order

Project Name: **MVC Parking and Site** Change Order No.: **6**
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts **II** Services
 Part _____

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CO-5 (delete infrastructure to support Workforce Center) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	2,115,374.00	(59,358.00)	(50,020.00)	2,005,996.00
General Conditions	214,169.00			214,169.00
CMR/Design Contingency	31,731.00	(14,600.00)		17,131.00
Construction Phase Fee	86,148.00			86,148.00
Owner's Construction Contingency	31,731.00	(9,426.00)		22,305.00
Construction Services Total	2,479,153.00	(83,384.00)	(50,020.00)	2,345,749.00
Pre-Construction Services	<u>5,272.00</u>			
Total GMP Contract	2,484,425.00			

ACCEPTED

By : _____
Engineer Date
Half Associates

By : _____
Construction Program Manager Date
Broaddus & Associates

By : _____
Construction Manager at Risk Date
Skanska, USA

By : _____
OWNER, Date
South Texas College

Change Order

Project Name: MVC Student Services Change Order No.: 6-Revised
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-13 (Mechanical Equipment Changes \$19,095) to the Program Buy-Out Savings.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	3,403,250.00	-	19,095.00	3,422,345.00
General Conditions	211,759.00	-		211,759.00
CMR/Design Contingency	51,049.00	(45,240.00)	(19,095.00)	(13,286.00)
Construction Phase Fee	133,816.00	-		133,816.00
Owner's Construction Contingency	51,049.00	(38,363.00)		12,686.00
Construction Services Total	3,850,923.00	(83,603.00)	-	3,767,320.00
Pre-Construction Services	<u>5,939.00</u>			
Total GMP Contract	3,856,862.00			

ACCEPTED

By : _____ Architect, <i>ROFA Architect</i>	By : _____ Construction Program Manager <i>Broaddus & Associates</i>
Date	Date
By : _____ Construction Manager at Risk <i>Skanska, USA</i>	By : _____ OWNER, <i>South Texas College</i>
Date	Date

Change Order

Project Name: MVC Student Services Change Order No.: 7
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-13 (Mechanical Equipment Changes \$19,095) to the Program Buy-Out Savings.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	3,403,250.00	83,603.00	(19,095.00)	3,467,758.00
General Conditions	211,759.00	-		211,759.00
CMR/Design Contingency	51,049.00	(45,240.00)		5,809.00
Construction Phase Fee	133,816.00	-		133,816.00
Owner's Construction Contingency	51,049.00	(38,363.00)		12,686.00
Construction Services Total	3,850,923.00	-	(19,095.00)	3,831,828.00
Pre-Construction Services	<u>5,939.00</u>			
Total GMP Contract	3,856,862.00			

ACCEPTED

By : _____ Date
Architect,
ROFA Architect

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
Skanska, USA

By : _____ Date
OWNER,
South Texas College

Change Order

Project Name: MVC Thermal Plant Change Order No.: 5-Revised
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-03 (roof Revisions per STC Standards \$6,800 and CP-04 (revisions to SS line @ cooling Tower \$2,000) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	4,103,143.00	109,376.00	8,800.00	4,221,319.00
General Conditions	123,443.00	-	-	123,443.00
CMR/Design Contingency	61,547.00	(31,030.00)	-	30,517.00
Construction Phase Fee	156,589.00	-	-	156,589.00
Owner's Construction Contingency	61,547.00	8,800.00	(8,800.00)	61,547.00
Construction Services Total	4,506,269.00	87,146.00	-	4,593,415.00
Pre-Construction Services	<u>8,054.00</u>			
Total GMP Contract	4,514,323.00			

ACCEPTED

By : _____ Engineer <i>DBR Engineering</i>	By : _____ Construction Program Manager <i>Broaddus & Associates</i>
Date	Date
By : _____ Construction Manager at Risk <i>Skanska, USA</i>	By : _____ OWNER, <i>South Texas College</i>
Date	Date

Change Order

Project Name: MVC Thermal Plant Change Order No.: 6
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-03 (roof Revisions per STC Standards \$6,800 and CP-04 (revisions to SS line @ cooling Tower \$2,000) to the Program Budget Buy-Out Saving.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	4,103,143.00	118,176.00	8,800.00	4,230,119.00
General Conditions	123,443.00	-	-	123,443.00
CMR/Design Contingency	61,547.00	(31,030.00)	-	30,517.00
Construction Phase Fee	156,589.00	-	-	156,589.00
Owner's Construction Contingency	61,547.00	-	-	61,547.00
Construction Services Total	4,506,269.00	87,146.00	8,800.00	4,602,215.00
Pre-Construction Services	<u>8,054.00</u>			
Total GMP Contract	4,514,323.00			

ACCEPTED

By : _____ Date _____
Engineer
DBR Engineering

By : _____ Date _____
Construction Program Manager
Broadus & Associates

By : _____ Date _____
Construction Manager at Risk
Skanska, USA

By : _____ Date _____
OWNER,
South Texas College

Change Order

Project Name: MVC Health Professions & Science Bldg Change Order No.: 3-Revised
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-1 (Delete Generator -\$19,687) and CP-03 Steel Redesign- \$18,105) to the Program Budget Buy-out Saving

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	12,881,288.00	-	37,792.00	12,919,080.00
General Conditions	683,420.00	-	-	683,420.00
CMR/Design Contingency	193,219.00	(56,541.00)	(37,792.00)	98,886.00
Construction Phase Fee	502,241.00	-	-	502,241.00
Owner's Construction Contingency	193,219.00	(6,620.00)	-	186,599.00
Construction Services Total	14,453,387.00	(63,161.00)	-	14,390,226.00
Pre-Construction Services	<u>28,377.00</u>			
Total GMP Contract	14,481,764.00			

ACCEPTED

By : _____ Date
Architect,
ROFA Architects

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
Skanska USA

By : _____ Date
OWNER,
South Texas College

Change Order

Project Name: MVC Health Professions & Science Bldg Change Order No.: 4
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Mid Valley Campus

This Change Order Impacts Part II Services

To: Skanska USA, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in: CP-1 (Delete Generator -\$19,687) and CP-03 Steel Redesign- \$18,105) to the Program Budget Buy-out Saving

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	12,881,288.00	100,953.00	(37,792.00)	12,944,449.00
General Conditions	683,420.00			683,420.00
CMR/Design Contingency	193,219.00	(94,333.00)		98,886.00
Construction Phase Fee	502,241.00			502,241.00
Owner's Construction Contingency	193,219.00	(6,620.00)		186,599.00
<hr/>				
Construction Services Total	14,453,387.00	-	(37,792.00)	14,415,595.00
 Pre-Construction Services	 <u>28,377.00</u>			
Total GMP Contract	14,481,764.00			

ACCEPTED

By : _____ Date
Architect,
ROFA Architects

By : _____ Date
Construction Program Manager
Broaddus & Associates

By : _____ Date
Construction Manager at Risk
Skanska USA

By : _____ Date
OWNER,
South Texas College

Change Order

Project Name: Starr Thermal Plant Change Order No.: 2
 Project No.: _____ Date: September 12, 2017
 Location: South Texas College, Starr County Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work:

Partial Buy-Out Savings recognized from the GMP.

The revised Contract Work Breakdown Structure is as follows:

	Original	Previous Adj.	This Revision	Adjusted
Cost of Work	3,526,200.00	-	(250,000.00)	3,276,200.00
General Conditions	149,000.00	-	-	149,000.00
CMR/Design Contingency	39,000.00	(10,774.00)	-	28,226.00
Construction Phase Fee	138,800.00	-	-	138,800.00
Owner's Construction Contingency	58,000.00	-	-	58,000.00
Construction Services Total	3,911,000.00	(10,774.00)	(250,000.00)	3,650,226.00
 Pre-Construction Services	 <u>10,680.00</u>			
 Total GMP Contract	 3,921,680.00			

ACCEPTED

By : _____ Date _____
Engineer,
Sigma HN Engineers

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date _____
OWNER,
Board of Trustees, South Texas College



CHANGE ORDER

NUMBER: 1

PROJECT NAME: STC Regional Center for
Public Safety Excellence

DATE: September 12, 2017

PROJECT NO.: N/A

To: Noble Texas Builders
435 South Texas Blvd.
Weslaco, Texas 78596

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK WITHIN THE CONTRACTOR'S DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	Description		
	Buy-Out Savings	\$	(110,000)
	CP:001 Purchase of a new YORK 150-Ton Chiller as noted in Alternate No. 1	\$	110,000
	<i>Change order will not affect GMP.</i>		
	Sub Total		\$0

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL GUARANTEED MAXIMUM PRICE:	\$ 4,494,426
BUY-OUT SAVINGS USE AUTHORIZATION (NO IMPACT TO GMP):	\$ (110,000)
DESIGN CONTINGENCY EXPENDITURE:	\$ 110,000
BALANCE PRIOR TO THIS AUTHORIZATION:	\$ 4,494,426
 GUARANTEE MAXIMUM PRICE REMAIN THE SAME:	 \$ 4,494,426

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
PBK Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Noble Texas Builders

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Review and Action as Necessary on Additional Services with Dannenbaum Engineering Company – McAllen LLC for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking & Site Improvements

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

Purpose

Authorization is requested to approve additional services with Dannenbaum Engineering Company-McAllen, LLC for civil design services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements to revise the provided landscaping and irrigation construction drawings to incorporate the addition of the Cityscape.

Justification

Additional services are needed to incorporate the Cityscape and the Emergency Vehicle Operator Course (EVOC) into the previously provided landscaping and irrigation construction drawings.

Background

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

Subsequent to that agreement, the Board has added the Cityscape and the EVOC to the Phase I construction of the site improvements, as supported with buyout savings and the use of grant funds from the Texas Department of Public Safety.

Funding Source

Funds are available in the 2013 Bond Construction Program FY 2017 – 2018 budget.

Enclosed Documents

A proposal dated August 31, 2017 from Dannenbaum Engineering Company-McAllen, LLC in the amount of \$3,247.20 for services related to the Cityscape, and a separate proposal dated August 31, 2017 from Dannenbaum Engineering Company-McAllen, LLC in the amount of \$2,842.00 for additional services related to the EVOC.

Presenters

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

The Facilities Committee recommended Board approval of additional services with Dannenbaum Engineering Company-McAllen, LLC in the amount of \$6,089.20 for civil

engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize additional services with Dannenbaum Engineering Company-McAllen, LLC in the amount of \$6,089.20 for civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented.

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

The Board of Trustees approves and authorizes additional services with Dannenbaum Engineering Company-McAllen, LLC in the amount of \$6,089.20 for civil engineering services for the 2013 Bond Construction Regional Center for Public Safety Excellence Parking and Site Improvements project as presented.

Approval Recommended:

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

ADDITIONAL SERVICES PROPOSAL FORM

August 31, 2017

Mr. Ricardo De La Garza
Director of Facilities, Planning, and Construction
South Texas College
3200 W. Pecan Blvd, Bldg N-179
McAllen, Texas 78501

RE: 2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
Supplemental No. 3

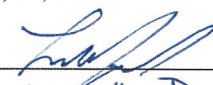
Gentlemen:

Please refer to the Agreement dated July 15, 2016 ("Agreement") between South Texas College ("Owner") and the undersigned ("Engineer") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Engineer is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

1. Owner has requested the performance of the services described below which Project Engineer deems to be Additional Services.
 - Revise the provided landscaping and irrigation construction drawings to incorporate the addition of the E.V.O.C.
 - Dannenbaum management and administration fees
2. Engineer agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed TWO THOUSAND EIGHT HUNDRED FORTY-TWO DOLLARS (\$2,842.00) and for reimbursement of expenses in accordance with the Agreement incurred solely in connection with the performance of such Additional Services.
3. Engineer will perform the services in accordance with any schedule attached hereto (attached schedule if applicable), but in any event not later than ninety (90) days after Engineer is authorized to proceed.

If the foregoing is acceptable to you, please so execute by signing below.

Sincerely yours,
Louis H. Jones, Jr., P.E.

By: 
Name: Louis H. Jones, Jr.
Title: President

Approved By:

Dr. Shirley A. Reed
President

EXHIBIT A-1
Engineer's Summary of Fees
For
2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
SUPPLEMENTAL NO. 3
DEC Job No. 4945-01
August 31, 2017

<u>I. Estimated Total Basic Services Fee</u>		
A. Estimated Construction Cost	\$	1,350,000.00
B. Fee Percent		8.60%
<u>Estimated Total Basic Services Fee</u>		<u>\$ 116,100.00</u>
<u>II. Preliminary Phase – Basic Services Fee</u>		
A. Dannenbaum - Schematic Design / layout 15.00% of Estimated Basic Fee	\$	17,415.00
<u>Subtotal: Preliminary Phase – Basic Services Fee</u>		<u>\$ 17,415.00</u>
<u>III. Preliminary Phase – Special Services Fee</u>		
A. Surveying Services (By Others)	\$	-
B. Geotechnical Services (By Others)	\$	-
C. Traffic Engineering Services (By Others)	\$	-
<u>Subtotal: Preliminary Phase – Special Services Fee</u>		<u>\$ -</u>
<u>IV. Design Phase – Basic Services Fee</u>		
A. Dannenbaum - Final Bid Ready Plans, Specifications, & Costruction Estimate 20.00% of Estimated Basic Fee	\$	23,220.00
B. Supplemental #1 - Sanitary Sewer Calculations	\$	1,178.88
C. Supplemental #2 - Landscape Management	\$	981.41
D. Supplemental #3 - E.V.O.C. Landscaping Management	\$	252.00
<u>Subtotal: Design Phase – Basic Services Fee</u>		<u>\$ 25,632.29</u>
<u>V. Design Phase – Special Services Fee</u>		
A. Project Management and Administration	\$	-
B. Landscape and Irrigation	\$	9,960.00
C. Supplemental #3: E.V.O.C. Landscaping	\$	2,590.00
D. Lighting	\$	-
<u>Subtotal: Design Phase – Special Services Fee</u>		<u>\$ 12,550.00</u>
<u>VI. Contract Phase – Basic Services Fee</u>		
A. Dannenbaum - Construction Documents Phase 35.00% of Estimated Basic Fee	\$	40,635.00
<u>Subtotal: Contract Phase – Basic Services Fee</u>		<u>\$ 40,635.00</u>

EXHIBIT A-1
Engineer's Summary of Fees
For
2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
SUPPLEMENTAL NO. 3
DEC Job No. 4945-01
August 31, 2017

VII.

Contract Phase – Basic Services Fee

A. Dannenbaum - Bidding or Negotiation Phase
5.00% of Estimated Basic Fee \$ 5,805.00

VIII. **Subtotal: Contract Phase – Basic Services Fee** \$ **5,805.00**

Construction Phase – Basic Services Fee

A. Dannenbaum - Construction Phase Services
25.00% of Estimated Basic Fee \$ 29,025.00

Subtotal: Contract Phase – Basic Services Fee \$ **29,025.00**

Total Fee for Basic Services	\$	118,512.29
Total Fee for Special Services	\$	12,550.00
GRAND TOTAL	\$	131,062.29

Note: The proposed fee does not include reproduction costs.

EXHIBIT A-2
ENGINEER'S SUMMARY OF FEES
2013 BOND PROGRAM REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE PARKING & SITE
SUPPLEMENTAL AGREEMENT NO. 3
DEC JOB NO. 4945-01
August 31, 2017

DESCRIPTION OF WORK	MANAGEMENT/ADMINISTRATION						ENGINEERING				TOTAL LABOR HOURS	COST PER TASK												
	PRINCIPAL	QUALITY ASSURANCE OFFICER	PROJECT MANAGER	DOCUMENT CONTROL MANAGER	SCHEDULER	CLERK	CLERICAL/ SECRETARY	PROJECT ENGINEER	DESIGN ENGINEER				DESIGN TECHNICIAN	CAD DRAFTSMAN										
									CIVIL	CIVIL														
IV. A DESIGN PHASE - SPECIAL SERVICES																								
MANAGEMENT AND ADMINISTRATION FEES			0		0.5				1.5														2	\$ 252.00
TOTAL HOURS - DESIGN PHASE - BASIC SERVICES	0	0	0	0	0	0.5	0	1.5														2	\$ 252.00	
HOURLY RATE	\$ 346.14	\$ 246.14	\$ 184.61	\$ 64.50	\$ 110.78	\$ 57.60	\$ 44.80	\$ 148.80	\$ 104.64	\$ 70.40	\$ 66.20	\$ 252.00										CHECK		
DIRECT LABOR COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28.80	\$ -	\$ 223.20	\$ -	\$ -	\$ -	\$ -										\$		
DANNENBAUM (TOTAL ENGINEERING FEE)																								\$ 252.00

HEFFNER DESIGN TEAM, PLLC

DESIGN SERVICES PROPOSAL

Date: August 14, 2017

Attention: Nathaniel Olivarez, P.E.
Dannenbaum Engineering
1109 Nolana Loop
McAllen, Texas 78504

Regarding: Adjustments to design fee based on the EVOC addition
STC – Regional Center for Public Safety Excellence Project

Mr. Olivarez,

Per your request I am sending you this letter that identifies the adjustments to my design fee based on adjustments to the scope of work.

EVOC Increase in development area - Any new area that is added requires a complete revision to the landscape compliance schedule (building area, impervious areas, pervious areas, shade tree canopy, etc), updated landscape design to meet compliance requirements, revised irrigation system, and additional sheets (due to the large footprint of the EVOC).

Our original design footprint was equal to 378,856 square feet of development area. This square footage is indicated on our original design development drawing dated 04-24-17. The final development area is 477,408 square feet. This square footage is indicated on our final construction document dated 05-24-17. This increased area includes the future parking lot and EVOC. Setting up a simple ratio of 378,856 SF with a fee of \$9,960 in relationship to 477,408 SF equals a fee of \$12,550. Our current design fee is \$9,960. A design fee increase of \$2,590 is warranted based on the increase in the size of the project.

Total increase of the design fee for this item is equal to \$2,590.

Your time and attention in addressing this matter is much appreciated.

Sincerely,



Andrew T. Heffner, RLA, ASLA

X _____
Client Signature Date

ADDITIONAL SERVICES PROPOSAL FORM

August 31, 2017

Mr. Ricardo De La Garza
Director of Facilities, Planning, and Construction
South Texas College
3200 W. Pecan Blvd, Bldg N-179
McAllen, Texas 78501

**RE: 2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
Supplemental No. 4**


Gentlemen:

Please refer to the Agreement dated July 15, 2016 ("Agreement") between South Texas College ("Owner") and the undersigned ("Engineer") as amended to the date hereof (such agreement as so modified and amended being hereafter called the "Agreement") pursuant to which Project Engineer is to perform certain services. The terms which are defined in the Agreement shall have the same meanings when used in this letter.

1. Owner has requested the performance of the services described below which Project Engineer deems to be Additional Services.
 - Revise the provided landscaping and irrigation construction drawings to incorporate the addition of the Cityscape
 - Dannenbaum management and administration fees
2. Engineer agrees to perform the Additional Services described above subject to and in accordance with the terms and provisions of the Agreement for a fee which will be determined in accordance with the Agreement but which will not exceed THREE THOUSAND TWO HUNDRED FORTY-SEVEN DOLLARS AND TWENTY CENTS (\$3,247.20) and for reimbursement of expenses in accordance with the Agreement incurred solely in connection with the performance of such Additional Services.
3. Engineer will perform the services in accordance with any schedule attached hereto (attached schedule if applicable), but in any event not later than ninety (90) days after Engineer is authorized to proceed.

If the foregoing is acceptable to you, please so execute by signing below.

Sincerely yours,
Louis H. Jones, Jr., P.E.

By: 
 Name: Louis H. Jones, Jr. P.E.
 Title: President

Approved By:

Dr. Shirley A. Reed
President

EXHIBIT A-1
Engineer's Summary of Fees
For
2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
SUPPLEMENTAL NO. 4
DEC Job No. 4945-01
August 31, 2017

I. <u>Estimated Total Basic Services Fee</u>		
A. Estimated Construction Cost	\$	1,350,000.00
B. Fee Percent		8.60%
<u>Estimated Total Basic Services Fee</u>		\$ 116,100.00
II. <u>Preliminary Phase – Basic Services Fee</u>		
A. Dannenbaum - Schematic Design / layout 15.00% of Estimated Basic Fee	\$	17,415.00
<u>Subtotal: Preliminary Phase – Basic Services Fee</u>		\$ 17,415.00
III. <u>Preliminary Phase – Special Services Fee</u>		
A. Surveying Services (By Others)	\$	-
B. Geotechnical Services (By Others)	\$	-
C. Traffic Engineering Services (By Others)	\$	-
<u>Subtotal: Preliminary Phase – Special Services Fee</u>		\$ -
IV. <u>Design Phase – Basic Services Fee</u>		
A. Dannenbaum - Final Bid Ready Plans, Specifications, & Costruction Estimate 20.00% of Estimated Basic Fee	\$	23,220.00
B. Supplemental #1 - Sanitary Sewer Calculations	\$	1,178.88
C. Supplemental #2 - Landscape Management	\$	981.41
D. Supplemental #3 - E.V.O.C. Landscaping Management	\$	252.00
E. Supplemental #4 - Cityscape Landscaping Management	\$	295.20
<u>Subtotal: Design Phase – Basic Services Fee</u>		\$ 25,927.49
V. <u>Design Phase – Special Services Fee</u>		
A. Project Management and Administration	\$	-
B. Landscape and Irrigation	\$	9,960.00
C. Supplemental #3: E.V.O.C. Landscaping	\$	2,590.00
D. Supplemental #4: Cityscape Landscaping	\$	2,952.00
E. Lighting	\$	-
<u>Subtotal: Design Phase – Special Services Fee</u>		\$ 15,502.00
VI. <u>Contract Phase – Basic Services Fee</u>		
A. Dannenbaum - Construction Documents Phase 35.00% of Estimated Basic Fee	\$	40,635.00
<u>Subtotal: Contract Phase – Basic Services Fee</u>		\$ 40,635.00

EXHIBIT A-1
Engineer's Summary of Fees
For
2013 Bond Program Regional Center for Public Safety Excellence Parking & Site
SUPPLEMENTAL NO. 4
DEC Job No. 4945-01
August 31, 2017

VII.

Contract Phase – Basic Services Fee

A. Dannenbaum - Bidding or Negotiation Phase
5.00% of Estimated Basic Fee \$ 5,805.00

VIII. **Subtotal: Contract Phase – Basic Services Fee** \$ **5,805.00**

Construction Phase – Basic Services Fee

A. Dannenbaum - Construction Phase Services
25.00% of Estimated Basic Fee \$ 29,025.00

Subtotal: Contract Phase – Basic Services Fee \$ **29,025.00**

Total Fee for Basic Services	\$	118,807.49
Total Fee for Special Services	\$	15,502.00
GRAND TOTAL	\$	134,309.49

Note: The proposed fee does not include reproduction costs.

EXHIBIT A-2
ENGINEER'S SUMMARY OF FEES
2013 BOND PROGRAM REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE PARKING & SITE
SUPPLEMENTAL AGREEMENT NO. 4
DEC JOB NO. 4945-01
August 31, 2017

DESCRIPTION OF WORK	MANAGEMENT/ADMINISTRATION							ENGINEERING				TOTAL LABOR HOURS	COST PER TASK	
	PRINCIPAL	QUALITY ASSURANCE OFFICER	PROJECT MANAGER	DOCUMENT CONTROL MANAGER	SCHEDULER	CLERK	CLERICAL/ SECRETARY	PROJECT ENGINEER	DESIGN ENGINEER		CAD DRAFTSMAN			
									CIVIL	DESIGN TECHNICIAN				
IV. A DESIGN PHASE - SPECIAL SERVICES														
MANAGEMENT AND ADMINISTRATION FEES			0		1.25			1.5					2.75	\$ 295.20
													0	\$ -
													0	\$ -
TOTAL HOURS - DESIGN PHASE - BASIC SERVICES	0	0	0	0	1.25	0	1.5	0	0				2.75	\$ 295.20
HOURLY RATE	\$ 346.14	\$ 246.14	\$ 184.61	\$ 64.50	\$ 110.78	\$ 57.60	\$ 44.80	\$ 148.80	\$ 104.64	\$ 70.40	\$ 66.20		CHECK	\$ 295.20
DIRECT LABOR COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72.00	\$ -	\$ 223.20	\$ -	\$ -	\$ -			\$ -
DANNENBAUM (TOTAL ENGINEERING FEE)														\$ 295.20

HEFFNER DESIGN TEAM, PLLC

DESIGN SERVICES PROPOSAL

Date: August 14, 2017

Attention: Nathaniel Olivarez, P.E.
Dannenbaum Engineering
1109 Nolana Loop
McAllen, Texas 78504

Regarding: Adjustments to design fee based on detention pond size increase
STC – Regional Center for Public Safety Excellence Project

Mr. Olivarez,

Per your request I am sending you this letter that identifies the adjustments to my design fee based on adjustments to the scope of work.

Detention Pond Size Increase in development area - Any new area that is added requires a complete revision to the landscape compliance schedule (building area, impervious areas, pervious areas, shade tree canopy, etc), updated landscape design to meet compliance requirements, revised irrigation system, and additional sheets (due to the large footprint of the area).

Per the letter regarding the design fee increase based on the EVOC addition, our revised design footprint was equal to 477,408 square feet of development area. The new revised development area is 589,716 square feet. This increased area includes the revised detention pond and cityscape. Setting up a simple ratio of 477,408 SF with a fee of \$12,550 in relationship to 589,716 SF equals a fee of \$15,502. A design fee increase of \$2,952 is warranted based on the increase in the size of the project.

Total increase of the design fee for this item is \$2,952.

Your time and attention in addressing this matter is much appreciated.

Sincerely,



Andrew T. Heffner, RLA, ASLA

X _____
Client Signature Date

Review and Action as Necessary on Schematic Landscape Design for the 2013 Bond Construction Projects

- 1) Pecan Campus**
- 2) Starr County Campus**
- 3) Nursing and Allied Health Campus**

Approval of the schematic landscape designs for the 2013 Bond Construction projects will be requested at the September 19, 2017 Board meeting.

Purpose

Landscaping and irrigation is required as part of the project scope to meet South Texas College's design standards as well as all applicable municipal codes and ordinances.

Background

Additional services for landscape and irrigation design were approved to the civil engineering firms. The various civil engineering firms have worked with Broaddus & Associates and the project team to develop the landscape designs based on the local municipalities' requirements and to meet College standards.

Presenters

Representatives from Perez Consulting Engineers, R. Gutierrez Engineering Inc., and Melden & Hunt, along with their landscape and irrigation consultants and Broaddus & Associates attended the Facilities Committee meeting to present the landscape designs.

Pecan Campus

The Facilities Committee discussed the placement of deciduous trees along Pecan Blvd, with one member expressing concern that for up to three months each year these trees would be bare. The Committee ultimately recommended Board approval of the schematic landscape design as proposed.

Nursing & Allied Health Campus

The Facilities Committee discussed the disparity between the proposed new landscape design and existing landscaping, with one member noting that the existing facilities and landscaping would look poor compared to the new landscaping. It was noted that landscaping renovations at the existing site would be separate from the bond funded landscape design currently under discussion. The Committee ultimately recommended Board approval of the schematic landscape design as proposed.

Starr County Campus

The Facilities Committee discussed the proposed landscape design at the Starr County Campus. One member noted that the proposed landscaping did not provide for much shade or aesthetic improvement near the expansions of the Student Activities Building Expansion or the Student Services Building Expansion, particularly where a new prominent entryway would be established. The member also noted that the green space between the new Library and the new Health Professions and Sciences Building could use further design work. The Committee ultimately recommended Board approval of the schematic landscape design, contingent upon additional considerations as discussed.

Enclosed Documents

Perez Consulting Engineers, R. Gutierrez Engineering Inc., and Melden & Hunt, along with their landscape and irrigation consultants, provided presentations of the landscape designs for the Pecan Campus, and the Nursing and Allied Health Campus. The landscape designs for the Starr County Campus are being revised as discussed, and will be presented at the Board meeting.

The Facilities Committee recommended Board approval of the proposed schematic landscape designs for the 2013 Bond Construction projects, contingent upon additional considerations at the Starr County Campus around the areas of the Student Activities Building Expansion, the Student Services Building Expansion, and between the new Library and the new Health Professions and Science Building.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed schematic landscape designs for the 2013 Bond Construction projects as presented.

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

The Board of Trustees approves and authorizes the proposed schematic landscape designs for the 2013 Bond Construction projects as presented.

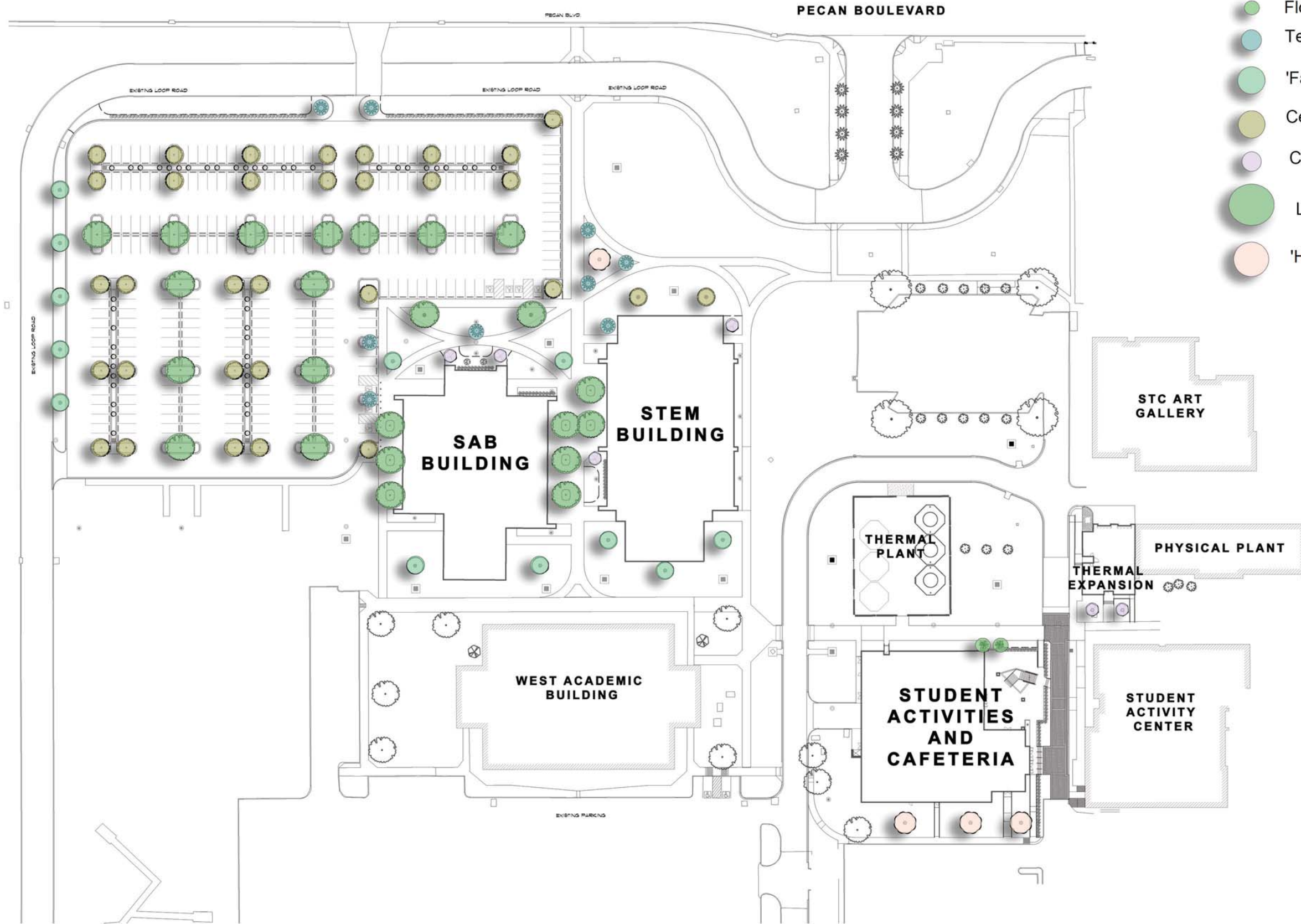
Approval Recommended:

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

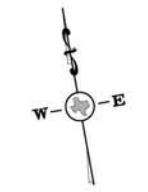
SOUTH TEXAS COLLEGE - PECAN CAMPUS

LEGEND

-  Florida Sabal Palm
-  Texas Sabal Palm
-  'Fan Tex' Ash
-  Cedar Elm
-  Crape Myrtle
-  Live Oak
-  'Hong Kong' Orchid Tree




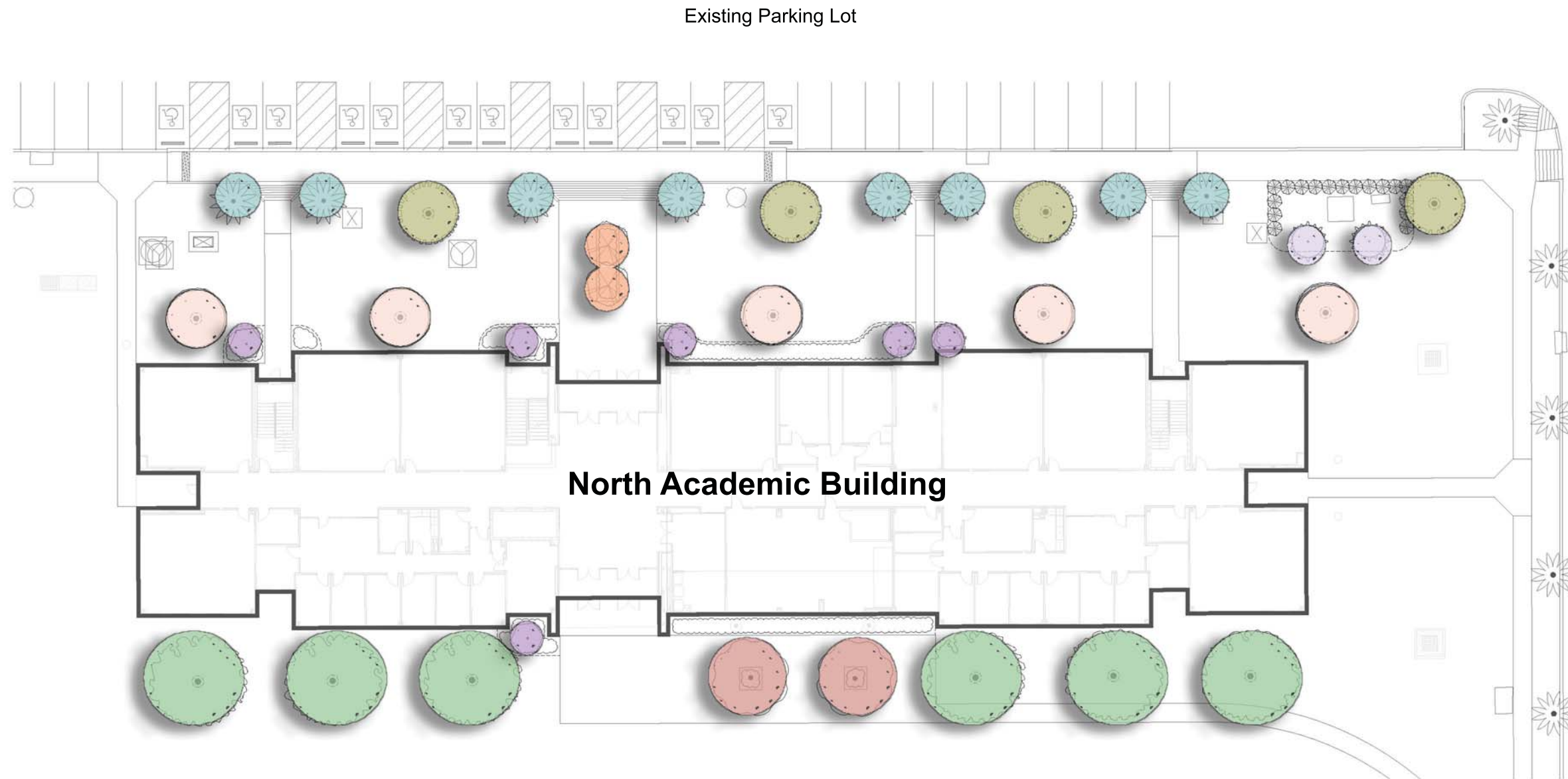
LANDSCAPE PLAN
SCALE: 1"=100'-0"



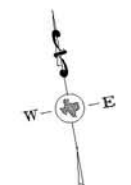
SOUTH TEXAS COLLEGE - PECAN CAMPUS (NORTH SIDE)

LEGEND

-  Texas Sabal Palm
-  Cedar Elm
-  Texas Mountain Laurel
-  Live Oak
-  'Hong Kong' Orchid Tree
-  Poinciana (Flamboyant)
-  Persimmon (Chapote)
-  Vitex



LANDSCAPE PLAN
SCALE: 1"=30'-0"



789 EAST WASHINGTON STREET
BROWNSVILLE, TEXAS 77802
TEL: (361) 547-9198
FAX: (361) 547-9877
WWW.SSPDESIGN.COM

Trees



● Live Oak



● Persimmon (Chapote)



● Crape Myrtle



● Orchid Tree

Trees



● Texas Mountain Laurel



● Poinciana (Flamboyant)



● Cedar Elm



● Fan-Tex Ash

Palms



● Texas Sabal Palm



● Cabbage Palm

Shrubs & Groundcovers



Hamelia



Dwarf Jatropha



Muhly Grass



Sage 'Cenizo'



Blue Shade Ruellia



Foxtail Fern

Shrubs & Groundcovers



Liriope



Purple Lanatana



Mist Flower



Jasmine



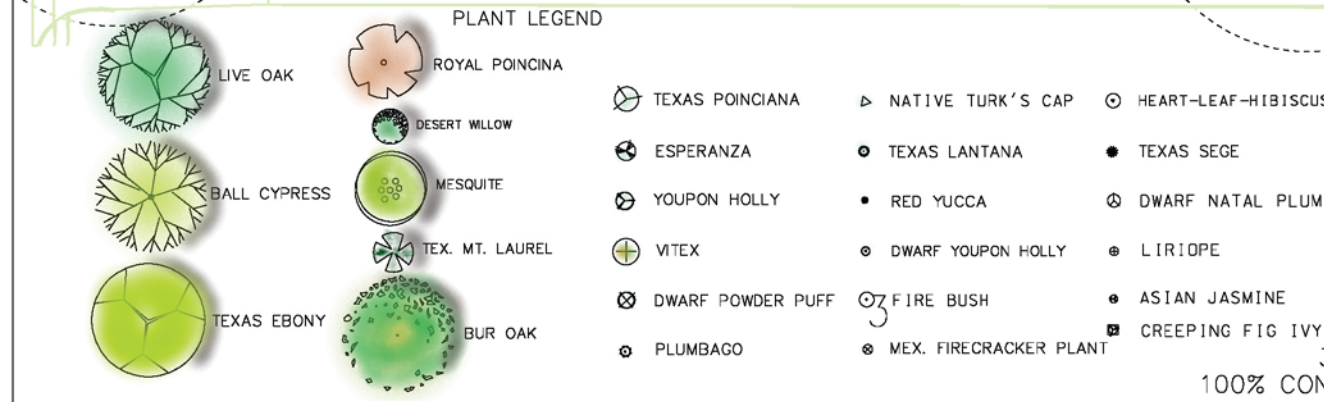
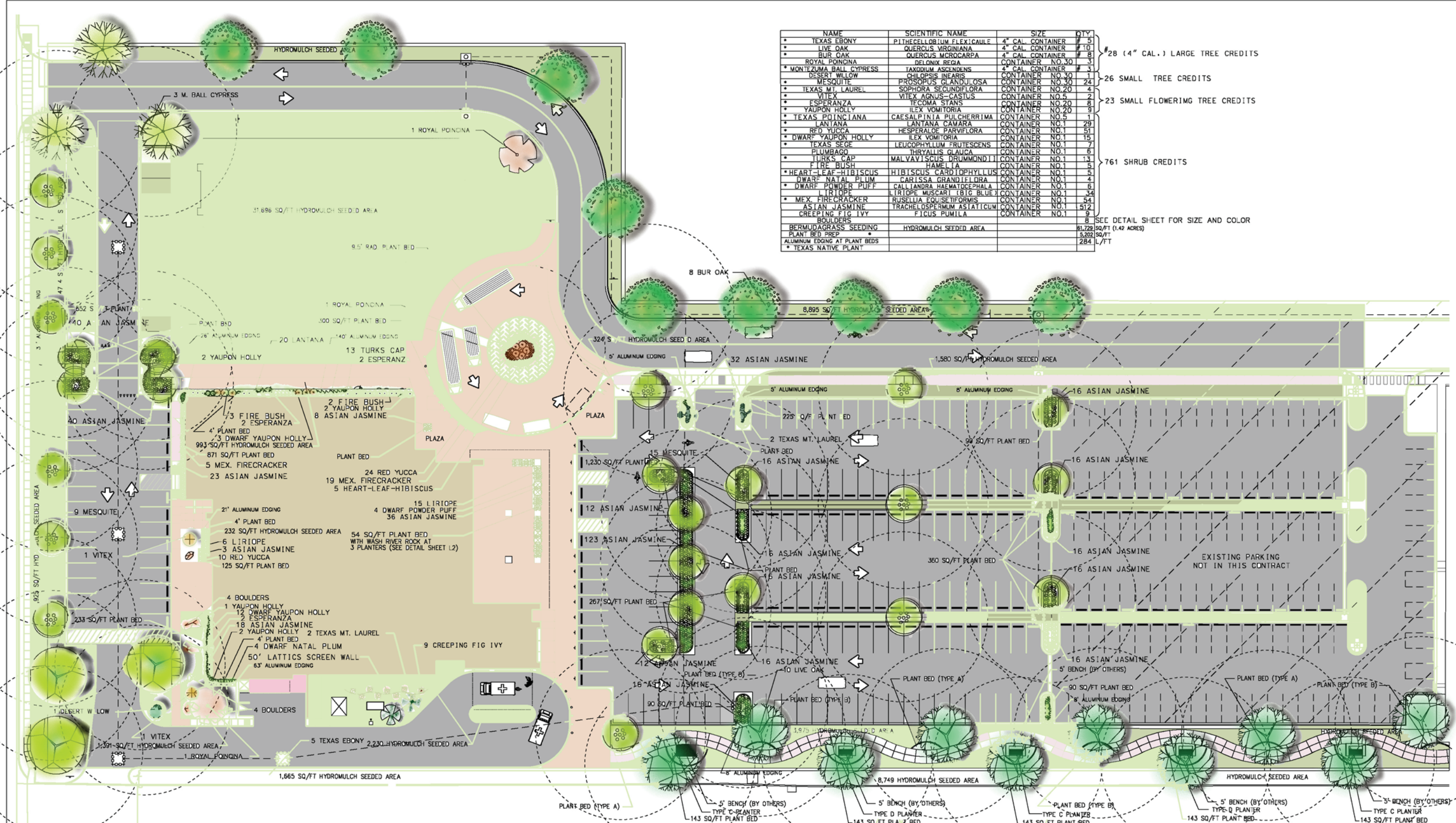
Wedelia



Green Island Ficus

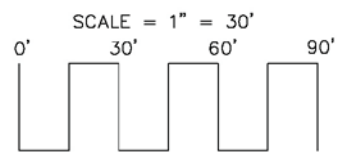
NAME	SCIENTIFIC NAME	SIZE	QTY
TEXAS EBONY	PIRHEGELLORIUM FLEXICANLE	4" CAL. CONTAINER	5
LIVE OAK	QUERCUS VIRGINIANA	4" CAL. CONTAINER	10
BUR OAK	QUERCUS MICROCARPA	4" CAL. CONTAINER	8
ROYAL POINCIANA	DELONIX REGIA	CONTAINER NO. 30	3
MONTEZUMA BALL CYPRESS	TAXODIUM ASCENDENS	4" CAL. CONTAINER	3
DESERT WILLOW	CHIROPSIS INEQUIS	CONTAINER NO. 30	3
MESQUITE	PROSOPUS GLANDULOSA	CONTAINER NO. 30	24
TEXAS MT. LAUREL	SOPHORA SECUNDIFLORA	CONTAINER NO. 20	4
VITEX	VITEX AGNUS-CASTUS	CONTAINER NO. 5	2
ESPERANZA	TECOMA STANS	CONTAINER NO. 20	8
YAUAPON HOLLY	ILEX VOMITORIA	CONTAINER NO. 20	9
TEXAS POINCIANA	CAESALPINIA PULCHERRIMA	CONTAINER NO. 5	1
LANJANA	LANTANA CAMARA	CONTAINER NO. 1	29
RED YUCCA	HESPERALOE PARVIFLORA	CONTAINER NO. 1	51
DWARF YAUAPON HOLLY	ILEX VOMITORIA	CONTAINER NO. 1	15
TEXAS SEGE	LEUCOPHYLLUM FRUTESCENS	CONTAINER NO. 1	7
PLUMBAGO	THYRALIS GLAUCA	CONTAINER NO. 1	6
TURKS CAP	MALVAVISCUS DRUMMONDII	CONTAINER NO. 1	13
FIRE BUSH	HAMELIA	CONTAINER NO. 1	5
HEART-LEAF-HIBISCUS	HIBISCUS CARDIOPHYLLUS	CONTAINER NO. 1	5
DWARF NATAL PLUM	CARISSA GRANDIFLORA	CONTAINER NO. 1	4
DWARF POWDER PUFF	CALLIANDRA HAMATOCEPHALA	CONTAINER NO. 1	6
LIRIOPE	LIRIOPE MUSCARI (BIG BLUE)	CONTAINER NO. 1	34
MEX. FIRECRACKER	RUSSELLIA EQUISETIFORMIS	CONTAINER NO. 1	54
ASIAN JASMINE	TRACHELOSPERMUM ASIATICUM	CONTAINER NO. 1	512
CREeping FIG IVY	FIGUS PUMILA	CONTAINER NO. 1	9
BOULDERS			8
BERMUDAGRASS SEEDING	HYDROMULCH SEEDED AREA		81,728 SQ/FT (1.42 ACRES)
PLANT BED PREP			5,202 SQ/FT
ALUMINUM EDGING AT PLANT BEDS			284 L/FT
* TEXAS NATIVE PLANT			

28 (4" CAL.) LARGE TREE CREDITS
 26 SMALL TREE CREDITS
 23 SMALL FLOWERING TREE CREDITS
 761 SHRUB CREDITS



CITY OF MCALLEN LANDSCAPE ORDINANCE REQUIREMENTS

TOTAL SQ/FT OF DEVELOPMENT	295,086 SQ/FT	6.77 ACRES
LANDSCAPE AREA REQUIREMENT 10% MINIMUM	29,508.6 SQ/FT	.68 ACRES
LANDSCAPE AREA PROVIDED (GRASS AND PLANT BEDS)	78,386.0 SQ/FT	1.78 ACRES
TREE REQUIREMENT (10,000 SQ/FT) = 26 TREES	51	TREES PROVIDED 28 LARGE TREES# 23 FLOWER TREES
ADDITIONAL TREES 19,508 / 800 = 24.38		
TOTAL IRRIGATED AREAS	1.42 ACRES	

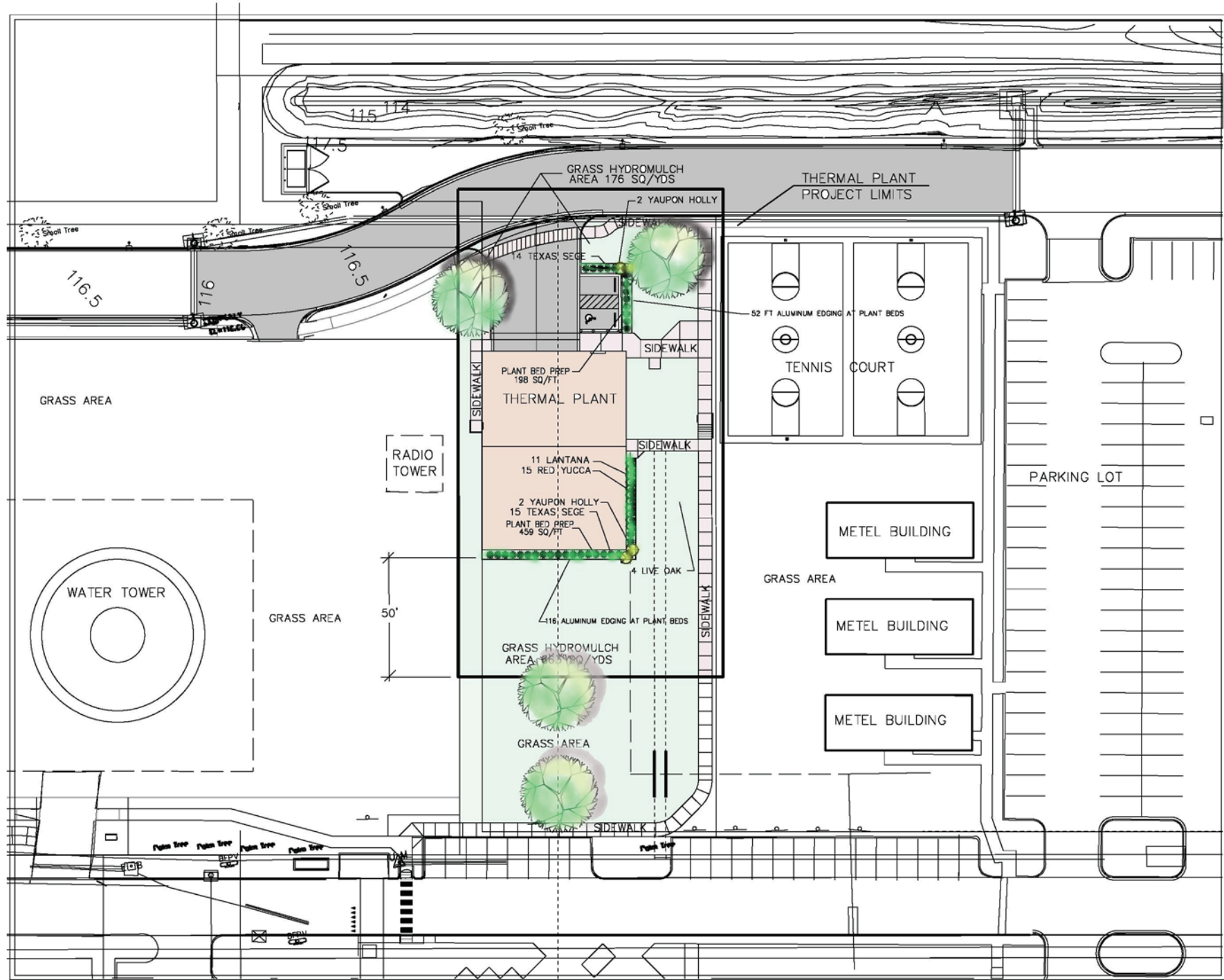


3 AUGUST 2016
 100% CONSTRUCTION DOCUMENTS

STEPHEN P. WALKER R.L.A.
 LANDSCAPE ARCHITECT
 7217 N. 30th STREET
 McALLEN, TEXAS 78504

THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS
 8012 SPANISH CANYON BLVD., SUITE 100, AUSTIN,
 TEXAS 78745, TELEPHONE (512) 465-6214. THIS
 JURISDICTION OVER THE INDIVIDUALS LICENSED UNDER
 THE LANDSCAPE ARCHITECTS REGISTRATION LAW
 WITHIN THE STATE OF TEXAS IS IN FULL FORCE AND EFFECT.

06/July/2016
 S.P.W.



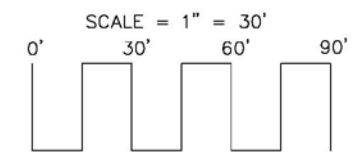
NAME	SCIENTIFIC NAME	SIZE	QTY.	
* LIVE OAK	QUERCUS VIRGINIANA	4" CAL. CONTAINER	4	4 (4" CAL.) LARGE TREE CREDITS 4 SMALL FLOWERING TREE CREDITS
* YAUPON HOLLY	ILEX VOMITORIA	CONTAINER NO.20	4	
* TEXAS SEGE	LEUCOPHYLLUM FRUTESCENS	CONTAINER NO.1	29	1.864 SHRUB CREDITS
* LANTANA	LANTANA CAMARA	CONTAINER NO.1	11	
* RED YUCCA	HESPERALOE PARVIFLORA	CONTAINER NO.1	15	
BERMUDAGRASS SEEDING	HYDROMULCH SEEDED AREAS		1,039 SQ/YDS (0.21 ACRES)	
PLANT BED PREP			637 SQ/FT	
ALUMINUM EDGING AT PLANT BEDS			168 L/FT	
* TEXAS NATIVE PLANT				

PLANT LEGEND


-  LIVE OAK
-  YAUPON HOLLY
-  TEXAS LANTANA
-  RED YUCCA
-  TEXAS SEGE

CITY OF MCALLEN LANDSCAPE ORDINANCE REQUIRMENTS

TOTAL SQ/FT OF DEVELOPMENT	6,523 SQ/FT 0.023 ACRES
LANDSCAPE AREA REQUIREMENT 10% MINIMUM	652 SQ/FT 0.0149 ACRES
LANDSCAPE AREA PROVIDED (GRASS AND PLANT BEDS)	10,008 SQ/FT .223 ACRES
TREE REQUIREMENT AS PER CITY = 4 TREES PLAN REVIEW 12/30/16	TREES PROVIDED 4 LARGE TREES 4 TOTAL
TOTAL IRRIGATED AREAS	.23 ACRES



LANDSCAPE LAYOUT



STEPHEN P. WALKER R.L.A.
LANDSCAPE ARCHITECT
7217 N. 30th STREET
MCALLEN, TEXAS 78504

THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS
8073 SPANISH CREEK BLVD., SUITE 1002, AUSTIN,
TEXAS 78745, TEL: (512) 480-4226, FAX:
JURISDICTION OVER THE INDIVIDUALS LICENSED UNDER
THE LANDSCAPE ARCHITECTS REGISTRATION LAW
ARTICLE 150C, CHAPTER 150, TEXAS EDUCATION CODE

Stephen P. Walker
STEPHEN P. WALKER R.L.A.

*Texas Native



Texas Ebony*



Live Oak*



Bur Oak*



Download from [Dreamstime.com](https://www.dreamstime.com)
10817118
Rudy Linares | Dreamstime.com

Royal Poinciana



Montezuma Bald Cypress*



Brazil Tree*



Texas Mountain Laurel*



Desert Willow*



Vitex tree*



Esperanza Tree*



Yaupon Holly*



Mexican Poinciana*



Texas Lantana*



Red Yucca*



Dwarf Yaupon Holly*



Texas Sage (cenizo)*



Plumbago



Turks Cap*



Fire Bush



Heart Leaf Hibiscus*



Natal Plumb



Dwarf Powder Puff



Liriope



Fire Cracker Plant*



Asian Jasmine

Review and Action as Necessary to Approve Assessment of Current Pecan Campus Library

Approval to contract a consultant for the assessment of the current Pecan Campus Library is requested.

Purpose

The Board will be informed of the process administration recommends to assess the adequacy of the existing Pecan Campus library facility to meet current and projected needs in support of the accreditation requirements by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Background

The Pecan Campus Library dates back to the inception of the college and was one of the original buildings inherited from TSTC. Since 1993, the building has undergone two construction additions in an effort to keep up with the growth of the College, the last of which was completed in 2004.

The current library is a two-story building with 67,266 square feet, and consists of the following spaces:

- Reference Area
- Book Stacks
- Staff Offices
- Open Computer Lab
- Internet Café
- Art Gallery
- Multi-purpose Space
- Quiet Study Spaces
- Work Rooms
- Conference Rooms
- Study Rooms

In the 13 years since the last addition, library uses, operations, and services have evolved and expanded. Changing technologies and pedagogies have prompted increasing needs to provide collaborative learning spaces and to support student technology and integrated learning support while maintaining traditional, quiet study spaces and library collections. The College's current Master Plan, developed by Freese & Nichols in 2010, suggested that the Pecan Campus should have a library facility of at least 100,000 square feet. The current facility is 67,266 square feet.

College staff wish to engage a consultant to conduct a facilities assessment to review and assess the adequacy of the current library facility to serve the current enrollment at the Pecan Campus. The findings of the assessment will be used to provide recommendations to meet both current and future library needs in support of continuing compliance with SACSCOC accreditation principles. Depending on the results of the assessment, administration may recommend moving forward with determining whether the current building can be expanded or where a new library could be located.

Presenters

Dr. Shirley A. Reed, President, Cody Gregg, Dean of Library & Learning Support Services, and Dr. David Plummer, Vice President for Information Services, Planning, Performance, and Strategic Initiatives, will be present at the Facilities Committee meeting to discuss the assessment of the Pecan Campus Library.

The Facilities Committee recommended Board approval of the assessment of the current Pecan Campus Library.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the assessment of the current Pecan Campus Library.

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

The Board of Trustees approves and authorizes the assessment of the current Pecan Campus Library.

Approval Recommended:

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

Review and Action as Necessary on Contracting Construction Services for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway

Approval to contract construction services for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway project.

Justification

In 2007, when the center was opened there was no need for the walkway to be covered because the portable buildings were not acquired. Now that the portable buildings have been in place for some time, a covered walkway would ensure that children, parents, and staff avoid the exterior elements as they access their classrooms. This project is part of the Capital Improvement Proposal list that has been approved by the Board of Trustees.

Background

Facilities Planning and Construction staff worked with Purchasing staff to develop the Request for Proposal documents for the Mid Valley Campus Childcare Development Center Covered Walkway project.

Solicitation of competitive sealed proposals for these projects began on July 31, 2017. Sets of construction documents were issued to general contractors and subcontractors. A total of two (2) proposals were received on August 21, 2017.

Timeline for Solicitation of Competitive Sealed Proposals	
July 31, 2017	Solicitation of competitive sealed proposals began.
August 21, 2017	2 proposals were received.

Funding Source

As part of the FY 2017 - 2018 Unexpended Non-bond Construction Budget, funds in the amount of \$65,000 are budgeted for this project.

Source of Funding	Amount Budgeted	Highest Ranked Proposal Alpha Building Corporation
Unexpended Non-Bond Construction Budget	\$65,000	\$73,872

Reviewers

The proposals have been reviewed staff from the Facilities Planning and Construction, Operations and Maintenance, and Purchasing departments.

Enclosed Documents

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval.

The Facilities Committee recommended Board approval to contract construction services with Alpha Building Corporation LLC in the amount of \$73,872.00 for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Alpha Building Corporation LLC in the amount of \$73,872.00 for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway project as presented.

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

The Board of Trustees approves and authorizes contracting construction services with Alpha Building Corporation LLC in the amount of \$73,872.00 for the Non-Bond Mid Valley Campus Childcare Development Center Covered Walkway project as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
MID VALLEY CAMPUS-CHILD CARE DEVELOPMENT CENTER-WALKWAY
CANOPY
PROJECT NO. 17-18-1004**

VENDOR		Alpha Building Corpotation	Golden Key Construction Services, LLC.
ADDRESS		222 E Van Buren Ste 700	2207 Baid Cypress
CITY/STATE/ZIP		Harlingen, TX 78550	Weslaco, TX 78596
PHONE		956-622-3242	956-250-5099
FAX		956-622-3102	
CONTACT		Miguel Dones	Felix Tirado
#	Description	Proposed	Proposed
1	Mid Valley Campus-Child Care Development Center-Walkway Canopy	\$ 73,872.00	\$ 85,000.00
2	Bid Bond	Yes	Yes
3	Begin Work Within	10 Working Days	
4	Completion of Work Within	75 Calendar Days	
TOTAL PROPOSAL AMOUNT		\$ 73,872.00	\$ 85,000.00
TOTAL EVALUATION POINTS		91.6	66.21
RANKING		1	2

Review and Action as Necessary on Contracting Construction Services for the Non-Bond Starr County Campus Building F Site Grading and Sidewalk Replacement

Approval to contract construction services for the non-bond Starr County Campus Building F Site Grading and Sidewalk Replacement project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Non-Bond Starr County Campus Building F Site Grading and Sidewalk Replacement project.

Justification

The site grading adjacent to the existing library needs to be improved to prevent the possibility of water entering the building during rain events. The sidewalk leading to the library does not comply with ADA cross slope requirements and needs to be replaced as recommended as part of the recent ADA improvement plan performed in 2010 by Dannenbaum Engineering.

Background

Solicitation of competitive sealed proposals for these projects began on July 31, 2017. Sets of construction documents were issued to general contractors, subcontractors, and plan rooms. A total of three (3) proposals received on August 22, 2017.

Timeline for Solicitation of Competitive Sealed Proposals	
July 31, 2017	Solicitation of competitive sealed proposals began.
August 22, 2017	3 proposals were received.

Funding Source

As part of the FY 2017 - 2018 Renewals and Replacements construction budget, funds in the amount of \$50,000 are budgeted for this project.

Source of Funding	Amount Budgeted	Highest Ranked Proposal 5 Star Construction
Renewals and Replacements	\$50,000	\$46,650

Reviewers

The proposals have been reviewed by Melden & Hunt, College faculty, and staff from the Facilities Planning and Construction, Operations and Maintenance, and Purchasing departments.

Enclosed Documents

Staff evaluated these proposals and prepared the attached proposal summary. It is recommended that the top ranked contractor be recommended for Board approval. Also enclosed is the site plan indicating the project's location.

The Facilities Committee recommended Board approval to contract construction services with 5 Star Construction in the amount of \$46,650.00 for the Non-Bond Starr County Campus Building F Site Grading and Sidewalk Replacement project as presented.

Recommendation:

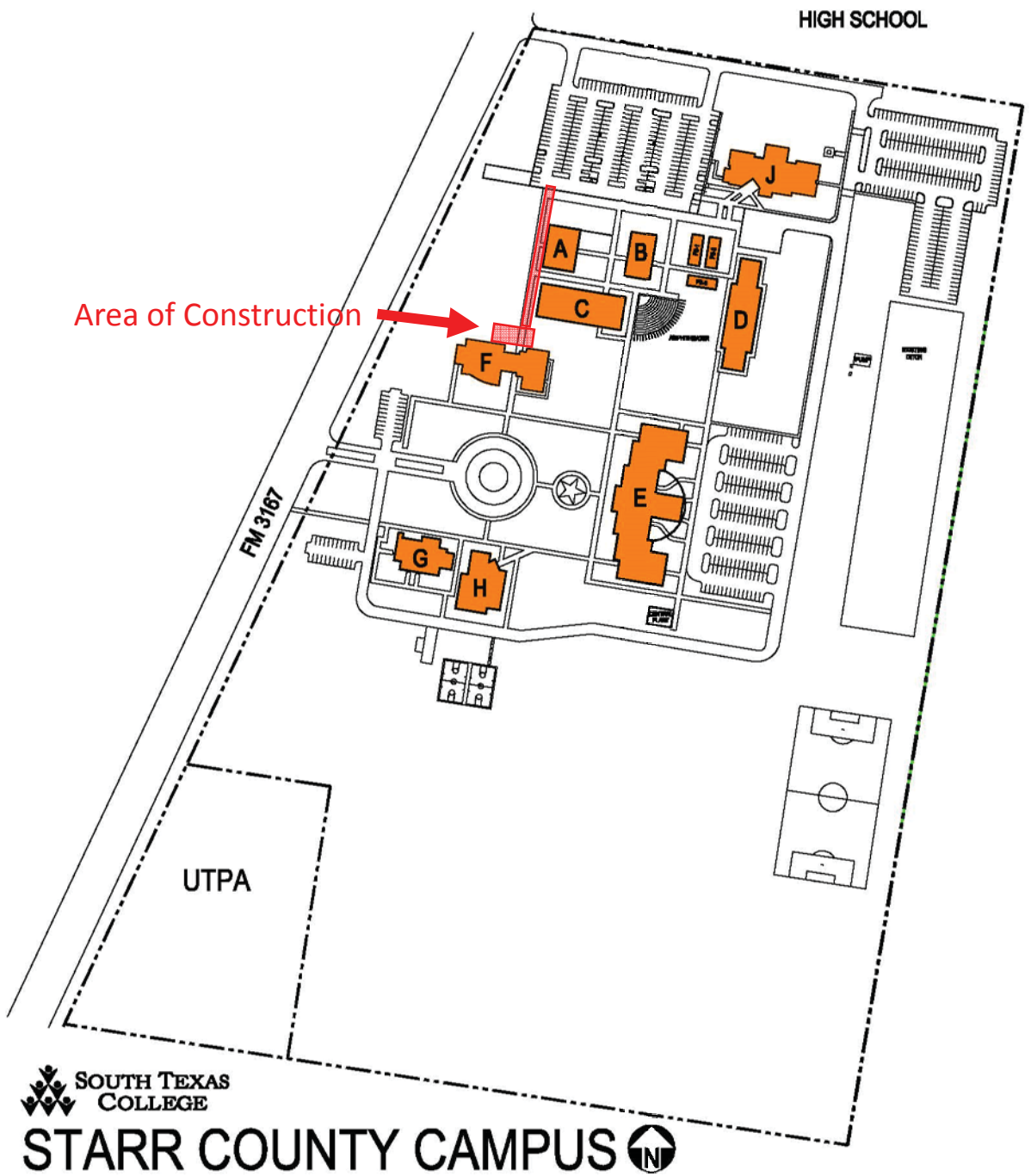
It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with 5 Star Construction in the amount of \$46,650.00 for the Non-Bond Starr County Campus Building F Site Grading and Sidewalk Replacement project as presented.

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

The Board of Trustees approves and authorizes contracting construction services with 5 Star Construction in the amount of \$46,650.00 for the Non-Bond Starr County Campus Building F Site Grading and Sidewalk Replacement project as presented.

Approval Recommended:

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



 SOUTH TEXAS
COLLEGE

STARR COUNTY CAMPUS 

**SOUTH TEXAS COLLEGE
STARR COUNTY CAMPUS - BUILDING F SITE RE-GRADING AND SIDEWALK REPLACEMENT
PROJECT NO. 17-18-1012**

VENDOR	Alpha Building Corporation	5 Star Construction	Golden Key Construction Services, LLC.
ADDRESS	222 E Van Buren Ste 700	3209 Melody Ln	2207 Baid Cypress
CITY/STATE/ZIP	Harlingen, TX 78550	Mission, TX 78574	Weslaco, TX 78596
PHONE	956-622-3242	956-867-5040	956-250-5099
FAX	956-622-3102	956-599-9055	
CONTACT	Miguel Dones	Alan Oakley	Felix Tirado
#	Description	Proposed	Proposed
1	Starr County Campus - Building F Site Re-Grading and Sidewalk Replacement	\$ 89,472.60	\$ 46,650.00
2	Begin Work Within	10 Working Days	10 Working Days
3	Completion of Work Within		30 Calendar Days
TOTAL PROPOSAL AMOUNT		\$ 89,472.60	\$ 46,650.00
TOTAL EVALUATION POINTS		****	91.47
RANKING		****	1

****The vendor did not submit required documents or complete a required document therefore not evaluated.

Review and Action as Necessary on Final Completion for the Non-Bond Pecan Campus Building G Fume Hoods – Phase II

Approval of final completion for the following Non-Bond project is requested.

Project	Completion Recommended	Date Received
Non-Bond Pecan Campus Building G Fume Hoods – Phase II Engineer: Sigma HN Engineers, PLLC Contractor: NM Contracting, LLC	Final Completion Recommended	June 13, 2017

Sigma HN Engineers, PLLC and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. The architect recommends final completion and release of final payment in the amount of \$17,061.95 to NM Contracting, LLC be approved. The original cost approved for this project was in the amount of \$267,652.00.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$ 0	\$267,652	\$ 0	\$267,652	\$250,590.05	\$17,061.95

On June 13, 2017, Sigma HN Engineers, PLLC and the College’s Planning & Construction Department staff inspected the site to confirm that all punch list items were completed. Enclosed is a final completion letter from Sigma HN Engineers, PLLC acknowledging all work is complete and recommending release of final payment to NM Contracting, LLC in the amount of \$17,061.95.

Enclosed Documents

A copy of the Final Completion Letter is enclosed.

The Facilities Committee recommended Board approval of final completion for Non-Bond Pecan Campus Building G Fume Hoods Phase - II project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize final completion for Non-Bond Pecan Campus Building G Fume Hoods Phase - II project and release of final payment of \$17,061.95 to NM Contracting, LLC, as presented.

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

The Board of Trustees approves and authorizes final completion for Non-Bond Pecan Campus Building G Fume Hoods Phase - II project and release of final payment of \$17,061.95 to NM Contracting, LLC, as presented.

Approval Recommended:

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

August 31, 2017

Robert Cuellar, Project Manager
South Texas College
3201 W. Pecan Blvd., Building N, Suite 179
McAllen TX 78501

Re: Letter of Final Acceptance Recommendation
South Texas College Pecan Campus Building G Fume Hoods Phase II

Dear Mr. Cuellar,

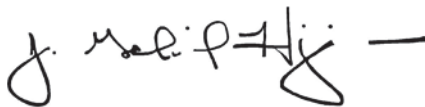
This letter serves as written notice that NM Contracting, LLC has completed the majority of the punch list items established at Substantial Completion date. At this time, we recommend the project be approved for final completion and release of final payment subject to the contractor completing the following items prior to September 26, 2017:

1. Submittal of close out documents and photos requested in Back Punch List dated June 13, 2017 as indicated in attached document.

In accordance with plans and specifications of the Contract, this is to confirm the results of the final completion observations. The punch list of items completed or corrected as of the effective date of this acceptance was formally issued under separate cover. It is expressly understood that the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the Contract, the Date of Final Completion is the Date jointly certified by the Architect/Engineer, Owner and Contractor that the work is sufficiently completed for the Owner to utilize it for the intended purpose.

If you have any questions, feel free to contact me.

Best Regards,



J. Gabriel Hinojosa, PE, LEED AP
Principal

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the committee.

CONSTRUCTION PROJECTS PROGRESS REPORT - September 05, 2017

Project number	PROJECT DESCRIPTION	Project Development			Design Phase			Solicitation of Proposals			Construction Phase			Project Manager	Architect/Engineer	Contractor		
		Project Development	Board approval of A/E	Contract Negotiations	Concept Development	Schematic Approval	30%	60%	95%	100%	Solicit of Proposals	Approve Contractor	Construction Start				30%	50%
Pecan Campus and Pecan Plaza																		
15-1-006	Pecan - Library Study Rooms Additions													Robert	N/A	TBD		
15-1-007	Pecan - Building K Enrollment Center													David	Boutinghouse Simpson Galts Architects	NM Contracting		
15-1-003	Pecan - Abor Brick Columns Repair & Replacement (RR)	N/A	N/A		N/A									David	N/A			
16-1-004	Pecan - Library Compact Shelving & Furniture	N/A	N/A		N/A									Robert	Library Staff			
16-1-001	Pecan - Building A Sign Replacement (RR)	N/A	N/A		N/A									Robert	Public Relations			
15-1-001	Pecan - Building A Production Studio Office Expansion	N/A	N/A		N/A									M&O				
15-1-003	Pecan Plaza - GED Entrance and Office Area Improvements	N/A	N/A		N/A									Robert	M&O			
16-1-016	Pecan Plaza - Emergency Generator and Wiring	N/A	N/A		N/A									Sam	DBR Engineering	TBD		
	Pecan Plaza - Parking Area for Police Vehicles	N/A	N/A		N/A									David	R. Gutierrez Engineering	TBD		
	Pecan - G Fume Hoods - Phase II	N/A	N/A		N/A									Robert	Sigma HN Engineering	NM Contracting		
	Pecan - ACHS Portables Electrical Site Improvements	N/A	N/A		N/A									Robert	Sigma HN Engineering	Komplex Electric		
	Pecan Plaza - Human Resources Office Conversion	N/A	N/A		N/A									Robert	M&O			
Mid Valley Campus																		
16-2-008	MV - Childcare Canopy Replacement (RR)													Sam	on hold	TBD		
16-2-007	MV - Covered Walkway for Building G													Sam	on hold	TBD		
	MV - Level II Gallery Improvement in Building G	N/A	N/A		N/A									Rick	M&O			
	MV - Child Development Center Covered Walkway	N/A	N/A		N/A									Sam	N/A	TBD		
Technology Campus																		
15-3-004	TC - Building B Doors and Frame Replacement				N/A									Robert	ROFA	NM Contracting		
15-3-005	TC - GM Car Storage Area Upgrade				N/A									David	R. Gutierrez Engineers	Roth Excavating, Inc.		
15-3-014	TC - Workforce Building Conference Room				N/A									Robert	ROFA	NM Contracting		
15-3-002	TC - Building D Exterior Metal Siding Repairs (RR)				N/A									Sam	N/A	TBD		
15-3-003	TC - Repair Concrete Floor Mechanical Room (RR)				N/A									David	CLH Engineering	TBD		
15-3-003	TC - Building B Concrete Floor Repairs (RR)				N/A									David	CLH Engineering	TBD		
16-2-RT3	TC - Building B Domestic/Fire Sprinkler Lines (RR)				N/A									Sam	Half Associates	TBD		
Nursing and Allied Health Campus																		
16-4-RT6	NAH - Resurface Parking Lot #2 (RR)				N/A									Robert	JCE	Mid Valley Paving		
Starr County Campus																		
15-5-x05	Star - Building E & J Crisis Mgt Center Generator				N/A									Sam	DBR Engineering	TBD		
16-4-RT8	Star - Building F Site Grading & Sidewalk Replacement(RR)				N/A									Sam	Melden and Hurt	TBD		
District Wide Improvements																		
13-6-003	DW - Automatic Doors Phase III				N/A									Robert	TBD	TBD		
14-6-010	DW - Building to Building ADA Compliance Ph II				N/A									Robert	Dammenbaum Engineering	TBD		
14-6-013	DW - La Joya Monument Sign				N/A									David	N/A	TBD		
14-6-014	DW - Marker Boards Replacement (RR)				N/A									Sam	N/A	TBD		
14-6-015	DW - Irrigation System Controls Upgrade (RR)				N/A									Sam	M&O	TBD		
15-4-001	DW - Fire Alarm Panel Replacement/Upgrades (RR)				N/A									Sam	M&O	TBD		
15-4-001	DW - Interior LED Lighting Ph I (RR)				N/A									Rick	M&O	TBD		
15-4-001	DW - Outdoor Furniture				N/A									Rick	N/A	TBD		
15-4-002	DW - Directional Signage				N/A									David	N/A	TBD		
16-6-017	DW - Surveillance Cameras & Poles Campus Entrances				N/A									David	DPS	TBD		
16-6-RT9	DW - Walkway LED Lighting Upgrade Ph I (RR)				N/A									M&O		TBD		
	DW - Removal of Existing Trees				N/A									Rick		TBD		
	DW - Interior Controls Upgrade (RR)				N/A									Rick	M&O	TBD		
	DW - Flooring Replacement Phase I (RR)				N/A									Rick		TBD		
	DW - Restroom Fixtures Replacement & Upgrade (RR)				N/A									Rick	M&O	TBD		
	DW - Water Heater Replacement & Upgrade (RR)				N/A									Rick	M&O	TBD		
	DW - Door Access Controls Replacement (RR)				N/A									Rick	M&O	TBD		
	DW - HVAC Upgrades (RR)				N/A									Rick	M&O	TBD		
	DW - Water Pump Stations (RR)				N/A									Rick	M&O	TBD		
	DW - Exterior Lighting Upgrade (RR)				N/A									Rick	M&O	TBD		

For FY 2016-2017, 39 non-bond projects are currently in progress, 15 have been completed and 18 pending start up - 72 total

Status of Non-Bond Construction Projects in Progress August 2017

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Pecan Campus								
Library Additional Study Rooms	100%	August 2017	1. Construction Phase 2. Construction Complete	\$ 125,000.00	\$ 110,002.73	\$ 14,997.27	\$ 110,002.73	\$ -
Infrastructure for Relocation of Portable Buildings-Phase II	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 350,000.00	\$ 372,337.93	\$ (22,337.93)	\$ 372,337.93	\$ -
Student Services Building K Enrollment Center	100%	January 2017	1. Construction Phase 2. Construction Complete	\$ 490,000.00	\$389,122	\$ 100,877.64	\$ 389,122.36	\$ -
Arbor Brick Columns Repair and Rplacement	5%	December 2017	1. Construction Phase 2. Bidding in Progress	\$ 20,000.00	TBD	TBD	\$ -	TBD
Library Compact Shelving and Furniture	100%	August 2017	1. Construction Phase 2. Construction Complete	\$ 400,000.00	\$ 394,652.08	\$ 5,347.92	\$ 394,652.08	\$ -
Sand Volleyball Courts	10%	December 2017	1. Project Development 2. Design in Progress	\$ 50,000.00	TBD	TBD	\$ -	TBD
Building A Sign Replacement	95%	August 2017	1. Construction Phase 2. Bidding in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza GED Entrance and Office Area Improvements	100%	August 2016	1. Construction Phase 2. Construction Complete	\$ 70,000.00	\$ 9,624.62	\$ 60,375.38	\$ 9,624.62	\$ -
Pecan Plaza Police Department Emergency Generator	95%	July 2017	1. Design Phase 2. Design in Progress	\$ 40,000.00	\$ 36,000.00	\$ 4,000.00	\$ 18,900.00	\$ 17,100.00
Pecan Plaza Parking Area for Police Vehicles	95%	July 2017	1. Construction Phase 2. Construction in Progress	\$ 250,000.00	\$ 200,000.00	\$ 50,000.00	\$ 173,143.67	\$ 26,856.33
Pecan Campus Total				\$ 1,830,000.00	\$ 1,511,739.72	\$ 213,260.28	\$ 1,467,783.39	\$ 43,956.33

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Mid Valley Campus								
Covered Walkway for Building G	10%	December 2017	1. Project Development 2. Design in Progress	\$ 12,000.00	TBD	TBD	\$ -	TBD
Mid Valley Campus Total				\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
Technology Campus								
Building B Main Door and Frame Replacement	100%	April 2017	1. Construction Phase 2. Construction Complete	\$ 50,000.00	\$ 37,133.00	\$ 12,867.00	\$ 37,133.00	\$ -
GM Car Storage Area Upgrade	100%	February 2017	1. Construction Phase 2. Construction Complete	\$ 275,000.00	\$ 262,500.00	\$ 12,500.00	\$ 262,500.00	\$ -
Building C Conference Room Addition	100%	April 2017	1. Construction Phase 2. Construction Complete	\$ 60,000.00	\$ 77,767.00	\$ (17,767.00)	\$ 77,767.00	\$ -
Ford Lab Exhaust System	5%	September 2017	1. Project Development 2. Design in Progress	\$ 100,000.00	TBD	TBD	\$ -	TBD
Building D Exterior Metal Siding Repairs	5%	October 2017	1. Construction Phase 2. Contract Negotiations	\$ 25,000.00	\$ 13,193.13	\$ 11,806.87	\$ -	\$ 13,193.13
Repair Concrete Floor Mechanical Room	30%	August 2017	1. Design Phase 2. Design in Progress	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	0%	August 2017	1. Construction Phase 2. Bidding in Progress	\$ 10,000.00	\$ 4,750.00	\$ 5,250.00	\$ -	\$ 4,750.00
Building B Domestic/Fire Sprinkler Lines	0%	August 2018	1. Construction Phase 2. Re-Bidding in Progress	\$ 700,000.00	TBD	TBD	\$ -	TBD
Technology Campus Total				\$ 1,221,000.00	\$ 396,343.13	\$ 24,656.87	\$ 377,400.00	\$ 18,943.13
Nursing and Allied Health Campus								
Resurface Parking Lot 2	100%	July 2016	1. Construction Phase 2. Construction Complete	\$ 250,000.00	\$ 98,367.30	\$ 151,632.70	\$ 98,367.30	\$ -
Nursing and Allied Health Campus Total				\$ 250,000.00	\$ 98,367.30	\$ 151,632.70	\$ 98,367.30	\$ -

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Starr County Campus								
Bldg E & J Crisis Management Center with Generator	95%	July 2017	1. Design Phase 2. Design in Progress	\$ 40,000.00	\$ 36,000.00	\$ 4,000.00	\$ 18,900.00	\$ 17,100.00
Bldg F Site Grading and Sidewalk Replacement	95%	August 2017	1. Construction Phase 2. Bidding in Progress	\$ 50,000.00	TBD	TBD	\$ -	TBD
Starr County Campus Total				\$ 90,000.00	\$ 36,000.00	\$ 4,000.00	\$ 18,900.00	\$ 17,100.00
District Wide								
Automatic Doors Phase III	5%	May 2017	1. Construction Phase 2. Construction in Progress	\$ 65,000.00	TBD	TBD	\$ -	TBD
Building to Building ADA Accessibility Improvements Phase	100%	September 2016	1. Construction Phase 2. Construction Complete	\$ 400,000.00	\$ 468,170.04	\$ (68,170.04)	\$ 468,170.04	\$ -
La Joya Monument Sign	100%	August 2017	1. Construction Phase 2. Bidding in Progress	TBD	TBD	TBD	TBD	TBD
Marker Boards Replacement	65%	September 2017	1. Construction Phase 2. Construction in Progress	\$ 200,000.00	\$ 86,140.05	\$ 113,859.95	\$ 75,515.05	\$ 10,625.00
Outdoor Furniture	0%	August 2017	1. Design Phase 2. Design in Progress	\$ 25,000.00	TBD	TBD	TBD	TBD
Directional Signage Updates	50%	August 2017	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 6,196.36	TBD	\$ 6,196.32	TBD
Surveillance Cameras and Poles Campus Entrances	100%	April 2017	1. Construction Phase 2. Construction Complete	\$ 203,000.00	\$ 269,270.28	\$ (66,270.28)	\$ 95,339.28	\$ 173,931.00
Walkway LED Lighting Upgrade	100%	August 2017	1. Construction Phase 2. Construction Complete	\$ 25,000.00	\$ 17,730.10	\$ 7,269.90	\$ 17,730.10	\$ -
District Wide Total				\$ 968,000.00	\$ 847,506.83	\$ (13,310.47)	\$ 662,950.79	\$ 184,556.00
Non-Bond Construction Project Total				\$ 4,371,000.00	\$ 2,889,956.98	\$ 380,239.38	\$ 2,625,401.48	\$ 264,555.46
For FY 2016 - 2017, 36 non-bond projects are currently in progress, 16 have been completed and 19 pending start up - 71 Total								

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of August 2017. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **August 2017**, and will respond to questions posed by the Board.

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

Recommendation:

It is recommended that the Board of Trustees approve the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of August 2017.

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

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610 and the financial reports submitted for the month of August 2017.

Approval Recommended:

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

Consideration and Approval of Checks and Financial Reports

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

- A. Release of Checks for \$25,000.00 to less than \$125,000.00
Released Prior to Board Approval for August 2017
- B. Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for August 2017
- C. Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval (Policy 5610) for August 2017
- D. Release of Construction Fund Checks for August 2017
- E. Quarterly Investment Report for August 2017
- F. Summary of Revenue for August 2017
- G. Summary of State Appropriations Income for August 2017
- H. Summary of Property Tax Income for August 2017
- I. Summary of Expenditures by Classification for August 2017
- J. Summary of Expenditures by Function for August 2017
- K. Summary of Auxiliary Fund Revenues and Expenditures for August 2017
- L. Summary of Grant Revenues and Expenditures, August 2017
- M. Summary of Bid Solicitations
- N. Check Register for August 2017

FINANCIAL REPORTS

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

President's Report



The 2017 Fall Semester has begun! The Student Activities and Wellness Department began the semester by hosting Welcome Week. Welcome Week was held September 5-7, 2017 at all South Texas College campuses. The event included fun games, music and food for new and returning students who were able to connect and interact with each other and staff to learn about the various organizations and activities on campus. Events and activities included intramural sports, club recruitment, voter registration and informational tables.



In an effort to assist those communities effected by Hurricane Harvey, South Texas College partnered with Payne Weslaco Motors to host a Hurricane Harvey Relief Drive. The donation drive was held from August 31- September 7, 2017. Donation locations were established at each of the campuses where students, faculty, and staff could make essential item donations.

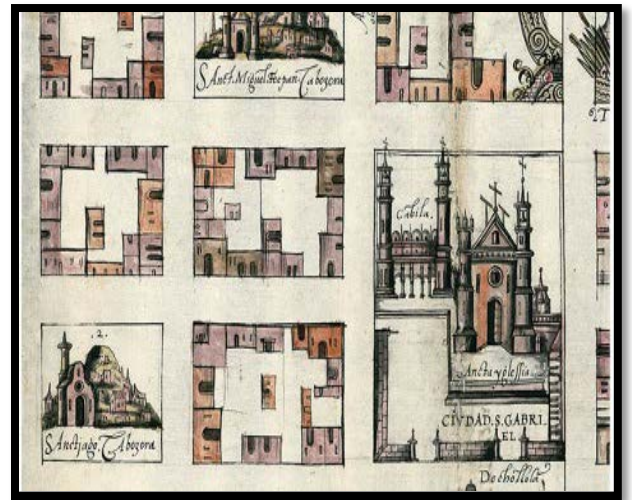
On September 11, 2017 all faculty, staff and students were invited to join the 9/11 Remembrance Ceremony at each campus. The ceremony honored all first responders and victims who were fatally lost on that tragic day and to appreciate all law enforcement officers, firefighters, veterans and medical personnel who sacrifice and place themselves in harm's way for others. Veteran McAllen Police Officer George Villarreal was the keynote speaker. A timeline of events and moment of silence was observed.





South Texas College was designated as a National Center of Academic Excellence in Cyber Security by The National Security Agency and Department of Homeland Security. Representatives from STC will receive the formal designation at a later date in Dayton, Ohio. The designation of the College will be through 2022. The College's plan is to develop a Cybersecurity Core Curriculum to meet the demands of the industry and increase the number of academic institutions and students.

The South Texas College Pecan Campus Library Art Gallery presented *"Mapping Mexican History: Territories in Dispute, Identities in Question."* The exhibit will be on view all through September with admission being free. The exhibit features Reproductions from UT's Nettie Lee Benson Latin America Rare Books and Manuscripts Collection. A free digital map workshop will be held on September 19, 2017 at 10:00 am at the Library. Attendees will be able to learn how to create and set a zoom-able image and create a dynamic visual based story. Workshop will be led by Itza Carbajal (Master of Science Information Studies Candidate) and Albert A. Palacios (LLILAS Benson Digital Scholarship Coordinator) from The University of Texas at Austin.




Women's Retreat

WOMEN'S SEXUAL HEALTH

- HIV and Substance Abuse – Risks Involved
- Sexually Transmitted Infections and How to Protect

Promoting Healthy Relationships and Understanding Violence Against Women

SELF DEVELOPMENT

Forgiveness for Emotional Growth and Inner Peace

Increase Cultural Pride and Self Sufficiency

LEARN RELAXATION TECHNIQUES

- Laughter Yoga & Meditation

KNOW YOUR STATUS
Substance Abuse and HIV Prevention Program

UTRGV Grande Valley
School of Medicine

SOUTH TEXAS COLLEGE

Thursday, Sept. 14, 2017
8 a.m. – 5 p.m.

South Texas College
Pecan Campus
Cooper Center
3200 W. Pecan Blvd., McAllen

Breakfast, lunch, refreshments and giveaways included!



Sign Language Interpreting Services available upon request

\$10.00
HEB Gift Card for the first 100 Students

Free registration at <https://www.southtexascollege.edu/go/womens-retreat>
For more information or special accommodations, call: (956) 872-2173

On September 14, 2017 the 3rd Annual Women's Retreat, *Know Your Status* was held at the Cooper Center from 8 am – 5 pm. After providing opening remarks, presentations were done by various guests from the college and medical community. The purpose of the retreat is to raise awareness on women's health, promote awareness, and hear from experts in the field. Keynote speaker Dr. Sandra Ledesma, Assistant Professor at South Texas College Education Department will be presenting her topic, "Untitled, Unlabeled and Uniquely You." The retreat is part of the "Know Your Status" grant designed to educate the community about health and empowerment. The grant was awarded by the UTRGV School of Medicine Substance Abuse and Mental Health Services Administration.



In collaboration with Habitat for Humanity's Builders Blitz event taking place in San Carlos, 24 students from STC's College of Construction Supervision Program, Electrician Program, and the HVAC&R Program are working with local builders, subcontractors, suppliers, and trade professionals to build a house from the ground up within the span of a week. Students are taking this opportunity to learn real job practices and provide service to the community, a strong value of South Texas College. The home is located at 124 S. 83 ½ in San Carlos, TX and will be constructed from Sept. 11 to Sept. 16th.

During the week of September 11 -15th, the Student Activities and Wellness hosted a number of events across all the College campuses for students.

Student Leadership Academy Kickoff:
Students learn how to enhance their leadership and interpersonal skills
September 13-14, 2017



Student Government Association Kickoff:
Information Session on how to learn how to represent the student body
September 12-14, 2017



Mexican Independence Day Celebration
Celebration of Mexico's Independence Day. Students were provided food, mariachi music, and a grito contest.
September 13-14, 2017



The Advanced and Technology Department held an Open House Event on September 7, 2017. The event was open to students, staff, faculty and the community. The event allowed for guests to take a tour of the facility, view machining demos, and meet instructors.



The first ever New Student Convocation for Dual Credit Students will be held on September 20, 2017 at the Cooper Center. I will be delivering the opening remarks followed by motivated speeches by the President of the Student Government Association and a former Dual Credit student who will highlight their experiences at South Texas College. Event will end with oath and pinning ceremony for all participants. The intent of the event is to increase student's college identity, install Jaguar pride, and encourage their improvement in campus life activities.

The annual fall College Wide Professional and Organizational Development Day event will be held on September 22, 2017. The event will be held at the McAllen Convention Center. I provided a State of the College address titled "Mission: Possible". This year's theme highlighted all the College's achievements and recognitions while addressing present challenging issues and how to overcome them. Afternoon Breakout Sessions were provided to staff with keynote speakers. Dr. Donna Beegle presented "Breaking the Iron Cage of Poverty," Dr. Bennie Lambert presented, "Developing a Student Service Mindset," and Dr. Mariana Jennings presented, "What is Different about Colleges and Universities that stay out of the headlines." Staff and faculty were asked to select and participate in one of the sessions.



- Met with Patricio Gonzales, Director of Esperanza Access Clinic and staff to discuss the possible collaboration with South Texas College in establishing a clinic at the Mid Valley Campus to provide family planning services, screening, and basic management of chronic diseases to students.
- Discussed with Sarita Brown, President from Excelencia in Education the recognition of the Bachelor of Applied Science in Organizational Leadership Program as a possible finalist for the Excelencia Award.

- Met with Dr. Wynn Rosser, CEO of Temple Foundation, Dr. LaTonya Goffney, Lufkin ISD Superintendent and staff, and Dr. Michael Simon, Angelina College President, and Dr. Daniel King, PSJA Superintendent at PSJA's Early High School to participate in the campus visit. The purpose of the visit was to understand the partnership STC and PISA have established to make the dual credit program a success. The intent was to encourage Lufkin ISD and Angelina College to develop a comparable ECHS program.
- Attended the Buenas Tardes Luncheon held on September 14, 2017 at the Cimarron Country Club with Board members and Administrative staff. The luncheon was hosted by The Greater Mission Chamber of Commerce with keynote speaker, Javier Palomarez, President and CEO of the US Hispanic Chamber of Commerce.
- Participated in the podcast call for To A Degree series, a Bill & Melinda Gates Foundation and High Impact Higher Ed sponsored series. Conference call was in coordination with William Covino, President for California State University. Conference call was to discuss topics and questions that will be presented at the future date of recording.
- Participated in a conference call with Dr. Mike Metke, President of Tyler Junior College and Dr. Millicent Valek, President of Brazosport College to discuss proceeding with Baccalaureate degree applications to the Texas Higher Education Coordinating Board.
- Attended the Collage 2017: IMAS 50th Anniversary celebration on September 16, 2017 at the International Museum of Arts and Science. Celebration will focus on key organizations, generous individuals, supportive community, and city that have provided the continued support and assistance in the growth of the museum.
- Participated in the Star County Industrial Foundation, SCIFT Talks event on September 18, 2017. Event will be held at the Starr County Campus Auditorium and will feature US Congressman Henry Cuellar and Mr. Sam Valle, SCIF Chairman and Border Trade Alliance Founding Board Member.
- Plan to meet with Congressman Henry Cuellar at SCIFT Talks to discuss federal funding options for development of Regional Center for Public Safety Excellence.
- Attended the 1st National Baccalaureate Summit and Leadership Congress '17 Pathways to Prosperity Conference hosted by Community College Baccalaureate Association (CCBA) and the Association of Community College Trustees (ACCT) on September 24-28, 2017. I will be on a panel to discuss, "What do established baccalaureate programs really do look like state to state." Dr. Ali Esmaeli will also be presenting a track on "Baccalaureate Degree Innovations, Trends and Best Practices."

- Participated in the Soccer and Heels Event sponsored by the Rio Grande Valley Vipers on September 30, 2017 as an Ambassador. The events' goal is to empower, support and unite women and women's organizations from the Rio Grande Valley.
- Coordinated the agendas and back-up materials for the Facilities, Education and Workforce Development, and Finance and Human Resources Committee meetings, as well as the September 19, 2017 Board meeting.
- Continue to meet with South Texas College's President's Cabinet to:
 - facilitate administrative planning on a weekly basis;
 - review and address issues of concern;
 - formulate strategic direction and problem solving
 - provide communication and feedback among the President and the Vice Presidents; and
 - coordinate development of staffing and Budget for FY 2017-2018.
- Continue to meet with South Texas College's President's Cabinet and Administrative Staff to communicate information to all administrative staff and to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College. Topics covered from September 1-30, 2017 included:
 - Student Enrollment Update – Fall 2017
 - Discussion of CB Approval to Extend Census Date to September 15th
 - Continued Discussion of Possible Agreement with Access Esperanza Clinic
 - Discussion of DACA Decision and Implications
 - Continued Discussion of Facility Needs Beyond 2013 Bond
 - Discussion of Membership on PDC for FY 2017-2018
 - Review of Board Committee Actions
 - Discussion of 3+1 Transfer Program Opportunity
 - Discussion of Secretary of Education's Review of Title IX - Dear Colleague Directives
 - Discussion of Building Completion Timelines and Necessary Preparation for Spring Start of Classes
 - Continued Discussion of Response to DACA Students
 - Discussion of Opportunity for Sponsorship for City of McAllen Events
 - Kudos: An Opportunity to Share Successes and Extend Appreciation
 - Discussion of Enrollment Assumptions Moving Forward
 - Discussion of Secretary of Education's Review of Title IX Dear Colleague Directions
 - Review and Discussion of Revised Principles of Accreditation from SACS COC
 - Update on Banner 9 Project Timeline

- Discussion of Response to Concerns of DACA Students
- Discussion of Agreement with Access Esperanza Clinic to Establish an Outpatient Clinic on the Mid Valley Campus
- Review and Discussion of Policy 4714: Acceptable Use of Information Resources
- Review of Office of the President Meeting Calendar for Fiscal Year 2017 - 2018

Announcements

A. Next Meetings:

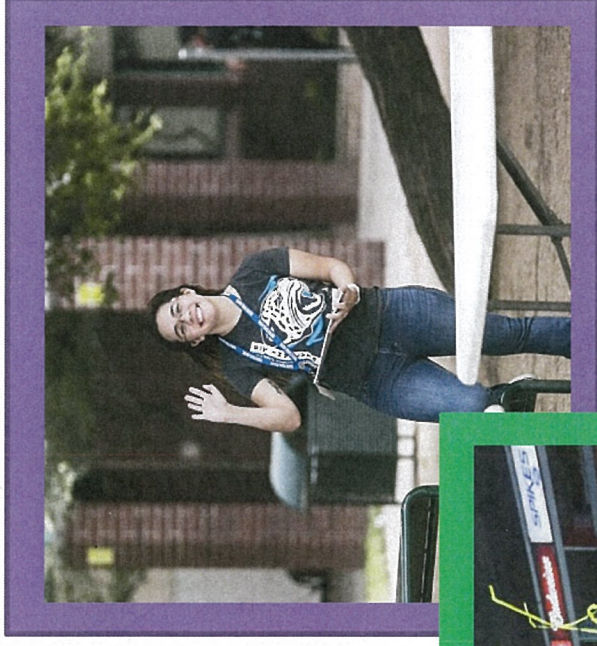
- Tuesday, October 10, 2017
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, & HR Committee
- Tuesday, October 24, 2017
 - 5:30 p.m. – Regular Meeting of the Board of Trustees

B. Other Announcements:

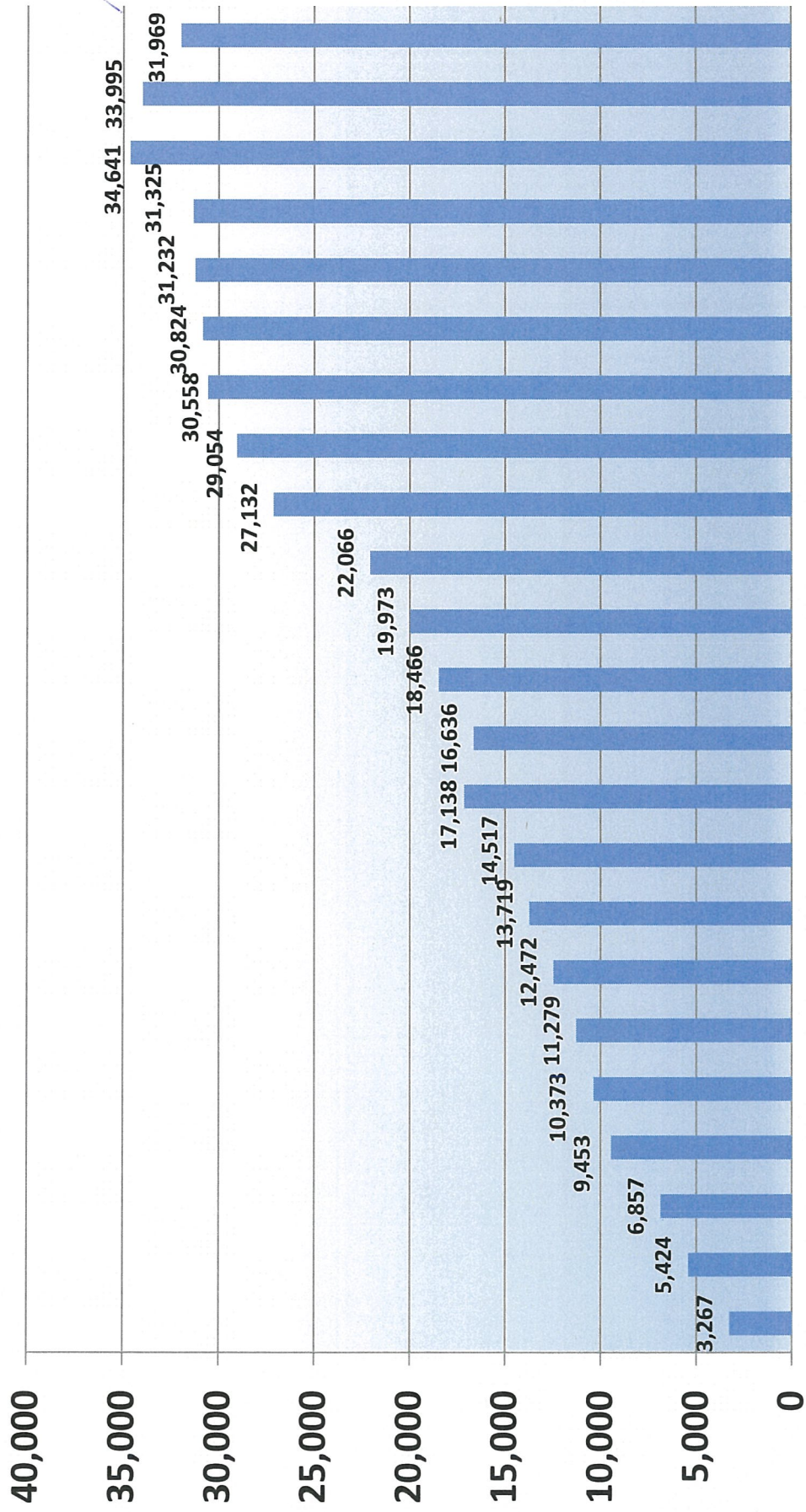
- The College will be closed on Friday, September 22, 2017 to hold College-Wide Organizational Development Day
- The Association of Community College Trustees (ACCT) 2017 Leadership Summit will take place September 25 – 28, 2017 in Las Vegas, Nevada
- The 12th Annual Valley Scholars Program *A Night with the Stars* will be held on Thursday, October 12, 2017 from 6:00 p.m. – 9:00 p.m.

*The following documents
were provided as
handouts at the meeting.*

Fall 2017 Enrollment



Student Enrollment History

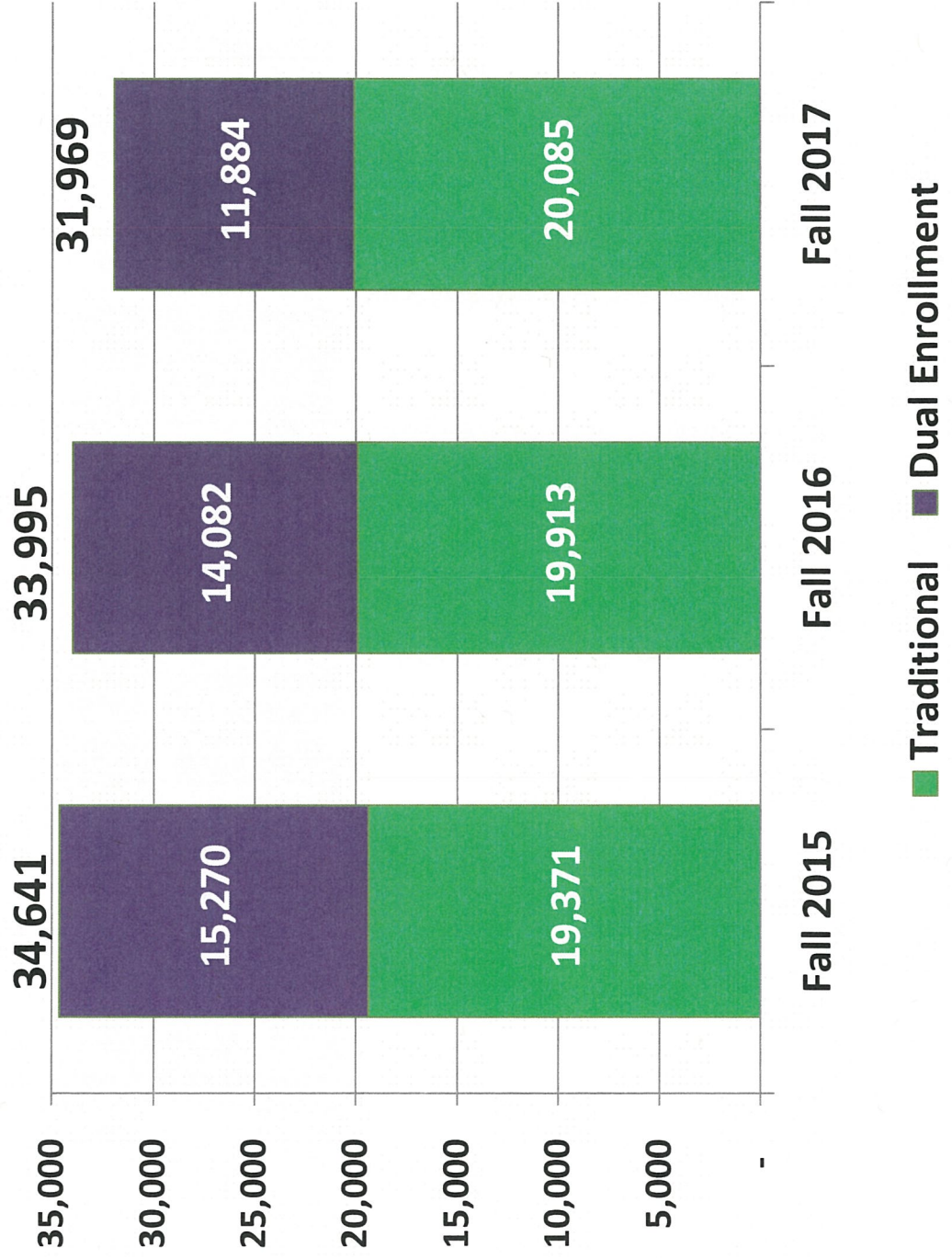


Fall 1995 to Fall 2017

Campus Enrollment

Campus	Fall 2016	Fall 2017	+/-	% Change
Pecan	11,546	11,111	-435	-4%
Mid Valley	4,004	3,706	-298	-7%
Starr County	1,264	1,244	-20	-2%
NAH	1,937	1,942	5	0%
Technology	1,539	1,537	-2	0%
Distance Learning	7,496	7,662	166	2%
Dual Enrollment Taking Class at High School	12,820	11,584	-1,236	-10%
Total Duplicated	41,625	39,206		
Total Unduplicated	33,995	31,969	-2,026	-6%

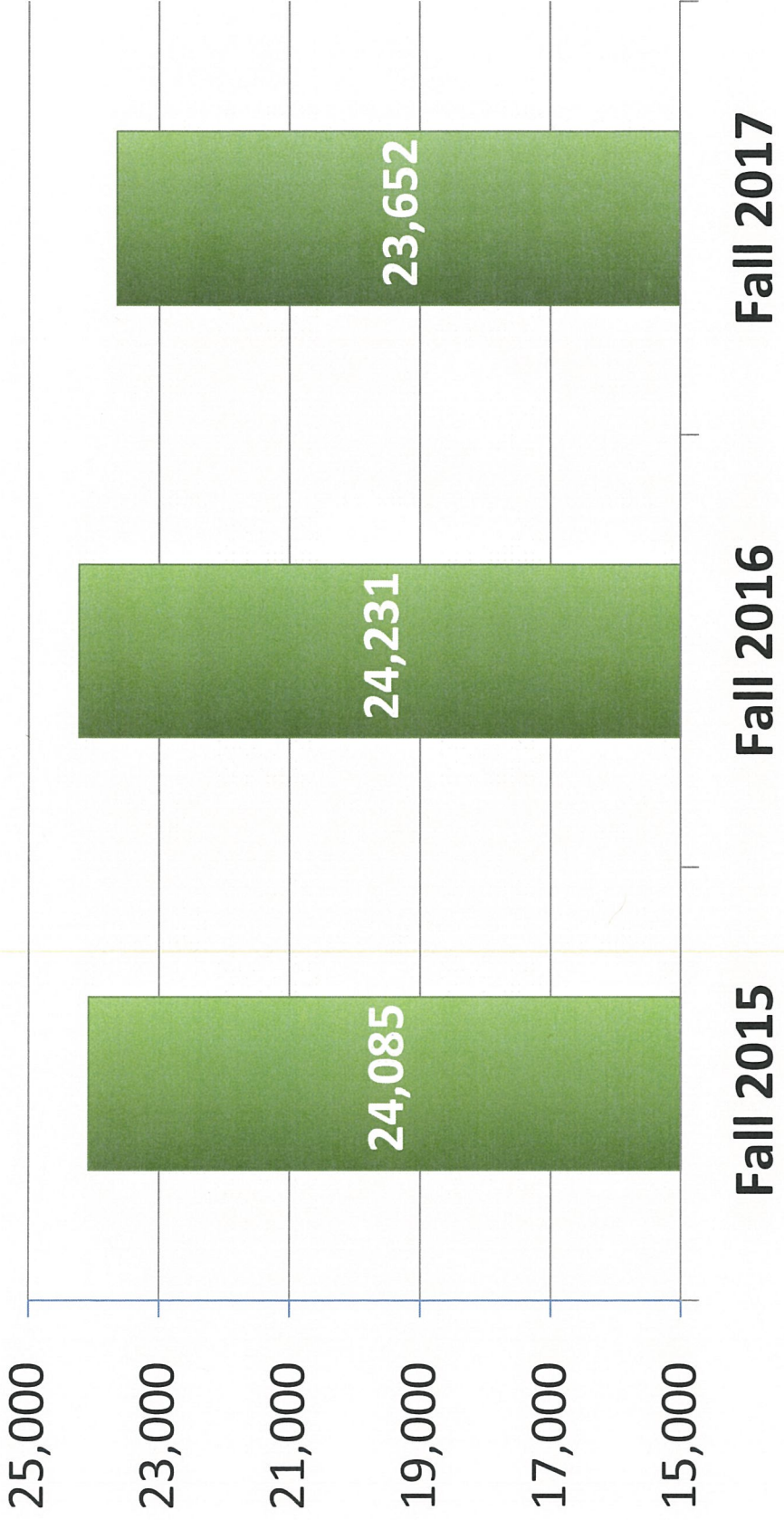
Total Enrollment



Unduplicated Enrollment by Residence

County	Fall 2015	Fall 2016	Fall 2017	% Change '16 - '17
Central Hidalgo	21,298	20,706	19,000	-8%
Eastern Hidalgo	6,212	6,081	5,955	-2%
Western Hidalgo	3,870	3,822	3,679	-4%
Starr County	2,510	2,551	2,435	-5%
Out of District and Country	751	835	900	12%
TOTAL	34,641	33,995	31,969	-6%

Full Time Equivalency (total semester credit hours/12)



Dual Enrollment – Hidalgo County

	Fall 2015	Fall 2016	Fall 2017
DONNA ISD	514	459	384
EDCOUCH-ELSA HS	218	155	186
EDINBURG ISD	1,877	1,941	1,637
HIDALGO ISD	311	288	224
LA JOYA ISD	1,503	1,335	1,306
LA VILLA HS	53	41	45
MCALLEN ISD	1,894	1,685	1,080
MERCEDES ISD	310	341	374
MISSION ISD	951	919	948
MONTE ALTO ISD	46	48	43
PSJA ISD	3,440	2,831	2,254
PROGRESO HS	217	167	145
SHARYLAND ISD	603	633	585
SOUTH TEXAS ISD	694	673	453
VALLEY VIEW HS	458	419	293
WESLACO ISD	1,173	1,115	980
Subtotal	14,262	13,050	10,937

Dual Enrollment – Starr County

	Fall 2015	Fall 2016	Fall 2017
RIO GRANDE CITY ISD	597	557	546
ROMA HS	263	277	218
Subtotal	860	834	764

Other – District-wide

	Fall 2015	Fall 2016	Fall 2016
PRIVATE SCHOOLS	75	68	72
CHARTER SCHOOLS	61	124	100
HOME SCHL & OTHERS	12	6	11
Subtotal	148	198	183

	Fall 2015	Fall 2016	Fall 2017
Total Dual Credit	15,270	14,082	11,884

CURRENT CHANGE ORDERS FOR REVIEW

STC BOARD MEETING OF SEPT. 19, 2017

PECAN CAMPUS

North Academic Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.10	CR-45 CHW Crossover in Level 2 Mechanical Room	(\$6,143)			EO
co.11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 (\$2,887), CR-07R (\$275), CR-08R (\$3,242) and CR-43 (\$2,913) to the Program Budget Buy-Out Saving.	\$6,404	\$2,913	\$9,317	DD

South Academic Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power	(\$2,488)			EO
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STEM Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.7	Reallocation of Construction Contingency Credits to GMP for reducing or deleting project scope as described in CR-24 (\$4,490) to the Program Budget Buy-Out Saving.		\$4,490	\$4,490	OC
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Student Activities & Cafeteria

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair	(\$1,306)			OC
co.4	Reallocation of Design Contingency Credits to GPM for reducing or deleting project scope as described in CR-10 (\$7,738) and CR-15 (\$805) to the Program Budget Buy-Out Saving.	\$8,543		\$8,543	EO

Parking & Site Improvements

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package	(\$3,499)			U
co.3	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings	(\$5,223)			EO
co.4	Reallocation of Design Contingency Credits to GMP for reducing or deleting project scope as described in CR's 2,3,5 and 8R to the Program Budget Buy-Out Saving.	\$43,197		\$43,197	BO

NURSING ALLIED HEALTH CAMPUS

New NAH Building

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.6	Reallocation of Design Contingency Credits to GMP for reducing or deleting project scope as described in CP's - CP-01(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) to Program Budget	\$90,475		\$290,475	Credit (\$90,475) & Buyout (\$200,000)

TECHNOLGY CAMPUS

SOUTHWEST BUILDING RENOVATION

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.4	Grinding & Polishing of existing Concrete Floors		(\$14,988)		U
co.5	CP - 08 Hardware Revisions for Security		\$2,900		OC
co.5	CP - 10 Revisions to PL Casework		\$660		DD
co.5	CP - 11 deduct for birch veneer		(\$1,395)		DD
co.6	Reallocation of Construction Contingency Credits to GMP for reducing or deleting project scope as described in CP-08 (Hardware Rev. for Security \$2,900) and CP-10 Casework Rev. \$660) to the Program Budget		\$3,560	\$3,560	BO

PARKING & SITE IMPROVEMENTS

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.4	Return of Buy-Out Savings from the GMP (\$40k used to cover the cost of CP's 8,9 &10)			\$5,095	BO

MID VALLEY CAMPUS

Health Professions & Science Bldg.

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co. 1	CP-01 (Generator \$19,687),CP-02 (Elect 60%-100% \$12,051),CP-03(Twr Stl Redesign \$18,105),CP-04 (Op.Part Supports \$1,071),CP-05(Access Cntrl.Hwdr \$- 1,530),CP-06(Fume Hd Rev \$6,985),CP-07(K-Bracing \$768),CP-08(Dr.size rev \$1,000),CP-09(AddMop Sk \$872),CP-10(Reloc. Mop Sk \$287),CP-11(Add CMU \$12,299),CP-13(Struc. Stl shop draw rev. \$11,910),CP-14(Low Roof Brick Spt \$26,560) and CP-15 (Provide Temp. Roof \$ 19,000) - E&O	(56,541)			DD
co. 2	CP-12 AR 3HP-008 Door Hdwr. Revisions per New Security Protocol		(6,620)		OC
co. 3	Reallocation of Design Contingency Credits to GMP for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign-\$18,105) to the Program Budget	\$37,792		\$37,792	BO

MVC Library New Expansion

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP. (Elec. \$79,529 + Comm. \$72,225 - Buyout Savings \$69,542 = \$82,212)			(\$82,212)	DD
co.2	Roof Slope Adjustment per Garland's (Manufacture's) Recommendations	(\$29,780)			EO

MVC Student Services Bldg.					
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD					
co.#	CHANGE ORDER DISCIPTION	Design	Construction	GMP Adjust.	Reason Code
co.3	CP-08 4SS-017R Provide Block Veneer al Loading Dock		(\$2,604)		DD
co.4	CP-09 4SS-019A - Provide Dishwasher k6		(\$15,245)		DD
co.5	CP-10(Structural Steel 60%-100%) \$34,247 (DD) ,CP-11(Removal of existing Grease Trap) \$10,000 (U) ,CP-12(Elect Rev) \$10,550 (DD) , CP-13(Mech Eq. Rev) \$19,095 (DD) , CP-14 (Add. Painting) \$1,465 (CM) ,CP-15(Circular Furrdowns) \$1,859 (DD) ,CP-16(Add. Block @dock) \$2,604 (DD) and CP-17(Add Painting) \$3,610 (DD)	(\$45,240)			Check Notes
co.6	Reallocation of Design Contingency Credits to GMP for reducing or deleting project scope as described in CP-13 (Mechanical Equip. Changes \$19,095t o the Program Budget	\$19,095		\$19,095	BO

MVC Thermal Plant					
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD					
co.#	CHANGE ORDER DISCIPTION	Design	Construction	GMP Adjust.	Reason Code
co.2	Modification to the cost of work as described in CP-1 SS Arch at Roll-up Door \$1,525 EO ,CP-2 Electrical \$24,068 (EO) , CP-5 Extend Fire Alarm to Wellness Cntr. \$4,200 (U) , CP-6 Pedestrian Gate \$750 (EO) & CP-7 Building Letter "J" \$487(DD)	(\$31,030)			Check Notes
co.3	Reallocation of GMP Labor Savings from the Thermal Plant GMP to the Library New Addition GMP to cover the additional unanticipated Electrical and Data scope as the result of final reconciliation of Furniture & AVIT layouts and requirements			\$82,212	BO
co 4	Modifications to the cost of work as described in CP-3(Cost Savings Roof Revisions to comply with STC Standards \$6,800) OC and CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000) EO		\$8,800		Check Notes
co.5	Reallocation of Construction Contingency Credits to GMP for reducing or deleting project scope as described in CP-03 (Roof Revisions per STC Standards \$6,800) and CP-04 (Revisions to SS Line @ Cooling Tower \$2,000) to the Program Budget Buy-Out Saving.			\$8,800	BO
Change Orders Under Review Subtotal				\$91,012	

MVC Parking and Site					
CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD					
co.#	CHANGE ORDER DISCIPTION	Design	Construction	GMP Adjust.	Reason Code
co.2	Addition Scope or Revisions as described in CP-01 Relocation of FDC (\$622, CP-02 Telecom. Pull Box (\$2,100) OC, CP-03Extend 4" Telecom. Conduit @bldg. D (\$3,352) U, and CP-04 Add spare 4" Telecom. Conduit @ Bldg. D (\$3,352) U		(\$9,426)		Check Notes
co.3	Infrastructure to support Workforce Center Project included in the Site & Parking documents		\$50,020		OC
co.4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.	(\$14,600)			EO
co.5	Reallocation of Construction Contingency Credits to GMP for reducing or deleting project scope as described in CO-5 (Delete Infrastructure to support Workforce Center) to the Program Budget			\$50,020	BO

STARR COUNTY CAMPUS

STUDENT SERVICES BUILDING

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co.2	CR.-001 - Re-route the existing primary Electrical Service due to building excavation	(\$10,776)			U

THERMAL PLANT

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co 2	Partial Buy-Out Savings recongnized from the GMP			\$250,000	BO

REGIONAL CENTER FOR PUBLIC SAFETY & EXCELLENCE

CURRENT MONTHLY CHANGE ORDER REVIEW PERIOD

PARKING & SITE IMPROVEMENTS

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
	None				
	<i>Approved Change Order's Subtotal</i>				

RCPSE Building

co.#	CHANGE ORDER DISCRIPTION	Design	Construction	GMP Adjust.	Reason Code
co 1	GMP Partial Buy-Out Saving			(\$110,000)	BO
co 1	CP-001 GMP Alternate no. 1 - Purchase 150 Tn Chiller			\$110,000	
	<i>Change Orders Under Review Subtotal</i>			\$0	

LA JOYA TEACHING SITE

Reason Code	
EO	Errors and Omissions
CM	Contractor Omission
U	Unforeseen Condition
AA	Allowance Adjustment
DD	Design Development
DM	Deferred Maintenance
OC	Owner Scope Change
BO	Buyout Savings

BROADDUS & ASSOCIATES

INNOVATIVE PROJECT MANAGEMENT AND PLANNING

CHANGE ORDER

NUMBER: 1

PROJECT NAME: STC Regional Center for Public Safety Excellence

DATE: September 12, 2017

PROJECT NO.: N/A

To: Noble Texas Builders
435 South Texas Blvd.
Weslaco, Texas 78596

SCOPE OF WORK:	Description	
	Buy-Out Savings	\$ (110,000)
	CP:001 Purchase of a new YORK 150-Ton Chiller as noted in Alternate No. 1	\$ 110,000
	<i>Change order will not affect GMP.</i>	
	Sub Total	\$0

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL GUARANTEED MAXIMUM PRICE:	\$ 4,494,426
BUY-OUT SAVINGS USE AUTHORIZATION (NO IMPACT TO GMP):	\$ (110,000)
CHANGE ORDER AMOUNT	\$ 110,000
BALANCE PRIOR TO THIS AUTHORIZATION:	\$ 4,494,426
GUARANTEE MAXIMUM PRICE REMAIN THE SAME:	\$ 4,494,426

ODR RECOMMENDATION:

By: Broaddus & Associates Date: _____

ARCHITECT APPROVED:

By: PBK Architects Date: _____

CMR ACCEPTANCE:

By: Noble Texas Builders Date: _____

OWNER ACCEPTANCE:

By: South Texas College Date: _____