



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, November 28, 2017  
5:30 p.m.**

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

**Online Board Packet**

**SOUTH TEXAS COLLEGE**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**Tuesday, November 28, 2017 @ 5:30 p.m.**  
**Ann Richards Administration Building Board Room**  
**Pecan Campus, McAllen, Texas 78501**

**AGENDA**

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

**I. Call Meeting to Order**

**II. Determination of Quorum**

**III. Invocation**

**IV. Public Comments**

**V. Consideration and Action on Consent Agenda**

- A. Approval of Board Meeting Minutes ..... 1 - 41
  - 1. October 24, 2017 Regular Board Meeting
  
- B. Approval and Authorization to Accept Grant Award(s) ..... 42 - 44
  - 1. Texas Higher Education Coordinating Board (THECB). Nursing and Allied Health-Building Simulation and Skills Lab Capacity Grant in the amount of \$197,200
  - 2. The Texas Higher Education Coordinating Board (THECB), Nursing Shortage Reduction Program-Regular Grant Funds in the amount of \$194,287
  - 3. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, South Texas College Child Development Associates Credential Program (CDA), Additional Grant Funds in the amount of \$40,480
  - 4. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Additional Grant Funds for South Texas College Conferences Participant Scholarships, in the amount of \$10,000
  - 5. Additional Grant(s) Received/Pending Official Award

**VI. Consideration and Action on Non-Committee Agenda Items**

- A. Approval of Resolution and Ballot Casting Votes for Members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019 ..... 45 - 47
  
- B. Approval of Resolution and Ballot Casting Votes for Members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019 ..... 48 - 51

**VII. Consideration and Action on Committee Items**

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

1. Discussion and Action as Necessary on Revisions to Guidelines and Criteria for Granting Tax Abatements and Resolution Electing to Participate in Tax Abatement Agreements ..... 52 - 77
2. Review and Action as Necessary on Award of Proposal, Purchases, Renewals, And Interlocal Agreement (Non-Bond Proceeds) ..... 78 - 90
  - A. Award
    - 1) Fire Suppression Systems and Alarm Monitoring (Award)
  - B. Instructional Item
    - 2) Instructional Equipment (Purchase)
  - C. Non – Instructional Items
    - 3) Chiller Water Treatment Chemicals, Maintenance, and Equipment (Purchase)
    - 4) Furniture (Purchase)
    - 5) Shuttle Bus (Purchase);
    - 6) Food Service – Starr County Campus (Renewal)
    - 7) Graduation Caps and Gowns (Renewal)
    - 8) Moving Services (Renewal)
    - 9) Vehicle Fuel Program (Renewal)
  - D. Technology
    - 10)Computers, Laptops, and Tablets (Purchase)
    - 11)Public Website Equipment and Service (Purchase)
    - 12)Training Services (Renewal)
  - E. Facility Usage Agreement
    - 13)Graduation Facility (Lease Agreement)
3. Review and Recommend Action on Annual Investment Report for FY 2016 – 2017 ..... 91 - 94
4. Revise of Presentation to the Finance, Audit, and Human Resources Committee ..... 95
  - 1) Review and Discussion of Internal Audit Report in the Area of Fixed Asset

**B. Facilities Committee**

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2.	Starr County Campus Projects	
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A.	Next Meetings:	
	• <u>Tuesday, December 5, 2017</u>	
	➤ 3:30 p.m. – Education and Workforce Development Committee Meeting	
	➤ 4:30 p.m. – Facilities Committee Meeting	
	➤ 5:30 p.m. – Finance, Audit, and Human Resources Committee Meeting	
	• <u>Tuesday, December 12, 2017</u>	
	➤ 5:30 p.m. – Regular Board Meeting	
	➤ 7:00 p.m. – Board Holiday Dinner	

B. Other Announcements:

- A Ribbon Cutting Ceremony will be held at the South Texas College Higher Education Center at La Joya on Friday, December 8, 2017
- The Winter 2017 Commencement Ceremonies will be held Saturday, December 16, 2017 at the State Farm Arena, Hidalgo, Texas:

9:00 a.m. Ceremony

- Bachelor Programs
- Business and Technology
- Nursing and Allied Health

1:00 p.m. Ceremony

- Liberal Arts and Social Sciences
  - Mathematics and Science
- The College will be closed on Monday, December 18, 2017 – Tuesday, January 2, 2018, for Winter Break

## **Approval of Minutes**

The following Board Meeting Minutes are submitted for approval:

1. October 24, 2017 Regular Board Meeting

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and adopt the October 24, 2017 Regular Board Meeting Minutes as presented.

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

The Board of Trustees of South Texas College approves and adopts the October 24, 2017 Regular Board Meeting Minutes as presented.

### **Approval Recommended:**

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

**SOUTH TEXAS COLLEGE**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**Tuesday, October 24, 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, October 24, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:39 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mr. Ricardo De La Garza, Ms. Becky Cavazos, Ms. Myriam Lopez, Dr. Ali Esmaili, Mr. William Buhidar, Dr. Art Montiel, Dr. Enriqueta Cortez, Dr. Emma Miller, Dr. Maria Cervantes, Dr. Murad Odeh, Mr. Carlos Margo, Mr. Robert Cuellar, Mr. Khalil Abdullah, Ms. Veronica Rodriguez, Ms. Monica Perez, Mr. Ben Briones, Mr. Joey Gomez, Tammy Tijerina, Mr. Gilbert Gallegos, Mr. Tim Weldon, Mr. Doug Jowel, Mr. Jimmy Barroco, Mr. Scott Pajeski, Mr. Bob Simpson, Mr. Bill Wilson, Mr. Hector Garcia, Mr. Rene Capistran, Mr. Juan Delgado, Mr. Mario Reyna, Jr., Mr. Walker Agnew, Ms. Kelly Salazar, Ms. Ana Perez, and Andrew Fish.

**Determination of a Quorum**

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

**Invocation:**

Mr. William Buhidar, Assistant Dean of Fine and Performing Arts, said the invocation.

**Public Comments**

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

**Presentations**

A. Presentation of \$25,000 Scholarship Commitment by Noble Charities

Mr. Rene Capistran, President of Noble Charities, has pledged a scholarship fund for South Texas College students. Mr. Capistran presented an initial \$5,000 to the

Board of Trustees, and has committed to continue this support for another four years, for a total scholarship fund of \$25,000.

Mr. Capistran noted that offered this support to South Texas College out of recognition for the highly skilled, nationally-competitive graduates of South Texas College programs. As the president of a construction firm, he believed that South Texas College was providing students with the opportunities to train for and fill high demand careers in the growing Rio Grande Valley.

B. Presentation on Jazz Masterclass Featuring the Huntertones

Mr. William Buhidar, Assistant Dean for Fine and Performing Arts, presented on the October 12, 2017 Jazz Masterclass and concert by the international touring jazz band, the *Huntertones*.

The Huntertones presented a masterclass to students from South Texas College and the community on October 12, 2017. They also met with and performed for students at Lorenzo De Zavala Middle School in La Joya, Texas, along with STC faculty and students.

On the evening of Thursday, October 12, 2017, the Huntertones performed a concert at the Cooper Center for Fine and Performing Arts. This concert was free and open to the public, and was provided in line with the College's Strategic Direction 5: Collaboration, in which the College "...advances mutually beneficial community and educational partnerships to create a collective impact on student success."

The event was very well attended. The Cooper Center was filled to capacity, with overflow audience admitted to the adjacent conference rooms to watch the performance broadcast live.

Mr. Buhidar mentioned that some question the roll of a community college in the development of fine and performing arts, after noting that South Texas College had become a cultural resource for the community, with musical and dramatic performances and art exhibitions open to the public. He shared the Texas Coalition for Quality Arts Education's stated belief that "Arts education teaches the flexible thinking, risk-taking, and creative problem-solving needed to solve today's most complex and pressing challenges."

Mr. Buhidar then closed with a quote from Daniel Pink, author of best-selling books on business, work, and management: "Arts are fundamental, not ornamental."



C. Report on the 20<sup>th</sup> Anniversary of the Valley Scholars Program and the 12th Annual A Night with the Stars Gala

Ms. Jessica S. Garcia, Coordinator of the Valley Scholars Program, provided a brief summary of the Valley Scholars Program 20 Year Anniversary and recap of the *12th Annual A Night with the Stars* scholarship gala, which was held on Thursday, October 12th, 2017.

Over the past 20 years, the Valley Scholars Program has provided personal advisement, leadership development, scholarships, and opportunities for employment to high achieving students from Hidalgo and Starr counties. Since 1997, over \$1.3 Million in scholarships have been awarded to 830 Rio Grande Valley students. Many successful alumni have graduated from the Program, continued their education, and moved on to successful careers. This fall, the Program accepted 50 new students into Class 21.

The “A Night with the Stars” scholarship gala is held annually to raise scholarship funds for the Valley Scholars Program. This year’s event celebrated 20 Years of Academic Excellence and recognized Pioneers of the Valley Scholars Program whose vision and commitment to students throughout Hidalgo and Starr counties has made a lasting impact on our community. The Program raised over \$120,000 in monetary and in-kind donations. The net proceeds of \$81,674 will directly benefit Valley Scholars Program scholarships.

D. Report on 2017 Association of Community College Trustees (ACCT) Leadership Congress

Board Vice Chair, Mrs. Graciela Farias and Trustees Ms. Rose Benavidez, Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, and Mr. Roy de León attended the Association of Community College Trustees (ACCT) 2017 National Leadership Congress in Las Vegas, Nevada.

The Trustees attended presentations from peer institutions, and delivered the presentation “*Community College Applied Baccalaureate Degrees -A Powerful Strategy for Workforce Development*” to an audience of Trustees, CEOs, and administration from among the ACCT’s 1200 member colleges, sharing South Texas Colleges programs and achievements with leaders from peer institutions throughout the continent.

Mrs. Graciela Farias attended a baccalaureate summit prior to the conference, and commented on the concerns and questions of peer trustees from community colleges nation-wide as they considered the benefits and potential detriments of developing baccalaureate programs. The naysayers voiced concerns over the quality of instruction and the financial considerations. Mrs. Farias also noted that

colleges from different regions had developed a wide variety of baccalaureate programs to meet the specific needs of their local economy.

Mrs. Farias also noted that she attended a presentation by Iowa Lakes on their Enrollment Coach program, which pairs an enrollment coach with prospective students, who then helps them through the enrollment process. She noted that while the College has similar programs, there may be value in reaching out to Iowa Lakes for more information on their implementation.

Ms. Rose Benavidez announced that she has been elected to the Association of Community College Trustees Board of Directors, representing the Western Region. In this capacity, she will represent South Texas College, community colleges across the region, and nationally, in discussing the needs and advocating for the interests of community colleges.

Ms. Benavidez also announced that she has ended her term as Chair of the ACCT Board Diversity Committee.

Mr. Paul R. Rodriguez announced that he was elected to serve on the Board of the Association of Latino Community College Trustees. In this capacity, he will represent the needs and opportunities for Latino community college students nation-wide.

Mr. Rodriguez commented that every year the ACCT is a valuable experience, and noted three particular sessions he attended this year that he had an interest in seeing explored further at South Texas College:

- Montgomery College presented on their Trustee Information program, including “A Day in the Life of a Student” which pairs Trustees with students, giving them the opportunity to see how the policies and high-level administration of the trustees impacts the students in their daily routine;
- Alamo Colleges presented on their Alamo Advise program, which includes comprehensive, mandatory advising to help students stay on track through college completion; and
- A presentation on a comprehensive economic impact study by EMSI, which explored the full impact of a community college on its local economy, going beyond the metrics related directly to college employment and expenditures, and looking at the holistic impact of the College, through career opportunities for students and economic growth supported by the College.

Mr. Gary Gurwitz commented on his pride serving as a member of the Board of Trustees for South Texas College, and casting the vote for Ms. Benavidez to serve on the ACCT Board of Directors.

Mr. Gurwitz also spoke of watching the hard work and dedication of his colleagues from South Texas College as they prepared for and delivered a presentation on South Texas College's baccalaureate programs. He noted that after the session, a Trustee from another state asked which college Mr. Gurwitz represented. When he informed her he represents South Texas College, she responded "Everybody knows STC!"

E. Delinquent Tax Collection Report for the Period Ending August 31, 2017

Ms. Kelly Salazar from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Collection Report through August 31, 2017.

Mr. Gurwitz questioned the relative stability of the collection of delinquent taxes, despite the increases in the tax base.

Mr. Rodriguez further noted that, while the report didn't directly state it, he inferred there had been a decline in collections when accounting for the adjusted tax base, with a collection of approximately 40% the previous year, and 38% this year.

Mr. Rodriguez requested that Linebarger Goggan Blair & Sampson provide a clear report showing comparisons over the past five years, and asked that this be prepared and presented to the Trustees in November 2017.

Ms. Salazar agreed to coordinate this report and presentation.

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. September 19, 2017 Regular Board Meeting

Upon a motion by Mrs. Graciela Farias and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and adopted the September 19, 2017 Regular Board Meeting Minutes as written. The motion carried.

## **Approval and Authorization to Accept Grant Award(s)**

Authorization to accept and approve the following grant awards and use of related funds as authorized by each grant was requested. After the packet was public, staff requested the revision to grant #5, clarifying that the award was “not to exceed” the total of \$929,800, and that the funding would cover a period through August 2022. Staff also added a request for the acceptance of \$141,242 in additional funds for the Skills for Small Business Fund grant from the Texas Workforce Commission, as shown in item #6 below:

### **1. \$25,000 Scholarship Commitment by Noble Charities**

Mr. Rene Capistran, President of Noble Charities, pledged a scholarship fund for South Texas College students. Mr. Capistran would present an initial \$5,000 to the Board of Trustees, and committed to continue this support for another four years, for a total scholarship fund of \$25,000.

### **2. RGV Focus-Gates Grant from the Communities Foundation of Texas (CFT) and Educate Texas have awarded additional funds in the amount of \$4,000.**

These additional funds were to coordinate and facilitate the collection of data for Education Results Partnership (ERP) to investigate the effects of alternative assessment and placement strategies on students overall academic performance, persistence and progress towards college degrees. Funds from this award would be used to offset the cost of the data collection that involves four partnering school districts and to host a meeting between partners. This award was for the period of May 1, 2017 to November 30, 2017.

This grant aligned to Strategic Direction #5, Collaboration by improving the value of data sharing among collaborative partners of South Texas College to create an impact on student success.

### **3. McAllen Development Corporation Fund from the City of McAllen in the amount of \$276,000.**

This grant would help to increase the total number of high skilled, high wage manufacturing jobs in the Rio Grande Valley by providing customized advanced manufacturing related training for companies located within the city limits of McAllen. Funds would be used for equipment, salaries and supplies for the Institute of Advanced Manufacturing. The funding period for this grant was from October 1<sup>st</sup>, 2017 through September 30, 2018.

This award aligned to Strategic Direction #3, High Success Rate by providing training that develops skills to meet employer needs and contributes toward the economic mobility of the region.

**4. The Child and Adult Care Food Program (CACFP) Grant from the Texas Department of Agriculture in the amount of \$63,078.84.**

Funding from this grant renewal was intended to improve the quality of day care and make it more affordable for low-income families by providing funds for nutritious meals and snacks. Funds would support meals, food center staff, supplies and equipment for South Texas College's Nutrition Program to prepare and serve nutritious meals for children enrolled in the Mid Valley Child Care Center. The funding period was from October 1, 2017 through September 30, 2018.

This award aligned to Strategic Direction #4, Collective Responsibility by providing eligible children who are enrolled at the Mid Valley Child Care Center with nutritious meals.

**5. The Child Care Access Means Parents in School (CCAMPIS) Program from the U.S. Department of Education in the amount not to exceed \$929,800.**

This grant helped support affordable childcare services for eligible students at the Child Development Center, which is located at the South Texas College Mid Valley Campus. Funds would be utilized for tuition and fees for 50 eligible students each semester and 40 children in the summer. The funding period for this grant was from October 1, 2017 through September 30, 2022.

This grant was aligned to Strategic Direction #6, Cost Efficiency by supporting students with affordable childcare services to keep the related costs of higher education affordable.

**6. Additional funds for the Skills for Small Business Fund Grant from the Texas Workforce Commission in the amount of \$141,242.**

This grant would help to provide training offered by the Department of Continuing, Professional Workforce Education and the Institute for Advanced Manufacturing. This program supported businesses with fewer than 100 employees and upgrades their skills through courses such as accounting, computers, strategic management, HIPAA regulations, and customer service. The funding period for this grant as April 13, 2017 through, April 30 2018.

This grant was aligned to Strategic Direction # 3, High Success Rate by providing training that will help employees increase their economic and social mobility and Strategic Direction #1, Clear Pathways, by providing training to develop skills among employees of local small businesses.

The presented grants would provide up to \$1,439,120.84 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. Jesse Villarreal, 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. \$25,000 Scholarship Commitment by Noble Charities
2. The RGV Focus-Gates Grant Program from Communities Foundation of Texas (CFT) and Educate Texas have awarded additional funds in the amount of \$4,000.
3. McAllen Development Corporation Fund from the City of McAllen in the amount of \$276,000.
4. The Child and Adult Care Food Program Grant from the Texas Department of Agriculture in the amount of \$63,078.84.
5. The Child Care Access Means Parents in School (CCAMPIS) Program from the U.S. Department of Education in the amount not to exceed \$929,800.
6. Additional funds for the Skills for Small Business Fund Grant from the Texas Workforce Commission in the amount of \$141,242.

The motion carried.

### **Review of Presentations to the Education and Workforce Development Committee on October 10, 2017**

Mrs. Graciela Farias reviewed the following presentations, which were delivered to the Education and Workforce Development Committee on Tuesday, October 10, 2017:

#### **A. Presentation on the STC College Connections Department**

Mr. Larry Barroso, Director of College Connections and Admissions, provided a brief overview of South Texas College's *College Connections* Department and their services geared toward recruitment and outreach efforts to increase traditional student enrollment.

#### **Function of College Connections**

The College Connections team is focused on further developing the college-going culture in the region. Through partnerships with public and private school districts, peer institutions of higher education, community partners, and the Student Ambassador Program, the College Connections team develops and manages efforts to increase enrollment of traditional students, including matriculation of graduating high school students into higher education.

The team is instrumental in continuing to provide clear pathways for students to enroll at South Texas College, enter into a program of study, and successfully complete their

studies at South Texas College. They are directly focused on the College's mission of changing lives & communities by helping increase higher education completion toward a meaningful career for families in the Valley.

### **College Connections Strategies to build a College Going Culture**

The presentation highlighted their efforts in developing the College's presence in local K-12 settings, building a college-going culture starting in elementary school and reinforcing that message throughout each student's primary and secondary education.

These efforts included events staged at local elementary, middle, and high school campuses, around themes such as the *Junior Jaguar Academy*, *College Night* hosted at various venues, *Education and Career EXPO*, *National Reading Week*, *Dia Del Nino*, the *Starr County Youth Fair*, the *Junior Jaguar Leadership Conference*, *College Bound* events at participating elementary school campuses, and campus tours hosted by South Texas College.

### **South Texas College Recruitment**

In addition to the College's drive to create a college-going culture generally among area students and their families, the College Connections team works on direct recruitment of these students to South Texas College, specifically. Through information sessions regarding application, advising, and other aspects of matriculation, as well as the coordination of the Student Ambassador Program, College Connections is a key strategy in the College's efforts to increase traditional enrollment and encourage the matriculation of Dual Credit students.

## **B. Presentation of the South Texas College Higher Education Center at La Joya Enrollment Update for Fall 2017**

The South Texas College Higher Education Center – La Joya, serves the students in Western Hidalgo County. The Education and Workforce Development Committee received a presentation on this center at their July 11, 2017 Committee Meeting.

Dr. Rene Zuniga, La Joya Teaching Center Site Coordinator, provided the Center's Enrollment Update for the Fall 2017 semester.

### **Fall 2017 Promotional Activities**

Dr. Zuniga will begin with a review of the various recruitment activities that led up to the beginning of the Fall 2017 semester. As discussed with the Committee in July, these included the distribution of recruitment letters to students majoring in specific academic areas, presentations by STC Program Chairs to graduating seniors, and the inclusion of promotional materials in area high school graduation booklets.

There were also a number of recruitment and outreach activities to further increase community awareness and interest, including an Open House on August 8, 2017, a

Registration Round Up event, and promotions at various community events including La Joya ISD football games.

In addition to these efforts, staff continued outreach through phone calls and email messaging to students.

### **Fall 2017 Enrollment Update**

Enrollment has decreased district wide, and this has also been seen at the South Texas College Higher Education Center – La Joya, where Traditional and Dual Credit enrollment both dropped from Fall 2016 to Fall 2017.

Dr. Zuniga presented the enrollment data, including enrollment by academic division, to the Committee and responded to questions.

The questions focused on the lower than expected enrollment, compared to the established need for programs in that region, and strategies to try to encourage increased enrollment.

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

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

Approval of the Starr 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 fifteen (15) properties for Starr 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 April 4, 2017 Linebarger Goggan Blair & Sampson, LLP held a Tax Resale Auction at the Starr County Clerk Records Management Facility for struck off properties located within Starr County. Out of the twenty (20) properties for resale, five (5) properties were denied by other taxing authorities. They are requesting Board approval on fifteen (15) properties. The tax resale auction was published in The Advance and several other newspapers throughout Starr 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 for Starr County properties was \$3,745.71.

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 included in the packet for the Board's information and review. Additional information on each property was provided under separate cover.

Ms. Kelly Salazar from Linebarger Goggan Blair & Sampson, LLP attended the meeting to address any questions by the Board.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Starr 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 Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the Starr 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 Purchases and Renewals (Non-Bond Proceeds)**

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

- |                                    |                                |
|------------------------------------|--------------------------------|
| <b>A. Instructional Item</b>       | <b>C. Technology Item</b>      |
| <b>B. Non- Instructional Items</b> | <b>D. Interlocal Agreement</b> |

#### **A. Instructional Item**

**1) Testing Materials (Purchase):** purchase testing materials for Texas Success Initiative (TSI), which uses the Accuplacer Platform from **The College Board** (New York, NY), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$59,500.00;

#### **B. Non – Instructional Items**

**2) Catering Services (Renewal):** renew the catering services contracts for the period beginning November 21, 2017 through November 20, 2018, at an estimated amount of \$83,000.00 based on prior year expenditures. The vendors are as follows:

a	<b>Cornerstone Catering</b> (Mission, TX)	b	<b>Delgar Foods/dba Delia's</b> (McAllen, TX)
c	<b>Domine Catering, LLC.</b> (McAllen, TX)	d	<b>EI Reno Investments, LLC./dba Subway 41178</b> (Mission, TX)
e	<b>Esperanza on Fifth/dba Blimpie Weslaco</b> (Weslaco, TX)	f	<b>Jason's Deli</b> (Corpus Christi, TX/McAllen, TX)
g	<b>Pizza Properties, Inc./dba Peter Piper Pizza</b> (El Paso, TX/McAllen, TX)		

- 3) **Institutional Membership – TACC (Renewal):** renew the institutional membership – TACC with the **Texas Association of Community Colleges** (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$79,157.00;
- 4) **Law Enforcement Emergency Lighting and Equipment (Purchase):** purchase of law enforcement emergency lighting and equipment from **Fleet Safety Equipment, Inc.** (Houston, TX), Texas Association of School Boards – Buyboard approved vendor, for the period beginning October 25, 2017 through August 31, 2018, at a total amount of \$86,750.00;
- 5) **Promotional Items for Student Outreach (Renewal):** renew the promotional items for student outreach contracts for the period beginning November 27, 2017 through November 26, 2018, at an estimated amount of \$70,000.00 with the following vendors:

a	<b>Authentic Promotions.com</b> (Carmichael, CA)	b	<b>Gateway Printing &amp; Office Supply, Inc.</b> (Edinburg, TX)
c	<b>Imprezos Pro Uniforms</b> (Pharr, TX)	d	<b>Images In Ink, Inc.</b> (McAllen, TX)
e	<b>LAMAC, Inc.</b> (McAllen, TX)		

- 6) **Reprographic Services (Renewal):** renew the reprographic services contract with **RGV Reprographics, Inc.** (McAllen, TX), for the period beginning December 12, 2017 through December 11, 2018, at an estimated amount of \$100,000.00;
- 7) **Testing and Balancing Services for HVAC Systems – On Call Services (Renewal):** renew the testing and balancing for HVAC systems – on call services contracts for the period beginning November 26, 2017 through November 25, 2018 with the following vendors:
  - a. **Engineered Air Balance Co., Inc.** (San Antonio, TX)
  - b. **National Precisionaire, LLC.** (Houston, TX)

**C. Technology Item**

- 8) **Microsoft Campus License Agreement (Renewal):** renew the Microsoft Campus License Agreement with **SHI Government Solutions, Inc.** (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning November 1, 2017 through October 31, 2018, at a total amount of \$140,097.88;

**D. Interlocal Agreement**

- 9) **State Records Inquiry Access Agreement (Purchase):** enter into a state records inquiry access agreement with the **Texas Department of Public Safety** (Austin, TX), a sole source vendor, for the period beginning September 1, 2017 through August 31, 2018, at a total amount of \$12,000.00.

Recommend Action - The total for all purchases and renewals (Non-Bond Proceeds) was \$630,504.88.

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 all purchases and renewals (Non-Bond Proceeds) 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 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. The Facilities Committee reviewed and recommended approval of the furniture purchases under item A 1.

Item #14, the award of hospital beds for the Nursing & Allied Health Campus Expansion project, was presented without a Committee recommendation.

<b>A. Bond Proceeds</b>	<b>B. Non-Bond Proceeds - Maintenance and Operation Property Taxes (M&amp;O)</b>
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**A. Bond Proceeds**

- 1) **Furniture (Purchase):** purchase furniture from the National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), TIPS Purchasing Cooperative, and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$225,480.25;

#	Vendor	Amount
A	<b>Allsteel Inc./Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$3,042.88
B	<b>American Seating Company/Gateway Printing and Office Supply, Inc.</b> (Houston, TX/Edinburg, TX)	\$76,672.01
C	<b>Bretford/Gateway Printing and Office Supply, Inc.</b> (Franklin Park, IL/Edinburg, TX)	\$893.00
D	<b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc.</b> (Emigsville, PA/Edinburg, TX)	\$4,376.04
E	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$19,554.26
F	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$3,336.40
G	<b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Green Bay, WI/Edinburg, TX)	\$45,534.01

H	<b>National Office Furniture/Gateway Printing and Office Supply, Inc.</b> (Jasper, IN/Edinburg, TX)	\$2,433.21
I	<b>NOVA Solutions, Inc./Gateway Printing and Office Supply, Inc.</b> (Effingham, IL/Edinburg, TX)	\$69,638.44
	Furniture Total	\$225,480.25

**B. Non-Bond Proceeds**

**--Maintenance and Operation Taxes (M&O)**

- 2) **Birthing Simulator (Purchase):** purchase a birthing simulator from **Gaumard** (Miami, FL), a sole source vendor, at a total amount of \$78,190.00;
- 3) **Chemistry Equipment and Lab Supplies (Purchase):** purchase Chemistry equipment and lab supplies for the period beginning October 25, 2017 through March 31, 2018, at an estimated amount of \$338,939.60 from the following Board and cooperative approved vendors:

#	Vendor	Contract	Amount
1	<b>Chemglass Life Sciences, LLC.</b> (Vineland, NJ)	Board Approved	\$144,942.08
2	<b>Flinn Scientific, Inc.</b> (Batavia, IL)	TASB – Buyboard	\$193,997.52

- 4) **Custodial Equipment and Supplies (Purchase):** purchase custodial equipment and supplies from **Gulf Coast Paper, Co.** (Brownsville, TX), a Texas Association of School Boards – Buyboard approved vendor, at an estimated amount of \$58,600.00;
- 5) **Medication Dispensing Systems (Purchase):** purchase medication dispensing systems from **Medical Shipment** (Elk Grove Village, IL), a sole source vendor, at a total amount of \$188,148.00;
- 6) **Microscopes (Purchase):** purchase microscopes from **NCI, Inc.** (Brooklyn Park, MN), a State of Texas Term Contract approved vendor, at a total amount of \$305,478.40;
- 7) **Physics Equipment and Supplies (Purchase):** purchase physics equipment and supplies from **Pasco Scientific** (Roseville, CA), a sole source vendor, for the period beginning October 25, 2017 through March 31, 2018, at an estimated amount of 75,461.35;
- 8) **Science Equipment and Supplies (Purchase):** purchase science equipment and supplies from **Thermo Fisher Science/dba Fisher Science Education** (Hanover Park, IL), a U. S. Communities approved vendor, for the period beginning October 25, 2017 through August 31, 2018, at a total amount of \$460,304.27.

#	Campus/Building	Amount
1	Pecan Campus – STEM	\$302,905.00
2	Mid Valley Campus – Health Professions and Sciences	\$104,859.09
3	Starr County Campus – Health Professions and Sciences	\$52,540.18

- 9) **Science Models and Equipment (Purchase):** purchase science models and equipment for the period beginning October 25, 2017 through March 31, 2018, at an estimated amount of \$577,200.28 as follows:

#	Vendor	Contract	Quantity	Amount
1	<b>Carolina Biological Supply, Co.</b> (Burlington, NC)	Board Approved	220 models	\$144,942.08
2	<b>Carolina Biological Supply, Co.</b> (Burlington, NC)	TASB – Buyboard	64 models	\$193,997.52
3	<b>VWR International, Inc.</b> (Radnor, PA)	Board Approved	240 models	\$136,111.54
4	<b>VWR International, Inc.</b> (Radnor, PA)	E&I Cooperative	24 models	\$102,149.14

- 10)Spectrometer (Purchase):** purchase a spectrometer from **Magritek, Inc.** (San Diego, CA), a sole source vendor, at a total amount of \$63,870.00;
- 11)Spectrophotometers (Purchase):** purchase spectrophotometers from **Microlab** (Bozeman, MT), a sole source vendor, at a total amount of \$86,298.00;
- 12)Training Equipment and Software (Purchase):** purchase training equipment and software from **iSimulate** (Albany, NY), a sole source vendor, at a total amount of \$76,810.00;
- 13)Training Mannequins and Accessories (Purchase):** purchase training mannequins and accessories from **Laerdal Medical Corporation** (Wappingers Falls, NY), a Texas Association of School Boards (TASB) – Buyboard approved vendor, at a total amount of \$722,455.81.
- 14)Hospital Beds (Award):** Award the proposal for hospital beds to **Traco Medical** (Sioux Falls, SD), at a total amount of \$64,987.17.

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, including the additional award of hospital beds included after the Committee meetings, was:

Bond Proceeds	\$225,480.25
Non-Bond M&O Taxes	3,096,742.88
<b>Total</b>	<b>\$3,322,223.13</b>

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 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 the Quarterly Investment Report by Valley View Consulting, L.L.C.**

A report on the College's Quarterly Investment Report for the Quarter Ended August 31, 2017, as presented. The Board was asked to approve the Investment Report as presented.

Purpose – Ms. Susan Anderson from Valley View Consulting, L.L.C. presented on the status of the College's Quarterly Investment Report for the Quarter Ended August 31, 2017. Ms. Anderson presented an overview of the investments, the annual interest earnings, the quarterly interest earnings, and economic overview.

Justification – The report being provided a brief review and update of the College's Quarterly Investment Report for the Quarter Ended August 31, 2017 to the College's Board of Trustees.

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

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

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended August 31, 2017 was provided in the packet for the Board's information and review.

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

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 Quarterly Investment Report for the Quarter Ended August 31, 2017, as presented. The motion carried.

## **Review and Action as Necessary to Revise Policy #5120: Investment Policy and Investment Strategy Statement**

Approval to revise Policy #5120: *Investment Policy and Investment Strategy Statement* was requested.

Purpose – The Public Funds Investment Act (PFIA), Chapter 2256.005 (e) and the College's Policy requires the governing body of an investing entity to review its Investment Policy and Investment Strategy Statement not less than annually. The governing body must adopt a written instrument by rule, order, ordinance, or resolution stating that it has

reviewed the Investment Policy and Investment Strategy Statement and that the written instrument so adopted shall record any changes made to either the Investment Policy or Investment Strategy Statement.

Justification – Revisions to Policy #5120: *Investment Policy* and Investment Strategy Statement were last approved and authorized on October 25, 2016. The administration brought the Investment Policy and Investment Strategy Statement to the Board of Trustees annually, as required, with recommended revisions.

Background – The College’s Investment Policy and Investment Strategy Statement was submitted and reviewed by the Government Treasurers’ Organization of Texas (GTOT). In July 2016, the College was awarded the Certificate of Distinction by the Government Treasurers’ Organization of Texas (GTOT) for the Investment Policy. This Certificate was for a two-year period ending August 31, 2018.

Reviewers – The Investment Policy and the Investment Strategy Statement were reviewed by South Texas College’s legal counsel, Valley View Consulting, LLC (Investment Advisor) and Carr, Riggs & Ingram, LLC (external auditors).

The revisions recommended were necessary to update the Investment Policy and Investment Strategy Statement to comply with changes made to the PFIA by the 85<sup>th</sup> Legislation. The revisions also included numerous minor changes to wording in an effort to correct grammar and provide clarification.

The minor revisions included:

Investment Policy:

	Section	From	To
1	On page 4, Section III A 6 - to change wording		deleted “include”
2	On page 4, Section III A 6 - to change wording	“seeking”	“seek”
3	On page 4, Section III A 6 - to change wording as recommended by the Investment Advisor		deleted “per share”
4	On page 4, Section III A 6 - to change wording as recommended by the Investment Advisor		added “and that comply with the requirements of State law”
5	On page 2 of the Investment Strategy Statement -to change wording	“months”	“month”

In addition, several more significant revisions were recommended to comply with changes enacted during the 2017 Legislative Session regarding compliance with the Securities and Exchange Commission relating to money market mutual funds, the Investment Policy Certification requirement, custody arrangements for interest-bearing bank accounts, and clarification of the Federal Home Loan Bank being an allowable U.S. government agency. The significant revisions were recommended by Valley View Consulting, LLC (Investment Advisor).

The more significant revisions included:

Investment Policy:

	Section	From	To
1	On page 4, Section III A 1 - to align with requirements by the PFIA as recommended by the Investment Advisor		added “, including the Federal Home Loan Banks.”
2	On page 4, Section III A 6 - to align with requirements by the PFIA as recommended by the Investment Advisor		deleted “provides South Texas College with a prospectus and other information required by the Securities and Exchange Act of 1934 or the Investment Company Act of 1940; has a dollar weighted average portfolio maturity of 90 days or less; fully invest dollar-for-dollar all South Texas College funds without sales commissions or loads; and,”
3	On page 9, Section III F - to align with requirements by the PFIA as recommended by the Investment Advisor	“Additionally, the qualified representative of the business organization, as defined in the Act,”	“Local Government Investment Pools and discretionary investment management firms”
4	On page 9, Section III F 2 - to align with requirements by the PFIA as recommended by the Investment Advisor		added “, or relates to investment transactions that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority”
5	On page 9, Section III F - to align with requirements by the PFIA as recommended by the Investment Advisor	“business organization”	“Local Government Investment Pool or discretionary investment management firm”

In addition, minor grammatical changes were made throughout the documents.



Enclosed Documents – The revised Policy was provided in the packet for the Board’s information and review. The additions to the Policy were in italics and highlighted in yellow and the deletions were designated with a red strikeout.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the revisions to Policy #5120: Investment Policy and Investment Strategy Statement as presented and which supersedes any previously adopted Board Policy 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 revisions to Policy #5120: Investment Policy and Investment Strategy Statement as presented and which supersedes any previously adopted Board Policy as presented. The motion carried.

### **Review and Action as Necessary on Acceptance of Internal Auditor’s Annual Statement of Organizational Independence**

Mr. Khalil Abdullah, Internal Auditor, confirmed the organizational independence of the internal audit activity to the Board of Trustees as required by applicable IIA Standard 1110 as described below. The Board was asked to accept the Internal Auditor’s Annual Statement of Organizational Independence as presented.

The audit organization and the individual auditor should be free in both fact and appearance from personal, external, and organizational impairments to independence. Internal auditors are independent when they can carry out their work freely and objectively. Independence permits internal auditors to render the impartial and unbiased judgments essential to the proper conduct of audits. It is achieved through organizational structure and objectivity.

South Texas College’s Office of Internal Audits expected auditors to comply with professional standards and internal policies and procedures; maintain independence of mental attitude in the conduct of all assigned work; to be objective, fair, and impartial; and to conduct themselves so that auditees and third parties will see our office in this way. Each staff member must promptly notify the Chief Audit Executive (CAE), in writing, concerning any situation that would impair the staff member’s or the office’s independence on an audit, or that might lead others to question it. The Chief Audit Executive (CAE) describes the person responsible for effectively managing the internal audit activity. At South Texas College, those responsibilities reside with the Internal Auditor.

IIA Standard 1110 *Independence and Objectivity* – The CAE must report to a level within the organization that allows the internal audit activity to fulfill its responsibilities. The CAE must confirm to the board, at least annually, the organizational independence of the internal audit activity.

Practice Advisory 1110-1 *Organizational Independence* –“Receiving communications from the CAE on the results of the internal audit activities or other matters that the CAE determines are necessary, including private meetings with the CAE without management present, as well as annual confirmation of the internal audit activity’s organizational independence.”

IIA Standard 1100 *Independence and Objectivity* – The internal audit activity must be independent, and internal auditors must be objective in performing their work.

*Interpretation* of Standard 1100 – “Independence is the freedom from conditions that threaten the ability of the internal audit activity to carry out internal audit responsibilities in an unbiased manner. To achieve the degree of independence necessary to effectively carry out the responsibilities of the internal audit activity, the chief audit executive has direct and unrestricted access to senior management and the board. This can be achieved through a dual-reporting relationship. Threats to independence must be managed at the individual auditor, engagement, functional, and organizational levels. Objectivity is an unbiased mental attitude that allows internal auditors to perform engagements in such a manner that they believe in their work product and that no quality compromises are made. Objectivity requires that internal auditors do not subordinate their judgment on audit matters to others. Threats to objectivity must be managed at the individual auditor, engagement, functional, and organizational levels.”

The Finance, Audit, and Human Resources Committee recommended Board acceptance of the Internal Auditor’s Statement of Organizational Independence 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 accepted the Internal Auditor’s Statement of Organizational Independence 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 accountability reports and the enclosed documents on the current status of the 2013 Bond Construction program:

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

As per the Executive Summary provided by Broaddus & Associates on October 16, 2017, the total budget shortfall was estimated to be at \$4,646,704 district wide, with the use of buyout savings and design and construction contingency.

Broaddus & Associates also provided a separate shortfall summary in which they estimate the application of unexpended contingencies and projected buyout savings to the budget shortfall.

As of October 16, 2017, Broaddus & Associates projects the final 2013 Bond Construction Program budget shortfall to be \$1,068,209, after the application of unexpended contingencies and buyout savings.

Mr. Gary Gurwitz asked about the accuracy of the reported \$4,646,704 current shortfall, and the projected final shortfall of \$1,068,209, asking whether the current shortfall balance already reflected the changes resulting from Change Orders and GMP adjustments proposed for the Board's approval on October 24, 2017.

Mr. Gilbert Gallegos stated that the current \$4.6M shortfall did not include the adjustments from any items proposed for Board action at the same meeting.

Ms. Tammy Tijerina noted that Broaddus & Associates would recommend that the Board not take action on Nursing & Allied Health Campus Expansion project Change Order #9, related to access controls in the project stairway. This item was included in the later presentation of Change Orders for Board approval, and Ms. Tijerina noted that Broaddus & Associates would discuss the details when that agenda item was up for discussion.

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

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

No action was requested.

### **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 was reviewed and discussed at the October 24, 2017 Board meeting.

### **Purpose**

The Board was asked to review and recommend action as necessary on the updated scheduled timeline of the completion dates and occupancy dates for the 2013 Bond Construction program projects.

### **Justification**

The Construction Program Manager consultant provided confirmation of completion dates and occupancy dates per the Board approved timeline.

### **Background**

Broaddus & Associates was 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.

**Substantial Completion:** Means the date jointly certified by the Contractor, Owner, and Architect/Engineer when the Work of or a designated portion thereof, is so sufficiently complete, in accordance with the Contract Documents, as to be functionally operational in all its components and fit for the use for which it is intended.

**Final Completion:** Means the date established by the Owner in writing in a certificate when the Contract is fully performed according to the Contract Documents and is acceptable to Owner. Unless otherwise specified in writing, contractor shall achieve final completion within thirty (30) days of substantial completion.

### **Presenters**

Representatives from Broaddus & Associates attended the meeting to present the updated timeline for the completion dates and occupancy dates.

Broaddus & Associates presented an updated timeline to reflect the current construction schedules after consulting with the Construction Managers at Risk.

At the October 10, 2017 Facilities Committee meeting, Broaddus & Associates presented a different timeline than was currently proposed for Board action. While the timeline had been revised to accurately list the completion dates approved by the Board in April 2016, the timelines continued to be revised to a later substantial completion date.

The Facilities Committee recommended Board approval of the updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction Program as provided at the October 10, 2017 Facilities Committee meeting.

Broaddus & Associates made additional changes to the timeline, and the version included for the Board's review was presented without adequate time for review or response by college administration.

Administration also requested that Broaddus & Associates include the substantial completion date, as established for each project in the Construction Manager @ Risk contracts. This information was not included in the timeline presented by Broaddus & Associates for Board action.

At the October 24, 2017 Regular Board Meeting, the Board asked Broaddus & Associates to review each delayed item and to affirm whether the presented schedule could be met by project teams.

#### Mid Valley Campus

Broaddus & Associates reported that they had experienced delays at the Mid Valley Campus Student Services Building Expansion project due to repeated inspections and new demands by the City of Weslaco Fire Inspector. They reported that these issues were related to existing facilities, and not the expansion project, but that the fire inspector was delaying certification of occupancy until the issues were resolved.

The Board asked about a delay from the block veneer issue, which would be discussed later in the agenda, and Broaddus & Associates stated that they were confident that resolution of the issue would not impact the occupancy schedule of affected projects.

#### Starr County Campus

Bill Wilson, D. Wilson Construction Company, informed the Board that the Starr County Campus Thermal Plant project was ready to be cut over, and they were simply waiting for the opportunity to do so over the Winter Break in December 2017.

The Board asked whether the issues with contaminates in the chilled water lines was resolved. Gilbert Gallegos informed the Board that Broaddus needed to review the existing chiller, which has originally been intended for delivery and use at the Regional Center for Public Safety Excellence, to determine whether it had been damaged by the breach of the chilled water lines. Broaddus had concerns that the presence of metal shavings in the lines might have been due to the abrasive sand flowing through the chiller at high pressure. As per Gilbert Gallegos, this sand was introduced to the lines through accidental line penetration by a subcontractor.

Mr. Jesus Ramirez, legal counsel, noted that the College had retained a third-party engineer to conduct testing on the lines, and Mr. Gallegos asserted that those tests had begun.

The Board asked whether the contaminated lines were cleaned sufficiently that they could be connected to the newly installed physical plant, and Mr. Jim Barroco, Broaddus & Associates, asserted that they relied on confirmation from Johnson Controls that the previously contaminated lines were safe to connect to the new system.

The Board also asked about the delayed final completion of the Parking and Site Improvements project. Mr. Gallegos informed the Board that the parking and site lighting would be available for usage, and that the delay was to allow for the installation of landscaping as included within that project. Mr. Bill Wilson estimated that they would need 60 days from receiving notice to proceed on the landscaping to complete the Parking and Site Improvements project.

The Board deliberated on whether or not to take formal action on the schedule, noting that Broaddus & Associates was delivering the schedule that the construction teams could meet and the Board refusal could not accelerate construction schedules. The Board ultimately decided to formally adopt the schedule to enter it into the official record.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the updated timeline for the completion dates and occupancy dates for the 2013 Bond Construction Program as presented. The motion carried.

### **Review and Discussion on 2013 Bond Construction Program Outstanding Issues Action Plan**

College staff from Finance and Administrative Services and Facilities Planning and Construction 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. The Action Plan was provided for review and discussion by the Board.

The Facilities Committee reviewed the Action Plan.

Administration further updated the Action Plan to reflect activities issues that had arisen since the Facilities Committee meeting:

## **Pecan Campus**

### 3. STEM Building - Science Lab Concerns Identified by STC Faculty

#### Utility line trenches:

- The project architect designed trenching in the floors of four microbiology labs. The trenches were included to route gas, water, and vacuum to the laboratory tables, installed as islands away from the walls.
- Construction code required that the trenches be ventilated, due to the gas line, and the architect's design included a perforated metal grating installed at the top of the trench, to protect the utility lines while providing ventilation.
  - Faculty were concerned that the perforation would allow the accumulation of debris, which in a microbiology lab could include bacterial and/or fungal cultures that could pose a significant health hazard.
  - Faculty also noted that the specs called for a specialized floor used in biology labs, and which would be rendered useless by the addition of exposed trenching where spills could accumulate.
  - Faculty were also concerned that the perforated metal grating was not sturdy enough, as the trenches were in high-traffic locations and would be walked across, would have equipment carts rolled across them, and students' seating might be on them as chairs are moved around.
  - Faculty were worried that any of these could break the grating, which already showed warping from traffic during the ongoing construction work in the labs.
- The project architect proposed either sturdier grating or a solid concrete cap over the trenches, with ventilation piped to the sides and/or within the lab tables.
  - The Biology Department Chair, Dr. Cervantes, preferred the solution of the solid concrete cap, as it alleviated the concerns about the strength of the grating and the accumulation of biological material in the trench.
- Broaddus & Associates agreed to bring design proposals and cost estimates to the Facilities Committee on November 14, 2017, ready for a recommendation of Board action.

#### Electric Switching/Fixtures in Chemical Storage Rooms

- The project architect designed the electrical systems in the chemical storage rooms in compliance with relevant construction codes; however, faculty were concerned that the design did not meet OSHA standards related to the storage of certain volatile chemicals, which would be housed in these storage rooms.
  - Faculty noted that the presence of light switches and fixtures in these rooms could pose a threat if there were an accumulation of flammable fumes within the room.
  - Faculty strongly preferred using OSHA standards for the electrical wiring of the storage rooms.

- The project architect noted that this was not included in the specs for the room design, but agreed that they could work with the contractor to identify the appropriate standards and the equipment to address faculty safety concerns.
- Broaddus & Associates agreed to bring design proposals and cost estimates to the Facilities Committee on November 14, 2017, ready for a recommendation of Board action.

#### Emergency Showers

- Construction code requires emergency showers within fifty-five (55) feet of certain lab spaces, and the architect installed the emergency shower at fifty (50) feet, which is code compliant.
  - Faculty were concerned that while the shower was compliant with code, it would be a concern in the case of an emergency necessitating quick access to the shower.
- The project architect agreed that an additional station could be installed, and had determined preliminary solutions to address faculty concerns.
- Broaddus & Associates agreed to bring design proposals and cost estimates to the Facilities Committee on November 14, 2017, ready for a recommendation of Board action.

#### Mid Valley Campus

##### 9. Thermal Plant & Student Services Expansion Building - Block Rust

- The project architect noted concerns with block veneer installed at the Mid Valley Campus Thermal Plant project in June 2017.
  - Block Veneer was showing rust spots after being installed and finished.
  - Approximately 20 blocks were showing rust spots in June, when the problem was first noticed.
  - Subsequent investigation also showed contamination at the Student Services Building Expansion project and the Health Professions & Science Building project; approximately 300 contaminated blocks had been noted by October 24, 2017.
  - It was ultimately determined that the contamination was due to the presence of iron in the sand used to manufacture the blocks, and this was a manufacturing defect.
  - The rust seemed to be oxidizing in response to high heat and humidity after installation and cleaning by the contractor, which meant that block installed near the end of the project might not show rust until after next summer, or later.



- The project architect recommended spot-replacing only the contaminated blocks.
  - The Board did not accept the proposal that would likely leave contaminated blocks which simply did not yet show rust spots, and asked for a solution to properly remedy the situations.
- Broaddus & Associates noted that all contaminated block was within the same 700 series limestone provided by a singular manufacturer, and stated that the manufacturer had identified the particular batch of block that had been contaminated.
  - Broaddus & Associates proposed removing all block of that series, from that manufacturer, and wholly replacing those blocks with replacements of a non-contaminated series.
  - Most of the replacements would be from non-load bearing locations; at the Student Services Building Expansion, a breezeway may need to be demolished or propped up to allow the replacement of the affected blocks.
- The Board asked about the impact of this work on the construction timeline for each project.
  - Broaddus & Associates noted that most of the work was superficial and would not impact occupancy.
  - At the Student Services Building Expansion project, the work would likely require the closure of one entryway, but the remainder of the building would not be affected and would be ready for occupancy on schedule.
  - At the Health Professions & Science Building, some care would need to be taken to access the affected block, which was installed over a low roof extension, but this would not affect the occupancy of the facility below the work.
- Skanska USA, the Construction Manager-at-Risk, informed the Board that the subcontractor and block manufacturer had accepted liability and had agreed to coordinate a limited warranty to correct the issue and protect the college in the event of similar manufacturing defects in their products.
- Broaddus & Associates agreed to request extended warranty from the block manufacturer on the affected brick and all of their other products used in the 2013 Bond Construction Program, in case subsequent damages were noted.
- Broaddus & Associates agreed that the College was not responsible for the costs related to the replacement of the contaminated block, and that the subcontractor would be responsible for the replacement of block as well as all related trades required to deliver the finished project after the blocks were replaced.

### **Starr County Campus**

#### **11. Health Profession & Science Bldg. -Façade Does Not Match Schematic Designs**

- The Board approved a schematic design which included specific aesthetic elements which were entirely removed from the final project.
  - The schematic included:

- Arched trellises which tied the structure to existing facilities;
  - Decorative windows;
  - Stone etchings; and
  - Original brick matched existing facilities.
- The project architect noted that the specific changes from the approved schematic design were provided during the design process, and stated that they were cost reduction measures.
    - The Board noted that the changes were never presented to, nor approved by, the Facilities Committee or the Board of Trustees, and asked under whose authority the changes were made.
    - It was determined that Broaddus & Associates had been the highest and final level of approval for each deviation from the approved schematic design.
      - The trellises, removal of windows and removal of the stone etchings were apparently justified as cost-reduction measures.
      - The brick had been changed because the brick in use at nearby facilities was no longer being manufactured, and the closest available match was used.
      - Other brick material or other options may have been available to retain the approved schematic design of the structure, but were not implemented.
  - The project architect and Construction Manager-at-Risk agreed that superficial treatments might be added to the finished project to approximately match the approved schematic design.
  - Broaddus & Associates agreed to bring design proposals and cost estimates to the Facilities Committee on November 14, 2017, ready for a recommendation of Board action.

## 12. Parking & Site Improvement - 6 ft. Chain Link Fence Issue

- A seven foot chain link fence had been installed around the detention pond at a prominent campus location, as part of the Starr County Campus Parking and Site Improvements project.
  - The fence obscured the new facilities and gave an unfavorable impression of the campus, with one trustee noting it looked like a prison.
  - The Board noted that neither the fence nor the depth of the detention pond had not been discussed with the Board during the schematic design approval.
- The project engineer noted that the location of the detention pond had been discussed with the Board, but at that time the depth of the pond had not been determined.
  - The location of the detention pond was ideal because it provided overflow access to a nearby drainage ditch.

- Relocating the detention pond would cut off access from this drainage solution, resulting in the risk the pond would overflow during heavy rain, and standing water would remain longer.
- The project engineer and Construction Manager-at-Risk agreed that relocating the detention pond to a less prominent location would cost millions of dollars, based on rough estimates.
- The project engineer noted that Rio Grande City administration was willing to waive the fencing requirement entirely, with the caveat that the College would assume full responsibility for the potential danger posed by an unenclosed detention pond on its premises.
- The Board discussed concerns of students and residents in the area that might cross the property and/or explore the detention pond, and considered the risk that standing water in the pond might pose.
- The landscape designer noted that a smaller fence might be installed and screened with landscaping appropriate to the area, noting that it would need to be high enough to prevent easy access, but could be low enough to provide better lines of sight and aesthetics to the campus.
  - The landscape designer also proposed the installation of sections of ornamental fencing near the entryways adjacent to the pond, to develop an aesthetic, and then the use of less expensive fencing and landscaping at less prominent locations.
- The Board and College President reflected on unenclosed detention facilities and other elements at public parks, and also the development of auxiliary recreational areas in detention ponds at locations, allowing the use of ponds for sports fields when they were dry.
- The project engineer agreed to consider the installation of pumps in the pond to quickly remove water after rain water accumulation as well as options to develop auxiliary uses of the pond.
- Broaddus & Associates agreed to bring design proposals and cost estimates to the Facilities Committee on November 14, 2017, ready for a recommendation of Board action.

### 13. All Starr County Campus Project - Change in Construction Timeline

- This issue was resolved by the Board discussion and adoption of the revised timeline.
- Broaddus & Associates and the project teams were committed to delivering each project as presented in the timelines.

No action was taken.

## **Discussion and Action as Necessary on 2013 Bond Construction Program Items**

The Board was asked to discuss and take action as necessary on matters regarding the 2013 Bond Construction Program, as listed.

### 1) Pecan Campus Thermal Plant Chiller Incident

Legal counsel advised that the College had received an insurance payment of the costs related to the Pecan Campus thermal plant chiller fire, less the cost of the College's \$100,000 deductible.

Legal counsel advised that the College release full payment to Johnson Controls, Inc. at this time. Administration noted that a check for this purpose was included in the request for release of checks, on the agenda for later in the same meeting.

Legal counsel advised the College would seek reimbursement as appropriate for damages from the parties responsible for the damages.

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 release of payment to Johnson Controls, Inc., as presented. The motion carried.

The following items were thoroughly discussed under the previous item on the Outstanding Issues Action Plan, and no further action was taken:

- 2) Pecan Campus STEM Building Project
- 3) Starr County Campus Thermal Plant Chiller System Incident
- 4) Starr County Campus Construction Timeline
- 5) Starr County Campus Health Professions and Science Building Project
- 6) Starr County Campus Parking and Site Improvements Project
- 7) Mid Valley Campus Exterior Block at Thermal Plant and Student Services Building Expansion Projects

## **Review and Action as Necessary Regarding Settlement Agreement for Hinojosa Engineering**

The Board was asked to approve the settlement agreement with Hinojosa Engineering.

A settlement agreement was proposed for the Technology Campus Parking and Site Improvements project professional services fee for Hinojosa Engineering, Inc.

Legal counsel distributed a copy of the settlement agreement for entry into the permanent record. He informed the Board that Hinojosa Engineering had agreed to the settlement as provided for in the agreement.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the proposed settlement agreement. The motion carried.

### **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**

Approval of proposed change orders for use of design and construction contingencies and acceptance of buyout savings for the 2013 Bond Construction Projects was requested.

#### **Purpose**

Projects for the 2013 Bond Construction program were in the construction stage and change orders were 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 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 were 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 Broadus & 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 brought forward cost information to allow the acceptance of actual buyout savings and adjustments to the contingencies within the projects.

### Funding Source

Funds were available in the 2013 Bond Construction Program Budget for FY2017-2018.

Broaddus & Associates recommended accepting the buyout savings for a total of \$500,000 and approval of change orders to re-allocate the savings to the 2013 Bond Construction Program Deficit.

Staff recommended that Broaddus & 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

The packet included the following documents:

- Current Change Order Log
- Change Orders – B&A forms for Bond and Non-Bond
- Change Order Log

### Presenters

Representatives from Broaddus & Associates and representatives from the Construction Managers at Risk attended the meeting to discuss the buyout savings.

Broaddus & Associates proposed the use of \$200,888 from the Mid Valley Campus Workforce Training Center budget be transferred to the Mid Valley Campus Library Expansion project. The purpose was to properly allocate funding for \$200,888 in general conditions for the Construction Manager-at-Risk, which had been allocated to the Workforce Training Center budget prior to the removal of that project from the scope of the current bond construction program.

The Committee discussed their preference to leave the budget of the Workforce Training Center intact, and instead directed Broaddus & Associates to complete a change order that would allocated \$200,888 to the Mid Valley Campus Library Expansion project, and the funds for which would be added to the 2013 Bond Construction Program budget deficit and covered through buyout savings elsewhere or through the use of non-bond funds, as necessary.

The Facilities Committee recommended Board approval of the proposed change orders for use of design contingencies totaling \$203,257, bond construction contingencies totaling \$127,925, non-bond construction contingencies totaling \$9,566, and acceptance of buyout savings in the amount of \$500,000 for the 2013 Bond Construction projects as presented.

Staff recommended the Board also include the proposed increase of \$200,888 to the GMP of the 2013 Bond Construction Mid Valley Campus Library Expansion project as described.

At the October 24, 2017 Regular Board Meeting, Broaddus & Associates recommended deleting Nursing & Allied Health Campus Expansion project Change Order #9 as presented, as that change, related to access controls in the project stairways, had been reviewed further and was determined to not be necessary.

Rejection of Change Order #9 as recommended by Broaddus & Associates would result in a reduction of the proposed Design Contingency change orders from \$203,257 to \$185,792.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approve and authorize the proposed change orders for use of design contingencies totaling \$185,792, bond construction contingencies totaling \$127,925, non-bond construction contingencies totaling \$9,566, the increase of \$200,888 to the GMP of the 2013 Bond Construction Mid Valley Campus Library Expansion project, and acceptance of buyout savings in the amount of \$500,000 for the 2013 Bond Construction projects as presented. The motion carried.

## **Review and Action as Necessary on 2013 Bond Construction Starr County Campus Parking and Site Improvements**

Approval to recommend action as necessary on the 2013 Bond Construction Starr County Campus Parking and Site Improvements project was requested.

### **Purpose**

The alternate was for construction work that was not included in the original approved Guaranteed Maximum Price (GMP) scope.

### **Justification**

The proposed alternate was to repurpose the existing loop for pedestrian use.

### **Background**

The balance of the GMP, including Alternates No.1, 2, and 3, was approved on November 22, 2016 with D. Wilson Construction Company in the amount of \$3,496,950. No action was taken on Alternate No.4 regarding the repurposing of the existing loop drive. Broaddus & Associates has informed the project team that there are savings in the 2013 Bond Construction Starr County Campus Thermal Plant project and have proposed to use those savings to fund the design of the loop drive as originally proposed by Melden

& Hunt, Inc. The design was to provide demolition work and to add brick pavers over the existing loop road to be used by pedestrian traffic. The total estimated cost of Alternate No.4 is \$186,650, which would increase the total GMP to \$3,683,600.

The Board of Trustees was asked to consider the repurposing of the existing loop drive as a non-bond project separate from the 2013 Bond Construction Program to be done in the future.

### **Funding Source**

Funds were budgeted in the 2013 Bond Construction FY 2017-2018 budget.

### **Presenters**

Representatives from Broaddus & Associates, Melden & Hunt, Inc., and D. Wilson Construction Company were present to answer any questions.

Broaddus & Associates presented the same construction alternate that had been rejected by the Board in December 2016. This plan included completely replacing the decommissioned loop road with pavers. It was determined at that time that the entire road did not need to be retained, and an option could be developed that provided only landscaping, sidewalks, and lighting as necessary.

At the Facilities Committee, Ms. Rose Benavidez noted that there could be a use for some improvements near the building expansions, and part of the existing road might be converted at this time to provide a paced space for outdoor events.

The Facilities Committee took no action, and requested that a new alternate be presented to provide the requested functional space without going to the cost of completely refinishing the decommissioned road with pavers.

### **Enclosed Documents**

Broaddus & Associates provided the following proposals on Friday, October 20, 2017. Due to the timing, they were presented without review or response by administration and staff.

The Board Chair noted that Ms. Rose Benavidez had a scheduling conflict and had left the meeting prior to this item. He announced that she had specific issues to recommend related to this design, and proposed that the Board take no action.

The Board took no action.



## **Review and Action as Necessary on Schematic Landscape Design for the 2013 Bond Construction Projects**

- 1) Mid Valley Campus**
- 2) Technology Campus**
- 3) Starr County Campus**

Approval of the schematic landscape designs for the 2013 Bond Construction projects was requested.

### **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.

### ***Mid Valley Campus***

The allowance for the construction of landscape and irrigation work included in the Guaranteed Maximum Price proposed by Skanska USA was \$75,000. The estimated construction cost of the proposed schematic landscape design for the Mid Valley Campus was \$175,000, which exceeded the landscape and irrigation budget by \$100,000. Broaddus & Associates proposed to use future buyout savings from the Mid Valley Parking and Site Improvements project and fund it within the GMP budget. These buyout savings would be presented at a later date.

The schematic drawing as proposed exceeded the City of Weslaco's landscaping code requirements but Broaddus & Associates understood that landscaping was an important part of the project and included a unit pricing schedule for landscaping items from Skanska USA to allow the Board the option to remove items from the landscaping design to reduce the additional cost.

### ***Technology Campus***

The landscape and irrigation work for the Technology Campus Parking and Site Improvements project, as presented on the enclosed schematic design, was already installed by ECON, Construction Manager at Risk (CM@R). The design plans were submitted and approved by the City of McAllen. ECON received a Certificate of Occupancy for the project based on the city approved construction plans in order to have the building available for use in the Fall 2017 semester. Broaddus & Associates (B&A) was informed by College staff that schematic landscape plans required the approval of the Board of Trustees on May 23, 2017.

Although B&A requested schematic drawings from Hinojosa Engineering, Inc. (HEI) prior to the installation of the landscape and irrigation work on several occasions, the schematic drawings were not provided by HEI until September 19, 2017. The installed

landscaping will need to be modified as necessary based on any revisions approved by the Board of Trustees.

The Board also discussed the opportunity to add additional landscaping to the south side of the Southwest Building Renovation Project, to enhance the site along Military Highway. Broaddus & Associates agreed to work with the design and construction teams to develop a proposal to add landscaping as requested.

### ***Starr County Campus***

The schematic landscape and irrigation drawings for the Starr County Campus were previously presented at the September 12, 2017 Facilities Committee meeting. The Facilities Committee requested changes to the proposed schematic design. Melden & Hunt, Inc. and SSP Design have incorporated the requested changes and are prepared to present the revised plans.

### **Enclosed Documents**

Halff Associates, Hinojosa Engineering, Inc., and Melden & Hunt, Inc. along with their landscape and irrigation consultants will provide presentations of the landscape designs for the Mid Valley Campus, Technology Campus, and the Starr County Campus, and a unit pricing schedule for the Mid Valley Campus project.

### **Presenters**

Representatives from Halff Associates, Hinojosa Engineering, Inc., and Melden & Hunt, Inc., along with their landscape and irrigation consultants and Broaddus & Associates attended meeting to present the landscape designs.

The Facilities Committee recommended Board approval of the proposed schematic landscape design for the 2013 Bond Construction Mid Valley Campus Parking and Site Improvements project, including the budget of \$175,000, with the substitution of live oak trees in place of any elms used in the initial design.

The Facilities Committee noted that the landscaping had been installed at the Technology Campus, and requested the costs and budget for that installation for their consideration. The Committee did not recommend Board action on this item, and requested the information be included in the Board packet.

- Broaddus & Associates has responded that the budget was \$140,000, and the actual cost of installed landscaping was \$110,000;
- Broaddus & Associates has not produced any documentation or breakdown of budgets and costs, as requested by administration.

Broaddus & Associates and Melden & Hunt, Inc., presented an updated schematic landscape design for the Starr County Campus Parking and Site Improvements project at the Facilities Committee meeting. The committee noted that the revision included significantly more landscaping density around the detention pond and entry to campus than in the student areas, and also noted that the pricing was not provided. Further, the Committee noted that a subsequent construction alternate to the site improvements could impact the landscaping options. The Committee did not recommend Board action on this item, and requested the information be included in the packet for Board consideration.

- Broaddus & Associates responded that the budget was \$220,000, and the actual cost of the recommended proposal is \$185,485;
- Broaddus & Associates did not produce any documentation or breakdown of budgets and costs, as requested by administration and the Board.

The Board was asked to consider and take action as appropriate separately for each of the campuses; while the Committee recommended approval of the proposed schematic landscape design for the Mid Valley Campus, the work was completed at the Technology Campus, and the approval of the Starr County Campus may be influenced by the proposed construction alternate for the Starr County Campus Parking and Site Improvements project.

#### Mid Valley Campus

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the proposed schematic landscape designs for the 2013 Bond Construction Mid Valley Campus Parking and Site Improvements project in the amount of \$174,630 as proposed by Ralph Ruby, as presented. The motion carried.

#### Technology Campus

The Board noted that the landscaping had been completely installed prior to presentation to the Board. One trustee noted that the most aesthetic elements of landscaping were installed at the north side of the building, which was a less prominent facing than the south or east.

The College president suggested that additional landscaping might be designed to beautify the southern portion facing Military Highway, and Broaddus & Associates agreed that the irrigation already installed should support additional landscaping. Broaddus & Associates agreed to bring a design to the Facilities Committee for further review, prior to closing out the project.

#### Starr County Campus

It was noted that additional landscaping design would need to be developed to accommodate forthcoming changes to the detention pond area, but the remainder of the campus could be approved at this time, to allow work to begin.

Broaddus & Associates identified a construction alternate that included the landscape design work favored by Ms. Rose Benavidez at the October 10, 2017 Facilities Committee meeting, and without the additional scope of the detention pond landscaping. Broaddus & Associates provided the cost for this alternate as \$212,595, and identified the selection as the "new base plan." Upon a recalculation of the alternate, the cost was adjusted to \$202,595.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the proposed schematic landscape designs for the 2013 Bond Construction Starr County Campus Parking and Site Improvements project in the amount of \$202,595, as proposed by Rio Irrigation, as presented. The motion carried.

(This is the amount as provided at the meeting by Broaddus; Tammy provided a corrected total the following meeting – should the correction be inserted into the Minutes, since it wasn't identified until later? The approved amount exceeds the corrected total, so the correction shouldn't delay the work.)

**Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction La Joya Higher Education Center**

Approval of substantial completion for the following 2013 Bond Construction La Joya Higher Education Center project was requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction La Joya Higher Education Center  Architect: EGV Architects Contractor: 5 Star Construction	Substantial Completion Recommended	September 21, 2017

Broaddus & Associates, EGV Architects, and college staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on September 21, 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 provided in the packet.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction La Joya Higher Education Center project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized substantial completion of the 2013 Bond Construction La Joya Higher Education Center project as presented. The motion carried.

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

Approval of final completion for the following Pecan Plaza Parking Area for Police Vehicles 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	Final Completion Recommended	August 24, 2017

Broadus & Associates, 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 August 24, 2017. A Final Completion Letter was issued. Final Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

**Enclosed Documents**

A copy of the Final Completion Letter was provided in the packet.

The Facilities Committee recommended Board approval of final completion of the Non-Bond Pecan Plaza Parking Area for Police Vehicles project 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 final 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 provided a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were present to respond to questions and address concerns of the committee.

No action was taken.

**Consideration and Approval of Checks and Financial Reports**

Board action was requested to approve the checks for release and the financial reports for the month of September 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, provided a review of the Financial Report for the month of September 2017, and responded 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 Mrs. Graciela Farias, the Board of Trustees approved the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of September 2017. The motion carried.

## **Announcements**

### **A. Next Meetings:**

- Tuesday, November 14, 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, November 28, 2017
  - 5:30 p.m. – Regular Meeting of the Board of Trustees

### **B. Other Announcements:**

- The College will be closed on Thursday, November 23 – Sunday, November 26<sup>th</sup>, in Observance of Thanksgiving
- The Winter 2017 Commencement Ceremonies will be held Saturday, December 16, 2017 at the State Farm Arena, Hidalgo, Texas:

#### **9:00 a.m. Ceremony**

- Bachelor Programs
- Business and Technology
- Nursing and Allied Health

#### **1:00 p.m. Ceremony**

- Liberal Arts and Social Sciences
- Mathematics and Science

### **Adjournment:**

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 9:34 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, October 24, 2017 Regular Board Meeting of the South Texas College Board of Trustees.

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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. Texas Higher Education Coordinating Board (THECB), Nursing and Allied Health-Building Simulation and Skills Lab Capacity Grant in the amount of \$197,200**

The goals of this grant are to 1.) Increase the capacity of the Associate Degree Nursing Program faculty to conduct simulation instruction, 2.) Introduce the use of quality simulation to students and shift clinical hours from traditional patient care clinical situations to simulation activities and, 3.) Enhance and increase students' readiness and clinical competency for hands-on patient care. Funds from this award will be used for salary, faculty development, equipment, software and travel. This award is for the period of January 1, 2018 to December 31, 2019.

This grant aligns to Strategic Direction #3, High Success Rate, by providing simulation instruction and simulation experiences to develop skills that are important for nurses, which will ultimately contribute toward economic mobility of the region.

**2. The Texas Higher Education Coordinating Board (THECB), Nursing Shortage Reduction Program-Regular Grant Funds in the amount of \$194,287**

This grant is to recruit and retain students in the Associate Degree Nursing Program. Funds will be used for costs exclusively related to enrolling additional students, nursing faculty enhancement, recruitment and retention innovation, development and implementation of innovative methods involving curriculum and/or preceptorships. The funding period is from September 1, 2017 to August 31, 2018.

These funds align to Strategic Direction #2, Access and Success, by increasing the college-going culture in the region through outreach for the nursing program.

**3. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, South Texas College Child Development Associates Credential Program (CDA) Additional Grant Funds in the amount of \$40,480**

This grant from Workforce Solutions provides funding for Child Development Associates Credential courses for the Child Care Services Vendors in Starr, Hidalgo and Willacy Counties. These additional funds will be used for tuition, fees and textbooks for up to 40 candidates for the Fall 2018 semester. If more participants express interest in the CDA program, Workforce Solutions will allow South Texas College to request additional funds. This award is for the period of January 1, 2018 to December 31, 2018.

This grant aligns to Strategic Direction #2, Access and Success, through coordinated efforts with Workforce Solutions to outreach prospective students to enroll at South Texas College in a Child Development Program.

**4. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Additional Grant Funds for South Texas College Conferences Participant Scholarships, in the amount of \$10,000**

This grant provides additional funding for fifty participants at each Child Care and Early Childhood Conference provided by the Child Development Department. If more participants express interest in the conferences, Workforce Solutions will allow South Texas College to request additional funds. Four conferences will take place on the following dates: March 24, 2018, April 21, 2018, June 23, 2018 and October 20, 2018. Conference topics include Autism, Leadership, and Infant Toddler Development. This award is for the period of January 1, 2018 through December 31, 2018.

This grant aligns to Strategic Direction #2, Access and Success, by promoting a college-going culture through proactive outreach targeting prospective students to attend conferences.

**5. Additional Grant(s) Received/Pending Official Award**

The presented grants would provide up to \$441,967 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. Texas Higher Education Coordinating Board (THECB). Nursing and Allied Health-Building Simulation and Skills Lab Capacity Grant in the amount of \$197,200
2. The Texas Higher Education Coordinating Board (THECB), Nursing Shortage Reduction Program-Regular Grant Funds in the amount of \$194,287
3. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, South Texas College Child Development Associates Credential Program (CDA), Additional Grant Funds in the amount of \$40,480
4. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Additional Grant Funds for South Texas College Conferences Participant Scholarships, in the amount of \$10,000
5. Additional Grant(s) Received/Pending Official Award



**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. Texas Higher Education Coordinating Board (THECB). Nursing and Allied Health-Building Simulation and Skills Lab Capacity Grant in the amount of \$197,200
2. The Texas Higher Education Coordinating Board (THECB), Nursing Shortage Reduction Program-Regular Grant Funds in the amount of \$194,287
3. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, South Texas College Child Development Associates Credential Program (CDA), Additional Grant Funds in the amount of \$40,480
4. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Additional Grant Funds for South Texas College Conferences Participant Scholarships, in the amount of \$10,000
5. Additional Grant(s) Received/Pending Official Award

**Approval Recommended:**

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

## **Approval of Resolution and Ballot Casting Votes for Members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019**

Approval of a Resolution and Ballot casting votes for members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019 is requested.

The current 2016 – 2017 Appraisal District Board of Directors is comprised of:

- Arturo S. Perez
- Eduardo Ramirez
- Eloy Garza
- Daniel J. Garcia
- Raul Pena, III

Since that time, eight (8) candidates have been declared by Ms. Rosalva Guerra, Chief Appraiser, and the South Texas College Board of Trustees is asked to cast their votes by written resolution prior to December 15, 2017. South Texas College is allowed 329 votes. Votes can be cast for one candidate or distributed among any number of candidates. A voting unit can only cast its votes for candidates named on the ballot. There is no provision for write-in candidates.

The eight (8) candidates declared by the Chief Appraiser are:

- Eloy Garza
- Raul Pena, III
- Eduardo Ramirez
- Daniel J. Garcia
- Daria "Dr. B" Babineaux
- Judith Amanda Solis
- Arturo S. Perez
- Velinda Reyes

The *Official Ballot* provided by the Chief Appraiser of the Starr County Appraisal District follows in the packet.

### **Recommendation:**

It is recommended the Board of Trustees of South Texas College cast the College's votes on the Official Ballot for the members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019 as presented.

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

The Board of Trustees of South Texas College cast the College's votes on the Official Ballot for the members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019 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*

**To: All Starr County Voting Taxing Units**

**From: Rosalva Guerra, Chief Appraiser** 

**Subject: Board of Directors for Years 2018-2019**

**Date: October 27, 2017**

Your taxing unit participates in selecting members of the Starr County Appraisal District's Board of Directors. Chief Appraiser has prepared an official ballot after submission of names of nominees were received. Before December 15, 2017, each voting entity must cast its vote by written resolution naming the person or persons for whom it votes and submit a certified copy to the Chief Appraiser. A suggested official ballot as a written resolution has been attached for you convenience. Chief Appraiser will notify voting entities results by December 31, 2017. Please contact me should you have any questions.

**RESOLUTION**

**STATE OF TEXAS**

**COUNTY OF HIDALGO**

**WHEREAS**, the Chief Appraiser of Starr County Appraisal District has called for the election of the Starr County Appraisal District Board of Directors: and

**WHEREAS**, South Texas College is entitled to cast a total of 329 votes in said election; and

**WHEREAS**, ballots must be returned by December 15, 2017 which is the deadline for accepting votes.

**NOW THEREFORE BE IT RESOLVED** South Texas College does hereby cast

- \_\_\_ votes for Eloy Garza
- \_\_\_ votes for Raul Pena, III
- \_\_\_ votes for Eduardo Ramirez
- \_\_\_ votes for Daniel J. Garcia
- \_\_\_ votes for Daria "Dr. B" Babineaux
- \_\_\_ votes for Judith Amanda Solis
- \_\_\_ votes for Arturo S. Perez
- \_\_\_ votes for Velinda Reyes

for Starr County Appraisal Board of Directors for 2018 - 2019.

**READ. PASSED AND APPROVED** at a regular meeting by the Board of Trustees for South Texas College on this the 28<sup>th</sup> day of November, 2017.

BY: \_\_\_\_\_  
Dr. Alejo Salinas, Jr.  
Chair, Board of Trustees

ATTEST:

BY: \_\_\_\_\_  
Mr. Jesse Villarreal  
Secretary, Board of Trustees

## **Approval of Resolution and Ballot Casting Votes for Members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019**

Approval of a Resolution and Ballot casting votes for members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019 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, Mr. Pablo "Paul" Villarreal, Jr.

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

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

At the September 19, 2017 Special Board meeting, the Board of Trustees nominated by written resolution the five current voting members as candidates for the Hidalgo County Appraisal District Board of Directors.

Since that time, fifteen (15) candidates have been declared by Mr. Rolando Garza, Chief Appraiser, and the South Texas College Board of Trustees is asked to cast their votes by written resolution prior to December 15, 2017. South Texas College is allowed 380 votes. Votes can be cast for one candidate or distributed among any number of candidates. A voting unit can only cast its votes for candidates named on the ballot. There is no provision for write-in candidates.

The fifteen candidates declared by the Chief Appraiser are:

- Mike Alaniz
- Alex Ballesteros
- Albert D. Cardenas
- Carlos Garcia
- Pete Garcia
- David Garza
- Jaime Garza
- Richard A. Garza
- David Hernandez
- Mary A. Palacios
- Jason Pena
- Rodolfo "Rudy" Ramirez
- Amador Requenez
- David Simmons
- Tom Wingate

The Ballot and the Resolution follow in the packet.

**Recommendation:**

It is recommended the Board of Trustees of South Texas College approve and adopt the Resolution casting their votes on the official ballot for the members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019 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 Resolution casting their votes on the official ballot for the members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019 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

October 20, 2017

President of the Board  
South Texas College  
Dr. Shirley Reed  
PO Box 9701  
McAllen, TX 78501

Re: Election Ballot 2018-2019 Appraisal District Board of Directors

Dear Dr. Reed:

As prescribed by Section 6.03 of the Texas Property Tax Code enclosed you will find the "Official Ballot" with the candidate's names and the number of votes that you are authorized to cast in the election for Board of Directors for the Hidalgo County Appraisal District. In addition, for your review, I have provided a condensed biography of each candidate that provided such, and a list of the total vote distribution for all entities.

There are five Board of Directors, who are elected by the taxing units that participate in the District which governs Hidalgo County Appraisal District. In addition to the five elected Board of Directors, the County Tax Assessor-Collector, Mr. Pablo "Paul" Villarreal Jr. serves on the Board as a non-voting Director.

The governing body of a taxing unit may cast all its votes for one candidate or distribute them among any number of candidates. Each voting unit shall determine its vote by written resolution and submit it to the Chief Appraiser before DECEMBER 15, 2017. A voting unit can only cast its votes for candidates named on the ballot. There is no provision for write-in candidates. The Chief Appraiser will not count votes cast for someone not listed on the official ballot.

The Chief Appraiser will count all the votes timely submitted and declare the five candidates who received the largest cumulative vote totals elected, and submit the results before DECEMBER 29, 2017 to the governing body of each taxing unit in the district and to the candidates.

If you should have any questions, or I can provide additional information, please do not hesitate to contact me at (956) 381-8466.

Sincerely,

*Rolando Garza*

Rolando Garza, RPA  
Chief Appraiser

RG: pma

Enclosures

**RESOLUTION**

**STATE OF TEXAS**

**COUNTY OF HIDALGO**

**WHEREAS**, the Chief Appraiser of Hidalgo County Appraisal District has called for the election of the Hidalgo County Appraisal District Board of Directors: and

**WHEREAS**, South Texas College is entitled to cast a total of 380 votes in said election; and

**WHEREAS**, ballots must be returned by December 15, 2017 which is the deadline for accepting votes.

**NOW THEREFORE BE IT RESOLVED** South Texas College does hereby cast

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| ___ votes for Mike Alaniz        | ___ votes for David Hernandez        |
| ___ votes for Alex Ballesteros   | ___ votes for Mary A. Palacios       |
| ___ votes for Albert D. Cardenas | ___ votes for Jason Pena             |
| ___ votes for Carlos Garcia      | ___ votes for Rodolfo "Rudy" Ramirez |
| ___ votes for Pete Garcia        | ___ votes for Amador Requenez        |
| ___ votes for David Garza        | ___ votes for David Simmons          |
| ___ votes for Jaime Garza        | ___ votes for Tom Wingate            |
| ___ votes for Richard A. Garza   |                                      |

for Hidalgo County Appraisal Board of Directors for 2018 - 2019.

**READ. PASSED AND APPROVED** at a regular meeting by the Board of Trustees for South Texas College on this the 28<sup>th</sup> day of November, 2017.

BY: \_\_\_\_\_  
Dr. Alejo Salinas, Jr.  
Chair, Board of Trustees

ATTEST:

BY: \_\_\_\_\_  
Mr. Jesse Villarreal  
Secretary, Board of Trustees



## **Discussion and Action as Necessary on Revisions to Guidelines and Criteria for Granting Tax Abatements and Resolution Electing to Participate in Tax Abatement Agreements**

Approval of Revisions to Guidelines and Criteria for Granting Tax Abatements and Resolution Electing to Participate in Tax Abatement Agreements is requested.

Purpose – The College's Guidelines and Criteria for Granting Tax Abatements are effective for a two year period from the adoption date. The College proposes to lower the estimated proposed New Capital Investment minimum threshold from \$400 million to \$200 million.

Justification – Property Tax Code Chapter 312 authorizes a taxing unit to enter into a tax abatement agreement in order to offer a temporary real property and/or tangible personal property tax abatement for a limited period of time as an inducement for financial investment in the development or redevelopment of certain taxable property. The property tax code requires that a taxing unit establish guidelines and criteria governing tax abatement agreements and approve a resolution to allow the College to participate in tax abatements.

Background –The Board of Trustees adopted the current guidelines and criteria, and resolution electing to participate in Tax Abatement Agreements on May 26, 2015. The guidelines, criteria, and resolution approved at the May 26, 2015 Board Meeting allowed the College to participate in a tax abatement agreement with a wind power renewable energy company.

Reviewers – Mr. Jesus Ramirez, South Texas College's Legal Counsel, has reviewed this item, provided the proposed revisions, and will discuss and provide additional information and address questions by the Board as needed.

The Finance and Human Resources Committee heard a presentation regarding a potential project, and recommended Board review of the Guidelines and Criteria for Granting Tax Abatements as presented.

Enclosed Documents – The Guidelines and Criteria Governing Tax Abatement Agreements and the Resolution Electing to Participate in Tax Abatement Agreements follow in the packet for the Board's information and review.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed revisions to the Guidelines and Criteria for Granting Tax Abatement Agreement and Resolution Electing to Participate in Tax Abatement Agreements as presented.

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

The Board of Trustees of South Texas College approves and authorizes the proposed revisions to the Guidelines and Criteria for Granting Tax Abatements and Resolution Electing to Participate in Tax Abatement Agreements as presented.

**Approval Recommended:**

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

**President**

**2017 – 2020**

**Guidelines and Criteria Governing  
Tax Abatement Agreements by  
South Texas College**

Adopted by Resolution of the Board of Trustees of South Texas College  
on \_\_\_\_\_, 2017

**SOUTH TEXAS COLLEGE  
GUIDELINES AND CRITERIA GOVERNING TAX ABATEMENT AGREEMENTS**

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**SOUTH TEXAS COLLEGE  
GUIDELINES AND CRITERIA  
FOR GRANTING TAX ABATEMENT**

WHEREAS, South Texas College finds that tax abatement provides a valuable economic tool for use by the College and other governmental entities interested in supporting and creating jobs in Hidalgo and Starr Counties;

WHEREAS, South Texas College finds that a tax abatement policy is in the public interest and will contribute to the economic development of Hidalgo and Starr Counties;

WHEREAS, South Texas College has considered playing a limited, but significant, role in the development of substantial renewable energy and scientific investment in South Texas;

WHEREAS, Chapter 312 of the Texas Tax Code, popularly known as the Property Redevelopment and Tax Abatement Act (the “Act”), authorizes junior college districts to join a municipality or a county in offering a temporary real property and/or tangible personal property tax abatement for limited periods of time as an inducement for financial investment in the development or redevelopment of certain taxable property; and

WHEREAS, the Act grants South Texas College great discretion to adopt guidelines and criteria identifying the types of development or redevelopment suitable to the educational and financial goals of the College;

WHEREAS, the Act requires eligible taxing jurisdictions to establish guidelines and criteria as to eligibility for tax abatement agreements prior to granting any future tax abatements, said guidelines and criteria to be unchanged for a two-year period unless amended or repealed by a three-fourths vote of the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of South Texas College that the following Guidelines and Criteria for granting tax abatements be adopted:

**Section 1. Definitions.**

- (a) “Abatement” means the temporary, full or partial exemption from ad valorem maintenance taxes pursuant to the Act by the Counties of Hidalgo and Starr of certain added value to real and personal property in a zone designated for economic development purposes.
- (b) “Act” means Property Tax Code, chapter 312, popularly referred to as the Tax Abatement Act.
- (c) “Added Value” means the increase in the Appraised Value of an Eligible Property as a result of “Expansion” or “Modernization” of an existing facility or construction of a “New Facility.” Added Value does not mean or include “Deferred Maintenance.”

- (d) “Appraised Value” means the appraised value for property tax purposes as determined by a County Appraisal District, subject to the appeal procedures set forth in the Texas Tax Code.
- (e) “Agreement” means a contractual agreement between a property owner and/or lessee in an Eligible Jurisdiction for the purposes of tax abatement. Any Agreement shall be in conformity with these Guidelines and Criteria, including any variance granted under Section 3(g) set out herein. Upon the adoption of a resolution authorizing an Agreement and the execution of same by the parties, the Agreement shall be deemed to embody all of the terms of the Abatement, except, no Agreement shall be deemed to supersede any terms of the Guidelines and Criteria or any requirements or conditions imposed of state law.
- (f) “Base Year Value” means the Appraised Value of Eligible Property as of the date specified in the Agreement.
- (g) “Basic Manufacturing or Service Facility” means buildings and structures, including fixed machinery and equipment used or to be used for the production of renewable energy.
- (h) “College” means South Texas College.
- (i) “Construction Phase” means the period during which a material and substantial improvement of the property occurs which represents a separate and distinct construction operation undertaken for the purpose of erecting the improvements. The Construction Phase ends upon the earliest to occur of the following events:
  - (1) when a certificate of occupancy is issued for the Facility by and appropriate governmental entity;
  - (2) when the Facility has achieved commercial production of a product; provision of a service or start up for production of electrical power; or
  - (3) when the architect or engineer supervising construction issues a certificate of substantial completion, or some similar instrument.

The final determination of the end of the Construction Phase shall be made by the College, in its sole and absolute discretion, based upon the above criteria and such other factors as the College may deem relevant. The determination of the completion of the Construction Phase shall be conclusive, and any judicial review of such determination shall be governed by the substantial evidence rule.
- (j) “County” means Hidalgo County, Texas and/or Starr County, Texas
- (k) “Deferred Maintenance” means improvements necessary for continued operations which do not improve productivity or alter the process technology.

- (l) “Economic Life” means the number of years a property improvement is expected to be in service in a Facility.
- (m) “Eligible Property” means property to which Abatement may be extended to the value of the improvements to real property, including buildings, structures, fixed machinery and equipment, and site improvements, plus that office space and related fixed improvements necessary to the operation and administration of the Facility.
- (n) “Expansion” means the addition of buildings, structures, fixed machinery or equipment for the purposes of increasing capacity.
- (o) “Facility” means property improvements completed or in the process of construction which together compromise an integral whole comprising the project as described in the agreement for temporary tax abatement.
- (p) “Force Majeure” means circumstances beyond the control of Owner which shall include casualty losses, national economic factors, shutdowns due to governmental regulations, strikes, acts of war, and the like.
- (q) “Ineligible Property” The following types of property shall be fully taxable and ineligible for abatement: land; inventories; supplies; tools; furnishings and other forms of movable personal property; vehicles; vessels; aircraft; housing; hotel accommodations; Deferred Maintenance investments; property to be rented or leased except as provided in Section 1(k); improvements to real property which have an economic life of less than 20 years; property owned or used by the State of Texas or its political subdivisions or by any organization owned, operated or directed by a political subdivision of the State of Texas; unless specifically authorized by the Eligible Jurisdiction.
- (r) “Modernization” means the replacement and upgrading of existing facilities which increase the productive input or output, updates the technology or substantially lowers the unit cost of the operation, and extends the economic life of the facilities. Modernization may result from the construction, alteration or installation of buildings, structures, fixed machinery or equipment. It shall not be for the purpose of reconditioning, refurbishing, repairing or completion of Deferred Maintenance.
- (s) “New Capital Investment” means the total value of expenditures capitalized for the Facility on the Owner’s books, prior to depreciation, whether relating to exempt or non-exempt property, including all buildings, structures, site improvements, fixed equipment, intangibles, and pollution control equipment.
- (t) “New Facility” means a property previously undeveloped which is placed into service by means other than or in conjunction with an Expansion or Modernization.
- (u) “Owner” means the owner of a Facility subject to Abatement. If the Facility is constructed on leased property, the owner shall be the party which owns the property subject to Abatement. The other party to the lease shall join in the execution of

Agreement but shall not be obligated to assure performance of the party receiving Abatement.

- (v) “Research and Development” means Owner’s collaboration of research and development with South Texas College to undertake scientific, technical or educational endeavors of alternative energy programs aimed at research and development.

**Section 2. Abatement Authorized.**

- (a) Authorized Facilities. A Facility may be eligible for tax incentives in the form of tax abatement if it is substantially designed and constructed or manufactured for construction or installation, (i) is operated exclusively for the production, of renewable energy, including solar, geothermal, wind and hydro and (ii) the estimated proposed New Capital Investment shall exceed \$200 million. Abatement may be granted for New Facilities and improvements to existing facilities for the purpose of Modernization or Expansion.
- (b) Creation of New Value. Abatement may only be granted for the Added Value of Eligible Property improvements made subject to and listed in an Agreement between the College and the property owner or lessee (if required), subject to such limitations as the College may require. The economic life of the improvements must exceed the term of the Agreement by ten (10) years. An Agreement shall not be entered into unless Owner has provided a certified valuation of the economic life of the improvements and depreciation schedule.
- (c) Period of Abatement. Abatement shall be granted effective with the January 1 valuation date specified in the Agreement. Abatement shall be allowed for a period of up to ten years following the certification of completion of construction; provided that, in no event shall the period of Abatement, not inclusive of the Construction Phase exceed ten (10) years. Prior to the effective date of the tax abatement any improvements under construction should be taxed in full in accordance with the Tax Code
- (d) Abatement Percentage. The percentage of the total tax to be abated (1% to 100%) which is authorized by the College on a case by case basis is the Abatement Percentage.
- (e) Rehabilitation Projects. The \$200 million minimum Added Value or Capital Investment requirement for Abatement shall not apply to Rehabilitation Projects which involve the adaptive reuse of an existing structure or building for a Facility. In order to qualify as a Rehabilitation Project under this provision, the Project must involve a minimum New Capital Investment of at least \$100 million. Any Rehabilitation Project must involve the adaptive reuse of an existing structure or building currently on the property tax rolls so that the Base Year Value associated with the Project will include both the value of the land and the existing improvements. For such Rehabilitation Projects, all Eligible Property in excess of the Base Year Value shall be subject to Abatement. The value of personal property such as furniture and movable equipment (as set out in the Act) shall be considered Ineligible Property.



- (f) Estimated Added Value Requirement. At the time of execution of the Agreement, the Owner shall reasonably estimate the Added Value or Capital Investment projected upon completion of construction of any improvements to real property or tangible personal property in connection with the Facility. This “Estimated Added Value” shall be certified to by Owner and stated in the Agreement.
- (g) Economic Qualification. In order to be eligible for Abatement, the Facility:
  - (1) must create no later than the January 1 following the completion of construction and maintain throughout the remainder of the term of the Agreement the minimum required number of permanent jobs in the District set out in the Agreement;
  - (2) must not adversely affect competition in the local market with established local businesses.
- (h) Taxability. From the commencement of the Abatement period to the end of the Abatement period, taxes shall be payable as follows:
  - (1) The value of Ineligible Property shall be fully taxable and;
  - (2) The Added Value of new Eligible Property (and certain personal property added in connection with a Rehabilitation Project) shall be taxable in the manner described in Section 2(d) above.
- (i) Environmental and Worker Safety Qualifications. In determining whether to grant an Abatement, consideration will be given to compliance by the Facility with all state and federal laws designed to protect human health, welfare and the environment (“environmental laws”) that are applicable to all facilities in the State of Texas owned or operated by the owner of the Facility or lessee, its parent, subsidiaries and, if a joint venture or partnership, every member of the joint venture or partnership (“applicants”). Consideration may also be given to compliance with environmental and worker safety laws by applicants at other facilities within the United States.

### Section 3. **Application.**

- (a) Written Application. Any current or potential owner of taxable property may request Abatement by filing a written application with the President of the College.
- (b) Contents of Application. The application shall consist of a completed application form accompanied by: a general description of the new improvements to be undertaken; a descriptive list of the improvements for which Abatement is requested; a list of the kind, number and location of all proposed improvements of the property; a map and property description; proposed turbine location (if a wind turbine Facility); and a time schedule for undertaking and completing the proposed improvements. In the case of a Modernization or Expansion Project, a statement of the Appraised Value of the Facility, separately stated for real and personal property, shall be given for the tax year immediately preceding the

application. The application form may require such financial and other information as the College or other Eligible Jurisdiction, as applicable, deems appropriate for evaluating the financial capacity and other relevant factors of the applicant.

- (c) Local Employment and Procurement. Owner shall, as part of the Application, provide: (i) a list and description of all component parts and equipment which are included in the construction and/or installation of the Facility, (ii) a list of maintenance and operations personnel or professional services anticipated or required for the operation and maintenance of the Facility on an on-going basis; and (iii) the identify of all persons or firms in Starr County and Hidalgo County, or within 100 miles thereof, with the capability of providing these services (a complete Schedule I and Schedule II).
- (d) Written Notification. Upon receipt of a completed application, the President shall evaluate the application for a determination of the proposed Facility's compliance with these Guidelines.
- (e) Feasibility. After receipt of an application for Abatement, the College shall consider the feasibility and the impact of the proposed Abatement. The study of feasibility shall include, but not be limited to, an estimate of the economic effect of the Abatement of taxes and the benefit to the College and the Facility to be covered by such Abatement.
- (f) No Abatement if Construction has been Completed. No Agreement shall be approved if the application for the Abatement was filed after the completion of construction, alteration or installation of improvements related to the proposed Modernization, Expansion or New Facility.
- (g) Variance. Requests for variance from the provisions of these Guidelines and Criteria may be made in written form; provided, however, that no variance may extend the term of Abatement beyond five (5) years after completion of the Construction Phase. Such requests shall include a complete description of the circumstances explaining why the applicant should be granted a variance. Approval of a request for variance requires a three-fourths (3/4ths) vote of the board of trustees of the College.

#### Section 4. **College Approval.**

- (a) Designation of Zone. An Abatement shall be granted only for Facilities in a zone designated for Abatement under the Act by a County.
- (b) Required Findings. The College must adopt findings that the proposed abatement terms of the proposed Agreement meet the College's Guidelines and Criteria.
- (c) Reservation of Rights. Nothing shall be construed to limit the authority of the College to examine each application for Abatement on a case-by-case basis and determine in its sole and absolute discretion whether or not abatement of the tax on the proposed Facility should be granted; whether or not the Facility will comply with these Guidelines and Criteria; whether it is financially feasible for the College, and whether or not the proposed temporary abatement of taxes will inure to the long-term benefit of the College.

On matters of interpretation of the Tax Code or the Tax Abatement Act, the College may request an Attorney General' Opinion. The College's final determination shall not be subject to judicial review.

**Section 5. Agreement.**

- (a) Contents of Tax Abatement Agreement. The Agreement with the Owner shall include:
- (1) the estimated value to be subject to Abatement and the Base Year Value;
  - (2) the percentage of value to be abated each year as provided in Section 2(d);
  - (3) the commencement date and termination date of Abatement;
  - (4) the proposed use of the Facility, time schedule, map, proposed turbine location, property description and improvements list as provided in the application as required;
  - (5) the contractual obligations in the event of default, delinquent taxes, recapture, administration and assignment as provided in these Guidelines and Criteria or other provisions that may be required for uniformity or by state law;
  - (6) the amount of Added Value as set out in 2(c) and required number of permanent jobs;
  - (7) a requirement that Owner shall certify to the board of trustees of the College on or before April 1 each year that the Owner is in compliance with each applicable term of the agreement;
  - (8) a requirement that the owner or lessee will obtain and maintain all required permits and other authorizations from all local, state and federal agencies with jurisdiction over the licensing or permitting, the design, construction, manufacture and operation of the Facility and for the storage, transport and disposal of waste, if any;
  - (9) a limitation that the uses of the property must be consistent with the general purpose of encouraging development or redevelopment of the zone during the period that property tax exemptions are in effect;
  - (10) provision of access to and authorization to inspect the property by employees or authorized agents of the College to ensure that the improvements or repairs are made according to the specifications and conditions of the agreement; and
  - (11) a provision that the board of trustees of the College may cancel or modify the Agreement if the Owner fails to comply with the Agreement.
- (b) Time of Execution. The Agreement shall normally be executed within 60 days after the applicant has provided all necessary information and documentation.

- (c) Attorney's Fees. In the event any attorney's fees are incurred by the College in the preparation of an Agreement, said fees shall be paid by the applicant upon execution of the Agreement.

#### Section 6. **Recapture.**

- (a) Failure to Commence Operation During Term of Agreement. In the event that the Facility is not completed and does not begin operation as provided in the Agreement, no Abatement shall be given for that tax year, and the full amount of taxes assessed against the property shall be due and payable for that tax year. In the event that the Owner of such a Facility fails to begin operation with the minimum required number of permanent jobs by the next January 1, then the Agreement shall be subject to termination and all abated taxes during the period of construction shall be recaptured and paid within 60 days of such termination. Notwithstanding the foregoing, in the event that the above defaults are due to a Force Majeure condition, the College may grant extensions if the Owner is diligently proceeding to cure such defaults.
- (b) Discontinuance of Operations During Term of Agreement. In the event the Facility is completed and begins operation but subsequently discontinues operations during any four (4) consecutive weeks during the term of the Agreement, for any reason except on a temporary basis due to a Force Majeure condition, the Agreement may be terminated by the College, and all taxes previously abated by virtue of the Agreement during the preceding four years shall be recaptured and paid within 60 days of such termination.
- (c) Delinquent Taxes. In the event that the Owner allows its ad valorem taxes to become delinquent and fails to timely and properly follow the legal procedures for their protest and/or contest, the Agreement shall be subject to termination and so shall the Abatement of the taxes for the tax year of the delinquency. The total taxes assessed without Abatement, for that tax year shall be paid within 60 days from the date of termination.
- (d) Notice of Default. Should the College determine that the Owner is in default according to the terms and conditions of its Agreement, it shall notify the Owner in writing at the address stated in the Agreement that if such is not cured within 60 days from the date of such notice (the "Cure Period"), then the Agreement may be terminated. In the event the Owner fails to cure said default during the Cure Period and the Agreement is terminated, the taxes abated by virtue of the Agreement will be recaptured and paid as provided herein.
- (e) Actual Capital Investment. Should the College determine that the total level of New Capital Investment is lower than provided in the Agreement, the difference between the tax abated and the tax which should have been abated based upon the actual New Capital Investment as determined shall be paid to the taxing agencies within 60 days of notification to the Owner of such determination.
- (f) Reduction in Rollback Tax Rate. If during any year of the period of Abatement with respect to any property any portion of the abated value for the Eligible Property which is added to the current total value of the College is not treated as "new property value" (as

defined in Section 26.012(17) of the Texas Tax Code) for the purpose of establishing the “effective maintenance and operations rate” (as defined in Section 26.012(16) of the Texas Tax Code) in calculating the “rollback tax rate” in accord with Section 26.04(c)(2) of the Texas Tax Code and if the College’s budget calculations indicate that a tax rate in excess of the “rollback tax rate” is required to fund the operations of the College for the succeeding year, then the College shall recapture from the taxpayer a tax in an amount equal to the lesser of the following:

- (1) The amount of the taxes abated for that year by the College with respect to such property.
- (2) The amount obtained by subtracting the rollback tax rate computed without the abated property value being treated as new property value from the rollback tax rate computed with the abated property value being treated as new property value and multiplying the difference by the total Appraised Value of the College.

If the College has granted an Abatement of taxes to more than one taxpayer, then the amount of the recapture calculated in accord with subparagraph (2) above shall be prorated on the basis of the amount of the Abatement with respect to each taxpayer.

All recaptured taxes must be paid within thirty (30) days after notice thereof has been given to the affected taxpayer. Penalties and interest applicable under the Tax Code shall not begin to accrue upon such sum until the first day of the month following such thirty (30) day notice, at which time penalty and interest shall accrue in accord with the laws of the State of Texas.

- (g) Statutory Tax Lien. The amount of tax abated each year under the terms of these Guidelines and the Agreement shall continue to be secured by the statutory tax lien pursuant to Section 32.01 of the Texas Tax Code which shall continue in existence from year to year throughout the entire term of the Agreement or until all taxes, whether assessed or recaptured, are paid in full.
- (h) Automatic Termination. The Agreement shall automatically terminate on and as of the date any of the following events occur: the filing of a petition in bankruptcy by the Owner; or the making by the Owner of an assignment for the benefit of creditors; or if any involuntary petition in bankruptcy or petition for an arrangement pursuant to the federal bankruptcy code is filed against the Owner; or if a receiver is appointed for the business of the Owner. In the event of automatic termination for any of the above reasons, the prior notice of default provisions in subsection (d) above shall not apply. Owner shall immediately notify the College should any of the foregoing events occur.

#### Section 7. **Administration.**

- (a) Annual Assessment. The Starr County Appraisal District or the Hidalgo County Appraisal District, as applicable, shall annually determine the Appraised Value of the real and personal property subject to an Agreement. Each year, the Owner shall furnish the Appraisal District with such information as may be necessary for the Abatement. Once

value has been established, the Appraisal District shall notify the affected jurisdictions which levy taxes of the amount of the Appraised Value and the Abatement. Owner shall, on the anniversary date of the Agreement provide the College the Appraised Values of the Property and a certificate of taxes paid to each jurisdiction.

- (b) Access to Facility. The Agreement shall stipulate that employees and/or designated representatives of the College will have access to the Facility during the term of the Agreement to inspect the Facility to determine if the terms and conditions of the Agreement are being met. All inspections will be made only after giving 24 hours prior notice and will only be conducted in such manner as to not unreasonably interfere with the construction and/or operation of the Facility. All inspections will be made with one or more representatives of the Owner and in accordance with all applicable safety standards.
- (c) Annual Evaluation. Upon completion of construction, the College, individually or in conjunction with other affected jurisdictions, shall annually evaluate each Facility receiving Abatement to ensure compliance with the Agreement and report possible violations of the Agreement.
- (d) Annual Reports. Owner shall certify to the governing body of the College on or before April 1 each year that Owner is in compliance with each applicable term of the Agreement. Additionally, during the initial four years of the term of Abatement, the Owner shall provide to the College approving the Abatement an annual report covering those items listed on Schedule 1 in order to document its efforts to acquire goods and services on a local basis. Such annual report shall be prepared on a calendar year basis and shall be submitted to the College no later than ninety (90) days following the end of each such calendar year. The annual report shall be accompanied by an audit letter prepared by an independent accounting firm which has reviewed the report.
- (e) “Buy Local” Provision. Each recipient of Abatement shall additionally agree to give preference and priority to local manufacturers, suppliers, contractors and labor for the materials, equipment and labor described on Schedule 1, except where not reasonably possible to do so without added expense, substantial inconvenience, or sacrifice in operating efficiency. In any such exceptional cases involving purchases over \$1,000,000 during construction and over \$50,000 during operations, a justification for such purchase shall be included in the annual report. Each such recipient shall further acknowledge that it is a legal and moral obligation of persons receiving Abatement to favor local manufacturers, suppliers, contractors and labor, all other factors being equal. For the purposes of this provision, the terms “materials” and “labor” shall have the meaning set out in Schedule 1. For the purposes of this provision, the term “local” as used to describe manufacturers, suppliers, contractors and labor shall include firms, businesses, and persons who reside in or maintain an office in either Hidalgo County or Starr County. In the event of a breach of the buy-local provision, the percentage of Abatement shall be proportionately reduced equal to the amount the disqualified contract bears to the total construction cost (materials and labor) for the Facility. In the event that Owner contracts the supply and construction of the Facility to an affiliate or other non-local contractor,

Owner shall use commercially reasonable efforts to ensure compliance with this Section by including in such contract a flow-through provision requiring such compliance.

## SCHEDULE I

### “Buy Local” Annual Reports

The following information shall be reported to the College on a calendar-year basis during the first four years of the tax abatement program:

1. Dollar amount spent for materials\* (local).
2. Dollar amount spent for materials\* (total).
3. Dollar amount spent for labor\*\* (local).
4. Dollar amount spent for labor\*\* (total).
5. Number of jobs created in the construction of the Facility (local).
6. Number of jobs created in the construction of the Facility (total).
7. Number of jobs created on a permanent basis (local).
8. Number of jobs created on a permanent basis (total).

\* The term “materials” is defined to include all materials used in excavation, site improvement, demolition, concrete, structural steel, fire proofing, piping, electrical, instruments, paintings and scaffolding, insulation, temporary construction facilities, supplies, equipment rental in construction, small tools and consumables. This term does not include major items of machinery and equipment not readily-available locally.

\*\* The term “labor” is defined to include all labor in connection with the excavation, site improvement, demolition, concrete construction, structural steel, fire proofing, equipment placement, piping, electrical, instruments, painting and scaffolding, insulation, construction services, craft benefits, payroll burdens, and related labor expenses. This term does not include engineering services in connection with the design of the Facility.

The term “local” as used to describe manufacturers, suppliers, contractors and labor shall include firms, businesses, and persons who reside in or maintain an office in either Hidalgo County or Starr County.



## **SCHEDULE II**

### **ADDITIONAL INFORMATION REQUIRED OF APPLICANT FOR TAX ABATEMENT**

#### **Section 1. Eligibility Criteria**

1. To be eligible for consideration by College for a tax abatement under these Guidelines, an Owner of the Facility must meet or exceed all of the criteria described below:

- The Facility must be one that will generate renewable energy;
- The minimum amount of new real and/or personal property capital investment shall exceed \$200 million (at start of project or by year 2017);
- Shall exceed minimum levels of full-time job creation;
- Provide employee and dependent access to health care benefits;
- Provide a minimum living and all-industry wage requirements for new and existing employees at project site;

#### **Section 2. Amount and Terms of Tax Abatement Subject to Additional Commitments**

2.1 The amount and term of the tax abatement offered will be dependent upon the Owner's commitment to exceed the minimum eligibility criteria, consideration of other public incentives offered for the same project and the overall benefit to the College and the community.

2.2 What resources will the Owner commit to the following:

- (a) Sponsorship of scientific events, teacher research grants to the College; materials and equipment, teaching materials to the College; R&D collaboration with local college;
- (b) Total number of jobs created and maintained in the area;
- (c) Number of high-wage jobs.

#### **Section 3. Wage Requirements**

Companies receiving a tax abatement from the College must meet certain minimum wage requirements for all new and existing (i.e., retained) jobs at the project site.

3.1 Living Hourly Wage Requirement: In order to be eligible for a tax abatement, one hundred percent (100%) of the company’s new and existing employees *at the project location* must earn no less than a “living wage” throughout the full term of the Tax Abatement Agreement. This wage is based on the poverty level for a family of four, as determined annually (January) by the U.S. Department of Health and Human Services (HHS). As of January 22, 2015, the living wage requirement is \$11.66 per hour.

3.2 All Industries Median Hourly Wage Requirement: In addition to the “Living Wage” requirement, after one year of initiating full operations at the project location, but not more than two years after execution of the Tax Abatement Agreement with the College, at least seventy percent (70%) of all new and existing employees, with at least one year of full employment with the company at the project location, must earn a cash wage at or exceeding the annual Edinburg, Pharr McAllen Metropolitan Statistical Area (MSA) Median Hourly Wage for All Industries (Companies) for the most recent year available. This wage is compiled by the Bureau of Labor Statistics (BLS) Occupational Employment Survey and published annually by the Texas Workforce Commission (TWC). This wage is updated annually, and for 2014 the current applicable wage is \$11.32 per hour.

High-Wage Jobs: High-wage jobs are either: (1) Qualified professional jobs reported in high-wage industries (e.g., advanced business services, aerospace, life sciences, renewable energy, high-tech/IT); or (2) Jobs for which earnings are above the Starr County average weekly wage (average for the most recent four quarters) as reported quarterly by the Bureau of Labor Statistics (currently \$31,941 in 2014).

3.3 If the company does not meet and maintain these wage requirements for all new and existing employees at the project location, the company will be in default of its Tax Abatement Agreement, which could result in termination of the Agreement and the recapture of all or a portion of the previously abated property taxes.

#### **Section 4. Targeted and Qualifying Industries/Business Activities or Project team**

The majority of the company’s business at the project location must be engaged in one of the following qualifying industries, business activities, or Project team:

Targeted Industries:

- Energy

**Section 5. Local Assessment: County and Community:**

- 5.1 Describe how has the company’s plan been prepared in consultation with the local community, property owners and local political leaders?
- (a) Local Community:
  - (b) Property Owners:
  - (c) Local Political Leaders:
- 5.2 Identify the local, state and federal bodies that have jurisdiction over the design, construction, licensing, regulation and operation of the Facility and here any public records of review of the Facility may be accessed by the College and the public:
- a. Local:
  - b. State:
  - c. Federal:
- 5.3 Outline what processes, if any, were followed for community consultation for the Facility’s development.
- 5.4 Is there an Environmental Impact Statement and Clearance required for the Facility? If so, identify where any public records of environmental review may be assessed by the College and members of the public.
- 5.5 If the Facility is a wind farm, did the assessment of the Facility by any governmental agency measure and assess potential environmental noise impacts from wind turbines? If so, please provide copies of any records with the Application.
- 5.6 Identify the Texas agency, if any, which has on-going regulatory authority over the Facility. Describe any approval process which has taken place in connection with locating the Facility.
- 5.7 Please state whether any of the following were considered in the assessment and location of wind turbines, and if so, how any negative impacts have/or will be addressed:
- landscape and visual amenity:
  - noise impacts (have noise guidelines been developed to assess regulate noise):

- health issues (what health issues, if any, have been identified and what guidelines or policies have been adopted to address potential health impacts, if any):
- economic issues, including potential impacts on property values:
- ecological issues, including potential impacts on threatened species:
- decommissioning and rehabilitation:

The College will rely on the review of the applicable County and on state agencies with regulatory responsibility over the compatibility of the Facility site(s) with the surrounding uses, to include noise impacts, visual amenity and ecological issues.

**Section 6. Life of Facility and Decommissioning**

Include life projections for the Facility, depreciation schedules for income tax purposes and the decommissioning plan. State if the Owner on the Application is a “pass-through” owner or intends to assign its interest in the Facility and the Abatement Agreement, include proposed contractual language that obligates Owner and any future assignee to comply with the decommissioning plan. To assure the College that the Owner, or Owner’s assignee, will perform the decommissioning plan, what financial security, bond or enforceable pledge does the Owner proposed.

**Section 7. Noise Auditing and compliance:**

Has applicant developed a plan on procedure to undertake compliance monitoring and auditing. If so, please describe and submit relevant documents.

- Does Owner propose to maintain noise monitoring facilities? Will Special audible characteristics such as excessive amplitude modulation (including the van den Berg effect) together with cumulative impacts be considered?
- What noise standards and reporting of noise records have been developed? Does Owner propose to prepare and submit a noise compliance report on a regular basis? If so, to whom? Will Owner make noise compliance reports publicly available.

**EXHIBIT A**

**Application for Tax Abatement**

**SOUTH TEXAS COLLEGE**

Please submit the answers to the following questions and attach any additional pages as needed. Please complete and attach to the application completed Schedules I and II.

Applicant name:

Applicants address and phone number:

Applicant organization:

Type of Business:

Organization address and phone:

Organization Contact:

Contact address and phone:

Proposed project or facility address: **[Need to add address or location]**

1. Provide brief description of project or facility for which tax abatement is sought.

2. Does this property fall under the definition of "Eligible Property" provided in the \_\_\_\_\_ County Guidelines & Criteria?

Yes

No

3. This application is for (choose one):

new plant

Expansion

Modernization

4. Please list all the taxing jurisdictions in which the proposed project or facility is located.

**[Are applications for tax abatement being submitted to all these jurisdictions?]**

5. Please describe the nature and scope of the tax abatement that is sought. What is the total estimated taxable value or total range of taxable values of the project or facility for which abatement is sought?

**[What is the extent of the abatement being requested?]**

**[Does (company) contemplate that the Project will be completed in Phases?]**

6. What will be the total estimated taxable value or total range of taxable values of the project or facility in the first year after the expiration of the abatement?

**[The (amount) represents 5% depreciation over 10 years.]**

7. Please attach information describing how the proposed project or facility meets the minimum Requirement for tax abatement outlined in the Guidelines & Criteria.

See Attachment 1

8. Please attach information on the following aspects of the proposed project or facility:

- (1) current value of land and existing improvements, if any;
- (2) type, value and purpose of proposed improvements;
- (3) productive life of proposed improvements;
- (4) impact of proposed improvements and other expenditures on existing jobs;
- (5) number and type of new jobs, if any, to be created by proposed improvements and expenditures;
- (6) costs to be incurred by Starr County, if any, to provide facilities or services directly resulting from the new improvements;
- (7) types and values of public improvements, if any, to be made by applicant seeking abatement;
- (8) estimation of the amount of ad valorem property taxes to be paid to Starr County after expiration of the abatement agreement;
- (9) the impact on the business opportunities of existing businesses and the attraction of new businesses to the area, if any;
- (10) the overall compatibility with the zoning ordinances and comprehensive plan, if any, for the area;
- (11) whether the applicant's proposed facility or improvement or modernization is an industry which is new to Starr County.

See Attachment 1

9. Please attach the following information to this application:
- (1) A map and description of the property for which abatement is sought;
  - (2) A time schedule for completing the planned improvements; and
  - (3) Basic financial information about yourself and your organization sufficient to enable evaluation of the applicant's financial capacity.

See Attachment 1

10. Please describe the proposed or existing Reinvestment Zone in which this project will be located.

DEGS seeks the County's approval of the Reinvestment Zone attached as Exhibit. The Project will be located in the center portion of the Zone, Although the Project could expand north and northwest into other areas inside the zone boundary shown on the attached Exhibit B.

11. Please attach a copy of the County's approved Tax Abatement Agreement with applicant, or, if not yet approved, a copy of the proposed County's Tax Abatement Agreement.

I attest that the information provided in this application is true and correct to the best of my knowledge.

Applicant Signature:

\_\_\_\_\_  
Authorized Representative

Name of Applicant:

Date of application submission:

**Exhibit A**  
**Legal Description of Reinvestment Zone**  
**Containing Proposed Project**

Please attach a copy of the map of the County's Reinvestment Zone and the location(s) of the facility (ies)

The real property in \_\_\_\_\_ County, being all of the (lots, block/section) in the \_\_\_\_\_.



**Exhibit B**  
**Map of Project Area**

ADDENDUM A  
A RESOLUTION OF THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE  
ELECTING TO PARTICIPATE IN TAX ABATEMENT AGREEMENTS AND ADOPTING  
GUIDELINES AND CRITERIA FOR GRANTING TAX ABATEMENTS.

STATE OF TEXAS                   §  
COUNTY OF STARR               §  
AND HIDALGO                   §  
SOUTH TEXAS COLLEGE         §  
DISTRICT

WHEREAS, the Board of Trustees of South Texas College, is authorized to enter into Tax Abatement Agreements for Commercial-Industrial purposes as authorized in Chapter 312 of the Texas Tax Code, "Property Redevelopment and Tax Abatement Act" (The "Act");

WHEREAS, the Act requires South Texas College to establish Guidelines and Criteria for the designation for reinvestment zones and the entering into Tax Abatement Agreements; and

WHEREAS, the Act requires eligible taxing jurisdictions to establish Guidelines and Criteria as to eligibility for tax abatement agreements prior to granting any future tax abatements, said Guidelines and Criteria to be unchanged for a two-year period unless amended or repealed by a three-fourths vote of the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED that South Texas College declares it is eligible to participate in a Tax Abatement Program.

FURTHER, BE IT RESOLVED that South Texas College hereby adopts the attached Guidelines and Criteria for Tax Abatement for use in all Tax Abatement Programs.

CONSIDERED. PASSED, APPROVED, AND SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ at a regular meeting of the Board of Trustees of South Texas College at which a quorum was present and which was held in accordance with the provisions of Texas Government Code Chapter 551.

SOUTH TEXAS COLLEGE

BY: \_\_\_\_\_  
Chairman

ATTEST:

BY: \_\_\_\_\_  
Secretary

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

Approval of the following award of proposal, purchases, renewals, and Interlocal agreement (Non-Bond Proceeds) is requested.

- |  |   |
|--|---|
| <p><b>A. Award</b><br/> <b>B. Instructional Item</b><br/> <b>C. Non- Instructional Items</b></p> | <p><b>D. Technology Items</b><br/> <b>E. Interlocal Agreement</b></p> |
|--|---|

### A. Award

#### 1) Fire Suppression Systems and Alarm Monitoring (Award)

Award the proposal for fire suppression systems and alarm monitoring to the following vendors, for the period beginning November 29, 2017 through November 28, 2018 with two one-year options to renew, at an estimated amount of \$137,832.93:

#	Services	Vendor	Amount
1	Fire Alarm Panels	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$13,950.00
2	Fire Alarm Repairs	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$30,000.00
3	Kitchen Hood Repairs	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
4	Fire Sprinklers Inspection	<b>1<sup>st</sup> FP McAllen, LLC.</b> (McAllen, TX)	\$9,500.00
5	Fire Sprinklers Repairs	<b>1<sup>st</sup> FP McAllen, LLC.</b> (McAllen, TX)	\$35,000.00
6	Fire Extinguishers/ Inspection Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
7	Fire Extinguishers – Hydro Test Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
8	Fire Extinguishers – Recharge Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
9	Fire Alarm Equipment and Monitoring	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$27,957.93
10	Fire Alarm Monitoring	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$1,425.00

Purpose – Facilities Operation and Maintenance is requesting fire suppression systems service and alarm monitor for all campuses district wide.

Justification and Benefit – The fire suppression systems and inspections contract will require periodic inspection of fire suppression systems at all South Texas College campuses. This will include inspection of the fire alarm system, fire sprinkler system inspection and repair, kitchen hood inspections, and inspection of portable extinguishers.

Background – Proposal documents were advertised on October 9, 2017 and October 16, 2017 and issued to twelve (12) vendors. Three (3) responses were received on October

24, 2017 and reviewed by Facilities Operation and Maintenance and the Purchasing Department.

Funds for this expenditure are budgeted in the Facilities Operation and Maintenance budget for FY 2017 – 2018.

## **B. Instructional Item**

### **2) Instructional Equipment (Purchase)**

Purchase instructional equipment from **Technical Laboratory Systems** (Houston, TX), a Harris County Department of Education – Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$87,964.00.

Purpose – The Architectural and Engineering Design Technology Program in the Division of Business and Technology is requesting to purchase two (2) laser cutter systems and a 3-D printer with software for student instruction at the Technology campus.

Justification and Benefit – The laser cutter systems will be used for high quality engraving and cutting to meet the needs of applications such as architectural modeling using a variety of materials. It will be used for students in the Intermediate and Advanced level courses to complete assignments that require construction of architectural and civil models and for students to acquire 3-D modeling skills that will increase their potential to obtain a job.

The 3-D printer and software will be used for high quality 3-D printing of architectural and civil models. It will be utilized for classroom instruction in all courses to provide CTE students with hands-on training on model-making skills. Using the latest technology, this will equip students with marketable skills that will increase their demand in the industry.

Funds for this expenditure are budgeted in the Carl Perkins grant budget for FY 2017 – 2018.

## **C. Non-Instructional Items**

### **3) Chiller Water Treatment Chemicals, Maintenance, and Equipment (Purchase)**

Purchase chiller water treatment chemicals, maintenance, and equipment from **U. S. Water Services, Inc./dba ChemCal** (St. Michael, MN), a State of Texas Purchasing and Support Services (TPASS) – Managed Contracts approved vendor, for the period of September 1, 2017 through August 31, 2018, at an estimated cost of \$85,000.00, which is based on prior year expenditures, and includes a filtration system.

Purpose – Facilities Operations and Maintenance is requesting chillier water treatment chemicals, maintenance, and equipment for all physical plant throughout the district.

Justification and Benefit – The chiller water treatment chemicals and maintenance will be purchased of the operation of the chillers for all South Texas College physical plants

which will include the monthly service for chemicals and equipment. The filtration system will be installed at the Starr County Campus to provide additional protection to an existing chiller.

Funds for this expenditure are budgeted in the Facilities Maintenance budget for FY 2017 – 2018.

**4) Furniture (Purchase)**

Purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN) approved vendors, at a total amount of \$120,387.04.

#	Vendor	Amount
A	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$1,080.26
B	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> ( Muscatine, IA/Edinburg, TX)	\$8,577.28
C	<b>National Office Furniture/Gateway Printing and Office Supply, Inc.</b> (Jasper, IN/Edinburg, TX)	\$110,729.50
	<b>Furniture Total</b>	\$120,387.04

The purchases can be summarized as follows:

- Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - Pecan Campus
    - 2 Chairs for the Computer Science Program
    - 1 Chair for the Learning Commons and Open Labs
  
- The Hon Company/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - Pecan Campus
    - 12 Vertical Files for the Business Office
    - 1 Desk for the Centers for Learning Excellence
    - 1 Desk for the Learning Commons and Open Labs
  
- National Office Furniture/Gateway Printing and Office Supply, Inc. (Edinburg, TX)
  - Pecan Campus
    - 26 Lounge Chairs and 10 Tables for the Student Activities & Wellness
  - Starr County Campus
    - 34 Lounge Chairs and 13 Tables for the Student Activities & Wellness

Fund for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Business Office, Center for Learning Excellence, Computer Science, Learning Commons and Open Labs and Student Activities & Wellness.

**5) Shuttle Bus (Purchase)**

Purchase a shuttle bus from **Creative Bus Sales, Inc.** (Irving, TX) (New), a Houston-Galveston Area Council (HGAC) approved vendor, at a total amount of \$88,205.00.

Purpose – The South Texas College Department of Public Safety is requesting to purchase a shuttle bus that will operate on the Yellow Line, serving three McAllen campuses. The shuttle bus will provide seating for sixteen (16) passengers and two (2) wheelchairs.

Justification and Benefit – The acquisition of an additional shuttle bus is needed for the efficient and effective operation of the Yellow Line, servicing college students at the Pecan, Technology, and Nursing and Allied Health campuses.

Direct service to and from the Pecan Campus and the Technology Campus and the Pecan Campus and Nursing and Allied Health Campus was instituted to provide reduced wait times for shuttle buses on the Yellow Line. Wait time have been reduced from forty minutes to twenty minutes. To continue this service, an additional shuttle bus is needed to replace loaner buses currently provided by the Lower Rio Grande Valley Development Council (LRGVDC).

Funds for this expenditure are budgeted in the STC Department of Public Safety for FY 2017 – 2018.

**6) Food Service – Starr County Campus (Renewal)**

Renew the food service – Starr County Campus contract with **Cactus Restaurant** (Rio Grande City, TX), for the period beginning February 1, 2018 through January 31, 2019, with a 4% commission of total monthly sales.

Purpose – Food service will be made available for the South Texas College faculty, staff, and students at the Starr County Campus.

Justification and Benefits – This contract will provide Starr County Campus with food service Monday through Friday for breakfast and lunch. It will include some of the following items: breakfast tacos, chicken strips, crispy tacos, enchiladas, fajitas, hamburgers, etc.

Background – The Board awarded the contract for food service – Starr County Campus at the January 31, 2017 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins February 1, 2018 and ends January 31, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	1/31/17	2/1/17 – 1/31/18	2 – one year options
1 <sup>st</sup> Renewal	11/28/17		2/1/18 – 1/31/19

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

**7) Graduation Caps and Gowns (Renewal)**

Renew the graduation caps and gowns contract with **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2018 through January 31, 2019, at an estimated amount of \$55,000.00.

Purpose - The Degree and Certification Completion Office is requesting graduation caps and gowns which will be used to distribute regalia to South Texas College graduates.

Justification and Benefit – The graduation caps and gowns will be issued to all South Texas College graduates attending the May 2018 and December 2018 commencement ceremonies. This will include approximate 4,000 graduates in May and 2,000 graduates in December.

Background - The Board awarded the contract for graduation caps and gowns at the December 13, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins February 1, 2018 and ends January 31, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	12/13/16	2/1/17 – 1/31/18	2 – one year options
1 <sup>st</sup> Renewal	11/28/17		2/1/18 – 1/31/19

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

Funds for this expenditure are budgeted in the Graduation budget for FY 2017 – 2018.

**8) Moving Services (Renewal)**

Renew the moving services contracts for the period beginning February 24, 2018 through February 23, 2019, at an estimated amount of \$280,000.00 with the following vendors:

- a. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
- b. **Groves Moving & Storage** (Harlingen, TX)

Purpose – Facilities-Planning and Construction is requesting moving services for the various moves requested by departments, instructional programs, faculty, and staff.

Justification and Benefits – The moving services will include relocation of furniture, equipment, and other items as needed throughout the College district. This will include the relocation of faculty and staff related to the new bond construction of sixteen (16) buildings.

Background – The Board awarded the contracts for moving services at the February 23, 2016 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins February 24, 2018 and ends February 23, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	2/23/16	2/24/16 – 2/23/17	2 – one year options
1 <sup>st</sup> Renewal	12/13/16		2/24/17 – 2/23/18
2 <sup>nd</sup> Renewal	11/28/17		2/24/18 – 2/23/19

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 Facilities Planning and Construction and M&O Unallocated budgets for FY 2017 – 2018.

**9) Vehicle Fuel Program (Renewal)**

Renew the vehicle fuel program with **U. S. Bank/ Voyager Fleet Systems** (Kansas City, MO), a State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2018 through December 31, 2018, at an estimated amount of \$90,000.00, based on prior year history.

Purpose – The vehicle fuel program is used for College owned vehicles used by Mail Services, Central Receiving, Maintenance and Operations, Nursing and Allied Health-Emergency Medical Technician Program, and the South Texas College Police Department for the day to day operations of the College.

Justification and Benefit – Use of the fuel cards is controlled by the Business Office and Purchasing Department in coordination with supervisors from departments using the cards. The Business Office has the ability to monitor online all fuel purchase transactions.

The advantages of using the vehicle fuel program are as follows:

- Each card is set up with transaction limits
- Each employee using the card has a personal identification number and transaction limits
- Odometer Readings are required at the pump
- Business Office staff monitors transactions online
- Rebates/Discounts are paid quarterly
- 40,000 approved locations which include locations less than a mile from the College's campuses
- The gas station with the best price is selected
- Net 30 days for monthly payment with no additional charge
- Various reports are available online for reference

The College is billed on a monthly basis for the actual fuel charges only. No other type of fees are assessed to the College. The estimated price per gallon savings will increase from \$.02 to \$.052 which will be received quarterly in the form of a rebate. The rebate will be based on the vendors Texas sales volume average usage which can range from 1.150% to 1.760% as stated in the agreement. The rebate amount varies, however the College received \$1,610.82 for 2017 and \$1,435.84 for 2016.



Funds for this expenditure are budgeted in the Mail Services, Central Receiving, Maintenance and Operations, Emergency Medical Technician Program, and South Texas College Police Department.

#### **D. Technology Items**

##### **10)Computers, Laptops, and Tablets (Purchase)**

Purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **GovConnection, Inc./dba Connection** (Pittsburgh, PA), a National IPA approved vendor, at a total amount of \$137,192.87

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

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

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

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

The purchases can be summarized as follows:

- Staff Computers
  - ⇒ 10 Computers for Department for Public Safety
  - ⇒ 2 Computers for Continuing Education
  - ⇒ 1 Computer for Computer Science Program
- Grant Computers
  - ⇒ 14 Computers for Hispanic Serving Institute Grant (Students)
- Faculty Laptops
  - ⇒ 2 Laptops for Education Program
  - ⇒ 1 Laptop for World Languages Program
  - ⇒ 1 Laptop for Automotive Technology Program
- Staff Laptops
  - ⇒ 10 Laptops for Applications Development
  - ⇒ 15 Laptops for Information Technology

- ⇒ 1 Laptop for Clinical Simulation Program
- ⇒ 2 Laptops for Biology Program
- ⇒ 2 Laptops for Student Assessment Center
  
- Grant Laptops
  - ⇒ 14 Laptops for Hispanic Serving Institute Grant
  - ⇒ 4 Laptops for i3 HEAL2 Project Grant
  
- Student Tablets
  - ⇒ 50 Tablets for Computer and Advanced Technologies Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Department for Public Safety, Continuing Education, Computer Science, Hispanic Serving Institute Grant Studies (Students), Education Program, World Languages Department, Automotive Technology Program, Applications Development, Information Technology, Clinical Simulation, Biology Program, Student Assessment Center, Hispanic Serving Institute Grant, i3 HEAL2 Project Grant, and Computer and Advanced Technologies.

#### **11)Public Website Equipment and Service (Purchase)**

Purchase of upgrade for the public website equipment and service with **Rackspace US, Inc.** (Dallas, Texas), a sole source vendor, for the period beginning December 1, 2017 through November 30, 2018, at a total annual cost of \$80,304.99.

Purpose – Information Technology is requesting to upgrade the existing website hosting services and equipment that have reached end of life and are no longer supported.

Justification and Benefit – The equipment and services are necessary for hosting the College’s public website as well as other sites and services at an off campus location. The current services include the following:

- Host the College’s Public Websites supported by the Office of Public Relations and Marketing
- Authentication Services for student, faculty, and staff to login to Blackboard, RAVE, and other third party hosted environments
- Host the College’s Fact Book supported by Research and Analytical Services
- Host the Computer Science Program lab environment for their online courses so that students can work on their assignments
- Host the College’s Library and Open Computer Labs website, which provides multiple services to students supported by the Library public services

The hardware equipment that is being used for these services is outdated and has reached its end of life and therefore needs to be upgraded. The upgraded equipment

will reduce the risk of hardware failure and will improve South Texas College public facing services hosted at Rackspace.

The services will also include the migration of data from the existing equipment to the new equipment.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2017 – 2018.

### **12) Training Services (Renewal)**

Renew the training services contract with **Global Knowledge Training, LLC.** (Cary, NC), for the period beginning January 1, 2018 through December 31, 2018 at an estimated amount of \$30,000.00 per semester and an annual amount of \$60,000.00.

Purpose - Information Services, Planning & Strategic Initiatives is requesting to renew the contract for training services.

Justification and Benefit - The training courses enhance staff's knowledge, skills, abilities and certification in specific areas related to Information Technology. The training will increase the division's overall performance in key functional areas and positively impact staff's motivation and individual growth. Also, the additional skills staff gain from the training will positively impact the quality of support provided to all College constituents.

Information Technology completed an internal review of positions and identified the benefit to have specific certifications for certain positions. In response to this finding, a plan was developed to get identified staff training leading to specified certifications.

The available training courses are listed below:

- How to Establish and Manage a Project Management Office
- Learning the Fundamentals of Project Management
- IT Project Management
- How to Perform Business Process Analysis
- A+ Certification
- Network+ Certification
- Security+ Certification
- Information Technology Infrastructure Library (ITIL) Foundation
- Information Technology Infrastructure Library Intermediate (ITIL) Foundation
- Certified Entry Networking Technician (CCENT)

Background - The Board awarded the contract for training services at the December 15, 2015 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins January 1, 2018 and ends December 31, 2018.

Award	Board Meeting Date	Original Term	Renewal Term
Original	12/15/15	1/1/16 - 12/31/16	2 – one year options
1 <sup>st</sup> Renewal	11/22/16		1/1/17 – 12/31/17
2 <sup>nd</sup> Renewal	11/28/17		1/1/18 – 12/31/18

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

Funds for this expenditure are budgeted in the Office of Strategic Initiatives budget for FY 2017 – 2018.

**E. Facility Usage Agreement**

**13) Graduation Facility (Lease Agreement)**

Lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), through an interlocal license agreement from May 11, 2018 at midnight through May 12, 2018 at midnight, at an estimated amount of \$30,000.00.

Purpose – The Division of Student Services is requesting an interlocal license agreement for the graduation ceremonies which will be held on Friday, May 11, 2018 and Saturday, May 12, 2018.

Justification and Benefit – The facility will be used for all South Texas College graduation ceremonies May 2018. The cost includes the use of the facility, audio visual equipment, and event personnel.

Funds for this expenditure are budgeted in the Graduation Account budget for FY 2017 - 2018.

**Recommendation:**

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

- A. Award**
- B. Instructional Item**
- C. Non- Instructional Items**
- D. Technology Items**
- E. Interlocal Agreement**

**A. Award**

- 1) **Fire Suppression Systems and Alarm Monitoring (Award):** award the proposal for fire suppression systems and alarm monitoring to the following vendors, for the period beginning November 29, 2017 through November 28, 2018 with two one-year options to renew, at an estimated amount of \$137,832.93:

#	Services	Vendor	Amount
1	Fire Alarm Panels	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$13,950.00
2	Fire Alarm Repairs	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$30,000.00
3	Kitchen Hood Repairs	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
4	Fire Sprinklers Inspection	<b>1<sup>st</sup> FP McAllen, LLC.</b> (McAllen, TX)	\$9,500.00
5	Fire Sprinklers Repairs	<b>1<sup>st</sup> FP McAllen, LLC.</b> (McAllen, TX)	\$35,000.00
6	Fire Extinguishers/ Inspection Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
7	Fire Extinguishers – Hydro Test Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
8	Fire Extinguishers – Recharge Rates	<b>EI Fire &amp; Safety, Inc.</b> (Mission, TX)	\$5,000.00
9	Fire Alarm Equipment and Monitoring	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$27,957.93
10	Fire Alarm Monitoring	<b>Strongline Security &amp; Fire</b> (San Juan, TX) (New)	\$1,425.00

**B. Instructional Item**

- 2) **Instructional Equipment (Purchase):** purchase instructional equipment from **Technical Laboratory Systems** (Houston, TX), a Harris County Department of Education – Choice Partners Purchasing Cooperative approved vendor, at a total amount of \$87,964.00;

**C. Non – Instructional Items**

- 3) **Chiller Water Treatment Chemicals, Maintenance, and Equipment (Purchase):** purchase chiller water treatment chemicals, maintenance, and equipment from **U. S. Water Services, Inc./dba ChemCal** (St. Michael, MN), a State of Texas Purchasing and Support Services (TPASS) – Managed Contracts approved vendor, for the period of September 1, 2017 through August 31, 2018, at an estimated cost of \$85,000.00, which is based on prior year expenditures and includes a filtration system;
- 4) **Furniture (Purchase):** purchase furniture from the National Intergovernmental Purchasing Alliance (NIPA/TCPN) approved vendors, at a total amount of \$120,387.04.

#	Vendor	Amount
A	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$1,080.26
B	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> ( Muscatine, IA/Edinburg, TX)	\$8,577.28

C	<b>National Office Furniture/Gateway Printing and Office Supply, Inc.</b> (Jasper, IN/Edinburg, TX)	\$110,729.50
	<b>Furniture Total</b>	\$120,387.04

- 5) **Shuttle Bus (Purchase):** purchase a shuttle bus from **Creative Bus Sales, Inc.** (Irving, TX) (New), a Houston-Galveston Area Council (HGAC) approved vendor, at a total amount of \$88,205.00;
- 6) **Food Service – Starr County Campus (Renewal):** renew the food service – Starr County Campus contract with **Cactus Restaurant** (Rio Grande City, TX), for the period beginning February 1, 2018 through January 31, 2019, with a 4% commission of total monthly sales;
- 7) **Graduation Caps and Gowns (Renewal):** renew the graduation caps and gowns contract with **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2018 through January 31, 2019, at an estimated amount of \$55,000.00;
- 8) **Moving Services (Renewal):** renew the moving services contracts for the period beginning February 24, 2018 through February 23, 2019, at an estimated amount of \$280,000.00 with the following vendors:
  - a. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
  - b. **Groves Moving & Storage** (Harlingen, TX)
- 9) **Vehicle Fuel Program (Renewal):** renew the vehicle fuel program with **U. S. Bank/ Voyager Fleet Systems** (Kansas City, MO), a State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2018 through December 31, 2018, at an estimated amount of \$90,000.00, based on prior year history;

**D. Technology**

- 10) **Computers, Laptops, and Tablets (Purchase):** purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **GovConnection, Inc./dba Connection** (Pittsburgh, PA), a National IPA approved vendor, at a total amount of \$137,192.87;
- 11) **Public Website Equipment and Service (Purchase):** purchase of upgrade for the public website equipment and service with **Rackspace US, Inc.** (Dallas, Texas), a sole source vendor, for the period beginning December 1, 2017 through November 30, 2018, at a total annual cost of \$80,304.99;
- 12) **Training Services (Renewal):** renew the training services contract with **Global Knowledge Training, LLC.** (Cary, NC), for the period beginning January 1, 2018 through December 31, 2018, at an estimated amount of \$30,000.00 per semester and an annual amount of \$60,000.00;

**E. Facility Usage Agreement**

- 13) **Graduation Facility (Lease Agreement):** lease the graduation facility from the **City of Hidalgo – Texas Municipal Facilities Corporation** (State Farm Arena) (Hidalgo, TX), through an interlocal license agreement from May 11, 2018 at midnight through May 12, 2018 at midnight, at an estimated amount of \$30,000.00.

Recommend Action - The total for all award of proposal, purchases, renewals, and Interlocal agreement (Non-Bond Proceeds) is \$1,251,886.83.

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

The Board of Trustees approves and authorizes the all award of proposal, purchases, renewals, and Interlocal agreement (Non-Bond Proceeds) in the amount of \$1,251,886.83 as presented.

**Approval Recommended:**

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

## **Review and Recommend Action on Annual Investment Report for FY 2016 – 2017**

Approval of the Annual Investment Report for FY 2016 - 2017 is requested.

Purpose – The State Auditor’s Office (SAO) requires that higher education institutions report to the SAO certain investment information prescribed by General Appropriations Act (82<sup>nd</sup> Legislature), Article III, Rider 5-Investment Reports. The governing board of each of the educational institutions is required to file with the SAO, Comptroller of Public Accounts, Legislative Budget Board, and the Governor an annual report of all investment transactions involving endowment funds, short-term and long-term investment funds, and all other securities transactions. The College’s Policy #5120: *Investment Policy* and Investment Strategy Statement, requires the independent auditor to review the Investment report at least annually and the result of the review is to be reported to the Board of Trustees.

Justification – The Administration brings the Annual Investment Report to the Board of Trustees annually, as required.

Reviewers – The College’s Investments were reviewed by Carr, Riggs & Ingram, LLC (external auditors).

Enclosed Documents – The Annual Investment Report prepared for the State Auditor’s Office follows in the packet for your information and review.

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the November 28, 2017 meeting to address questions from the Board.

The Finance and Human Resources Committee recommended Board approval of the Annual Investment Report for FY 2016 – 2017, as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the Annual Investment Report for FY 2016 – 2017, as presented.



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

The Board of Trustees approves and authorizes the Annual Investment Report for FY 2016 – 2017, as presented.

**Approval Recommended:**

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

**South Texas College**  
**Annual Investment Report (Including Deposits)**

August 31, 2017  
Market Value

Investment or Deposit Type

<b>Publicly Traded Equity and Similar Investments</b>	
Common Stock (U.S. and foreign stocks held in separately managed accounts or internally managed by institution investment staff; exclude mutual or commingled funds)	
Equity/Stock Mutual Funds	
Balanced Mutual Funds (where target allocation is > 50% equities)	
"Commonfund" Equity Commingled Funds	
Other Equity Commingled Funds (if primarily invested in publicly traded equities)	
Preferred Stock	
Other - list by type	
<b>Total Publicly Traded Equity and Similar Investments</b>	<b>0.00</b>
<b>"Other" Investments - Other than Publicly Traded Equity and Debt Investments</b>	
Real Estate (include direct ownership & investments in real estate limited partnerships, private REITs, or similar vehicles; include a portfolio of publicly traded REITs if managed as a separate asset allocation category rather than comprising part of a broadly diversified stock portfolio )	
Other Real Asset Investments (e.g. investments in infrastructure funds)	
Private Equity	
Hedge Funds	
"Commonfund" Alternative Asset Commingled Funds (Real Estate, Private Equity, Hedge Funds, Commodities, etc.)	
Annuities	
Commodities	
Collectibles	
Other - Miscellaneous Coins	5,589.70
<b>Total "Other" Investments - Other than Publicly Traded Equity &amp; Debt Investments</b>	<b>5,589.70</b>
<b>Publicly Traded Debt &amp; Similar Investments &gt; 1 year maturity</b>	
U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	
Mortgage Pass-Throughs - "Agency"	
Mortgage Pass-Throughs - "Private Label"	
Asset-Backed Securities (ABS) (other than mortgage-backed securities)	
Sovereign Debt (non-U.S.)	
Municipal Obligations	
Collateralized Mortgage Obligations (CMOs) - list below by category	
Interest Only Strips (IOs)	
Principal Only Strips (POs)	
Inverse Floaters	
Stated Final Maturity longer than 10 years	
Other CMOs - "Agency"	
Other CMOs - "Private Label"	
Corporate Obligations (U.S. or foreign companies) - list below by rating	
Highly Rated (AAA/AA or equivalent)	
Other Investment Grade (A/BBB or equivalent)	
High Yield Bonds (<BBB or equivalent)	
Not Rated (NR)	
Fixed Income/Bond Mutual Funds (longer term; registered with the SEC)	
Balanced Mutual Funds (where target allocation is > 50% bonds or other debt securities)	
"Commonfund" Fixed Income/Bond Commingled Funds	
Other Fixed Income/Bond Commingled Funds (primarily invested in publicly traded debt securities; not registered with the SEC)	
GICs (Guaranteed Investment Contracts)	
Other - list by type	
<b>Total Publicly Traded Debt &amp; Similar Investments &gt; 1 year</b>	<b>0.00</b>

**South Texas College**  
**Annual Investment Report (Including Deposits)**

**August 31, 2017**  
**Market Value**

**Investment or Deposit Type**

<b>Investment or Deposit Type</b>	<b>Market Value</b>
<b>Short-Term Investments &amp; Deposits</b>	
U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	
Bankers' Acceptances	
Commercial Paper - A1/P1 (or equivalent)	
Other Commercial Paper - lower rated	
Repurchase Agreements (Repos)	
Money Market Mutual Funds (registered with the SEC)	
Short-Term Mutual Funds Other than Money Market Mutual Funds (registered with the SEC)	
Public Funds Investment Pool Created to Function as a Money Market Mutual Fund (not registered w/ SEC but "2a7-like")	
TexPool (and TexPool Prime)	29,797,188.88
Other Public Funds Investment Pools Functioning as Money Market Mutual Funds	
Other Investment Pools - Short-Term (not created to function as a money market mutual fund)	
Certificates of Deposit (CD) - Nonnegotiable	131,846,147.20
Certificates of Deposit (CD) - Negotiable	
Bank Deposits	146,320,196.19
Cash Held at State Treasury	
Securities Lending Collateral Reinvestments (direct investments or share of pooled collateral)	
<b>Other - Cash on Hand</b>	8,600.00
<b>Total Short-Term Investments &amp; Deposits</b>	<u>307,972,132.27</u>
<b>TOTAL INVESTMENTS and DEPOSITS</b>	<u><u>307,977,721.97</u></u>

Annual Investment Report - Prepared for State Auditor's Office

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

### **1. Review and Discussion of Internal Audit Report in the Area of Fixed Assets**

On November 14, 2017, Mr. Khalil Abdullah, Internal Auditor, attended the Finance, Audit, and Human Resources Committee meeting to discuss the procedures, findings, and recommendations of the internal audit report in the area of Fixed Assets.

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

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

## **Update and Discussion on Reconciliation of 2013 Bond Construction Program Budget and Projected Shortfall**

As of November 21, 2017, the current total budget shortfall is estimated to be at \$4,647,497. This amount does not include the current remaining buyout savings, design and construction contingencies.

Broadus & Associates has provided an updated summary of the current 2013 Bond Construction Program shortfall including the *projected* remaining savings.

No action is requested.

## Shortfall Summary

<b>Current Shortfall Less Contingency Balance</b>	
<b>November Shortfall</b>	<b>\$ (4,647,497)</b>
Available Design Contingency Balance (November)	\$ 577,452
Available Owner's Contingency Balance (November)	\$ 1,208,838
<b>Current Shortfall Less Contingency Balances</b>	<b>\$ (2,861,207)</b>

<b>Projected Savings</b>	
Projected Pecan Campus Buy-out Savings	\$ 280,000
Projected Nursing Allied Health Buy-out Savings	\$ 100,000
Projected Technology Campus Buy-out Savings	\$ 100,000
Projected Mid Valley Campus Buy-out Savings	\$ 100,000
Projected Starr Campus Buy-out Savings	\$ 250,000
Projected Miscellaneous Savings	\$ 300,000
<b>Projected Savings Total</b>	<b>\$ 1,130,000</b>

<b>Shortfall With Project Savings</b>	
<b>Current Shortfall Less Contingency Balances</b>	<b>\$ (2,861,207)</b>
<b>Projected Savings Total</b>	<b>\$ 1,130,000</b>
	<b>\$ (1,731,207)</b>

<b>Funds Available to Allocate</b>	
Shortfall With Project Savings	\$ (1,731,207)

## **Review and Discussion on Projected Errors and Omissions Report**

Broaddus & Associates has been asked to prepare a report of the projected errors and omissions for all of the 2013 Bond Construction Program projects for review and discussion at the November 28, 2017 Regular Board Meeting.

On November 14, 2017, Broaddus & Associates confirmed that they were preparing a Projected Errors and Omissions Report for delivery to the Board on November 28, 2017.

At a meeting on Tuesday, November 21, 2017, Broaddus & Associates informed administration that this report would not be ready.

Broaddus & Associates planned to prepare a report at the November 28, 2017 Regular Board Meeting only on the projected errors and omissions at the Pecan Campus North Academic Building project, as well as a report on the issues related to overtime costs and structural steel delays at the Pecan Campus STEM Building project.

This report is not available at the publication of the packet, and is anticipated for delivery at the meeting.

College staff has not reviewed nor concurred with Broaddus & Associate's representation of the projected Errors and Omissions report.

## **Review and Action as Necessary on 2013 Bond Construction Program Specific and Additional Outstanding Issues**

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.

Broaddus & Associates has worked with the design professionals and the Construction Managers at Risk and will provide updates and costs associated with each outstanding issue.

The Board packet includes the Outstanding Issues Action Plan as developed and maintained by administration. These items are:

### **Pecan Campus**

- 1) South Academic & STEM Building - Window Roller Shades Change Orders - Funding Source and Cost Analysis**
  - Board authorized the change order, but also requested an analysis of the cost difference if the work had been completed when authorized initially.
  - B&A will update the Board regarding the funding sources for these change orders at the November 28, 2017 Board Meeting.
- 2) South Academic & STEM Building - Covert Solid Doors with Vision Panels Change Order - Funding Source and Cost Analysis**
  - Board authorized the change order, but also requested a report on the error, and the cost impact.
  - B&A will provide an update at the November 28, 2017 Board Meeting.
- 3) STEM Building - Pending Analysis Report for steel delay that led to overtime costs**
  - B&A will provide a complete report on the matter and assist with recovery of all associated costs at the November 28, 2017 Special Facilities Committee Meeting and Board Meeting.
- 4) STEM Building - Pending Change Order - Insufficient Amperage for the Installed Circuits-Chemistry Labs Only**
  - B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
- 5) STEM Building - Pending Change Order - Floor Trenches Concern**
  - B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.



- 6) **STEM Building - Pending Change Order for the Autoclave Exhaust System**
  - B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
- 7) **STEM Building - Ventilation in 1st floor Biology storage rooms (6 cabinets)**
  - B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
- 8) **Thermal Plant - Chiller Fire Issue**
  - B&A to provide a full report on the matter and assist in the coordination of the identification of the party responsible to pay invoice.

### **Technology Campus**

- 9) **Southwest Renovation Building - Pending Final Completion**
  - B&A to coordinate with ECON Construction to properly close out project in a timely manner.
  - B&A will provide update at the November 28, 2017 Board Meeting.
- 10) **Parking & Site Improvement - Board's Request for Additional Landscape Along Military Hwy**
  - B&A to provide a proposed landscape design and its associated cost at the next Board meeting in November 28, 2017.
- 11) **Parking & Site Improvement - Drainage Issue**
  - B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
- 12) **Parking & Site Improvement - 2nd RAS Inspection Report**
  - B&A will follow up with Hinojosa Engineering and RAS inspector.
- 13) **South Academic and Student Activities - Switch Request - NCS to complete work**
  - B&A will coordinate with D. Wilson to ensure project is complete in a timely manner.

### **Nursing & Allied Campus**

- 14) **Alleged Damage to El Milagro Clinic and Texas A&M Building**
  - B&A will coordinate a meeting with all parties to resolved this issue in a timely manner.
- 15) **Utilities for Simulation Equipment**
  - B&A will provide an update on this matter at the November 28, 2017 Board Meeting.
- 16) **Fiber Optic Line Issue -No connectivity to the 2nd, 3rd, and 4th level**
  - B&A will provide associated pricing, recommendation and impact on substantial completion.

### **Mid Valley Campus**

- 17) Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - Chemistry Labs Only**
  - B&A to provide an update at the Board meeting on November 28, 2017.
- 18) Health Profession & Science Bldg. - Confirm Substantial Completion Date**
  - B&A will provide an update on this matter at the November 28, 2017 Board Meeting.
- 19) Thermal Plant, Student Services Expansion Bldg., and Health Profession & Science Bldg. - Block rust spots**
  - B&A will provide update at the November 28, 2017 Board Meeting.

### **Starr County Campus**

- 20) Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - Chemistry Labs Only**
  - B&A to provide an update at the Board meeting on November 28, 2017.
- 21) Health Profession & Science Bldg-20 in. deep sinks (12 sinks)**
  - B&A will provide update at the November 28, 2017 Board Meeting.
- 22) Health Profession & Science Bldg-2 columns of shelving to be relocated**
  - B&A will provide update at the next Facilities Committee Meeting in November 28, 2017.
- 23) Health Profession & Science Bldg. -Façade Does Not Match Schematic Designs**
  - B&A and Mata Garcia will coordinate and prepare options and its associated cost to the November 28, 2017 Board Meeting.
- 24) Parking & Site Improvement -Cleaning of Chilled Water Lines - 4 Incident Reports**
  - B&A to provide a complete report on the matter and assist in the recovery of all associated costs.
- 25) Parking & Site Improvement - 6 ft. Chain Link Fence Issue**
  - B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the November 28, 2017 Board Meeting.
- 26) Parking & Site Improvement - Landscape Design for Detention Pond Area**
  - B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the November 28, 2017 Board Meeting.
- 27) Parking & Site Improvements - B&A Recommendation for Alternate #4**
  - B&A will provide update at the November 28, 2017 Board Meeting.
- 28) Parking & Site Improvement GMP -Remove Workforce Center Utilities from Parking & Site Improvement project.**
  - B&A will provide update at the November 28, 2017 Board Meeting.

**Regional Center for Public Safety Excellence**

- 29) RCPSE Training Facility - Pending Landscape Drawings from the Board**
- B&A will provide update at the November 28, 2017 Board Meeting.

**District Wide -All Bond Projects**

- 30) Workforce Training Centers - Amend Contract to Remove Scope from B&A, Design Consultants, and CMR**
- Legal Counsel to provide update and status at the November 28, 2017 Board Meeting.
- 31) Architect/Engineer Fee Adjustments due to increases from CCL to GMP**
- B&A will provide update at the November 28, 2017 Board Meeting.
- 32) B&A Contract amendment**
- STC staff has requested that B&A provide estimated increase in contract cost if any.
- 33) Errors & Omissions Documentation from B&A for all projects - Cost of Reimbursement to STC**
- B&A will prepare a report on errors and omissions for each project and recommend course of action.
- 34) Furniture Delay Cost**
- B&A to identify responsible parties and provide update at the November 28, 2017 Board Meeting.
- 35) Finalize Miscellaneous and Library Furniture**
- B&A and HPG Designs will coordinate to finalize all furniture for the bond buildings and provide update at the December Facilities Committee.

The packet also includes a letter sent to Mr. Gilbert Gallegos, Broaddus & Associates, summarizing his commitments and the Board's expectations for the November 28<sup>th</sup>, 2017 Regular Board Meeting, as discussed on November 14, 2017 at a Facilities Committee meeting and at a Special Board Meeting.

The Board is asked to take action on any item as appropriate, and separately on items when possible, to facilitate a clear record of all action.

**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**November 28, 2017 - Board Meeting**  
*as of November 21, 2017*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
<b>Pecan Campus</b>						
1	South Academic & STEM Building - Window Roller Shades Change Orders - Funding Source and Cost Analysis	B&A/D. Wilson/BSGA	In Progress	<del>7/28/17</del> <del>11/14/17</del> 11/28/17	4/24/17: Board approved authorization for the installation of roller shades in the approximate price of \$45,432. 11/14/17 (Board Meeting): Board authorize the cost of installation of electric roller shades, including additional cost due to delay in pricing, at a cost not to exceed \$119,295. 11/21/17 (weekly meeting): Amount approved exceeds contingency amounts and B&A recommended to process change order as a cost of work. Future savings are expected from general conditions that will offset cost. B&A will update the Board regarding funding source at the November 28, 2017 Board Meeting.	Board authorized the change order, but also requested an analysis of the cost difference if the work had been completed when authorized initially. B&A will update the Board regarding the funding sources for these change orders at the November 28, 2017 Board Meeting.
2	South Academic & STEM Building - Covert Solid Doors with Vision Panels Change Order - Funding Source and Cost Analysis	B&A/D. Wilson	In Progress	11/28/2017	11/14/17 (Board Meeting): Board authorize D.Wilson Construction Company to convert solid doors by cutting in vision panels, for 28 doors at the STEM Bldg. and 40 doors at the South Academic Bldg. for approximately \$17,100. Board also request an analysis of the cost difference if the work had been included within the GMP versus doing it now. 11/21/17 (weekly meeting): B&A identified this issue as an omission item. Amount approved exceeds contingency amounts and B&A recommended to process change order as cost of work for South and STEM Bldg. Future savings are expected from general conditions that will offset cost. B&A will update the Board regarding funding source at the November 28, 2017 Board Meeting.	Board authorized the change order, but also requested a report on the error, and the cost impact. B&A will provide an update at the November 28, 2017 Board Meeting.
3	STEM Building - Pending Analysis Report for steel delay that led to overtime costs	B&A/D. Wilson	Pending	<del>9/12/17</del> <del>11/20/17</del> 11/28/17	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. 11/7/17 (B&A Weekly Meeting): B&A (Doug) will provide a full analysis report at the November 28, 2017 Board Meeting on liability for steel delays leading to overtime costs. 11/21/17 (weekly meeting): B&A (Doug) will provide report to the Board at the November 28, 2017 Board Meeting.	B&A will provide a complete report on the matter and assist with recovery of all associated costs at the November 28, 2017 Special Facilities Committee Meeting and Board Meeting.
4	STEM Building - Pending Change Order - Insufficient Amperage for the Installed Circuits-Chemistry Labs Only	B&A/D. Wilson/ Half Associates	In Progress	<del>10/31/2017</del> 11/28/17	10/24/17 (Board Meeting): STC Faculty addressed their concerns at the October 24, 2017 Board Meeting. Did not discuss insufficient amperage for the installed circuits. 11/14/17 (Board Meeting) Broadus will provide design and pricing to correct the issue at Pecan, Mid Valley, and Starr Campuses on November 28, 2017. 11/21/17 (weekly meeting): B&A stated Half Associates is re-designing and will have pricing available for the December 5, 2017 Facilities Committee Meeting.	B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
5	STEM Building - Pending Change Order - Floor Trenches Concern	B&A/D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 11/28/17	10/24/17 (Board Meeting): Bob (BSGA) indicated that the floor trenches were designed before construction broke ground. STC Biology chair suggested solid plates to cover the floor trenches on all four labs and ventilate through the sides of the wall. Gilbert stated he will follow up with pricing as quickly as possible. B&A to provide update at the next facilities committee meeting in November 14, 2017. 11/21/17 (weekly meeting): Gilbert stated the design is available. Pending change order and pricing. B&A will update at the November 28, 2017 Board Meeting.	B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
6	STEM Building - Pending Change Order for the Autoclave Exhaust System	B&A/D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 12/5/17	10/24/17 (Board Meeting): BSGA (Bob) mentioned he never received the information in regards to the autoclave model and design. B&A (Doug) mentioned the information was made available that afternoon and he will coordinate with the design team and have a response to this issue as quickly as possible. 11/14/17 (Board meeting): Board authorized the design team to develop and present a design and cost estimate for the autoclave exhaust system. 11/21/17 (weekly meeting): This change order is will be processed as cost of work. B&A stated there is enough buyout savings to offset cost. B&A will provide change order to the Board at the December 5, 2017 Facilities Committee Meeting.	B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
7	STEM Building - Ventilation in 1st floor Biology storage rooms (6 cabinets)	B&A/D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 12/5/17	11/7/17 (weekly meeting): Pricing not available. A change order will not be presented at the November 14, 2017 Facilities Committee Meeting. 11/14/17 (Board meeting); Half Associates working on numbers to determine costs. 11/21/17 (weekly meeting): This change order is a owner requested item and will be funded out of the Construction Contingency. B&A will provide change order to the Board at the December 5, 2017 Facilities Committee Meeting.	B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
8	Thermal Plant - Chiller Fire Issue	Legal Counsel	Pending	<del>10/10/2017</del> 11/28/17	2/3/17: Following a loss of power at 3:27, a fire erupted in the drive for chiller #4. 11/28/17 (Board Meeting): Board will discuss this matter under executive session.	B&A to provide a full report on the matter and assist in the coordination of the identification of the party responsible to pay invoice.

**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**November 28, 2017 - Board Meeting**  
*as of November 21, 2017*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
<b>Technology Campus</b>						
9	Southwest Renovation Building - Pending Final Completion	B&A/ECON	Pending	<del>10/31/2017</del> <del>11/14/17</del> 11/28/17	10/26/17: After three months, Tech Campus Southwest Renovation Building still hasn't had a final completion. Facilities Planning & Construction has not received the as-built drawings. Punch list is still pending completion from contractor. 11/14/17: B&A stated they are waiting on confirmation of a couple of items. Anticipated final completion for approval at the November 28, 2017 Board Meeting. 11/21/17 (weekly meeting): B&A recommended final completion by December 12, 2017 Board Meeting. Buyout savings for the building is expected.	B&A to coordinate with ECON Construction to properly close out project in a timely manner. B&A will provide update at the November 28, 2017 Board Meeting.
10	Parking & Site Improvement - Board's Request for Additional Landscape Along Military Hwy	Hinojosa Engineering	Pending	<del>9/12/17</del> <del>11/14/17</del> 12/5/17	10/24/17(Board Meeting): The Board took no action on the landscape design due to minimal landscape along Military Hwy. B&A (Tim) stated there are funds available to accommodate their request. B&A to provide a proposed landscape design and its associated cost at the November 14, 2017 Facilities Committee meeting. 11/14/17 (Board Meeting): Drainage Issues, Hinojosa working on solution and options with pricing will be available on November 28, 2017. 11/21/17 (weekly meeting): B&A recommended Ralph Ruby (subcontractor) to provide design and pricing for landscape and irrigation for the December 5, 2017 Facilities Committee Meeting.	B&A to provide a proposed landscape design and its associated cost at the next Board meeting in November 28, 2017.
11	Parking & Site Improvement - Drainage Issue	Hinojosa Engineering	Pending	11/14/2017	11/14/17 (Board Meeting): Drainage Issues, Hinojosa working on solution and pricing options for the November 28, 2017 Board Meeting. 11/21/17(weekly meeting): Hinojosa has yet to provide solution.	B&A (Doug) to provide an update at the next November 28, 2017 Board Meeting.
12	Parking & Site Improvement - 2nd RAS Inspection Report	Hinojosa Engineering	Pending	<del>10/3/2017</del> 11/7/17	9/26/17: RAS identified a step and sidewalk slope - it needs to be addressed. Pending 2nd review by RAS : Ramp accessibility 11/21/17 (weekly meeting): Hinojosa waiting on check from STC to pay RAS inspector for his 1st inspection. RAS inspector has agreed to conduct 2nd inspection at no cost. B&A will provide update at the November 28, 2017 Board Meeting.	B&A will follow up with Hinojosa Engineering and RAS inspector.
13	South Academic and Student Activities - Switch Request - NCS to complete work	D. Wilson/NCS	Pending	<del>11/17/2017</del> 11/27/17	11/14/17 (weekly meeting): NCS to come back and complete work by Friday, 11/17/17. 11/21/17 (weekly meeting): NCS is expected to complete work by Monday, 11/27/17.	B&A will coordinate with D.Wilson to ensure project is complete in a timely manner.
<b>Nursing &amp; Allied Campus</b>						
14	Alleged Damage to El Milagro Clinic and Texas A&M Building	B&A/D. Wilson	Pending	<del>10/3/2017</del> <del>11/21/17</del> 12/1/17	9/12/17: Discussed damage to El Milagro 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. 11/21/17 (weekly meeting): A meeting with Texas A&M is scheduled on 12/1/17 at 9:30am and a following meeting is also schedule with El Milagro Clinic on 12/1/17 at 11:00am. Representatives from the STC, B&A, ERO, and D.Wilson will be present to discuss this matter.	B&A will coordinate a meeting with all parties to resolved this issue in a timely manner.
15	Utilities for Simulation Equipment	B&A/D. Wilson	Pending	11/14/2017	11/2/17: College sent a letter to B&A requesting recommendation and associated pricing. 11/14/17 (Board Meeting): The Board approved and authorize the recommended adjustments at a cost of \$27,398 to move two existing floor boxes and to run air and electrical, as needed, to those two floor boxes and four additional floor boxes which are already installed. 11/16/17 (Budget Retreat Meeting): B&A identified this issue as an error item and a design contingency change order will be issued in the amount of \$27,398. Remaining design contingency is \$86,000.	B&A will provide an update on this matter at the November 28, 2017 Board Meeting.
16	Fiber Optic Line Issue -No connectivity to the 2nd, 3rd, and 4th level	B&A/D. Wilson	Pending	<del>11/7/2017</del> 11/21/17	11/2/17: No connectivity to the 2nd, 3rd, and 4th level. Computer and network affected. Interim solution to provide a splice box or permanent solution to re-pull and install a contiguous line. 11/14/17 (Board Meeting): B&A will provide pricing for a contiguous run fiber optic cable, and will inform the Board about any option for a warranty on the fusion spliced option, at the Nov. 28, 2017 Board Meeting. 11/21/17 (Weekly Meeting): Work to be done at no cost to the College. B&A will provide update at the November 28, 2017 Board Meeting.	B&A will provide associated pricing, recommendation and impact on substantial completion.
<b>Mid Valley Campus</b>						
17	Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - Chemistry Labs Only	B&A/Skanska/DBR	Pending	<del>11/20/17</del> 12/5/17	11/14/17 (Board Meeting) : Broaddus will provide design and pricing to correct the issue at Pecan, Mid Valley, and Starr Campuses on November 28, 2017. 11/21/17 (weekly meeting): B&A stated DBR is currently pricing it and a change order will be presented at the December 5, 2017 Facilities Committee Meeting.	B&A to provide an update at the Board meeting on November 28, 2017.
18	Health Profession & Science Bldg. - Confirm Substantial Completion Date	B&A/Skanska	Pending	<del>11/14/2017</del> <del>11/21/17</del> 12/4/17	11/2/17: College sent a letter to B&A requesting anticipated substantial completion. 11/14/17 (Board Meeting): Broaddus & Associates will attempt to coordinate temporary certification of occupancy to allow the installation of furniture and of AV/ITEquipment. 11/21/17 (weekly meeting): Gilbert stated College will get a partial substantial completion on 12/4/17 for the 1st floor only to allow furniture installation. TCO is contingent on life safety requirements and pending phone lines at the elevators. Expected substantial completion by 12/19/17 and final completion by January 2018.	B&A will provide an update on this matter at the November 28, 2017 Board Meeting.



**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**November 28, 2017 - Board Meeting**  
*as of November 21, 2017*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
19	Thermal Plant, Student Services Expansion Bldg., and Health Profession & Science Bldg. - Block rust spots	B&A/Skanska/Headwaters	In Progress	<del>10/24/2017</del> 10/31/17 11/14/17	10/17/17 : The College was advised that two buildings at the Mid Valley campus have rust stains that are penetrating the exterior of the Thermal Plant (100%) and the Student Services Expansion Building ( Screen wall only). B&A is working with CMR to correct this issue. 10/24/17 (Board Meeting): Majority of the bad batch is in the thermal plant. In June 2017, roughly 20 blocks had rust like spots and currently there are 300 blocks with rust. Headwater is the supplier of the defected material. B&A will ask Headwaters for a blanket or extended warranty of 5-10 years. B&A and Skanska are on board to remove and replace. The Board also agreed to remove and replace. B&A mentioned he will withhold retainage for this particular supplier. -Thermal Plant Bldg. - Remove and replace entirely. Doesn't affect occupancy. -Student Services Expansion Bldg. – Breezeway area. Need to close off exit. Doesn't affect occupancy. -Health Professions Bldg. - west side 2,000 sq.ft. – 2nd floor area. Doesn't affect occupancy. 11/14/17 (Board Meeting): No action-Pending 10 Year warranty. 11/21/17 (weekly meeting): Thermal Plant replacement is complete and proceeding with block replacement at the Student Services and Health Profession Bldg. A draft 10 year warranty will be provided at the November 28, 2017 Board Meeting.	B&A will provide update at the November 28, 2017 Board Meeting.
<b>Starr County Campus</b>						
20	Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - Chemistry Labs Only	B&A/D.Wilson/Sigma	Pending	<del>11/20/17</del> 12/5/17	11/14/17 (Board Meeting) : Broaddus will provide design and pricing to correct the issue at Pecan, Mid Valley, and Starr Campuses on November 28, 2017. 11/21/17 (Weekly Meeting): Pending design and pricing .Change order will be presented at the December 5, 2017 Facilities Committee Meeting.	B&A to provide an update at the Board meeting on November 28, 2017.
21	Health Profession & Science Bldg-20 in. deep sinks (12 sinks)	D. Wilson/B&A	Pending	<del>11/14/17</del> 11/28/17	11/14/17 (Board Meeting) : B&A to propose design and pricing for November 28, 2017. 11/21/17 (Weekly Meeting):B&A recommended perforated shelves to be placed in the sinks. B&A will provide update at the November 28, 2017 Board Meeting.	B&A will provide update at the November 28, 2017 Board Meeting.
22	Health Profession & Science Bldg-2 columns of shelving to be relocated	D. Wilson/B&A	Pending	<del>11/14/17</del> 12/5/17	11/6/17: Faculty concerns regarding 20in deep sinks, distance of floor boxes and air supply, 2 columns of shelving to be relocated, verify electrical amperage in all chemistry rooms. 11/21/17 (weekly meeting): Pending pricing, B&A will present change order at the December 5, 2017 Facilities Committee Meeting.	B&A will provide update at the next Facilities Committee Meeting in November 28, 2017.
23	Health Profession & Science Bldg. - Façade Does Not Match Schematic Designs	D. Wilson/Mata Garcia/B&A	In Progress	<del>10/3/17</del> <del>11/28/17</del> 12/5/17	9/19/17:STC displayed a photo from Starr County Health Profession and Science Building. It does not match the renderings approved by the Board. B&A to follow up and confirm with the drawings. 11/16/17 (Budget Retreat Meeting):B&A identified this item as a design contingency change order and will present it at the December 5, 2017Facilities Committee Meeting.	B&A and Mata Garcia will coordinate and prepare options and its associated cost to the November 28, 2017 Board Meeting.
24	Parking & Site Improvement -Cleaning of Chilled Water Lines - 4 Incident Reports	D. Wilson/B&A	Not Started	<del>10/3/2017</del> <del>10/10/17</del> 11/28/17	12/29/16: D&F Industries (subcontractor) damaged a chilled water pipe during trenching operations. 1st Incident Report. 11/7/17: Tie-in is complete. Filtration system have been transferred to new chiller plan and is being monitored. 11/14/17 (Board Meeting) No action., B&A recommended a study to determine if existing chiller was damaged. 11/21/17 (Weekly Meeting): This issue will be discussed under executive session at the November 28, 2017 Board Meeting.	B&A to provide a complete report on the matter and assist in the recovery of all associated costs.
25	Parking & Site Improvement - 6 ft. Chain Link Fence Issue	Melden & Hunt Engineering / B&A	Complete	<del>10/24/2017</del> 10/31/17 11/14/17 11/28/17	10/17/17: Discussed with B&A the 6 ft. chain link fence installed around a detention pond at the Starr County Campus new entrance. Broaddus & Associates and Melden & Hunt did not previously show this chain link fence to the Board of Trustee during schematic design presentation, however the fence is shown in the construction drawings. Melden & Hunt to provide options at the October 24, 2017 Board Meeting. 11/14/17 (Board Meeting) : Remove and reinstall chain link fence at thermal plant with a new roller gate, \$6,409.00. B&A will provide proposal with pricing at the November 28, 2017 Board Meeting. 11/21/17 (Weekly Meeting):B&A identified this item as an omission item and a design contingency change order will be issued out in the amount of \$6,409. Discussion of remainder fence to be relocated for RCPSE.	B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the November 28, 2017 Board Meeting.
26	Parking & Site Improvement - Landscape Design for Detention Pond Area	Melden & Hunt Engineering / B&A	In Progress	<del>10/31/2017</del> 11/14/17 11/28/17 12/12/17	10/24/17 (Board Meeting): The Board approved the base bid in the amount of <del>\$212,595</del> \$202,595.Revised amount does not include the detention pond – (additional trees and plantings have been added between the Health Professions and Library Bldg.). B&A will present the schematic design for landscaping of the detention pond area at the next facilities committee meeting. 11/14/17 (Board Meeting): B&A will provide cost proposals for pumps, landscaping, and fencing design for board action on the November 28, 2017 Board Meeting. 11/21/17 (Weekly Meeting):B&A will coordinate with Mario Reyna to present pricing options for the pump, an aesthetic wall, and landscape at the December 12, 2017 Board Meeting.	B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the November 28, 2017 Board Meeting.
27	Parking & Site Improvements - B&A Recommendation for Alternate #4	B&A/Melden & Hunt/D.Wilson	In Progress	<del>10/3/2017</del> 10/31/17 11/14/17 11/28/17	9/12/17: B&A recommended to move forward with alternate #4 estimated at \$186,000 for brick pavers and to use buyout savings from the Thermal Plant in the amount of \$250,000 to fund alternate #4. 10/24/17 (Board Meeting): The Board tabled this agenda item. B&A to present recommended options and pricing at the November 14, 2017 Facilities Committee Meeting. 11/14/17 (Board Meeting): Board Approved in the amount of \$219,000. 11/21/17 (Weekly Meeting):B&A stated an additional \$250,000 is expected in buyout savings from the Thermal Plant to fund alternate #4.	B&A will provide update at the November 28, 2017 Board Meeting.

**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**November 28, 2017 - Board Meeting**  
*as of November 21, 2017*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
28	Parking & Site Improvement GMP - Remove Workforce Center Utilities from Parking & Site Improvement project.	D. Wilson/B&A	In Progress	<del>10/24/2017</del> 11/28/17	8/22/17: B&A to follow up with D. Wilson on proposed deductive change order to remove any work associated with the Workforce Center. 11/14/17 (Board Meeting):B&A will provide a deductive change order by 11/28/17, reduces shortfall. 11/21/17 (Weekly Meeting): B&A will present a deductive change order at the November 28, 2017 Board Meeting.	B&A will provide update at the November 28, 2017 Board Meeting.
<b>Regional Center for Public Safety Excellence</b>						
29	RCPSE Training Facility - Pending Landscape Drawings from the Board	B&A	In Progress	11/14/17 2/1/17	11/14/17 (Board Meeting): Board authorized B&A to proceed with bidding for three alternates. B&A will provide update at the December Facilities Committee meeting. 11/21/17 (Weekly Meeting): Still pending pricing. Too many trees on the North side. Gilbert stated he will meet with city manager to discuss waive for the amount of trees or provide incentives. Final pricing is expected on February 13, 2018 Facilities Committee Meeting.	B&A will provide update at the November 28, 2017 Board Meeting.
<b>District Wide -All Bond Projects</b>						
30	Workforce Training Centers - Amend Contract to Remove Scope from B&A, Design Consultants, and CMR	Legal Counsel	In Progress	<del>10/3/2017</del> 11/28/17	11/22/16: Board recommended to postpone project until market stabilized due to high per square foot cost at \$252 and suspended architect services. 11/14/17 Board Meeting: Board approved legal counsel to amend contract with CMR and B&A. 11/21/17 (Weekly Meeting):Legal Counsel is finalizing amended contracts.	Legal Counsel to provide update and status at the November 28, 2017 Board Meeting.
31	Architect/Engineer Fee Adjustments due to increases from CCL to GMP	B&A	In Progress	<del>10/3/2017</del> <del>10/10/17</del> 11/28/17	6/14/17: Brian informed the group that the A/E fee adjustment will be taken to the board in July. 11/14/17 Board Meeting: Board Approved Half Adjustment, B&A described the process. B&A will provide a written process. 11/21/17 (Weekly Meeting): More A/E adjustments are expected in the following months, after all buyout savings are finalized and projects are completed.	B&A will provide update at the November 28, 2017 Board Meeting.
32	B&A Contract amendment	Legal Counsel	No Update	11/28/2017	6/14/17: Gilbert committed to bring a draft amendment of contract to the next Tuesday meeting, 6/20/17. 9/26/17:Received B&A response and reviewed by legal counsel and Board. Under review by legal counsel. 10/3/17: Discussed under executive session 11/14/17: No action 11/21/17 (Weekly Meeting):Legal Counsel is reviewing and finalizing .	STC staff has requested that B&A provide estimated increase in contract cost if any.
33	Errors & Omissions Documentation from B&A for all projects - Cost of Reimbursement to STC	B&A	Ongoing	<del>10/24/17</del> <del>10/31/17</del> <del>11/14/17</del> <del>11/20/17</del> 11/28/17	10/3/17: STC has requested B&A to prepare a report tracking errors and omission stating description of issue, responsible party, and costs that were incurred for items in which the College is not responsible for such as: - design problems -steel problems -roof problems -chiller incidents 10/24/17 (B&A Weekly Meeting): B&A will identify projects and will provide STC with a report for the November 14, 2017 Facilities Committee Meeting. 11/2/17: STC requested a summary of all costs paid to contractor, engineers, or others that need to be reimbursed to the College. B&A to provide a report for the November 14, 2017 Facilities Committee Meeting. 11/21/17 (Weekly Meeting):B&A will provide report for North Academic and STEM Bldg. overtime issue.	B&A will prepare a report on errors and omissions for each project and recommend course of action.
34	Furniture Delay Cost	B&A/CMRs	Ongoing	<del>11/14/2017</del> 11/28/17	11/2/17:In the event, that the buildings aren't ready the College will need to find storage facilities and will incur costs In addition, the College will incur costs for staff overtime in receiving and delivery of furniture to the various project sites and any third party vendors' additional costs due to the delay of future deliveries. These furniture costs will need to be recovered from the responsible party(ies) as necessary. 11/14/17: B&A stated the contractor is responsible for cost of overtime and storage if furniture is delayed. 11/21/17 (Weekly Meeting):B&A will provide update at the November 28, 2017 Board Meeting.	B&A to identify responsible parties and provide update at the November 28,2017 Board Meeting.
35	Finalize Miscellaneous and Library Furniture	B&A/HPG Designs	Pending	<del>11/14/17</del> <del>11/21/17</del> 11/28/17	11/7/17: Library furniture and miscellaneous furniture are still pending. 11/14/17: B&A informed the Board we are pending designs from the furniture consultant and will provide update at the next meeting. 11/21/17 (Weekly Meeting):Tammy will follow up with Purchasing Dept. regarding the purchase of NAH Lobby desk furniture for the December Finance packet.	B&A and HPG Designs will coordinate to finalize all furniture for the bond buildings and provide update at the December Facilities Committee.



**Office of the President**

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November 20, 2017

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Via Email: ggalegos@broaddusassociates.com  
Mr. Gilbert Gallegos  
Sr. V.P. – South Texas Area Manager  
Broaddus & Associates  
1100 E. Jasmine Ave., Ste. 102  
McAllen, Texas 78501

Re: Request for Recommendations and Resolution of Outstanding 2013 Bond Construction Items for Board Action Scheduled for November 28, 2017

Dear Mr. Gallegos,

I thank you for your time and attention to many of the outstanding issues related to the South Texas College 2013 Bond Construction Program. On November 14, 2017, the Facilities Committee and Board were able to act upon your recommendations and resolve several issues. I understand that on November 16, 2017, you visited with Mary Elizondo and her staff, and were joined for part of that meeting, by legal counsel, Chuy Ramirez.

I truly appreciate that many issues are resolved and many projects are progressing toward completion; however, there are several matters still pending that are a cause of concern.

Please be prepared to once again address the following issues, which will be included in the review and discussion of the Outstanding Issues Action Plan. The College requires recommendations for the resolution of these issues in a timely fashion as we near the end of Broaddus & Associates' contract for the management of the 2013 Bond Construction Program.

These outstanding items to be presented at the Board meeting on November 28, 2017, include the following:

**Pecan Campus**

- **South Academic & STEM Building - Pending Change Order Document for Window Roller Shades**
  - The Board authorized the work necessary to install the window roller shades at a cost not to exceed \$119,297.
  - The Board further requested an analysis of the cost difference of work that should have been completed following authorization on around April 2017, when the Board initially authorized Broaddus & Associates to pursue this option, as compared to undertaking the work at this time in mid-November 2017.



- **South Academic and STEM Buildings – Convert Solid Doors Change Order**
  - On November 14, 2017, Broaddus & Associates reported on the incorrect ordering of 68 interior doors for the STEM and South Academic Buildings.
  - Board authorized D. Wilson Construction Company to order parts and undertake the work necessary to convert these doors by the installation of vision panels, at a cost of approximately \$17,100.
  - Board requested an explanation of the error leading to this order, and a report on the difference in cost between ordering and installing the correct door versus modifying the doors as ordered.
  
- **STEM Building - Overtime for STEM Completion**
  - Broaddus & Associates agreed to provide a report on responsibility and costs for steel delays leading to overtime costs, for the Board’s review on November 28, 2017.
  
- **STEM Building – Insufficient Amperage for the Installed Circuits at Lab Work Tables**
  - Broaddus & Associates agreed to provide designs and pricing to correct the science lab table electrical circuit issues at the Pecan, Mid Valley, and Starr County Campus science labs, for the Board’s review and including a recommendation for action, on November 28, 2017.
  - The engineer of record for the Pecan Campus STEM Building project acknowledged that he had overlooked an email with this specific request by STEM faculty for four outlets with sufficient amperage delivered to these lab tables.
  - Broaddus & Associates forwarded this request via email to the project architect, and the engineer had not provided the amperage requested.
  - Broaddus & Associates is asked to determine:
    - Whether the appropriate design teams for the affected projects at other campuses received the STEM faculty request for four outlets and sufficient amperage; and
    - Cost impact of installing the necessary infrastructure to deliver the required amperage at this late stage of construction, as opposed to including this in the original design.
  - On November 14, 2017, Gilbert Gallegos opined that the failure to include the necessary electrical service was “not an error” – please explain and/or clarify Broaddus & Associates’ position on responsibility for the costs of these Change Orders at each campus.
  
- **STEM Building - Floor Trenches Concern**
  - Broaddus & Associates agreed to provide designs and pricing to sufficiently and appropriately resolve the faculty concerns with the trenching as installed, for the Board’s review and including a recommendation for action, on November 28, 2017.
  - On November 14, 2017, Bill Wilson, D. Wilson Construction Company, opined that this was a “change in the program” and not an “error” – explain and/or clarify Broaddus & Associates’ position on responsibility for the costs of these Change Orders at the Pecan Campus.
  
- **STEM Building - Autoclave is Not Ventilated as Requested**
  - The Board authorized the project team to design and develop a cost proposal to install the necessary autoclave venting system.
  - Broaddus & Associates is asked to present the design options and pricing and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  - Clarify the issue of whether the autoclave and related accessories satisfy the applicable building code and provide a copy of the Code provisions.

- **STEM Building - Ventilation in 1st floor Biology storage rooms**
  - Broaddus & Associates agreed to provide designs, pricing, and engineering to install the required ventilation, for the Board's review and including a recommendation for action, on November 28, 2017.

### **Technology Campus**

- **Southwest Renovation Building - Pending Final Completion**
  - Broaddus & Associates reported on Nov. 14, 2017 that certification of Final Completion was almost complete.
  - Broaddus & Associates is asked to recommend a Certificate of Final Completion for Board action, on November 28, 2017.
  
- **Parking & Site Improvement - Board's Request for Additional Landscape Along Military Hwy**
  - Broaddus & Associates did not provide additional landscaping options, as requested along the north side of Military Highway, for the Board to consider on November 14, 2017.
  - Provide design options with pricing, and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  - Broaddus & Associates reported drainage issues at the northwest corner of the building renovation project, which would be addressed under the Parking & Site Improvement project.
  - Provide design options with pricing to address the drainage issue as identified, and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  
- **Parking & Site Improvement - Handicap Parking Ramp & Accessibility Inspection Report Deficiencies**
  - Broaddus & Associates reported on the delays on November 14, 2017, related to the engineer of record and their delays and stated the handicap ramp was complete and awaiting inspection.
  - Provide status update on inspection by Registered Accessibility Specialist.

### **NAH Campus**

- **Alleged Damage to El Milagro Clinic and Texas A&M Building**
  - Broaddus & Associates and D. Wilson Construction had not yet met with representatives of El Milagro Clinic or the Texas A&M Center, to discuss the alleged damages and to review photographs, the seismic study by ERO, or other related documentation.
  - The College has informally heard that failure to address the concerns might interfere with certification of occupancy.
  - Update the Board on your meeting with both institutions, and your resolution of this matter on November 28, 2017.
  
- **Fiber Optic Cabling in Existing NAH Building**
  - The Board requested pricing for the installation of a single contiguous fiber optic cable as initially designed, as compared to a spliced fiber optic cable solution as proposed at the November 14, 2017 Facilities Committee meeting.
  - The College has subsequently received a tentative commitment, via email, that the contractor has agreed to remove the installed fiber optic cable, and to run a contiguous fiber optical cable, point-to-point from the MDF in the new building to the MDF on the 4th floor of the existing building.
  - Update the Board on the contractor's proposal to resolve this issue and inform the Board of Broaddus & Associates' plan to track and resolve all associated costs.
  - Provide options including pricing for the total replacement with a contiguous fiber optic cable, and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.

### **Mid Valley Campus**

- **Health Professions & Science Bldg. - Confirm Substantial Completion Date**
  - Broadus & Associates reported that the City of Weslaco does not issue temporary certifications of occupancy, which would help the project team meet the College's deadline.
  - Broaddus & Associates agreed to meet with the City of Weslaco to discuss options to allow the finalization of labs, AV/IT, and other equipment requiring certification of occupancy.
  - Report on resolution of receiving a temporary certificate of occupancy to allow installation of furniture and AV/IT equipment.
- **Student Services Building Expansion - Delayed Substantial Completion**
  - Broadus & Associates reported that the Fire Marshal had conducted five separate inspections, and the City of Weslaco has issued certification of occupancy.
  - Update the Board on November 28, 2017, and confirm the issuance of a certificate of occupancy.
- **Thermal Plant, Student Services Expansion Bldg, and Health Profession & Science Bldg. - Block rust spots**
  - Broaddus & Associates reported that Skanska USA is coordinating the replacement of affected block materials as directed by the Board.
  - Broaddus & Associates has reported that the block manufacturer is agreeable to the requested warranty of all materials provided by them.
  - Update the Board on the status of delivery of a blanket warranty.

### **Starr County Campus**

- **Parking & Site Improvement - Cleaning of Chilled Water Lines**
  - In your letter dated November 13, 2017, you wrote the following statement:  
"As for reuse of the existing chiller, it was never taken offline after the water contamination events took place, continuing to operate normally from the date of the first event until mid-October of this year. This indicates that the chiller has not been damaged, although an inspection of the chiller would provide assurance of that to STC."
  - On November 14, 2017, Mr. Gurwitz asked about possible damages to the chiller unit, and you recommended analysis to determine whether the chiller unit or other components were damaged by the contamination.
  - Broaddus & Associates is expected to recommend Board action as necessary to pursue the investigation and report findings for the Board's consideration.
  - I encourage you to coordinate with the College's Legal Counsel, Mr. Jesus Ramirez, to ensure that the College's interests are represented in this investigation.
- **Health Professions & Science Bldg. – Sinks, Air Supply, and Relocation of Shelving**
  - Lab table sinks installed in science labs were moved and redesigned, resulting in unusable sinks for student lab projects.
  - I have learned of email correspondence addressing this issue early in the project schedule; please advise the Board of the history of this issue, and whether this will be tracked as an error or omission.
  - There are further concerns about air supply and relocation of two sets of built-in shelving from the Chemical Storage Room to the adjacent Autoclave Room.
  - Provide the options to address these issues, with pricing and a recommendation from Broaddus & Associates for Board action, on November 28, 2017 meeting.

- **Health Professions & Science Bldg. -Façade Does Not Match Schematic Designs**
  - Mata Garcia Architects proposed a design on November 14, 2017, but did not have pricing available.
  - The Board approved the modified design concept and requested pricing so that they could take action as appropriate.
  - Provide design pricing, and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  
- **Parking & Site Improvement - 7 ft. Chain Link Fence Issue**
  - Melden & Hunt proposed to move the chain link fence from the detention pond and to install it, with a gate, as an enclosure around the thermal plant cooling tower yard.
  - The quoted price to complete this work was approximately \$6,400.
  - Confirm pricing, and provide a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  
- **Parking & Site Improvement - Landscape Design for Detention Pond Area**
  - Melden & Hunt proposed options including pumps, landscaping, and fencing to improve the detention pond area as constructed, with estimated pricing for various options.
  - Provide design options with pricing, and provide a recommendation from Broaddus & Associates for Board action, on November 28, 2017.
  
- **Parking & Site Improvement GMP -Remove Workforce Center Utilities from Parking & Site Improvement project**
  - With the removal of that project from the CM&R contract, all related costs aside from any completed pre-construction work should be removed from the Parking & Site Improvements GMP.
  - Provide the necessary deductive change order to correct the GMP as necessary, and a recommendation from Broaddus & Associates for Board action, on November 28, 2017.

**Regional Center for Public Safety Excellence**

- **RCPSE Parking & Site - Pending Landscape Drawings**
  - Broaddus & Associates proposed a schematic landscape design with three alternates for the Board's approval, though only costs estimates were available.
  - The Board authorized the solicitation of bids for the proposed base design and the three proposed alternates.
  - Provide an update, along with any recommendation from Broaddus & Associates for Board action as appropriate, on November 28, 2017.

**District Wide -All Bond Projects**

- **Professional Services Regarding Fee Adjustments due to increases from CCL to GMP**
  - Broaddus & Associates presented a service fee adjustment for Half Associates, for the Pecan Campus Thermal Plant project, on Nov. 14, 2017, and the Board approved the adjustment.
  - Provide a summary of the remaining service fee adjustments anticipated program-wide, and a recommendation for any Board action as necessary for approval of fee adjustments for completed projects.

- **Errors & Omissions Documentation from B&A for all projects**
  - In your letter dated November 13, 2017, you noted that “every owner entity would best be served by the inclusion of contingencies to address unanticipated changes and for owner requested changes that might not been [sic] originally address [sic].”
    - You then seem to make the case that the design contingency is intended to pay for architect’s mistakes.
    - Previously, I have understood your position to be that the design contingency included within each GMP was provided to allow the Construction Manager @ Risk to cover the costs in completing the 100% Construction Documents, while safely bidding projects out based on 60% Construction Documents.
    - Clarify for the Board, on November 28, 2017, Broaddus & Associates interpretation of the use of Design Contingency Funds.
    - Clarify Broaddus & Associates’ position on the criteria that would indicate a cost should be borne by a culpable party instead of paid through the College’s contingency funds.
  - I encourage you to coordinate with the College’s Legal Counsel, Mr. Jesus Ramirez, to ensure that the College’s interests are represented.
  - At the November 16, 2017 retreat with STC Staff, Broaddus & Associates agreed to provide for each item identified as an error or omission, the actual cost after considering and reducing costs that would have been undertaken whether or not the error or omission had occurred.
    - Provide the actual cost of each error or omission per project.
    - Provide any other errors or omissions not included in the preliminary list.
    - Provide plan to recover cost for each error or omission item from the responsible party(ies).
  - At the November 16, 2017 retreat with STC Staff, Broaddus & Associates agreed to provide for the November 28, 2017 board meeting the recovery of costs for errors and omissions associated with the Pecan Campus North Academic Building.
- **Projected Budget Shortfall**
  - Provide a reconciliation of the projected budget shortfall.
- **Cost of Reimbursement to STC**
  - Provide an itemized list of incurred or projected costs that the College should be reimbursed by the responsible parties.
- **Furniture Delay Cost**
  - Broaddus & Associates stated on Nov. 14, 2017 that the contractors would be responsible for the overtime and storage fees for furniture delays at the Mid Valley Campus projects.
  - Clarify for the Board whether the contractors at other projects are facing similar concerns and whether they are similarly responsible for accrued overtime and storage fees.
- **Finalize Miscellaneous and Library Furniture**
  - Broaddus & Associates stated on Nov. 14, 2017 that the furniture design consultant had not yet submitted designs for library furniture.
  - Inform the Board which project or projects the delayed designs are affecting.
  - Provide an update, including the design options and costs and a recommendation from Broaddus & Associates for Board action as appropriate, on November 28, 2017.

➤ **Substantial Completions and Punch-lists**

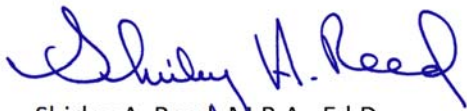
- At the November 16, 2017 retreat with STC Staff, Broaddus & Associates agreed to review the substantial completion requests and ensure that the requests are justified considering the punch list items compiled and submitted.
- Provide a plan for the Board identifying the review process undertaken by Broaddus & Associates to ensure that the substantial completion requests are justified, valid, and timely.
- Prepare and provide to the CM@R required obligations at substantial completion.

➤ **Responsibilities at Close-Out of Projects**

- At the November 16, 2017 retreat with STC Staff, Broaddus & Associates agreed to define the responsibilities of Broaddus & Associates and CM@R at close-out of projects and to advise the CM@R of such responsibilities, including timelines.
- Provide a plan for the Board regarding any incomplete work pending at substantial completion or after substantial completion in order for each project to be designated for final completion within a timeline and, if necessary, identify options to complete such outstanding work.
- Address in the plan, the outstanding issues regarding I.T. switches at the Pecan Campus South Academic Building.

Please be prepared to address these concerns and to provide recommendations for the Board consideration and action as necessary on November 28, 2017. The architects, engineers, and contractors for the affected projects are expected to attend as well.

Thank you,



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

Cc: South Texas College Board of Trustees:

Dr. Alejo Salinas, Jr., Chair

Mrs. Graciela Farias, Vice Chair

Mr. Jesse Villarreal, Secretary

Ms. Rose Benavidez, Member

Mr. Paul R. Rodriguez, Member

Mr. Gary Gurwitz, Member

Mr. Roy de León, Member

Dr. James Broaddus, President and Founder, Broaddus & Associates

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services

Mr. Ricardo De La Garza, Director of Facilities Planning and Construction

Mr. Jesus Ramirez, Legal Counsel

Mr. Bill Wilson, D. Wilson Construction

Mr. Josue Reyes, Skanska USA

Mr. Gilbert Enriquez, ECON

## **Discussion and Action as Necessary on 2013 Bond Construction Program Contingency Balances and Use of Contingency Funds**

Broaddus & Associates has provided documentation showing that projects within the 2013 Bond Construction Program have exceeded the Design Contingency and Construction Contingency limits as established as line items within Board-approved project Guaranteed Maximum Prices (GMPs).

Broaddus & Associates has proposed that some of the Change Orders that exceed the established contingency limits could be accomplished through unexpended “cost of work” balances that would normally be returned through buyout savings at the conclusion of the projects.

Administration recommends that Broaddus & Associates properly track all Change Orders, including consistent and accurate designation of contingency funds as appropriate for all expenditures. In the event that a Change Order would exceed available contingency funds, administration recommends the Board take action as necessary to specifically identify a source of funds to cover the excess expenditure, on a case-by-case basis.

Administration requests Board action as appropriate to instruct Broaddus & Associates on the required method of presenting Change Orders to the Board, and tracking expenditures in excess of appropriate contingency fund balances.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as appropriate to instruct Broaddus & Associates on the required method of presenting Change Orders to the Board, and tracking expenditures in excess of appropriate contingency fund balances.

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

The Board of Trustees approves and authorizes action as appropriate to instruct Broaddus & Associates on the required method of presenting Change Orders to the Board, and tracking expenditures in excess of appropriate contingency fund balances.

### **Approval Recommended:**

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

## Design Contingency Master Summary Sheet

### Bond Funded Projects

2013 Bond Program	Design Contingency			
	GMP Agreement:	Approved As of 11/14/17	Pending Approval For 11/28/17	Available:
<b>PECAN CAMPUS</b>				
North Academic Building	\$ 104,000	\$ 60,213	\$ -	\$ 43,787
South Academic Building	\$ 66,500	\$ 59,826	\$ -	\$ 6,674
STEM Building	\$ 104,000	\$ 100,083	\$ -	\$ 3,917
Student Union Bldg.	\$ 70,000	\$ 50,535	\$ -	\$ 19,465
Thermal Plant Expansion	\$ 110,000	\$ 110,000	\$ -	\$ -
Parking and Site Improvement	\$ 25,000	\$ 23,243	\$ -	\$ 1,757
<b>Total:</b>	<b>\$ 479,500.00</b>	<b>\$ 403,900.00</b>	<b>\$ -</b>	<b>\$ 75,600.00</b>
<b>NURSING &amp; ALLIED HEALTH CAMPUS</b>				
Nursing Allied Health - New Building	\$ 172,600	\$ 85,759	\$ -	\$ 86,841
Thermal Plant Expansion Bond	\$ 217	\$ -	\$ -	\$ 217
Parking & Site Improvements	\$ 23,000	\$ -	\$ -	\$ 23,000
<b>Total:</b>	<b>\$ 195,817.00</b>	<b>\$ 85,759.00</b>	<b>\$ -</b>	<b>\$ 110,058.00</b>
<b>TECHNOLOGY CAMPUS</b>				
Building Renovation	\$ 99,857	\$ 71,058	\$ -	\$ 28,799
Parking & Site Improvements	\$ 21,497	\$ 5,141	\$ -	\$ 16,356
<b>Total:</b>	<b>\$ 121,354.00</b>	<b>\$ 76,199.00</b>	<b>\$ -</b>	<b>\$ 45,155.00</b>
<b>MID VALLEY CAMPUS</b>				
Health Professions and Science Bldg.	\$ 193,219	\$ 119,632	\$ -	\$ 73,587
Library Expansion	\$ 32,955	\$ 29,780	\$ -	\$ 3,175
Student Services Building	\$ 51,049	\$ 45,240	\$ -	\$ 5,809
Thermal Plant Expansion	\$ 61,547	\$ 31,030	\$ -	\$ 30,517
Parking & Site Improvements	\$ 31,731	\$ 15,348	\$ -	\$ 16,383
<b>Total:</b>	<b>\$ 370,501.00</b>	<b>\$ 241,030.00</b>	<b>\$ -</b>	<b>\$ 129,471.00</b>
<b>STARR COUNTY CAMPUS</b>				
Health Professions & Science Bldg.	\$ 96,000	\$ 45,550	\$ -	\$ 50,450
New Library	\$ 37,000	\$ -	\$ -	\$ 37,000
Student Services Building	\$ 13,000	\$ 10,776	\$ -	\$ 2,224
Student Activities Building	\$ 14,000	\$ -	\$ -	\$ 14,000
Thermal Plant Expansion	\$ 39,000	\$ 22,585	\$ -	\$ 16,415
Parking & Site Improvements	\$ 37,700	\$ 37,632	\$ -	\$ 68
<b>Total:</b>	<b>\$ 236,700.00</b>	<b>\$ 116,543.00</b>	<b>\$ -</b>	<b>\$ 120,157.00</b>
<b>REGIONAL CENTER CAMPUS</b>				
New Building	\$ 68,315	\$ -	\$ -	\$ 68,315
Parking and Site	\$ 28,696	\$ -	\$ -	\$ 28,696
<b>Total:</b>	<b>\$ 97,011.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,011.00</b>
<b>LA JOYA TEACHING SITE - CSP</b>				
Lab Improvements	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

2013 Bond Program	Design Contingency			
	GMP Agreement:	Approved As of 11/14/17	Pending Approval For 11/28/17	Available:
<b>Totals:</b>	<b>\$ 1,500,883.00</b>	<b>\$ (923,431.00)</b>	<b>\$ -</b>	<b>\$ 577,452.00</b>



# Owners Construction Contingency Master Summary Sheet

## Bond Funded Projects

2013 Bond Program	Owners Construction Contingency			
	GMP Agreement:	Approved As of 11/14/17	Pending Approval For 11/28/17	Available:
<b>PECAN CAMPUS</b>				
North Academic Building	\$ 162,000	\$ 67,333	\$ -	\$ 94,667
South Academic Building	\$ 98,355	\$ 48,974	\$ -	\$ 49,381
STEM Building	\$ 153,990	\$ 94,658	\$ -	\$ 59,332
Student Union Bldg.	\$ 100,000	\$ -	\$ -	\$ 100,000
Thermal Plant Expansion	\$ 50,000	\$ 50,000	\$ -	\$ -
Parking and Site Improvement	\$ 38,900	\$ 22,096	\$ -	\$ 16,804
<b>Total:</b>	<b>\$ 603,245.00</b>	<b>\$ 283,061.00</b>	<b>\$ -</b>	<b>\$ 320,184.00</b>
<b>NURSING &amp; ALLIED HEALTH CAMPUS</b>				
Nursing Allied Health - New Building	\$ 178,900	\$ 145,701	\$ -	\$ 33,199
Thermal Plant Expansion Bond	\$ 3,420	\$ -	\$ -	\$ 3,420
Parking & Site Improvements	\$ 34,207	\$ -	\$ -	\$ 34,207
<b>Total:</b>	<b>\$ 216,527.00</b>	<b>\$ 145,701.00</b>	<b>\$ -</b>	<b>\$ 70,826.00</b>
<b>TECHNOLOGY CAMPUS</b>				
Building Renovation	\$ 151,180	\$ 133,810	\$ -	\$ 17,370
Parking & Site Improvements	\$ 33,640	\$ 9,105	\$ -	\$ 24,535
<b>Total:</b>	<b>\$ 184,820.00</b>	<b>\$ 142,915.00</b>	<b>\$ -</b>	<b>\$ 41,905.00</b>
<b>MID VALLEY CAMPUS</b>				
Health Professions and Science Bldg.	\$ 193,219	\$ 9,352	\$ -	\$ 183,867
Library Expansion	\$ 32,955	\$ -	\$ -	\$ 32,955
Student Services Building	\$ 51,049	\$ 45,248	\$ -	\$ 5,801
Thermal Plant Expansion	\$ 61,547	\$ (8,800)	\$ -	\$ 70,347
Parking & Site Improvements	\$ 31,731	\$ (40,594)	\$ -	\$ 72,325
<b>Total:</b>	<b>\$ 370,501.00</b>	<b>\$ 5,206.00</b>	<b>\$ -</b>	<b>\$ 365,295.00</b>
<b>STARR COUNTY CAMPUS</b>				
Health Professions & Science Bldg.	\$ 143,000	\$ 9,540	\$ -	\$ 133,460
New Library	\$ 55,500	\$ -	\$ -	\$ 55,500
Student Services Building	\$ 19,500	\$ -	\$ -	\$ 19,500
Student Activities Building	\$ 21,000	\$ -	\$ -	\$ 21,000
Thermal Plant Expansion	\$ 58,000	\$ -	\$ -	\$ 58,000
Parking & Site Improvements	\$ 52,950	\$ 57,427	\$ -	\$ (4,477)
<b>Total:</b>	<b>\$ 349,950.00</b>	<b>\$ 66,967.00</b>	<b>\$ -</b>	<b>\$ 282,983.00</b>
<b>REGIONAL CENTER CAMPUS</b>				
Building	\$ 89,889	\$ -	\$ -	\$ 89,889
Parking and Site	\$ 37,757	\$ -	\$ -	\$ 37,757
<b>Total:</b>	<b>\$ 127,645.53</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 127,645.53</b>
<b>LA JOYA TEACHING SITE</b>				
Lab Improvements	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

2013 Bond Program	Owners Construction Contingency			
	GMP Agreement:	Approved As of 11/14/17	Pending Approval For 11/28/17	Available:
<b>Totals:</b>	<b>\$ 1,852,688.53</b>	<b>\$ (643,850.00)</b>	<b>\$ -</b>	<b>\$ 1,208,838.53</b>

## Buyout Savings and GMP Master Summary Sheet

### Bond Funded Projects

2013 Bond Program	Board Approved GMP:	Change Orders		Adjusted GMP:
		Approved As of 11/14/17	Pending Approval For 11/28/17	
<b>PECAN CAMPUS</b>				
North Academic Building	\$ 10,951,000	\$ (730,195)	\$ -	\$ 10,220,805
South Academic Building	\$ 6,657,834	\$ -	\$ -	\$ 6,657,834
STEM Building	\$ 10,417,059	\$ (4,490)	\$ -	\$ 10,412,569
Student Union Bldg.	\$ 6,888,179	\$ (8,543)	\$ -	\$ 6,879,636
Thermal Plant Expansion	\$ 4,194,000	\$ (61,591.00)	\$ -	\$ 4,132,409
Parking and Site Improvement	\$ 2,618,800	\$ (43,197)	\$ -	\$ 2,575,603
<b>Total:</b>	<b>\$ 41,726,872.00</b>	<b>\$ (848,016.00)</b>	<b>\$ -</b>	<b>\$ 40,878,856.00</b>
<b>NURSING &amp; ALLIED HEALTH CAMPUS</b>				
Nursing Allied Health - New Building	\$ 17,009,860	\$ 278,044	\$ -	\$ 16,731,816
Thermal Plant Expansion Bond	\$ 230,788	\$ -	\$ -	\$ 230,788
Parking & Site Improvements	\$ 2,205,963	\$ -	\$ -	\$ 2,205,963
<b>Total:</b>	<b>\$ 19,446,611.00</b>	<b>\$ 278,044.00</b>	<b>\$ -</b>	<b>\$ 19,168,567.00</b>
<b>TECHNOLOGY CAMPUS</b>				
Building Renovation	\$ 10,533,587	\$ (1,736,041)	\$ -	\$ 8,797,546
Parking & Site Improvements	\$ 1,985,820	\$ (436,239)	\$ -	\$ 1,549,581
<b>Total:</b>	<b>\$ 12,519,407.00</b>	<b>\$ (2,172,280.00)</b>	<b>\$ -</b>	<b>\$ 10,347,127.00</b>
<b>MID VALLEY CAMPUS</b>				
Health Professions and Science Bldg.	\$ 14,453,387	\$ -	\$ -	\$ 14,453,387
Library Expansion	\$ 2,462,776	\$ 359,944	\$ -	\$ 2,822,720
Student Services Building	\$ 3,850,923	\$ -	\$ -	\$ 3,850,923
Thermal Plant Expansion	\$ 3,787,322	\$ 27,164	\$ -	\$ 3,814,486
Parking & Site Improvements	\$ 2,479,153	\$ (109,376)	\$ -	\$ 2,369,777
<b>Total:</b>	<b>\$ 27,033,561.00</b>	<b>\$ 277,732.00</b>	<b>\$ -</b>	<b>\$ 27,311,293.00</b>
<b>STARR COUNTY CAMPUS</b>				
Health Professions & Science	\$ 9,521,000	\$ -	\$ -	\$ 9,521,000
New Library	\$ 3,700,000	\$ -	\$ -	\$ 3,700,000
Student Services Building	\$ 1,320,000	\$ -	\$ -	\$ 1,320,000
Student Activities Building	\$ 1,365,000	\$ -	\$ -	\$ 1,365,000
Thermal Plant Expansion	\$ 3,911,000	\$ (250,000)	\$ -	\$ 3,661,000
Parking & Site Improvements	\$ 3,496,950	\$ 219,000	\$ -	\$ 3,715,950
<b>Total:</b>	<b>\$ 23,313,950.00</b>	<b>\$ (31,000.00)</b>	<b>\$ -</b>	<b>\$ 23,282,950.00</b>
<b>REGIONAL CENTER CAMPUS</b>				
Building	\$ 3,326,426	\$ -	\$ -	\$ 3,326,426
Parking and Site	\$ 1,887,866	\$ -	\$ -	\$ 1,887,866
<b>Total:</b>	<b>\$ 5,214,292.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,214,292.00</b>
<b>LA JOYA TEACHING SITE - CSP</b>				
Lab Improvements	\$ 1,163,000	\$ 2,650	\$ -	\$ 1,165,650
<b>Total:</b>	<b>\$ 1,163,000.00</b>	<b>\$ 2,650.00</b>	<b>\$ -</b>	<b>\$ 1,165,650.00</b>

2013 Bond Program	Board Approved GMP:	Change Orders		Adjusted GMP:
		Approved As of 11/14/17	Pending Approval For 11/28/17	
<b>Totals:</b>	<b>\$ 130,417,693.00</b>	<b>\$ (2,492,870.00)</b>	<b>\$ -</b>	<b>\$ 127,368,735.00</b>

# Pecan Campus - South Academic Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		<b>\$66,500</b>	<b>\$98,355</b>	<b>\$6,657,834</b>	
1	Adjustments for days and to align Board Approved Timeline					DOC / U
2	CR-13R - Electrical Infrastructure to Final Furniture Plan -\$4556 ; CR-21 - CHW Extension: Offset around existing tree and manhole -\$9356			(\$13,912)		OC / U
3	CR 02R - AVIT Supplemental Info SI-01 dated October 13, 2016: Revise floor boxes types and locations (EFSB8 to RFB4, etc.) -\$2034; CR 4 - Revise classroom lockset function to 'Secure-in-Place' \$750 ; CR 11 - ASI 01: Add door for AHU coil draw-out space -\$2315 ; CR 14 - RFI 40_Structural Steel 'X' brace conflict with Window Wall at Computer 2.401 -\$6438 ; CR 23 - RFI 40a-40b, 52, 59a & 60: Dry wall revisions to conceal storm drains, structural bracing, etc. -\$3041		(\$13,078)			OC / DOC
4	CR-22R AVIT Supplemental Info. SI-02 dated May 18.2017. Misc. revisions for Fixed Panel Monitors, Classrooms to Computer Lab upgrades, act			(\$21,025)		OC
5	CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens including deleting data drops and removing Ceiling Mounted Projectors Supports			(\$3,532)		OC
6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power		(\$2,488)			DOC
7	(CR-25R) Red Dye Concrete			(\$10,505)		(U) 10/24/17
8	CR-27R Relocate cable tray from classroom		(\$44,260)			(OC) 10/24/17
9	Classroom window wall Roller Shades for \$23,542 + Power/control material and labor (Not to exceed)	(\$65,880)				OC 11/14/17
10	Additional Light Kits in doors (total of 42 doors)	(\$10,290)				DD 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$76,170)</b>	<b>(\$59,826)</b>	<b>(\$48,974)</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$6,674</b>	<b>\$49,381</b>	<b>\$6,657,834</b>	

Change Proposal's Pending This Review Period						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$6,674</b>	<b>\$49,381</b>	<b>\$6,657,834</b>	

# Pecan Campus - STEM Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description		\$104,000	\$153,990	\$10,417,059	Bd. App. Date
1	CR2R, CR3R & CR11			(\$36,507)		OC / DOC
2	Adjustment for days & approved timeline - 53 days					U
3	CR-01 1st Floor Under slab Utility Trench -\$50,300 ; CR-06R - RFI 08 - AVIT SI-01 - Revise Floor Box Type @ 22 Locations -\$3155 ; CR-08R - Revise 7 Door to 45 min fire rated doors -\$2700 ; CR-13 - RFI-34 Exhaust Fan Equipment support and duct flashing -\$3482 ; CR-14R - RFI-24 Duct/Ceiling conflicts at Corridor 1.100 -\$4505 ; CR-15 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req - \$4974 ; CR-16R2 - RFI-14, 36 & 41 add drywall chase to encase structural steel braces and storm drain headers - \$6768 ; CR-18 - RFI 18 - AVIT-SI-01 Revise floor box location at Lvl 1 labs -\$3843		(\$79,727)			Error - CR-01 / OC / DOC
4	CR-20R Revised Lab service fixtures per Submittal 27a - combine gas turrets to double outlet , add DI water to service sinks, ect. -\$6817 ; CR-21R AVIT Supplemental Info. SI-02 dated May 18, 2017; Misc. revisions Flat Panel Monitors -\$31559			(\$38,376)		OC / DOC
5	CR22 - FUME HOOD DUCT 'Y' CONNECTION		(\$20,356)			DOC
6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave			(\$5,344)		OC
6	CR - 24 Add Flat Screens and Infrastructure & Delete Proj.Screens			\$4,490		OC
6	CR 25 - Modify Routing of Cable Trays to avoid classrooms			(\$3,207)		OC
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)	
8	Classroom window wall Roller Shades for \$21,800 + Power/control material and labor (Not to exceed \$8,000)	(\$53,415)				OC 11/14/17
9	OSHA Requirements for Explosion proof. Electrical Outlets and fixtures in Chemical Storage Area.			(\$5,152)		OC 11/14/17
10	Emergency Shower as permitted by Code			(\$6,072)		OC 11/14/17
11	Additional Light Kits in doors (total of 28 doors)	(\$6,820)				DC 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$60,235)</b>	<b>(\$100,083)</b>	<b>(\$94,658)</b>	<b>(\$4,490)</b>	
<b>Balance Remaining</b>			<b>\$3,917</b>	<b>\$59,332</b>	<b>\$10,412,569</b>	

Change Proposal's Pending This Review Period						
12	Floor Trenches - light weight concrete topping with alum. Access panels 5 in each room. Vert. Wall Vent			DC		
13	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits			DC		
14	Autoclave Ventilation (exhaust system)	COW			OC	
15	Ventilation in 1st Floor Biology Storage Rooms (6 cabinets)				OC	
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$3,917</b>	<b>\$59,332</b>	<b>\$10,412,569</b>	

## Nursing Allied Health - Building Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$15,124,960	\$172,600	\$178,900	\$17,009,860	Bd. App. Date
1	CP-02 Lavatories and Toilet Partition Revisions -\$16776 ; CP-07 Add 13 Junction Boxes and Conduit -\$3106			(\$19,882)		OC
2	CR-01 Vapor Barrier Product Substitution \$6750 ; CR-03 Reduce Generator Size/Capacity \$78010 ; CR-04 Finish Hardware Changes \$260 ; CR-06 Provide Floor Box in Rm 3.515 -\$1506 ; CR-08 Relocate VAV Boxes and modify existing ductwork -\$24506		\$59,008			DD
3	CP-05 Additional Power Outlets -\$2450 ; CP-09 WHJW SI#2R2 -\$123369			(\$125,819)		OC
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)			DD
5	CP-010 CREDIT for projection screens		\$2,937			DD
5	CP-012 DEDUCT for data - WHJW SI 3		(\$1,771)			Error
5	CP-013 CREDIT For Projector Data Drops - WHJW SI4		\$2,518			DD
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 recognized GMP Buy-Out Saving to Program Budget	(\$200,000)	(\$90,475)			BOS
6R	Retract Change Order No. 6	\$200,000	\$90,475			11/14/2017
7	Reallocation of Cost of Work Credit \$200,000 and Design Contingency Credit of \$90,475 to reduce the GMP amount				(\$290,475)	BOS
7R	Retract Change Order No. 7				\$290,475	11/14/2017
8	(CR-14) RFI # 70 Radiology Supply Rm HVAC Addition \$1,699; (CR-16) WJHW SI # 7 Addition of Plug Strips \$4,900;		(\$6,599)			Omission 10/24/2017
9	Buy-Out Savings of \$200,000 from Cost of Work (As noted in Change Order No. 6 & 7) + \$78,044 from Design Contingency = \$278,044	(\$200,000)	(\$78,044)		(\$278,044)	BOS 11/14/17
10	Provide and install (12) type M4RE light fixtures		(\$7,890)			Error 11/14/17
11	Provide and install the additional regulating recessed valve boxes and additional duplex receptacles		(\$7,390)			DD 11/14/17
12	Run new conduit from existing underground pull-box to the existing IDF room on the first floor. Plus additional General Clean up		(\$14,360)			Error 11/14/17
13	Provide and install new indoor plenum rated 24 strand fiber optic cable from 1st floor up to the 2nd floor and then go to the east side of building and up to the 4th floor MDF room. Will splice fiber optic on 1st floor. \$14,790 - VOID					
14	Utilities for Simulation Equipment		(\$27,398)			DD 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$200,000)</b>	<b>(\$85,759)</b>	<b>(\$145,701)</b>	<b>(\$278,044)</b>	
<b>Balance Remaining</b>		<b>\$14,924,960</b>	<b>\$86,841</b>	<b>\$33,199</b>	<b>\$16,731,816</b>	

Change Proposal's Pending This Review Period					
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0
<b>Balance remaining after approved Current Change Orders</b>		<b>\$14,924,960</b>	<b>\$86,841</b>	<b>\$33,199</b>	<b>\$16,731,816</b>

## **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. Starr County Campus 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.

<b>Level</b>	<b>Approved By</b>	<b>Change Amounts</b>		<b>Aggregate for Month</b>
		<b>From</b>	<b>To</b>	
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.

The change orders presented for November 28, 2017 are listed below:

<b>Bond Projects</b>	
Total Design Contingency Deducts for November 2017	TBD
Total Construction Contingency Deducts for November 2017	TBD
Total Buyout Savings	\$0
Other GMP Adjustments	\$0
Cost of Work Adjustments	TBD

<b>Non-Bond Projects</b>	
Total Design Contingency Deducts for November 2017	\$0
Total Construction Contingency Deducts for November 2017	\$0

Broaddus & Associates has not provided detailed change order information for each project, and proposes to deliver the Change Orders for Board action on November 28, 2017.

College staff has not had sufficient time to review the presented change orders for accuracy.

### **Funding Source**

Funds are available in the 2013 Bond Construction Program Budget and the Non-Bond Unexpended Budget for FY2017-2018.

Staff has recommended that Broaddus & 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 Order Log
- Change Order Master Summary

### **Presenters**

Representatives from Broaddus & Associates and representatives from the Construction Managers at Risk will be present at the November 28, 2017 Regular Board Meeting to discuss the buyout savings and use of design and construction contingencies.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the proposed Bond change orders as presented.

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

The Board of Trustees approves and authorizes action as necessary regarding the proposed Bond change orders as presented.

**Approval Recommended:**

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



CURRENT CHANGE ORDERS FOR REVIEW  
STC Board Meeting of November 28, 2017

**PECAN CAMPUS**

**STEM**

co.#	CHANGE ORDER DESCRIPTION	Cost of Work	Design	Owner	GMP Adjust.	Code
12	Floor Trenches - light weight concrete topping with alum. Access panels 5 in each room. Vert. Wall Vent - pending amount					
<i>Total</i>		\$0	\$0	\$0	\$0	

**Starr County Campus**

**Parking & Site**

co.#	CHANGE ORDER DESCRIPTION	Cost of Work	Design	Owner	GMP Adjust.	Code
6	Deductive Change Order for Workforce removal - Pending amount					
<i>Total</i>		\$0	\$0	\$0	\$0	

**Bond Projects**

Total Design Contingency Deducts for this month		\$0				
Total Owner Contingency Deducts for this month				\$0		
Total Buyout Savings					\$0	
Other GMP Adjustments					\$0	

Pending all Change Order amounts - to be delivered by Broaddus & Associates at the November 28, 2017 Regular Board Meeting.

- Legend:
- CC - Contractor Coordination
  - DOC - Document Coordination
  - CM - Contractor Omission
  - U - Unforeseen Condition
  - AA - Allowance Adjustment
  - DD - Design Development
  - DM - Deferred Maintenance
  - OC - Owner Scope Change
  - BOS - Buyout Savings

## Pecan Campus - North Academic Building Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description		\$104,000	\$162,000	\$10,951,000	Bd. App. Date
1	BUY OUT SAVINGS - of \$720,878				(\$720,878)	BOS
2	CR14, CR24 & CR26			(\$720)		OC
3	CR-29 - Add a second set of Building ID Letters to Canopy Façade			(\$6,405)		OC
4	CR-25 - Revised interior floor slab and transport trail enclosure from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req		(\$14,812)			DD / Error from CM@R
5	CR 02 - ASI-02 Structural steel modifications at entry canopies \$2,887; CR 03R- ASI-01 - Additional steel framing at building expansion joint - \$3,100; CR 05 - Exterior parapet angle addition -\$6831 ; CR 07R - ASI-06 - Interior and Finishes: Light fixture revisions \$275 ; CR 18 - ASI-02 Structural steel modifications at entry canopies -\$1091 ; CR 21 - ASI-05: Mock-Up wall - added length and details -\$1775 ; CR 22 - Additional structural pilasters at elevator shaft walls -\$6606		(\$16,241)			ERROR - CR-05 / DD / DOC / CM
6	CR 08R - AVIT Supplemental Information SI-01 dated October 13,2016 Infrastructure modifications to teacher's podium floor boxes, data for offices, etc. \$3242 ; CR 11 - ASI-07: Electrical infrastructure supporting AVIT SI-01 - conduit, wall boxes, floor block outs, etc. -\$3363		(\$121)			DD
7	CR-30R3 AVIT SI-02 Audio Visual Modifications for monitors, computer and Classroom etc. -\$16052 ; CR-35R3 AVIT SI-03 Audio Visual modifications for Active Learning Classrooms -\$28,052 ; CR-37 ASI-13 Electrical infrastructure for AVIT SI-02 Conduit and Boxes -\$8969 ; CR-38 ASI-14 Electrical infrastructure for AVIT SI-03 Conduit and Boxes -\$3493 ; Modify Construction Fence and Construction Trailer plumbing to accommodate Mc Allen ISD -\$1,254			(\$57,820)		OC
8	CR-34 - Graphic Revisions -\$2,388; CR-43 - AVIT SI- 05 Misc. Revisions \$2,913			\$525		OC
9	CR-25 - Building Letter Revision -\$143 ; CR-27 - Toilet Accessories - Add Grab Bars per ADA -\$395 ; CR-31 - Revise Doors to Clear Birch -\$550 ; CR-41 - ASI 16 Lobby Stairwell Finishes (enclose underside of Main Stair) -\$6899		(\$7,987)			OC / ERROR
10	CR-45 CHW Crossover in Level 2 Mechanical Room		(\$6,143)			DOC (Error from CM@R)
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)	Credit
12	CR-46 Add title above toilet door at drinking fountain alcoves \$655					DD 11/14/17
	CR-49 AVIT-SI 08: add 2 data drops to DDC Controllers in Lvl 2 & 3 Mechanical Rooms \$1,592					DD 11/14/17
	CR-50 Add 2 Building identification letter, "P" per direction of City of McAllen Fire Inspector \$330					U 11/14/17
	CR-51 RFI-78 Drywall finish over spandrel glass at Lvl 3, Rooms 3.101, 101a & 102 adjunct break and open computer lab \$2,940		(\$8,505)			DD 11/14/17
	CR-52 Drywall finish over spandrel glass at Stairwell landings (Re: CR-51 - RFI 178 for similar condition at Lvl 3 commons computer lab, etc.) \$2,988					DD 11/14/17
<b>Total Expenditures approved to Date</b>			(\$60,213)	(\$67,333)	(\$730,195)	
<b>Balance Remaining</b>			\$43,787	\$94,667	\$10,220,805	

Change Proposal's Pending This Review Period					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0
<b>Balance remaining after approved Current Change Orders</b>			\$43,787	\$94,667	\$10,220,805

# Pecan Campus - South Academic Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		\$66,500	\$98,355	\$6,657,834	
1	Adjustments for days and to align Board Approved Timeline					DOC / U
2	CR-13R - Electrical Infrastructure to Final Furniture Plan -\$4556 ; CR-21 - CHW Extension: Offset around existing tree and manhole -\$9356			(\$13,912)		OC / U
3	CR 02R - AVIT Supplemental Info SI-01 dated October 13, 2016: Revise floor boxes types and locations (EFSB8 to RFB4, etc.) -\$2034; CR 4 - Revise classroom lockset function to 'Secure-in-Place' \$750 ; CR 11 - ASI 01: Add door for AHU coil draw-out space -\$2315 ; CR 14 - RFI 40_Structural Steel 'X' brace conflict with Window Wall at Computer 2.401 -\$6438 ; CR 23 - RFI 40a-40b, 52, 59a & 60: Dry wall revisions to conceal storm drains, structural bracing, etc. -\$3041		(\$13,078)			OC / DOC
4	CR-22R AVIT Supplemental Info. SI-02 dated May 18.2017. Misc. revisions for Fixed Panel Monitors, Classrooms to Computer Lab upgrades, act			(\$21,025)		OC
5	CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens including deleting data drops and removing Ceiling Mounted Projectors Supports			(\$3,532)		OC
6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power		(\$2,488)			DOC
7	(CR-25R) Red Dye Concrete			(\$10,505)		(U) 10/24/17
8	CR-27R Relocate cable tray from classroom		(\$44,260)			(OC) 10/24/17
9	Classroom window wall Roller Shades for \$23,542 + Power/control material and labor (Not to exceed)	(\$65,880)				OC 11/14/17
10	Additional Light Kits in doors (total of 42 doors)	(\$10,290)				DD 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$76,170)</b>	<b>(\$59,826)</b>	<b>(\$48,974)</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$6,674</b>	<b>\$49,381</b>	<b>\$6,657,834</b>	

Change Proposal's Pending This Review Period						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$6,674</b>	<b>\$49,381</b>	<b>\$6,657,834</b>	

# Pecan Campus - STEM Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		\$104,000	\$153,990	\$10,417,059	
1	CR2R, CR3R & CR11			(\$36,507)		OC / DOC
2	Adjustment for days & approved timeline - 53 days					U
3	CR-01 1st Floor Under slab Utility Trench -\$50,300 ; CR-06R - RFI 08 - AVIT SI-01 - Revise Floor Box Type @ 22 Locations -\$3155 ; CR-08R - Revise 7 Door to 45 min fire rated doors -\$2700 ; CR-13 - RFI-34 Exhaust Fan Equipment support and duct flashing -\$3482 ; CR-14R - RFI-24 Duct/Ceiling conflicts at Corridor 1.100 -\$4505 ; CR-15 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req - \$4974 ; CR-16R2 - RFI-14, 36 & 41 add drywall chase to encase structural steel braces and storm drain headers - \$6768 ; CR-18 - RFI 18 - AVIT-SI-01 Revise floor box location at Lvl 1 labs -\$3843		(\$79,727)			Error - CR-01 / OC / DOC
4	CR-20R Revised Lab service fixtures per Submittal 27a - combine gas turrets to double outlet , add DI water to service sinks, ect. -\$6817 ; CR-21R AVIT Supplemental Info. SI-02 dated May 18, 2017; Misc. revisions Flat Panel Monitors -\$31559			(\$38,376)		OC / DOC
5	CR22 - FUME HOOD DUCT 'Y' CONNECTION		(\$20,356)			DOC
6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave			(\$5,344)		OC
6	CR - 24 Add Flat Screens and Infrastructure & Delete Proj.Screens			\$4,490		OC
6	CR 25 - Modify Routing of Cable Trays to avoid classrooms			(\$3,207)		OC
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)	
8	Classroom window wall Roller Shades for \$21,800 + Power/control material and labor (Not to exceed \$8,000)	(\$53,415)				OC 11/14/17
9	OSHA Requirements for Explosion proof. Electrical Outlets and fixtures in Chemical Storage Area.			(\$5,152)		OC 11/14/17
10	Emergency Shower as permitted by Code			(\$6,072)		OC 11/14/17
11	Additional Light Kits in doors (total of 28 doors)	(\$6,820)				DC 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$60,235)</b>	<b>(\$100,083)</b>	<b>(\$94,658)</b>	<b>(\$4,490)</b>	
<b>Balance Remaining</b>			<b>\$3,917</b>	<b>\$59,332</b>	<b>\$10,412,569</b>	

Change Proposal's Pending This Review Period						
12	Floor Trenches - light weight concrete topping with alum. Access panels 5 in each room. Vert. Wall Vent			DC		
13	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits			DC		
14	Autoclave Ventilation (exhaust system)	COW			OC	
15	Ventilation in 1st Floor Biology Storage Rooms (6 cabinets)				OC	
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$3,917</b>	<b>\$59,332</b>	<b>\$10,412,569</b>	

# Pecan Campus - Student Union

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description		\$70,000	\$100,000	\$6,888,179	Bd. App. Date
1	CR-01 Remove 3 Existing Palm Trees -\$750 ; CR-02 Remove Existing Drain Box at North Side of Pad -\$600 ; CR-03 Remove Existing Drain Box at South Side of Pad -\$600 ; CR-06 Add Door in Hoist way to service elevator equipment -\$2245 ; CR-07 RFI-06 Power to UV Light and Receipt in AHU's -\$1560 ; CR-08 RFI-33 Add Fire Damper for AHU PU005 -\$786 ; CR-09 RFI-36 Add Exhaust and R/A Fire Dampers -\$958 ; CR-10 Revise Sheathing from Treated Plywood to Dens- Glass \$7738 ; CR-12 Add 2 Layers of wood mailer at edge of high roof for insulation -\$2707 ; CR-13R - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req -\$5316 ; CR-14 ASI -08 Add 2 Floor Drains at Terrace Deck to maintain minimum concrete Depth for Structural Capacity -\$3600 ; CR-15 ASI -11 Furniture- Electrical Infrastructure Revisions \$805		(\$10,579)			OC / DOC / U
2	Elevator -\$1306 ; CR. 21 - Revise Exterior Handrail Material HD Gal. -\$2850		(\$4,156)			U / CM
3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair		(\$1,309)			OC
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)			
5	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)	
6	(CR-25) Relocate AEP transformer to clear other utilities (\$2,119) - U; (CR-28) Revise power to elevator from 208V to 480V per manufacture requirements (\$5,101) - DOC; (CR-30) Texas Gas Services installation fee (\$6,291) - DOC		(\$13,511)			10/24/17
7	CR-29 PR-02 Add partition in space under sitting stair (Door provided in previous CR-24) \$1,550		(\$12,437)			DD 11/14/17
	CR-31 RFI-66: Relocate water heater and water softner to fit in available space \$6,232	Error 11/14/17				
	CR-32 Additional Room signage per submittal review \$740	DOC 11/14/17				
	CR-33 Revise exit devices to fit narrow stile doors \$3,535	DOC 11/14/17				
	CR-35 Change accent wall color from orange to green at Career Center 1.401 \$380	DD 11/14/17				
<b>Total Expenditures approved to Date</b>			(\$50,535)	\$0	(\$8,543)	
<b>Balance Remaining</b>			\$19,465	\$100,000	\$6,879,636	

Change Proposal's Pending This Review Period						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			\$19,465	\$100,000	\$6,879,636	

# Pecan Campus - Thermal Plant

## Change Order Log

APPROVED CHANGE ORDERS TO DATE					
		Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$110,000	\$50,000	\$4,194,000	Bd. App. Date
1	CPR#8 - Provide Owner Protective Liability Insurance & CPR#9 Remove Conflicting Lines	(\$29,930)			
1	CPR#11- Provide Gas Line Connection to Existing Meter & CPR#12 Provide Temp Water	incl above			
1	CPR#14-Water Line Exploration & CPR#15 Comm.Card Expired	incl above			
1	CPR#16- Add 8" to Top of Masonry Wall& CPR#17- Provide Traffic Control April-May	incl above			
1	CPR#19- Provide Metal Roof Underlayment & CPR#20 Add Support Brackets for CHW	incl above			
1	CPR#22-Provide Traffic Control May-June	incl above			
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)		
2	CP-10 Provide Sealed Concrete in Lieu of VCT	(\$13,248)	(\$367)		
01F	Final Change Order dated May 3, 2017 Credit Remaining Design and Construction Contingency's and GMP Labor Savings	(\$31,615)	(\$7,919)	(\$61,591)	
4	CPR-26b ; CPR-33, CPR-30; CPR-31; CPR-32; CPR-34; CPR-35; CPR-36; CPR-38; CPR-39 & CPR-40	(\$34,950)			
5	CPR-42	(\$257)			
<b>Total Expenditures approved to Date</b>		<b>(\$110,000)</b>	<b>(\$50,000)</b>	<b>(\$61,591)</b>	
<b>Balance Remaining</b>		<b>\$0</b>	<b>\$0</b>	<b>\$4,132,409</b>	

Project is Billed out and Completed
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# Pecan Campus - Parking and Site Improvements

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
CO #	Change Order Description		\$25,000	\$38,900	\$2,618,800	
1	CR-07 Storm Drain Conflict with Existing CR for Temporary Bldg. -\$4577 ; CR-09 Valve to Isolate Bldg. M for water main shut down at NAB storm drain inlet -\$3849 ; CR-10 Remove existing water main valves at NAB storm drain inlet per City of Mc Allen ; CR-12 Utility Conflicts at NAB Storm drain inlet -\$9097			(\$17,523)		U
2	CR 02 - Delete Lime Stabilization at Parking Lot per Terracon CMT analysis of sub soil \$21689 ; CR 03 - RFI 10 - Delete back flow preventer at water service to Student Union (SACB) \$8658 ; CR 05 - RFI 14 - Reduce original sizes of fire service lines: 8" to 6", and 6" to 4" \$8550 ; CR 08R - Delete Fire Hydrant and associated service line \$4300 ; CR 13R - RFI 22: Utility conflicts at Storm drain lines between Bldg. E and Cooling Towers -\$6584 ; CR 14 - AVIT Supplemental Info SI-02 dated May 4, 2017: IT Duct Bank - clarifications on routing around new buildings -\$7937		\$28,676			U / DOC
3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package -\$3499 ; CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings -\$5223		(\$8,722)			U / DOC
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)	DD
5	CR-18 Revise phone cabling protection connectors from "Porta" digital type to "Circa" analog type. \$3,425			(\$4,573)		U 11/14/17
	CR-19 Boare and sleeve under loop drive to irrigation watermeter, relocated at direction of City of McAllen engineer \$1,148					U 11/14/17
<b>Total Expenditures approved to Date</b>			(\$23,243)	(\$22,096)	(\$43,197)	
<b>Balance Remaining</b>			\$1,757	\$16,804	\$2,575,603	

Change Proposal's Pending This Review Period						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			\$1,757	\$16,804	\$2,575,603	

## Nursing Allied Health - Building Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$15,124,960	\$172,600	\$178,900	\$17,009,860	Bd. App. Date
1	CP-02 Lavatories and Toilet Partition Revisions -\$16776 ; CP-07 Add 13 Junction Boxes and Conduit -\$3106			(\$19,882)		OC
2	CR-01 Vapor Barrier Product Substitution \$6750 ; CR-03 Reduce Generator Size/Capacity \$78010 ; CR-04 Finish Hardware Changes \$260 ; CR-06 Provide Floor Box in Rm 3.515 -\$1506 ; CR-08 Relocate VAV Boxes and modify existing ductwork -\$24506		\$59,008			DD
3	CP-05 Additional Power Outlets -\$2450 ; CP-09 WHJW SI#2R2 -\$123369			(\$125,819)		OC
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)		DD
5	CP-010 CREDIT for projection screens			\$2,937		DD
5	CP-012 DEDUCT for data - WHJW SI 3			(\$1,771)		Error
5	CP-013 CREDIT For Projector Data Drops - WHJW SI4			\$2,518		DD
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 recognized GMP Buy-Out Saving to Program Budget	(\$200,000)	(\$90,475)			BOS
6R	Retract Change Order No. 6	\$200,000	\$90,475			11/14/2017
7	Reallocation of Cost of Work Credit \$200,000 and Design Contingency Credit of \$90,475 to reduce the GMP amount				(\$290,475)	BOS
7R	Retract Change Order No. 7				\$290,475	11/14/2017
8	(CR-14) RFI # 70 Radiology Supply Rm HVAC Addition \$1,699; (CR-16) WJHW SI # 7 Addition of Plug Strips \$4,900;			(\$6,599)		Omission 10/24/2017
9	Buy-Out Savings of \$200,000 from Cost of Work (As noted in Change Order No. 6 & 7) + \$78,044 from Design Contingency = \$278,044	(\$200,000)	(\$78,044)		(\$278,044)	BOS 11/14/17
10	Provide and install (12) type M4RE light fixtures			(\$7,890)		Error 11/14/17
11	Provide and install the additional regulating recessed valve boxes and additional duplex receptacles			(\$7,390)		DD 11/14/17
12	Run new conduit from existing underground pull-box to the existing IDF room on the first floor. Plus additional General Clean up			(\$14,360)		Error 11/14/17
13	Provide and install new indoor plenum rated 24 strand fiber optic cable from 1st floor up to the 2nd floor and then go to the east side of building and up to the 4th floor MDF room. Will splice fiber optic on 1st floor. \$14,790 - VOID					
14	Utilities for Simulation Equipment			(\$27,398)		DD 11/14/17
<b>Total Expenditures approved to Date</b>		<b>(\$200,000)</b>	<b>(\$85,759)</b>	<b>(\$145,701)</b>	<b>(\$278,044)</b>	
<b>Balance Remaining</b>		<b>\$14,924,960</b>	<b>\$86,841</b>	<b>\$33,199</b>	<b>\$16,731,816</b>	

Change Proposal's Pending This Review Period					
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0
<b>Balance remaining after approved Current Change Orders</b>		<b>\$14,924,960</b>	<b>\$86,841</b>	<b>\$33,199</b>	<b>\$16,731,816</b>



## Nursing Allied Health - Thermal Plant Change Order Log

BOND						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code /
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		\$217	\$3,420	\$230,788	Bd. App. Date
	NONE					
<i>Total Expenditures approved to Date</i>			\$0	\$0	\$0	
<i>Balance Remaining</i>			\$217	\$3,420	\$230,788	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<i>Total Expenditures this reporting period</i>			\$0	\$0	\$0	
<i>Balance remaining after approved Current Change Orders</i>			\$217	\$3,420	\$230,788	

NON-BOND						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code /
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		\$31,783	\$42,375		
1	(CR-1) Hardware Modifications ties into the IT rack \$402; (CR-2) RFI # 21 Power for IT Rack (moved from office pull into the thermal plant \$534; (CR-3) WJHW SI # 1 Re-route Telecommunications Enclosure \$5,500; (CR-4) RFI # 13 Control Panel and Data Drops \$3,130			(\$9,566)		OC 10/24/17
<i>Total Expenditures approved to Date</i>			\$0	(\$9,566)	\$0	
<i>Balance Remaining</i>			\$31,783	\$32,809	\$0	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<i>Total Expenditures this reporting period</i>			\$0	\$0	\$0	
<i>Balance remaining after approved Current Change Orders</i>			\$31,783	\$32,809	\$0	

# Nursing Allied Health - Parking and Site Improvements

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				
		<b>Cost of Work</b>	<b>Design</b>	<b>Owner/Cons.</b>	<b>GMP Adjust.</b>	<b>Code /</b>
<b>co #</b>	<b>Change Order Description</b>		<b>\$23,000</b>	<b>\$34,207</b>	<b>\$2,205,963</b>	<b>Bd. App. Date</b>
	NONE					
<b>Total Expenditures approved to Date</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$23,000</b>	<b>\$34,207</b>	<b>\$2,205,963</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$23,000</b>	<b>\$34,207</b>	<b>\$2,205,963</b>	

# Technology Campus - Southwest Building Renovation

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				<b>Code /</b>
		<b>Cost of Work</b>	<b>Design</b>	<b>Owner/Cons.</b>	<b>GMP Adjust.</b>	
<b>CO #</b>	<b>Change Order Description</b>		<b>\$99,857</b>	<b>\$151,180</b>	<b>\$10,533,587</b>	
1	Buy-Out Savings - Credit for the balance of Partial GMP (Demo) Design and Construction "Owner" Contingency's		(\$5,141)	(\$9,106)	(\$120,730)	OC
2	Buy-Out Savings -2nd round of saving offered by CM@R				(\$1,115,311)	OC
3	Hose Reels		(\$16,156)			DD
4	Grinding & Polishing of existing Concrete Floors			(\$14,988)		U
5	CP - 11 Deduct for Birch Veneer \$1,395; CP - 08 Hardware Revisions for Security +\$2,900; CP - 10 Revisions to PL Casework +\$660 = \$2,165			\$2,165		OC / DD
6	Change Order No. 6 of \$3,560 from Owner's Contingency			(\$3,560)	(\$3,560)	
6R	Change Order No. 6 of \$3,560 from Owner's Contingency - RETRACTED			\$3,560	\$3,560	10/24/2017
7	(CP-3R) Changes as per ASI #1 - Armorlite Wall Panel at High/Low roof transition vs. stucco			\$1,395		(OC) 10/24/17
8	(PR-27) Quality Lab Modification per ASI # 10A (from single door to double door)		(\$10,539)			(EO) 10/24/17
9	Buy-out Savings from project cost of work ,D.C. and O.C.C. (Cost of work \$347,502 + D.C. \$39,222 + O.C.C. \$113,276) = \$500,000		(\$39,222)	(\$113,276)	(\$500,000)	(OC) 10/24/17
<b>Total Expenditures approved to Date</b>			<b>(\$71,058)</b>	<b>(\$133,810)</b>	<b>(\$1,736,041)</b>	
<b>Balance Remaining</b>			<b>\$28,799</b>	<b>\$17,370</b>	<b>\$8,797,546</b>	

<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$28,799</b>	<b>\$17,370</b>	<b>\$8,797,546</b>	

# Technology Campus - Parking and Site Improvements

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				
		<b>Cost of Work</b>	<b>Design</b>	<b>Owner/Cons.</b>	<b>GMP Adjust.</b>	<b>Code /</b>
<b>co #</b>	<b>Change Order Description</b>		<b>\$21,497</b>	<b>\$33,640</b>	<b>\$1,985,820</b>	<b>Bd. App. Date</b>
1	Return of Buy-Out Savings from the Demo GMP (Cost of Work -\$8000 ; D.C. -\$9105 ; O.C.C. - \$5141)		(\$5,141)	(\$9,105)	(\$22,246)	OC
2	Return of Buy-Out Savings from the GMP cost of work				(\$400,000)	OC
3	Return of Buy-Out Savings from the GMP (\$50k for existing conditions - Grind existing concrete slab)				(\$8,898)	OC
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)	OC
<b>Total Expenditures approved to Date</b>			<b>(\$5,141)</b>	<b>(\$9,105)</b>	<b>(\$436,239)</b>	
<b>Balance Remaining</b>			<b>\$16,356</b>	<b>\$24,535</b>	<b>\$1,549,581</b>	

<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$16,356</b>	<b>\$24,535</b>	<b>\$1,549,581</b>	

# Mid-Valley Campus - Health Professions Science Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description		\$193,219	\$193,219	\$14,453,387	Bd. App. Date
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)			
2	CP-12 AR 3HP-008 Door Hdwr. Revisions per New Security Protocol			(6,620)		
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-03Steel Redesign-\$18,105) to the Program Budget (37,792)		(\$37,792)			10/24/17
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)				(\$37,792)	10/24/17
3R	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steel Redesign-\$18,105) to the Program Budget (37,792) - RETRACTED		\$37,792			10/24/17
4R	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) - RETRACTED				\$37,792	10/24/17
5	CP-16 3HP-006R AVIT SI# 1&2 - Furniture coordination		(\$7,171)			10/24/17
6	CP-17 3HP-023R - additional structural steel columns at elevator shaft and supports (Requirements from Elevator Manufacture Schindler)		(\$6,458)			10/24/17
7	CP-19 3HP-036 - Arch lintels at towers per RFI # 15		(\$4,141)			10/24/17
8	CP-20 3HP-040 - Trellis steel plate supports (Trellis manufacture reviewed the submittals and required additional steel plate)		(\$1,126)			10/24/17
9	CP-22 3HP-028 - Additional fume hood and appurtenances Lab 2.071 per RFI # 31 & 31A		(\$24,334)			10/24/17
10	CP-23 3HP-035 - Acid waste vent offsets (conflict from Structural Steel)		(\$19,861)			10/24/17
11	CP-21 3HP-042 - AVIT SI# 5 - MDF & IDF Electrical requirements modifications. Power from Ceiling to floor as requested by STC IT Department.			(\$2,732)		10/24/17
<b>Total Expenditures approved to Date</b>			<b>(\$119,632)</b>	<b>(\$9,352)</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$73,587</b>	<b>\$183,867</b>	<b>\$14,453,387</b>	

Change Proposal's Pending This Review Period						
12	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$73,587</b>	<b>\$183,867</b>	<b>\$14,453,387</b>	

## Mid-Valley Campus - Library Change Order Log

Bond - Library Expansion						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				
co #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code / Bd. App. Date
1	Plant to cover the additional scope not anticipated at 60% GMP		\$32,955	\$32,955	\$2,462,776	
2	CP-01 LE-006 Roof Slope Adjustment per Garland (Manufactures) Requirements		(\$29,780)		\$82,212	
3	GMP increase by \$200,888. The general conditions cost were divided up as requested by the college so that each component GMP packet carried a proportionate share of the overall general conditions budget required for the Mid Valley Campus Bond Projects. They were not stand alone budgets and required that each subsequent GMP phase be procured to allow for the most efficient				\$200,888	10/24/2017
4	Additional General Conditions of \$76,844 increase to GMP				\$76,844	11/14/2017
<b>Total Expenditures approved to Date</b>			(\$29,780)	\$0	\$359,944	
<b>Balance Remaining</b>			\$3,175	\$32,955	\$2,822,720	
<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			\$3,175	\$32,955	\$2,822,720	

NON-BOND Library Renovation						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				
co #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code / Bd. App. Date
5	Existing Structural K Frame (Not to exceedd \$5,000)		(\$5,000)	\$13,294	\$1,123,682	Error 11/14/17
<b>Total Expenditures approved to Date</b>			(\$5,000)	\$0	\$0	
<b>Balance Remaining</b>			\$8,294	\$13,294	\$1,123,682	
<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			\$8,294	\$13,294	\$1,123,682	

## Mid-Valley Campus - Student Services Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description		\$51,049	\$51,049	\$3,850,923	Bd. App. Date
1	Increase roof insulation thickness by 1"			(\$6,000)		
2	CR1R,CR2,CR5,CR7,CR8,CR10			(\$14,514)		
3	CP-08 4SS-017R Provide Block Veneer at Loading Dock \$2,604			(\$2,604)		
3R	Retracting Change Order No. 3 - included in cost from Change Order No. 5			\$2,604		11/14/2017
4	CP-09 4SS-019A - Provide Dishwasher k6			(\$15,245)		
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)			
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)	
6R	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 - RETRACTED				\$19,095	10/24/2017
7	CP-18 - 4SS-028 Rough-in for fans at Breezeway (requested by George M.) - pending form George			(\$2,807)		10/24/2017
8	AVIT SI #3			(\$420)		11/14/2017
9	Final Inspection from AHJ - additional request			(\$6,262)		11/14/2017
<b>Total Expenditures approved to Date</b>			<b>(\$45,240)</b>	<b>(\$45,248)</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$5,809</b>	<b>\$5,801</b>	<b>\$3,850,923</b>	

Change Proposal's Pending This Review Period						
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>remaining after approved Current Change Orders</b>			<b>\$5,809</b>	<b>\$5,801</b>	<b>\$3,850,923</b>	

## Mid-Valley Campus - Thermal Plant Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description	\$4,103,143	\$61,547	\$61,547	\$3,787,322	
1	Reallocation of Buy-Out saving from Parking & Site Improvements to Thermal Plant for purchase of additional chiller				\$109,376	OC
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)			EO / U / DD
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)	OC
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		OC
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)			(\$8,800)	(\$8,800)	
5R	Retracct Change Order No. 5 \$8,800			\$8,800	\$8,800	11/14/2017
<b>Total Expenditures approved to Date</b>			(\$31,030)	\$8,800	\$27,164	
<b>Balance Remaining</b>			\$30,517	\$70,347	\$3,814,486	
<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>				\$0	\$0	
<b>remaining after approved Current Change Orders</b>			\$30,517	\$70,347	\$3,814,486	

### NON-BOND

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description		\$0	\$0	\$718,947	
	NONE					
<b>Total Expenditures approved to Date</b>			\$0	\$0	\$0	
<b>Balance Remaining</b>			\$0	\$0	\$718,947	



# Mid-Valley Campus - Parking and Site Improvements

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
CO #	Change Order Description		\$31,731	\$31,731	\$2,479,153	
1	Reallocation of Buy-Out saving from Parking & Site Improvements				(\$109,376)	
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)		
3	Infrastructure to support Workforce Center Project included in the Site & Parking documents			\$50,020		
4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.		(\$14,600)			
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)	(\$50,020)	
5R	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) - RETRACTED			\$50,020	\$50,020	10/24/2017
6	CP-7 2SP-025 Thermal Plant exterior lighting controls		(\$748)			10/24/2017
<b>Total Expenditures approved to Date</b>			<b>(\$15,348)</b>	<b>\$40,594</b>	<b>(\$109,376)</b>	
<b>Balance Remaining</b>			<b>\$16,383</b>	<b>\$72,325</b>	<b>\$2,369,777</b>	

Change Proposal's Pending This Review Period						
	NONE					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$16,383</b>	<b>\$72,325</b>	<b>\$2,369,777</b>	

# Starr County Campus - Health Professions and Science Building

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description		\$96,000	\$143,000	\$9,521,000	Bd. App. Date
1	CR 001 AVIT Underground Conduits -\$5500 ; CR 002 Electrical Feeder Conduit Changes -\$4980 ; CR 003 MDF Conduit -\$5565 ; CR 004 Floor Boxes -\$8590 ; CR 005 K-Bracing Correction -\$1892 ; CR 006 Roof Drain Locations -\$1800 ; CR 007 Door Frame Changes -\$1430		(\$29,757)			Error
2	CR 10-CR 12 Electrical Per ASI 03-Electrical Feed from Main Distribution Panel to Building Panels		(\$13,373)			Error
3	CR-009 Hardware and doors RFI-035 ( Hardware and Door for enlarged Door Opening in 25/1.00C			(\$4,540)		OC
4	(CR-14 - Louver upsize) Conflicts of structural steel cross bracing and joints. Louver at Mechanical room will not fit the location provided (RFI #16) Louver size has been changed from 76"x48" to 70"x48" in order to fit space - Purchase of		(\$2,420)			Error 10/24/17
5	OSHA Requirements for Explosion proof. Electrical Outlets and fixtures in Chemical Storage Area. Not to Exceed \$5,000			(\$5,000)		11/14/2017
<b>Total Expenditures approved to Date</b>			(\$45,550)	(\$9,540)	\$0	
<b>Balance Remaining</b>			<b>\$50,450</b>	<b>\$133,460</b>	<b>\$9,521,000</b>	

Change Proposal's Pending This Review Period						
6	Façade Approved Design			DC		
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$50,450</b>	<b>\$133,460</b>	<b>\$9,521,000</b>	

# Starr County Campus - Library

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	<b>Change Order Description</b>		<b>\$37,000</b>	<b>\$55,500</b>	<b>\$3,700,000</b>	<b>Bd. App. Date</b>
	NONE					
<b>Total Expenditures approved to Date</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance Remaining</b>			<b>\$37,000</b>	<b>\$55,500</b>	<b>\$3,700,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$37,000</b>	<b>\$55,500</b>	<b>\$3,700,000</b>	

# Starr County Campus - Student Services Expansion

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description		<b>\$13,000</b>	<b>\$19,500</b>	<b>\$1,320,000</b>	Bd. App. Date
1	CR.-001 - Re-route the existing primary Electrical Service due to building excavation		(\$10,776)			DD / Unforeseen
<b>Total Expenditures approved to Date</b>			(\$10,776)	\$0	\$0	
<b>Balance Remaining</b>			<b>\$2,224</b>	<b>\$19,500</b>	<b>\$1,320,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Remaining after approved Current Change Orders</b>			<b>\$2,224</b>	<b>\$19,500</b>	<b>\$1,320,000</b>	

# Starr County Campus - Student Activities Addition

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	<b>Change Order Description</b>		<b>\$14,000</b>	<b>\$21,000</b>	<b>\$1,365,000</b>	Bd. App. Date
	NONE					
<i>Total Expenditures approved to Date</i>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<i>Balance Remaining</i>			<b>\$14,000</b>	<b>\$21,000</b>	<b>\$1,365,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<i>Total Expenditures this reporting period</i>			\$0	\$0	\$0	
<i>remaining after approved Current Change Orders</i>			<b>\$14,000</b>	<b>\$21,000</b>	<b>\$1,365,000</b>	

# Starr County Campus - Thermal Plant

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description		\$39,000	\$58,000	\$3,911,000	Bd. App. Date
1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)		(\$2,934)			Error
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)			DD
2	Partial Buy-Out Savings recognized from the GMP				(\$250,000)	BOS
3	(CR-03 Chiller Insulation) Chiller insulation of the chiller heads & end sheets was not included with Owner provided Chillers. STC requested to install insulation. Sigma Engineer has requested that it go from 3/4" thick to 1" thick insulation.		(\$5,402)			Omission 10/24/17
4	remove fence around detention pond and reloacte to Thermal Plant Cooling towers		(\$6,409)			Omission 11/14/17
<b>Total Expenditures approved to Date</b>			<b>(\$22,585)</b>	<b>\$0</b>	<b>(\$250,000)</b>	
<b>Balance Remaining</b>			<b>\$16,415</b>	<b>\$58,000</b>	<b>\$3,661,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
5	Buy-out Savings					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$16,415</b>	<b>\$58,000</b>	<b>\$3,661,000</b>	

NON-BOND						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description		\$0	\$0	\$788,305	Bd. App. Date
	NONE					
<b>Total Expenditures approved to Date</b>			\$0	\$0	\$0	
<b>Balance Remaining</b>			<b>\$0</b>	<b>\$0</b>	<b>\$788,305</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$0</b>	<b>\$0</b>	<b>\$788,305</b>	

<b>Total contract sum</b>	<b>\$4,449,305</b>
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# Starr County Campus - Parking and Site Improvements

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>				
		<b>Cost of Work</b>	<b>Design</b>	<b>Owner/Cons.</b>	<b>GMP Adjust.</b>	<b>Code /</b>
<b>co #</b>	<b>Change Order Description</b>		<b>\$37,700</b>	<b>\$52,950</b>	<b>\$3,496,950</b>	<b>Bd. App. Date</b>
1	R 001 - Underground Data Re-location -\$32042 ; CR 003 - Primary Electric Duct Bank Changes - \$1990		(\$34,032)			Error
2	CP-006 Revised Entry Plan (\$17425) ; CP -007 Additional Parking (\$28,375)			(\$50,494)		OC
3	CR 008 Sidewalk for Additional Parking for Parking Lot Addition		(\$3,600)			Error
4	CR 002- Additional Pull boxes for It Duct Bank			(\$6,933)		OC
5	Alt. No. 4 - Additional Landscape and hardscape				\$219,000	OC 11/14/2017
<b>Total Expenditures approved to Date</b>			<b>(\$37,632)</b>	<b>(\$57,427)</b>	<b>\$219,000</b>	
<b>Balance Remaining</b>			<b>\$68</b>	<b>(\$4,477)</b>	<b>\$3,715,950</b>	
<b>Change Proposal's Pending This Review Period</b>						
6	Deductive Change Order for Workforce removal					
<b>Total Expenditures this reporting period</b>			\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$68</b>	<b>(\$4,477)</b>	<b>\$3,715,950</b>	

# Regional Center for Public Safety Excellence - Building Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>		
		Design	Owner/Cons.	GMP Adjust.
CO #	<b>Change Order Description</b>	<b>\$68,315</b>	<b>\$89,889</b>	<b>\$3,326,426</b>
1	Buy-out savings of \$110,000 to purchase a new 150-ton chiller (no added cost to contingency or GMP)			
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Balance Remaining</i>		<b>\$68,315</b>	<b>\$89,889</b>	<b>\$3,326,426</b>
<b>Change Proposal's Pending This Review Period</b>				
	NONE			
<i>Total Expenditures this reporting period</i>		\$0	\$0	\$0
<i>Balance remaining after approved Current Change Orders</i>		<b>\$68,315</b>	<b>\$89,889</b>	<b>\$3,326,426</b>



# Regional Center for Public Safety Excellence - Parking and Site Impro.

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>		
		Design	Owner/Cons.	GMP Adjust.
CO #	Change Order Description	<b>\$28,696</b>	<b>\$37,757</b>	<b>\$1,887,866</b>
	NONE			
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Balance Remaining</i>		<b>\$28,696</b>	<b>\$37,757</b>	<b>\$1,887,866</b>

<b>Change Proposal's Pending This Review Period</b>				
	NONE			
<i>Total Expenditures this reporting period</i>		\$0	\$0	\$0
<i>Balance remaining after approved Current Change Orders</i>		<b>\$28,696</b>	<b>\$37,757</b>	<b>\$1,887,866</b>

# Regional Center for Public Safety Excellence - Skills Pad

## Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>					
		Design	Owner/Cons.	GMP Adjust.	Bd. App. Date
co #	<b>Change Order Description</b>	<b>\$17,328</b>	<b>\$22,800</b>	<b>\$1,140,000</b>	
1	City Scape Drainage		<b>(\$22,800)</b>		
2	2 carports & footings	<b>(\$16,818)</b>			
3	Striping oil base paint ( \$1,341 left over from Building Permit + \$510 from left over Design Contingency = \$1,851)	<b>(\$510)</b>			
<b>Total Expenditures approved to Date</b>		<b>(\$17,328)</b>	<b>(\$22,800)</b>	<b>\$0</b>	
<i>Balance Remaining</i>		<b>\$0</b>	<b>\$0</b>	<b>\$1,140,000</b>	

Project is Billed out and Completed
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## La Joya - Higher Education Center Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>		
		Design	Owner/Cons.	CSP
co #	<b>Change Order Description</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,163,000</b>
1	Welding Lab Transformer upgrade			\$1,900
2	Relocate Projection Screen			\$750
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$2,650</b>
<i>Balance Remaining</i>		<b>\$0</b>	<b>\$0</b>	<b>\$1,165,650</b>
<b>Change Proposal's Pending This Review Period</b>				
	NONE			
<i>Total Expenditures this reporting period</i>		\$0	\$0	\$0
<i>Balance remaining after approved Current Change Orders</i>		<b>\$0</b>	<b>\$0</b>	<b>\$1,165,650</b>

<b>La Joya ISD (NON-BOND)</b>				
<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>		
		Design	Owner/Cons.	CSP
co #	<b>Change Order Description</b>	<b>\$0</b>	<b>\$0</b>	<b>\$352,500</b>
3	Upgrade existing 2-1/2" Backflow assembly with 4"			\$4,472
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$4,472</b>
<i>Balance Remaining</i>		<b>\$0</b>	<b>\$0</b>	<b>\$356,972</b>
<b>Change Proposal's Pending This Review Period</b>				
	NONE			
<i>Total Expenditures this reporting period</i>		\$0	\$0	\$0
<i>Balance remaining after approved Current Change Orders</i>		<b>\$0</b>	<b>\$0</b>	<b>\$356,972</b>

(Bond + La Joya) Original Contract Sum Total	\$1,515,500
(Bond + La Joya) New Contract Sum Total	\$1,522,622

## **Review and Action as Necessary on Schematic Landscape Design for the 2013 Bond Construction Projects**

- 1. Technology Campus Parking and Site Improvements – Additional Scope along Military Highway**
- 2. Starr County Campus Parking and Site Improvements – Detention Pond Area**
- 3. Regional Center for Public Safety Excellence**

On November 14, 2017, Broaddus & Associates committed to deliver landscape design proposals for the Technology Campus Parking and Site Improvements and the Starr County Campus Parking and Site Improvements – Detention Pond Area.

On November 14, 2017, the Board authorized Broaddus & Associates to coordinate a request for proposals for the proposed Regional Center for Public Safety Excellence Parking and Site Improvements project, including a base design and the construction alternates.

Broaddus & Associates has failed to deliver any documentation for the Board's review.

On November 21, 2017, Broaddus & Associates informed staff that they planned to recommend or present the following information:

### **1. Technology Campus Parking and Site Improvements – Additional Scope along Military Highway**

Due to continued issues with the project engineer of record, Broaddus & Associates plans to recommend the Board approve another design firm to take the lead on the design and accessibility reporting necessary to complete the landscaping, address handicap parking issues, and address drainage issues.

Broaddus & Associates plans to develop and present this recommendation to the Facilities Committee on December 5, 2017.

### **2. Starr County Campus Parking and Site Improvements – Detention Pond Area**

Melden & Hunt and Broaddus & Associates committed to deliver options and pricing to the Board on November 28, 2017. Melden & Hunt failed to deliver the required information to Broaddus & Associates.

Broaddus & Associates plans to present design and pricing information and a recommendation to the Board of Trustees, without Facilities Committee review, on December 12, 2017.

### **3. Regional Center for Public Safety Excellence**

Proposal responses are not available for review.

Broaddus & Associates plans to present design and pricing information and a recommendation to Facilities Committee in February 2018.

**Presenters**

Representatives from Broaddus & Associates will be present at the meeting to present the landscape design.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the pending schematic landscape designs.

**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 pending schematic landscape designs.

**Approval Recommended:**

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

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

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

While these items are normally presented prior to action items, they were placed at the end of the agenda to facilitate the discussion of outstanding issues and action items prior to general status updates.

The documentation provided by Broaddus & Associates included the following:

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

In addition, college staff has prepared the following reports:

- 2013 Bond Construction Program Tracking Contingency Log
- 2013 Bond Construction Program Non-Bond Proceeds – Transfer to Plant Fund Budget

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.

## Executive Summary

STC Meeting on Nov. 28, 2017			
Construction Project Description	Total Project Cost Summary		
	Ytd. Total Project Costs	Bond Total Cost	Variance [Ytd. Total Project Costs to Bond Total Cost]
<b>Pecan Campus</b>			
North Academic Building	\$ 13,131,827	\$ 14,843,110	\$ 1,711,283
South Academic Building	\$ 8,503,203	\$ 9,454,426	\$ 951,223
STEM	\$ 12,639,042	\$ 13,103,319	\$ 464,277
Student Activities / Cafeteria "Student Union"	\$ 8,608,748	\$ 8,828,254	\$ 219,506
Thermal Plant Expansion	\$ 5,319,421	\$ 5,542,049	\$ 222,628
Parking & Site Improvements	\$ 2,910,140	\$ 2,490,261	\$ (419,879)
Subtotal	<b>\$ 51,112,380</b>	<b>\$ 54,261,419</b>	<b>\$ 3,149,039</b>
<b>Nursing &amp; Allied Health Campus</b>			
Expansion for Nursing & Allied Health	\$ 21,130,394	\$ 21,773,439	\$ 643,045
Thermal Plant Expansion - Non Bond	\$ 668,851	\$ 601,877	\$ (66,974)
Parking & Site Improvements	\$ 2,401,152	\$ 1,717,717	\$ (683,435)
Subtotal	<b>\$ 24,200,397</b>	<b>\$ 24,093,033</b>	<b>\$ (107,364)</b>
<b>Technology Campus</b>			
Expansion for Technical & Workforce	\$ 11,427,061	\$ 14,864,990	\$ 3,437,929
Parking & Site Improvements	\$ 1,688,828	\$ 905,324	\$ (783,504)
Subtotal	<b>\$ 13,115,889</b>	<b>\$ 15,770,314</b>	<b>\$ 2,654,425</b>
<b>Mid Valley Campus</b>			
Health Professional & Science Bldg.	\$ 17,703,951	\$ 17,277,682	\$ (426,269)
Expansion for Technical & Workforce	\$ 2,271,832	\$ 2,257,363	\$ (14,469)
Library Expansion	\$ 3,569,540	\$ 2,288,968	\$ (1,280,572)
Student Services Bldg. Expansion	\$ 5,446,402	\$ 4,114,228	\$ (1,332,174)
Thermal Plant Expansion	\$ 5,101,794	\$ 5,042,398	\$ (59,396)
Parking & Site Improvements	\$ 2,764,321	\$ 2,796,035	\$ 31,714
Subtotal	<b>\$ 36,857,840</b>	<b>\$ 33,776,674</b>	<b>\$ (3,081,166)</b>
<b>Starr County Campus</b>			
Health Professions	\$ 11,623,587	\$ 11,267,182	\$ (356,405)
Workforce	\$ 2,027,757	\$ 2,051,983	\$ 24,226
Library Building	\$ 4,855,931	\$ 3,732,378	\$ (1,123,553)
Student Services	\$ 1,588,403	\$ 1,162,522	\$ (425,881)
Student Activities	\$ 1,687,094	\$ 1,166,402	\$ (520,692)
Thermal Plant Expansion	\$ 4,807,584	\$ 4,938,772	\$ 131,188
Parking & Site Improvements	\$ 3,889,399	\$ 1,397,789	\$ (2,491,610)
Subtotal	<b>\$ 30,479,755</b>	<b>\$ 25,717,028</b>	<b>\$ (4,762,727)</b>
<b>Regional Center for Public Safety Excellence</b>			
Building	\$ 4,311,843	\$ 3,655,134	\$ (656,709)
Parking & Site Improvements	\$ 1,948,051	\$ 319,337	\$ (1,628,714)
Subtotal	<b>\$ 6,259,894</b>	<b>\$ 3,974,471</b>	<b>\$ (2,285,423)</b>
<b>STC La Joya Higher Education</b>			
STEM labs & Welding Lab	\$ 1,650,280	\$ 1,436,000	\$ (214,280)
Subtotal	<b>\$ 1,650,280</b>	<b>\$ 1,436,000</b>	<b>\$ (214,280)</b>

**Total \$ 163,676,436 \$ 159,028,939 \$ (4,647,497)**

# SOUTH TEXAS COLLEGE

## 2013 BOND CONSTRUCTION PROGRAM UPCOMING TIMELINE

Facilities Committee Meeting

November 14, 2017

**BROADDUS  
& ASSOCIATES**





# BOARD APPROVAL ITEMS

South Texas College  
 2013 Bond Construction Program  
 Upcoming Timeline – 11/14/17

August '17      September '17      October '17      November '17      December '17

Board Approval	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		
	5			Professional Fee Adjustment		
	6			Landscape Plan Approvals		

# OPERATIONAL ITEMS

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

August '17      September '17      October '17      November '17      December '17

		August '17	September '17	October '17	November '17	December '17
<b>Operational</b>	1	NTP's	NTP's	NTP's	NTP's	NTP's
	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	Schedule Compression	Schedule Compression	Schedule Compression	Substantial Completion	Substantial Completion
	6			FF&E Install	FF&E Install	FF&E Install
	7					
	8					
	9					
	10					

# INFORMATION & PRESENTATION ITEMS

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

**August '17      September '17      October '17      November '17      December '17**

1	NTP's	NTP's	NTP's	NTP's	NTP's
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 - November 14, 2017

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

# STC 2013 Bond Program - Pecan Campus North Academic Building

Scorecard #32  
 Status: **Submitted**  
 10/23/2017



## Scope

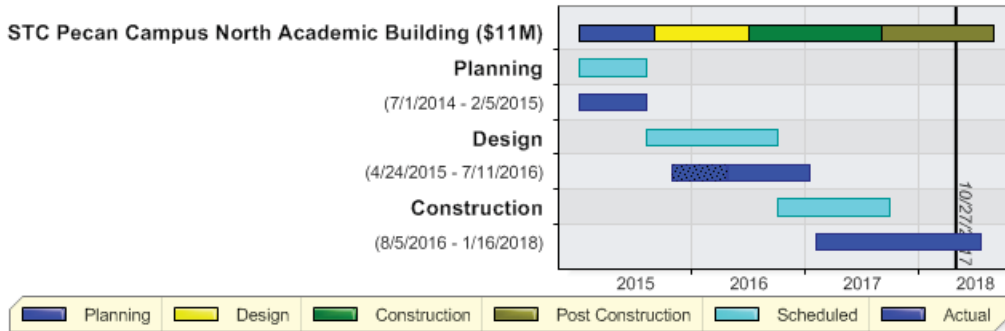
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustees' mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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

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

## Schedule



## Activity

### 30 Day Look Ahead

- Exterior walls: Glazing at 99%, awaiting replacement panes for a few broken in ship.
- MEP in final trim out: T&B in progress
- Interiors: final touchup and punchlist corrections
- Landscape irrigation, beds and trees installed: hydromulch imminent
- Pre-Final inspections started
- Contractor's SC likely by 10-27

### 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

- Scheduled Substantial Completion is November 15
- Preparations for Owner FF&E

## Recent Photo



# STC 2013 Bond Program - Pecan Campus South Academic Building

Scorecard #31  
 Status: **Submitted**  
 10/23/2017



## Scope

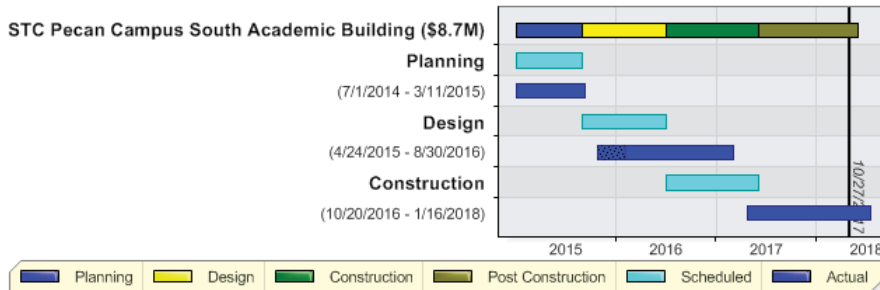
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**PECAN CAMPUS - South Academic Bldg.** - A state of the Art multipurpose 2 story, 41,500 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a general purpose, multi-disciplinary teaching facility for varied 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	\$704,794.00
Construction	\$6,668,628.00
Owner Procured	\$1,260,705.00
Miscellaneous Expenses	\$110,638.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Exterior walls: Glass 99%: trim and replace broken lites
- MEP final trim out: T&B starts
- Interiors: final touch-up and punchlist corrections
- Contractors SC likely 10-31

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Scheduled Substantial Completion is November 6
- FF&E alerted to mobiize

## Recent Photo



# STC 2013 Bond Program - Pecan Campus STEM Building

Scorecard #30  
 Status: **Submitted**  
 10/23/2017



## Scope

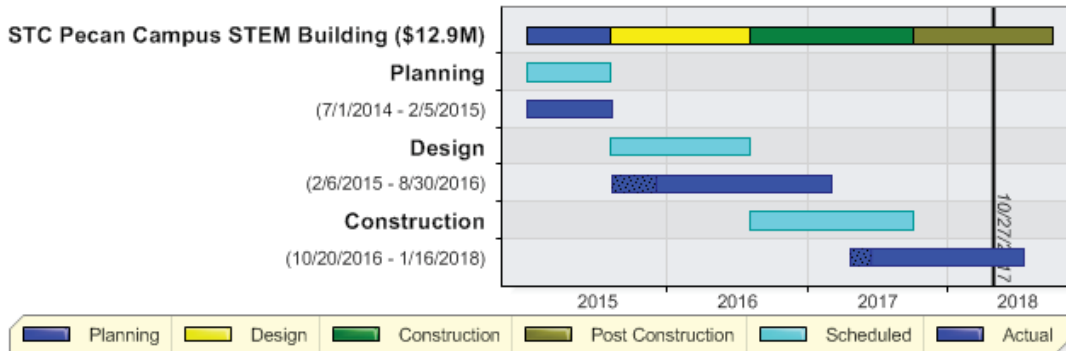
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 - 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	\$970,149.00
Construction	\$10,430,550.00
Owner Procured	\$1,329,518.00
Miscellaneous Expenses	\$145,548.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Exterior walls: Glazing and metal panels near complete
- MEP in final connections, fixtures and trim out, T&B start mid Nov
- Roof: complete
- Interiors; painting, ceilings, casework in progress

### Key Consultants/Contractors

- Architect: Boultinghouse Simpson Gates
- MEP: Half 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 Nov 25
- User staff complained their desires not met

## Recent Photo





# STC 2013 Bond Program Pecan Campus Cafeteria & Activities Building

Scorecard #31  
 Status: **Submitted**  
 10/23/2017



## Scope

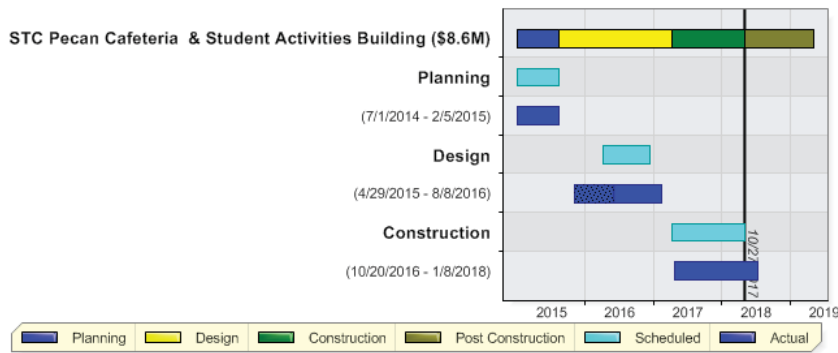
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 - 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	\$683,110.00
Construction	\$6,897,227.00
Owner Procured	\$884,017.00
Miscellaneous Expenses	\$94,548.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Roofing complete
- Exterior walls: final trim and door glass
- MEP final connections to FS equip; final trim out; T&B starts
- Food Service: Large equip cnxns; STC equip set and connections in progress
- Interiors: Finishes in final touch-up and punch list corrections
- SC inspections start 10-27

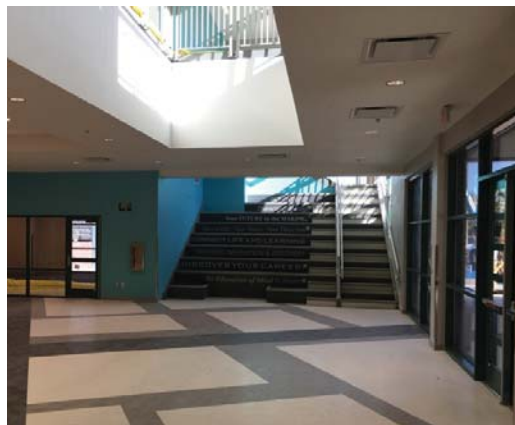
### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Gas Service: Done 4 weeks ahead of estimate
- Substantial Completion scheduled as November 19

## Recent Photo





# STC 2013 Bond Program Pecan Campus Parking & Site Improvements

Scorecard #25

Status: **Submitted**

10/23/2017



## Scope

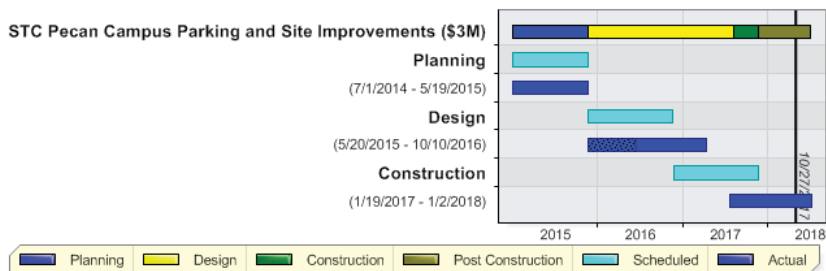
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 - 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	\$276,623.00
Construction	\$2,621,974.00
Owner Procured	\$24,374.00
Miscellaneous Expenses	\$30,366.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Parking lot: curb n gutter complete, final asphaltic wear surface layer first week Nov
- Lighting: pole lights and site lighting complete
- Storm drainage and bio-swales complete:
- Water and fire service lines complete
- Gas service installed
- Electric service xfms and meters energized
- Final grading and landscape/irrigation near complete: Hydro mulch imminent

### 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



**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.

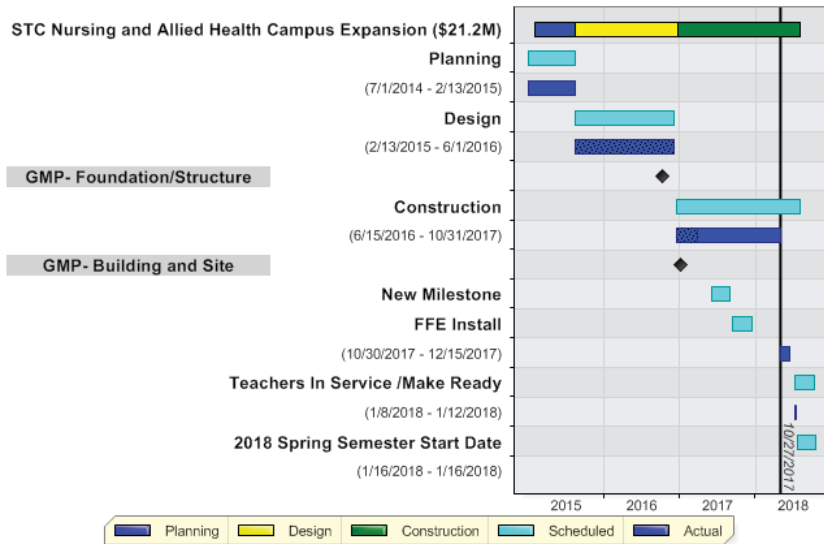
L3-Respiratory and ultrasonic training, Radiology labs, small and medium classrooms and faculty offices.

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	\$17,036,120.00
Owner Procured	\$2,207,887.00
Miscellaneous Expenses	\$250,875.00
Additional Costs	\$0.00

**Schedule**



**Activity**

**30 Day Look Ahead**

- Installation of Doors and Hardware
- Elevator Assembly
- Installing Folding Partitions
- Monumental Stairs
- Ductwork insulation at kitchen and Mech rm
- Installation of millwork

**Key Consultants/Contractors**

- ERO
- Halff
- D. Wilson Construction
- WJHW

**Key Owner Issues or Concerns**

- Owner Supplied Kitchen Equipment
- Fiber Optic Splice
- Certificate of Occupancy

**Recent Photo**



# Nursing and Allied Health Thermal Plant

Scorecard #15  
 Status: **Submitted**  
 10/27/2017



## 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.

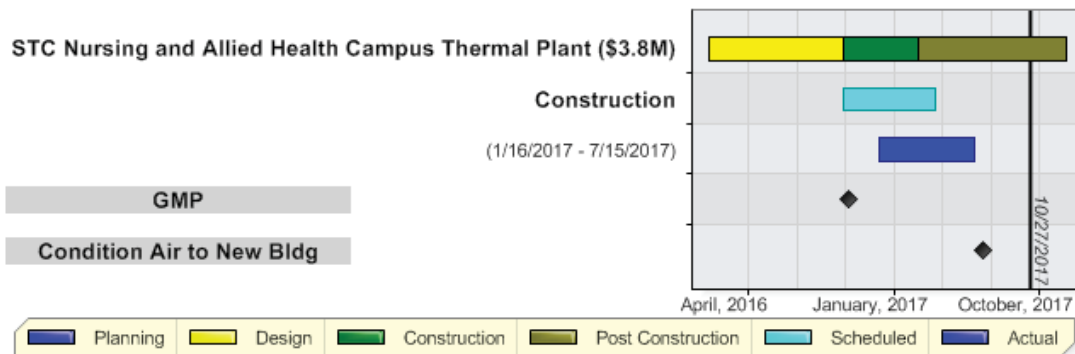
New Thermal Energy Plant for New Nursing Building and the Existing Nursing building

Approx. 3500 Sq ft

## Budget

	Current Budget
Professional Services - NAH Thermal Plant	\$50,900.00
Construction	\$3,336,248.00
Owner Procured	\$380,224.00
Miscellaneous Expenses	\$2,722.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Installing Communications Cabinet
- Finish sidewalks and parking lot
- Finish painting walls
- Paint Floors
- Install 8' fence around cooling towers

### Key Consultants/Contractors

- ERO
- Half
- D. Wilson Construction

### Key Owner Issues or Concerns

- Complete Communications
- Finish hydronic tie in to existing bldgs
- Weather

## Recent Photo



# Nursing and Allied Health Parking Lot and Site Improvement

Scorecard #24  
 Status: **Submitted**  
 10/27/2017



## 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.

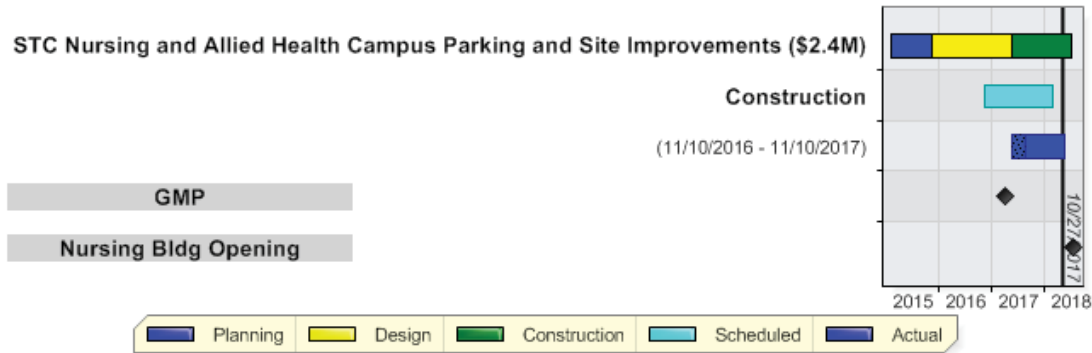
**NAHC - Parking and Site Improvements** - Parking area and site were designed to maintain vehicles safety, provide enough parking for future expansion. Improvements to make it easily accessible for all students.

## Budget

	Current Budget
Professional Services - NAH Parking and Site Improvements	\$164,554.00
Construction	\$2,207,704.00
Owner Procured	\$16,279.00
Miscellaneous Expenses	\$12,616.00
Additional Costs	\$0.00

## Schedule

STC Nursing and Allied Health Campus Parking and Site Improvements (\$2.4M)



## Activity

### 30 Day Look Ahead

- Install concrete around Light Pole Bases
- Install bioswale
- Finish concrete at seating area
- Complete sidewalks on N and E side of bldg
- Blue top east parking lot

### Key Consultants/Contractors

- R. Guiterrez
- D. Wilson Constructon

### Key Owner Issues or Concerns

- Weather Delays

## 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.

**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	\$1,404,145.00
Construction	\$14,481,765.00
Owner Procured	\$2,047,347.00
Miscellaneous Expenses	\$217,513.00
Additional Costs	\$0.00

**Schedule**



**Activity**

**30 Day Look Ahead:**

- Building has been energized; permanent power.
- Begin OI AV Equipment pre-wire on both 1st and 2nd floors.
- Start-up of HVAC system.
- Drop ceiling tiles, 1st floor.
- Begin ceiling grid installation on 1st floor.
- Complete installation of int. glazing throughout.
- Complete OH punch items and hold verification walk through, 2nd floor.
- Drop ceiling tiles, 2nd floor.
- Complete painting throughout.
- Complete special systems tie-ins.
- Complete installation of millwork throughout.
- Complete installation of doors and hardware throughout.
- Complete installation of floor coverings throughout.
- Complete elevator installation.
- Complete toilet accessories instalations throughout.

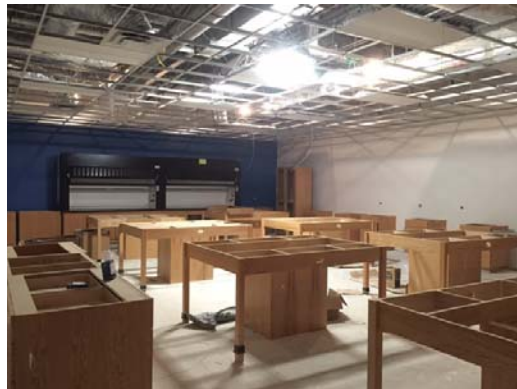
**Key Consultants/Contractors:**

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

**Key Owner Issues or Concerns:**

- Contaminated block remediation.
- Priority project, classes begin Spring 2018.

**Recent Photo**



**STC 2013 Bond Program Mid Valley Campus Student Services Addition**

Scorecard #30  
 Status: **Submitted**  
 10/30/2017



**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.

**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 will be home to a new Cafeteria, Lounge Space, Offices, and Student Admissions.

**Budget**

	Current Budget
Professional Services - Mid Valley Campus Student Services Building	\$888,657
Construction	\$3,856,862
Owner Procured	\$339,566
Miscellaneous Expenses	\$52,889
Additional Costs	\$0

**Schedule**



**Activity**

**30 Day Look Ahead:**

- Complete AHJ requests resulting from final inspection.
- Conduct another final inspection by the AHJ's and obtain CofO.

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- Contaminated block remediation.

**Recent Photo**



**Scope**

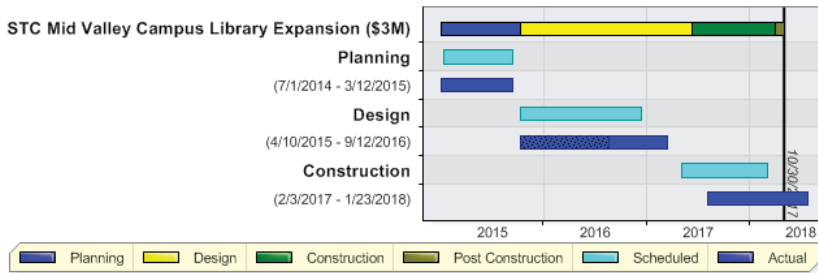
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**MID VALLEY CAMPUS - Library Addition and Renovation** - A 10,814 sf. addition to and renovation of the existing Library. The design integrates multifunctional seating areas that accommodate both individual and group settings. The new addition and 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	\$226,620.00
Construction	\$2,466,455.00
Owner Procured	\$277,654.00
Miscellaneous Expenses	\$35,466.00
Additional Costs	\$0.00

**Schedule**



**Activity**

**30 Day Look Ahead:**

- Complete ext. sheathing installation.
- Continue OH MEP installations.
- Complete sheathing damproofing.
- Begin installation of roofing materials.

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- Staying within budget. Contingencies are rather small and there are no allowances within the GMP.

**Recent Photo**



# STC Mid Valley Campus Library Renovation - Non Bond

Scorecard #5  
Status: **Submitted**  
10/30/2017



## Schedule



## Activity

### 30 Day Look Ahead:

- Continue in-wall and OH MEP rough-ins throughout.
- Complete in-wall MEP inspections before 2-siding.
- Continue installation of door and window frames throughout.

### Key Consultants/Contractors

- Mata+Garcia Architects LLP
- Sigma HN Engineers, PLLC
- Hinojosa Engineering Inc.
- Wrightson/Johnson/ Haddon/Williams

### Key Owner Issues or Concerns

- Staying withn budget. Contingencies are rather small and there are no allowances within the GMP.

## Recent Photo





# STC 2013 Bond Program Mid Valley Campus Thermal Plant Expansion

Scorecard #29  
 Status: **Submitted**  
 10/30/2017



## Scope

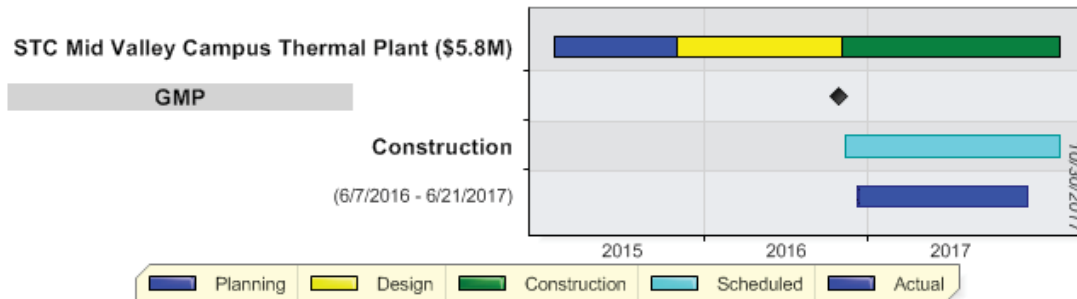
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**MID VALLEY CAMPUS - New Thermal** - Design for a New Thermal Energy Plant for the Mid Valley Campus to include all new STC Bond projects and Retrofit of all existing buildings.

## Budget

	Current Budget
Professional Services - Mid Valley Campus Thermal Plant	\$415,224.00
Construction	\$4,514,323.00
Owner Procured	\$815,825.00
Miscellaneous Expenses	\$56,810.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Project is complete; plant is in operation.
- Complete project close-out.

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Contaminated block remediation.

## Recent Photo



# STC 2013 Bond Program Mid Valley Campus Parking and Site Improvements

Scorecard #28  
 Status: **Submitted**  
 10/30/2017



## 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.

**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	\$323,494.00
Construction	\$2,484,425.00
Owner Procured	\$33,638.00
Miscellaneous Expenses	\$29,806.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Telecommunications cutover is complete.
- Utilities infrastructure installation is complete.
- Remove BFP north of Student Services per AHJ request.
- Complete drainage improvements to North side of Student Services.
- Complete Campus wide asphalt repairs.
- Begin installation of flatwork at HP&S.
- Complete demobilization of staged materials and tardes at North parking area.
- Complete installation of asphalt at North parking area.
- Complete installation of landscape and irrigation related to Student Services, Thermal Plant and HP&S projects.

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Presentation & Acceptance of Landscape & Irrigation Plan.

## Recent Photo



# STC 2013 Bond Program - Starr County Campus Health / Science Building

Scorecard #30  
 Status: **Submitted**  
 10/27/2017



## 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.

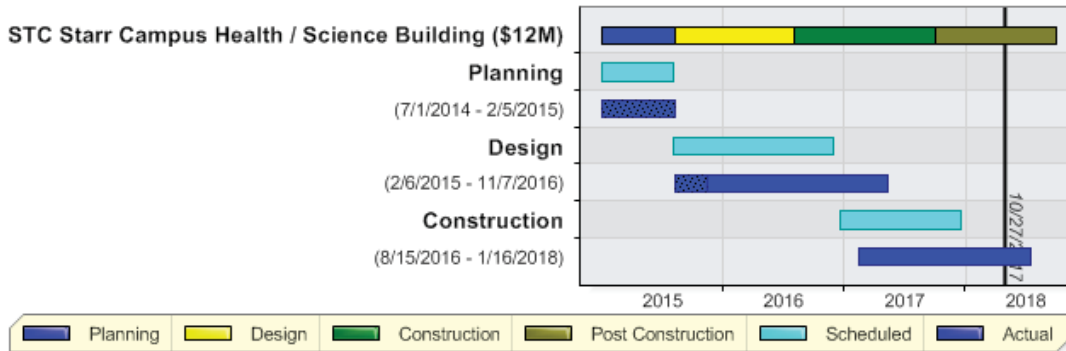
### Starr County Campus - Health Professions & Science Bldg. -

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	\$946,176.00
Construction	\$9,544,889.00
Owner Procured	\$1,361,907.00
Miscellaneous Expenses	\$135,615.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Exterior Painting
- Curtain Wall trim installation
- Flooring Installation
- Elevator Assembly
- Door and hardware installation

### Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D.Wilson Construction

### Key Owner Issues or Concerns

- Furniture Installation
- Schedule 11/30/2017

## Recent Photo



# Starr County Campus Student Services Building

Scorecard #28  
 Status: **Submitted**  
 10/27/2017



## 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.

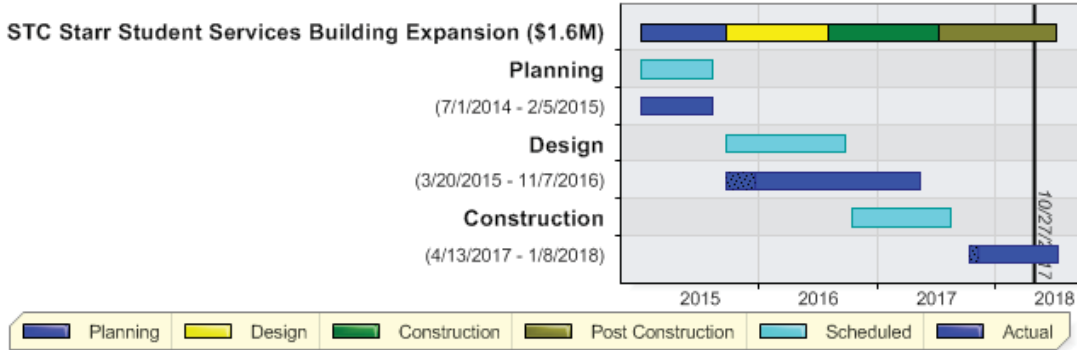
### Starr County Campus - Student Services Bldg. -

To provide admissions offices, student enrollment center, financial aid office, compute stations.

## Budget

	Current Budget
Professional Services - Starr County Campus - Student Services Building	\$114,727.00
Construction	\$1,322,388.00
Owner Procured	\$171,142.00
Miscellaneous Expenses	\$17,976.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Final laying of roofing pending wall finish
- Window glazing
- Brick installation
- Metal wall panels

### Key Consultants/Contractors/Architect:

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

### Key Owner Issues or Concerns

- Schedule 12/26/2017

## Recent Photo





# STC 2013 Bond Construction Program - Starr Student Activities Building

Scorecard #29  
 Status: **Submitted**  
 10/27/2017



## Scope

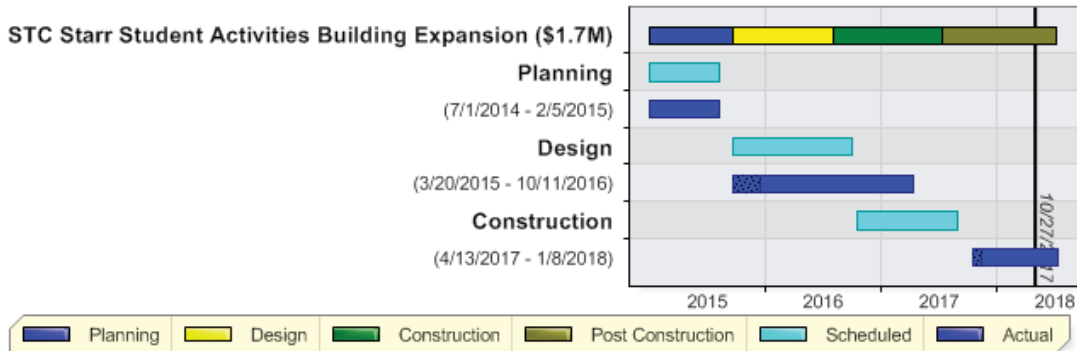
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 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	\$114,995.00
Construction	\$1,372,869.00
Owner Procured	\$176,201.00
Miscellaneous Expenses	\$17,516.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Window frame installation
- Metal panel installation
- Plaster in progress
- Tape, float and texture walls
- Ceiling grid

### 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 12/22/2017

## Recent Photo



# STC Starr CC Parking and Site Improvements

Scorecard #18  
 Status: **Submitted**  
 10/27/2017



## Scope

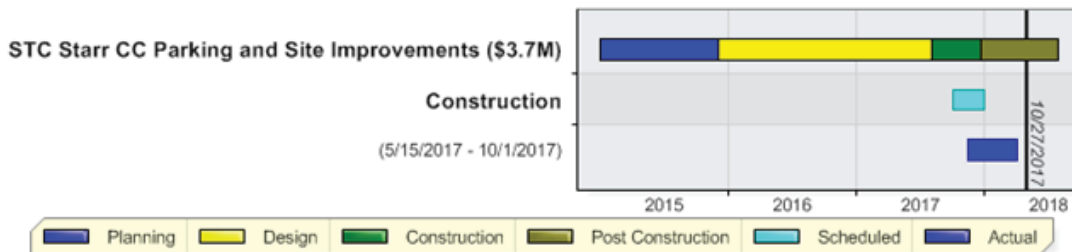
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 - 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	\$138,023.00
Construction	\$3,499,758.00
Owner Procured	\$14,059.00
Miscellaneous Expenses	\$18,558.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Detention pond hydromulched
- Fence installed around detention pond
- Irrigation loop in progress
- AEP site lighting meter installation

### Key Consultants/Contractors

- Civil: Melden & Hunt
- MEP: Sigma HN
- Landscaping: SSP
- CMR: D. Wilson

### Concerns

- Schedule 2/22/18
- Weather
- Alternate #4

## Recent Photo



# STC Bond Construction Program - New Library Building

Scorecard #24  
 Status: **Submitted**  
 10/27/2017



## Scope

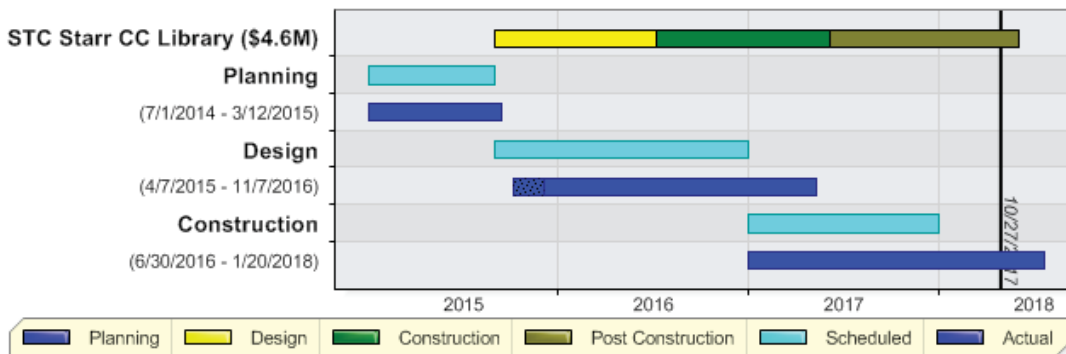
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 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	\$323,313.00
Construction	\$3,707,869.00
Owner Procured	\$551,553.00
Miscellaneous Expenses	\$51,105.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Brick ties installed
- MEP in Progress
- Vapor barrier and flashing installation
- Tape, Float and Texture
- Air handler installation

### Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D. Wilson Construction

### Key Owner Issues or Concerns

- Schedule 1/10/2018
- Furniture Delivery

## Recent Photo



**Pharr Regional Center for Public Safety Excellence - Building**

Scorecard #19  
 Status: **Submitted**  
 10/30/2017



**Scope**

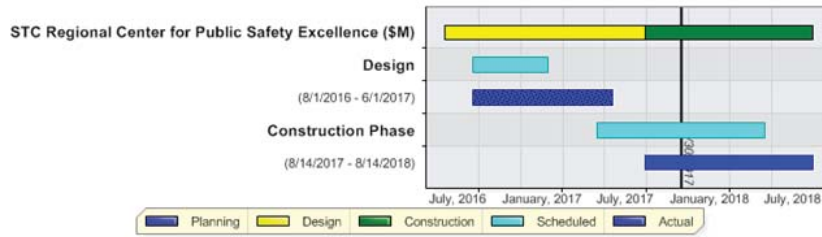
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**Pharr Regional Center for Public Safety Excellence Building** - This facility has been design for the Regional Center for Public Safety Excellence in Pharr, Texas with a total of 19,375 square feet. It will house classrooms, administration spaces 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**

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

**Schedule**



**Activity**

**30 Day Look Ahead**

- Complete installation of building pad, second / final pour.
- Continue erection of structural steel atop first pour slab section.
- Begin installation of metal decking at first pour slab section.
- Begin layout and installation of structural steel atop second pour slab section.

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- None at this time.

**Recent Photo**





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

Scorecard #17  
 Status: **Submitted**  
 10/30/2017



**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

**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**

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

**Schedule**

STC Regional Center for Public Safety Excellence Parking and Site Improvements (\$1.9M)



**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.
  - Continue installation of UG sanitary sewer to within 5' of the proposed building.
  - Begin layout of proposed Mechanical Yard.

- Key Consultants/Contractors**
- Dannenbaum Engineering, LLC McAllen
  - Noble Texas Builders, Inc

- 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 November 14, 2017*

<b>I. Non Bond Commitments</b>		Board Approved Non-Bond Expenditures
<b>Project Name - Item Description</b>	<b>Approved Board Dates</b>	
<b>Nursing &amp; Allied Health Campus Thermal Plant</b>		
1 Thermal Plant - Design	10/27/2015	\$ 206,700
2 Thermal Plant - Construction	11/22/2016	2,867,847
3 Thermal Plant - Miscellaneous	10/27/2015	48,000
5 Thermal Plant - Furniture	5/23/2017	3,943
6 Thermal Plant - Technology	5/23/2017	46,060
<b>Nursing &amp; Allied Health Campus Thermal Plant Parking and Site Improvements</b>		
7 Thermal Plant Parking and Site Improvement - Design	10/27/2015	25,000
8 Thermal Plant Parking and Site Improvement - Construction	11/22/2016	229,010
9 Thermal Plant Parking and Site Improvement - Miscellaneous	10/27/2015	10,000
<b>NAH Campus Subtotal</b>		<b>\$ 3,436,560</b>
<b>Mid Valley Campus Library Retrofit</b>		
10 Library Retrofit - Design	10/27/2015	\$ 138,213
11 Library Retrofit - Construction	11/22/2016	1,123,682
12 Library Retrofit - Miscellaneous	10/27/2015	6,000
13 Library Retrofit - Furniture	5/23/2017	82,785
14 Library Retrofit - Technology	5/23/2017	113,099
<b>Mid Valley Campus Subtotal</b>		<b>\$ 1,463,779</b>
<b>Regional Center for Public Safety Excellence</b>		
20 Regional Center Training Facility - Construction	2/28/2017	\$ 343,000
21 Parking and Site Improvements - Construction	5/23/2017	-
22 Parking and Site Improvements - Design	1/26/2016	85,000
23 Parking and Site Improvements - Miscellaneous	1/26/2016	30,000
24 Parking and Site Improvements - Technology		-
<b>Regional Center for Public Safety Excellence Subtotal</b>		<b>\$ 458,000</b>
<b>Total Non-Bond Expenditures</b>		<b>\$ 5,358,339</b>

**II. Bond Program Budget Deficits - Board Approved - as of October 24, 2017**

(Includes deficits realized after use of Program Contingency Amount)

<b>Project Name - Item Description</b>	<b>Approved Board Dates</b>	<b>Bond Program Deficits (Savings)</b>		
		<b>Non-Bond Proceeds Expenditures</b>	<b>Proposed Bond Budget Proceeds Deficits (Savings)</b>	
			<b>Total Bond &amp; Non Bond Proceeds Budget</b>	
1 Mid Valley Campus Thermal Plant Alternate 1 & 2	4/26/2016	\$ 718,947	\$ -	\$ 718,947
2 Starr County Campus Thermal Plant Alternate	6/28/2016	788,305	-	788,305
3 Pecan Parking and Site Improvements Contingency Variance	9/27/2016	-	171,819	171,819
4 INAH 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 INAH 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 Starr County Campus Parking and Site Improvement GMP Variance w/ Alternate	11/22/2016	-	2,270,130	2,270,130
10 Mid Valley Campus Library Expansion GMP Variance	11/22/2016	-	712,776	712,776
11 La Joya Center Teaching Site GMP Variance	2/28/2017	-	63,000	63,000
12 Movable Kitchen Equipment Deficit	4/24/2017	-	591,041	591,041
13 Regional Center Parking & Site GMP Variance	5/23/2017	-	1,187,866	1,187,866
14 Regional Center Parking & Site GMP Variance	5/23/2017	-	500,000	500,000
15 Partial Technology Budget Savings	9/19/2017	3,194	(1,378,271)	(1,375,077)
16 Regional Center for Public Safety Excellence Training Facility GMP Variance	2/28/2017	-	526,426	526,426
17 Buyout Savings - Pecan Campus North Academic Building	12/13/2016	-	(720,878)	(720,878)
18 Buyout Savings - Pecan Campus North Academic	9/19/2017	-	(9,317)	(9,317)
19 Buyout Savings - Pecan Campus STEM Building	9/19/2017	-	(4,490)	(4,490)
20 Buyout Savings - Pecan Campus Student Activities	9/19/2017	-	(8,543)	(8,543)
21 Buyout Savings - Pecan Campus Parking & Site	9/19/2017	-	(43,198)	(43,198)
22 Buyout Savings - Pecan Campus Thermal Plant Final	5/23/2017	-	(61,591)	(61,591)
23 Buyout Savings - Tech Campus Southwest Renovation Building	11/22/2016	-	(1,115,311)	(1,115,311)
24 Buyout Savings - Tech Campus Parking & Site Improvements	12/13/2016	-	(400,000)	(400,000)
25 Buyout Savings - Tech Campus Parking & Site	5/23/2017	-	(8,898)	(8,898)
26 Buyout Savings - Tech Campus Parking & Site	9/19/2017	-	(5,095)	(5,095)
28 Buyout Savings - Starr County Thermal Plant	9/19/2017	-	(250,000)	(250,000)
29 Buyout Savings - Technology Campus Building	10/24/2017	-	(500,000)	(500,000)
30 GMP Increase - Mid Valley Library Expansion	10/24/2017	-	200,888	200,888
31 Change Order - La Joya Teaching Center		-	2,650	2,650
<b>Total Non Bond Funds Required to Cover Bond Budget Deficits</b>		<b>\$ 1,510,446</b>	<b>\$ 4,620,841</b>	<b>\$ 6,131,287</b>

**III. Bond Program Budget Deficits - Not Board Approved - as of November 14, 2017**

<b>Project Name - Item Description</b>	<b>Proposed Board Dates</b>	<b>Bond Program Budget Deficits (Savings)</b>		
		<b>Proposed Non-Bond Proceeds Expenditures</b>	<b>Proposed Bond Budget Proceeds Deficits (Savings)</b>	
			<b>Total Proposed Bond &amp; Non Bond Proceeds Budget Deficits</b>	
1 INAH Campus Building Expansion Buyout Savings	11/14/2017	-	(278,044)	(278,044)
2 Mid Valley Campus Library Expansion - GMP Increase due to General Conditions	11/14/2017	-	76,844	76,844
3 Pre-Construction Fees for RCPSE	N/A	-	10,000	10,000
<b>Total Non Bond Funds Required to Cover Bond Budget Deficits</b>		<b>\$ -</b>	<b>\$ (191,200)</b>	<b>\$ (191,200)</b>

**Total Non Bond Expenditures (I, II, and III)**      \$ 6,868,785      \$ 4,429,641      \$ 11,298,426

#	Item Description	Budget Variance	Contingency Balance
1	Original Contingency Balance	\$ -	\$ 9,978,348
<b>Approved GMPs</b>			
2	Pecan Campus North Academic GMP Variance	\$ (451,000)	\$ 9,527,348
3	Pecan South Academic GMP Variance	\$ 142,166	\$ 9,669,514
4	Pecan STEM Bldg. GMP Variance	\$ (1,917,059)	\$ 7,752,455
5	Pecan Campus Student Services GMP Variance	\$ (603,179)	\$ 7,149,276
6	Pecan Thermal Energy Plant GMP Variance	\$ 106,000	\$ 7,255,276
7	Pecan Parking and Site Improvements GMP Variance	\$ (495,875)	\$ 6,759,401
8	NAH Campus Expansion GMP Variance	\$ (34,860)	\$ 6,724,541
9	NAH Campus Parking and Site Improvements GMP Variance	\$ (784,048)	\$ 5,940,493
10	Technology Campus Renovation GMP Variance	\$ 1,466,413	\$ 7,406,906
11	Technology Campus Site & Parking GMP Variance	\$ (1,335,820)	\$ 6,071,086
12	Technology Campus Site & Parking IT Duct Bank	\$ 102,575	\$ 6,173,661
13	Mid Valley Health Professions GMP Variance	\$ (953,388)	\$ 5,220,273
14	Mid Valley Student Services Building Expansion GMP Variance	\$ (1,025,923)	\$ 4,194,350
15	Mid Valley Thermal Energy Plant GMP Variance	\$ (96,698)	\$ 4,097,652
16	Mid Valley Parking & Site Improvements GMP Variance	\$ 122,286	\$ 4,219,938
17	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)
<b>CCL vs. GMP Variance Subtotal</b>		<b>\$ (14,266,396)</b>	<b>\$ (4,288,048)</b>
<b>Change Orders - Buyout Savings</b>			
29	Deductive Change Orders-Tech Campus Renovation	\$ 1,736,041	\$ (2,552,007)
30	Deductive Change Orders-Tech Campus Parking & Site	\$ 436,239	\$ (2,115,768)
31	Deductive Change Orders-North Academic	\$ 730,195	\$ (1,385,573)
32	Deductive Change Order - Pecan Campus Thermal Plant Final Buyout	\$ 61,591	\$ (1,323,982)
33	Deductive Change Order - Pecan Campus STEM Building	\$ 4,490	\$ (1,319,492)
34	Deductive Change Order - Pecan Campus Student Activities & Cafeteria	\$ 8,543	\$ (1,310,949)
35	Deductive Change Order - Pecan Campus Parking & Site Improvement	\$ 43,198	\$ (1,267,752)
36	Deductive Change Order - NAH Campus Building Total	\$ 278,044	\$ (989,708)
37	Change Order -Mid Valley Campus Library Expansion Total	\$ (359,944)	\$ (1,349,652)
38	Change Order - Mid Valley Campus Thermal Plant Final Buyout	\$ (27,164)	\$ (1,376,816)
39	Deductive Change Order - Pecan Campus Parking & Site Total	\$ 109,376	\$ (1,267,440)
40	Deductive Change Order - Starr County Campus Thermal Plant	\$ 250,000	\$ (1,017,440)
41	Change Order - La Joya Teaching Center	\$ (2,650)	\$ (1,020,090)
<b>Buyout Savings Subtotal</b>		<b>\$ 3,267,958</b>	<b>\$ (1,020,090)</b>
<b>Other Expenditures - Soft Cost</b>			
42	A/E Fees	\$ 2,992,085	\$ 1,971,995
43	Chillers Procurement	\$ (2,209,711)	\$ (237,716)
44	CMR Preconstruction Services for all projects	\$ (228,000)	\$ (465,716)
45	B&A Reimbursable Expense for Travel	\$ (900)	\$ (466,616)
46	B&A Additional Services - Includes AV/IT, Wage Scale Survey, BIM FM, Traffic Study	\$ (932,171)	\$ (1,398,787)
47	FF&E- Portion used for Consultant Fees	\$ 66,186	\$ (1,332,601)
48	FF&E Consultant-Not in Original Amount	\$ (237,090)	\$ (1,569,691)
49	Technology Budget	\$ 703,422	\$ (866,269)
50	IT Duct bank-Not in Original Scope	\$ (1,266,298)	\$ (2,132,567)
51	Fixed Kitchen Equipment-Not in Original Scope	\$ (1,285,000)	\$ (3,417,567)
52	OCIP Insurance	\$ (1,371,671)	\$ (4,789,238)
53	Miscellaneous Expense Increase	\$ (427,633)	\$ (5,216,871)
54	Movable Kitchen Equipment	\$ (591,041)	\$ (5,807,912)
55	Partial Technology Budget Savings (includes access controls & Workforce Center Budget)	\$ 1,378,271	\$ (4,429,641)
56	Partial Furniture Savings	\$ -	\$ (4,429,641)
<b>Soft Cost Subtotal</b>		<b>\$ (3,409,551)</b>	<b>\$ (4,429,641)</b>

**2013 Bond Construction Program - Total Shortfall \$ (4,429,641)**

Note: Yellow highlight indicates budget impact

## **Review and Action as Necessary on Contract Amendment for Broaddus & Associates**

Mr. Jesus Ramirez, Legal Counsel, will provide an update on the proposed amendment to the 2013 Bond Construction Program Manager Agreement with Broaddus & Associates.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the proposed Construction Program Management contract amendment with Broaddus & Associates.

### **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 proposed Construction Program Management contract amendment with Broaddus & Associates.

### **Approval Recommended:**

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

## **Discussion and Action as Necessary on 2013 Bond Construction Starr County Campus Thermal Plant Chiller System Incidents**

The Board will discuss and take action as necessary on matters regarding the 2013 Bond Construction Program Starr County Campus Thermal Plant Chiller System incidents.

### **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 Starr County Campus Thermal Plant Chiller System incidents.

### **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 Starr County Campus Thermal Plant Chiller System incidents.

### **Approval Recommended:**

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

## **Discussion and Action as Necessary Regarding the Pecan Campus 2013 Bond Construction Program Thermal Plant Project Incident**

Mr. Jesus Ramirez, Legal Counsel, will provide an update on Pecan Campus 2013 Bond Construction Program Thermal Plant Project Incident.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the Pecan Campus 2013 Bond Construction Program Thermal Plant Project Incident.

### **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 Pecan Campus 2013 Bond Construction Program Thermal Plant Project Incident.

### **Approval Recommended:**

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

## **Review and Action as Necessary on Proposed Sign for Pecan Campus Ann Richards Administration Building**

Approval of the proposed signage for the Pecan Campus Ann Richards Administration Building is requested.

### **Purpose**

The College is proposing to provide new South Texas College signage on the north wall of the Pecan Campus Ann Richards Administration Building. The sign will have the College's logo and will have electrical lighting built into it.

### **Justification**

The College is in need of a sign that can signify the current name and logo of the College along Pecan Boulevard in McAllen. The existing sign does not have the current branding of the College.

### **Background**

The current sign was part of the original sign when the College was originally built. The sign was damaged during the hail storm that occurred on March 29, 2017. Facilities Planning and Construction staff has worked with the College's Public Relations Department and Administration to develop the design of a new sign and are proposing for it to be located on the north wall of the Pecan Campus Ann Richards Administration Building X. The signage as proposed will be illuminated with the use of LED lighting for long term durability. The proposed signage can be produced and installed by a vendor as a complete project.

Planning and Construction staff has been assured by the vendor's design staff that the proposed signage can be mounted to the existing limestone material on the wall. The weights of the signage will not affect the wall. Proper installation of the signage will need to be monitored during the process.

### **Reviewers**

The proposed signage has been reviewed by Facilities Planning and Construction staff, Public Relations staff, and Administration.

At a Special Board Meeting on November 14, 2017, the Board expressed approval of the general design of the proposed signage for the Pecan Campus Ann Richards Administration Building, but expressed concern that it might appear to small once installed. The Board asked staff to reach out to the sign design firm and request a larger sign, if a size increase could be accommodated.

### **Enclosed Documents**

A rendering of the signage, increased in size as requested by the Board, and a drawing indicating the proposed location at Pecan Campus are enclosed.

The sign has been increased from 12' in height to 14' in height, as recommended by the Board.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed signage and installation location as presented.

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

The Board of Trustees approves and authorizes the proposed signage and installation location as presented.

**Approval Recommended:**

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



**SPECIFICATIONS**

**QUANTITY: 1 SET**

**FABRICATE AND INSTALL ONE SET OF ILLUMINATED CHANNEL LETTERS & LOGO**

- FACES: 3/16" 7328 WHITE ACRYLIC
- TRIM: 1" JEWELITE PRE-FINISH: WHITE
- RETURNS: 5" DEEP .063 ALUM. PRE-FINISH: WHITE
- BACKS: BACKS: .125 ALUMINUM (STANDARD STOCK COLOR)
- ILLUMINATION: WHITE LEDS
- POWER SUPPLIES: REMOTE HOUSED IN TRANSFORMER CAN
- MOUNTED: INDIVIDUALLY ON FLUSH TO THE WALL

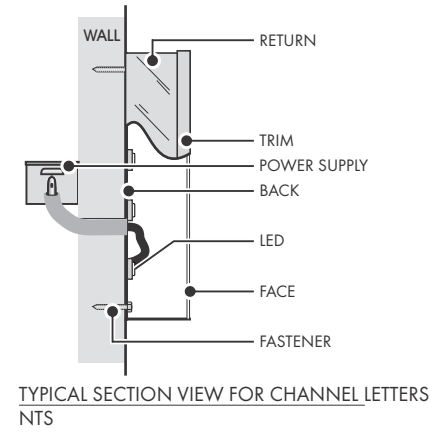
WALL MATERIAL: LIMESTONE VENEER

**FINISH SCHEDULE**

**VINYL COLORS**

- V1: DIGITALLY PRINTED VINYL WITH PROTECTIVE LAMINATE
- PMS 349C
- PMS 377C
- PMS 3258C
- PMS 2607C
- PMS 2915C
- PMS 158C

APPROVED BY: \_\_\_\_\_



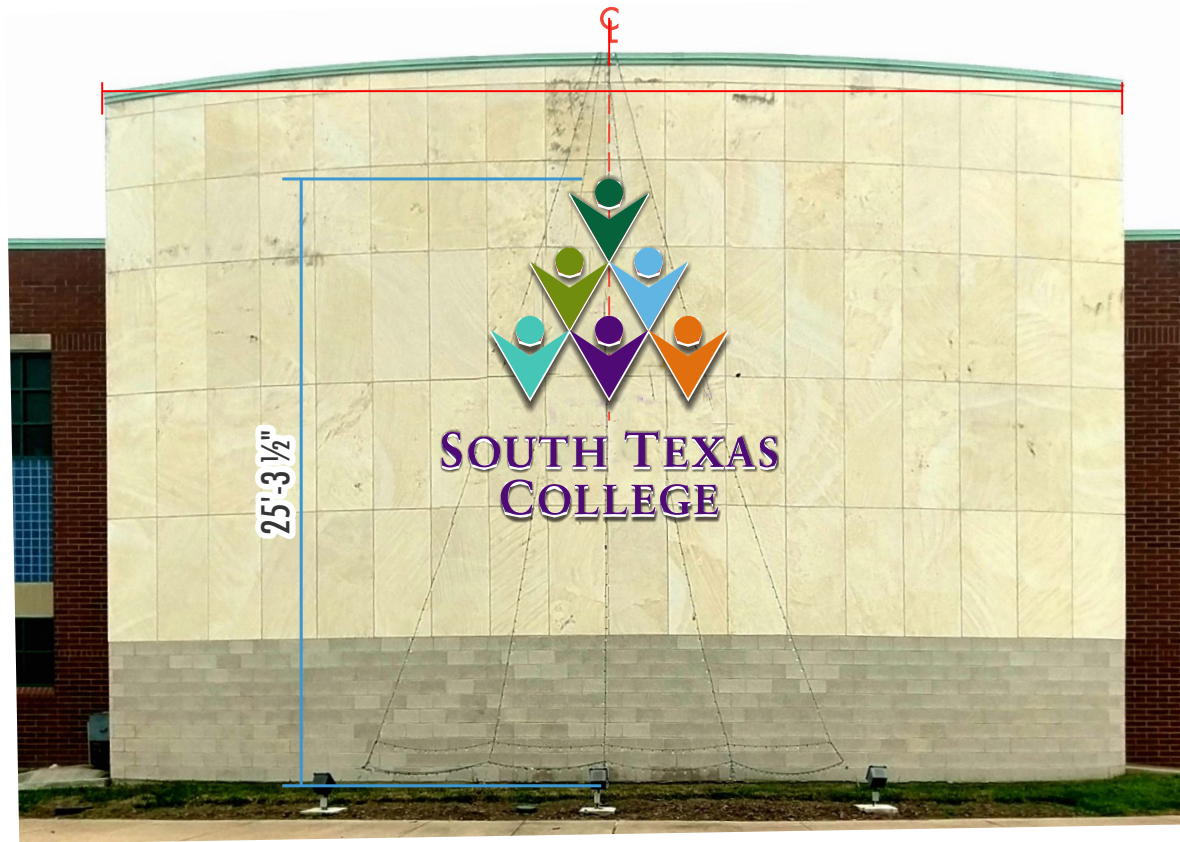
**SIGN DETAILS**

SCALE: 1/4" = 1'-0"

**\* CLIENT PROVIDED DIMENSIONS**



EXISTING CONDITIONS



**SOUTH TEXAS COLLEGE**

**SIGN ELEVATION**

SCALE: 3/32" = 1'-0"

**SIGN ELEVATION**

SCALE: 1/8" = 1'-0"

**UPDATED CONDITIONS**



2611 EL CAMINO • HOUSTON, TEXAS 77054  
TEL: 713.863.0600 • FAX: 713.863.7585  
[www.NationalSigns.com](http://www.NationalSigns.com)

**PROJECT:** SOUTH TEXAS COLLEGE

**LOCATION:** 3201 PECAN BLVD

**CITY/STATE:** MCALEN TX 78501

**SALES REP:** JIM FULOP

**DATE :** 05.26.2017

**DRAWN BY:** J.MAHAN QUALITY REVIEW

**DRAWING#:** NS17 28330 FABRICATION READY

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**120 VOLT ELECTRICAL SERVICE**

	SIGN	LED DISPLAY
ELECTRICAL LOAD:		
20 AMP CIRCUIT(S):		

CLIENT TO PROVIDE ALL PRIMARY ELECTRICAL SERVICES TO THE SIGN UNLESS OTHERWISE SPECIFIED

**REVISIONS**

REV	DATE	DESCRIPTION	BY
A	06.29.17	ADJUST SPECS W/O LIT	JM
B	07.07.17	CORRECT CHL SPEC	JM
C	11.17.17	INCREASE SIZE	KEN

**UL INSTALLATION REQUIREMENTS**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

CLIENT APPROVAL **SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

LANDLORD APPROVAL **SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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**SALES APPROVAL**



QUANTITY: 1 SET

# NIGHT VIEW



2611 EL CAMINO • HOUSTON, TEXAS 77054  
 TEL: 713.863.0600 • FAX: 713.863.7585  
 www.NationalSigns.com

PROJECT: SOUTH TEXAS COLLEGE

LOCATION: 3201 PECAN BLVD

CITY/STATE: MCALLEN TX 78501

SALES REP: JIM FULOP

DATE : 05.26.2017

DRAWN BY: J.MAHAN QUALITY REVIEW

DRAWING#: NS17 28330 FABRICATION READY

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### 120 VOLT ELECTRICAL SERVICE

	SIGN	LED DISPLAY
ELECTRICAL LOAD:	<input type="text"/>	<input type="text"/>
20 AMP CIRCUIT(S):	<input type="text"/>	<input type="text"/>

CLIENT TO PROVIDE ALL PRIMARY ELECTRICAL SERVICES TO THE SIGN UNLESS OTHERWISE SPECIFIED

### REVISIONS

REV	DATE	DESCRIPTION	BY
A	06.29.17	ADJUST SPECS W/O LIT	JM
B	07.07.17	CORRECT CHL SPEC	JM
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### UL INSTALLATION REQUIREMENTS

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SIGN ELEVATION  
 SCALE: NTS

CLIENT APPROVAL SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

LANDLORD APPROVAL SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

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SALES APPROVAL \_\_\_\_\_

## **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 - October 31, 2017**

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				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%
<b>Pecan Campus</b>																	
13-1-002	Pecan - Digital Marquee Sign														Rick	on hold	TBD
15-1-R03	Pecan - Arbor Brick Columns Repair & Replacement (RR)		N/A												David	N/A	
16-1-014	Pecan - Sand Volleyball Courts														David		
16-1-x42	Pecan - Library																
16-1-R01	Pecan - Building A Sign Replacement (RR)		N/A												Robert	Public Relations	
16-1-001	Pecan - Relocation of Information Booths to Athletic Fields		N/A												David	DBR Engineering	
16-1-005	Pecan - Building A Production Studio Office Expansion		N/A												David	M&O	
18	Pecan - Library Facility Assessment																
18-1-005	Pecan - Relocation of Information Booths to Mid Valley																
18-1-018	Pecan - Cooper Center Workroom																
	Pecan - Cooper Center Music Expansion																
	Pecan - Building H Cafeteria Repurpose																
	Pecan - Building A Repurpose																
	Pecan - Bldg X Data Cabling Infrastructure Replacement (RR)																
	Pecan - Building K Data Cabling Replacement (RR)																
<b>Pecan Plaza</b>																	
15-1-003	Pecan Plaza - Emergency Generator and Wiring														Sam	DBR Engineering	TBD
16-1-x43	Pecan Plaza - Resurfacing Back Side of Building C (RR)																
18-1-008	Pecan Plaza - Building C 2601 Test Site Renovations																
<b>Mid Valley Campus</b>																	
16-2-R05	MV - Building A Carpet Replacement (RR)																
16-2-R06	MV - Building B Carpet Replacement (RR)																
16-2-R08	MV - Childcare Canopy Replacement (RR)														Sam		TBD
16-2-005-009	MV - Resurfacing Parking Lot #3 (RR)																
16-2-006-010	MV - Resurfacing Parking Lot #7 (RR)																
16-2-007	MV - Covered Walkway for Building G														Sam	on hold	TBD
16-2-008	MV - Child Development Center Covered Walkway		N/A												Sam	N/A	TBD
18-2-002	MV - CLE Furniture																
	MV - Thermal Plan Repurpose																
	MV - Resurfacing Northwest Drive (RR)																
<b>Technology Campus</b>																	
16-2-010	TC - Atrium Modifications																
16-2-011	TC - Ford Lab Exhaust System														Sam	TBD	TBD
15-3-R02	TC - Building D Exterior Metal Siding Repairs (RR)		N/A												Sam	N/A	TBD
15-3-R03	TC - Repair Concrete Floor Mechanical Room (RR)		N/A												David	CLH Engineering	TBD
15-3-R03	TC - Building B Concrete Floor Repairs (RR)		N/A												David	CLH Engineering	TBD
16-2-R15	TC - Building B Data Cabling Infrastructure (RR)														Robert	IT Staff	TBD
16-2-R13	TC - Building B Domestic/Fire Sprinkler Lines (RR)														Sam	Halif Associates	TBD
	TC - Kitchen/Cafeteria expansion															on hold 2017-2018	
	TC - Awning for Building B Front Entrance																
16-3-011	TC - Update Furniture for labs A209		N/A												Robert	N/A	



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

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>Pecan Campus</b>								
Arbor Brick Columns Repair and Replacement	5%	February 2018	1. Construction Phase 2. Bidding in Progress	\$ 20,000.00	TBD	TBD	\$ -	TBD
Sand Volleyball Courts	10%	February 2018	1. Project Development 2. Design in Progress	\$ 50,000.00	TBD	TBD	\$ -	TBD
Building A Sign Replacement	95%	November 2017	1. Construction Phase 2. Bidding in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Relocation of Information Booths to Athletic Fields	95%	December 2017	1. Construction Phase 2. Construction in Progress	\$ 2,700.00	\$ 1,800.00	\$ -	\$ 1,550.00	\$ 250.00
Building A Production Studio Office Expansion	20%		1. Design Phase 2. Design in Progress	\$ 5,000.00	TBD	TBD	\$ -	TBD
Library Facility Assessment	75%		1. Design Phase 2. Design in Progress	\$ 150,000.00	TBD	TBD	\$ -	TBD
Pecan Plaza Police Department Emergency Generator	95%	November 2017	1. Construction Phase 2. Bidding in Progress	\$ 40,000.00	TBD	TBD	\$ -	TBD
<b>Pecan Campus Total</b>				<b>\$ 302,700.00</b>	<b>\$ 1,800.00</b>	<b>\$ -</b>	<b>\$ 1,550.00</b>	<b>\$ 250.00</b>
<b>Mid Valley Campus Total</b>								
Childcare Canopy Replacement (RR)	5%		1. Project Development 2. Design in Progress	\$ 3,000.00	TBD	TBD	\$ -	TBD
Covered Walkway for Bus Drop Off	5%	May 2018	1. Project Development 2. Design in Progress	\$ 5,000.00	TBD	TBD	\$ -	TBD
Child Development Center Covered Walkway	5%		1. Construction Phase 2. Construction in Progress	\$ 65,000.00	\$ 73,872.00	\$ -	\$ -	\$ 73,872.00
<b>Mid Valley Campus Total</b>				<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>Technology Campus</b>								
Ford Lab Exhaust System	5%	February 2018	1. Project Development 2. Design in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Building D Exterior Metal Siding Repairs	100%	December 2017	1. Construction Phase 2. Construction in Progress	\$ 35,000.00	\$ 13,193.13	\$ 21,806.87	\$ 13,193.13	\$ -
Repair Concrete Floor Mechanical Room	95%	November 2017	1. Design Phase 2. Design in Progress	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	75%	November 2017	1. Design Phase 2. Design in Progress	\$ 10,000.00	\$ 4,750.00	\$ -	\$ -	\$ 4,750.00
Building B Domestic/Fire Sprinkler Lines	50%	December 2017	1. Construction Phase 2. Re-Bidding in Progress	\$ 900,000.00	TBD	TBD	\$ -	TBD
<b>Technology Campus Total</b>				<b>\$ 956,000.00</b>	<b>\$ 18,943.13</b>	<b>\$ 21,806.87</b>	<b>\$ 13,193.13</b>	<b>\$ 5,750.00</b>
<b>Nursing and Allied Health Campus</b>								
None				\$ -	\$ -	\$ -	\$ -	\$ -
<b>Nursing and Allied Health Campus Total</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Starr County Campus</b>								
Bldg E & J Crisis Management Center with Generator	95%	November 2017	1. Construction Phase 2. Bidding in Progress	\$ 400,000.00	TBD	TBD	\$ -	TBD
Bldg F Site Grading and Sidewalk Replacement	75%	August 2017	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 46,650.00	\$ 3,350.00	\$ -	\$ 46,650.00
<b>Starr County Campus Total</b>				<b>\$ 450,000.00</b>	<b>\$ 46,650.00</b>	<b>\$ 3,350.00</b>	<b>\$ -</b>	<b>\$ 46,650.00</b>

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
<b>District Wide</b>								
Automatic Doors Phase III	5%	May 2018	1. Construction Phase 2. Construction in Progress	\$ 65,000.00	TBD	TBD	\$ -	TBD
La Joya Monument Sign	40%	December 2017	1. Construction Phase 2. Construction in Progress	TBD	TBD	TBD	TBD	TBD
Marker Boards Replacement	100%	October 2017	1. Construction Phase 2. Construction in Progress	\$ 200,000.00	\$ 86,355.55	\$ 113,644.45	\$ 86,355.55	\$ -
Irrigation System Controls Upgrade (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 70,000.00	TBD	TBD	\$ -	TBD
Fire Alarm Panel Replacement / Upgrades (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 180,000.00	TBD	TBD	\$ -	TBD
Outdoor Furniture	0%	May 2018	1. Construction Phase 2. Construction in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Directional Signage Updates	0%	May 2018	1. Construction Phase 2. Construction in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Walkway LED Lighting Upgrade	5%	May 2018	1. Construction Phase 2. Construction in Progress	\$ 35,000.00	TBD	TBD	\$ -	TBD
FOCUS on Active Learning (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 30,000.00	TBD	TBD	\$ -	TBD
Interior Controls Upgrade (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 75,000.00	TBD	TBD	\$ -	TBD
Flooring Replacement Phase I (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 500,000.00	TBD	TBD	\$ -	TBD
Restroom Fixtures Replacement &	5%		1. Construction Phase 2. Construction in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Water Heater Replacement & Upgrade	5%		1. Construction Phase 2. Construction in Progress	\$ 20,000.00	\$ 13,372.47	\$ -	\$ -	\$ 13,372.47
Door Access Controls Replacement (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 30,000.00	TBD	TBD	\$ -	TBD



Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
HVAC Upgrades (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 100,000.00	TBD	TBD	\$ -	TBD
Water Pump Stations (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Exterior Lighting Upgrade (RR)	5%		1. Construction Phase 2. Construction in Progress	\$ 250,000.00	TBD	TBD	\$ -	TBD
District Wide Total				\$ 1,655,000.00	\$ 86,355.55	\$ 113,644.45	\$ 86,355.55	\$ -
Non-Bond Construction Project Total				\$ 3,368,700.00	\$ 153,748.68	\$ 138,801.32	\$ 101,098.68	\$ 52,650.00
For FY 2017 - 2018, 36 non-bond projects are currently in progress, 1 ha7 been completed and 41 pending start up - 79 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 October 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 **October 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 October 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 October 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 October 2017
- B. Release of Checks for \$125,000.00 and Above  
Board of Trustees Approval Required for October 2017
- C. Release of Checks for \$125,000.00 and Above  
Released Prior to Board Approval (Policy 5610) for October 2017
- D. Release of Construction Fund Checks for October 2017
- E. Quarterly Investment Report for October 2017
- F. Summary of Revenue for October 2017
- G. Summary of State Appropriations Income for October 2017
- H. Summary of Property Tax Income for October 2017
- I. Summary of Expenditures by Classification for October 2017
- J. Summary of Expenditures by Function for October 2017
- K. Summary of Auxiliary Fund Revenues and Expenditures for October 2017
- L. Summary of Grant Revenues and Expenditures, October 2017
- M. Summary of Bid Solicitations
- N. Check Register for October 2017

# **FINANCIAL REPORTS**

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

# *President's Report*



In collaboration with El Instituto Internacional de Estudios Superiores (IIES) in Reynosa, Mexico, South Texas College held the 5<sup>th</sup> Annual Binational Innovation Conference (INNO) on October 19, 2017. This year's topic focused on regional urban development and planning. The event has become a successful annual event which includes speakers and a panel of experts who provided information in reference to cross-border, bi-national economic development. The Inno Conference has been instrumental for the business community by providing key information on the opportunities available due to the regional economic growth and development in the region. Businesses may utilize this information to capitalize on these changes or adjust their business plans. Key speakers included Ms. Laurent Warren from Warren Group Architects, Mr. Blake Hastings from the Federal Reserve Bank of Dallas, Mr. Mike Rhodes, Tres Lagos Development, and Dr. Carlos Marin, President and CEO of Ambiotec Engineering Group. Panel representatives included staff from the City of McAllen, Starr County, Hidalgo County, and multiple Economic Development Corporations from various cities. The event was well attended and continues to be an excellent conference that demonstrates the collaboration between STC and IIES and the commitment to stimulating innovation for regional economic growth and development.



The Starr County Campus Psychology Club of South Texas hosted the 12<sup>th</sup> Starr County Role Models Get Inspired Conference at the STC Starr County Campus Auditorium on October 19, 2017. Panelists discussed with students their achievements and obstacles that may have impeded them from achieving their goals. They provided college and life advice, importance of family support, and discussed their future professional goals. The conference's main goal was to inspire and motivate students. This year

five panelists were Raul Moreno Jr., Citizens State Bank Vice President and Roma ISD Board President, Ms. Ameida Salinas, Starr County Tax Collector, Dr. Roberto S. Margo, Veterinarian and Ranch Owner,

Ms. Marlo Canales, Pharmacist and Owner of Fred's Pharmacy, and Miguel Mirelez, Owner of The Print Shop.

Opening remarks were done by Dr. Arturo Montiel, STC Starr County Campus Administrator and Board Trustee and Starr County Industrial Foundation President, Ms. Rose Benavidez. The event was attended by more than 150 people including local elected officials and community leaders. The event was free and open to the public.

### South Texas College Apprenticeship Roundtable



The Apprenticeship Roundtable Conference was held on October 26, 2017 from 9:00 am to 11:30 am at the Cooper Center. The event brought leaders from the education community, local employers, and workforce development staff to discuss apprenticeship programs and identify new programs needed.

A panel of members with experience in pre-apprenticeship or apprenticeship programs will provide insight and provide information about funding opportunities. I provided the welcoming address. Invited speakers included, Mr. Troy Johnson, Apprenticeship and Training Representative for the Department of Labor and Desi Holmes, Apprenticeship Director for the Texas Workforce Commission.

## DEVELOPING EXCELLENCE IN LEARNING & TEACHING ACADEMY (DELTA)

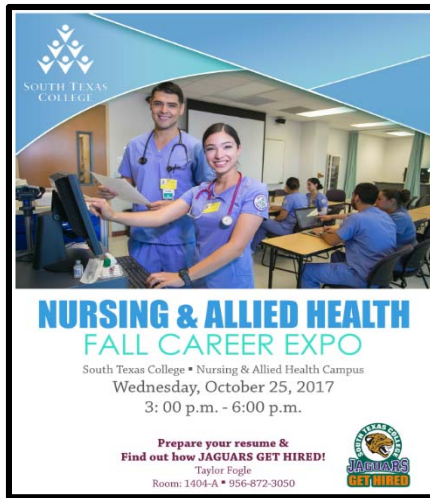
The Office of Professional and Organizational Development launched the Development Excellence in Learning and Teaching Academy Online on October 30, 2017. The academy is a six-week program for Dual Credit and Adjunct Faculty that will provide them support, guidance, and information on resources, policies, procedures and how to create a college environment. The courses are fully online, self-paced and consist of six learning modules. Module topics include:



- The Community College Philosophy
- Dual Credit and Adjunct Faculty Responsibilities
- Creating a College Environment
- College Knowledge for Faculty
- Connecting Students to College Resources
- Dual Credit Faculty (Dual Credit Faculty only)
- Adjunct Faculty (Adjunct Faculty only)

All new Dual Credit Faculty and Adjunct Faculty will complete the academy within one semester. Participants will receive a Certificate of Completion and CEU's. The goal is to have all Dual Credit and Adjunct Faculty complete this academy within two years.





The Nursing and Allied Health Fall Career Expo was held on October 25, 2017. The event allowed for current students and graduates to explore employment opportunities and internships available in our area.

The South Texas College Theatre opened their 9<sup>th</sup> season with Jeffrey Hatcher's adaption of *The Turn Of the Screw*. From October 19-21, the production will be running. Told through the perspective of a young governess, this ghost story tells a tale of an apparition appearing to a child through her diary.



**2017 Fall Festival Celebration**

Join us for a fun filled evening open to both students and the community.

- Open to Public**
- Admission is Free**
- Food, Games, & Live Music**

Mid-Valley Campus - Pavilion  
October 24, 2017 @ 6:00pm

Starr County Campus - Parking Lot 1  
October 26, 2017 @ 6:00pm

Technology Campus - Parking Lots 1 and 5  
October 26, 2017 @ 6:00pm

Pecan Campus - East Side of Building G  
October 31, 2017 @ 6:00pm

From October 23<sup>rd</sup> – 31<sup>st</sup>, South Texas College campuses were filled with ghosts and goblins. The 2017 Fall Festival Celebration hosted by the Student Activities and Wellness Center was held at the Pecan,



Technology, Starr County, and Mid-Valley campuses. Students, families, and the general public were invited to attend the event for food, games, and live music. A costume contest was held as well.

In an effort to promote the 2018-2019 FAFSA and TSFA submission, South Texas College held at its three main campuses, Starr, Pecan and Mid-Valley, the Super Saturday event on November 11, 2017. In collaboration with RGV Focus and other higher education institutions, the Student Financial Services department was available from 9:00 am to 2:00 pm to students and their parents to assist them in submitting their FAFSA and TSFA online.



The 10<sup>th</sup> Annual Harvest of Health Fair was held on November 9, 2017 at the Nursing and Allied Health Campus. This year the theme was, “Supporting Lives One System at a Time.” The event was organized by the departmental organization, Community Health Outreach Committee (CHOC). The purpose of the event is to provide outreach to the community and inform the community of the programs available and promotion of health and wellness. This year Medical Assisting Technology (MAT) students promoted the importance of immunizations, the Associate Degree Nursing (ADN) students promoted diabetes prevention, and the Vocational Nursing (VN) students promoted healthy lifestyle choices.

In honor of all the men and women who served or continue to serve our country, South Texas College held campus-wide Veterans Day Ceremonies on November 9<sup>th</sup> and 10<sup>th</sup>. Starr and Mid-Valley Campus held their ceremonies on the 9<sup>th</sup> and Pecan, Technology, and the Nursing & Allied Health Campus held theirs on the 10<sup>th</sup>.





The STC Library Art Gallery and the Communications Department presented a quilt exhibit by the Rio Grande Valley Quilt Guild. The Quilt Guild creates quilts with military designs and then gives the quilts during ceremonies to recognize veteran service. The display will be open from November 1<sup>st</sup> through November 31<sup>st</sup> and is free and open to the public.

As a commemoration of Veterans Day, The Center for Mexican American Studies and the STC Library presented the annual Jose de la Luz Saenz Veterans Lecture Series on November 8<sup>th</sup>. This year, Dr. Anthony Quiroz from Texas A&M Corpus Christi was the guest. Dr. Quiroz discussed the Civil Rights Movement and Veteran participation. A book signing session took place after the presentation. The presentation was done at the Pecan Library at 6:00 pm.

**Culinary Wars**

**The Perfect Bite**  
November 10<sup>th</sup>  
Courtyard  
Stands will be opened from 12-1  
Winner will be announced at 2:30pm

At the Pecan Campus on November 10<sup>th</sup>, the Culinary Department showcased their talent in the Culinary Wars event. Students, Faculty, and Staff were able to sample dishes and vote for the best dish. Dishes included main entrees, desserts, and appetizers.



On November 11, 2017, the Ballet Folklorico South Texas College (BFSTC) presented, *Amistades Concert Series 2017* at the Edinburg City Auditorium. The recital was an opportunity for the BFSTC to share the stage with local dance programs from across the districts and/or private organization. Special guests included the dance programs from Juarez Lincoln High School, Valley View High School, and Sharyland High School. Tickets were available for purchase at the door only.



National Games Day took place on November 15, 2017 at the Pecan Campus Library Rainbow Room. National Games Day was started in 2007 in an attempt to set a world record for the number of people playing the same game at the same time in libraries around the world. This event has grown tremendously and is now played in seven continents. Students were offered the ability to join in and play a variety of games to include video games, board games, card games and trivia games. The event was held from 1:00pm to 4:00 pm.

The Kinesiology Department will be hosting the 12<sup>th</sup> Annual Turkey Trot Run/Walk on November 18<sup>th</sup>. The event's purpose is to promote an active lifestyle and to help others by contributing to the Food Bank of the Rio Grande Valley. Admission may be waived in lieu of an eight can food donation. The trot is a 2.2 mile run/walk and will award prizes to the top men and women finishers in each division. T-shirts and goodie bags were also given out to the first 100 participants.



- Met with staff, Dr. Kelli Davis, Dr. Ali Esmaeili, Dr. Anahid Petrosian, Dr. Jayson Valerio, and Dr. Laura Sanchez to discuss strategies and develop answers to anticipated questions in reference

to the future conference call with Texas A&M International University to request a Teach Out Agreement and an RN to BSN agreement. This agreement is necessary in order to submit the College's application to the Coordinating Board for authorization to offer the BSN.

- Attended the Healthcare Sector Partnership Meeting at Valley Baptist Medical Center. In collaboration with representatives from South Texas College's Texas Regional STEM Degree Accelerator program provided findings after a six-month process reports regarding talent, branding and patient care collaboration.
- Participated in a conference call with Dr. Ricardo Solis from Laredo Community College in reference to establishing an Agreement of Cooperation among the border community colleges, Laredo Community College, Del Mar College, Southwest Texas Junior College, and Texas A&M International University.
- Attended the Information Technology Industry Briefing for South Texas Educators at the Cooper Center. The event focused on discussion with local I.T. partners and the changing needs of the I.T. industry.
- Attended the Independent Colleges and Universities of Texas (ICUT) Foundation Transfer Portal Presentation. The ICUT Foundation Transfer Portal is an innovative partnership to reduce cost and time-to-degree for associate degree holders who wish to complete a four-year degree. Using the academic sharing platform built by College Consortium, and with assistance from participating two-year and four-year institutions, the Transfer Portal will allow students to apply, be instantly accepted, and see real cost and time-to-degree figures for a variety of bachelor's degree programs.
- Met with Jose Gonzalez, Superintendent for McAllen I.S.D. and Ms. Norma Zamora, Director of Community Information in relation to the Dual Credit Program. The district failed to acknowledge South Texas College in their marketing material and lacked verification of published date regarding student achievements. It was a cordial visit and McAllen I.S.D. recognized the seriousness of the College's concerns.
- Met with Mary Elizondo and the external auditors to conduct the annual meeting to inquire about the College and standard fraud inquiries. It was a cordial opportunity to discuss any concerns with the external auditors.
- Met with Dr. Laura Sanchez and Dr. Jayson Valerio to discuss the BSN application form and proposed budget for submittal to the Texas Higher Education Coordinating Board.

- Participated in a conference call with John Fitzpatrick, Executive Director of Educate Texas. Mr. Fitzpatrick and I discussed topics related to STEM accelerator, Dual Credit, RGV Focus's three-year strategic plan, and my seat on the Texas Student Success Council. The major focus was on the next invasive strategy. We agreed that the development of apprenticeship programs would be the new opportunity for workforce development, ISD partnerships.
- Attended the McAllen Chamber of Commerce Man and Woman of the Year Event honoring Janet Vacker and Paul Moxley. I had the privilege to video a testimony in support of Mr. Moxley.
- Attended the Texas Pathways Institute III Conference. STC was one of 12 colleges selected to participate in the Texas Pathways Project. The conference focused on essential elements of pathways design and strategies for improving transfer and employment paths. The STC team of 18 had an opportunity for team discussion and content to implementing Guided Pathway Project at STC.
- Attended a signing ceremony for an Agreement of Cooperation between STC, Laredo Community College, Del Mar College, Texas A&M International University, and Southwest Texas Junior College to work in collaboration to address the issues impacting border counties.
- Attended conference call with Texas Workforce Commission and Doctors Hospital at Renaissance to discuss the TWC grant for training at DHR and possibility of a grant amendment to cover job titles not covered by grant. All parties expressed commitment to achieve the goal of the \$2,602,165 million grant.
- Participated in the meetings with the Achieving The Dream (ATD) Coaches Site Visit to discuss results of Institutional Capacity for change assessment and progress toward goals of Texas Guided Pathways Project.
- Attended the PSJA College for All Event at the McAllen Convention Center. I provided the welcoming address with Dr. King, Superintendent for PSJA I.S.D and addresses visitors from 13 states on the need to establish positive relationships between the public school district and higher education partners.
- Provided the welcoming address for the Food Pantry Ribbon Cutting Ceremony. The event was an emotional show of support for STC students and the recognition that hunger is a real and powerful issue.
- 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 November 28, 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 October 20 – November 17, 2017 included:
  - Review of Board Discussion and Action
  - Discussion of American Institutes for Research (AIR)/ Texas Higher Education Coordinating Board (THECB) Study on Dual Credit Education: Phase II
  - Update on Transfer Portal with ICUTF and Live Demonstration
    - October 26, 2017 at 10:00 a.m. in F102
  - Review of Achievements, Awards, National Recognitions, and Accreditations
  - Continued Discussion of Dual Credit (ECHS and Traditional) and Next Steps
    - New Leadership Strategies
    - Advising Model Development
    - Course Schedule Development
    - Vacant Dean Position
  - Discussion of Faculty Capacity to Meet Dual and Traditional Scheduling Needs
  - Discussion of Dual Credit MOU Enforcement Options
  - Discussion of House Committee Interim Charges on Higher Education to Examine the Rapid Growth of Dual Credit
  - Discussion of Results of Achieving the Dream Institutional Capacity Assessment Tool Survey
  - Update on Meeting with McAllen ISD Superintendent Dr. Jose A. Gonzalez
  - Update on Conversation with McAllen ISD on Marketing Dual Credit
  - Review of New Cost Study of Dual Credit
  - Discussion of CB Request to Create a Mental Health Services Web Page by December 1, 2017
  - Discussion of Posted Proposed Rules Related to Co-Requisite Models in Developmental Education
  - Discussion of Opportunity for Public Comments on Co-Requisite Model for Development Education
  - Review and Discussion on ECHS Graduates Transitioning to UTRGV
  - Update on Apprenticeships
  - Discussion of Achieving the Dream Coaches Site Visit Enrollment Update – Spring 2018
  - Update on Status of RN-BSN Application to Texas Higher Education Coordinating Board

- Update on Interim Dean of Dual Credit Programs and School District Partnerships
- Discussion of CB Graduate Follow-up Placement Report
- Review of ATD Coaches Visit
- Update on Guided Pathways
- Update on Status of Fraud Survey Report for 2017
- Review and Discussion of the FY18 Unexpended Plant Fund Budget and Projects beyond FY18
- Review and Discussion of Proposed Dual Credit Rules from Negotiated Rulemaking Committee
- Review and Discussion of Proposed Rules from THECB for New Baccalaureate Programs
- Kudos: An Opportunity to Share Successes and Extend Appreciation
- Review and Discussion of IS & P Jagnet Enhancement
  - Student Registration Module
  - Technology and Data Request Portal
- Discussion of UTRGV's Entry Into Dual Credit market
- Review and Discussion of Student Enrollment Management Task Forces
  - Matriculation
  - Traditional Student Enrollment
  - Persistence
- Review and Discussion of Current On-Line Travel Approval Processes
- Update on Bond Mobilization Planning for Moves to New Facilities
- Review of New Program Development Briefs
  - Dental Assistant – CT1
  - Public Administration – CT1
- Review and Discussion of ECHS Students Performance at UTRGV and STC
- Review and Discussion of Dual Matriculation to STC by High School and District
- Discussion of Web Accessibility
- Update on Student Enrollment Management Task Forces
  - Matriculation of Dual Credit Students
  - Enrollment of Traditional Students
  - Persistence of all Students







## Announcements

### A. Next Meetings:

- Tuesday, December 5, 2017
  - 3:30 p.m. – Education and Workforce Development Committee Meeting
  - 4:30 p.m. – Facilities Committee Meeting
  - 5:30 p.m. – Finance, Audit, and Human Resources Committee Meeting
  
- Tuesday, December 12, 2017
  - 5:30 p.m. – Regular Board Meeting
  - 7:00 p.m. – Board Holiday Dinner

### B. Other Announcements:

- A Ribbon Cutting Ceremony will be held at the South Texas College Higher Education Center at La Joya on Friday, December 8, 2017
- The Winter 2017 Commencement Ceremonies will be held Saturday, December 16, 2017 at the State Farm Arena, Hidalgo, Texas:

#### 9:00 a.m. Ceremony

- Bachelor Programs
- Business and Technology
- Nursing and Allied Health

#### 1:00 p.m. Ceremony

- Liberal Arts and Social Sciences
- Mathematics and Science

- The College will be closed on Monday, December 18, 2017 – Tuesday, January 2, 2018, for Winter Break