



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, January 30, 2018  
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, January 30, 2018 @ 5:30 p.m.  
Ann Richards Administration Building Board Room  
Pecan Campus, McAllen, Texas 78501**

**AGENDA**

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Presentations** ..... 1 - 2
  - 1. Recognition of Trustees for Their Service and Contributions to South Texas College
  - 2. Presentation of the Preliminary Spring 2018 Enrollment Report
  - 3. Update on Planning at South Texas College
  
- VI. Consideration and Action on Consent Agenda**
  - A. Approval of Board Meeting Minutes ..... 3 - 39
    - 1. December 12, 2017 Special Board Meeting
  
  - B. Approval and Authorization to Accept Grant Award(s) ..... 40 - 42
    - 1) The Texas Workforce Commission, Governor’s Summer Merit Grant in the amount of \$49,260
    - 2) The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000
    - 3) The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation Funds in the amount of \$205,545
    - 4) Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000
    - 5) Additional Grant(s) Received/Pending Official Award

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

**A. Education and Workforce Development Committee**

1. Review of Presentation to the Education and Workforce Development Committee on January 16, 2018..... 43
  - 1) Presentation on the South Texas College Dual2Degree Department

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

1. Review and Action as Necessary on Parking Services Report for FY 2017..... 44 - 71
2. Review and Action as Necessary on Purchases and Renewals (Non-Bond Proceeds) ..... 72 - 75
3. Review and Action as Necessary on Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County ..... 76 - 80
4. Review and Action as Necessary on Resolution to Impose a 15% Penalty for Collection of Delinquent Taxes as Authorized Under Section 33.07 of the Texas Property Tax Code for Delinquent Tax Attorney Fees and Expenses..... 81 - 84
5. Discussion and Action as Necessary on the Adoption of the Methodology of Accounting Reconciliation for 2013 Bond Construction Program Bond Proceeds Balance..... 85 - 86
6. Discussion and Action as Necessary to Authorize Solicitation of Requests for Proposals for Recruitment Services for Professional Positions ..... 87

**C. Facilities Committee**

2013 Bond Construction Program – Accountability Status

1. Presentation on Current Construction Status for 2013 Bond Construction Program..... 88
2. Update and Discussion on Reconciliation of 2013 Bond Construction Program Budget and Projected Shortfall..... 89 - 90
3. Review and Action as Necessary on 2013 Bond Construction Program Specific and Additional Outstanding Issues: ..... 91 - 98
4. Review and Action as Necessary on Authorizing Use of Wage Scale Determination Survey for the 2013 Bond Construction Program .... 99 - 103
5. 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..... 104 - 172

2013 Bond Construction Program – Construction Management

6. Review and Action as Necessary on Amendment for Architect Agreement for the 2013 Bond Construction for Pecan Campus Student Activities and Cafeteria Building ..... 173 - 175

7. Review and Action as Necessary on Schematic Landscape Design for the 2013 Bond Construction Projects ..... 176 - 187
  - 1) Technology Campus Parking and Site Improvements – Additional Scope along Military Highway
  - 2) Starr County Campus Parking and Site Improvements – Detention Pond Area
8. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Pecan Campus STEM Building ..... 188 - 190
9. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Health Professions and Science Building ..... 191 - 194
10. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Student Services Building Expansion ..... 195 - 196
11. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion ..... 197 - 198
12. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Nursing & Allied Health Campus Building Expansion ..... 199
13. Review and Action as Necessary on Substantial Completion for the Non-Bond Nursing & Allied Health Campus Thermal Plant ..... 200 - 202
14. Update on Status of the 2013 Bond Construction Program and Status of Project and Program Accountability ..... 203 - 220

Non-Bond Facilities Planning & Construction Items

15. Review and Action as Necessary on Approval of Assessment Report Findings for the Current Pecan Campus Library and Recommend Feasibility Study of Options to Expand Current Facility ..... 221 - 224
16. Review and Action as Necessary on Installation of a Perimeter Fence at Pecan Campus Athletic Fields ..... 225 - 230
17. Review and Action as Necessary on Proposed New Policy #6422: *Unmanned Aerial Vehicles* ..... 231 - 235
18. Update on Status of Non-Bond Construction Projects ..... 236 - 241

**VIII. Consideration and Approval of Checks and Financial Reports ..... 242 - 244**

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



**IX. Informational Items**

- President's Report ..... 245 - 252

**X. Announcements ..... 253**

A. Next Meetings:

- Tuesday, February 6, 2018
  - 3:30 p.m. – Education and Workforce Development Committee Meeting
  - 4:30 p.m. – Facilities Committee Meeting
  - 5:30 p.m. – Special Board Meeting
  - 5:45 p.m. – Finance, Audit, and Human Resources Committee Meeting
  
- Tuesday, February 27, 2018
  - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The Spring 2018 Census Day (Twelfth Class Day) is Wednesday, January 31, 2018
- The City of McAllen's *State of the City Address* will be held on Tuesday, February 6, 2018 at the McAllen Convention Center.
- The College will be closed on Friday, February 9, 2018 for College-Wide Organizational Development Day.

## **Presentations**

### **Recognition of Trustees for Their Service and Contributions to South Texas College**

Dr. Reed will present an expression of appreciation to the Board of Trustees on the behalf of faculty, staff, students, and constituents for their continued contributions to making South Texas College a world-class, innovative, and responsive community college.

### **Presentation of the Preliminary Spring 2018 Enrollment Report**

Mr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management, will provide a review of the preliminary Spring 2018 Enrollment Report to the Board.

The Spring 2018 Census, at which point final enrollment is determined, will not be complete until Wednesday, January 31, 2018. Because the census date has not yet arrived, the enrollment figures Mr. Hebbard will review are still preliminary.

If there is a significant change after the census, administration would provide an update at a later meeting.

### **Update on Planning at South Texas College**

South Texas College engages in continuous planning emanating from the Texas Higher Education Coordination Board's 60x30 Strategic Plan for Texas.

South Texas College develops a five-year Comprehensive Operational Plan that is updated annually until the five-year planning cycle begins again.

Dr. Reed will provide a review of the planning process at South Texas College Comprehensive Operational Plan for FY 2017 - 2018 to FY 2020 - 2021.

The Comprehensive Operational Plan is part of a continual process in an effort to ensure the College's programs, strategies, and future planning are in line with the current and anticipated needs of the region.

The Comprehensive Operational Plan includes:

- Environmental Scan
- Academic Affairs
- Student Services and Enrollment Management
- Industry Training and Economic Development
- Continuing, Professional, and Workforce Education
- Public Relations and Marketing
- Grant Development, Management, and Compliance
- Information Services, Planning, Performance, and Strategic Initiatives
- Finance and Administrative Services
- Facilities Planning and Construction
- Facilities Operations and Maintenance
- Department of Public Safety

Companion documents to the Comprehensive Operations Plan include the Traditional Enrollment Planning Assumptions, and the Achievements, Awards, National Recognitions, and Accreditations. The South Texas College Comprehensive Operational Plan FY 2017-2018 to FY 2020-2021 and companion documents are included in the packet under separate cover.

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

## **Approval of Minutes**

The following Board Meeting Minutes are submitted for approval:

- 1) December 12, 2017 Special Board Meeting

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and adopt the December 12, 2017 Special Board Meeting Minutes as presented.

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

The Board of Trustees of South Texas College approves and adopts the December 12, 2017 Special Board Meeting Minutes as presented.

### **Approval Recommended:**

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

**SOUTH TEXAS COLLEGE  
BOARD OF TRUSTEES SPECIAL MEETING  
Tuesday, December 12, 2017 @ 3:30 p.m.  
Ann Richards Administration Building Board Room  
Pecan Campus, McAllen, Texas 78501**

**Minutes**

**Call Meeting to Order:**

The Special Board Meeting of the South Texas College Board of Trustees was held on Tuesday, December 12, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:37 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: None

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mr. Ricardo De La Garza, Mr. Robert Cuellar, Mr. George McCaleb, Ms. Becky Cavazos, Ms. Myriam Lopez, Ms. Katarina Bugariu, Dr. Ali Esmaeili, Dr. Ety Bischoff, Dr. Enriqueta Cortez, Dr. Maria Cervantes, Mrs. Brenda Balderaz, Mr. Lucio Gonzalez, Ms. Monica Perez, Mr. David Martinez, Mr. Gilbert Gallegos, Ms. Tammy Tijerina, Mr. Tim Weldon, Mr. Doug Jowel, Mr. Jimmy Barroco, Mr. Scott Pajeski, Mr. Hector Garcia, Mr. Bob Simpson, Mr. John Gates, Mr. Bill Wilson, Mr. Josue Reyes, Mr. Miguel Martinez, Mr. Eli Blanco, Mr. Edgar Hurtado, Mr. David Iglesias, Mr. Tony Salazar, Ms. Mercedes Moreno, Mr. Chris Del Bosque, Mr. Lin Miller, Ms. Hilda Perez Garcia, Mr. David Segovia, Mr. Aaron Rios, Mr. Eddie Garza, and Andrew Fish.

**Determination of a Quorum**

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

**Invocation:**

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

**Public Comments**

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

## **Approval of Minutes**

The following Board Meeting Minutes were submitted for approval:

1. November 14, 2017 Special Board Meeting
2. November 28, 2017 Regular Board Meeting

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and adopted the November 14, 2017 Special Board Meeting Minutes and the November 28, 2017 Regular Board Meeting Minutes as written. The motion carried.

**The Board postponed deliberation on this item while awaiting the arrival of special counsel:**

### **Update and Action as Necessary Regarding Cause No. C-0706-16-H; Fabio Hernandez vs. South Texas Community College and Paul B. Varville**

**The Board continued with its posted agenda items as follows:**

### **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 was requested.

The 2016 – 2017 Appraisal District Board of Directors was comprised of:

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

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

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

- 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 was included in the packet.

Ms. Rose Benavidez recommended casting 229 votes for Mr. Eloy Garza, and casting 100 votes for Mr. Raul Pena, III.

Upon a motion by Mrs. Graciela Farias and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and adopted the resolution casting 229 votes for Mr. Eloy Garza and 100 votes for Mr. Raul Pena, III for the members of the Starr County Appraisal District Board of Directors for Calendar Years 2018 - 2019 as recommended. The motion carried.

### **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 was 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 2016 - 2017 Appraisal District Board of Directors included:

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

The fifteen candidates declared by the Chief Appraiser were:

- 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 were provided in the packet.

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 adopted the resolution casting 190 votes for Mr. Amador Requenez and 190 votes for Mr. Albert D. Cardenas for the members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2018 - 2019. The motion carried.

### **Review of Presentation to the Education and Workforce Development Committee on December 5, 2017**

The following presentation was delivered to the Education and Workforce Development Committee on Tuesday, December 5, 2017:

#### **Presentation on the South Texas College Dual2Degree Department**

Mr. Tony Matamoros, Director of Dual Credit, provided a brief overview of South Texas College’s *Dual2Degree* Department and their services geared toward the cultivation of a college-going culture in our community. The Dual2Degree Department specifically focuses on support services to help ensure the academic success of dual credit students at South Texas College.

#### **Dual Credit Challenges**

At South Texas College, and nationally, many dual credit students face challenges above and beyond those faced by traditionally enrolled college students. Many of them may not be aware of the processes, services, requirements, and implications of their performance as College students, and the impact it will have on their continued higher education opportunities.

The Dual2Degree Department provides services to help dual credit students connect to the college culture, the resources available to them as college students, and the expectations for their performance. These services are designed to help them bridge the gap between secondary education and higher education, and to assist with that transition upon their graduation from high school.

#### **Dual2Degree Department Services**

Mr. Matamoros reviewed the services that the Dual2Degree Department provides, including an overview of their various activities and coordination with local school districts.



Mr. Matamoros discussed the impact of these services on student success, including performance indicators such as GPA, persistence rate, and completion times.

He also discussed the department's strategies at each grade level, from 8<sup>th</sup> grade through the student's senior year of high school, including parental engagement and close collaboration with school district personnel.

The Committee asked about competition from UTRGV, which had begun offering tuition free dual credit courses.

Mr. Matamoros reviewed several key benefits of South Texas College's dual credit program, which offers great value to many families:

While both South Texas College and UTRGV offer strong academic coursework options for dual credit students, South Texas College also offers a robust selection of career and technical dual credit programs for students.

South Texas College offers one-on-one service to students and close relationships with the school districts, which translates to better support for individual students and families.

This includes smaller class sizes, as well as delivery of dual credit courses within the school district, during normal class hours.

After matriculation as a traditional college student, South Texas College offers significantly lower tuition, and has similar transferability of courses to other institutions state- and nation-wide.

Finally, Mr. Matamoros noted that South Texas College recently received high commendations from the Southern Association of Colleges and Schools-Commission on Colleges, for its dual credit programs.

### **New Student Onboarding Initiative**

Mr. Matamoros concluded with a review of the new student onboarding initiative to fast track dual credit students, and discussed its impact on helping register dual credit students accurately and in a timely manner to help start their higher education careers on the right path.

Mr. Matamoros provided the Dual2Degree Department 2016-2017 Annual Report under separate cover.

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

## **Discussion and Action as Necessary on Rio Bravo Windpower, LLC, Tax Abatement Application and Resolution for the Tax Abatement Agreement**

Approval of the Rio Bravo Windpower, LLC, Tax Abatement Application and the Resolution for the Tax Abatement Agreement was requested.

Rio Bravo Windpower, LLC submitted an application for tax abatement for their wind powered electric generating facility project in Starr County. Legal Counsel reviewed the application and prepared an agreement and a resolution for the tax abatement.

According to Rio Bravo Windpower, LLC, the improvements would consist of a proposed wind power generation facility, comprised of 238 megawatts of nameplate capacity located in the Reinvestment Zone. The project was scheduled to begin construction no later than March 31, 2018 and it was anticipated that construction would be complete by June, 2019.

The improvements were expected to have an estimated value of at least \$252,000,000 upon completion, although the actual value would be determined by an appraisal by the Starr County Appraisal District. The Project was expected to include approximately 66 wind turbines and towers, although the exact number may vary substantially depending on factors such as the type of turbines used and site wind characteristics.

Mr. Bryan Harris, Director of Development for Rio Bravo Windpower, LLC, Mr. Robert Peña, President for Texas Energy Consultants, and Mr. Jeff Neves, Head of Development for Amshore US Wind, LLC attended the meeting and respond to any questions.

The Rio Bravo Windpower, LLC, tax abatement application, the tax abatement agreement, and the resolution for the tax abatement agreement were included in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Rio Bravo Windpower, LLC, Tax Abatement Application and the Resolution for the Tax Abatement Agreement as presented and subject to the following provisions:

1. Abatement would be at 75%
2. The College would impose a \$2,500 application fee
3. Applicants would reimburse the College for attorney fees related to the application process.

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 Rio Bravo Windpower, LLC, Tax Abatement Application and the Resolution for the Tax Abatement Agreement as presented. The motion carried.

## **Review and Action as Necessary Regarding the Fiscal Year 2017 Financial Audit**

Mr. David Segovia and staff from Carr, Riggs & Ingram, LLC attended the meeting to review the status of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2017 and 2016 with the Board.

Mr. Segovia informed the Board that Carr, Riggs & Ingram, LLC was still undertaking a “quality control review” of the audit and had not yet finalized their approval of the audit report. Mr. Segovia believed that if any changes would be recommended by that quality control review process, they would be non-substantive. He identified a material change as anything in excess of roughly \$2.4M, based on the scope of the audit.

Due to the deadline to submit the audit to the state by the end of the year, and the College’s scheduled closure for the last two weeks of December, Mr. Segovia requested Board authorization of the Fiscal Year 2017 Audit “subject to review by Carr, Riggs & Ingram Quality Control Review and including any non-substantive changes made by Carr, Riggs & Ingram.”

Mr. Paul R. Rodriguez, Chair of the Finance, Audit, and Human Resources Committee, recommended that the Board refuse to accept the audit with the contingencies recommended by Mr. Segovia. The Board agreed to allow Mr. Segovia until the end of the meeting to coordinate with Carr, Riggs & Ingram staff and to determine whether he could present the audit without the requested contingency.

No action was taken at this time, and Mr. Segovia was asked to return later in the meeting.

## **Review and Action as Necessary on Award of Proposal, Purchases, and Renewal (Non-Bond Proceeds)**

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

### **A. Award**

**1) Signs, Banners, and Related Materials (Award):** award the proposal for signs, banners, and related materials for the period beginning February 1, 2018 through January 31, 2019 with two one-year options to renew, at an estimated amount of \$50,000.00. The vendors are as follows:

- **AGAS, Mtg.** (Philadelphia, PA)
- **Fedex Office** (McAllen, TX)
- **Huntington Sky Production dba/Fastsigns** (McAllen, TX)
- **The Sign Depot** (McAllen, TX)

**B. Instructional Items**

- 2) **Birthing Simulator (Purchase):** purchase a birthing simulator from **Gaumard**, (Miami, FL), a sole source vendor, at a total amount of \$63,000.00;
- 3) **Instructional Training Mannequin (Purchase):** purchase an instructional training mannequin from **Laerdal Medical Corporation** (Wappingers Falls, NY), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$68,125.00.

**C. Non – Instructional Items**

- 4) **Chill Water Chiller (Purchase):** purchase a chill water chiller from **Johnson Controls** (Little Rock, AR), a The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$297,012.28.
- 5) **Furniture (Purchase):** purchase furniture from National Cooperative Purchasing Alliance (NCPA), National Intergovernmental Purchasing Alliance (NIPA/TCPN), National Joint Powers Alliance (NJPA), and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$106,905.88;

#	Vendor	Amount
A	<b>Allsteel, Inc./Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$16,815.31
B	<b>American Seating Company/Gateway Printing and Office Supply, Inc.</b> (Houston, TX)	\$6,387.90
C	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$15,771.40
D	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$4,012.80
E	<b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Green Bay, WI/Edinburg, TX)	\$33,957.92
F	<b>National Office Furniture/Gateway Printing and Office Supply, Inc.</b> (Jasper, IN/Edinburg, TX)	\$4,813.60
G	<b>Watson/Gateway Printing and Office Supply, Inc.</b> (Poulsbo, WA/Edinburg, TX)	\$25,146.95
	<b>Furniture Total</b>	\$106,905.88

- 6) **Online Continuing Education Services (Renewal):** renew the contracts for online continuing education services for the period beginning March 30, 2018 through March 29, 2019, with the following vendors:
  - a. **Education To Go/A Division of Cengage Learning, Inc.** (Mason, OH)
  - b. **World Education, LLC.** (Arlington, TX)

Recommend Action - The total for all award of proposal, purchases, and renewal (Non-Bond Proceeds) was \$585,043.16.

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board of Trustees approved and authorized the award of proposal, purchases, and renewal (Non-Bond Proceeds) as presented. The motion carried.

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

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

#### **1) Timekeeping System Clocks (Purchase)**

Purchase timekeeping system clocks from **Timeclock Plus by Data Management, Inc.** (San Angelo, TX), a National Intergovernmental Purchasing Alliance (NIPA/TCPN) approved vendor, at an estimated amount of \$79,732.08.

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

Non-Bond M&O Taxes	\$79,732.08
<b>Total</b>	<b>\$79,732.08</b>

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees approved and authorized the purchases of the 2013 Bond Construction Program Bond Related Projects Funded by Non-Bond Proceeds as presented. The motion carried.

## **Review and Action as Necessary on 2017 Tax Roll/Tax Levy for Hidalgo County**

Approval of the 2017 Tax Roll/Tax Levy for Hidalgo County was requested.

Purpose – The Hidalgo County Tax Assessor-Collector has provided the 2017 Tax Roll Totals for approval by the College’s governing body.

Justification - The 2017 Tax Roll/Tax Levy for Hidalgo County requires approval from the governing body in order to be in compliance with Section 26.09 Item (e) of the Property Tax Code, which reads:

“The assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. The appraisal roll with amounts of tax entered as approved by the governing body constitutes the unit’s tax roll.”

Background - Mr. Pablo “Paul” Villarreal, Jr., RTA, Assessor-Collector of Hidalgo County has entered the amount of tax determined as provided by Section 26.09 Item (e) of the Property Tax Code and have submitted to South Texas College the tax roll/tax levy totaling \$62,624,834.26.

The comparison from the 2016 to 2017 tax roll for Hidalgo County was as follows:

	<u>Hidalgo County</u>
2016	\$ 59,701,217.59
2017	<u>62,624,834.26</u>
Increase/(Decrease)	<u>\$ 2,923,616.67</u>

Enclosed Documents - The 2017 Tax Roll Total documents from Hidalgo County was provided in the packet for the Board's information and review.

Starr County failed to submit the Tax Roll/Tax Levy and associated information, therefore the Board would be asked to review this item at a later date.

The Finance, Audit, and Human Resources Committee recommended Board approval of the 2017 Tax Roll/Tax Levy for Hidalgo County as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the 2017 Tax Roll/Tax Levy for Hidalgo County as presented. The motion carried.

### **Review and Action as Necessary on Appraisal District Allocated Cost Payments for Hidalgo County and Starr County**

Approval to process payments to the Hidalgo County Appraisal District and Starr County Appraisal District for allocated cost, as described below, was requested.

Purpose – The Hidalgo County Appraisal District and the Starr County Appraisal District perform property valuation assessments for taxes imposed during the tax year. The College's allocated cost for property valuation services is provided annually.

Justification - The Hidalgo County Appraisal District and Starr County Appraisal District are considered a sole source and the College and other taxing entities are required to use their services to determine the assessed valuation of properties.

Background - Each year the Chief Appraiser prepares a proposed budget for the operations of the appraisal district for the following tax year. The County's Appraiser submits copies of the budget to each taxing unit participating in the district and an estimate of the amount of the budget that will be allocated to each taxing unit.

Texas Property Tax Code Chapter 6 Section 6.06 (d) Appraisal District Budget and Financing indicates that the cost is allocated as follows: "Each taxing unit participating in the district is allocated a portion of the amount of the budget equal to the proportion that

the total dollar amount of property taxes imposed in the district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the district by each participating unit for that year.”

Each taxing unit pays its allocation in four equal payments.

The Tax Year 2017 estimated allocations, per the District’s budgets, were \$629,964.00 for Hidalgo County Appraisal District and \$127,631.47 for Starr County Appraisal District, for a total of \$757,595.47. The first quarterly invoice was due by December 31, 2017 for Starr County and by February 2, 2018 for Hidalgo County.

The Tax Year 2017 allocations changed from the Tax Year 2016 allocations as follows:

<u>Tax Year</u>	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2016	\$ 598,928.00	\$ 93,568.00	\$ 692,496.00
2017	629,964.00	127,631.47	757,595.47
Increase/(Decrease)	\$ 31,036.00	\$ 34,063.47	\$ 65,099.47

The changes were based on the new year budgets of each Appraisal District.

The budget for Hidalgo County increased by \$329,418 from \$8,182,915 to \$8,512,333 and the budget for Starr County increased by \$176,539 from \$1,564,682 to \$1,741,221.

Funding Source – Funds for these expenditures were budgeted in the Hidalgo Appraisal/Collection Fee budget and the Starr Appraisal/Collection Fee budget for FY 2017-2018.

Enclosed Documents – The 2018 allocation payments for Tax Year 2017 was provided in the packet for the Board’s information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and 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 payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented. The motion carried.

## **Review and Action as Necessary on Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Over**

Approval was requested for the disposal/recycling of technology and electronic items with an original value of \$5,000 and over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology and electronic items.

Purpose – The Fixed Asset/Inventory Department is requesting the disposal/recycle of technology and electronic items to be in compliance with the Environmental Protection Agency (EPA) regulations. TDCJ provides an environmentally sound way to dispose of surplus technology equipment.

Justification – As technology and electronic items become obsolete, out of warranty or not functioning, it is disposed of according to South Texas Board Policy #5135 Disposal of Surplus Property. TDCJ is the method of disposal to comply with all EPA regulations. They will clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems are properly disposed of.

The technology and electronic items were located at the South Texas College, Technology Campus, Receiving Department, 3700 West Military Hwy Building D., McAllen, Texas.

Reviewers – These items were inspected by the Information Technology, Educational Technologies, and approved by the Vice President for Information Services, Planning and Strategic Initiatives to be disposed after Board approval.

Enclosed Documents - A listing of the technology and electronic items to be disposed/recycled was included in the packet for Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Dr. David Plummer, Vice President for Information Services, Planning and Strategic Initiatives, and Becky Cavazos, Director of Purchasing, attended the December 5, 2017 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the disposal/recycle of technology and electronic items with an original value of \$5,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology and electronic items as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and authorized the disposal/recycle of technology and electronic items with an original value of \$5,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology and electronic items as presented. The motion carried.



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

As of December 7, 2017, the current total budget shortfall was estimated to be at \$4,360,578. This amount did not include the current remaining buyout savings, design and construction contingencies.

Broaddus & Associates provided an updated summary of the current 2013 Bond Construction Program shortfall including the *projected* remaining savings. The projected shortfall with project savings, including buyout savings and remaining contingency balances, was estimated to be \$1,952,681.

Broaddus & Associates provided updated projections at the meeting, which presented a new projected shortfall of \$2.7M after project savings were applied against the deficit.

No action was requested.

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

Broaddus & Associates was 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 January 16, 2018 Facilities Committee meeting.

Broaddus & Associates was asked to provide the report to College staff in a timely manner, to allow for their review and response prior to the publication of the Committee packet.

Mr. Gilbert Gallegos, Broaddus & Associates, provided an example error & omission report and asked for feedback from the Board.

Mr. Gary Gurwitz, Facilities Committee Chair, instructed Broaddus & Associates to be sure to include each issue, including the costs, responsible parties, and the resolution recommended by Broaddus & Associates.

Mr. Gallegos agreed to include the requested information in reports. Mr. Gallegos further agreed that the errors identified to date would not delay the occupancy of new facilities.

Finally, the Board and Broaddus & Associates agreed that College staff would be given the opportunity to review the Errors & Omissions Reports developed by Broaddus & Associates, and would be prepared to address any concerns with the Board.

No action was requested.

## **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 prepared a list of the 2013 Bond Construction Program Outstanding Issues Action Plan generated from the weekly meetings held with Broaddus & Associates. The meetings were conducted in an effort to communicate and coordinate the activities of the 2013 Bond Construction Program.

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

On December 5, 2017, the Facilities Committee was asked to review and recommend Board action as necessary on many of the listed items. At that meeting, Broaddus & Associates made a firm commitment to provide the necessary documentation, coordinate appearance by project team members, and prepare for Board action as necessary on many of these issues.

The Board packet included the Outstanding Issues Action Plan as developed and maintained by administration, and updated after the December 5, 2017 Facilities Committee meeting.

A brief summary of each item follows:

### **Pecan Campus**

- 1) South Academic & STEM Building - Window Roller Shades Change Orders - Funding Source and Cost Analysis**
  - B&A promised that the cost difference related to delayed construction would be presented.
  - B&A agreed to report the amount to the Board on 12/12/2017.
  - Mr. Gallegos reported that the overall cost difference was \$28,800, and that Broaddus & Associates would track this cost as part of their Errors and Omissions report.
  
- 2) STEM Building - Pending Analysis Report for steel delay that led to overtime costs**
  - No action was necessary, and Doug Jowell, Broaddus & Associates, had provided a verbal report on
  - Mr. Gallegos committed to have the written summary report for the Trustees in January 2018.

**3) STEM Building - Pending Change Order - Insufficient Amperage for the Installed Circuits-Chemistry Labs Only**

- Designs sent to Wilson; pending pricing.
- B&A committed to deliver pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**4) STEM Building - Pending Change Order - Floor Trenches Concern**

- Designs sent to Wilson; pending pricing – delay while Wilson gets pricing on gas sensors.
- B&A committed to deliver pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**5) STEM Building - Pending Change Order for the Autoclave Exhaust System**

- B&A committed to deliver pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**6) STEM Building - Ventilation in 1st floor Biology storage rooms (6 cabinets)**

- B&A committed to deliver pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**7) Thermal Plant - Chiller Fire Issue**

- No action was necessary.

**Technology Campus**

**8) Southwest Renovation Building - Pending Final Completion**

- Under separate agenda item, the committee recommended Board approval of Final Completion “subject to installation of sensors as needed.”
- B&A promised to deliver Certification of Final Completion for Board action on 12/12/2017.
- The Certification of Final Completion was on the agenda as a separate item.

**9) Parking & Site Improvement - Board's Request for Additional Landscape Along Military Hwy**

- B&A presented pencil sketch from Aquatech, with rough estimate of \$16,000 in cost; announced ~\$50,000 available in GMP.
- B&A promised to deliver an appropriate design and pricing for Board action on 12/12/2017.
- A proposed design was on the agenda as a separate item.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**10) Parking & Site Improvement - Drainage Issue**

- B&A reported that Hinojosa submitted a design with pricing ~\$20,000, and B&A sent them back for better pricing.
- B&A promised to deliver an appropriate design and pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.
- Broaddus & Associates announced that a new sketch had been proposed, with estimated pricing at \$16,520.

**11) Parking & Site Improvement - 2<sup>nd</sup> Registered Accessibility Specialist (RAS) Inspection Report**

- B&A reported that the RAS produced a second report, and there is further corrective action needed.
- B&A promised to deliver an appropriate design and pricing for Board action on 12/12/2017.
- B&A reported that the report had been issued, and additional design and construction needed to be accomplished.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**Nursing & Allied Health Campus**

**12) Alleged Damage to El Milagro Clinic and Texas A&M Building**

- B&A informed the Board of a meeting on 12/8, which would include A&M facilities team.
- B&A promised to deliver a report for the Board on 12/12/2017.
- Mr. Gallegos announced that they had met with Texas A&M staff, and A&M had a report showing cracks in their facility six years prior.

- B&A shared a seismic study which they contended demonstrated that the College's construction program was not responsible for damages to A&M.
- B&A stated that A&M would engage ERO and D Wilson Construction Company to review their issues and consider possible next steps.
- B&A stated that the City of McAllen owned the building occupied by El Milagro Clinic, and advised that the clinic would need to take up their concerns with the City.

**13) NAH Main Lobby Desk - Pending design and purchase**

- B&A advised that HPG has been non-responsive to requests for design revisions.
- B&A committed to coordinate HPG's attendance at 12/12/2017 Board meeting.
- A representative from HPG attended the meeting on 12/12/2017, and notified the Board that there had been difficulties working with an approved furniture manufacturer.
- HPG requested Board authorization to use a millworker or new manufacturer to complete the furniture.
- D. Wilson Construction Company agreed that local millworkers could complete the project within 8 weeks, if approved.

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 Broaddus & Associates to proceed with the necessary proper steps to procure a new manufacturer for the delayed furniture as part of contracts at the Nursing & Allied Health Campus, Starr County Campus, and Mid Valley Campus, as needed. The motion carried.

**Mid Valley Campus**

**14) Health Professions & Science Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - 2 Chemistry Labs Only**

- Designs sent to Skanska; pending pricing.
- B&A committed to deliver pricing for Board action on 12/12/2017.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**15) Health Professions & Science Bldg. - Confirm Substantial Completion Date**

- B&A confirmed that furniture is being delivered, with the city's approval, while pending certification of occupancy.
- B&A promised to deliver Certification of Substantial Completion for Board action on 12/12/2017.
- Broaddus & Associates confirmed that the project received Certification of Occupancy from the City of Weslaco, and that certification included an acknowledgement that the College was aware that an exterior wall had not yet been completed.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board of Trustees of South Texas College approved and Substantial Completion for the 2013 Bond Construction Program Mid Valley Campus Health Professions & Science Building project, as presented. The motion carried.

**16) Thermal Plant, Student Services Expansion Bldg., and Health Profession & Science Bldg. - Block Replacement and Blanket Warranty Letter**

- B&A reported that the manufacturer presented a second draft of the warranty letter, which covered materials costs but not labor, as requested by B&A, on behalf of the College.
- B&A requested a third letter, including all associated costs in case of defect, for presentation to the Board on 12/12/2017.
- Representatives from Benchmark Construction LLC, the masons completing the block replacement work, and from Headwaters Concrete Products, the block manufacturer, attended the December 12, 2017 Board meeting.
- Benchmark Construction LLC presented a thorough and detailed proposal on their plan to spot-replace affected block at the Student Services Expansion Building, and covered the 10-year warranty on all of the block provided by Headwaters Concrete Products.
- This proposal was intended to resolve the issue at the Student Services Building Expansion without fully demolishing a load-bearing structure.

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 replacement of contaminated block as presented, including the 10 year warranty on the sealer, block, and all other replacement costs. The motion carried.

**17) Student Services Enrollment Desk - pending re-design and purchase**

- B&A advised that HPG has been non-responsive to requests for design revisions.
- B&A committed to coordinate HPG's attendance at the Board meeting.
- This item was resolved under the Board's action on issue 13 above.

**Starr County Campus**

**18) Health Professions & Science Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - 2 Chemistry Labs Only**

- Bill Wilson had not received updated design from Mata Garcia / Sigma.
- B&A informed the Committee that Mata Garcia was slow to respond to requests.
- B&A committed to coordinate the architect's and engineer's attendance at 12/12/2017 Board meeting.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**19) Health Professions & Science Bldg-20 in. deep sinks (28 sinks)**

- B&A acknowledged that the engineer had documentation showing 10" sinks, and the architect erroneously designed 20" sinks.
- B&A promised on Nov. 28th (1:41:40 in video) to provide sample perforated insert units and costs for the department to review.
- B&A did not have the sample, and Gilbert did not recall this commitment, and blamed Mata Garcia for failure to provide the sample and costs.
- B&A committed to have Mata Garcia present a sample and pricing to the Board on 12/12/2017.
- The architect provided a sample perforated insert unit, and it was noted to be extremely heavy and unwieldy.
- The Department Chair agreed that lab assignments could work around the sink issues at the start of the semester while the architect looked for further solutions.
- The Board instructed the architect to work with the College department to find a lighter, more practical solution.

**20) Health Professions & Science Bldg-2 columns of shelving to be relocated**

- Bill Wilson had not received updated design from Mata Garcia, B&A confirmed the design was done.
- Bill Wilson agreed that the work would be minimal, once design was received.
- B&A promised to deliver an appropriate design and pricing for Board action on 12/12/2017.
- Broaddus & Associates did not provide the design or pricing for Board action on December 12, 2017.

**21) Health Professions & Science Bldg. - Façade Does Not Match Schematic Designs**

- Bill Wilson has the design, and is working on pricing, but notified the Committee that this would not delay occupancy of the building, since all work was superficial.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided.

**22) Parking & Site Improvement -Cleaning of Chilled Water Lines - 4 Incident Reports**

- No action was necessary.

**23) Parking & Site Improvement - Landscape Design for Detention Pond Area**

- B&A promised to deliver an appropriate design and pricing for Board action on 12/12/2017.
  - B&A is reporting an approved Change Order #4 under the Starr County Campus Thermal Plant project, for the relocation of the 7' fence from the detention pond to the thermal plant, and the installation of a roller gate, at a cost of \$6,409.
  - The Board did not formally take action to approve this Change Order, though they did discuss the issue on November 14, 2017, prior to the discussion of the landscaping of the detention pond area.
- The landscape design was on the agenda as a separate item.
- It was noted that a previous proposal to authorize the relocation of the fence around the detention pond to enclose the thermal plant, and installation of a gate at that new location, had not been approved by the Board.

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 relocation of the fence at a cost of \$6,409 for the 2013 Bond Construction Program Starr County Campus Parking and Site Improvements project, as presented. The motion carried.

**24) Parking & Site Improvement GMP - Remove Workforce Center Utilities from Parking & Site Improvement project**

- Bill Wilson had reviewed the GMP for the Workforce Training Center project, and had not reviewed the GMP for the Parking & Site Improvement project.
- B&A informed the Committee that he had directed Wilson to review the GMP.
- This item was included in a Change Order, presented for Board action on 12/12/2017, with no pricing provided in the packet.
- B&A advised that this Change Order would reduce the scope of the GMP by \$201,701.



**25) Student Services Enrollment Desk - pending re-design and purchase**

- B&A advised that HPG has been non-responsive to requests for design revisions.
- B&A committed to coordinate HPG's attendance at 12/12/2017 Board meeting.
- This item was resolved under the Board's action on issue 13 above.

Item #26, regarding the landscape drawings for the Regional Center for Public Safety Excellence, was pending pricing, and would not be ready for Board action until February 2018.

Items #27 – 33 were ongoing district-wide issues, and did not require Board action on December 12, 2017.

**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**

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

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

As part of the buyout process, the Construction Managers at Risk have brought forward cost information to allow the acceptance of actual buyout savings and adjustments to the contingencies within the projects.

The change orders presented for the December 5, 2017 Facilities Committee for recommendation to the Board are listed below:

Bond Projects	
Total Design Contingency Deducts for December 2017	(\$88,923)
Total Construction Contingency Deducts for December 2017	(\$114,209)
Total Buyout Savings	(\$262,116)
Other GMP Adjustments	\$0

Non-Bond Projects	
Total Design Contingency Deducts for December 2017	\$0
Total Construction Contingency Deducts for December 2017	\$0

Broaddus & Associates provided detailed change order logs with balances for each project as part of their enclosed documents. Broaddus & Associates was expected to provide detailed descriptions of the Cost of Work, GMP Adjustments, and Buyout Savings categories reflected on their logs.

### Funding Source

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

Staff recommended that Broaddus & Associates provide a regular report on buyout savings and documentation as those savings were 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 Orders – B&A forms for Bond and Non-Bond
- Change Order Master Summary
- Change Order Log

### **Presenters**

Representatives from Broaddus & Associates and representatives from the Construction Managers at Risk attended the meeting to discuss the buyout savings and the use of design and construction contingencies.

The Facilities Committee recommended Board approval of the proposed Bond change orders for use of design contingencies totaling \$78,684, construction contingencies not to exceed \$112,377, and acceptance of buyout savings in the amount of \$262,116 for the 2013 Bond Construction projects as presented.

Broaddus & Associates recommended the approval of additional Change Orders after the review by Facilities Committee, increasing the deductions from design contingencies by \$10,239, and increasing the deductions from construction contingencies by \$1,832.

At the December 12, 2017 Regular Board Meeting, Broaddus & Associates provided updated information on the presented Change Orders.

The Board took action on the proposed revised Change Orders as follows:

### **Pecan Campus North Academic Building project:**

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Jesse Villarreal, the Board approved the following Change Order:

CO #13 - \$11,320 Construction Contingency

The motion carried

### **Pecan Campus STEM Building project:**

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board approved the following Change Orders:

CO #12 - \$63,958 Design Contingency  
CO #13 - \$251,452 Design Contingency  
CO #14 - \$50,293 Construction Contingency  
CO #15 - \$177,180 Construction Contingency  
CO #16 - \$150,000 Construction Contingency

While discussing these Change Orders, the following points were raised:

- Mr. Doug Jowell acknowledged that Broaddus & Associates had not had the opportunity to review or vet the Change Order costs, but recommended Board approval.

- The Board asked for clear explanation of the additional cost for completion of these items due to delayed delivery to the Board for approval.
- Broaddus & Associates explained that these change order 14 was necessary to ensure that we were not compromising the safety of students.
- Broaddus & Associates stated that there were insufficient contingencies in the GMP, but that the Construction Manager-at-Risk had funds available in general conditions at the various projects at Pecan Campus.
- Broaddus & Associates stated that laboratories would not be available until February 2018.
- Mr. Doug Jowell stated that the A/E and CM@R teams made assumptions at the STEM Building project, without consulting staff.

The motion carried, with one Trustee opposed.

**Nursing & Allied Health Campus Parking & Site Improvements project:**

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board approved the following Change Orders:

CO #1	- \$3,228	Construction Contingency
CO #2	- \$6,670	Design Contingency
CO #3	\$34,395	Design Contingency Credit
CO #4	\$1,200	Design Contingency Credit
CO #5	- \$19,504	Design Contingency
CO #6	- \$30,034	Design Contingency
CO #7	- \$7,540	Construction Contingency
CO #8	\$200	Design Contingency Credit
CO #9	- \$13,892	Construction Contingency

The motion carried.

**Technology Campus Southwest Building project:**

Upon a motion by Mr. Paul R. Rodriguez and a second by Ms. Rose Benavidez, the Board approved the following Change Order:

CO #10	\$92,948	Cost of Work Credit
	\$28,799	Design Contingency Credit
	\$17,370	Construction Contingency Credit
	\$139,117	Total GMP Adjustment

Broaddus & Associates stated that this Change Order was necessary to “zero out” the project.

The motion carried.

**Technology Campus Parking and Site Improvements project:**

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board approved the following Change Order:

CO #6	- \$16,520	Design Contingency
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The motion carried.

**Mid Valley Campus Health Professions & Science Building project:**

The Board took no action on the Change Orders presented for the Mid Valley Campus Health Professions & Science Building, as pricing was not available.

**Mid Valley Campus Thermal Plant project:**

Upon a motion by Mr. Jesse Villarreal and a second by Mr. Gary Gurwitz, the Board approved the following Change Order:

CO #7	\$23,180	Cost of Work Credit
	\$29,472	Design Contingency Credit
	<u>\$70,347</u>	<u>Construction Contingency Credit</u>
	\$122.999	Total GMP Adjustment

Broaddus & Associates stated that this Change Order was necessary to “zero out” the project.

The motion carried.

**Starr County Campus Health Professions & Science project:**

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board approved the following Change Order:

CO #6	- \$97,300	Design Contingency
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The motion carried.

Pricing was not available on Change Order 7, and it was not included within the motion.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board approved the following Change Orders:

CO #8	- \$1,832	Construction Contingency
CO #9	- \$2,370	Design Contingency
CO #10	- \$1,400	Design Contingency
CO #11	- \$1,846	Design Contingency
CO #12	- \$1,540	Design Contingency
CO #13	- \$2,363	Design Contingency
CO #14	- \$720	Design Contingency

The motion carried.

**Starr County Campus Parking & Site Improvements project:**

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board approved the following Change Order:

CO #6	\$201,701	GMP Adjustment
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Broaddus & Associates stated that this Change Order was necessary to remove the scope of the postponed Workforce Training Center from the Parking and Site Improvements project.

The motion carried.

### **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 were reviewed and discussed at the December 12, 2017 Board meeting. The Board was asked to take action as necessary regarding the updated timeline for completion dates and occupancy dates for the 2013 Bond Construction Program.

No action was taken.

### **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**

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

The Board asked the presenters to return in January 2018, and no action was taken on the proposed schematic landscape designs at either campus..

### **Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Pecan Campus North Academic Building**

Approval of substantial completion for the following 2013 Bond Construction Pecan Campus North Academic Building project was requested.

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Pecan Campus North Academic Building  Architect: PBK Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	November 9, 2017

Broaddus & Associates, PBK 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 architect on November 9, 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 Certificate of Substantial Completion was included in the packet.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Pecan Campus North Academic Building 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 the substantial completion of the 2013 Bond Construction Pecan Campus North Academic Building project as presented. The motion carried.

**Review and Action as Necessary on Substantial Completion for the  
2013 Bond Construction Pecan Campus Student Activities and  
Cafeteria Building**

Approval of substantial completion for the following 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building project was requested.

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building  Architect: The Warren Group Architects, Inc. Contractor: D. Wilson Construction	Substantial Completion Recommended	November 17, 2017

Broaddus & Associates, The Warren Group Architects, Inc., 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 architect on November 17, 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 Certificate of Substantial Completion was included in the packet.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building 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 the substantial completion of the 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building project as presented. The motion carried.

**Review and Action as Necessary on Substantial Completion for the  
2013 Bond Construction Mid Valley Campus Student Services  
Building Expansion**

Approval of substantial completion for the following 2013 Bond Construction Mid Valley Campus Student Services Building Expansion project was requested.

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Mid Valley Campus Student Services Building Expansion  Architect: ROFA Architects, Inc. Contractor: Skanska USA Building, Inc.	Substantial Completion Recommended	November 13, 2017

Broaddus & Associates, ROFA Architects, Inc., 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 architect on November 13, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

**Enclosed Documents**

A copy of the Certificate of Substantial Completion was included in the packet.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Mid Valley Campus Student Services Building Expansion project as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the substantial completion of the 2013 Bond Construction Mid Valley Campus Student Services Building Expansion project, contingent upon the acceptance of the proposed ten-year warranty on the contaminated blocks. The motion carried.

**Review and Action as Necessary on Final Completion for the 2013  
Bond Construction Technology Campus Southwest Building  
Expansion**

Approval of final completion for the following 2013 Bond Construction Technology Campus Southwest Building Expansion project was requested.



	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Technology Campus Southwest Building Expansion  Architect: EGV Architects Contractor: E-Con Group, LLC	Final Completion Recommended	November 29, 2017

Broaddus & Associates, EGV Architects, and college staff visited the site on November 29, 2017 and verified all items on the punch list were completed. A Final Completion Letter has been 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 included in the packet.

The Facilities Committee recommended Board approval of final completion of the 2013 Bond Construction Technology Campus Southwest Building Expansion project, subject to the pending installation of sensors and certification of Final Completion for the project.

At the December 12, 2017 Regular Board Meeting, Broaddus & Associates reported that the contractor had installed direct digital controls at no cost to the College, and this resolved the issue of the pending sensors. Broaddus & Associates recommend Board approval of Final Completion and release of retainage for the 2013 Bond Construction Technology Campus Southwest Building Expansion project.

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 final completion of the 2013 Bond Construction Technology Campus Southwest Building Expansion project and release of retainage, 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:

- Executive Summary;
- Program Budget Summary was not provided;
- 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 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 Change Order for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement**

Approval of a proposed change order with 5 Star Construction for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement was requested.

**Purpose**

The purpose of this change order was to request authorization to begin work on the proposed modifications.

**Justification**

The existing grade conditions did not provide proper drainage around the existing library. The lowering of the grading required modifications to the soil slope, which caused the existing irrigation piping to be exposed.

**Background**

The existing irrigation sprinkler lines were located less than 6” below the existing grade.

As the regrading of the existing soils was being performed, the existing irrigation sprinkler lines were exposed above the new finished grade. The existing sprinkler system main line and branch lines needed to be relocated to 18” below the new grade to comply with code and keep the irrigation sprinkler lines from being exposed. Below is a description of the change order item.

<b>Starr County Campus Building F Site Regrading and Sidewalk Replacement</b>			
<b>Change Order No.</b>	<b>Item Description and Justification</b>	<b>Cost/ Days</b>	<b>Funding Source</b>
1	<ul style="list-style-type: none"> <li>• <b>Description:</b> Modify existing sprinkler system main line and branch lines to be +/-18” below new grade.</li> </ul>	\$7,900.00	Non-Bond Construction
<b>Total Change Order No. 1</b>		\$7,900.00 8 days	Non-Bond Construction

**Funding Source**

There were funds budgeted in the FY 1718 Renewals and Replacements fund for this project.

### **Enclosed Documents**

The proposed change order and the location of the sprinkler system modifications were provided in the packet.

The Facilities Committee recommended Board approval of the proposed change order with 5 Star Construction in the amount of \$7,900.00 for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement as presented.

Upon a motion by Mr. Gary Gurwitz and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the proposed change order with 5 Star Construction in the amount of \$7,900.00 for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement as presented. The motion carried.

## **Review and Action as Necessary on Interagency Cooperation Contract between National American University and South Texas College**

Approval of the Interagency Cooperation Contract between National American University and South Texas College for instructional use of specific space and services was requested.

### **Purpose**

Authorization was requested to approve the new Interagency Cooperation Contract for National American University to use facilities and services at South Texas College Pecan Campus.

### **Justification**

The agreement permits National American University to use general classrooms and receive selected services during FY 2017-2018. National American University is accredited by the Higher Learning Commission and is known for their Roueche Graduate Center, which offers master's and doctoral degrees.

### **Background**

The Interagency Cooperation Contract would allow National American University use of facility space and selected services for Spring 2018 and Summer 2018. National American University has been offering face-to-face master's degree courses at South Texas College for the past couple of years. These courses allow the entering students to have an option to take classes in a familiar environment, usually with an instructor who also teaches at South Texas College, instead of beginning directly in the online platform. National American University focuses on recruiting recent graduates from South Texas College's bachelor degree programs and providing them an opportunity to pursue a graduate degree.

The College's legal counsel reviewed the Interagency Cooperation Contract.

### **Enclosed Documents**

A draft agreement prepared by administration from South Texas College and National American University was included in the packet.

The Facilities Committee recommended Board approval of the new Interagency Cooperation Contract with National American University for use of instructional facilities and selected services at the Pecan Campus for Spring 2018 and Summer 2018.

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 new Interagency Cooperation Contract with National American University for use of instructional facilities and selected services at the Pecan Campus for Spring 2018 and Summer 2018. The motion carried.

## **Review and Action as Necessary on Interagency Cooperation Contract between Texas A & M University-Kingsville and South Texas College**

Approval of the Interagency Cooperation Contract between Texas A&M University and South Texas College for instructional use of specific space and services was requested.

### **Purpose**

Authorization was requested to approve the new Interagency Cooperation Contract for Texas A&M University-Kingsville to use facilities and services at South Texas College Mid Valley Campus.

### **Justification**

The agreement would allow Texas A & M University-Kingsville to use general classrooms and science labs and receive selected services during FY2017-2018. Texas A&M University-Kingsville has been using these resources for the past two years.

### **Background**

The Interagency Cooperation Contract allows Texas A&M University-Kingsville use of facility space and selected services for Spring 2018 and Summer 2018. The Rio Grande Valley Engineering Initiative of Texas A&M University-Kingsville has been offering the Environmental, Chemical and Natural Gas Engineering degrees locally since 2015 and has been using space at the Mid Valley Campus since that time. Texas A&M University – Kingsville offers these courses using local faculty members and through the use of the Trans Texas Video Network (TTVN), which is a system that connects the classroom in Weslaco with a live class on the Kingsville campus; the students in Weslaco can interact and ask questions with the instructor and participate in classroom discussions.

The College's legal counsel reviewed the Interagency Cooperation Contract.

### **Enclosed Documents**

A draft agreement prepared by administration from South Texas College and Texas A&M University-Kingsville was included in the packet.

The Facilities Committee recommended Board approval of the new Interagency Cooperation Contract with Texas A&M University-Kingsville for use of instructional facilities and selected services at the Mid Valley Campus for Spring 2018 and Summer 2018.

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 new Interagency Cooperation Contract with Texas A&M University-Kingsville for use of instructional facilities and selected services at the Mid Valley Campus for Spring 2018 and Summer 2018. The motion carried.

### **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 attended the meeting to respond to questions and address concerns of the Board.

No action was taken.

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

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

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

The checks and the financial reports submitted for approval were under separate cover.

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

**The Board returned to deliberate and take action on the following items from earlier in the posted agenda:**

**Review and Action as Necessary Regarding the Fiscal Year 2017  
Financial Audit**

Mr. David Segovia from Carr, Riggs & Ingram, LLC reviewed the status of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2017 and 2016 with the Board and responded to questions.

Mr. Segovia requested that the Board accept the audit contingent upon the Quality Control Review by Carr, Riggs & Ingram, LLC. The Board refused, and instructed Mr. Segovia to present the audit without contingency, or to choose not to present the audit for Board action.

Mr. Segovia agreed to present the audit to the Board.

The auditors reported an “unmodified” opinion, and informed the Committee that this is highest opinion available, formerly labelled an “unqualified opinion.”

The external auditing team reported that they had included the majority of state and federal funds within the scope of their audit, and anticipated that the College would once again receive the Certificate of Achievement for Excellence in Financial Reporting from the state. They gave a strong commendation to the College’s business office for the implementation and adherence to strong fiscal controls that protected the public investment in the College.

A draft of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2017 and 2016 was included under separate cover.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College accepted the Fiscal Year 2017 Financial Audit as presented. The motion carried.

**Executive Session:**

The South Texas College Board of Trustees convened into Executive Session at 7:13 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

➤ Section 551.071, Consultations with Attorney

1. Update and Action as Necessary Regarding Cause No. C-0706-16-H; Fabio Hernandez vs. South Texas Community College and Paul B. Varville

## Open Session:

The South Texas College Board of Trustees returned to Open Session at 7:20 p.m. No action was taken in Executive Session.

### **Update and Action as Necessary Regarding Cause No. C-0706-16-H; Fabio Hernandez vs. South Texas Community College and Paul B. Varville**

Legal action was taken against the College by Fabio Hernandez. Mr. Paul B. Varville, serving as the College's Chief Administrator for the South Texas College Department of Public Safety, was named as a co-defendant. The lawsuit was submitted to the College's insurance carrier, TASB. TASB assigned Eduardo Garza from Esparza & Garza, L.L.P to handle the case.

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 authorized the proposed settlement for Cause No. C-0706-16-H; Fabio Hernandez vs. South Texas Community College and Paul B. Varville as presented. The motion carried.

## Announcements

### A. Next Meetings:

- Tuesday, January 16, 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, January 30, 2017
  - 5:30 p.m. – Regular Board Meeting

### B. Other Announcements:

- 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

**Adjournment:**

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 7:21 p.m.

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

---

Mr. Jesse Villarreal  
Secretary



## **Approval and Authorization to Accept Grants**

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

**1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260**

This grant will provide opportunities for underserved, low-income middle and high school students to engage in STEM related activities during a Robotics and Automation Summer Camp. Activities will include computer science and engineering interactive course material that will enhance their STEM learning experience. The funding period for this grant is from March 1, 2018 until September 30, 2018.

This grant is aligned to Strategic Direction #2, Access and Success by providing middle and high school students with the opportunity to participate in the Summer Camp and encouraging them to pursue higher education after graduation.

**2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000**

This Subaward seeks to expand the capacity among K-12 educators by providing collaborative, rigorous, high quality and sustained professional development in computer science that aligns with the Texas Essential Knowledge and Skills (TEKS). Code/Interactive (CI) and South Texas College faculty will deliver the professional development workshops to twenty teachers. The funding period for this grant is from November 27, 2017 through August 5, 2018.

These funds align to Strategic Direction #5, Collaboration with the University of Texas at Austin, Code/Interactive and interdepartmental collaboration between the Department of High School Programs and the Institute of Advanced Manufacturing to advance mutually beneficial educational partnerships.

**3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation funds in the amount of \$205,545**

The purpose of the Carl D. Perkins Basic Grant is to improve graduation, retention, access, quality, and to provide for the expansion of Career and Technical Education (CTE) programs.

Each year, after initial allocations to selected programs, the grant administrators issue a reallocation of the available remaining funds. These Reallocation funds will be used for instructional resources and equipment for CTE programs. Access to books and state of the art equipment and materials will support CTE students in developing skills for emerging technologies in CTE programs. The funding period is from September 1, 2017 through August 31, 2018.

With this reallocation, the total Carl D. Perkins Basic Grant award to South Texas College for this funding period is \$1,852,530.

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

**4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000**

The purpose of this project is for students enrolled in South Texas College's Associate Degree in Nursing and Licensed Vocational Nursing programs to raise awareness about diabetes and obesity and to promote proper health management among high school students from participating school districts in the mid-valley, including Donna ISD, Weslaco ISD, La Villa ISD, Edcouch Elsa ISD, and Mercedes ISD. The funding period for this grant is from January 1, 2018 to December 31, 2019.

This award aligns to Strategic Direction #3, Collective Responsibility by providing a diabetes and obesity prevention program that will engage South Texas College students and high school students from areas served by the Knapp Community Care Foundation and South Texas College.

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

The presented grants would provide up to \$404,805 in additional funding for the College to provide services and opportunities throughout the region.

**Recommendation:**

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

1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260
2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000
3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation Funds in the amount of \$205,545
4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000

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

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

1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260
2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000
3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation Funds in the amount of \$205,545
4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000

**Approval Recommended:**

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

## **Review of Presentation to the Education and Workforce Development Committee on January 16, 2018**

### **Presentation on the South Texas College Dual2Degree Department**

Dr. Nancy Garcia, Director of Comprehensive Advising & Mentoring Services, presented Comprehensive Advising: *Getting and Keeping Students on the Pathway to Completion*.

Dr. Garcia's presentation provided a review of the College's Comprehensive Advising program, which was designed to provide students with the resources to select degree plans and courses that would help them meet their educational goals in a timely fashion.

The presentation covered the following key elements of comprehensive advising:

- Comprehensive Academic Advising Model
- Mandatory Advisement for First Time in College (FTIC) Students
- FTIC Case Management
- Technology Mediated Advising
- Student Success Advising
- Faculty Advising

From initial mandatory advising, case management for First Time in College (FTIC) students includes at least four contacts per semester, faculty and staff collaborative advising, and real-time monitoring and mediation using Degree Works and the Starfish Early Alert System. South Texas College is dedicated to provide all students with meaningful and successful advising strategies to help provide students with the resources they need to complete their degree/certificate on time.

This presentation was provided for the Education and Workforce Development Committee's information and feedback to staff. No action was requested.

## **Review and Action as Necessary on Parking Services Report for FY 2017**

The Parking Services Report for FY 2017 will be presented to provide a brief review and update on the Parking Services provided by the College. The report will also provide information on the transportation services, parking permits, and parking violation citations.

Purpose – The Board members had received numerous emails from students concerning parking on campus. In an effort to respond, the President asked the Vice President for Finance and Administrative Services and the Chief Administrator of the Department of Public Safety to conduct a review of the parking services.

The preliminary Parking Services Report for FY 2017 was presented at the Finance, Audit, and Human Resources Committee for feedback from the members.

Enclosed Documents – The Summary of Emails Regarding Parking and the Parking Services Report for FY 2017 is included in the packet for the Board's review and information.

An invitation was extended to the students who submitted concerns via email, inviting them to attend and informing them of the opportunity to provide public comments. A copy of the invitation is included in this packet, following the Parking Services Report for FY 2017 and a summary of the concerns received.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College accept the Parking Services Report for FY 2017 as presented and take any action as necessary.

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

The Board of Trustees accepts the Parking Services Report for FY 2017 as presented and takes any action as necessary.

### **Approval Recommended:**

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



SOUTH TEXAS  
COLLEGE

# Parking Services Report

FY 2017 (September 1, 2016 through August 31, 2017)



**South Texas College  
Parking Services Report  
FY 2017 (September 1, 2016 through August 31, 2017)**

**Table of Contents**

**A. Overview of Parking and Transportation Services**

I.	Department of Public Safety Mission Statement .....	2
II.	Department of Public Safety Organizational Chart .....	2
III.	Purpose for Parking Permits and Vehicle Identification .....	3
IV.	Statutory Authority for Parking Controls .....	3
V.	Board Approved Policies for Parking Violation Citations and Parking Enforcement .....	4
VI.	Parking Permits and Parking Violations Board Approved Fees .....	4
VII.	Student Holds and Appeals for Violation Citations .....	5
VIII.	Benefits of the Permanently Affixed Parking Permit .....	6
IX.	Additional Parking Permits .....	6
X.	Systems for Purchasing and Tracking Parking Permits .....	7
XI.	Parking Controls and Uses .....	7
XII.	Parking for Other Events on Campus .....	7

**B. Key Statistics**

I.	Key Statistics for Fiscal Year 2017 .....	8
	a. Inventory of Parking Spaces .....	9
	b. Student Attendance and Parking Availability by Time – Pecan Campus ...	11
II.	Parking Permits and Parking Violations Citations Revenue .....	11
III.	Parking and Transportation Expenditures – FY 2017 .....	12
IV.	Comparison of South Texas College Parking Permit Fee with other Area Institutions .....	12
V.	Shuttle Services and Ridership .....	12

**C. Appendices**

Appendix A:	New Parking Spaces for FY 2018 .....	14
Appendix B:	Parking Spaces – Pecan Campus for FY 2017 .....	15
Appendix C:	Parking Spaces – Mid Valley Campus for FY 2017 .....	16
Appendix D:	Parking Spaces – Starr County Campus for FY 2017 .....	17
Appendix E:	Parking Spaces – Nursing Allied Health Campus for FY 2017 .....	18
Appendix F:	Parking Spaces – Technology Campus for FY 2017 .....	19
Appendix G:	Parking Spaces – Pecan Plaza for FY 2017 .....	20
Appendix H:	Student Attendance by Time – All Campuses .....	21
Appendix I:	Shuttle Bus Routes .....	22
Appendix J:	Traffic and Parking Rules and Regulations .....	23

# South Texas College Parking Services Report

FY 2017 (September 1, 2016 through August 31, 2017)

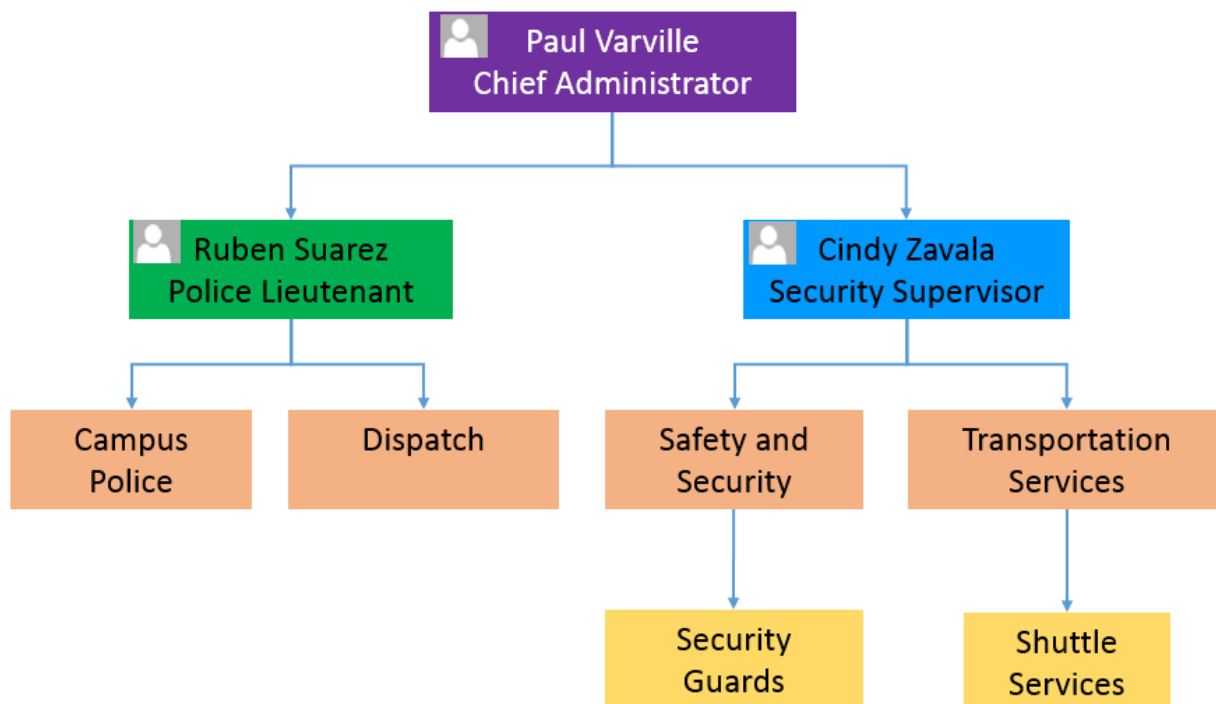
## A. Overview of Parking and Transportation Services

The South Texas College Department of Public Safety (DPS) includes Campus Police, Safety and Security, and Parking and Transportation Services. The DPS manages the parking and transportation services, which includes issuing and tracking of parking permits and violation citations and operations of shuttle buses. The purpose of this report is to provide a summary of current key information to the College community. The report also serves as a means to monitor significant changes and ongoing compliance.

### I. Department of Public Safety Mission Statement

The South Texas College Department of Public Safety provides a safe and secure learning environment to enhance student and employee success through proactive policing and state of the art equipment.

### II. Department of Public Safety Organizational Chart





### **III. Purpose for Parking Permits and Vehicle Identification**

The issuance of parking permits provides an orderly control of the parking spaces at the college campuses. Students, faculty, and staff have designated parking areas near the buildings they occupy, providing a more efficient method of parking their vehicles.

Parking permits also allow the immediate identification of vehicles parked on campus, assisting in the notification process for those vehicles that are disabled, vandalized, struck by another vehicle, parked in a prohibited area, or needed to be relocated due to a fire or other emergency.

In addition, the issuance of permits help identify individuals who may not be students or employees.

### **IV. Statutory Authority for Parking Controls**

The Texas Education Code sections related to parking are as follows:

Sec. 51.202 RULES AND REGULATIONS. (a) The governing board of each state institution of higher education, including public junior colleges, may promulgate rules and regulations for the safety and welfare of students, employees, and property, and other rules and regulations it may deem necessary to carry out the provisions of this subchapter and the governance of the institution, providing for the operation and parking of vehicles on the grounds, streets, drives, alleys, and any other institutional property under its control, including but not limited to the following:

- (1) limiting the rate of speed;
- (2) assigning parking spaces and designating parking areas and their use and assessing a charge for parking;
- (3) prohibiting parking as it deems necessary;
- (4) removing vehicles parked in violation of institutional rules and regulations or law at the expense of the violator; and
- (5) instituting a system of registration for vehicle identification, including a reasonable charge.

Sec. 54.505. VEHICLE REGISTRATION FEES AND THEIR FEES RELATED TO PARKING AND TRAFFIC. (a) The governing board of each institution of higher education may charge a reasonable fee to students, faculty, and staff for registration of a vehicle under Section 51.202 of this code.

(b) The governing board may fix and collect a reasonable fee or fees for the provision of facilities and the enforcement and administration of parking and traffic regulations approved by the board for an institution; provided, however, that no such fee may be charged to a student unless the student desires to use the facilities.

## **V. Board Approved Policies for Parking Violation Citations and Parking Enforcement**

The College's Board of Trustees approved policies related to parking are as follows:

### **Board Policy 6410, Campus Parking and Traffic Controls**

Board Policy 6410, Campus Parking and Traffic Controls, provides that, "The College shall establish other rules and regulations deemed necessary to provide for the operation and parking of vehicles on the grounds, streets, drives, alleys, and any other institutional property under its control".

### **Board Policy 6311, Authority of Non-Commissioned Security Guards**

Pursuant to Board Policy 6311, Authority of Non-Commissioned Security Guards, College security personnel are authorized to "issue administrative citations and warnings for parking violations on College leased or owed property".

## **VI. Parking Permits and Parking Violations Board Approved Fees**

The parking permit fee charge is \$25.00 and has been effective since FY 2012. Parking permit fee of \$25.00 was determined by a parking committee comprised of the Faculty Senate President, Faculty Members, and Campus Administrators. The committee voted unanimously to assess a parking permit fee of \$25.00 to assist in paying for expenses of maintaining parking lots, providing security, and purchasing and operating security cameras, lighting, and other expenses. The \$25.00 fee per year is substantially lower than the fees at other area educational institutions.

When a parking permit is issued, the Department of Public Safety obtains information regarding the vehicle and the driver. This information is tracked on an administrative software program. The issuance of parking permits provides an orderly control of the parking spaces at the College campuses.

The parking permits and parking violations fees are approved by the Board of Trustees on an annual basis.

The FY 2017 Board approved parking permits and parking violations fee and parking violation fees are as follows:

<b>Board Approved Parking Permits Fee and Parking Violations Fees - FY 2017</b>	
<b>Fee Type</b>	<b>Amount</b>
Parking Permits Fee	\$ 25.00
Parking Permit Replacement Fee	\$ 25.00
Parking Violations:	
First	\$ 30.00
Second	\$ 50.00
Third	\$ 80.00
Fourth	\$ 100.00
Fifth	\$ 120.00
Handicap Parking Violations	\$ 150.00
Vehicle Boot Removal Fee	\$ 100.00

## **VII. Student Holds and Appeals for Violation Citations**

### **Student Holds for Violation Citations (Unpaid)**

Parking Fee (PF) Student Holds are placed on individuals when they are issued parking citations. The hold is cleared when the individual pays for the parking citations. These holds do not block graduation; but do block online registration, transcripts, and grades. Students must visit the campus to register.

### **Violation Citation Fees Appeals**

Purchasing a parking permit does not guarantee a parking place, nor does the absence of a convenient parking space constitute justification for violation of parking regulations.

Upon the inception of the college parking permit fee and subsequent violation citations being issued, the Department of Public Safety implemented an appeals process in which a violation citation fee could be appealed to an independent committee. To avoid the perception of bias, this Committee is not supervised by the Department of Public Safety. Department of Public Safety staff is available at the appeals meetings as a resource to provide information and answer any questions.

In addition, if the appeals committee does not dismiss the fee, the first fee can be waived upon the successful completion of a parking awareness test. Fifty percent of total accumulated fees can also be waived in this manner. This process is described in the College Parking Rules and Regulations shown on the reverse side of the Campus parking maps handed out at orientations and the Department of Public Safety website.

Appeals of administrative violation citations must be submitted electronically and no later than fifteen (15) working days from the date of the violation citation. Per Board Policy 6311, Authority of Non-Commissioned Security Guards, administrative citations may be issued by security guards. An Appeals Committee will review the appeal and forward the decision to the email address provided.

## **VIII. Benefits of the Permanently Affixed Parking Permits**

The benefits of the permanently affixed parking permits are as follows:

- Parking permits not stolen.
- Parking permits not lost.
- Parking permits no longer drop to the floor of the vehicle, resulting in citations being issued.
- Parking permits being left at home, resulting in citations being issued.
- Prevents Faculty/Staff permits being given to students.
- Prevents permits being given to non-students or employees.

Several years ago, the college experimented with parking permit hangtags that were placed on the rear view mirror of the front windshield. From the inception of these hangtags, complaints abounded concerning the following issues:

- a. A number of employees and students, who had left their vehicle doors unlocked when not occupied, returned to find that their parking hangtag had been stolen.
- b. Oftentimes, employees and students removed the hangtags from their vehicles and lost them.
- c. Occasionally, employees would give the hangtag to students, resulting in parking violations that the originally assigned employee declined to pay.
- d. Sporadically, hangtags were provided to persons who were not students or employees and parking fees for violations committed were not paid, leading to immobilization boots on these vehicles.
- e. Periodically, hangtags dropped from the rear view mirror, resulting in the issuance of parking violation citations, since the security guard could not see the permit.

## **IX. Additional Parking Permits**

Per the College's traffic and parking rules and regulations (**Appendix J**), all students, faculty, and staff must purchase a parking permit for each vehicle or motorcycle that will be parked on South Texas College property.

### **Temporary Parking Permits**

- Provided upon request, at no cost to students and employees who bring an alternate vehicle to the College on a short-term basis.

## **Additional Parking Permits**

- Replacement parking permits are provided at no cost to students, faculty, and staff when the parking permit is for the same vehicle (windshield is replaced, classification status change, or undelivered mail).
- Additional parking permits may be purchased when a new vehicle is purchased or a different vehicle will be utilized, or the parking permit is lost.
- A parking permit may be purchased to replace a lost parking permit. If the lost permit is reported, it is tracked by the Department of Public Safety.

## **X. Systems for Purchasing and Tracking Parking Permits**

Each July, the College begins the parking permit purchase process. Permits for the fiscal year (September 1<sup>st</sup> through August 31<sup>st</sup>) are sold through the Jag Parking program and purchases can be made via Market Place in which a credit card or electronic check can be submitted online. Students and employees who submit payments on Market Place can choose to have permits mailed to their residence or pick them up at a police/security office at each campus, or students may pick up permits at the cashiers office. Individuals may also pay cash for permits at the cashiers offices located at each campus.

The college is seeking a software program that will allow the electronic recording of permit and parking violation citations data for tracking purposes and eliminate the necessity of manually entering data for each parking permit and parking violation citation issued. The availability of data reports and the automation of data entry would save the college funds and provide accurate information to review the parking program.

## **XI. Parking Controls and Uses**

To avoid motor vehicle gridlock, traffic and parking controls are implemented at the Pecan campus for the first two and a half weeks of a new semester. This action entails college police traffic control on city streets and security guard assistance with parking lot spaces. During this period, students become aware of parking availability and the timeline needed for arriving at classes. Shuttle buses to and from the park and ride facility and between college campuses assist students with transportation to their destination. Electronic plasma and digital signage notifications in college buildings, social media notifications, student orientations, and signage at shuttle bus locations inform students of the Park and Ride availability.

## **XII. Parking for Other Events on Campus**

The College hosts many events on the campuses and requests are made by departments to reserve parking spaces. These events involve an approval process and consideration is given to the nature of the event and the number of students whose parking spaces will be displaced. The process includes submission of a form explaining the benefits to the college and a review by the Department of Public Safety on the justification of displacing student parking. Only those requests that have minimal effect on student parking or are on Fridays and weekends are approved.

**South Texas College**  
**Parking Services Report**  
 FY 2017 (September 1, 2016 through August 31, 2017)

**B. Key Statistics**

**I. Key Statistics for Fiscal Year 2017**

The College's Key Statistics regarding parking services are as follows:

<b>District-Wide Key Statistics – FY 2017</b>	
<b>Populations</b>	
Number of Students – Traditional (Fall 2016)	19,908
Number of Employees	2,424
Number of Parking Spaces	7,354
<b>Issuances</b>	
Parking Permits Issued – Student	13,671
Parking Permits Issued – Faculty/Staff	2,023
Parking Violation Citations Issued	5,041
Parking Warnings Issued	11,134
Appeals	210
<b>Revenues</b>	
Parking Permits Revenue	\$ 392,250
Parking Violation Citations Revenue	\$ 87,229
<b>Expenditures</b>	
Parking and Transportation Expenditures	\$ 2,745,327

The total number of parking spaces to total campus population ratio is as follows:

<b>Total Number of Parking Spaces to Total Campus Population Ratio</b>	
Number of Parking Spaces	7,354
Number of Students – Traditional (Fall 2016)	19,908
Number of Employees	2,424
<b>Total Campus Population</b>	<b>22,332</b>
Ratio (7,354 ÷ 22,332)	0.33

The College's total number of parking spaces to total campus population ratio, which is calculated by dividing the total number of parking spaces by the total campus population (students and faculty/staff) is .33; or approximately one parking space for every three students and faculty/staff. According to a study conducted at another institution by a

parking consultant, the average ratio observed at other institutions is .30. The parking spaces to campus population ratio of .33 is well within higher education norms.

The traditional students parking permits issued to students and faculty/staff ratios is as follows:

<b>Traditional Students Parking Permits Issued to Students and Faculty/Staff Ratios</b>		
	FY 2017	
	Students Fall 2016 (Traditional)	Faculty/Staff
Total Parking Permits Issued	13,671	2,023
Number	19,908	2,424
Ratio (13,671 ÷ 19,908)	0.68	0.83

The College’s total number of parking permits issued to total traditional students (Fall 2016) ratio, which is calculated by dividing the total number of parking permits issued to traditional students by the number of students is .68; or approximately one student out of every 1.5 students purchased a parking permit.

The College’s total number of parking permits issued to total faculty/staff ratio, which is calculated by dividing the total number of parking permits issued to faculty/staff by the number of faculty/staff is .83; or approximately one faculty/staff out of every 1.2 faculty/staff purchased a parking permit

### a) Inventory of Parking Spaces

The total number of parking spaces district-wide in fiscal year 2017 was 7,354 as follows:

<b>Parking Spaces By Campus and Type – FY 2017 Updated Table</b>					
Campus	Faculty/ Staff	Student	Handicap	Visitor	Total
Pecan Campus	610	2,875	115	58	3,658
Pecan Plaza	119	222	16	4	361
Mid Valley Campus	140	1,159	54	24	1,377
Starr County Campus	17	612	30	30	689
Nursing Allied Health Campus	45	616	17	8	686
Technology Campus	91	454	30	8	583
<b>Total</b>	<b>1,022</b>	<b>5,938</b>	<b>262</b>	<b>132</b>	<b>7,354</b>

A total of 1,056 new parking spaces will be added district-wide in FY 2018 as a result of the 2013 Bond Construction Program. The parking spaces in FY 2018 will therefore, total 8,410.

**Appendix A** reflects the details including the new parking spaces for FY 2018.

The detail of parking spaces by campus for FY 2017 are presented in the following appendices:

**Appendix B** Pecan Campus for FY 2017

**Appendix C** Mid Valley Campus for FY 2017

**Appendix D** Starr County Campus for FY 2017

**Appendix E** Nursing Allied Health Campus for FY 2017

**Appendix F** Technology Campus for FY 2017

**Appendix G** Pecan Plaza for FY 2017

The new parking spaces scheduled for FY 2018 are as follows:

<b>New Parking Spaces By Campus and Type – FY 2018</b>					
<b>Campus</b>	<b>Faculty/ Staff</b>	<b>Student</b>	<b>Handicap</b>	<b>Visitor</b>	<b>Total</b>
Pecan Campus	0	283	8	0	291
Pecan Plaza	0	0	0	0	0
Mid Valley Campus	4	158	7	0	169
Starr County Campus	7	210	17	0	234
Nursing Allied Health Campus	27	145	4	0	176
Technology Campus	0	178	8	0	186
<b>Total</b>	<b>38</b>	<b>974</b>	<b>44</b>	<b>0</b>	<b>1,056</b>

The parking spaces in FY 2018 will total 8,410 as follows:

<b>Parking Spaces By Campus and Type – FY 2018</b>					
<b>Campus</b>	<b>Faculty/ Staff</b>	<b>Student</b>	<b>Handicap</b>	<b>Visitor</b>	<b>Total</b>
Pecan Campus	610	3,158	123	58	3,949
Pecan Plaza	119	222	16	4	361
Mid Valley Campus	144	1,317	61	24	1,546
Starr County Campus	24	822	47	30	923
Nursing Allied Health Campus	72	761	21	8	862
Technology Campus	91	632	38	8	769
<b>Total</b>	<b>1,060</b>	<b>6,912</b>	<b>306</b>	<b>132</b>	<b>8,410</b>



## b) Student Attendance and Parking Availability by Time – Pecan Campus

The peak period at the Pecan Campus is at 10:00 a.m., Mondays through Thursday. During this period, the total number of parking spaces to total Pecan Campus student population ratio, which is calculated by dividing the total number of student parking spaces by the total Pecan Campus student population, is 1.08; or approximately one parking space for every student.

<b>Pecan Campus Peak Period Student Parking Space to Student Ratio</b>	
Number of Student Parking Spaces	3,158
Number of Students at 10:00 a.m.	2,919
Ratio (3,158 ÷ 2,919)	1.08

(Based on the Spring 2018 enrollment).

The **Appendix H** reflects the detail of the student Monday attendance by Time and by Campus for Spring 2018.

## II. Parking Permits and Parking Violations Citations Revenue

The total parking permits and parking violations citations issued and the associated revenue are as follows:

<b>Parking Permits and Parking Violations Citations Revenue FY 2017</b>		
<b>Campus</b>	<b>Number Issued</b>	<b>Revenue Amount</b>
<b>Parking Permits</b>		
Students	13,639	\$ 340,975
Students Motorcycle	32	800
Faculty/Staff	2,004	50,100
Faculty/Staff Motorcycle	19	475
<b>Total Parking Permits</b>	<b>15,694</b>	<b>\$ 392,350</b>
<b>Parking Violation Citations</b>		
	<b>5,041</b>	<b>87,229</b>
<b>Total Parking Permits and Parking Violation Citations</b>	<b>20,735</b>	<b>\$ 479,579</b>

### III. Parking and Transportation Expenditures – FY 2017

The total parking and transportation expenditures for FY 2017 are as follows:

Parking and Transportation Expenditures – FY 2017	
Deferred Maintenance – Parking Lots*	\$ 957,384
Surveillance Cameras	5,746
Maintenance of Parking Lots	82,340
Utilities (Electricity & Water)	107,169
Police Cost Allocation	715,000
Security Cost Allocation	826,000
Shuttle Services (Park & Ride Route)	51,688
<b>Total</b>	<b>\$ 2,745,327</b>

\*Based on prior years average expenditures.

### IV. Comparison of South Texas College Parking Permit Fee with other Area Institutions

Campus	Parking Permit Fees
South Texas College	\$25.00 Faculty/Staff/Students (Per Year)
University of Texas Rio Grande Valley	\$60.00 - \$80.00 Students \$80.00- \$495.00 Employees (Per Year)
Texas Southmost College	\$60.00 Faculty/Staff/Students (Per Year) \$20.00 per semester for adjunct faculty

### V. Shuttle Services and Ridership

Parking and Transportation Services provides the following campus shuttle services. All shuttle services are provided free of charge to faculty, staff, and students.

Shuttle buses are available to be used by the College’s students, faculty/staff, and the public.

The College operates two routes, the park and ride routes that runs between the Pecan Campus and the West parking lot and the Yellow Line, that runs a circular route between the three campuses, the Pecan Campus, Technology Campus, and Nursing Allied Health Campus.

## Park and Ride

The route from the park and ride facility to the Cooper Center bus stop, takes approximately 7 minutes, depending on traffic and traffic light delays. Walking from the bus stop to building J, the furthest Pecan campus building, would take an additional 8 to 10 minutes. Effective September 1, 2017, the bus stop has changed to the City of McAllen bus stop, north of Building A.

Due to the availability of parking on campus, the park and ride doesn't operate on Friday. The facility closes at 6:00p.m., since students who use the park and ride return to the lot before 6:00p.m. and parking on campus is more readily available in the evening.

**Appendix I** details the shuttle bus routes.

The ridership for the park and ride and yellow line routes for FY 2017 is as follows:

<b>Park and Ride and Yellow Line Routes Use – FY 2017</b>				
<b>Campus</b>	<b>Annual Total</b>	<b>Monthly Avg</b>	<b>Weekly Avg</b>	<b>Daily Avg</b>
Park and Ride Route	23,671	2367	592	148
Yellow Line Route Pecan to Technology to NAH to Pecan	17,910	1493	373	75
<b>Total</b>	<b>41,581</b>	<b>3,860</b>	<b>965</b>	<b>223</b>

The peak period for the Pecan Campus Park and Ride Shuttle is from 9:00 a.m. to 9:50 a.m. for students attending 10:00 a.m. classes.

**South Texas College  
Parking Services Report  
FY 2017 (September 1, 2016 through August 31, 2017)**

**C. Appendices**

**Appendix A**

A total of 1,056 new parking spaces will be added college-wide in FY 18 as a result of the 2013 Bond Construction Program. As a result, the parking spaces in FY 18 will total 8,410 as follows.

**New Parking Spaces for FY 2018**

<b>Parking Spaces By Campus and Type – FY 18</b>					
Campus	Faculty/ Staff	Student	Handicap	Visitor	Total
Pecan Campus	610	3,158	123	58	3,949
Pecan Plaza	119	222	16	4	361
Mid Valley Campus	144	1,317	61	24	1,546
Starr County Campus	24	822	47	30	923
Nursing Allied Health Campus	72	761	21	8	862
Technology Campus	91	632	38	8	769
<b>Total</b>	<b>1,060</b>	<b>6,912</b>	<b>306</b>	<b>132</b>	<b>8,410</b>

A total of 1,056 new parking spaces will be added college-wide in FY 18 as a result of the 2013 Bond Construction Program as follows:

<b>New Parking Spaces By Campus and Type – FY 18</b>					
Campus	Faculty/ Staff	Student	Handicap	Visitor	Total
Pecan Campus	0	283	8	0	291
Pecan Plaza	0	0	0	0	0
Mid Valley Campus	4	158	7	0	169
Starr County Campus	7	210	17	0	234
Nursing Allied Health Campus	27	145	4	0	176
Technology Campus	0	178	8	0	186
<b>Total</b>	<b>38</b>	<b>974</b>	<b>44</b>	<b>0</b>	<b>1,056</b>

## Appendix B

### Parking Spaces – Pecan Campus for FY 2017

Lot No.	Pecan Campus Parking Lot	Faculty/ Staff	Student	Handicap	Visitor	Total
1	East of Building F	0	224	0	0	224
2	East of Building K	1	142	0	5	148
3	South of Building J & K	84	270	26	0	380
3A	Southeast of Building K	0	75	0	0	75
4	South of Building U	68	0	0	0	68
6	North of Building X & D	14	0	2	0	16
7	North of Building F	0	4	2	34	40
8	South of Building F	1	0	19	16	36
9	West of Building M	52	74	7	0	133
10	North of Building P	0	382	14	0	396
11	North of Building N	86	0	2	3	91
12	South of Building N	22	612	4	0	638
13A	West of Building L	0	17	4	0	21
13B	South of Building M (Gravel)	0	102	0	0	102
14	Northeast Parking Lot	152	0	6	0	158
15	South of Building T	0	299	8	0	307
16	Park and Ride (Next to Sonic)	0	588	13	0	601
17	South of Building T	130	86	8	0	224
	<b>Total</b>	<b>610</b>	<b>2,875</b>	<b>115</b>	<b>58</b>	<b>3,658</b>

## Appendix C

### Parking Spaces – Mid Valley Campus for FY 2017

Lot No.	MV Campus Parking Lot	Faculty/ Staff	Student	Handicap	Visitor	Total
1	East of Building G	0	205	7	0	212
2	West of Building H	20	278	8	0	306
3	West of Building G	69	90	14	3	176
4	North of Building F	1	175	12	10	198
5	North of Building B	37	31	4	2	74
6	West of Building D	0	96	0	0	96
7	East of Building E	0	261	5	0	266
8	West of Building D	13	23	4	9	49
	<b>Total</b>	<b>140</b>	<b>1,159</b>	<b>54</b>	<b>24</b>	<b>1,377</b>

## Appendix D

### Parking Spaces – Starr County Campus for FY 2017

Lot No.	Starr County Campus Parking Lot	Faculty/ Staff	Student	Handicap	Visitor	Total
1	North of Building A & B	3	211	14	4	232
2	East of Building E	13	131	8	0	152
3	North of Building G	1	19	2	0	22
4	Northwest of Building F	0	22	1	22	45
5	East of Building J	0	229	5	4	238
	<b>Total</b>	<b>17</b>	<b>612</b>	<b>30</b>	<b>30</b>	<b>689</b>

## Appendix E

### Parking Spaces – Nursing Allied Health Campus for FY 2017

Lot No.	NAH Campus Parking Lot	Faculty/ Staff	Student	Handicap	Visitor	Total
1	South of Building A	0	119	9	2	130
2	East of Building A	0	126	0	6	132
3	Northeast of Building A	0	146	3	0	149
4	North of Building A	22	0	0	0	22
5	West of Building A	23	0	0	0	23
6	Southwest of Building A	0	34	0	0	34
7	West of Building A	0	62	0	0	62
8	East of Building B	0	129	5	0	134
	<b>Total</b>	<b>45</b>	<b>616</b>	<b>17</b>	<b>8</b>	<b>686</b>



## Appendix F

### Parking Spaces – Technology Campus for FY 2017

Lot No.	Technology Campus Parking Lot	Faculty/ Staff	Student	Handicap	Visitor	Total
1	East of Building C	4	117	11	2	134
2	South of Building B	57	74	6	6	143
3	West of Building B	0	68	1	0	69
4	East of Building D	8	0	2	0	10
5	North of Building B & C	0	195	10	0	205
6	North of Building B	22	0	0	0	22
	<b>Total</b>	<b>91</b>	<b>454</b>	<b>30</b>	<b>8</b>	<b>583</b>

## Appendix G

### Parking Spaces – Pecan Plaza for FY 2017

<b>Pecan Plaza Parking Lot</b>	<b>Faculty/ Staff</b>	<b>Student</b>	<b>Handicap</b>	<b>Visitor</b>	<b>Total</b>
North of Bldg. A	73	0	4	2	79
North of Bldg. B	40	62	4	0	106
South of Bldg. B	6	0	2	0	8
North of Bldg. C	0	160	6	2	168
<b>Total</b>	<b>119</b>	<b>222</b>	<b>16</b>	<b>4</b>	<b>361</b>

## Appendix H

### Student Attendance by Time – All Campuses

Time	Pecan	Mid Valley	Starr County	Nursing Allied Health	Technology
7:00 a.m.	412	108	11	0	29
8:00 a.m.	1,635	633	217	532	360
9:00 a.m.	119	49	32	133	169
10:00 a.m.	2,919	827	362	246	99
11:00 a.m.	1,065	419	141	24	61
12:00 p.m.	353	105	16	0	28
1:00 p.m.	2,017	770	175	450	365
2:00 p.m.	884	316	130	73	96
3:00 p.m.	38	33	3	131	72
4:00 p.m.	650	105	102	4	27
5:00 p.m.	355	114	98	57	76
6:00 p.m.	173	95	0	0	111
7:00 p.m.	302	66	0	0	20
8:00 p.m.	22	8	0	0	0
9:00 p.m.	14	0	0	0	0
10:00 p.m.	0	0	0	0	0

## Appendix I

### Shuttle Bus Routes

Park and Ride Route			
Route	Hours of Operations	Loading Zones	No. of Buses
Monday - Thursday	7:00 a.m. - 6:00 p.m.	<ul style="list-style-type: none"> <li>• Lot 16 (4100 W. Pecan Blvd.)</li> <li>• Pecan Campus, Lot 13 A (West of Building L)</li> </ul>	4 - 5

Yellow Line Route				
Route	Days of Operations	Hours of Operations	Loading Zones	No. of Buses
1	Monday - Friday	7:00 a.m. - 8:00 p.m.	<ul style="list-style-type: none"> <li>• Pecan Campus, Lot 13 A (West of Building L)</li> <li>• Technology Campus, Lot 1 (East of Building C)</li> <li>• Nursing Allied Health Campus, Lot 1 (South of Building A)</li> </ul>	1
2	Monday - Thursday	7:20 am – 6:20 pm	<ul style="list-style-type: none"> <li>• Pecan Campus, Lot 13 A (West of Building L)</li> <li>• Technology Campus, Lot 1 (East of Building C)</li> <li>• Nursing Allied Health Campus, Lot 1 (South of Building A)</li> </ul>	1
3	Monday - Thursday	7:40 am – 6:40 pm	<ul style="list-style-type: none"> <li>• Pecan Campus, Lot 13 A (West of Building L)</li> <li>• Technology Campus, Lot 1 (East of Building C)</li> <li>• Nursing Allied Health Campus, Lot 1 (South of Building A)</li> </ul>	1

\*Route times between the three campuses (Pecan, Nursing and Allied Health and Technology) is at 20 minute intervals. Each trip is 20 minutes, dependent on traffic.



# Traffic and Parking Rules and Regulations

## Parking Permits Required

All students, faculty, and staff must purchase a parking permit for each vehicle or motorcycle that will be parked on South Texas College property. A parking permit does not guarantee a parking space, but does authorize parking in designated areas.

## Purchasing a Parking Permit

Parking permits must be purchased online through STC JagNet, accessible on the STC main web page via any internet enabled computer or kiosk. To purchase a permit, all previous parking fines must be paid. JagNet provides an option to have parking permits mailed to a residence or be picked up. Pick up a parking permit at the following locations:

### For students:

- ▶ Cashier's office located at each campus (956-872-8311).
- ▶ STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd., McAllen, Texas (956-872-2589).

### For faculty and staff:

- ▶ Security office at each campus (956-872-2589).
- ▶ STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd., McAllen, Texas (956-872-2589).

### Parking permit fees are as follows:

- Initial permit.....\$25.00
- Additional or Replacement permit.....\$25.00

### Permits cannot be transferred between vehicles.

### Permit Refunds:

Refunds can be issued for unused parking permits returned within 15 days of purchase. Subject to approval.

## Temporary Parking Permits

Students and employees with permanent parking permits may obtain a temporary parking permit for short periods when a vehicle or motorcycle is not available, at the STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd., McAllen, Texas, or at the Security office at each campus. Temporary parking permits may also be obtained by visitors.

## Displaying a parking permit

Permits for cars, trucks and SUVs shall be visible and permanently affixed to the inside lower right hand corner (passenger side) of the windshield with only the adhesive on the front face of the permit (do not use tape). Permits for motorcycles shall be permanently affixed in a clearly visible location with only the adhesive on the opposite side of the permit (do not use tape). Permits shall be displayed in an upright position and not altered in any way.

## Issuance of Citations

Texas Education Code Section 51.201 declares that laws of Texas are in effect for Institutions of Higher Education and violations of state traffic laws may result in the issuance of citations to be adjudicated through municipal courts. Administrative citations can also be issued for traffic and parking violations. Citations may be based upon video camera recordings. Individuals who own or operate a vehicle or motorcycle on South Texas College property will be held liable for any citations issued to that vehicle or motorcycle with or without a permit. STC students, faculty, or staff who park in a visitor space will be ticketed with or without a permit displayed.

### Examples of citations that may be issued are as follows:

- ▶ No parking permit.
- ▶ Expired parking permit.
- ▶ Misuse of parking permit.
- ▶ Improper display of parking permit, including not permanently affixing the permit in the proper location and/or using glue or tape rather than the permit adhesive.
- ▶ Parking where prohibited by signs or markings (Fire Lane, Handicap, Faculty/Staff, Visitor, Reserved, Loading/Unloading).
- ▶ Parking in Visitor spaces, with or without a permit, while an employee or student at South Texas College.
- ▶ Parking in Visitor spaces for longer than the allotted time.
- ▶ Parking where there is no designated parking space.
- ▶ Parking alongside islands and curbs marked No Parking or painted red.
- ▶ Dropping off persons or items in a No Parking or No Dropping Off area.
- ▶ Double-parked (encroaching on another parking space).
- ▶ Parking in a fire lane (red zone) (subject to tow at owner's expense).
- ▶ Failure to come to a complete stop at a stop sign.
- ▶ Driving the wrong way.
- ▶ Failure to obey roadway signs
- ▶ Parking in a handicapped parking space without properly displaying a valid handicap placard/license plate or disabled veteran license plate issued by the State of Texas. Handicap spaces are not for use by individuals who do not have a handicap, even if the vehicle properly displays a handicap placard/license plate or disabled veteran plate.

### Administrative Citation Fees

- ▶ 1st Citation.....\$30.00
- ▶ 2nd Citation.....\$50.00
- ▶ 3rd Citation.....\$80.00
- ▶ 4th Citation.....\$100.00
- ▶ 5th Citation.....\$220.00

### 5th Citation includes a \$100.00 wheel lock removal fee.

## Moving Violation Fees

- ▶ 1st Citation.....\$30.00
- ▶ 2nd Citation.....\$50.00
- ▶ 3rd Citation.....\$90.00

**\*Fire lane and handicap violations are subject to the city municipal court fines (City Municipal fines may differ).**

## Wheel Locks

Wheel locks shall be placed on vehicles that have 4 previous citations and are receiving a 5th citation or for other violations of STC regulations and shall not be removed until all pending citations have been paid and a receipt of payment is presented to the STC Department of Public Safety. Wheel locks may be placed on vehicles for outstanding parking fines and other parking, security, or police matters. The STC Department of Public Safety is not responsible for damage to vehicles.

## Appeals of Citations

Appeals of municipal citations can be made through the city Municipal Court. The South Texas College Department of Public Safety provides an independent Traffic and Parking Fine Appeals Committee for administrative citations that is composed of staff and/or faculty who are not employees of the Department. Appeals of administrative citations must be submitted electronically and no later than fifteen (15) working days from the date of the citation. Appeals turned in after 15 working days will be denied.

### Administrative citation appeals may be submitted as follows:

1. Access JAGNET via any internet enabled computer or kiosk. Select the Security tab and the Appeals tab to submit the appeal electronically.
2. Visit the STC Department of Public Safety located at Pecan Plaza 2509 W. Pecan Blvd., McAllen, Texas (956-872-2589).

Individuals receiving their first citation, with the exception of Handicap and Fire lane violations, may take an awareness examination and if successful, the fine will be waived. Individuals with multiple citations may have the total of their fines reduced by 50% upon successful completion of the examination. The examination is conducted at the STC Department of Public Safety located at Pecan Plaza 2509 W. Pecan Blvd., McAllen, Texas (956-872-2589).

## Incident or Accident

If you are involved in an incident or accident on South Texas College property that requires emergency assistance, call **911 immediately**. For other assistance, contact the STC Department of Public Safety at (956) 872-2589.

South Texas College is an equal education and equal employment opportunity/affirmative action employer. As an equal opportunity employer, the College does not discriminate on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender identity, disability, genetic information, or veteran status. Discrimination is prohibited and the College will comply with all applicable policies, state and federal legislation. This policy extends to individuals seeking employment with and admission to the College. ADA Statement: Individuals with disabilities requiring assistance or access to review services should contact Disability Support Services at (956) 872-2173. Rev 07/16 MA

## Summary of Emails Regarding Parking

Complaint Number	Issue
1	Permits should be free - Permits too expensive & parking is hard to find - ticketing students without permits
2	Parking spaces - parking at HEB & surrounding neighborhoods - Parking permits for different vehicles in emergencies
3	Few parking spaces - arriving late to class
4	Having to purchase several permits for each vehicle they drive - getting ticketed for not having permit because they can't afford one
5	Permits should be free to students, faculty, & staff - not enough parking spaces - permits are too expensive
6	Parking is extremely difficult to find - students cannot afford permits, nor can they afford parking tickets - being late to class due to parking impacts students' grades - students don't appreciate having to come to class hours before their class time to find parking - administration should prioritize parking, not building expansion
7	Arguments between students over parking spaces - suggested building parking garage - ticketing issues
8	Limited amount of parking spaces - STC serves students of low socioeconomic status; parking shouldn't be a financial burden on them
9	Few parking spaces - no time to arrive early to find parking - suggested removing the canal for parking space
10	Parking spaces are limited on campus - permit prices should be reduced - parking citations are expensive
11	Parking in lots far from campus/ Jag express
12	STC tickets students not parked in assigned area due to lack of parking space - ticketing for cracked open windows - removing boot
13	Limited parking - arriving hours before class time
14	Parking should be included in tuition like the gym - suggested building parking garages
15	Students arguing over parking spaces - parking for instructors - having to park at HEB - parking permits too expensive
16	Few parking spaces - parking permit too expensive - suggested building parking garages
17	Having to allot hours of time before class time to come find parking - "stalking" students for parking spaces
18	Parking permits are pricy - paying for a permit for each vehicle they drive to campus - having to arrive hours before class time
19	Tickets given to students who can't afford permits - permits for borrowed cars
20	Using different vehicles when one is in the shop - being exposed to weather when having to park far from campus - student life would improve if there were more parking available
21	Students are furious over limited parking space
22	Few parking spaces - parking in surrounding neighborhoods exposing themselves to weather, traffic, & violence
23	Expensive parking permits - transferring permit to different car for emergencies
24	Student was not aware they received tickets which later affected their registration - students should have the ability to use permit one more than one vehicle
25	Receiving parking tickets - parking in surrounding neighborhoods

## Summary of Emails Regarding Parking

Complaint Number	Issue
26	Having to arrive hours before class time to find parking - transferring permit to another vehicle in case of emergency
27	Arriving hours before class to find parking - price of parking permit - parking tickets/boots
28	Dealing with other drivers in parking lot fighting for a spot - possible damage to vehicles
29	Limited parking space - suggested parking garage on south side
30	Always tardy to class - Professors don't allow tardiness, however, tardiness is inevitable due to parking situation - professors have dropped students due to tardiness
31	Parking is very limited for students - security ticket students unnecessarily - appeals are always denied, so students don't waste their time appealing tickets - permits should be included in tuition
32	Extremely difficult to find parking - issue paying for permit - cannot afford tickets from STC -
33	Permits should be free - being ticketed doesn't help the problem - permit should hang on rear-view mirror to be able to use on any vehicle
34	Parking permits too expensive - transferring permit to rental car in case of emergency -
35	Parking situation causes students daily stress - fighting for parking spaces - tickets become a problem for students who can't afford permit - issue of not being able to use permit on more than one vehicle
36	Student conducted a survey in which 97% of participants reported struggling to find parking on campus - Another 89% of participants voted "yes" on space being limited & not enough - parking permits should be free for students - parking situation causes students stress

**From:** Dr. Shirley A. Reed  
**Subject:** Board Presentation - STC Parking Study Report for FY 2017, January 30, 2018 @ 5:30 p.m.

Good afternoon,

You recently submitted an email to the Board of Trustees regarding various concerns related to the College's \$25 annual parking permit and the availability of parking on campus.

The Board of Trustees asked College administration to conduct a review of concerns related to parking, and the preliminary Parking Services Report for FY 2017 was presented to the Board Finance, Audit, and Human Resources Committee on January 16, 2018. The final Report will be presented to the Board of Trustees on Tuesday, January 30, 2018.

You are invited to attend the Board meeting that begins at 5:30 p.m. The meeting agenda will provide an opportunity for public comments at the beginning of the meeting, and you would be invited to address the Board at that time if you so wish. Board policy limits public comments to five (5) minutes per individual. Should a delegation of five or more individuals wish to comment on the same topic, they would be asked to appoint a spokesperson to present their views to the Board, and would be limited to fifteen (15) minutes.

Please do not hesitate to contact my office if you desire additional information or clarification of the public comments section of the Board agenda.

Thank you for bringing your concerns to the Board's attention.

Kind regards,

Andrew Fish, on behalf of  
Dr. Shirley A. Reed  
President, South Texas College



## **Review and Action as Necessary on Purchases and Renewals (Non-Bond Proceeds)**

Approval of the following purchases and renewals (Non-Bond Proceeds) is requested.

### **A. Technology Items**

#### **1) Computers and Laptops (Purchase)**

Purchase of computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP**. (Dallas, TX), in the total amount of \$152,415.27.

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

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

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

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

The purchases can be summarized as follows:

- Staff Computers
  - ⇒ 2 Computers for Student Activities & Wellness Department
  - ⇒ 1 Computer for External Affairs Department
  - ⇒ 2 Computers for VP Finance & Administrative Services
- Student Computers
  - ⇒ 3 Computers for Counseling & Disability Services Department
  - ⇒ 46 Computers for Computer Science Program
- Faculty Laptop
  - ⇒ 1 Laptop for Paralegal Program
- Staff Laptops
  - ⇒ 3 Laptops for Educational Technologies Department
  - ⇒ 2 Laptops for Dual2Degree Department
- Student Laptops
  - ⇒ 12 Laptops for Physics Program
  - ⇒ 12 Laptops for Engineering Program
  - ⇒ 12 Laptops for Chemistry Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Student Activities & Wellness Department, External Affairs Department, VP Finance & Administrative Services, Counseling & Disability Services Department, Computer Science, Paralegal, Educational Technologies Department, Dual2Degree Department, Physics, Engineering, and Chemistry.

## **2) Network Equipment and Software (Purchase)**

Purchase network equipment and software from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$52,553.00.

Purpose – Information Technology is requesting the purchase of network switches to improve connectivity district wide. The Information Technology Program in the Division of Technology is requesting network equipment and software for student instruction.

Justification and Benefit – Information Technology is requesting seven (7) network switches are need to enhance connectivity between buildings district wide.

The Information Technology Program is requesting four (4) security appliances and software for student instruction in the Career Technical Education program courses. It will provide students with the knowledge needed to manage a firewall and how to protect network infrastructure devices and data.

Funds for this expenditure are budgeted in the Systems and Networking and Carl Perkins Grant budgets for FY 2017 – 2018.

## **3) Course Management and Hosting Services (Renewal)**

Renew the course management and hosting services with **Blackboard, Inc.** (Washington, DC), a sole source vendor, for the period beginning September 30, 2018 through September 29, 2019 in the total amount of \$586,743.73 and September 30, 2019 through September 29, 2020, in the amount of \$589,677.45, for a total of \$1,176,421.18.

Purpose – Distance Education is requesting to renew the course management and hosting and collaborative services for two (2) additional years to secure reduced pricing.

Justification and Benefit – The course management provides South Texas College students and faculty with the virtual environment through which online courses are taught and service is provided for the virtual campus (eSTC). The hosting services agreements will provide South Texas College with the technical services needed to keep up with the growth and success of the virtual campus (eSTC).

The collaborative services will provide the instructors with the ability to engage students through online classrooms in several ways, which includes: meet, share, and learn in real time.

Funds for this expenditure are budgeted in the Distance Education budget for the FY 2018 – 2019 and FY 2019 – 2020, pending board approval of the budget.

#### **4) Student Enrollment Management System Agreements (Renewal)**

Renew the student enrollment management system agreements with **Admissions US, LLC.** (Boca Raton, FL) formally Hobsons, Inc., a sole source vendor, for the period beginning September 28, 2017 through September 27, 2018, at a total amount of \$117,891.60.

Purpose – The Division of Student Services, Division of Academic Affairs and the Office of Public Relations are requesting the renewal of Radius Constituent Relationship Management (CRM) and Starfish Early Alert Systems (EAS) along with the professional services.

Justification and Benefit – The systems will provide an early alert for student at risk of not succeeding in the classroom. With this information, faculty will be able to provide the students with appropriate College services, personalized services, and/or targeted interventions to improve the student experience. This system is fully integrated between all departments across the College.

The EAS will allow the College to get the right intervention to the right student at the right time, which will lead to increased student retention and completion.

Background – On September 22, 2015, the Board of Trustees approved the purchase of the student enrollment management system agreements for a three (3) year period from Hobson, Inc. Since then, the vendor has changed but the services will remain the same.

Funds for this expenditure are budgeted in the Technology Resource Fund – Institution budget for FY 2017 – 2018.

#### **Recommendation:**

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

#### **A. Technology Items**

##### **1) Computers and Laptops (Purchase)**

Purchase of computers and laptops from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX), in the total amount of \$152,415.27;

##### **2) Network Equipment and Software (Purchase):** purchase network equipment and software from **Insight Public Sector** (Tempe, AZ/McAllen, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$52,553.00;

##### **3) Course Management and Hosting Services (Renewal):** renew the course management and hosting services with **Blackboard, Inc.** (Washington, DC), a sole source vendor, for the period beginning September 30, 2018 through September 29, 2019 in the amount of \$586,743.73 and September 30, 2019 through September 29, 2020, in the amount of \$589,677.45, for a total of \$1,176,421.18;

- 4) Student Enrollment Management System Agreements (Renewal):** renew the student enrollment management system agreements with **Admissions US, LLC.** (Boca Raton, FL) formerly Hobsons, Inc., a sole source vendor, for the period beginning September 28, 2017 through September 27, 2018, at a total amount of \$117,891.60.

Recommend Action - The total for all purchases and renewals (Non-Bond Proceeds) is \$1,499,281.05.

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

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

**Approval Recommended:**

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

## **Review and Action as Necessary on Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County**

Approval to renew the contract with Linebarger Goggan Blair & Sampson, LLP to provide delinquent tax collection services for Hidalgo and Starr counties at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected for a period from May 1, 2018 through April 30, 2019 is requested.

**Purpose** – The delinquent tax collection services contract with Linebarger Goggan Blair & Sampson, LLP expires on April 30, 2018. Approval to renew the contract for a one-year period is needed in order to provide collection services for delinquent property taxes that are owed to the College.

**Justification** - Property Tax Code Section 6.30 (c) states that the governing body of a taxing unit may contract with any competent attorney to represent the unit to enforce the collection of delinquent taxes. The attorney's compensation is set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. The Board of Trustees previously approved a 15 percent penalty fee.

**Background** – The contract for delinquent tax collection services was awarded to Linebarger Goggan Blair & Sampson, LLP at the January 31, 2017 Board meeting for the contract period beginning May 1, 2017 through April 30, 2018 with two (2) one-year renewal options. This is the first renewal of the two (2) one-year renewal options.

**Funding Source** – The delinquent tax collection services fee of 15 percent is paid to the delinquent tax attorney from the tax collection revenues collected by Hidalgo County and Starr County.

**Enclosed Documents** - A Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year and a Summary Total Tax Levy Uncollected follows in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the renewal of the Delinquent Tax Contracts for Starr County and Hidalgo County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for one-year period from May 1, 2018 to April 30, 2019 as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the renewal of the Delinquent Tax Contracts for Starr County and Hidalgo County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for one-year period from May 1, 2018 to April 30, 2019 as presented.

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

The Board of Trustees approves and authorizes the renewal of the Delinquent Tax Contracts for Starr County and Hidalgo County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for one-year period from May 1, 2018 to April 30, 2019 as presented.

**Approval Recommended:**

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

**President**

**South Texas College**  
**Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year**  
**Not Including Penalty, Interest, and Other Collections<sup>1</sup>**  
**Hidalgo County and Starr County**  
As of Each Fiscal Year End

<b>Hidalgo County</b>					
<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2001	2,716,708.96	839,606.38	30.91%	1,877,102.58	69.09%
8/31/2002	3,244,428.26	1,006,249.37	31.01%	2,238,178.89	68.99%
8/31/2003	3,615,648.58	1,166,448.10	32.26%	2,449,200.48	67.74%
8/31/2004	5,091,331.97	1,751,912.15	34.41%	3,339,419.82	65.59%
8/31/2005	5,978,239.23	2,085,693.50	34.89%	3,892,545.73	65.11%
8/31/2006	6,746,745.98	2,358,746.57	34.96%	4,387,999.41	65.04%
8/31/2007	7,224,499.45	2,769,522.98	38.34%	4,454,976.47	61.66%
8/31/2008	7,129,924.85	2,420,602.01	33.95%	4,709,322.84	66.05%
8/31/2009	7,556,574.12	2,498,540.41	33.06%	5,058,033.71	66.94%
8/31/2010	8,258,756.74	2,729,121.63	33.05%	5,529,635.11	66.95%
8/31/2011	8,530,967.53	2,523,445.77	29.58%	6,007,521.76	70.42%
8/31/2012	8,752,982.60	2,582,406.29	29.50%	6,170,576.31	70.50%
8/31/2013	8,447,972.68	2,451,424.36	29.02%	5,996,548.32	70.98%
8/31/2014	8,177,151.97	2,332,595.47	28.53%	5,844,556.50	71.47%
8/31/2015	7,962,716.58	2,398,069.32	30.12%	5,564,647.26	69.88%
8/31/2016	8,126,450.21	2,363,719.49	29.09%	5,762,730.72	70.91%
8/31/2017	8,420,263.28	2,438,224.01	28.96%	5,982,039.27	71.04%
12/31/2017	8,942,580.53	196,922.74	2.20%	8,745,657.79	97.80%

<b>Starr County</b>					
<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2001	479,905.69	74,547.85	15.53%	405,357.84	84.47%
8/31/2002	578,910.06	80,941.58	13.98%	497,968.48	86.02%
8/31/2003	667,348.56	83,672.46	12.54%	583,676.10	87.46%
8/31/2004	957,436.55	128,665.07	13.44%	828,771.48	86.56%
8/31/2005	1,249,563.04	217,103.60	17.37%	1,032,459.44	82.63%
8/31/2006	1,355,472.42	189,483.47	13.98%	1,165,988.95	86.02%
8/31/2007	1,518,552.99	195,526.47	12.88%	1,323,026.52	87.12%
8/31/2008	1,655,912.68	173,773.17	10.49%	1,482,139.51	89.51%
8/31/2009	1,816,829.44	218,163.48	12.01%	1,598,665.96	87.99%
8/31/2010	1,979,486.75	185,900.69	9.39%	1,793,586.06	90.61%
8/31/2011	2,180,147.10	210,889.63	9.67%	1,969,257.47	90.33%
8/31/2012	2,320,220.72	206,007.67	8.88%	2,114,213.05	91.12%
8/31/2013	2,466,505.02	179,535.66	7.28%	2,286,969.36	92.72%
8/31/2014	2,707,453.40	233,429.98	8.62%	2,474,023.42	91.38%
8/31/2015	2,837,289.99	214,046.85	7.54%	2,623,243.14	92.46%
8/31/2016	3,077,455.22	222,939.72	7.24%	2,854,515.50	92.76%
8/31/2017	3,399,859.51	355,066.15	10.44%	3,044,793.36	89.56%
12/31/2017	3,610,612.59	29,904.14	0.83%	3,580,708.45	99.17%

<sup>1</sup> Not including penalty and interest and other collections such as special inventory, refunds, and redemptions

**South Texas College**  
**Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year**  
**Not Including Penalty, Interest, and Other Collections <sup>1</sup>**  
As of Each Fiscal Year End

**Hidalgo and Starr County - Combined**

<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2001	3,196,614.65	914,154.23	28.60%	2,282,460.42	71.40%
8/31/2002	3,823,338.32	1,087,190.95	28.44%	2,736,147.37	71.56%
8/31/2003	4,282,997.14	1,250,120.56	29.19%	3,032,876.58	70.81%
8/31/2004	6,048,768.52	1,880,577.22	31.09%	4,168,191.30	68.91%
8/31/2005	7,227,802.27	2,302,797.10	31.86%	4,925,005.17	68.14%
8/31/2006	8,102,218.40	2,548,230.04	31.45%	5,553,988.36	68.55%
8/31/2007	8,743,052.44	2,965,049.45	33.91%	5,778,002.99	66.09%
8/31/2008	8,785,837.53	2,594,375.18	29.53%	6,191,462.35	70.47%
8/31/2009	9,373,403.56	2,716,703.89	28.98%	6,656,699.67	71.02%
8/31/2010	10,238,243.49	2,915,022.32	28.47%	7,323,221.17	71.53%
8/31/2011	10,711,114.63	2,734,335.40	25.53%	7,976,779.23	74.47%
8/31/2012	11,073,203.32	2,788,413.96	25.18%	8,284,789.36	74.82%
8/31/2013	10,914,477.70	2,630,960.02	24.11%	8,283,517.68	75.89%
8/31/2014	10,884,605.37	2,566,025.45	23.57%	8,318,579.92	76.43%
8/31/2015	10,800,006.57	2,612,116.17	24.19%	8,187,890.40	75.81%
8/31/2016	11,203,905.43	2,586,659.21	23.09%	8,617,246.22	76.91%
8/31/2017	11,820,122.79	2,793,290.16	23.63%	9,026,832.63	76.37%
12/31/2017	12,553,193.12	226,826.88	1.81%	12,326,366.24	98.19%

<sup>1</sup> Not including penalty and interest and other collections such as special inventory, refunds, and redemptions



**South Texas College**  
**Summary of Total Tax Levy Uncollected**  
**Including Penalty, Interest, and Other Collections By Tax Year for Hidalgo County and Starr County**  
As of December 31, 2017

Year	Adjusted Tax Levy	Tax Levy Collections Without Penalty and Interest	Tax Levy Uncollected	Percentage of Uncollected Levy	Penalty, Interest, and Other Collections	Total Tax Levy, Penalty, Interest, and Other Collections **	% Collected Including Penalty, Interest, and Other Collections
1996	10,211,719.00	10,154,215.30	(57,503.70)	-0.56%	611,052.20	10,765,267.50	105.42%
1997	10,589,685.50	10,526,830.37	(62,855.13)	-0.59%	641,602.38	11,168,432.75	105.47%
1998	10,950,573.04	10,878,752.53	(71,820.51)	-0.66%	715,632.31	11,594,384.84	105.88%
1999	11,622,714.45	11,540,737.54	(81,976.91)	-0.71%	414,360.89	11,955,098.43	102.86%
2000	12,509,126.00	12,414,200.11	(94,925.89)	-0.76%	875,425.20	13,289,625.31	106.24%
2001	13,860,775.00	13,759,379.99	(101,395.01)	-0.73%	796,722.93	14,556,102.92	105.02%
2002	29,274,824.67	29,040,939.12	(233,885.55)	-0.80%	1,474,847.23	30,515,786.35	104.24%
2003	30,520,400.00	30,273,332.76	(247,067.24)	-0.81%	1,450,281.29	31,723,614.05	103.94%
2004	32,861,157.00	32,584,143.18	(277,013.82)	-0.84%	1,695,313.64	34,279,456.82	104.32%
2005	34,363,287.76	34,038,178.74	(325,109.02)	-0.95%	1,614,685.79	35,652,864.53	103.75%
2006	36,828,738.00	36,496,698.05	(332,039.95)	-0.90%	1,744,309.68	38,241,007.73	103.83%
2007	41,521,332.00	41,142,944.21	(378,387.79)	-0.91%	2,444,260.13	43,587,204.34	104.98%
2008	44,623,530.00	44,194,569.97	(428,960.03)	-0.96%	2,690,344.49	46,884,914.46	105.07%
2009	45,094,329.00	44,591,917.31	(502,411.69)	-1.11%	1,721,310.91	46,313,228.22	102.70%
2010	44,745,008.97	44,210,255.86	(534,753.11)	-1.20%	1,242,943.54	45,453,199.40	101.58%
2011	44,100,416.84	43,424,404.92	(676,011.92)	-1.53%	1,078,661.62	44,503,066.54	100.91%
2012	44,241,530.71	43,551,031.49	(690,499.22)	-1.56%	1,020,705.11	44,571,736.60	100.75%
2013	45,210,276.73	44,260,460.21	(949,816.52)	-2.10%	1,111,460.71	45,371,920.92	100.36%
2014	56,869,723.45	55,545,078.94	(1,324,644.51)	-2.33%	1,877,349.81	57,422,428.75	100.97%
2015	60,554,935.24	58,703,066.45	(1,851,868.79)	-3.06%	1,317,121.42	60,020,187.87	99.12%
2016	63,075,962.69	60,203,778.03	(2,872,184.66)	-4.55%	798,125.89	61,001,903.92	96.71%
Delinquent Subtotal	723,630,046.05	711,534,915.08	(12,095,130.97)	-1.67%	27,336,517.17	738,871,432.26	102.11%
2017*	66,608,808.38	24,196,325.37	(42,412,483.01)	-63.67%	674,507.69	24,870,833.06	37.34%
<b>Total</b>	<b>\$ 790,238,854.43</b>	<b>\$ 735,731,240.45</b>	<b>\$ (54,507,613.98)</b>	<b>-6.90%</b>	<b>\$ 28,011,024.86</b>	<b>\$ 763,742,265.32</b>	<b>96.65%</b>

\* The Tax Levy Uncollected for Levy 2017 will become delinquent 7/1/2018-unaudited. The Tax Levy includes a preliminary amount for Starr County that is pending approval.

**Review and Action as Necessary on Resolution to Impose a 15% Penalty for Collection of Delinquent Taxes as Authorized Under Section 33.07 of the Texas Property Tax Code for Delinquent Tax Attorney Fees and Expenses**

Approval of the Resolution imposing a 15 percent penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for attorney fees and expenses is requested.

**Purpose** – A resolution authorizing the College to levy an additional penalty of 15 percent to the delinquent 2017 district taxes is needed in order to recover the cost of attorney fees and expenses for the collection of delinquent taxes, penalty, and interest due on 2017 taxes which remain delinquent on July 1, 2018.

**Justification** – Board action will be necessary on the Resolution previously prepared by legal counsel to approve the 15 percent additional penalty for the payment of attorney fees and expenses for the collection cost of delinquent taxes for Hidalgo County and Starr County collection services.

According to Section 6.30 (c), Attorneys Representing Taxing Units, of the Texas Property Tax Code, the total amount of the contracted attorney's compensation may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected.

**Background** – The Resolution imposing a 15 percent penalty for the collection of tax year 2016 delinquent taxes, the College's prior levy tax year, was approved by the Board on January 31, 2017.

**Enclosed Documents** – The Resolution to be completed with the delinquent tax attorney firm awarded follows in the packet for the Board's review and information.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Resolution imposing a 15% penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for Board approval as presented.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the Resolution imposing a 15% penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for Board approval as presented.

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

The Board of Trustees approves and authorizes the Resolution imposing a 15% penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for Board approval as presented.

**Approval Recommended:**

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

**President**

**RESOLUTION**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE LEVYING AN ADDITIONAL PENALTY OF 15% TO THE DELINQUENT 2017 DISTRICT TAXES PURSUANT TO SECTION 33.07 OF THE STATE OF TEXAS PROPERTY TAX CODE.**

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

WHEREAS, South Texas College (the “College”) has an amount of uncollected delinquent taxes due and owing the College for the tax year 2017; and

WHEREAS, pursuant to Section 33.07 of the Texas Property Code, the Board of Trustees is authorized to levy an additional penalty to recover the cost of collection of the amount of taxes, penalty, and interest due on 2017 taxes which remain delinquent on July 1, 2018; and,

WHEREAS, the College has contracted Linebarger Goggan Blair & Sampson, LLP for delinquent tax collection in Hidalgo County and Starr County; and

WHEREAS, both contracts provide for compensation, pursuant to Section 6.30 of the Texas Property Tax Code, at a rate of fifteen (15%) percent of collections.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE, THAT;

1. Pursuant to Section 33.07 of the Texas Property Tax Code, there is hereby levied on all 2017 delinquent taxes, the penalty of fifteen (15%) percent on the amount of taxes, penalty and interest due as of July 1, 2018, and thereafter for taxes levied for the tax year 2017. Such penalty is for the purpose of defraying costs of collection under the contract with the attorneys representing the College pursuant to the authority of Section 6.30 of the Texas Property Tax Code.

2. The Tax Assessor-Collector for the College are hereby ordered and authorized to deliver a Notice of Delinquency and Notice of Additional Penalty to the property owners who have outstanding delinquent taxes for the tax year 2017 at least thirty (30) and not more than sixty (60) days before July 1, 2018.
3. A tax lien shall be attached to the property on which the 2017 tax is imposed to secure payment of the penalty herein adopted and levied.

CONSIDERED, PASSED, APPROVED AND SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2018 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

## **Discussion and Action as Necessary on the Adoption of the Methodology of Accounting Reconciliation for 2013 Bond Construction Program Bond Proceeds Balance**

Approval to adopt the methodology of accounting reconciliation for the Projected Bond Proceeds Balance for the 2013 Bond Construction Program is requested.

Purpose - The College is preparing the accounting reconciliation of the 2013 Bond Construction Program and finalizing the methodology to expend all of the bond proceeds based on developments concerning the proposed and realized bond projects.

### **Bond Proceeds Balance**

The projected bond proceeds balance at the end of the construction program has yet to be determined. This will be a result of taking into consideration the postponement of the Mid Valley Campus Workforce Training Center and the Starr County Campus Workforce Training Center, use of buyout savings, use of design contingencies, use of construction contingencies, and interest revenue.

### **Workforce Training Center**

The amount of bond proceeds originally designated for the bond proceeds for the Mid Valley Campus Workforce Training Center and the Starr County Campus Workforce Training Center, net appropriate actual expenditures in the amount of \$4,196,809.11, may be earmarked in the Non-Bond Unexpended Plant Fund to be used at a future date.

### **Allocation of Bond Proceed Balance and Proposed Use**

The projected bond proceeds balance of over \$2 million dollars may be used to fund projects that have been budgeted and approved to be funded by the Non Bond Unexpended Plant Fund.

Administration proposes that the approved expenditures associated with the following projects, which were to be funded by the Non-Bond Unexpended Plant Fund, instead be funded by bond proceeds. This will allow for the entire amount of bond proceeds and interest revenue to be expended.

Alternates previously approved by the Board to be paid out of the non-bond funds.

- Starr County Thermal Plant
- Mid Valley Thermal Plant

Non-Bond Unexpended Plant Fund

- Nursing & Allied Health Campus Thermal Plant
- Nursing & Allied Health Campus Thermal Plant Parking & Site Improvements
- Regional Center for Public Safety Excellence Training Facility
- Regional Center for Public Safety Excellence Parking & Site Improvement
- Mid Valley Campus Library Renovation

**Enclosed Documents** – The Preliminary Projected Bond Proceeds Balance and Proposed Use worksheet follows in the packet for the Board’s review and information.

**Presenters** - Broaddus & Associates have reviewed the information presented. Mary Elizondo, Vice President for Finance and Administrative Services will be present at the meeting to address any questions.

The Finance, Audit, and Human Resources Committee recommended Board approval of the adoption of the methodology of accounting reconciliation of the 2013 Bond Construction Program projected bond proceeds as presented, and for a total to be determined later.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and adopt the methodology of accounting reconciliation of the 2013 Bond Construction Program projected bond proceeds as presented, and for a total to be determined later.

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

The Board of Trustees approves and adopts the methodology of accounting reconciliation of the 2013 Bond Construction Program projected bond proceeds as presented, and for a total to be determined later.

**Approval Recommended:**

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

## **Discussion and Action as Necessary to Authorize Solicitation of Requests for Proposals for Recruitment Services for Professional Positions**

Recruitment of key highly qualified administrative personnel has become increasingly difficult for South Texas College. Despite national strategically placed advertising, the College is not attracting a pool of potential candidates for critical administrative positions.

### For example:

- Two national level searches for Dean of Library and Learning Support Services yielded 2 candidates.
- Two national searches for Dean of Distance Learning yielded 3 candidates.

If South Texas College is to stay on the cutting-edge as a national leader in serving Hispanic students, it is vital that the College successfully recruit and hire qualified new talent.

Use of recruitment firms is a common practice in higher education; however, it is an expensive undertaking and not recommended for every search. Fees may range from \$20,000 to \$40,000; however, firms do commit to recruiting a diverse and highly qualified pool of candidates.

Administration requests authorization and approval to solicit proposals for recruitment services for professional positions. A review of respondents will help administration develop a better understanding of services that are available and insight into the expected costs for such services.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed solicitation of requests for proposals for recruitment services for professional positions as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed solicitation of requests for proposals for recruitment services for professional positions as presented.

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

The Board of Trustees approves and authorizes the proposed solicitation of requests for proposals for recruitment services for professional positions as presented.

### **Approval Recommended:**

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



**Presentation on Current Construction Status for 2013 Bond  
Construction Program**

Broadus & Associates has provided an update on the current status of the 2013 Bond Construction Projects.

No action is requested.

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

As of January 25, 2018, the current total budget shortfall is estimated to be at \$4,360,304. This amount does not include the current remaining buyout savings, design and construction contingencies.

Broaddus & Associates has provided an updated summary of the current 2013 Bond Construction Program shortfall including the *projected* remaining savings. The projected shortfall with project savings, including buyout savings and remaining contingency balances, is estimated to be \$2,763,321.

Broaddus & Associates continues to identify the unexpended balance at the Starr County Campus and Mid Valley Campus Workforce Training Center projects, though they do not apply the unexpended balances against the projected shortfall.

The Facilities Committee and Board have been clear that these funds are not to be used to offset the construction program deficit.

No action is requested.

## 2013 - Bond Program Shortfall Summary

<b>Current Shortfall Less Contingency Balance</b>	
<b>January Shortfall</b> <i>(This amount does not include the \$233,533 from Starr Site D.C.O. for workforce)</i>	\$ (4,360,304)
Design Contingency Balance (January)	\$ (520,719)
Owner's Contingency Balance (January)	\$ 547,702
<b>Current Shortfall Less Contingency Balances</b>	<b>\$ (4,333,321)</b>

<b>Projected Savings</b>	
Projected Pecan Campus Buy-out Savings	\$ 250,000
Projected Nursing Allied Health Buy-out Savings	\$ 250,000
Projected Technology Site Buy-out Savings	\$ 20,000
Projected Mid Valley Campus Buy-out Savings	\$ -
Projected Starr Campus Buy-out Savings	\$ 750,000
Projected Miscellaneous Savings	\$ 300,000
<b>Projected Savings Total</b>	<b>\$ 1,570,000</b>

<b>Shortfall With Projected Savings</b>	
<b>Current Shortfall Less Contingency Balances</b>	<b>\$ (4,333,321)</b>
<b>Projected Savings Total</b>	<b>\$ 1,570,000</b>
	<b>\$ (2,763,321)</b>

<b>Shortfall</b>	
Shortfall With Projected Savings	\$ (2,763,321)

\* **Shortfall includes the balance of \$2,070,790 Starr County Workforce**

\* **Shortfall includes the balance of \$1,924,410 Mid Valley Workforce**

## **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 Facilities Committee will be asked to review and recommend action as necessary to the Board.

The Committee packet includes the Outstanding Issues Action Plan as developed and maintained by administration.

### **Current and New Issues Raised and Included in the Action Plan:**

#### Campus Specific Issues:

1. Pecan Campus
2. Technology Campus
3. Nursing & Allied Health Campus
4. Mid Valley Campus
5. Starr County Campus
6. Regional Center for Public Safety Excellence

#### Program Wide Issues as Listed on Action Plan

#### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary related to the outstanding issues 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 related to the outstanding issues as presented.

#### **Approval Recommended:**

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

**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**January 30, 2018 - Board Meeting**  
*as of January 23, 2018*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
<b>Pecan Campus</b>						
1	STEM Building - Pending Written Analysis Report for steel delay that led to overtime costs	B&A/D. Wilson	Pending	9/12/17 <del>12/12/17</del> 1/16/18 2/6/18	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. 11/28/17 (Board Meeting) : Analysis report was not available prior to meeting, Doug presented his analytical timeline to the Board on November 28, 2017. No action. 1/23/18 (Weekly Meeting): Broaddus is working on quantifying impact cost and is developing the report.	B&A will provide a complete written report on the matter and assist with recovery of all associated costs. B&A (Doug) to provide update at the January 30, 2018 Board Meeting.
2	STEM Building - Floor Trenches Concern	B&A/ D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 1/16/18 2/6/18	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. 1/23/18 (FC Meeting): Board approved change order at the December 12, 2017 Board Meeting. Remaining work should be complete by the end of this week, 1/27/18. Broaddus & Associates will provide an update on funding availability and work status at the January 30, 2017 Board Meeting.	B&A to provide an update at the next January 30, 2018 Board Meeting.
3	STEM Building - Pending Change Order for the Autoclave Exhaust System	B&A/ D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 1/16/18 2/26/18	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. 1/23/18 (Weekly Meeting): Board approved change order at the December 12, 2017 Board Meeting. Remaining work is estimated to be complete the last week of February, 2/26/18. Broaddus & Associates will provide an update on funding availability and work status at the January 30, 2017 Board Meeting.	B&A to provide an update at the next January 30, 2018 Board Meeting.
4	STEM Building - Ventilation in 1st floor Biology storage rooms (6 cabinets)	B&A/D. Wilson/BSGA	In Progress	<del>10/31/2017</del> 1/16/18 2/26/18	11/7/17 (Weekly meeting): Pricing not available. A change order will not be presented at the November 14, 2017 Facilities Committee Meeting. 1/23/18 (Weekly Meeting): Board approved change order in the amount of \$175,535 at the December 12, 2017 Board Meeting. Remaining work is estimated to be complete the last week of February, 2/26/18. Broaddus & Associates will provide an update on funding availability and work status at the January 30, 2017 Board Meeting.	B&A to provide an update at the next January 30, 2018 Board Meeting.
5	Thermal Plant - Chiller Fire Issue	Legal Counsel	Pending	<del>10/10/2017</del> 2/6/18	2/3/17: Following a loss of power at 3:27, a fire erupted in the drive for chiller #4. 1/23/18( Weekly Meeting): Under legal counsel review.	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.
<b>Technology Campus</b>						
6	Parking & Site Improvement - Board's Request for Additional Landscape Along Military Hwy	Hinojosa Engineering	Pending	9/12/17 <del>11/14/17</del> 1/30/18	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. 1/23/18 (Weekly Meeting): Landscape drawings and options will be presented at the January 30, 2018 Board Meeting.	B&A to provide a proposed landscape design and its associated cost at the January 30, 2018 Board Meeting.
<b>Mid Valley Campus</b>						
7	Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - 2 Chemistry Labs Only	B&A/Skanska/ DBR	Pending	<del>11/20/17</del> <del>12/5/17</del> 1/30/18	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. 1/23/18 (Weekly Meeting) : B&A will provide an update and present a change order not to exceed in the amount of \$296,996 at the January 30, 2018 Board Meeting.	B&A to provide pricing at the January 30, 2018 Board Meeting.
8	Library Renovation - Sink Issue	B&A/Skanska/ Mata Garcia Architects	Pending	1/30/2018	1/23/18 (Weekly Meeting): Drainage for a sink located at the Mid Valley Library Renovation requires design and a solution. Broaddus & Associates will coordinate with the architect to propose options and provide status at the January 30, 2018 Board Meeting.	B&A to provide pricing at the January 30, 2018 Board Meeting.
<b>Starr County Campus</b>						
9	Health Professions Bldg. - Pending Change Order - Insufficient Amperage for the Installed Circuits - 2 Chemistry Labs Only	B&A/D.Wilson Sigma Mata Garcia	Pending	<del>11/20/17</del> <del>12/5/17</del> 1/30/18	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. 11/28/17 (Board Meeting): B&A stated Sigma is designing and will have pricing available for the January 30, 2018 Facilities Committee Meeting. 1/23/18 (Weekly Meeting) : B&A will provide an update and present a change order in the amount of \$215,000 at the January 30, 2018 Board Meeting.	B&A (Jimmie) will provide pricing at the January 30, 2018 Board Meeting.
10	Health Profession & Science Bldg-20 in. deep sinks (12 sinks) - Pending Change Order	D. Wilson/B&A Mata Garcia	Pending	<del>11/14/17</del> <del>12/5/17</del> 1/16/18 1/30/18	11/14/17 (Board Meeting) : B&A to propose design and pricing for November 28, 2017. 1/9/18 (Weekly Meeting):STC requested another sample to be presented at the January 16, 2018 Facilities Committee Meeting. Broaddus & Associate will coordinate with Mata Garcia to present a sample and its associated cost. 1/23/18 (Weekly Meeting): Mata Garcia presented an alternative solution weighing at 5 pounds at the January 16, 2018 Facilities Committee Meeting. Pending pricing from D.Wilson in order to issue a change order.	B&A will provide update at the January 30, 2018 Board Meeting.
11	Health Profession & Science Bldg- 2 columns of shelving to be relocated to the adjacent autoclave room	D. Wilson/B&A Mata Garcia	Pending	<del>11/14/17</del> <del>12/5/17</del> 1/30/18	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. 1/23/18 (Weekly Meeting): Pending ASI drawings from MEP for the removal and replacement of the exhaust vented cabinets. Broaddus will coordinate with D.Wilson to provide a proposed change order and update the Board at the January 20, 2018 Board Meeting.	B&A will provide update at the January 30, 2018 Board Meeting.
12	Health Profession & Science Bldg- Autoclave Exhaust System & Explosion Proof Lighting	D. Wilson/B&A Mata Garcia	Pending	1/30/2018	1/23/18 (Weekly Meeting): B&A will provide an update and present a change order in the amount of \$130,000 at the January 30, 2018 Board Meeting.	B&A will provide update at the January 30, 2018 Facilities Committee Meeting.

**2013 Bond Construction Program Outstanding Issues - Action Plan**  
**January 30, 2018 - Board Meeting**  
*as of January 23, 2018*

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
13	Parking & Site Improvement - Cleaning of Chilled Water Lines - 4 Incident Reports	Legal Counsel	In Progress	<del>10/3/2017</del> <del>10/10/17</del> <del>11/28/17</del> 1/30/18	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. 11/28/17 (Board Meeting): This issue will be discussed under executive session at the November 28, 2017 Board Meeting with legal counsel. No action. 1/23/18 (Weekly Meeting) : Under Legal Counsel Review.	B&A to provide a complete report on the matter and assist in the recovery of all associated costs.
14	Parking & Site Improvement - Detention Pond Landscape & Irrigation Design	Melden & Hunt Engineering / B&A	Pending	<del>10/31/2017</del> <del>11/14/17</del> <del>11/28/17</del> <del>12/12/17</del> 1/30/18	10/24/17 (Board Meeting): The Board approved the base bid in the amount of \$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. 1/23/18 (Weekly Meeting): Broaddus & Associates will coordinate with the engineer to coordinate landscape and irrigation design concerning the detention pond. Options and cost will be presented as an agenda item for Board action at the January 30, 2018 Board Meeting.	B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the January 30, 2018 Board Meeting.
15	Parking & Site Improvement - Detention Pond Water Drainage Concern	Melden & Hunt Engineering / B&A	Pending	<del>11/14/17</del> <del>12/12/17</del> <del>1/16/18</del> 1/30/18	1/9/18 (Weekly Meeting): Recent rain event at Starr County caused the detention pond to accumulate high level of water for a long period of time. Broaddus & Associates will coordinate with the engineer to coordinate a pump solution to drain the pond effectively. Melden and Hunt will provide pump options and its associated cost at the January 30, 2018 Facilities Committee Meeting. 1/16/18 (FC Meeting): B&A will provide an update and present a change order in the amount of \$85,500 at the January 30, 2018 Board Meeting.	B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the January 30, 2018 Board Meeting.
16	Student Services Bldg. - Landscaping Screen around Transformer	Melden & Hunt Engineering / B&A	Pending	1/30/2018	1/9/18 (Weekly Meeting) : The current transformer unit for the Student Services Bldg. is visible as students walk through the new main entrance. Broaddus & Associate will provide their recommendation and any associated cost at the January 16, 2018 Facilities Committee Meeting. 1/23/18 (Weekly Meeting): Broaddus & Associates will provide a cost proposal and design for a screen around a transformer near Student Services Bldg. and an emergency generator South of the Health Profession Bldg. at the January 30, 2018 Board Meeting	B&A and Melden & Hunt will coordinate and prepare options and its associated cost at the January 30, 2018 Board Meeting.
17	Student Activites Bldg. - Blinds Safety Concern	D. Wilson/B&A Mata Garcia	Pending	1/30/2018	1/9/18 (Weekly Meeting) : Window blinds in the Student Services Multipurpose Room are 8 feet high and the blind string and rods extend down below the window frames in order to operate the blinds. This presents a safety concerns and the College requested an alternate solution, such as electric shades. 1/16/18 (FC Meeting): Mata Garcia recommends to remove the rods at the Student Activities Bldg, remove blinds at the entrance, and will provide options for the floor to ceilings blinds at the January 30, 2018 Board Meeting.	B&A will coordinate with the design team to provide a recommendation at the January 30, 2018 Board Meeting.
<b>Regional Center for Public Safety Excellence</b>						
18	RCPSE Training Facility - Pending Landscape Drawings from the Board	B&A	In Progress	<del>11/14/17</del> 2/1/17 3/16/18	11/14/17 (Board Meeting): Board authorized B&A to proceed with bidding for three alternates. 11/28/17 (Weekly Meeting): 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. 1/23/18 (Weekly Meeting): Broaddus & Associates will schedule a meeting with Pharr City Manager to discuss landscape requirements before identifying scope and going out for bid. Anticipated agenda item for Board action is March 2018.	B&A will provide update at the January 30, 2018 Board Meeting.
<b>District Wide -All Bond Projects</b>						
19	Workforce Training Centers - Amend Contract to Remove Scope from B&A, Design Consultants, and CMR	Legal Counsel	In Progress	<del>10/3/2017</del> <del>12/5/17</del> 1/30/18	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. 1/23/18 (Weekly Meeting): Under legal counsel review.	Legal Counsel to provide update and status at the January 30, 2018 Board Meeting.
20	Architect/Engineer Fee Adjustments due to increases from CCL to GMP	B&A	Ongoing	<del>10/10/17</del> 1/30/18	11/14/17 (Board Meeting): Board Approved Half Adjustment, B&A described the process. B&A will provide a written process. 1/23/18 (Weekly Meeting): B&A recommends adjusting the architect fees for the Pecan Campus Student Union Bldg and will provide update at the January 30, 2018 Board Meeting.	B&A will provide update at the January 30, 2018 Board Meeting.
21	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> <del>11/28/17</del> 1/30/18	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. 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. 1/23/18 (Weekly Meeting) : B&A agreed to meet with the architects and engineers for consensus on errors and omissions before recommending fee adjustments. Broaddus will provide an update at the January 30, 2018 Board Meeting.	B&A will prepare a report on errors and omissions for each project and recommend course of action. B&A will provide update at the January 30, 2018 Board Meeting.
22	Furniture Delay Cost	B&A/CMR	Ongoing	<del>11/14/2017</del> <del>11/28/17</del> <del>12/5/17</del> 1/16/18	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. 1/16/18 (FC Meeting) :B&A (Tammy) stated Gateway provided an invoice due to elevator delay at NAH Campus and D.Wilson has forwarded invoice to the elevator manufacturer. B&A will provide update at the January 30, 2018 Board Meeting.	B&A to identify responsible parties and provide update at the January 30, 2018 Board Meeting.
23	Substantial Completions and Punch-lists	B&A	Ongoing	12/5/2017	11/16/17 (STC Budget Retreat): B&A agreed with College staff to review the substantial completion request and ensure that the requests are justified considering the punch list items compiled and submitted. B&A will provide to the Board that each substantial completions requests are justified, valid, and timely. B&A will prepare and provide to the CM@R their required obligations at substantial completion.	B&A will provide update at the January 30, 2018 Board Meeting.
24	Responsibilities at Close-out of each project	B&A	Ongoing	12/5/2017	11/16/17 (STC Budget Retreat): B&A agreed with College staff to generate a letter template to the contractors of their obligated responsibilities of any incomplete work pending at 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.	B&A will provide update at the January 30, 2018 Board Meeting.



# Starr County Campus Parking and Site Improvements



View of New Detention Pond

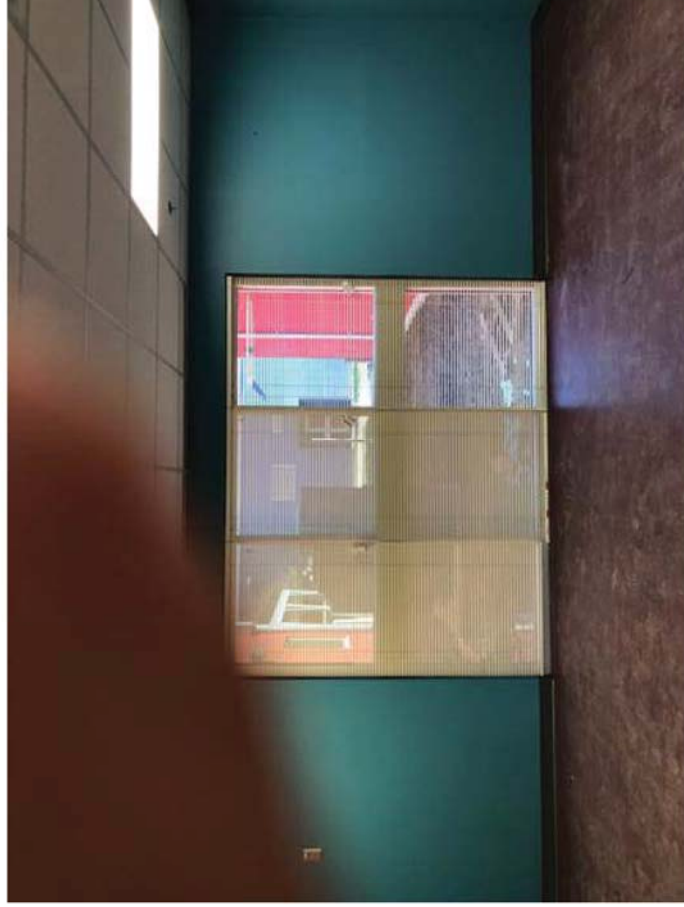
# Starr County Campus – Student Services Expansion Electrical Transformer



Additional Views



# Starr County Campus – Student Services Expansion Electrical Transformer

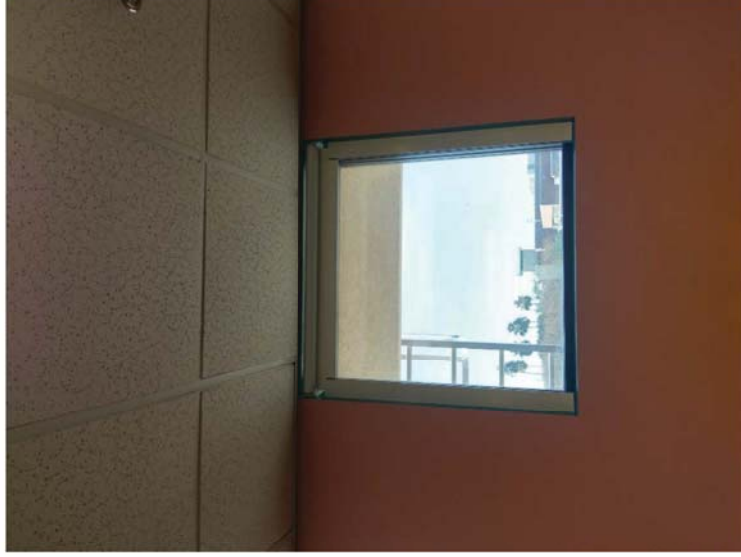
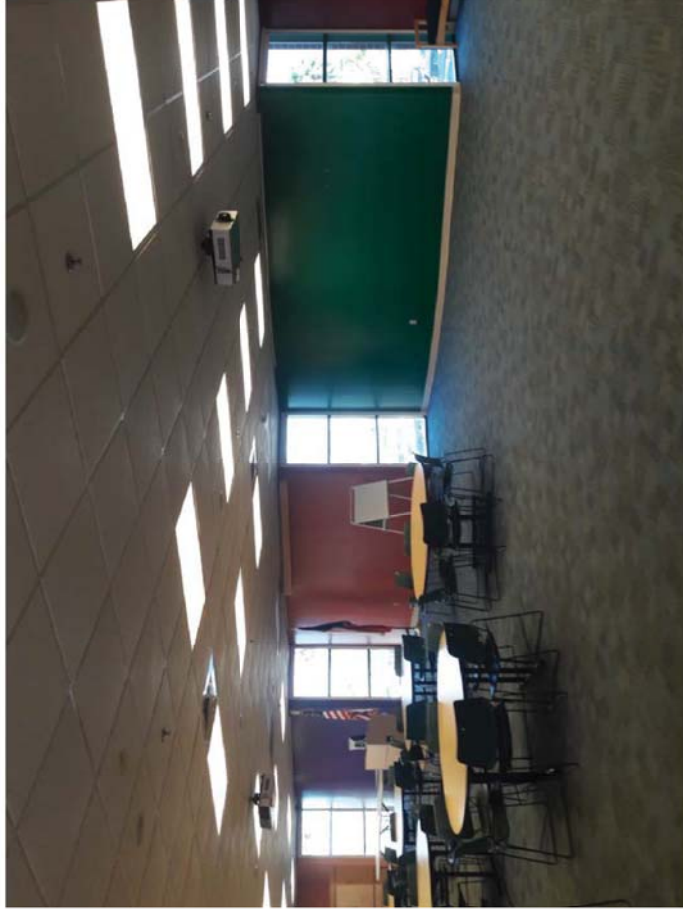


View from New West Entry

# Starr County Campus Student Activities Expansion – New Window Shades



# Existing Views of Window Shades at Pecan Library Rainbow Room



## **Review and Action as Necessary on Authorizing Use of Wage Scale Determination Survey for the 2013 Bond Construction Program**

Approval to authorize use of the Wage Scale Determination Study for the 2013 Bond Construction Program will be requested at the January 30, 2018 Board meeting.

### **Purpose**

The purpose is to allow other local entities to use the wage scale determination survey conducted by Broaddus and Associates for the 2013 Bond Construction Program.

### **Justification**

The Wage Scale Determination Study that has been conducted and approved by the Board of Trustees is currently being used by the South Texas College 2013 Bond Construction Program. Representatives from Hidalgo County have requested the use of the study for their future construction project.

The wage rates collected in the wage scale determination survey are applicable for other local entities to use in the Rio Grande Valley area.

### **Background**

At the November 24, 2015 Board meeting, the Board of Trustees approved additional services with Broaddus & Associates for a Wage Scale Determination Survey for the 2013 Bond Construction program. Broaddus and Associates completed the study and it was approved on April 26, 2016.

The requirement to enforce Prevailing Wages is detailed in Texas Government Code, Title 10, Chapter 2258 – Prevailing Wage Rates (referenced in Article III of the College's Uniform General Conditions specified in the construction contract). In summary, the Code mandates that localities pay prevailing wage rates for public construction projects or face monetary penalty. The Code defines the method for determining prevailing wages as either by a survey or adoption of the Davis-Bacon (DB) Act determined rates. Many states throughout the United States conduct Prevailing Wage Determining Surveys annually, however, Texas does not.

The consequences of relying on Davis-Bacon wage determinations (common practice in the Valley) are severe, but most notably to owners is the cost impact. Locally applied Davis-Bacon wage rates are, on average, 36% higher than the mean wage data for identical trades, as collected by the Texas Workforce Commission for the Rio Grande Valley. The range of disparity when using Davis-Bacon is significant and just a few key examples of the higher rates are; Masons 32% higher, Carpenters 29% higher, Electricians 18% higher, and Plumbers 179% higher.

The County of Hidalgo is currently in the process of developing the new courthouse construction project and have requested the use of the Wage Scale Determination Survey in an effort to take advantage of a wage scale that is accurate to the local construction community.

Legal Counsel has recommended determining a licensing fee structure to local units that may be interested in using the study. If a fee is imposed, then a methodology to calculate the fee will need to be determined.

### **Enclosed Documents**

Letter from the County of Hidalgo requesting use of the wage scale determination survey for the Committee's review and information.

### **Committee Discussion**

Legal Counsel and representatives from Broaddus & Associates attended the Facilities Committee meeting to address any questions related to the use of the wage scale determination survey.

Mr. Gilbert Gallegos noted that the survey was valid for three years from its completion in 2016, which meant the current study was depreciated by two years, and had a single year remaining.

Mr. Gallegos offered that the survey could be extended for additional time, if it were updated based on current wage scale data. Mr. Gallegos could not provide a cost to update the survey at the January 16, 2018 Facilities Committee meeting, but has since provided a letter outlining a proposal to complete this work at a not-to-exceed fee of \$15,260. This letter was received on January 26, 2018, and is included in the packet.

The Committee discussed this, and agreed that if the County would agree to pay the cost to update the survey and reset its useful life, the College would be willing to license the County to use the data.

Legal Counsel will discuss Broaddus & Associates' proposal on January 30, 2018, and will request formal Board action as necessary.

### **Presenters**

Representatives of Broaddus & Associates and Legal Counsel will attend the January 30, 2018 Regular Board Meeting to review this issue.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College is asked to take action as necessary.

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

The Board of Trustees approves and authorizes action as necessary.

### **Approval Recommended:**

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



OFFICE OF THE COUNTY JUDGE  
County Of Hidalgo

RAMON GARCIA  
County Judge

November 7, 2017

Mr. Ricardo de la Garza  
Director of Facilities and Construction  
South Texas College

Dear Mr. Ricardo de la Garza:

As you aware, Hidalgo County is in the process of designing and building our new Hidalgo County Courthouse and we are currently in the process assembling our design and construction teams. It is our understanding that South Texas College commissioned a Wage Rate study for purposes of use during construction for your bond program.

Hidalgo County would like to formally request permission to use the STC commissioned wage rate study for use by Hidalgo County.

Sincerely,

A handwritten signature in black ink, appearing to read "Erika Reyna-Velazquez".

Erika Reyna-Velazquez  
Assistant Chief of Staff



January 26, 2018

Ms. Mary G. Elizondo  
Vice President for Finance and Administrative Services  
South Texas College  
Pecan Campus, Bldg. N, Suite 179  
3200 W. Pecan Blvd.  
McAllen, TX 78501

Re: Prevailing Wage Determination Survey - Update

Dear Ms. Elizondo:

Broaddus & Associates is pleased to submit our proposal to update the Prevailing Wage Determination Survey for South Texas College.

The purpose of this initiative is to update the previously Board of Trustee adopted Wage Scale Determination to establish legitimate prevailing wages associated with the various construction worker classifications. The requirement to employ Prevailing Wages is detailed in Texas Government Code, Title 10, Chapter 2258 – Prevailing Wage Rates. In summary, the Code mandates that localities (which may include a municipality, county or district) pay prevailing wage rates for public construction projects or face monetary penalty. The Code defines the method for determining prevailing wages as either by a survey or adoption of the Davis-Bacon (DB) Act determined rates. Many states throughout the US conduct Prevailing Wage Determining Surveys annually – Texas does not. Additionally, as per Government Code the Wage Scale Determination Survey must have been accomplished within a three-year period preceding the date the public body calls for bids for the public work. The Board of Trustees adopted the Prevailing Wage Scale Determination on April 26, 2016 and by this update will extend the use for capital projects for another three years from completion of this survey.

The consequences of relying on DB wage determinations (common practice in the Valley) are severe, but most notably to owners is the cost impact. Locally applied DB wage rates are, on average, **36%** higher than the mean wage data for identical trades collected by the Texas Workforce Commission for the Rio Grande Valley. The range of disparity when using DB is significant and just a few key examples of the higher rates are; Masons 23% higher, Carpenters 17% higher, Electricians 46% higher, and Plumbers 180% higher.

In considering your \$120M Construction portion of Bond Program to fully appreciate the value of having accurate Prevailing Wages, we submit the following comparison:

**\$120M** Construction Cost – All Campuses  
Labor typically **35%-40%** for Construction Cost = **\$42-\$48M**  
Davis Bacon Impact (if only **20%** higher) = **\$8.4-\$9.6M**

In simple terms, having a Wage Scale Determination could save **7-8%** of the total construction costs on every project by simply using appropriate wage rates.

The Texas Workforce Commission, the Rio Grande Valley Chapter of the AGC, and the local contracting community support this survey initiative and are prepared to share information and resources aimed at completing our goal. However, the governing entity has to be proactive in establishing a methodology by

# BROADDUS & ASSOCIATES

*INNOVATIVE PROJECT MANAGEMENT AND PLANNING*

reaching out to the community. The City of McAllen attempted to conduct a wage rate survey in 2015, but failed to complete and publish a final report. After sending more than 350 solicitations for information to individual contractors the City received only four responses. They didn't commit the resources to 'pull' information and follow-up on their initial effort and consequently abandoned the survey. In this case, the information is available as part of the completion of 2013 Bond Construction Program and it as matter of canvassing the projects related to this program and capture relevant data. This would entail reviewing pay applications, extracting subcontractor proposals for labor costs, documenting results in overall worksheet and interviewing individuals to confirm specific trade labor rates. We would anticipate canvassing projects including site projects recently completed on five campuses.

Our proposal anticipates completion of the survey within two (2) months from initiation and assumes the following resources;

- Program Executive – approx. 3 hours/month for two months, (\$210 X 6 hrs. = \$1,260)
- Sr. Project Manager – approx. 80 hours/month for two months, (\$175 X 80 hrs. = \$14,000)

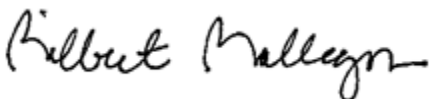
Reimbursable expenses are included lump sum amount which includes travel, postage, reproduction, etc.

Our proposed not to exceed fee is \$15,260 to be invoiced on a monthly basis for the duration of the engagement.

I hope this meets your approval and please let me know if you have any questions or require additional information.

Respectfully,

Broaddus & Associates, Inc.



Gilbert Gallegos, AIA

cc: Dr. James Broaddus  
Mr. David Bowlin  
file



## **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. Mid Valley Campus Projects**
- 3. Technology Campus Projects**
- 4. 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

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

As part of the buyout process, the Construction Managers at Risk have brought forward cost information to allow the acceptance of actual buyout savings and adjustments to the contingencies within the projects.

**Funding Source**

Funds 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**

On January 25, 2018, Broaddus & Associates provided updates to the following documents:

- Current Change Order Log
- Change Orders – B&A forms for Bond
- Change Order Master Summary
- Change Order Log

**Change Order presented without Committee Recommendation**

Starr County Campus Health Professions & Science Building Change Order #18 was not included in the recommendation from the Facilities Committee, and is included without a Committee recommendation. The documentation is included in the packet for Board consideration.

**Presenters**

Representatives from Broaddus & Associates and representatives from the Construction Managers at Risk attended the Facilities Committee meeting to discuss the buyout savings and use of design and construction contingencies.

The Facilities Committee recommended Board approval of the Change Orders, including the “would not exceed” amounts at Mid Valley Campus and Starr County Campus as provided by Broaddus & Associates.

Since the Facilities Committee meeting, Broaddus & Associates has provided additional Change Orders. One was introduced at the Facilities Committee meeting, at the cost of

\$130,000 from the Design Contingency at the Starr County Campus Health Professions and Science Building project, for work related to lab and storage room upgrades. The Committee did not discuss this item, as it had not been included in the original proposal.

Broaddus & Associates has also retracted a proposal to void a prior Change Order (Starr Health Professions & Sciences Building Change Order #17) and has proposed adding a new Change Order, Starr County Campus Parking and Site Improvements project Change Order #10, to address the need for a water pump at the detention pond.

These proposed changes are reflected in the documentation provided by Broaddus & Associates for publication in the Board packet.

A summary of the Committee recommendation compared to the Change Orders proposed by Broaddus & Associates for Board approval follows:

<b>Change Order Category</b>	<b>Facilities Committee (January 16, 2018)</b>	<b>Presented for Board (January 30, 2018)</b>	<b>Difference</b>
Design Contingency	\$727,136	\$846,945	\$119,809
Construction Contingency	\$310,698	\$536,885	\$226,187
GMP Adjustment	\$233,533	\$233,533	\$0

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed Bond change orders for use of design contingencies not to exceed \$857,136, construction contingencies not to exceed \$451,385, and acceptance of GMP adjustments in the amount of \$233,533 for the 2013 Bond Construction projects as presented.

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

The Board of Trustees approves and authorizes the proposed Bond change orders for use of design contingencies not to exceed \$857,136, construction contingencies not to exceed \$451,385, and acceptance of GMP adjustments in the amount of \$233,533 for the 2013 Bond Construction projects as presented.

**Approval Recommended:**

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

**CURRENT CHANGE ORDERS FOR REVIEW**  
**STC Meeting of January 30, 2018**

Items Highlighted in Yellow have been revised from previous Board approvals						
PECAN CAMPUS						
South Academic Building						
co.#	CHANGE ORDER DESCRIPTION	Cost of Work	Design	Owner	GMP Adjust.	Code
9	Classroom window wall Roller Shades for \$23,542 + Power/control material and labor - (\$65,880)			VOID		OC 11/14/17
10	Additional Light Kits in doors (total of 42 doors) - Originally shown as (\$10,290) - increased			VOID		OC 11/14/17
11	Additional Light Kits in doors (total of 42 doors) - Originally shown as (\$10,290)			(\$10,298)		OC
12	Classroom window wall Roller Shades for \$23,542 + Power/control material and labor (\$26,797) coming out of General Conditions + (\$39,083) = (\$65,880)			(\$39,083)		OC
<i>Total</i>		\$0	\$0	(\$49,381)	\$0	

PECAN CAMPUS						
STEM						
co.#	CHANGE ORDER DESCRIPTION	Cost of Work	Design	Owner	GMP Adjust.	Code
13	CR-39 Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits - originally shown as (\$251,452) - reduced		VOID			OC 12/12/17
14	Autoclave Ventilation (exhaust system) - originally shown as (\$50,293) - reduced			VOID		OC 12/12/17
15	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 cabinets) + CR-39C Explosion Mitigation - originally shown as (\$177,180) - reduced			VOID		OC 12/12/17
16	General Conditions for all additional work (\$150,000) (VOID - Jan. 16th)			VOID		OC 12/12/17
17	CR-27R Revise gas service riser to Texas Gas Service installed meter -\$1,100			(\$10,084)		
	CR-31 Texas Gas Service - utility service installation fee - \$2,912					
	CR-35 Add Emergency Shower / Eyewash and drain at entry to Biology Chemical Waste and Storage Rooms - \$6,072					
18	CR-36 ASI-02 - Lab Trenches: add shut-off solenoid valves to natural gas service to Lab Prep 1.107 and 2.101		(\$2,404)			
19	CR-39 Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits - originally shown as (\$251,452) - reduced		(\$199,398)			OC
20	Autoclave Ventilation (exhaust system) - originally shown as (\$50,293) - reduced			(\$20,312)		OC
21	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 cabinets) + CR-39C Explosion Mitigation - originally shown as (\$177,180) - reduced			(\$175,535)		OC
<i>Total</i>		\$0	(\$201,802)	(\$205,931)	\$0	

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

**CURRENT CHANGE ORDERS FOR REVIEW**  
**STC Meeting of January 30, 2018**

<b>PECAN CAMPUS</b>						
<b>Student Union</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
8	CR-34 Provide survey for AEP easement required in CR-25 - relocate transformer to clear other utilities (\$650)			(\$2,597)		
	CR-36 Anchor Food service equipment prior to hood fire suppression testing per fire inspection Lt. Garza (\$1,947)					
<i>Total</i>		\$0	\$0	(\$2,597)	\$0	

<b>PECAN CAMPUS</b>						
<b>Parking &amp; Site</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
6	Additional Fire Lane marking per fire inspection est. (\$2,019)			(\$3,295)		
	Additional walk to STEM East Side est. (\$1,276)					
<i>Total</i>		\$0	\$0	(\$3,295)	\$0	

<b>Technology Campus</b>						
<b>Parking &amp; Site Improvements</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
6	Drainage Issue to be taken out of the cost of work - <b>NOT USED</b> - (\$16,520)	VOID				12/12/17
7	Board request for additional landscape along Military Hwy			(\$16,487)		OC
<i>Total</i>		\$0	\$0	(\$16,487)	\$0	

<b>MID VALLEY CAMPUS</b>						
<b>Health Professions</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
12	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits ( <b>Not to Exceed</b> )		(\$296,996)			
<i>Total</i>		\$0	(\$296,996)	\$0	\$0	

- 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

**CURRENT CHANGE ORDERS FOR REVIEW**  
**STC Meeting of January 30, 2018**

<b>Starr County Campus</b>						
<b>Health Professions</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
5	OSHA Requirements for Explosion proof. Electrical Outlets and fixtures in Chemical Storage Area.			VOID		OC 11/14/17
6	Change Order No. 6 VOID - Moved to Change Order No. 15		VOID			
15	Façade design (Originally shown as Change Order No. 6) - \$97,300. Already Board Approved on 12/12/17		Approved			DC 12/12/17
16	Insufficient amperage for install circuits - 2 Chemistry Labs only		(\$215,000)			OC
17	Add 12 data drops for 3 classrooms		VOID			Error
18	(2) Chem. Labs storage autoclave, exhaust hood, Ice machine & Explosion proof room		(\$130,000)			
	<i>Total</i>	\$0	(\$345,000)	\$0	\$0	

<b>Starr County Campus</b>						
<b>Library</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
1	Library Lighting changes due to design changes in ceiling		(\$3,147)			
	<i>Total</i>	\$0	(\$3,147)	\$0	\$0	

<b>Starr County Campus</b>						
<b>Parking &amp; Site Improvements</b>						
<b>co.#</b>	<b>CHANGE ORDER DESCRIPTION</b>	<b>Cost of Work</b>	<b>Design</b>	<b>Owner</b>	<b>GMP Adjust.</b>	<b>Code</b>
6	Deductive Change Order for Workforce removal - \$201,701 (this amount will not be taken out of the shortfall)				VOID	
7	Deductive Change Order for Workforce removal - \$233,533 (this amount will not be taken out of the shortfall)				\$233,533	
8	CP-006R Revised Entry Plan (\$18,982) ; CP -007R Additional Parking (\$30,512) - Void Change Order No. 2			(\$49,494)		OC
9	Additional Landscape around the detention pond with short CMU block wall with SCT logo			(\$124,200)		
10	Starr County Campus Detention Pond Pumps			(\$85,500)		
	<i>Total</i>	\$0	\$0	(\$259,194)	\$233,533	

<b>Bond Projects</b>						
Total Design Contingency Deducts for this month			(\$846,945)			
Total Owner Contingency Deducts for this month				(\$536,885)		
Total Buyout Savings						
Other GMP Adjustments					\$233,533	

- 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

VOID

**CHANGE ORDER**

NUMBER: 9-VOID

PROJECT NAME: STC Pecan Campus  
South Academic Building - "Y"

DATE: November 14, 2017

PROJECT NO.: 916-114

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency:  
Classroom window wall roller shades for (\$23,542) + Power/Control material and labor (NOT TO EXCEED \$8,000) \$ (65,880)

VOID

Sub Total \$ (65,880)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$	98,355
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(48,974)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	49,381
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASE</b> BY THIS AUTHORIZATION		
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$	49,381

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

VOID

**CHANGE ORDER**

NUMBER: 10-VOID

PROJECT NAME: STC Pecan Campus  
South Academic Building - "Y"

DATE: November 14, 2017

PROJECT NO.: 916-114

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency:  
Additional Light Kits in doors total of 42 doors \$ (10,290)

VOID

Sub Total \$ (10,290)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$	98,355
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(48,974)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	49,381
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASE</b> BY THIS AUTHORIZATION		
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$	49,381

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*





## CHANGE ORDER

NUMBER: 11

PROJECT NAME: STC Pecan Campus  
South Academic Building - "Y"

DATE: January 16, 2018

PROJECT NO.: 916-114

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>Owner's Construction Contingency:</u>	
	Additional Light Kits in doors total of 42 doors	\$ 10,298
		Sub Total \$ 10,298

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 98,355
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (48,974)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 49,381
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASE</b> BY THIS AUTHORIZATION	\$ 10,298
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ 59,679

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



## CHANGE ORDER

NUMBER: 12

PROJECT NAME: STC Pecan Campus  
South Academic Building - "Y"

DATE: January 16, 2018

PROJECT NO.: 916-114

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency:  
Classroom window wall roller shades for (\$23,542) + Power/Control material and labor (NOT TO EXCEED \$8,000) \$ (39,083)

Sub Total \$ (39,083)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$	98,355
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(59,272)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	39,083
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASE</b> BY THIS AUTHORIZATION	\$	(39,083)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$	-

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



**VOID**

**CHANGE ORDER**

NUMBER: 13-VOID

PROJECT NAME: STC Pecan Campus  
STEM BLDG

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 E. Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 39a

CR-39a : Hot plate in Science Classroom. Insufficient outlets for lab work tables and amperage for the installed circuits. \$ (251,452)

**VOID**

Sub Total \$ (251,452)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 104,000
DESIGN CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	<b>\$ (164,041)</b>
DESIGN CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$ (60,041)
DESIGN CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	
REMAINING COST OF WORK BALANCE	<u>\$ (60,041)</u>

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

**CHANGE ORDER**

NUMBER: 14-VOID

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No.: CR 39b  
CR 39b: Autoclave Ventilation (exhaust system) \$ (50,293)

**VOID**

Sub Total \$ (50,293)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ <b>(148,874)</b>
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 5,116
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boulinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

**CHANGE ORDER**

NUMBER: 15-VOID

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>Owner's Construction Contingency: Change Proposal Request No.:</u>	
	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 Cabinets)	\$ (143,792)
	CR-39C Explosion Mitigation	\$ (33,388)
	<b>VOID</b>	
	Sub Total	\$ (177,180)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (199,167)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (45,177)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ (45,177)

**ODR RECOMMENDATION:**

By: Broaddus & Associates Date: \_\_\_\_\_

**ARCHITECT APPROVED:**

By: Boultinghouse Simpson Gates, Architects Date: \_\_\_\_\_

**CMR ACCEPTANCE:**

By: D. Wilson Construction Company, Inc. Date: \_\_\_\_\_

**OWNER ACCEPTANCE:**

By: South Texas College Date: \_\_\_\_\_

**CHANGE ORDER**

NUMBER: 16-VOID

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No.:



Sub Total \$ -

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE (NET) PRIOR TO THIS AUTHORIZATION	\$ (344,721)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (190,731)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ -
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ (190,731)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



## CHANGE ORDER

NUMBER: 17

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>Owner's Construction Contingency: Change Proposal Request No.: CR 39b</u>	
	CR 27R: Revise gas service riser to Texas Gas Service installed meter	\$ (1,100)
	CR 31: Texas Gas Service - utility service installation fee	\$ (2,912)
	CR-35: Add Emergency Shower/Eyewash and drain at entry to Biology Chemical Waste and storage rooms	\$ (6,072)
	Sub Total	\$ (10,084)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (148,874)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 5,116
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (10,084)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ (4,968)

**ODR RECOMMENDATION:**

By: Broadus & Associates Date: \_\_\_\_\_

**ARCHITECT APPROVED:**

By: Boultinghouse Simpson Gates, Architects Date: \_\_\_\_\_

**CMR ACCEPTANCE:**

By: D. Wilson Construction Company, Inc. Date: \_\_\_\_\_

**OWNER ACCEPTANCE:**

By: South Texas College Date: \_\_\_\_\_



## CHANGE ORDER

NUMBER: 18

PROJECT NAME: STC Pecan Campus  
STEM BLDG

DATE: December 12, 2017

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 E. Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 36

CR-36: ASI-02 - Lab Trenches: Add shut-off solenoids to gas service at lab prep 1.107 and 2.101 \$ (2,404)

Sub Total \$ (2,404)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 104,000
DESIGN CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	\$ (164,041)
DESIGN CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$ (60,041)
DESIGN CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (2,404)
REMAINING DESIGN CONTINGENCY BALANCE	\$ (62,445)

**ODR RECOMMENDATION:**

By: Broaddus & Associates Date: \_\_\_\_\_

**ARCHITECT APPROVED:**

By: Boulinghouse Simpson Gates, Architects Date: \_\_\_\_\_

**CMR ACCEPTANCE:**

By: D. Wilson Construction Company, Inc. Date: \_\_\_\_\_

**OWNER ACCEPTANCE:**

By: South Texas College Date: \_\_\_\_\_





## CHANGE ORDER

NUMBER: 19

PROJECT NAME: STC Pecan Campus  
STEM BLDG

DATE: January 16, 2018

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 E. Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 39a

CR-39a : Hot plate in Science Classroom. Insufficient outlets for lab work tables and amperage for the installed circuits. \$ (199,398)

Sub Total \$ (199,398)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 104,000
DESIGN CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	\$ (166,445)
DESIGN CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$ (62,445)
DESIGN CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (199,398)
REMAINING COST OF WORK BALANCE	\$ (261,843)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



## CHANGE ORDER

NUMBER: 20

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: January 16, 2018

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No.: CR 39b  
CR 39b: Autoclave Ventilation (exhaust system) \$ (20,312)

Sub Total \$ (20,312)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (158,958)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (4,968)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (20,312)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ (25,280)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



## CHANGE ORDER

NUMBER: 21

PROJECT NAME: STC Pecan Campus  
STEM Building - 'V'

DATE: January 16, 2018

PROJECT NO.: 916-126

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>Owner's Construction Contingency: Change Proposal Request No.:</u>	
	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 Cabinets)	\$ (143,792)
	CR-39C Explosion Mitigation	\$ (31,743)
	Sub Total	\$ (175,535)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 153,990
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (179,270)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (25,280)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (175,535)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$ (200,815)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Boultinghouse Simpson Gates, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

## CHANGE ORDER

NUMBER: Eight (08)

PROJECT NAME: STC Pecan Campus Student Union

DATE: January 18, 2018

PROJECT NO.: 916-138

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen, Texas 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No's 34, 36 and 37R

CR 34	Provide survey for AEP easement required in CR 25 Relocate transformer to clear other utilities (Re CO-06 DC)	\$	(650)
CR 36	Anchor Food Service Equipment prior to hood's fire suppression system testing per Fire Inspector Lt. Garza.	\$	(1,947)

Sub Total \$ (2,597)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$	100,000
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	-
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	100,000
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$	(2,597)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY BALANCE	\$	97,403

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*The Warren Group, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



**CHANGE ORDER**

NUMBER:                     6                    

PROJECT NAME:                     **STC Pecan Campus**  
                    **Parking and Site Improvements**                    

DATE:                     January 10, 2018                    

PROJECT NO.:                     916-162                    

To:                     D. Wilson Construction Co.  
                    1207 East Pecan  
                    McAllen TX, 78501                    

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>                    Owner's Construction Contingency: Change Proposal Request No.: CR 18 &amp; CR 19                    </u>	
	Additional Fire Lane Marking per Fire Inspection	\$ (2,019)
	Additional walk to STEM East Side	\$ (1,276)
		<u>Sub Total \$ (3,295)</u>

ATTACHMENTS:                     Subcontractor's quote and pricing breakdown.                    

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY AMOUNT	\$ 38,900
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE AMOUNT PRIOR TO THIS AUTHORIZATION	<u>\$ (22,096)</u>
OWNER'S CONSTRUCTION CONTINGENCY AMOUNT BALANCE PRIOR TO THIS AUTHORIZATION	\$ 16,804
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	<u>\$ (3,295)</u>
REMAINING OWNER'S CONSTRUCTION BALANCE	<u>\$ 13,509</u>

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ENGINEER APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Perez Consulting Engineers*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

**CHANGE ORDER**

NUMBER: 6-VOID

PROJECT NAME: STC Technology Campus  
Parking and Site

DATE: December 12, 2017

PROJECT NO.: \_\_\_\_\_

To: E-Con Construction  
3025 S. Sugar Road  
McAllen TX, 78540

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request No.:  
Drainage Issue \$ (16,520)

**VOID**

Sub Total \$ (16,520)

ATTACHMENTS: Subcontractor's quotes, pricing, evaluation and recommendations

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 21,497
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (5,141)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 16,356
DESIGN CONTINGENCY SUM WILL BE <b>DECREASE</b> BY THIS AUTHORIZATION	
REMAINING DESIGN CONTINGENCY BALANCE	\$ 16,356

<b>ODR RECOMMENDATION:</b>	
By: _____ <i>Broaddus &amp; Associates</i>	Date: _____

<b>ENGINEER APPROVED:</b>	
By: _____ <i>Hinojosa Engineers</i>	Date: _____

<b>CMR ACCEPTANCE:</b>	
By: _____ <i>E-con Construction</i>	Date: _____

<b>OWNER ACCEPTANCE:</b>	
By: _____ <i>South Texas College</i>	Date: _____



**CHANGE ORDER**

NUMBER: 7

PROJECT NAME: STC Technology Campus  
Parking and Site

DATE: January 30, 2018

PROJECT NO.: \_\_\_\_\_

To: E-Con Construction  
3025 S. Sugar Road  
McAllen TX, 78540

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	<u>COST OF WORK: Change Proposal Request No.:</u>	
	<u>Additional landscape along military highway.</u>	\$ (16,487)
		<u>Sub Total \$ (16,487)</u>

ATTACHMENTS: Subcontractor's quotes, pricing, evaluation and recommendations

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 33,640
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (9,105)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 24,535
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>INCREASED</b> BY THIS AUTHORIZATION	\$ (16,487)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ 8,048

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ENGINEER APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Hinojosa Engineers*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*E-con Construction*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



## CHANGE ORDER

NUMBER: 12

PROJECT NAME: Mid Valley Campus  
Health Professions & Science

DATE: January 30, 2018

PROJECT NO.: N.A.

To: Skanska USA Building, Inc.  
18615 Tuscany Stone  
San Antonio, TX 78258

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: For reporting period November 2017

Hot Plate in Science Classrooms. Insuficient outlets for lab work tables and amperage for the installed circuits. \$ (296,996)

Sub Total \$ (296,996)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 193,219
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (119,632)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 73,587
DESIGN CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ (296,996)
REMAINING DESIGN CONTINGENCY	\$ (223,409)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*ROFA Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Skanska USA Building, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



**CHANGE ORDER**

NUMBER: 5

PROJECT NAME: **STC STARR COUNTY CAMPUS**  
**Health Professions & Science**

DATE: November 14, 2017

PROJECT NO.: 15-709

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No.:

OSHA Requirements for Explosion prof. Electrical Outlets and fixtures in chemical storage area

**VOID**

Sub Total \$ -

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 143,000
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ -
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 143,000
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <b>DECREASED</b> BY THIS AUTHORIZATION	\$ -
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ 143,000

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Mata + Garcia Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

NUMBER:                 6                

PROJECT NAME:                 **STC Starr Health Professions  
  and Science Building**                

DATE:                 December 12, 2017                

PROJECT NO.:   15-709                

To:                     D Wilson Construction Co.                  
                    1207 East Pecan    
                    McAllen TX, 78502  

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:   Design Contingency: Change Proposal Request CR 16                  
   Façade design \$ (97,300)

Sub Total                     \$ (97,300)                

ATTACHMENTS:                     Subcontractor's quote and pricing breakdown.                

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (45,550)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 50,450
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ 50,450
REMAINING DESIGN CONTINGENCY	\$ 50,450

**ODR RECOMMENDATION:**

By:   Broaddus & Associates                          Date:   

**ARCHITECT APPROVED:**

By:   Mata + Garcia, Architects                          Date:   

**CMR ACCEPTANCE:**

By:   D. Wilson Construction Company, Inc.                          Date:   

**OWNER ACCEPTANCE:**

By:   South Texas College                          Date:



NUMBER: 15

PROJECT NAME: STC Starr Health Professions and Science Building

DATE: January 10, 2018

PROJECT NO.: 15-709

To: D Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78502

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request CR 16  
 Façade design \$ (97,300)

Sub Total \$ (97,300)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (55,789)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 40,211
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (97,300)
REMAINING DESIGN CONTINGENCY	\$ (57,089)

**ODR RECOMMENDATION:**

By: Broaddus & Associates Date: \_\_\_\_\_

**ARCHITECT APPROVED:**

By: Mata + Garcia, Architects Date: \_\_\_\_\_

**CMR ACCEPTANCE:**

By: D. Wilson Construction Company, Inc. Date: \_\_\_\_\_

**OWNER ACCEPTANCE:**

By: South Texas College Date: \_\_\_\_\_



NUMBER: 16

PROJECT NAME: STC Starr Health Professions and Science Building

DATE: January 10, 2018

PROJECT NO.: 15-709

To: D Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78502

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request CR 16  
Insufficient amperage for install circuitis - 2 chemistry labs only      \$      **(215,000)**

Sub Total \$ **(215,000)**

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (153,089)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (57,089)
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ <b>(215,000)</b>
REMAINING DESIGN CONTINGENCY	\$ <b>(272,089)</b>

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Mata + Garcia, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

NUMBER: 17- VOID

PROJECT NAME: STC Starr Health Professions  
and Science Building

DATE: January 30, 2018

PROJECT NO.: 15-709

To: D Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78502

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency:  
Add 12 data drops for classroom \$ (10,191)

Sub Total \$ (10,191)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (368,089)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (272,089)
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	
REMAINING DESIGN CONTINGENCY	<u>\$ (272,089)</u>

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Mata + Garcia, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



NUMBER: 18

PROJECT NAME: STC Starr Health Professions and Science Building

DATE: January 30, 2018

PROJECT NO.: 15-709

To: D Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78502

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request CR 16  
 (2) Chem. Labs storage autoclave, exhaust hood, ice machine & explosion proof room \$ (130,000)

Sub Total \$ (130,000)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (378,280)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (282,280)
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (130,000)
REMAINING DESIGN CONTINGENCY	\$ (412,280)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ARCHITECT APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Mata + Garcia, Architects*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



NUMBER: 1

PROJECT NAME: STC Starr County Library

DATE: January 16, 2018

PROJECT NO.: \_\_\_\_\_

To: D Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78502

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE DESIGN CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK: Design Contingency: Change Proposal Request CR 16  
Library Lighting Changes \$ (3,147)

Sub Total \$ (3,147)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 37,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 37,000
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (3,147)
REMAINING DESIGN CONTINGENCY	\$ 33,853

<b>ODR RECOMMENDATION:</b>	
By: _____ <i>Broaddus &amp; Associates</i>	Date: _____

<b>ARCHITECT APPROVED:</b>	
By: _____ <i>Mata + Garcia, Architects</i>	Date: _____

<b>CMR ACCEPTANCE:</b>	
By: _____ <i>D. Wilson Construction Company, Inc.</i>	Date: _____

<b>OWNER ACCEPTANCE:</b>	
By: _____ <i>South Texas College</i>	Date: _____

## Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus Change Order No.: 6-VOID

Project No.: Parking and Site Date: 12/12/2017

Location: \_\_\_\_\_

This Change Order Impacts II Services  
Part \_\_\_\_\_

To: D. Wilson Construction, Contractor for the above project;

You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
------------------	---------------------	------	-------------------

<b>Deductive change order for workforce removal – CREDIT</b>	<b>201,701</b>
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It is mutually agreed that the payment (DEDUCT) of Two Hundred One Thousand - Seven Hundred and One  
(\$201,701.00) and 0 Days Time extension provided

For in this Change Order, constitutes full compensation to the Contracting Firm (CM/R, D/B, Performance Contractor), whether direct, consequential or otherwise, in any wise incident to, or arising out of, or resulting directly from the work performed or modified by the Contracting Firm under this Change Order. The Contract completion date, including this time extension if any, is N/A.

For the above changes the sum of; Two Hundred One Thousand - Seven Hundred and One  
(\$ 201,701) will be: \_\_\_\_\_ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>3,496,950</u> )	<b>Accepted:</b>	
Previous Additions	(\$ <u>219,000</u> )		
Previous Deductions	(\$ _____ )	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>3,715,950</u> )		D. Wilson Construction
This <b>ADDITION</b>	(\$ _____ )		
This <b>DEDUCTION</b>	(\$ <u>201,701</u> )	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>3,514,249</u> )		Broaddus & Associates
		By: _____	Melden and Hunt Engineers
<b>Summary of Other Services Total:</b>			
Part <u>I</u> Services Amount	(\$ _____ )	By: _____	
Part <u>-</u> Services Amount	(\$ <u>-</u> )		South Texas College
<b>Total Adjusted Contract</b>	(\$ _____ )		

**BROADDUS  
& ASSOCIATES**



## Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus Change Order No.: 7

Project No.: Parking and Site Date: 12/12/2017

Location: \_\_\_\_\_

This Change Order Impacts II Services  
Part \_\_\_\_\_

To: D. Wilson Construction, Contractor for the above project;

You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
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<b>Deductive change order for workforce removal – CREDIT</b>	<b>233,533</b>
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It is mutually agreed that the payment (DEDUCT) of Two hundred and thirty-three thousand, five hundred and thirty-three dollars  
(\$233,533.00) and 0 Days Time extension provided

For in this Change Order, constitutes full compensation to the Contracting Firm (CM/R, D/B, Performance Contractor), whether direct, consequential or otherwise, in any wise incident to, or arising out of, or resulting directly from the work performed or modified by the Contracting Firm under this Change Order. The Contract completion date, including this time extension if any, is N/A.

For the above changes the sum of; Two hundred and thirty-three thousand, five hundred and thirty-three dollars  
(\$ 233,533 ) will be: \_\_\_\_\_ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt.	(\$ <u>3,496,950</u> )	<b>Accepted:</b>
OR Contingency Allowance		

Previous Additions	(\$ <u>219,000</u> )	
--------------------	----------------------	--

Previous Deductions	(\$ _____ )	By: _____
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Net Bal. Part <u>II</u> Services Amount	(\$ <u>3,715,950</u> )	D. Wilson Construction
OR Contingency Allowance		

This <b>ADDITION</b>	(\$ _____ )	
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This <b>DEDUCTION</b>	(\$ <u>233,533</u> )	By: _____
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Adjusted Part <u>II</u> Services Amount	(\$ <u>3,482,417</u> )	Broaddus & Associates
OR Contingency Allowance Balance		

<b>Summary of Other Services Total:</b>		
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Part <u>I</u> Services Amount	(\$ _____ )	By: _____
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Part <u>-</u> Services Amount	(\$ <u>-</u> )	South Texas College
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<b>Total Adjusted Contract</b>	(\$ _____ )	
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McAllen • San Antonio

January 11, 2018

Broaddus & Associates  
1100 E Jasmine Ave, Suite #102  
McAllen, TX 78501

Re: STC Starr Campus – Parking Lot & Site Improvements Workforce Center Site Work  
GMP Credits

D Wilson Construction (DWC) has contracted all the trades to do the Starr Parking and Site Improvements but has excluded the Workforce Center (WFC) area or North area scope of work as per Brian Fruge, Broaddus & Associates.

DWC has identified the site-work costs associated with the North side WFC area as listed on some of our contract exclusions. The following is a list of the costs associated with WFC North side site-work:

Earthwork & Demo	JF Construction	\$66,000.00
Utilities - Water	JF Construction	\$10,445.00
Utilities – Sanitary	JF Construction	\$44,735.00
Utilities – Fire Line	D Wilson Construction	\$15,515.00
Paving	JF Construction	\$35,359.00
Concrete	Osbel’s Concrete	\$16,000.00*
Landscape	Rio Irrigation & Landscaping	\$12,175.00
Electrical-AVIT	Enlighten Electric	\$ 6,500.00
Structured Cabling	Network Cabling Services	\$26,804.00
Total Estimated Value for North side Site Improvements:		\$233,533.00

\*The concrete scope of work was contracted for the entire North and South concrete but qualified the quantities on our subcontractor contract under DWC Budget Clarifications.

All these costs that are associated with WFC / North site-work are part of our GMP buyout savings. DWC will do a change order credit from buyout savings for a total of \$233,533.00.

Feel free to contact me with any questions.

Sincerely,

Fred Lopez  
D. Wilson Construction Company

cc: BW, TV, file

1207 E. Pecan  
McAllen, Texas 78501  
www.DWilsonConstruction.com



## CHANGE ORDER

NUMBER: 8

PROJECT NAME: **STC STARR COUNTY CAMPUS**  
**Parking and Site**

DATE: January 10, 2018

PROJECT NO.: \_\_\_\_\_

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	Owner's Construction Contingency: Change Proposal Request No.: CR 006 and CR 007		
	CR 006R Revised Entry Plan	\$	(18,982)
	CR 007R Additional Parking	\$	(30,512)
	Sub Total	\$	(49,494)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$	52,950
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(6,933)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	46,017
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$	(49,494)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$	(3,477)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ENGINEER APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Melden and Hunt, Inc*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company, Inc.*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*



CHANGE ORDER

NUMBER: 9

PROJECT NAME: STC STARR COUNTY CAMPUS Parking and Site

DATE: January 30, 2018

PROJECT NO.:

To: D. Wilson Construction Co.
1207 East Pecan
McAllen TX, 78501

YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: Owner's Construction Contingency: Change Proposal Request No.: CR 006 and CR 007
Additional landscape around the detention pond with short CMU block wall with STC logo \$ (124,200)

Sub Total \$ (124,200)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

Table with 2 columns: Description and Amount. Rows include ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY, OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION, OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION, OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION, and REMAINING OWNER'S CONSTRUCTION CONTINGENCY.

ODR RECOMMENDATION:
By: Broaddus & Associates Date:

ENGINEER APPROVED:
By: Melden and Hunt, Inc Date:

CMR ACCEPTANCE:
By: D. Wilson Construction Company Date:

OWNER ACCEPTANCE:
By: South Texas College Date:



## CHANGE ORDER

NUMBER: 10

PROJECT NAME: **STC STARR COUNTY CAMPUS**  
**Parking and Site**

DATE: January 30, 2018

PROJECT NO.: \_\_\_\_\_

To: D. Wilson Construction Co.  
1207 East Pecan  
McAllen TX, 78501

**YOU ARE HEREBY AUTHORIZED TO PERFORM THE FOLLOWING ITEM (S) OF WORK AND TO ADJUST THE OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:**

SCOPE OF WORK:	Owner's Construction Contingency: Change Proposal Request No.:	
	Detention Pond Pumps	\$ (85,500)
		Sub Total \$ (85,500)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 52,950
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (180,627)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (127,677)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$ (85,500)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ (213,177)

**ODR RECOMMENDATION:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Broaddus & Associates*

**ENGINEER APPROVED:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Melden and Hunt, Inc*

**CMR ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*D. Wilson Construction Company*

**OWNER ACCEPTANCE:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*South Texas College*

## Design Contingency Master Summary Sheet

### Bond Funded Projects

2013 Bond Program	Design Contingency			
	GMP Agreement:	Approved As of 12/12/17	Pending Approval For 1/16/18	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	\$ 164,041	\$ 201,802	\$ (261,843)
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>\$ 467,858.00</b>	<b>\$ 201,802.00</b>	<b>\$ (190,160.00)</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	\$ 20,413	\$ -	\$ 2,587
<b>Total:</b>	<b>\$ 195,817.00</b>	<b>\$ 106,172.00</b>	<b>\$ -</b>	<b>\$ 89,645.00</b>
<b>TECHNOLOGY CAMPUS</b>				
Building Renovation	\$ 99,857	\$ 99,857	\$ -	\$ -
Parking & Site Improvements	\$ 21,497	\$ 5,141	\$ -	\$ 16,356
<b>Total:</b>	<b>\$ 121,354.00</b>	<b>\$ 104,998.00</b>	<b>\$ -</b>	<b>\$ 16,356.00</b>
<b>MID VALLEY CAMPUS</b>				
Health Professions and Science Bldg.	\$ 193,219	\$ 119,632	\$ 296,996	\$ (223,409)
Library Expansion	\$ 32,955	\$ 29,780	\$ -	\$ 3,175
Student Services Building	\$ 51,049	\$ 45,240	\$ -	\$ 5,809
Thermal Plant Expansion	\$ 61,547	\$ 61,547	\$ -	\$ -
Parking & Site Improvements	\$ 31,731	\$ 15,348	\$ -	\$ 16,383
<b>Total:</b>	<b>\$ 370,501.00</b>	<b>\$ 271,547.00</b>	<b>\$ 296,996.00</b>	<b>\$ (198,042.00)</b>
<b>STARR COUNTY CAMPUS</b>				
Health Professions & Science Bldg.	\$ 96,000	\$ 153,089	\$ 355,191	\$ (402,089)
New Library	\$ 37,000	\$ -	\$ 3,147	\$ 33,853
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>\$ 224,082.00</b>	<b>\$ 358,338.00</b>	<b>\$ (345,720.00)</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 12/12/17	Pending Approval For 1/16/18	Available:
<b>Totals:</b>	<b>\$ 1,500,883.00</b>	<b>\$ (1,174,657.00)</b>	<b>\$ (857,136.00)</b>	<b>\$ (520,719.00)</b>

# Owners Construction Contingency Master Summary Sheet

## Bond Funded Projects

2013 Bond Program	Owners Construction Contingency			
	GMP Agreement:	Approved As of 12/12/17	Pending Approval For 1/16/18	Available:
<b>PECAN CAMPUS</b>				
North Academic Building	\$ 162,000	\$ 78,653	\$ -	\$ 83,347
South Academic Building	\$ 98,355	\$ 48,974	\$ 49,381	\$ -
STEM Building	\$ 153,990	\$ 148,874	\$ 205,931	\$ (200,815)
Student Union Bldg.	\$ 100,000	\$ -	\$ 2,597	\$ 97,403
Thermal Plant Expansion	\$ 50,000	\$ 50,000	\$ -	\$ -
Parking and Site Improvement	\$ 38,900	\$ 22,096	\$ 3,295	\$ 13,509
<b>Total:</b>	<b>\$ 603,245.00</b>	<b>\$ 348,597.00</b>	<b>\$ 261,204.00</b>	<b>\$ (6,556.00)</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	\$ 24,660	\$ -	\$ 9,547
<b>Total:</b>	<b>\$ 216,527.00</b>	<b>\$ 170,361.00</b>	<b>\$ -</b>	<b>\$ 46,166.00</b>
<b>TECHNOLOGY CAMPUS</b>				
Building Renovation	\$ 151,180	\$ 151,180	\$ -	\$ -
Parking & Site Improvements	\$ 33,640	\$ 9,105	\$ 16,487	\$ 8,048
<b>Total:</b>	<b>\$ 184,820.00</b>	<b>\$ 160,285.00</b>	<b>\$ 16,487.00</b>	<b>\$ 8,048.00</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	\$ 61,547	\$ -	\$ -
Parking & Site Improvements	\$ 31,731	\$ (40,594)	\$ -	\$ 72,325
<b>Total:</b>	<b>\$ 370,501.00</b>	<b>\$ 75,553.00</b>	<b>\$ -</b>	<b>\$ 294,948.00</b>
<b>STARR COUNTY CAMPUS</b>				
Health Professions & Science Bldg.	\$ 143,000	\$ 6,372	\$ -	\$ 136,628
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	\$ 6,933	\$ 173,694	\$ (213,177)
<b>Total:</b>	<b>\$ 349,950.00</b>	<b>\$ 13,305.00</b>	<b>\$ 173,694.00</b>	<b>\$ 162,951.00</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 12/12/17	Pending Approval For 1/16/18	Available:
<b>Totals:</b>	<b>\$ 1,852,688.53</b>	<b>\$ (768,101.00)</b>	<b>\$ (451,385.00)</b>	<b>\$ 547,702</b>

## Buyout Savings and GMP Master Summary Sheet

### Bond Funded Projects

2013 Bond Program	Board Approved GMP:	Change Orders		Adjusted GMP:
		Approved As of 12/12/17	Pending Approval For 1/16/18	
<b>PECAN CAMPUS</b>				
North Academic Building	\$ 10,951,000	\$ (730,195)	\$ -	\$ 10,220,805
South Academic Building	\$ 6,657,834	\$ -	\$ -	\$ 6,631,037
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)	\$ -	\$ 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>\$ 40,852,059.00</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	\$ (1,875,158)	\$ -	\$ 8,658,429
Parking & Site Improvements	\$ 1,985,820	\$ (436,239)	\$ -	\$ 1,549,581
<b>Total:</b>	<b>\$ 12,519,407.00</b>	<b>\$ (2,311,397.00)</b>	<b>\$ -</b>	<b>\$ 10,208,010.00</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	\$ (95,835)	\$ -	\$ 3,691,487
Parking & Site Improvements	\$ 2,479,153	\$ (109,376)	\$ -	\$ 2,369,777
<b>Total:</b>	<b>\$ 27,033,561.00</b>	<b>\$ 154,733.00</b>	<b>\$ -</b>	<b>\$ 27,188,294.00</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	\$ (233,533)	\$ 3,482,417
<b>Total:</b>	<b>\$ 23,313,950.00</b>	<b>\$ (31,000.00)</b>	<b>\$ (233,533.00)</b>	<b>\$ 23,049,417.00</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 12/12/17	Pending Approval For 1/16/18	
<b>Totals:</b>	<b>\$ 130,417,693.00</b>	<b>\$ (3,311,074.00)</b>	<b>\$ (233,533.00)</b>	<b>\$ 126,846,289.00</b>



## 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	\$9,797,100	\$104,000	\$162,000	\$10,951,000	Bd. App. Date
1	BUY OUT SAVINGS of \$720,878				(\$720,878)	BOS
2	CR-14 Revised Classroom lockset function to "Secure-In Place" \$0					OC 5/23/17
	CR-24 Infrastructure for WIFI antennae on west wall -4325				(\$720)	OC 5/23/17
	CR-26 Repair damage to existing street light conduit at Inlet 36 - \$395					U 5/23/17
3	CR-29 - Add a second set of Building ID Letters to Canopy Façade				(\$6,405)	OC 7/25/17
4	CR-28 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req		(\$14,812)			OC 7/25/17
5	CR 02 - ASI-02 Structural steel modifications at entry canopies \$2,887					DD 7/25/17
	CR 03R- ASI-01 - Additional steel framing at building expansion joint -\$3,100					DOC 7/25/17
	CR 05 - Exterior parapet angle addition -\$6831					DOC 7/25/17
	CR 07R - ASI-06 - Interior and Finishes: Light fixture revisions \$275				(\$16,241)	DD 7/25/17
	CR 18 - ASI-02 Structural steel modifications at entry canopies - \$1091					DOC 7/25/17
	CR 21 - ASI-05: Mock-Up wall - added length and details -\$1775					CM 7/25/17
	CR 22 - Additional structural pilasters at elevator shaft walls - \$6606					DOC 7/25/17
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				(\$121)	DD 7/25/17
	CR 11 - ASI-07: Electrical infrastructure supporting AVIT SI-01 - conduit, wall boxes, floor block outs, etc. -\$3363					DD 7/25/17
7	CR-30R3 AVIT SI-02 Audio Visual Modifications for monitors, computer and Classroom etc. -\$16052					OC 7/25/17
	CR-35R3 AVIT SI-03 Audio Visual modifications for Active Learning Classrooms -\$28,052					OC 7/25/17
	CR-37 ASI-13 Electrical infrastructure for AVIT SI-02 Conduit and Boxes -\$8969				(\$57,820)	OC 7/25/17
	CR-38 ASI-14 Electrical infrastructure for AVIT SI-03 Conduit and Boxes -\$3493					OC 7/25/17
	Modify Construction Fence and Construction Trailer plumbing to accommodate Mc Allen ISD -\$1,254					OC 7/25/17
8	CR-34 - Graphic Revisions -\$2,388				\$525	OC 8/22/17
	CR-43 - AVIT SI- 05 Misc. Revisions \$2,913					OC 8/22/17
9	CR-25 - Building Letter Revision -\$143				(\$7,987)	OC 8/22/17
	CR-27 - Toilet Accessories - Add Grab Bars per ADA -\$39					DOC 8/22/17
	CR-31 - Revise Doors to Clear Birch -\$550					DOC 8/22/17
	CR-41 - ASI 16 Lobby Stairwell Finishes (enclose underside of Main Stair) -\$6899					DOC 8/22/17

## Pecan Campus - North Academic Building Change Order Log

10	CR-45 CHW Crossover in Level 2 Mechanical Room		(\$6,143)			DOC 9/19/17
11	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CR-2 \$2,887					OC
	CR-07R ASI-06 Light Fixture Revisions \$275		(\$6,404)	(\$2,913)	(\$9,317)	DD 5/23/17
	CR-08R AVIT - Infrastructure deletion \$3,242					OC
	CR-43 AVIT - Deleted drops for Projectors \$2,913					OC
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		(\$8,505)			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					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
13	IT Ductbank: Repairs to blockages in existing conduit at Bldg. M and at MH-E5			(\$11,320)		U 12/12/17
<b>Total Expenditures approved to Date</b>			<b>(\$60,213)</b>	<b>(\$78,653)</b>	<b>(\$730,195)</b>	
<b>Balance Remaining</b>			<b>\$43,787</b>	<b>\$83,347</b>	<b>\$10,220,805</b>	

<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>			<b>\$43,787</b>	<b>\$83,347</b>	<b>\$10,220,805</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	\$5,873,031	\$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			(\$13,912)		OC 6/27/17
	CR-21 - CHW Extension: Offset around existing tree and manhole -\$9356					U 6/27/17
3	CR 02R - AVIT Supplemental Info SI-01 dated October 13, 2016: Revise floor boxes types and locations (EFSB8 to RFB4, etc.) -\$2034;					OC 7/25/17
	CR 4 - Revise classroom lockset function to 'Secure-in-Place' \$750					OC 7/25/17
	CR 11 - ASI 01: Add door for AHU coil draw-out space -\$2315		(\$13,078)			DOC 7/25/17
	CR 14 - RFI 40_Structural Steel 'X' brace conflict with Window Wall at Computer 2.401 -\$6438					DOC 7/25/17
	CR 23 - RFI 40a-40b, 52, 59a & 60: Dry wall revisions to conceal storm drains, structural bracing, etc. -\$3041					DOC 7/25/17
CR-22R AVIT Supplemental Info. SI-02 dated May 18.2017. Misc. revisions for Fixed Panel Monitors, Classrooms to Computer Lab upgrades, act					OC 7/25/17	
CR - 24 Add Flat Screens and Infrastructure & Delete Projection Screens including deleting data drops and removing Ceiling Mounted Projectors Supports					(\$3,532)	OC 8/22/17
6	CR-26 RFI-54 VAV Boxes Power Revisions - add a neutral wire to connect to 277 V power		(\$2,488)			DOC 9/19/17
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) - originally shown as (\$65,880) out of COW					VOID
10	Additional Light Kits in doors (total of 42 doors) - Originally shown as (\$10,290)					VOID
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$59,826)</b>	<b>(\$48,974)</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$5,873,031</b>	<b>\$6,674</b>	<b>\$49,381</b>	<b>\$6,657,834</b>	

Change Proposal's Pending This Review Period						
11	Additional Light Kits in doors (total of 42 doors) - Originally shown as (\$10,290)			(\$10,298)		OC
12	Classroom window wall Roller Shades for \$23,542 + Power/control material and labor (\$26,797) coming out of General Conditions + (\$39,083) = (\$65,880)			(\$39,083)		OC
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$49,381)</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$5,873,031</b>	<b>\$6,674</b>	<b>\$0</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	\$9,349,390	\$104,000	\$153,990	\$10,417,059	Bd. App. Date
1	CR-02R Site utilities, Add dedicated transformer and relocate emergency -\$14,777					OC 5/23/17
	CR-03R Revise classroom lockset function to "Secure-in Place" \$825			(\$36,507)		OC 5/23/17
	CR-11 Accelerate Structural Steel erection with second crew -\$22,555					DOC 5/23/17
2	Adjustment for days & approved timeline - 53 days					U
3	CR-01 1st Floor Under slab Utility Trench -\$50,300					DOC 7/25/17
	CR-06R - RFI 08 - AVIT SI-01 - Revise Floor Box Type @ 22 Locations -\$3155					DOC 7/25/17
	CR-08R - Revise 7 Door to 45 min fire rated doors - \$2700					DOC 7/25/17
	CR-13 - RFI-34 Exhaust Fan Equipment support and duct flashing -\$3482					DOC 7/25/17
	CR-14R - RFI-24 Duct/Ceiling conflicts at Corridor 1.100 -\$4505		(\$79,727)			DOC 7/25/17
	CR-15 - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req -\$4974					OC 7/25/17
	CR-16R2 - RFI-14, 36 & 41 add drywall chase to encase structural steel braces and storm drain headers -\$6768					DOC 7/25/17
	CR-18 - RFI 18 - AVIT-SI-01 Revise floor box location at Lvl 1 labs -\$3843					DOC 7/25/17
4	CR-20R Revised Lab service fixtures per Submittal 27a - combine gas turrets to double outlet , add DI water to service sinks, ect. -\$6817					OC 7/25/17
	CR-21R AVIT Supplemental Info. SI-02 dated May 18, 2017; Misc. revisions Flat Panel Monitors -					DOC 7/25/17
5	CR22 - Dual duct "y" connection to 96" fume Hoods		(\$20,356)			DOC 7/25/17
6	CR.23R2 - Revise Lab Utilities to Prep Room, Hoods, Sinks & Autoclave				(\$5,344)	OC 8/28/17
	CR - 24 Add Flat Screens and Infrastructure & Delete Proj.Screens			\$4,490		OC 8/28/17
	CR 25 - Modify Routing of Cable Trays to avoid classrooms			(\$3,207)		OC 8/28/17
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)	OC 9/19/17
8	Classroom window wall Roller Shades for \$21,800 + Power/control material and labor (Not to exceed)				(\$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)				(\$6,873)	DC 11/14/17

# Pecan Campus - STEM Building

## Change Order Log

12	CR-38 Floor Trenches - light weight concrete topping with alum. Access panels 5 in each room. Vert. Wall Vent			(\$63,958)			12/12/17
13	CR-39 Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits - <b>originally shown as (\$251,452) - reduced</b>			VOID			12/12/17
14	Autoclave Ventilation (exhaust system) - <b>originally shown as (\$50,293) - reduced</b>				VOID		OC 12/12/17
15	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 cabinets) + CR-39C Explosion Mitigation - <b>originally shown as (\$177,180) - reduced</b>				VOID		OC 12/12/17
16	General Conditions for all additional work (\$150,000) (VOID - Jan 16th)				VOID		OC 12/12/17
<b>Total Expenditures approved to Date</b>			<b>\$0</b>	<b>(\$164,041)</b>	<b>(\$148,874)</b>	<b>(\$4,490)</b>	
<b>Balance Remaining</b>		<b>\$9,349,390</b>	<b>(\$60,041)</b>	<b>\$5,116</b>	<b>\$10,412,569</b>		

Change Proposal's Pending This Review Period							
17	CR-27R Revise gas service riser to Texas Gas Service installed meter -\$1,100						
	CR-31 Texas Gas Service - utility service installation fee -\$2,912				(\$10,084)		
	CR-35 Add Emergency Shower / Eyewash and drain at entry to Biology Chemical Waste and Storage Rooms -^6,072						
18	CR-36 ASI-02 - Lab Trenches: add shut-off solenoid valves to natural gas service to Lab Prep 1.107 and 2.101			(\$2,404)			
19	CR-39 Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits			(\$199,398)			
20	Autoclave Ventilation (exhaust system)				(\$20,312)		
21	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 cabinets) <b>\$143,792</b> + CR-39C Explosion Mitigation <b>\$33,388</b>				(\$175,535)		
<b>Total Expenditures this reporting period</b>			<b>(\$201,802)</b>	<b>(\$205,931)</b>		<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$9,349,390</b>	<b>(\$261,843)</b>	<b>(\$200,815)</b>	<b>\$10,412,569</b>		

# Pecan Campus - Student Union

## 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	\$6,174,905	\$70,000	\$100,000	\$6,888,179		
1	CR-01 Remove 3 Existing Palm Trees -\$750					CM 7/25/17	
	CR-02 Remove Existing Drain Box at North Side of Pad - \$600					U 7/25/17	
	CR-03 Remove Existing Drain Box at South Side of Pad - \$600					U 7/25/17	
	CR-06 Add Door in Hoist way to service elevator equipment -\$2245					U 7/25/17	
	CR-07 RFI-06 Power to UV Light and Receipt in AHU's - \$1560					DOC 7/25/17	
	CR-08 RFI-33 Add Fire Damper for AHU PU005 -\$786					DOC 7/25/17	
	CR-09 RFI-36 Add Exhaust and R/A Fire Dampers -\$958					DOC 7/25/17	
	CR-10 Revise Sheathing from Treated Plywood to Dens-Glass \$7738		(\$10,579)			DOC 7/25/17	
	CR-12 Add 2 Layers of wood mailer at edge of high roof for insulation -\$2707					DOC 7/25/17	
	CR-13R - Revise Interior Roof side of Parapet wall sheathing from Dens-Glass gyp bd to Dens-Deck per Garland Roofing Req -\$5316					OC 7/25/17	
	CR-14 ASI -08 Add 2 Floor Drains at Terrace Deck to maintain minimum concrete Depth for Structural Capacity - \$3600					DOC 7/25/17	
	CR-15 ASI -11 Furniture- Electrical Infrastructure Revisions \$805					OC 7/25/17	
	2	CR. 18 - Revisions to Door to Accommodate Elevator -\$1306					U 8/22/17
		CR. 21 - Revise Exterior Handrail Material HD Gal. - \$2850		(\$4,156)			CM 8/22/17
	3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair		(\$1,309)			OC 9/19/17
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)			OC 9/19/17	
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)	OC 9/19/17	
6	(CR-25) Relocate AEP transformer to clear other utilities (\$2,119) - U					U 10/24/17	
	(CR-28) Revise power to elevator from 208V to 480V per manufacture requirements (\$5,101) - DOC		(\$13,511)			DOC 10/24/17	
	(CR-30) Texas Gas Services installation fee (\$6,291) - CM					CM 10/24/17	
7	CR-29 PR-02 Add partition in space under sitting stair (Door provided in previous CR-24) \$1,550					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		(\$12,437)			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>		<b>\$0</b>	<b>(\$50,535)</b>	<b>\$0</b>	<b>(\$8,543)</b>		
<b>Balance Remaining</b>		<b>\$6,174,905</b>	<b>\$19,465</b>	<b>\$100,000</b>	<b>\$6,879,636</b>		

# Pecan Campus - Student Union Change Order Log

Change Proposal's Pending This Review Period						
8	CR-34 Provide survey for AEP easement required in CR-25 - relocate transformer to clear other utilities (\$650)			(\$2,597)		
	CR-36 Anchor Food service equipment prior to hood fire suppression testing per fire inspection Lt. Garza (\$2,597)					
<b>Total Expenditures this reporting period</b>		\$0	\$0	(\$2,597)	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$6,174,905</b>	<b>\$19,465</b>	<b>\$97,403</b>	<b>\$6,879,636</b>	

# Pecan 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	\$3,661,900	\$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)			U
1	CPR#11- Provide Gas Line Connection to Existing Meter & CPR#12 Provide Temp Water		incl above			DOC
1	CPR#14-Water Line Exploration & CPR#15 Comm.Card Expired		incl above			U
1	CPR#16- Add 8" to Top of Masonry Wall& CPR#17- Provide Traffic Control April-May		incl above			DOC
1	CPR#19- Provide Metal Roof Underlayment & CPR#20 Add Support Brackets for CHW		incl above			DOC
1	CPR#22-Provide Traffic Control May-June		incl above			OC
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)		U
2	CP-10 Provide Sealed Concrete in Lieu of VCT		(\$13,248)	(\$367)		OC
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)	OC
4	CPR-26b		(\$34,950)			
	CPR-33					
	CPR-30					
	CPR-31					
	CPR-32					
	CPR-34					
	CPR-35					
	CPR-36					
	CPR-38					
	CPR-39					
CPR-40						
5	CR-43 Additional OCP insurance for Dec. 2016		(\$257)			U 5/23/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$110,000)</b>	<b>(\$50,000)</b>	<b>(\$61,591)</b>	
<b>Balance Remaining</b>		<b>\$3,661,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,132,409</b>	

Project is Billed out and Completed



# 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	\$2,354,100	\$25,000	\$38,900	\$2,618,800	
1	CR-01 Storm Drain conflict with existing SS 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 7/25/17
2	CR 02 - Delete Lime Stabilization at Parking Lot per Terracon CMT analysis of sub soil \$21689					U 7/25/17
	CR 03 - RFI 10 - Delete back flow preventer at water service to Student Union (SACB) \$8658					DOC 7/25/17
	CR 05 - RFI 14 - Reduce original sizes of fire service lines: 8" to 6", and 6" to 4" \$8550					DOC 7/25/17
	CR 08R - Delete Fire Hydrant and associated service line \$4300		\$28,676			DOC 7/25/17
	CR 13R - RFI 22: Utility conflicts at Storm drain lines between Bldg. E and Cooling Towers -\$6584					U 7/25/17
	CR 14 - AVIT Supplemental Info SI-02 dated May 4, 2017: IT Duct Bank - clarifications on routing around new buildings -\$7937					DOC 7/25/17
3	CR-16 Revised the sidewalks and curbs by Student Union due to Elevation Change between Site Package and Building Package -\$3499			(\$8,722)		U 9/19/17
	CR-17 Add Pull Box for Inter-Building IT Duct Bank between STEM and South Academic Buildings - \$5223					DOC 9/19/17
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 9/19/17
5	CR-18 Revise phone cabling protection connectors from "Porta" digital type to "Circa" analog type. \$3,425					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			(\$4,573)		U 11/14/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$23,243)</b>	<b>(\$22,096)</b>	<b>(\$43,197)</b>	
<b>Balance Remaining</b>		<b>\$2,354,100</b>	<b>\$1,757</b>	<b>\$16,804</b>	<b>\$2,575,603</b>	

Change Proposal's Pending This Review Period						
6	Additional Fire Lane marking per fire inspection est. (\$2,019)			(\$3,295)		
	Additional walk to STEM East Side est. (\$1,276)					
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$3,295)</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$2,354,100</b>	<b>\$1,757</b>	<b>\$13,509</b>	<b>\$2,575,603</b>	

## Nursing Allied Health - Thermal Plant Change Order Log

### BOND

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
CO #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code / 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				
CO #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	
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		\$31,783	\$42,375	(\$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

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$1,869,247	\$23,000	\$34,207	\$2,205,963	Bd. App. Date
1	CR#3 - City of McAllen utility department requirements to cut in two 8" tees into the existing 8" waterline in lieu of installing the 8" wet taps as shown on civil drawings C-26			(\$3,228)		U 12/12/17
2	CR#4 - As per RFI #5 - to reroute storm drain line in conflict with light pole		(\$6,670)			Error 12/12/17
3	CR#5 - Credit for sanitary sewer line not installed		\$34,395			Credit 12/12/17
4	CR#6 - Credit for cement stabilized sand @ water line		\$1,200			Credit 12/12/17
5	CR#7 - To provide the City of McAllen utility changes from the original GMP drawings. Includes extending fire line and adding backflow preventer.		(\$19,504)			DOC 12/12/17
6	CR#8 - To install the chiller water lines 8' below in order to clear the City of McAllen existing water lines at two locations, as per City of McAllen Directions.		(\$30,034)			Error 12/12/17
7	CR#9 - To provide and install the domestic water meter concrete vault and additional labor and fitting required for meter vault connections as per the City of McAllen utility Department requirements.			(\$7,540)		DOC 12/12/17
8	CR#10 - Credit to omit 24 mesquite trees to be replace with 14 Oak trees and 10 Crape myrtles.		\$200			Credit 12/12/17
9	CR#11 - Meter vault excavation/placement. 3" Concrete water meter vault.			(\$13,892)		DOC 12/12/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$20,413)</b>	<b>(\$24,660)</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$1,869,247</b>	<b>\$2,587</b>	<b>\$9,547</b>	<b>\$2,205,963</b>	
<b>Change Proposal's Pending This Review Period</b>						
#	Deductive Change Order - to Zero out the project		pending amount	pending amount	pending amount	
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$1,869,247</b>	<b>\$2,587</b>	<b>\$9,547</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>\$9,435,793</b>	<b>\$99,857</b>	<b>\$151,180</b>	<b>\$10,533,587</b>	<b>Bd. App. Date</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	Additional Hose Reels and Air Drops		(\$16,156)			DD 5/23/17
4	Grinding & Polishing of existing Concrete Floors			(\$14,988)		U 5/23/17
5	CP - 11 Deduct for Birch Veneer -\$1,395					DD 9/19/17
	CP - 08 Hardware Revisions for Security +\$2,900			\$2,165		OC 9/19/17
	CP - 10 Revisions to PL Casework +\$660					DD 9/19/17
6	Change Order No. 6 of \$3,560 from Owner's Contingency			(\$3,560)	(\$3,560)	OC 9/19/17
6R	Change Order No. 6 of \$3,560 from Owner's Contingency - RETRACTED			\$3,560	\$3,560	OC 10/24/17
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	(\$347,502)	(\$39,222)	(\$113,276)	(\$500,000)	OC 10/24/17
10	Deductive Change Order - Zero out project	(\$92,948)	(\$28,799)	(\$17,370)	(\$139,117)	OC 12/12/17
<b>Total Expenditures approved to Date</b>		<b>(\$440,450)</b>	<b>(\$99,857)</b>	<b>(\$151,180)</b>	<b>(\$1,875,158)</b>	
<b>Balance Remaining</b>		<b>\$8,995,343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,658,429</b>	

<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$8,995,343</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,658,429</b>	

# Technology Campus - Parking and Site Improvements

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$1,749,430	\$21,497	\$33,640	\$1,985,820	Bd. App. Date
1	Return of Buy-Out Savings from the Demo GMP (Cost of Work -\$8000 ; D.C. -\$9105 ; O.C.C. - \$5141)	(\$8,000)	(\$5,141)	(\$9,105)	(\$22,246)	OC
2	Return of Buy-Out Savings from the GMP cost of work	(\$400,000)			(\$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
5	Not Used					
6	Drainage Issue to be taken out of the cost of work (\$16,520)	VOID				EO 12/12/17
<b>Total Expenditures approved to Date</b>		(\$408,000)	(\$5,141)	(\$9,105)	(\$436,239)	
<b>Balance Remaining</b>		<b>\$1,341,430</b>	<b>\$16,356</b>	<b>\$24,535</b>	<b>\$1,549,581</b>	

Change Proposal's Pending This Review Period						
7	Board request for additional landscape along Military Hwy			(\$16,487)		OC
#	Second RAS inspection	Pending amount				EO
<b>Total Expenditures this reporting period</b>		\$0	\$0	(\$16,487)	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$1,341,430</b>	<b>\$16,356</b>	<b>\$8,048</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	\$12,881,288	\$193,219	\$193,219	\$14,453,387	Bd. App. Date
1	CP-01 (Generator \$19,687)					DD 9/19/17
	CP-02 (Elect 60%-100% \$12,051)					DD 9/19/17
	CP-03(Twr Stl Redesign \$18,105)					DD 9/19/17
	CP-04 (Op.Part Supports \$1,071)					DD 9/19/17
	CP-05(Access Cntrl.Hwdr \$-1,530)					DD 9/19/17
	CP-06(Fume Hd Rev\$6,985)					EO 9/19/17
	CP-07(K-Bracing\$768)		(56,541)			EO 9/19/17
	CP-08(Dr.size rev\$1,000)					EO 9/19/17
	CP-09(Add Mop Sk \$872)					EO 9/19/17
	CP-10(Relock. Mop Sk \$287)					EO 9/19/17
	CP-11(Add CMU \$12,299)					DD 9/19/17
	CP-13(Struc. Stl shop draw rev.\$11,910)					DD 9/19/17
	CP-14(Low Roof Brick Spt \$26,560)					EO 9/19/17
	CP-15 (Provide Temp. Roof \$19,000)					EO 9/19/17
	2	CP-12 AR 3HP-008 Door Hdw. Revisions per New Security Protocol			(6,620)	
3	Reallocation of Design Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign (\$18,105) to the Program Budget (\$37,792)		(\$37,792)			Credit 5/23/17
3R	RETRACT - Reallocation of Design Contingency Credits for reducing or deleting project scope as described in CP-01 (Delete Generator-\$19,687) and CP-03Steal Redesign (\$18,105) to the Program Budget (\$37,792)		\$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)	Credit 5/23/17
4R	RETRACT - 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
5	CP-16 3HP-006R AVIT SI# 1&2 - Furniture coordination		(\$7,171)			DD 10/24/17
6	CP-17 3HP-023R - additional structural steel columns at elevator shaft and supports (Requirements from Elevator Manufacture Schindler)		(\$6,458)			EO 10/24/17
7	CP-19 3HP-036 - Arch lintels at towers per RFI # 15		(\$4,141)			EO 10/24/17
8	CP-20 3HP-040 - Trellis steel plate supports (Trellis manufacture reviewed the submittals and required additional steel plate)		(\$1,126)			EO 10/24/17
9	CP-22 3HP-028 - Additional fume hood and appurtenances Lab 2.071 per RFI # 31 & 31A		(\$24,334)			EO 10/24/17
10	CP-23 3HP-035 - Acid waste vent offsets (conflict from Structural Steel)		(\$19,861)			EO 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)		OC 10/24/17

# Mid-Valley Campus - Health Professions Science Building

## Change Order Log

<i>Total Expenditures approved to Date</i>	<b>\$0</b>	<b>(\$119,632)</b>	<b>(\$9,352)</b>	<b>\$0</b>	
<i>Balance Remaining</i>	<b>\$12,881,288</b>	<b>\$73,587</b>	<b>\$183,867</b>	<b>\$14,453,387</b>	

<b>Change Proposal's Pending This Review Period</b>					
12	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits <b>(Not to Exceed)</b>		(\$296,996)		
<i>Total Expenditures this reporting period</i>		\$0	(\$296,996)	\$0	\$0
<i>Balance remaining after approved Current Change Orders</i>		<b>\$12,881,288</b>	<b>(\$223,409)</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				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$2,196,998	\$32,955	\$32,955	\$2,462,776	Bd. App. Date
1	Reallocation of Cost of Work Saving from Thermal Plant to cover the additional scope not anticipated at 60% GMP				\$82,212	DD
2	CP-01 LE-006 Roof Slope Adjustment per Garland (Manufactures) Requirements		(\$29,780)			EO 9/19/17
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 use of GMP resources.				\$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>		<b>\$0</b>	<b>(\$29,780)</b>	<b>\$0</b>	<b>\$359,944</b>	
<b>Balance Remaining</b>		<b>\$2,196,998</b>	<b>\$3,175</b>	<b>\$32,955</b>	<b>\$2,822,720</b>	
<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$2,196,998</b>	<b>\$3,175</b>	<b>\$32,955</b>	<b>\$2,822,720</b>	

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



# Mid-Valley Campus - Student Services

## 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	\$3,403,250	\$51,049	\$51,049	\$3,850,923	
1	Additional Owner Requested - Increase roof insulation thickness by 1"			(\$6,000)		OC 5/23/17
2	CR-02 Stone Veneer Clarifications -\$5,000			(\$14,514)		EO 6/27/17
	CR-03 Hardware Changes 1\$1,210					DD 6/27/17
	CR-04 Kitchen Equipment Clarifications -\$364					DD 6/27/17
	CR-05 Water Cooler Model Change -\$1,000					DD 6/27/17
	CR-06 Water heater Changes -\$500					DD 6/27/17
	CR-07 Rotation of Existing AHU-RTU-1 -\$6,440					U 6/27/17
3	CP-08 4SS-017R Provide Block Veneer at Loading Dock \$2,604			(\$2,604)		DD 9/19/17
3R	Retracting Change Order No. 3 - included in cost from Change Order No. 5			\$2,604		OC 11/14/17
4	CP-09 4SS-019A - Provide Dishwasher k6			(\$15,245)		DD 9/19/17
5	CP-10(Structural Steel 60%-100%)			(\$45,240)		DD 9/19/17
	CP-11(Removal of existing Grease Trap)					U 9/19/17
	CP-12(Elect Rev)					DD 9/19/17
	CP-13(Mech Eq. Rev)					DD 9/19/17
	CP-14 (Add. Painting )					DD 9/19/17
	CP-15(Circular Furrdowns)					DD 9/19/17
	CP-17(Add Painting)					DD 9/19/17
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)	OC
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	OC 10/24/17
7	CP-18 - 4SS-028 Rough-in for fans at Breezeway (requested by George M.) - pending form George			(\$2,807)		OC 10/24/17
8	AVIT SI #3			(\$420)		OC 11/14/17
9	Final Inspection from AHJ - additional request			(\$6,262)		U 11/14/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$45,240)</b>	<b>(\$45,248)</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$3,403,250</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	\$0
<b>remaining after approved Current Change Orders</b>		<b>\$3,403,250</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				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$3,384,196	\$61,547	\$61,547	\$3,787,322	Bd. App. Date
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 Electrica		(\$31,030)			EO 9/19/17
	CP-5 Extend Fire Alarm to Wellness Cntr.					U 9/19/17
	CP-6 Pedestrian Gate & CP-7 Building Letter "J"					DD 9/19/17
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)				\$8,800	OC
	CP-4 (Cost Savings for Revisions to the Cooling Twr. Sanitary Sewer \$2,000)					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)	OC
5R	Retracct Change Order No. 5 \$8,800			\$8,800	\$8,800	OC 11/14/17
6	Painting additional electircal pipe		(\$1,045)			EO (B&A)
7	Deductive Change Order - to Zero out project	(\$23,180)	(\$29,472)	(\$70,347)	(\$122,999)	Credit 12/12/17
<b>Total Expenditures approved to Date</b>		<b>(\$23,180)</b>	<b>(\$61,547)</b>	<b>(\$61,547)</b>	<b>(\$95,835)</b>	
<b>Balance Remaining</b>		<b>\$3,361,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,691,487</b>	
<b>Change Proposal's Pending This Review Period</b>						
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$3,361,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,691,487</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	\$718,947	Bd. App. Date
	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	\$2,115,374	\$31,731	\$31,731	\$2,479,153	
1	Reallocation of Buy-Out saving from Parking & Site Improvements				(\$109,376)	OC
2	CP-01 - Addition Scope or Revisions as described in CP-01 Relocation of FDC -\$622					U
	CP-02 - 2SP-09 Additional Telecommunication Pull Box -\$2,100					OC 5/23/17
	CP-03 - 2SP-10 Extend (1) 4" telecommunication at Building D -\$3,352			(\$9,426)		U 5/23/17
	CP-04 - 2SP-11 Extend (1) space 4" Telecommunication Conduit at Building D-\$3,352					U 5/23/17
3	Infrastructure to support Workforce Center Project included in the Site & Parking documents			\$50,020		U
4	Provide Lime into the Subbase of Parking Lot excluded from the GMP.		(\$14,600)			EO
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)	OC
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	OC 10/24/17
6	CP-7 2SP-025 Thermal Plant exterior lighting controls		(\$748)			EO 10/24/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$15,348)</b>	<b>\$40,594</b>	<b>(\$109,376)</b>	
<b>Balance Remaining</b>		<b>\$2,115,374</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	\$0
<b>Balance remaining after approved Current Change Orders</b>		<b>\$2,115,374</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				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description	\$8,586,022	\$96,000	\$143,000	\$9,521,000	
1	CR 001 AVIT Underground Conduits -\$5500					Error 7/25/17
	CR 002 Electrical Feeder Conduit Changes - \$4980					Error 7/25/17
	CR 003 MDF Conduit -\$5565					Error 7/25/17
	CR 004 Floor Boxes -\$8590		(\$29,757)			DOC 7/25/17
	CR 005 K-Bracing Correction -\$1892					Error 7/25/17
	CR 006 Roof Drain Locations -\$1800					Error 7/25/17
	CR 007 Door Frame Changes -\$1430					Error 7/25/17
2	CR 10-CR 12 Electrical Per ASI 03-Electrical Feed from Main Distribution Panel to Building Panels		(\$13,373)			Error 8/22/17
3	CR-009 Hardware and doors RFI-035 ( Hardware and Door for enlarged Door Opening in 25/1.00C			(\$4,540)		OC 9/19/17
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			VOID		OC 11/14/17
6	Not Used (item moved to C.O. No. 15)		VOID			
7	Not Used		VOID			
8	CR-15R2 power strip change as per ASI #4			(\$1,832)		OC 12/12/17
9	CR-16 Power to UV lights for the Air Handler Unit		(\$2,370)			U 12/12/17
10	CR-17 Cable Tray to IDF room		(\$1,400)			Omission 12/12/17
11	CR-18 Metal Stud and Drywall as per ASI #16		(\$1,846)			DOC 12/12/17
12	CR-19 Aluminum trim material and installation as per ASI #21		(\$1,540)			Omission 12/12/17
13	CR-20 Architectural woodwork on the half wall near staircase landing		(\$2,363)			Omission 12/12/17
14	CR-21 Finish hardware required by Elevator state inspector		(\$720)			DOC 12/12/17
15	Façade design		(\$97,300)			12/12/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$153,089)</b>	<b>(\$6,372)</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$8,586,022</b>	<b>(\$57,089)</b>	<b>\$136,628</b>	<b>\$9,521,000</b>	

Change Proposal's Pending This Review Period						
16	Insufficient amperage for install circuits - 2 Chemistry Labs only		(\$215,000)			
17	Add 12 data drops for 3 classrooms		VOID			
18	(2) Chem. Labs storage autoclave, exhaust hood, Ice machine & Explosion proof room		(\$130,000)			
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>(\$345,000)</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$8,586,022</b>	<b>(\$402,089)</b>	<b>\$136,628</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>\$3,341,700</b>	<b>\$37,000</b>	<b>\$55,500</b>	<b>\$3,700,000</b>	Bd. App. Date
	NONE					
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<i>Balance Remaining</i>		<b>\$3,341,700</b>	<b>\$37,000</b>	<b>\$55,500</b>	<b>\$3,700,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
1	Library Lighitng changes		(\$3,147)			
<i>Total Expenditures this reporting period</i>		\$0	(\$3,147)	\$0	\$0	
<i>Balance remaining after approved Current Change Orders</i>		<b>\$3,341,700</b>	<b>\$33,853</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>\$1,195,600</b>	<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 9/19/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$10,776)</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$1,195,600</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	\$0	
<b>Remaining after approved Current Change Orders</b>		<b>\$1,195,600</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>\$1,233,900</b>	<b>\$14,000</b>	<b>\$21,000</b>	<b>\$1,365,000</b>	<b>Bd. App. Date</b>
	NONE					
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<i>Balance Remaining</i>		<b>\$1,233,900</b>	<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>		<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	
<i>Balance remaining after approved Current Change Orders</i>		<b>\$1,233,900</b>	<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				Code / Bd. App. Date
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description	\$3,468,561	\$39,000	\$58,000	\$3,911,000	
1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)		(\$2,934)			Error 8/22/17
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 8/22/17
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>\$0</b>	<b>(\$22,585)</b>	<b>\$0</b>	<b>(\$250,000)</b>	
<b>Balance Remaining</b>		<b>\$3,468,561</b>	<b>\$16,415</b>	<b>\$58,000</b>	<b>\$3,661,000</b>	
<b>Change Proposal's Pending This Review Period</b>						
#	Buy-out Savings - Pending number					
#	ADA counter in office (Error)					
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$3,468,561</b>	<b>\$16,415</b>	<b>\$58,000</b>	<b>\$3,661,000</b>	

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	\$788,305	
	NONE					
<b>Total Expenditures approved to Date</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<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>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance remaining after approved Current Change Orders</b>			<b>\$0</b>	<b>\$0</b>	<b>\$788,305</b>	

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

## Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	Change Order Description	\$3,142,234	\$37,700	\$52,950	\$3,496,950	Bd. App. Date
1	R 001 - Underground Data Re-location -\$32042					Error 7/25/17
	CR 003 - Primary Electric Duct Bank Changes - \$1990		(\$34,032)			7/25/17
2	CP-006 Revised Entry Plan (\$17425) ; CP -007 Additional Parking (\$28,375)			VOID		OC
3	CR 008 Sidewalk for Additional Parking for Parking Lot Addition		(\$3,600)			Error 8/22/17
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
6	Deductive Change Order for Workforce removal - \$201,701 (this amount will not be taken out of the shortfall)				VOID	OC 12/12/17
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>(\$37,632)</b>	<b>(\$6,933)</b>	<b>\$219,000</b>	
<b>Balance Remaining</b>		<b>\$3,142,234</b>	<b>\$68</b>	<b>\$46,017</b>	<b>\$3,715,950</b>	
<b>Change Proposal's Pending This Review Period</b>						
7	Deductive Change Order for Workforce removal - \$233,533 (this amount will not be taken out of the shortfall)				(\$233,533)	OC
8	CP-006R Revised Entry Plan (\$18,982) ; CP -007R Additional Parking (\$30,512)			(\$49,494)		OC
9	Additional Landscape around the detention pond with short CMU block wall with SCT logo			(\$124,200)		
10	Starr County Campus Detention Pond Pumps			(\$85,500)		
<b>Total Expenditures this reporting period</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$259,194)</b>	<b>(\$233,533)</b>	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$3,142,234</b>	<b>\$68</b>	<b>(\$213,177)</b>	<b>\$3,482,417</b>	

# Regional Center for Public Safety Excellence - Building

## 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>\$3,965,432</b>	<b>\$68,315</b>	<b>\$89,889</b>	<b>\$3,326,426</b>	Bd. App. Date
1	Buy-out savings of \$110,000 to purchase a new 150-ton chiller (no added cost to contingency or GMP)					
<b>Total Expenditures approved to Date</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Balance Remaining</b>		<b>\$3,965,432</b>	<b>\$68,315</b>	<b>\$89,889</b>	<b>\$3,326,426</b>	
<b>Change Proposal's Pending This Review Period</b>						
	NONE					
<b>Total Expenditures this reporting period</b>		\$0	\$0	\$0	\$0	
<b>Balance remaining after approved Current Change Orders</b>		<b>\$3,965,432</b>	<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>				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
CO #	<b>Change Order Description</b>	<b>\$1,665,664</b>	<b>\$28,696</b>	<b>\$37,757</b>	<b>\$1,887,866</b>	Bd. App. Date
	NONE					
<i>Total Expenditures approved to Date</i>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<i>Balance Remaining</i>		<b>\$1,665,664</b>	<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	\$0	
<i>Balance remaining after approved Current Change Orders</i>		<b>\$1,665,664</b>	<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.	Code /
co #	Change Order Description	\$17,328	\$22,800	\$1,140,000	Bd. App. Date
1	City Scape Drainage		(\$22,800)		DOC
2	2 carports & footings	(\$16,818)			OC
3	Striping oil base paint ( \$1,341 left over from Building Permit + \$510 from left over Design Contingency = \$1,851)	(\$510)			OC
<b>Total Expenditures approved to Date</b>		(\$17,328)	(\$22,800)	\$0	
<i>Balance Remaining</i>		\$0	\$0	\$1,140,000	

Project is Billed out and Completed

## La Joya - Higher Education Center Change Order Log

<b>APPROVED CHANGE ORDERS TO DATE</b>		<b>Contract Amount</b>			<b>Reason Code</b>
		<b>Design</b>	<b>Owner</b>	<b>CSP</b>	
co #	<b>Change Order Description</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,163,000</b>	
1	Welding Lab Transformer upgrade			\$1,900	DD
2	Relocate Projection Screen			\$750	OC
<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>			<b>Reason Code</b>
		<b>Design</b>	<b>Owner</b>	<b>CSP</b>	
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	U
<i>Total Expenditures approved to Date</i>		\$0	\$0	\$4,472	
<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

Project is Billed out and Completed
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## **Review and Action as Necessary on Amendment for Architect Agreement for the 2013 Bond Construction for Pecan Campus Student Activities and Cafeteria Building**

Approval to amend the existing engineering agreement with The Warren Group Architects, Inc. to include the additional scope items designed is requested.

### **Purpose**

Authorization is being requested to amend the current architect agreement with The Warren Group Architects, Inc. to include the design of the additional scope at the 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building project.

### **Justification**

The architect needs to be compensated based on a percentage of the Construction Cost Limitation and the compensation adjusted once the construction costs are finalized. This increase in compensation is the result of additional construction costs to complete the Pecan Campus Student Activities and Cafeteria Building project as approved.

### **Background**

The current architect agreement with The Warren Group Architects, Inc. for the Pecan Campus Student Activities and Cafeteria Building project provides for an additional fee if the final construction cost exceeds the Construction Cost Limitation (CCL) by more than 5%.

- The CCL for the project was \$5,700,000, and the fee was negotiated at 6.26%, for a total of \$356,535.00.
- The total project cost is \$6,760,171.00. No additional costs are anticipated for the project, which exceeded the CCL by 18.6%.
- The architect has accepted the cost for CR31- error in the amount of \$6,232.00 which has been deducted from the fee adjustment.
- The Warren Group Architects, Inc. is requesting an additional fee of \$60,081.70, which would result in a total fee of \$416,616.70, or 6.16% of the adjusted total project cost.

Original Fee:	\$356,535.00
Additional Fee:	\$60,081.70
<b>Revised Fee</b>	<b>\$416,616.70</b>

### **Funding Source**

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

### **Presenters**

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

The Facilities Committee recommended Board approval to amend the current AE contract with The Warren Group Architects, Inc. to a revised fixed fee of \$416,616.70 based on 6.16% of \$6,760,171.00.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with The Warren Group Architects, Inc. to a revised fixed fee of \$416,616.70 based on 6.16% of \$6,760,171.00.

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

The Board of Trustees approves and authorizes amending the current AE contract with The Warren Group Architects, Inc. to a revised fixed fee of \$416,616.70 based on 6.16% of \$6,760,171.00.

**Approval Recommended:**

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

## The Warren Group Fee Adjustment Summary - STC Student Union

<b>Company Name:</b>	The Warren Group	
<b>Campus:</b>	STC Pecan	
<b>Project Name:</b>	Student Union	
<b>Original CCL:</b>	\$	5,700,000.00
<b>Contract Construction Contingency</b>	\$	100,000.00
<b>Contract Design Contingency</b>	\$	70,000.00
<b>Original Fee Percent</b>		6.26%
<b>Calculated Fee:</b>	\$	356,535.00
<b>Original Base Contract Fee:</b>	\$	356,535.00
<b>ASR1-Cosper &amp; Associates</b>	\$	35,200.00
<b>ASR2-</b>	\$	-
<b>ASR3-</b>	\$	-
<b>Total to Date:</b>	\$	<b>391,735.00</b>

**Comments:**

Ms. Warren commented that water softener relocated to provide for better maintenance.

<b>Approved GMP:</b>	\$	6,888,179.00
<b>Less GMP Adjustment</b>	\$	(8,543.00)
<b>Less Returned Design Contingency Balance</b>	\$	(19,465.00)
<b>Less Returned Buy Out Savings</b>	\$	-
<b>Less Returned Construction Contingency Balance</b>	\$	(100,000.00)
<b>Construction Contingency Utilized Amount</b>	\$	-
<b>Total Adjusted Scope of Work Amount:</b>	\$	6,760,171.00
<b>Adjusted Contract Fee (Scope Total x Fee %)</b>	\$	422,848.70
<b>ASR1-Cosper &amp; Associates</b>	\$	35,200.00
<b>ASR2-</b>	\$	-
<b>ASR3-</b>	\$	-
<b>Proposed Total Fee Adjustment:</b>	\$	<b>458,048.70</b>
<b>Adjusted Increase Amount</b>	\$	<b>66,313.70</b>
<b>Less Error Cost Contribution - CR 31</b>	\$	6,232.00
<b>Net Adjusted Increase Amount</b>	\$	<b>60,081.70</b>



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

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

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

Approval of the schematic landscape designs for the 2013 Bond Construction projects will be requested at the January 30, 2018 Board meeting.

#### **Purpose**

Landscaping and irrigation is required as part of the project scope to meet South Texas College's design standards as well as all applicable municipal codes and ordinances.

#### **Background**

Additional services for landscape and irrigation design were awarded 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.

#### Technology Campus

The schematic landscape and irrigation drawings for the Technology Campus Parking and Site Improvements were presented at the October 24, 2017 Board meeting. The Board requested additional landscaping to be provided along Military Highway and presented to the Board for review and approval on January 30, 2018.

#### 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 and at the October 24, 2017 Board meeting. The Board approved the revised proposal for landscaping and irrigation for the campus not including the detention pond area. The Board reviewed options for addressing the landscaping and fencing related to the new detention pond on November 28, 2017 and asked SSP to provide cost estimates for the December 5, 2017 Facilities Committee meeting.

#### **Enclosed Documents**

#### Technology Campus

Aquatech Irrigation and Broaddus & Associates have provide landscape designs and photos of the existing views from Military Highway for the Committee's review and information.

Starr County Campus

Melden & Hunt, Inc. and SSP have provided presentations of the landscape designs for the detention pond and the area at the Student Services Building Expansion. The associated estimated costs are also provided for the Committee's review and information. The proposal included landscaping, a wall, and signage as recommended by SSP.

**Presenters**

Representatives from Aquatech Irrigation, Melden & Hunt, Inc., Scott Pajeski with SSP, and Broaddus & Associates attended the Facilities Committee meeting to present the landscape designs.

The Facilities Committee recommended Board approval of the proposed schematic landscape designs for the 2013 Bond Construction projects as presented.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed schematic landscape designs for the 2013 Bond Construction projects as presented.

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

The Board of Trustees approves and authorizes the proposed schematic landscape designs for the 2013 Bond Construction projects as presented.

**Approval Recommended:**

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

# AQUA-TECH

P.O. BOX 4505  
 McALLEN, TX 78502  
 (956) 630-1402

# Estimate

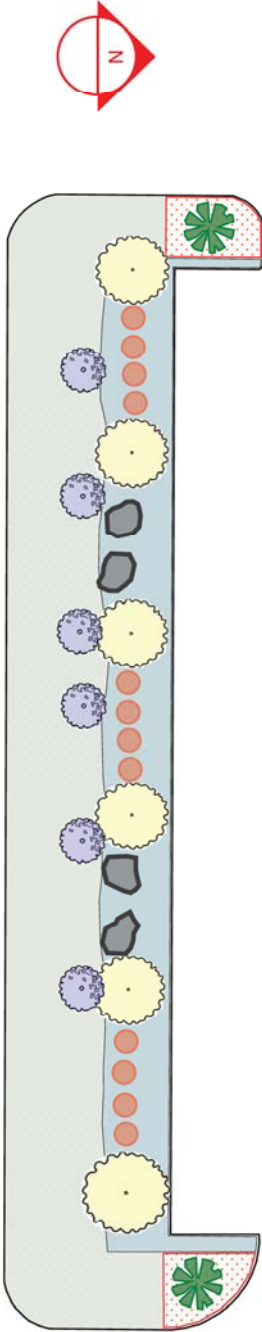
DATE	ESTIMATE #
12/1/2017	2413









NAME / ADDRESS
STC Tech Building E ADDITION LANDSCAPING AND IRRIGATION

PROJECT
LANDSCAPING

DESCRIPTION	QTY	COST	TOTAL
<b>LANDSCAPING</b> DEMO GRASS TO PREP BEDS 35 KNOCK OUT ROSES 3 GALLON 3 BOULDERS 15CY DECOMPOSED GRANITE 2" DEPTH 2 ROEBILLE PALMS 7 GALLON 80 KATY RUELLIA 1 GALLON MULCH LABOR TO INSTALL		13,097.50	13,097.50
<b>IRRIGATION</b> REMODEL IRRIGATION SYSTEM RELOCATE HEADS INSTALL NEW ELECTRIC VALVE INSTALL DRIP TO NEW LANDSCAPE		2,890.00	2,890.00
Irrigation in Texas is regulated by the T.C.E.Q., P.O. Box 13087, Austin, TX. 78711-3087. TX. Lic. #1486 SALES TAX		8.25%	0.00
SIGNATURE _____			
<b>AQUA TECH LAWN SPRINKLERS YOU CAN'T BEAT THE SYSTEM</b>		<b>TOTAL</b>	<b>\$15,987.50</b>

# Technology Campus - Southwest Building - Military Hwy



-  Mexican Petunia
-  Decomposed Granite 2" depth (15cy)
-  Roebelenii Palms 7 Gallon (2)
-  Boulder (3)
-  Knock Out Roses 3 Gallon (35)
-  Existing Oaks
-  Existing Crape Myrtles
-  Existing Grass





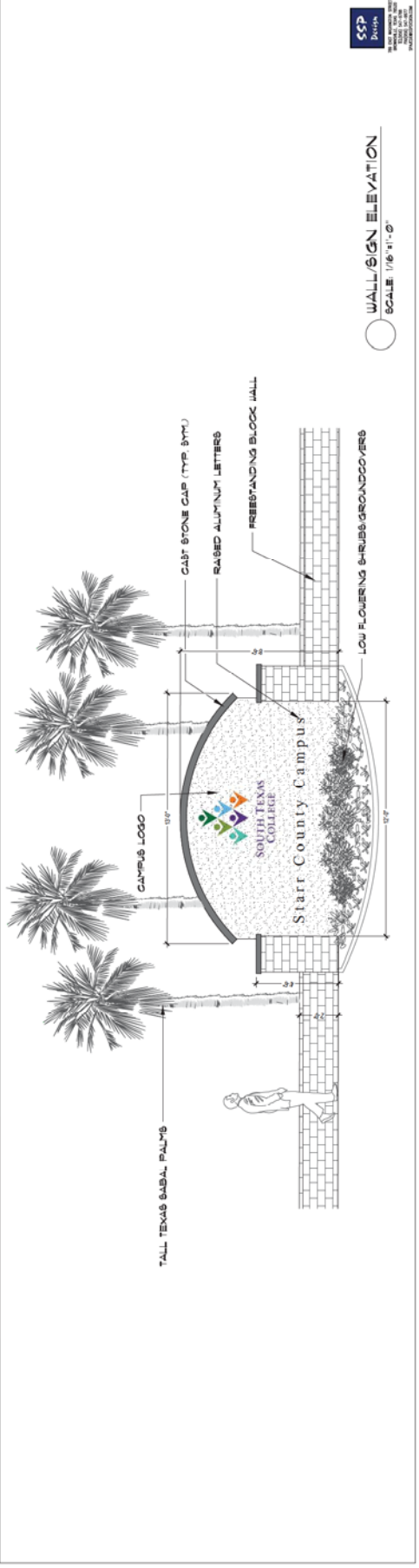
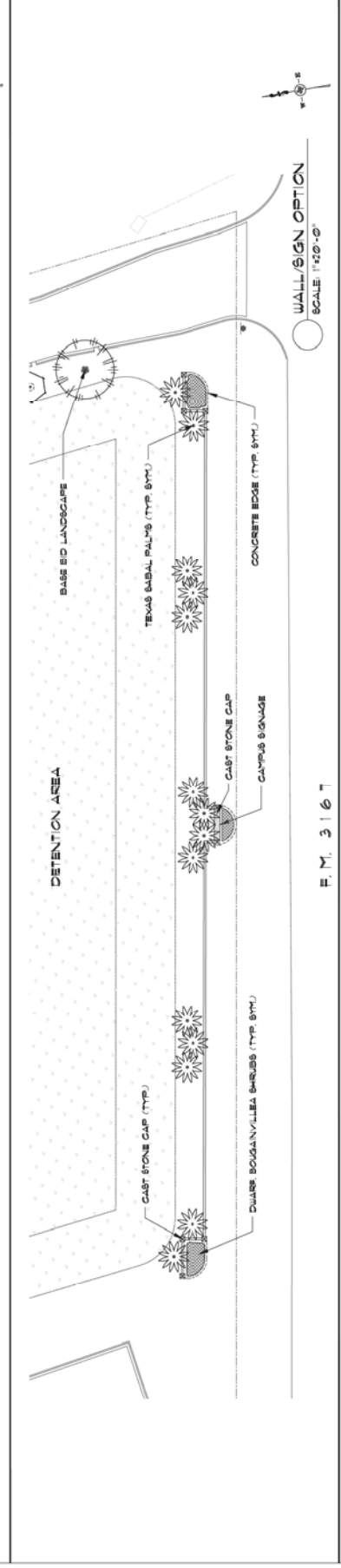
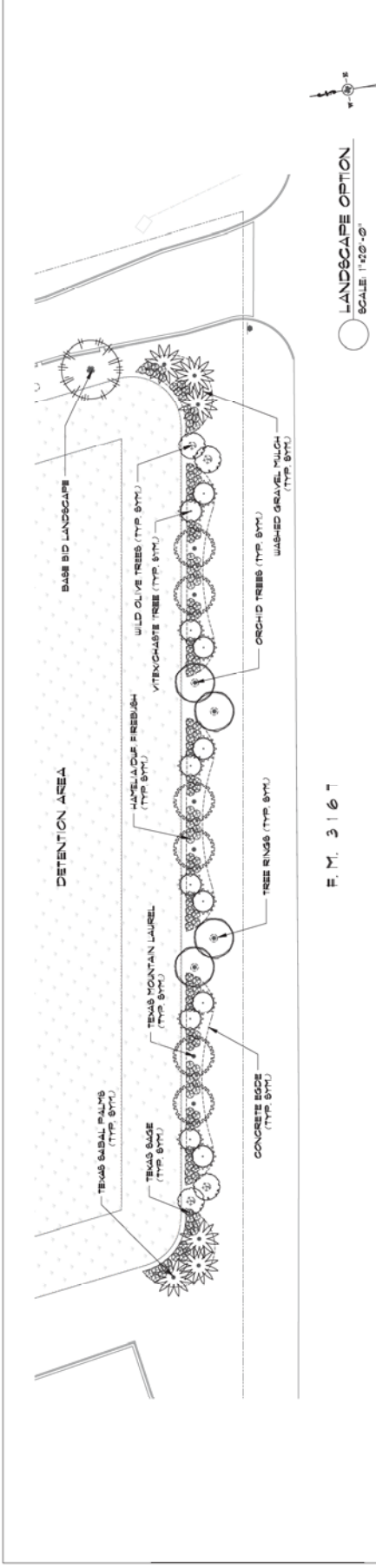




PROJECT NO.	15063.02
DATE	
BY	
REVISION	
SCALE	AS SHOWN
1. RELEASE DATE	
2. RELEASE DATE	
3. RELEASE DATE	
PROJECT ENG. NO.	
PROJECT ENG. SA.	

STC  
STARR COUNTY CAMPUS  
PLAZA IMPROVEMENTS

DETENTION AREA LANDSCAPE AND  
SIGNAGE OPTIONS



Copyright © 2015 Starr County, Texas, Inc.  
File No. 15063.02  
SHEET 1 OF 1



South Texas College - Starr County Campus

Date: 11-27-17

Detention Pond / Entrance Landscape Improvements

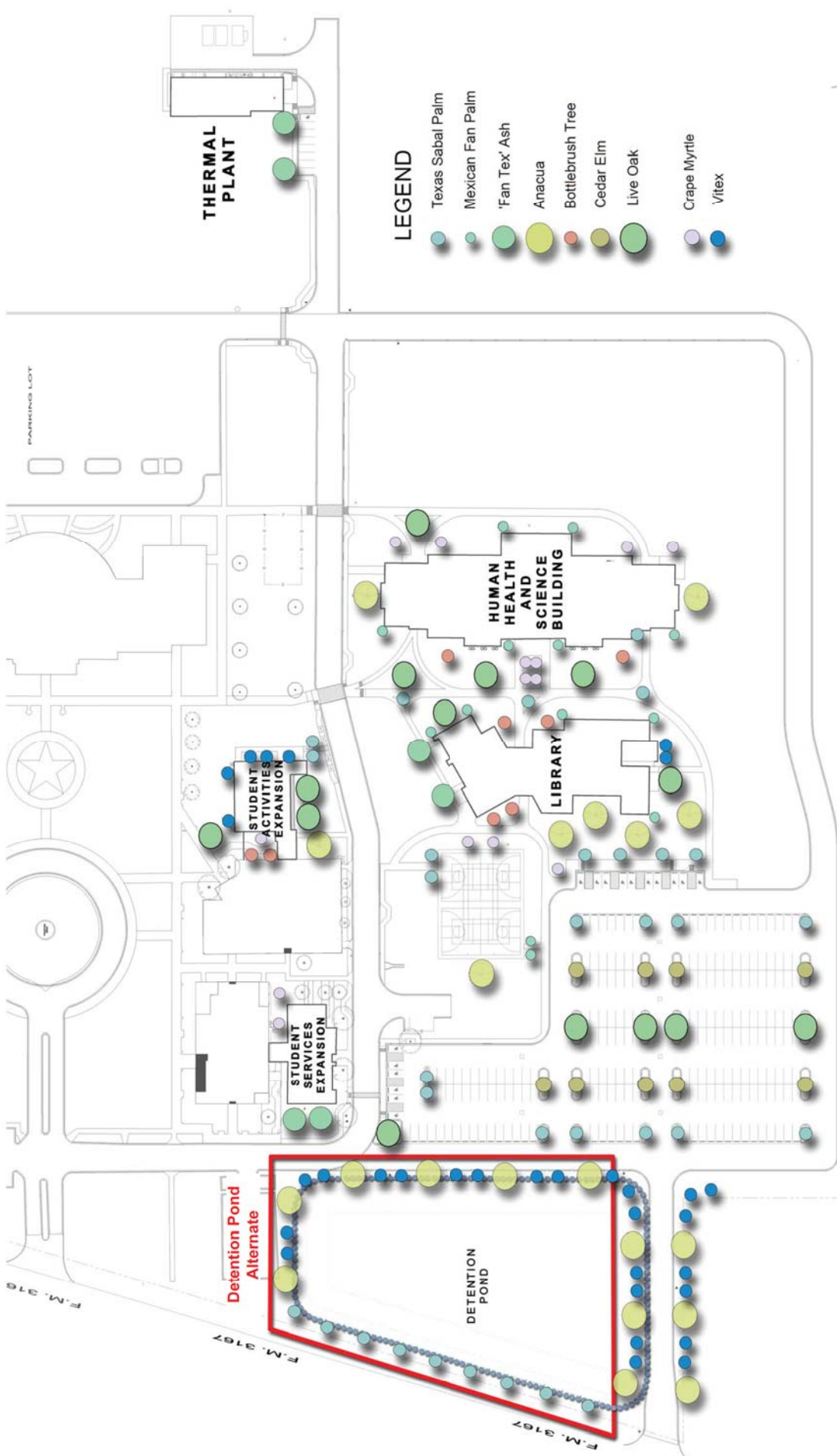
Option 1 - Landscape Only	SIZE/UNIT	QTY	UNIT COST	TOTAL
Fine Grading	LS			
Bed Preparation / Top Soil, Compost	LS			
Trees, Shrubs, Groundcovers	LS			
Additional Irrigation	LS			
<b>Option 1 - Total</b>				<b>50,000</b>

Option 2 - Low Wall, Signage Wall, Landscape	SIZE/UNIT	QTY	UNIT COST	SUBTOTAL
Grading , Prep for Wall	LS			
Bed Preparation / Top Soil, Compost	LS			
Trees, Shrubs, Groundcovers	EA			
Additional Irrigation	LS			
Low Wall (Anchor Segmental Wall w/ Stone Caps)	LS			
Signage Wall (CMU, Stucco, Stone Caps/Coping)	LS			
Signage Wall Graphics (Raised Lettering, Logo)	LS			
Electrical / Lighting	LS			
<b>Option 2 - Total</b>				<b>85,000</b>





# SOUTH TEXAS COLLEGE - STARR COUNTY CAMPUS



## LEGEND

- Texas Sabal Palm
- Mexican Fan Palm
- 'Fan Tex' Ash
- Anacua
- Bottlebrush Tree
- Cedar Elm
- Live Oak
- Crape Myrtle
- Vitex



LANDSCAPE PLAN  
SCALE 1"=60'-0"



# RIO IRRIGATION & LANDSCAPING

1849 Austin St.  
Rio Grande City, Tx. 78582

Phone: (956) 437-5440  
Fax: (956) 488-6315  
[silvanogarcia1849@gmail.com](mailto:silvanogarcia1849@gmail.com)

STC STARR CO CAMPUS  
PARKING LOT & SITE IMPROVEMENTS  
RIO GRANDE CITY, TX  
10/18/17

## REVISED PROPOSAL

Original Bid (current contract)	
Irrigation	\$ 79,895.00
Landscape	\$ 88,090.00
Revised Bid (new plans)	
Irrigation	\$ 86,750.00
Landscape	\$ 115,845.00
Detention Pond Alternate (new plans)	
Irrigation	\$ 8,875.00
Landscape	\$ 13,930.00

**STC Starr County Campus**  
**Original Plant Schedule & Material Schedule**  
 (includes original base bid and alternates 1, 2, 3)  
 Currently under contract as of May-June 2017

**ORIGINAL BID - PLANT SCHEDULE**

CODE	BOTANICAL NAME	COMMON NAME	TYPE	SIZE	SPACING	QTY
	TREES					
ASH	FRAXINUS B. 'FAN TEX'	'FAN TEX' ASH	B/B	3" CAL. - 10'H X 6'W	A.S.	4
ANAC	EHRETIA ANACUA	ANACUA	B/B	2-3" CAL. 12' HT X 6' W	A.S.	8
BOTT	CALLISTEMON RIGIDUS	BOTTLEBRUSH TREE	15 GAL	3" CAL. 12' HT X 6' W	A.S.	2
CEDR	ULMUS CRASSIFOLIA	CEDAR ELM (ROOTMAKER BAG)	18" RB*	2-3" CAL. 10' H X 6' W	A.S.	5
CEDR(R)	ULMUS CRASSIFOLIA	CEDAR ELM (RELOCATED)	B/B	12" CAL. 16' HT.	A.S.	1
LIVE	QUERCUS VIRGINIANA	LIVE OAK (CONTAINER GROWN)	24" RM*	4-5" CAL. 15'H X 6'W	A.S.	11
MESQ	PROSOPIS GLANDULOSA	HONEY MESQUITE	B/B	2-3" CAL. 10' HT X 6' W	A.S.	5
OLIV	CORDIA BOISSIERI	WILD OLIVE	B/B	2-3" CAL. 8' HT X 4' W	A.S.	2
VITX	VITEX AGNUS-CASTUS	CHASTE TREE	15 GAL.	MULTI-TRUNK - 6'-0" HT	A.S.	5
VITX(R)	VITEX AGNUS-CASTUS	CHASTE TREE (RELOCATED)	B/B	12" CAL. MULTI TRUNK	A.S.	6
	PALMS					
SABL	SABAL TEXANA	TEXAS SABAL PALM	B/B	6-8' TRUNK	A.S.	16
WASH	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM	B/B	10-12' TRUNK	A.S.	13
	GROUND COVERS					
PURP	LANTANA MONTEVIDENSIS	PURPLE TRAILING LANTANA	1 GAL		18" O.C.	344
WEDL	WEDELIA TRILOBATA	WEDELIA	4" POTS		12" O.C.	1035
	GRASS					
SEED	CYNODON DACTYLON	COMMON BERMUDA BROADCAST SEED				70,000 SF.
HYDRO	CYNODON DACTYLON	COMMON BERMUDA HYDROMULCH				200,000 SF.
SOD	CYNODON DACTYLON	* 1 CERTIFIED '419' HYBRID BERMUDA SOD				1,600 S.Y.
SOD	CYNODON DACTYLON	* 1 CERTIFIED '419' HYBRID BERMUDA SOD (ALLOWANCE)				500 S.Y.

NOTE: ROOTMAKER BAG TREES SHALL BE SIMMONS OAK FARMS (956) 425-5859 OR APPROVED EQUAL.

**ORIGINAL BID - MATERIAL SCHEDULE**

DESCRIPTION	NOTES	QUANTITY
PREMIUM COMPOST	2" LAYER PREMIUM COMPOST (EARTHWISE ORGANICS MIX)	16 CY
SCREENED TOP SOIL	8" FOR ALL PLANTING BEDS	69 CY
MULCH (HARDWOOD)	2" MIN. FOR ALL PLANTING BEDS AND WATERING BASINS (TEXAS NATIVES HARDWOOD)	600 BAGS (2 CF)
HERBICIDE	ALL PLANTING BED AREAS AS SPECIFIED	2,890 SF
FERTILIZER	ALL PLANT MATERIAL PER DETAILS	2,890 SF
PLANTING TABLETS	PER DETAILS / AS SPECIFIED	-
PRE-EMERGENT	ALL PLANTING BED AREAS AS SPECIFIED	-
GUYING / STAKING	ALL TREES/PALMS PER DETAILS	-
TREE RINGS	(36" DIA.) 4x6" EXTRUDED CONCRETE EDGING PER PLANS/DETAILS	-
TREE TRIM/PRUNE	TREE TRIMMING / PRUNING BY ISA CERTIFIED ARBORIST	-
IRRIGATION SYSTEM	COMPLETE AUTOMATIC IRRIGATION SYSTEM BY LICENSED CONTR.	-

NOTE: CONTRACTORS MUST REVIEW TECHNICAL SPECIFICATIONS FOR ADDITIONAL PRODUCT INFORMATION AND PROJECT REQUIREMENTS.

**STC Starr County Campus**  
**Revised Plant Schedule & Material Schedule**  
(per Board comments 9-19-17 & Facilities Mtg 10-10-17)

**BASE BID- PLANT SCHEDULE**

CODE	BOTANICAL NAME	COMMON NAME	TYPE	SIZE	SPACING	QTY
	TREES					
ASH	FRAXINUS B. 'FAN TEX'	'FAN TEX' ASH	B/B	3" CAL. - 10'H X 6' W	A.S.	6
ANAC	EHRETIA ANACUA	ANACUA	B/B	2-3" CAL. 12' HT X 6' W	A.S.	14
BOTT	CALLISTEMON RIGIDUS	BOTTLEBRUSH TREE	15 GAL	3" CAL. 12' HT X 6' W	A.S.	8
CEDR	ULMUS CRASSIFOLIA	CEDAR ELM (ROOTMAKER BAG)	18" RB*	2-3" CAL. 10' H X 6' W	A.S.	9
LIVE	QUERCUS VIRGINIANA	LIVE OAK (CONTAINER GROWN)	24" RM*	4-5" CAL, 15'H X 6'W	A.S.	13
MYRT	LAGERSTROEMIA x 'NATCHEZ'	'NATCHEZ' GRAPE MYRTLE	15 GAL	8-10' HT. X 6' W 'MULTI'	A.S.	14
VITX	VITEX AGNUS-CASTUS	CHASTE TREE	15 GAL	MULTI-TRUNK - 6'-0" HT	A.S.	21
	PALMS					
SABL	SABAL TEXANA	TEXAS SABAL PALM	B/B	4-6' TRUNK	A.S.	21
WASH	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM	B/B	10-12' TRUNK	A.S.	12
	GROUND COVERS/VINES					
BLUE	RUELLIA SGUARROSA	BLUE SHADE RUELLIA	1 GAL	12"HT-BUSHY	12" O.C.	450
CONF	TRACH. JASMINOIDES	CONFEDERATE JASMINE	1 GAL	36"HT-STAKED	18" O.C.	24
PURP	LANTANA MONTEVIDENSIS	PURPLE TRAILING LANTANA	1 GAL		18" O.C.	800
WEDL	WEDELIA TRILOBATA	WEDELIA	4" POTS		12" O.C.	1000
	GRASS					
SEED	CYNODON DACTYLON	COMMON BERMUDA BROADCAST SEED				70,000 SF.
HYDRO	CYNODON DACTYLON	COMMON BERMUDA HYDROMULCH				225,000 SF.
SOD	CYNODON DACTYLON	* 1 CERTIFIED '419' HYBRID BERMUDA SOD				2,000 S.Y.

NOTE: ROOTMAKER BAG TREES SHALL BE SIMMONS OAK FARMS (956) 425-5859 OR APPROVED EQUAL.

**DETENTION ALTERNATE - PLANT SCHEDULE**

CODE	BOTANICAL NAME	COMMON NAME	TYPE	SIZE	SPACING	QTY
	PALMS					
SABL	SABAL TEXANA	TEXAS SABAL PALM	B/B	4-6' TRUNK	A.S.	9
	TREES					
ANAC	EHRETIA ANACUA	ANACUA	B/B	2-3" CAL. 12' HT X 6' W	A.S.	6
VITX	VITEX AGNUS-CASTUS	CHASTE TREE	15 GAL	MULTI-TRUNK - 6'-0" HT	A.S.	10
	SHRUBS					
SAGE	LEUCOPHYLLUM FRUTESCENS	'GREEN CLOUD' CENIZO	3 GAL	24"HT-BUSHY	A.S.	250

**BASE BID - MATERIAL SCHEDULE**

DESCRIPTION	NOTES	QUANTITY
PREMIUM COMPOST	2" LAYER PREMIUM COMPOST (EARTHWISE ORGANICS MIX)	16 CY
SCREENED TOP SOIL	8" FOR ALL PLANTING BEDS	75 CY
MULCH (HARDWOOD)	2" MIN. FOR ALL PLANTING BEDS AND WATERING BASINS (TEXAS NATIVES HARDWOOD)	270 BAGS (2 CF)
HERBICIDE	ALL PLANTING BED AREAS AS SPECIFIED	3,000 SF
FERTILIZER	ALL PLANT MATERIAL PER DETAILS	-
PLANTING TABLETS	PER DETAILS / AS SPECIFIED	-
PRE-EMERGENT	ALL PLANTING BED AREAS AS SPECIFIED	3,000 SF
GUYING / STAKING	ALL TREES/PALMS PER DETAILS	-
TREE RINGS	36" DIA. 5" BLACK ANODIZED ALUMINUM EDGE 'DREAMSCAPE' TREE RINGS	70
TREE TRIM/PRUNE	TREE TRIMMING / PRUNING BY ISA CERTIFIED ARBORIST	-
IRRIGATION SYSTEM	COMPLETE AUTOMATIC IRRIGATION SYSTEM BY LICENSED CONTR.	-

NOTE: CONTRACTORS MUST REVIEW TECHNICAL SPECIFICATIONS FOR ADDITIONAL PRODUCT INFORMATION AND PROJECT REQUIREMENTS.

**DETENTION ALTERNATE - MATERIAL SCHEDULE**

DESCRIPTION	NOTES	QUANTITY
PREMIUM COMPOST	2" LAYER PREMIUM COMPOST (EARTHWISE ORGANICS MIX)	3 CY
SCREENED TOP SOIL	8" FOR ALL PLANTING BEDS	12 CY
MULCH (HARDWOOD)	2" MIN. FOR ALL PLANTING BEDS AND WATERING BASINS (TEXAS NATIVES HARDWOOD)	50 BAGS (2 CF)
HERBICIDE	ALL PLANTING BED AREAS AS SPECIFIED	500 SF
FERTILIZER	ALL PLANT MATERIAL PER DETAILS	500 SF
PLANTING TABLETS	PER DETAILS / AS SPECIFIED	-
PRE-EMERGENT	ALL PLANTING BED AREAS AS SPECIFIED	-
GUYING / STAKING	ALL TREES/PALMS PER DETAILS	-

NOTE: CONTRACTORS MUST REVIEW TECHNICAL SPECIFICATIONS FOR ADDITIONAL PRODUCT INFORMATION AND PROJECT REQUIREMENTS.

## Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Pecan Campus STEM Building

Approval of substantial completion for the following 2013 Bond Construction Pecan Campus STEM Building project is requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Pecan Campus STEM Building  Architect: Boultinghouse Simpson Gates Architects, Inc. Contractor: D. Wilson Construction	Substantial Completion Recommended	December 18, 2017

Broaddus & Associates, Boultinghouse Simpson Gates Architects, Inc., 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 architect on December 18, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

As part of the Substantial Completion, the architect has noted that it includes:

Entire Building: Interiors, Exteriors to 5' outside building, and Roof.

Exclusions: Laboratory and support space modifications described in ASI No's 8 and 9.

The College has received control of the building and has insured the building. Once substantial completion is approved, the College will be able to complete the following:

- a) Furniture installation
- b) Audio Visual equipment installation
- c) Computer and IT equipment installation
- d) Surveillance equipment installation
- e) Occupancy and use of the facility not excluded as noted above.

Broaddus & Associates will issue an amendment of the Substantial Completion Certificate when the additional work is complete and will present a recommendation to the Board for approval.

### Enclosed Documents

A copy of the Certificate of Substantial Completion is enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion, except for the noted exclusions, of the 2013 Bond Construction Pecan Campus STEM Building project as presented.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the substantial completion, except for the noted exclusions, of the 2013 Bond Construction Pecan Campus STEM Building project as presented.

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

The Board of Trustees approves and authorizes the substantial completion, except for the noted exclusions, of the 2013 Bond Construction Pecan Campus STEM Building project as presented.

**Approval Recommended:**

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

**President**

## Substantial Completion Acceptance

Project Name: STC Pecan Campus – Science Technology Engineering & Math (STEM) Building

Project No.: STC #916-126: Building "V" Date of Issuance: December 18, 2017

Owner: South Texas College

Contractor: D. Wilson Construction Company

A/E Firm: Boultinghouse Simpson Gates, Architects

**Scope of Work Covered by This Acceptance:**

STC Pecan Campus - Science Technology Engineering & Math (STEM) Building:

Entire Building: Interiors, Exteriors to 5' outside building, and Roof.

Exclusions: Laboratory and support space modifications described in ASI No's 8 and 9.

Effective Date & Time of Acceptance: December 15, 2017, 8:00 AM

This constitutes the Owner's acceptance for Beneficial Occupancy: Yes  No

OCIP Worker's Compensation will terminate within sixty (60) calendar days: Yes  No  Not OCIP

In accordance with the Uniform General and Supplementary General Conditions (UGC) of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued by the Architect under separate cover. It is expressly understood that the failure to include any items on such list(s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the UGC, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, Owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list(s). During the guarantee and warranty period, the Owner will directly notify the Contractor of other defects that may appear.

The **Contractor** shall complete/correct the items identified on the punch list(s) within 30 Calendar days from the Effective Date of this Acceptance.

Bill Wilson, President

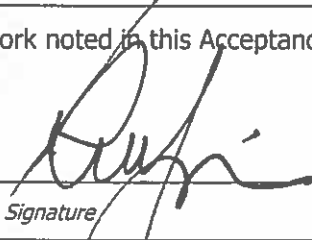
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*D. Wilson Construction, Co.* *Signature* *Date*

The **Architect/Engineer** agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.

Bob Simpson, AIA., Principal

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*Boultinghouse Simpson Gates Architects*  12-15-17

*Signature* *Date*

With the exception of those items noted on the attached "punch list(s)", the **Owner** accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.

Dr. Shirley A. Reed, President

---

*South Texas College* *Signature* *Date*

## Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Health Professions and Science Building

Approval of substantial completion for the following 2013 Bond Construction Starr County Campus Student Health Professions and Science Building project will be requested at the January 30, 2018 Board Meeting:

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Starr County Campus Health Professions and Science Building  Architect: Mata-Garcia Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	December 7, 2017

Broaddus & Associates, Mata-Garcia 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 architect on December 7, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

As part of the Substantial Completion, the architect has issued a letter noting that additional work is pending to be completed as part of the science laboratory modifications per a proposed change order.

The Substantial Completion for this project will include:

- Entire Building: Interiors, Exteriors to 5' outside building, and Roof.

The Substantial Completion for this project will exclude:

- 1) Changes to exterior elevations, west façade – arched metal tubing, faux windows at storage room exterior walls and stone tablets with building identification and date.
- 2) Changes to Biology and Chemistry Labs – mechanical and electrical work to provide power for hot plate usage at student and professor stations as well as fume hood stations.
- 3) Explosion-proof electrical fixtures and outlets at Biology & Chemistry Storage Rooms
- 4) Delivery of autoclave, ice machines
- 5) Fume Hood for Autoclave Room
- 6) Proposed Sink Basin Revision
- 7) Countertops for Control Room at Health Professions

These excluded items are either pending delivery to the project site (D. Wilson Construction) or approval by South Texas College to proceed with the work.



The College has received control of the building and has insured the building. Once substantial completion is approved, the College will be able to complete the following:

- a) Occupancy and use of the facility not excluded as noted above
- b) Furniture installation
- c) Audio Visual equipment installation
- d) Computer and IT equipment installation
- e) Surveillance equipment installation

Broaddus & Associates will issue an amendment of the Substantial Completion Certificate when the additional work is complete and will present a recommendation to the Board for approval.

### **Enclosed Documents**

A copy of the Certificate of Substantial Completion and letter from Architect are enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion, except for the noted exclusions, of the 2013 Bond Construction Starr County Campus Health Professions and Science Building project as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion, except for the noted exclusions, of the 2013 Bond Construction Starr County Campus Health Professions and Science Building project as presented.

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

The Board of Trustees approves and authorizes substantial completion, except for the noted exclusions, of the 2013 Bond Construction Starr County Campus Health Professions and Science Building project as presented.

### **Approval Recommended:**

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



# AIA® Document G704™ – 2017

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Health Professions & Science STC Starr County Campus	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: 08/15/16 and 12/07/16	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001 Date: December 7, 2017
<b>OWNER:</b> <i>(name and address)</i> South Texas College 142 N. FM 3167 Rio Grande City, Texas 78582	<b>ARCHITECT:</b> <i>(name and address)</i> Mata+Garcia Architects LLP 1314 Ivy Avenue McAllen, Texas 78501	<b>CONTRACTOR:</b> <i>(name and address)</i> D.WilsonConstructionCo.Inc. 1207 E. Pecan Blvd. McAllen, Texas 78501

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

All Work under Contract Documents.

Mata+Garcia Architects ARCHITECT <i>(Firm Name)</i>	 SIGNATURE	Hector Rene Garcia PRINTED NAME AND TITLE	December 7, 2017 DATE OF SUBSTANTIAL COMPLETION
--	--	--	--

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below: *(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*  
Not Applicable.

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: *(Identify the list of Work to be completed or corrected.)*

Refer to attached punch list items from South Texas College, Sigma HN Engineers PLLC and Mata+Garcia Architects LLP. (There are additional punch list items that will be submitted separately.)


The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty Days ( 30 ) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$ 0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:  
*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

Owner accepts responsibility for security, maintenance, heat, utilities, damage to the Work and insurance as of 5:00pm on Thursday, December 7, 2017 at 5:00pm.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

D.Wilson Construction Co. CONTRACTOR <i>(Firm Name)</i>	 SIGNATURE	Bill Wilson PRINTED NAME AND TITLE	12/14/17 DATE
South Texas College OWNER <i>(Firm Name)</i>	_____ SIGNATURE	_____ PRINTED NAME AND TITLE	_____ DATE

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ARCHITECTURE  
PROJECT MANAGEMENT  
INTERIOR DESIGN

January 11, 2018

South Texas College \* Starr County Campus \* Health Professions & Science Project

Exclusions to be placed on the Substantial Completion form:

01. Changes to exterior elevations, west façade – arched metal tubing, faux windows at storage room exterior walls and stone tablets with building identification and date.
02. Changes to Biology and Chemistry Labs – mechanical and electrical work to provide power for hot plate usage at student and professor stations as well as fume hood stations.
03. Explosion-proof electrical fixtures and outlets at Biology & Chemistry Storage Rooms
04. Delivery of autoclave, ice machines
05. Fume Hood for Autoclave Room
06. Proposed Sink Basin Revision
07. Countertops for Control Room at Health Professions

These are items that are either pending delivery to the project site (D. Wilson Construction) or approval by South Texas College to proceed with the work.

**Review and Action as Necessary on Substantial Completion for the  
 2013 Bond Construction Starr County Campus Student Services  
 Building Expansion**

Approval of substantial completion for the following 2013 Bond Construction Starr County Campus Student Services Building Expansion project is requested.

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Starr County Campus Student Services Building Expansion  Architect: Mata-Garcia Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	December 22, 2017

Broaddus & Associates, Mata-Garcia 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 architect on December 22, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

**Enclosed Documents**

A copy of the Certificate of Substantial Completion is enclosed for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Starr County Campus Student Services Building Expansion project as presented.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the 2013 Bond Construction Starr County Campus Student Services Building Expansion project as presented.

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

The Board of Trustees approves and authorizes substantial completion of the 2013 Bond Construction Starr County Campus Student Services Building Expansion project as presented.

**Approval Recommended:**

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





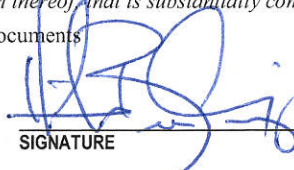
# AIA Document G704™ – 2017

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Student Services Expansion STC Starr County Campus	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: 12.13.16 and 04.17.17	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001 Date: December 22, 2017
<b>OWNER:</b> <i>(name and address)</i> South Texas College 142 N. FM 3167 Rio Grande City, Texas 78582	<b>ARCHITECT:</b> <i>(name and address)</i> Mata+Garcia Architects LLP 1314 Ivy Avenue McAllen, Texas 78501	<b>CONTRACTOR:</b> <i>(name and address)</i> D.WilsonConstructionCo.Inc. 1207 E. Pecan Blvd. McAllen, Texas 78501

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

All Work Under Contract Documents

Mata+Garcia Architects ARCHITECT <i>(Firm Name)</i>	 SIGNATURE	Hector Rene Garcia PRINTED NAME AND TITLE	December 22, 2017 DATE OF SUBSTANTIAL COMPLETION
--	--	--	---

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:  
*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

Not Applicable

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*

Refer to attached punch list items from South Texas College, Sigma HN Engineers PLLC and Mata+Garcia Architects LLP. (There are additional punch list items that will be submitted separately.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty ( 30 ) days from the above date of Substantial Completion.

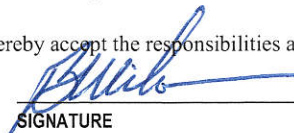
Cost estimate of Work to be completed or corrected: \$ 0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

Owner accepts responsibility for security, maintenance, heat utilities, damage to the Work, insurance as of 5:00pm on Friday, December 22, 2017.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

D. wilson Construction Co. CONTRACTOR <i>(Firm Name)</i>	 SIGNATURE	Bill Wilson PRINTED NAME AND TITLE	1/9/18 DATE
South Texas College OWNER <i>(Firm Name)</i>	_____ SIGNATURE	_____ PRINTED NAME AND TITLE	_____ DATE

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## **Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Student Activities Building Expansion**

Approval of substantial completion for the following 2013 Bond Construction Starr County Campus Student Activities Building Expansion project is requested.

	<b>Project</b>	<b>Completion Recommended</b>	<b>Date Received</b>
1.	2013 Bond Construction Starr County Campus Student Activities Building Expansion  Architect: Mata-Garcia Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	December 22, 2017

Broaddus & Associates, Mata-Garcia 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 architect on December 22, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

### **Enclosed Documents**

A copy of the Certificate of Substantial Completion is enclosed for the Committee's review and information.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Starr County Campus Student Activities Building Expansion project as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the 2013 Bond Construction Starr County Campus Student Activities Building Expansion project as presented.

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

The Board of Trustees approves and authorizes substantial completion of the 2013 Bond Construction Starr County Campus Student Activities Building Expansion project as presented.

### **Approval Recommended:**

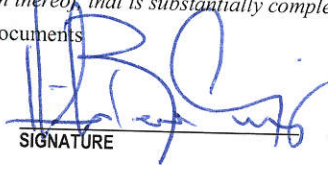
**Shirley A. Reed, M.B.A., Ed.D.**  
**President**

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Student Activities Expansion STC Starr County Campus <b>OWNER:</b> <i>(name and address)</i> South Texas College 142 N. FM 3167 Rio Grande City, Texas 78582	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: 12.13.16 and 04.17.17 <b>ARCHITECT:</b> <i>(name and address)</i> Mata+Garcia Architects LLP 1314 Ivy Avenue McAllen, Texas 78501	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001 Date: December 22, 2017 <b>CONTRACTOR:</b> <i>(name and address)</i> D.WilsonConstructionCo.Inc. 1207 E. Pecan Blvd. McAllen, Texas 78501
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The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. *(Identify the Work, or portion thereof, that is substantially complete.)*

All Work Under Contract Documents

Mata+Garcia Architects		Hector Rene Garcia	
<b>ARCHITECT</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE OF SUBSTANTIAL COMPLETION</b>
			December 22, 2017

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below: *(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*  
 Not Applicable

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: *(Identify the list of Work to be completed or corrected.)*

Refer to attached punch list items from South Texas College, sigma HN Engineers PLLC and Mata+Garcia Architects LLP. (There are additional punch list items that will be submitted separately.)

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty ( 30 ) days from the above date of Substantial Completion.


Cost estimate of Work to be completed or corrected: \$ 0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

Owner accepts responsibility for security, maintenance, heat, utilities, damage to the Work and insurance as of 5:00pm on Friday, December 22, 2017.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

D. Wilson Construction Co.		Bill Wilson	
<b>CONTRACTOR</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>
			1/9/18
South Texas College			
<b>OWNER</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>

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## Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Nursing & Allied Health Campus Building Expansion

Approval of substantial completion for the following 2013 Bond Construction Nursing & Allied Health Campus Building Expansion project is requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Nursing & Allied Health Campus Building Expansion  Architect: ERO Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	December 15, 2017

Broaddus & Associates, ERO 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 architect on December 15, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

### Enclosed Documents

A copy of the Certificate of Substantial Completion was not available at the time of publication of the Board Meeting packet. The Substantial Completion Certificate was expected to be issued to the Facilities Committee at the Facilities Committee Meeting; however, it was not provided to STC by the publication of the January 30, 2018 Regular Board Meeting packet on Friday, January 26, 2018.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Nursing & Allied Health Campus Building Expansion project as presented.

### Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the 2013 Bond Construction Nursing & Allied Health Campus Building Expansion project as presented.

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

The Board of Trustees approves and authorizes substantial completion of the 2013 Bond Construction Nursing & Allied Health Campus Building Expansion project as presented.

### Approval Recommended:

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



## **Review and Action as Necessary on Substantial Completion for the Non-Bond Nursing & Allied Health Campus Thermal Plant**

Approval of substantial completion for the following Non-Bond Nursing & Allied Health Campus Thermal Plant project is requested.

<b>Project</b>		<b>Completion Recommended</b>	<b>Date Received</b>
1.	Non-Bond Nursing & Allied Health Campus Thermal Plant  Engineer: Halff Associates, Inc. Contractor: D. Wilson Construction	Substantial Completion Recommended	December 18, 2017

Broaddus & Associates, Halff Associates, Inc., 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 architect on December 18, 2017. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

### **Enclosed Documents**

A copy of the Certificate of Substantial Completion is enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion of the Non-Bond Nursing & Allied Health Campus Thermal Plant project as presented.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the Non-Bond Nursing & Allied Health Campus Thermal Plant project as presented.

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

The Board of Trustees approves and authorizes substantial completion of the Non-Bond Nursing & Allied Health Campus Thermal Plant project as presented.

### **Approval Recommended:**

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



## NOTICE OF SUBSTANTIAL COMPLETION

PROJECT NO. 31555

PROJECT: STC Nursing and Allied Health Campus –  
Thermal Plant

DATE OF SUBSTANTIAL COMPLETION: Dec. 18, 2017

AREA OF COVERAGE FOR SUBSTANTIAL COMPLETION: All project work except existing Nursing Building components.

TO:

Mr. Ricardo De La Garza  
3200 W. Pecan Blvd., Building N, Room 179  
McAllen, Texas 78501

Gentlemen:

This is to advise you that the Work has been reviewed, inspected and determined, to the best knowledge, information and belief of the Engineer, to be substantially complete as of the date noted above in accordance with the criteria outlined in The General Conditions of the Contract and the Specifications, including without limitation a) suitable for occupancy, b) determined to be fully and comfortably usable, and c) fully cleaned and appropriate for presentation to the public.

A punch list of work to be completed, work not in compliance with the Drawings or Specifications, and unsatisfactory work is attached. The Contractor shall complete each and every item identified on the punch list specifying the Subcontractor or trade responsible for the work, and the dates that the completion or correction will be commenced and finished prior to Final Acceptance.

Except as stated in this Notice of Substantial Completion, all manufacturers' warranties, other special warranties and the Contractor's one-year obligation to perform remedial work, shall commence on the Date of Substantial Completion noted above.

This Notice of Substantial Completion shall be effective and establish the Date of Substantial Completion.

  
\_\_\_\_\_  
Engineer

By: Menton J. Murray, III, PE; Halff Associates Date: Dec. 18, 2017

# Substantial Completion Acceptance

Project Name: STC Nursing and Allied Health Campus – Thermal Plant  
 Project No.: 916-562 Date of Issuance: December 18, 2017  
 Owner: South Texas College  
 Contractor: D. Wilson Construction Company  
 A/E Firm: Half Associates, Inc.

**Scope of Work Covered by This Acceptance:**

*New Thermal Plant and all associated piping to new Nursing and Allied Health Building. Retrofit of the Existing Nursing Building shall be accepted at a later date.*

Effective Date & Time of Acceptance: Dec. 18, 2017

This constitutes the Owner's acceptance for Beneficial Occupancy: Yes  No   
 OCIP Worker's Compensation will terminate within sixty (60) calendar days:: Yes  No  Not OCIP

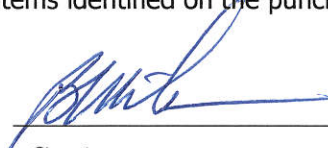
In accordance with the Uniform General and Supplementary General Conditions (UGC) of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued by the Architect under separate cover. It is expressly understood that the failure to include any items on such list(s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the UGC, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, Owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list(s). During the guarantee and warranty period, the Owner will directly notify the Contractor of other defects that may appear.

The **Contractor** shall complete/correct the items identified on the punch list(s) within 30 Calendar days from the Effective Date of this Acceptance.

Bill Wilson, President  
 \_\_\_\_\_  
*D. Wilson Construction, Co.*

  
 \_\_\_\_\_  
 Signature

12/18/17  
 \_\_\_\_\_  
 Date

The **Architect/Engineer** agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.

Menton J. Murray, III, P.E.,  
 Vice President  
 \_\_\_\_\_  
*Half Associates, Inc.*

  
 \_\_\_\_\_  
 Signature

12/18/2017  
 \_\_\_\_\_  
 Date

With the exception of those items noted on the attached "punch list(s)", the **Owner** accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.

Dr. Shirley A. Reed, President  
 \_\_\_\_\_  
*South Texas College*

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date



## **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 for the Committee's review and information:

- Executive Summary (updated January 25, 2018);
- Update on the status of the 2013 Bond Construction Program not provided;
- Chart of Project Progress not provided;
- Project Scorecards

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 Jan. 30, 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	\$ 13,133,921	\$ 14,843,110	\$ 1,709,189
South Academic Building	\$ 8,503,320	\$ 9,454,426	\$ 951,106
STEM	\$ 12,640,591	\$ 13,103,319	\$ 462,728
Student Activities / Cafeteria "Student Union"	\$ 8,625,520	\$ 8,828,254	\$ 202,734
Thermal Plant Expansion	\$ 5,319,420	\$ 5,542,049	\$ 222,629
Parking & Site Improvements	\$ 2,910,140	\$ 2,490,261	\$ (419,879)
Subtotal	<b>\$ 51,132,913</b>	<b>\$ 54,261,419</b>	<b>\$ 3,128,506</b>
<b>Nursing &amp; Allied Health Campus</b>			
Expansion for Nursing & Allied Health	\$ 21,152,950	\$ 21,773,439	\$ 620,489
Thermal Plant Expansion - Non Bond	\$ 664,634	\$ 601,877	\$ (62,757)
Parking & Site Improvements	\$ 2,401,152	\$ 1,717,717	\$ (683,435)
Subtotal	<b>\$ 24,218,736</b>	<b>\$ 24,093,033</b>	<b>\$ (125,703)</b>
<b>Technology Campus</b>			
Expansion for Technical & Workforce	\$ 11,307,010	\$ 14,864,990	\$ 3,557,980
Parking & Site Improvements	\$ 1,688,828	\$ 905,324	\$ (783,504)
Subtotal	<b>\$ 12,995,838</b>	<b>\$ 15,770,314</b>	<b>\$ 2,774,476</b>
<b>Mid Valley Campus</b>			
Health Professional & Science Bldg.	\$ 17,644,734	\$ 17,277,682	\$ (367,052)
Expansion for Technical & Workforce	\$ 2,271,831	\$ 2,257,363	\$ (14,468)
Library Expansion	\$ 3,612,624	\$ 2,288,968	\$ (1,323,656)
Student Services Bldg. Expansion	\$ 5,449,439	\$ 4,114,228	\$ (1,335,211)
Thermal Plant Expansion	\$ 4,978,104	\$ 5,042,398	\$ 64,294
Parking & Site Improvements	\$ 2,764,321	\$ 2,796,035	\$ 31,714
Subtotal	<b>\$ 36,721,053</b>	<b>\$ 33,776,674</b>	<b>\$ (2,944,379)</b>
<b>Starr County Campus</b>			
Health Professions	\$ 11,620,404	\$ 11,267,182	\$ (353,222)
Workforce	\$ 2,027,758	\$ 2,051,983	\$ 24,225
Library Building	\$ 4,789,987	\$ 3,732,378	\$ (1,057,609)
Student Services	\$ 1,588,827	\$ 1,162,522	\$ (426,305)
Student Activities	\$ 1,686,758	\$ 1,166,402	\$ (520,356)
Thermal Plant Expansion	\$ 4,807,796	\$ 4,938,772	\$ 130,976
Parking & Site Improvements	\$ 3,889,399	\$ 1,397,789	\$ (2,491,610)
Subtotal	<b>\$ 30,410,929</b>	<b>\$ 25,717,028</b>	<b>\$ (4,693,901)</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	\$ 1,649,880	\$ 1,436,000	\$ (213,880)
Subtotal	<b>\$ 1,649,880</b>	<b>\$ 1,436,000</b>	<b>\$ (213,880)</b>
<b>Total</b>	<b>\$ 163,389,243</b>	<b>\$ 159,028,939</b>	<b>\$ (4,360,304)</b>



## Scope

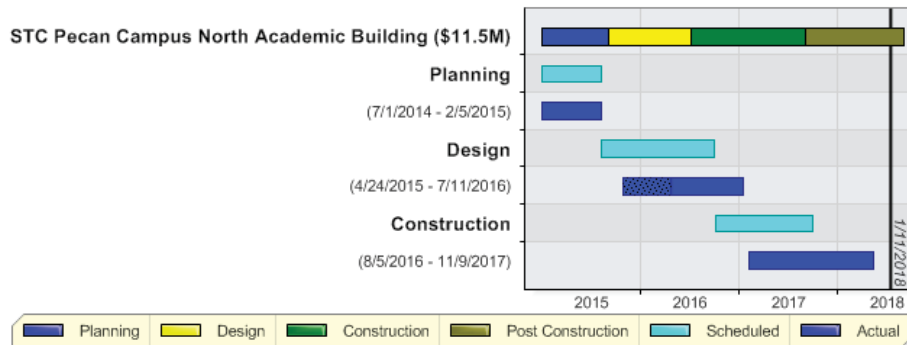
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program includes New Construction, Renovation, Utility Plants and Infrastructure to support both new and existing facilities at the 5 major STC campus in Hidalgo and Starr Counties.

**PECAN CAMPUS - North Academic Bldg.** - A state of the Art multipurpose 3 story, 64,294 SF structural steel building with a combination of glass curtain wall and brick exterior, and is a multi disciplinary teaching facility including Computer Sciences, Communication Arts, K - 12 Instruction, thru Psychology. The building includes 29 Classrooms, with faculty offices and common areas for Student interaction.

## Budget

**Current  
 Budget**

## Schedule



## Activity

### 30 Day Look Ahead

- Substantial Completion achieved Nov 9, 2017.
- Punchlist reported complete: Final Inspections arranged
- Closeout documents submitted and in review
- Reconciliation of accounts imminent
- Owner FF&E near complete

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

## Recent Photo



## Scope

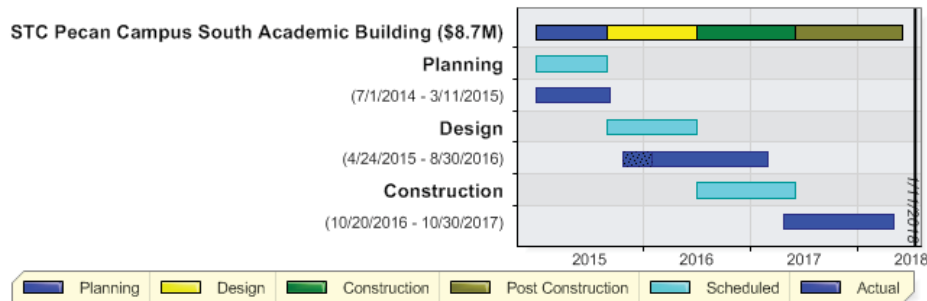
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***PECAN CAMPUS - South Academic Bldg.*** - A state of the Art multipurpose 2 story, 41,500 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a general purpose, multi-disciplinary teaching facility for varied curriculums. The building includes nineteen Classrooms and specialty learning spaces administrative and faculty offices and common areas for Student interaction.

## Budget

	<b>Current Budget</b>
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

- Substantial Completion achieved Oct 30 2017
- Punchlist near complete: Final Inspections imminent
- Closeout documents in review
- Reconciliation of accounts in progress
- Owner FF&E in progress

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Maintain building security ... doors left open by parties unknown
- 

## Recent Photo



**Scope**

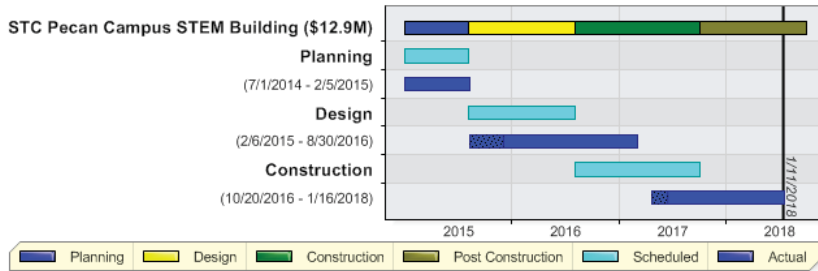
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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

**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**

	<b>Current Budget</b>
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**

- Partial Substantial Completion achieved for south half (administrative spaces) of facility
- Laboratory 'wing' has large scope Owner driven changes in progress
- T&B near complete
- Pre-Final inspections of Labs 3rd week Jan
- Closeout documents in review
- Owner FFE 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 is achieved
- Late Owner changes: coordination of department program with completion Lab services change order work

**Recent Photo**





## Scope

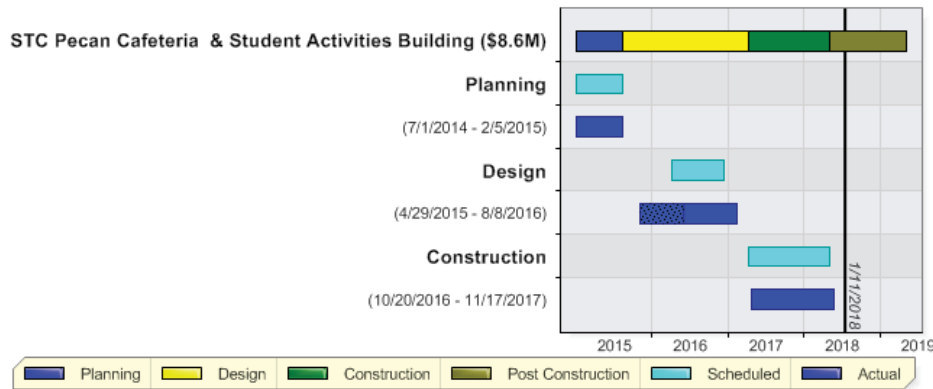
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***PECAN CAMPUS - Student Activities & Cafeteria*** - A State of the Art multi-purpose 2 story, 31,000 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a multi-use student programs and activities center with cafeteria, dining and internet café. The building includes two large, dividable multi-purpose rooms, support spaces and conference rooms, offices and common areas for Student interaction.

## Budget

	<b>Current Budget</b>
Professional Services - Pecan Campus Student Services and Activities Bldg Construction	\$683,110.00
Owner Procured	\$6,897,227.00
Miscellaneous Expenses	\$884,017.00
Additional Costs	\$94,548.00
	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Substantial Completion achieved Nov 17, 2017
- Punchlist near complete: Final Inspections imminent
- Closeout documents in review
- Reconciliation of accounts in progress
- Owner FF&E to start Nov 27

### Key Consultants/Contractors

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

### Key Owner Issues or Concerns

- Owner equipment installers are damaging new finishes (e.g. vct floors)

## Recent Photo



**Scope**

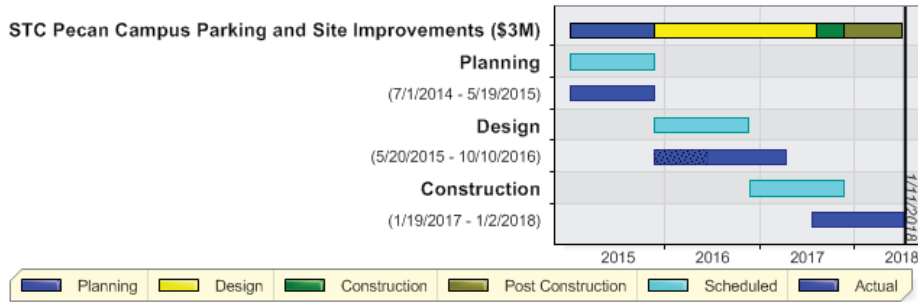
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**PECAN CAMPUS - Parking & Site** - In concert with the construction of five major new facilities at north and west quadrants of the STC Pecan Campus, the Parking & Site Improvements provides a new environmentally sensitive parking area for ~ 300 spaces. Extensive landscaping, lawns, tree lined walkways and outdoor gathering areas are provided between and around the new buildings, promoting the 'urban garden' atmosphere for students, visitors, staff and faculty, and creating a unique pathway drawing the expanding Pecan Campus into a community of higher education.

**Budget**

	<b>Current Budget</b>
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**

- Last (fourth) Partial Substantial Completion achieved Jan 8, 2018 with CoMcA accepting water service utility lines.
- Punchlist in progress.
- Closeout documents in review
- Reconciliation of accounts 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 ... Successfully achieved !

**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.

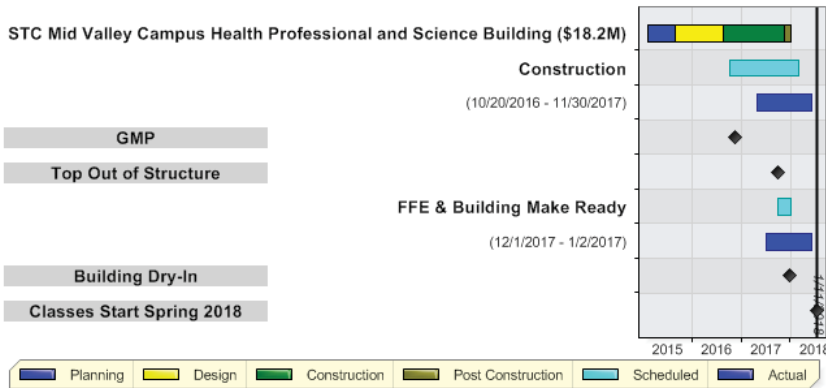
**MID VALLEY CAMPUS - Health Professions & Science Bldg.** - A state of the Art multipurpose 2 story, 78,649 sf structural steel building with a combination of glass curtain wall and brick exterior, and is a teaching facility for Chemistry, Physics, Biology and Engineering. The building includes 11 Classrooms, 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**

**STC Mid Valley Campus Health Professional and Science Building (\$18.2M)**



**Activity**

**30 Day Look Ahead:**

- Complete Owner move-in of FFE
- Complete Owner waxing of floors
- Complete Owner's T&B
- Complete metal wall panel installation
- Complete punch list items
- Submission of closeout documents
- TAS inspection
- Start of classes 1-16-18

**Key Consultants/Contractors:**

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

**Key Owner Issues or Concerns:**

- Priority project, classes begin Spring 2018.

**Recent Photo**



**STC 2013 Bond Program Mid Valley Campus Student Services Addition**

Scorecard #32  
 Status: **Submitted**  
 01/10/2018



**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.

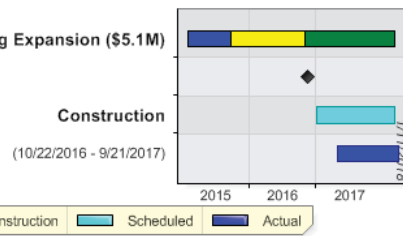
**Budget**

	Current Budget
Professional Services - Mid Valley Campus Student Services Building	\$888,657.00
Construction	\$3,856,862.00
Owner Procured	\$339,566.00
Miscellaneous Expenses	\$52,889.00
Additional Costs	\$0.00

**Schedule**

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

GMP



**Activity**

**30 Day Look Ahead:**

- Complete review of closeout documents.
- Final acceptance issuance.
- TAS inspection
- Start of classes 1-16-18

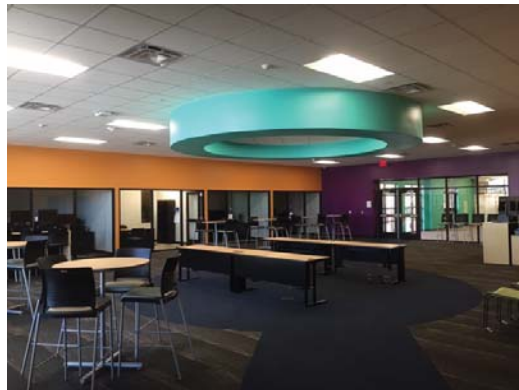
**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- Contaminated block remediation.

**Recent Photo**





# STC Mid Valley Campus Library Addition and Renovation

Scorecard #26  
 Status: **Submitted**  
 01/10/2018



## Scope

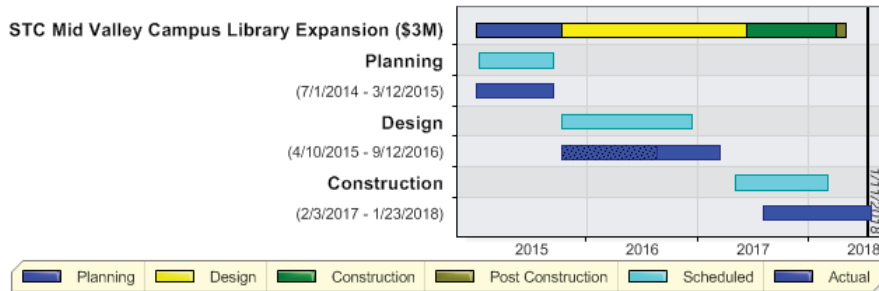
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**MID VALLEY CAMPUS - Library Addition and Renovation** - A 10,814 sf. addition to and renovation of the existing Library. The design integrates multifunctional seating areas that accommodate both individual and group settings. The new addition and 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:

- Conduct above ceiling inspections
- Start-up of HVAC units
- Complete ext. wall tile installation
- Complete int. wall tile installation
- Complete 2nd coat of int. paint installation
- Complete MEP rough-ins
- Complete telecommunications rough-ins
- Continue wire mesh partition installation
- Complete ext. glazing installation
- Begin int. door & hardware installation

### 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 #7  
Status: **Submitted**  
01/10/2018



## Schedule



## Activity

### 30 Day Look Ahead:

- Conduct above ceiling inspections
- Start-up of HVAC units
- Complete 2nd coat of int. paint installation
- Complete MEP rough-ins
- Complete telecommunications rough-ins
- Continue wire mesh partition installation
- Complete ext. glazing installation
- Begin int. door & hardware installation

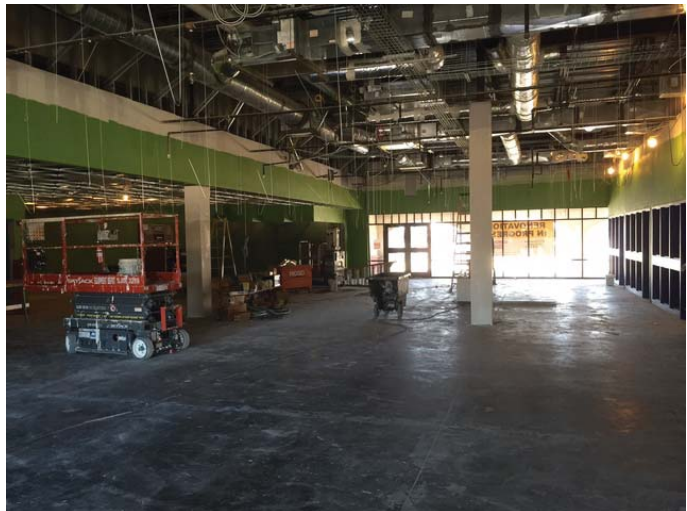
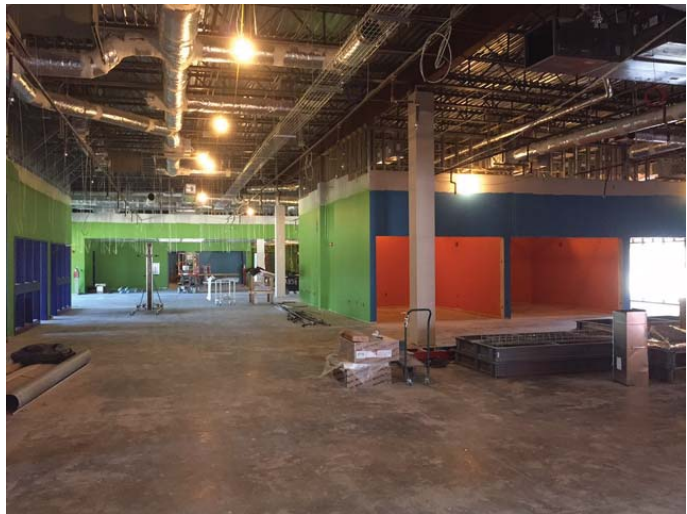
### Key Consultants/Contractors

- Mata+Garcia Architects LLP
- Sigma HN Engineers, PLLC
- Hinojosa Engineering Inc.
- Wrightson/Johnson/ Haddon/Williams

### Key Owner Issues or Concerns

- Staying within budget. Contingencies are rather small and there are no allowances within the GMP.

## Recent Photo



# STC 2013 Bond Program - Starr County Campus Health / Science Building

Scorecard #32  
 Status: **Submitted**  
 01/11/2018



## 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.

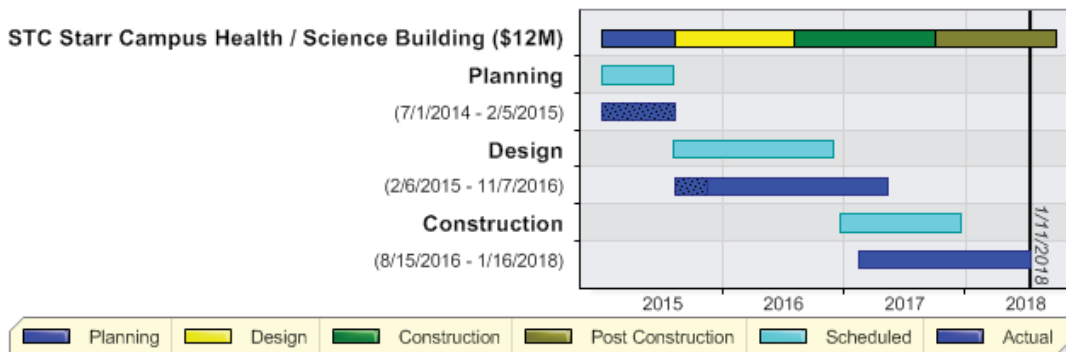
### Starr County Campus - Health Professions & Science Bldg. -

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

- Potential Chemistry Labs Changes
- Potential Biology Lab Changes
- Irrigation/Hydromulch in progress
- Facade Changes

### Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D.Wilson Construction

### Key Owner Issues or Concerns

- Timeline for Lab Changes
- Substantial Completion 12/7/2017

## Recent Photo



# Starr County Campus Student Services Building

Scorecard #30  
 Status: **Submitted**  
 01/11/2018



## 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.

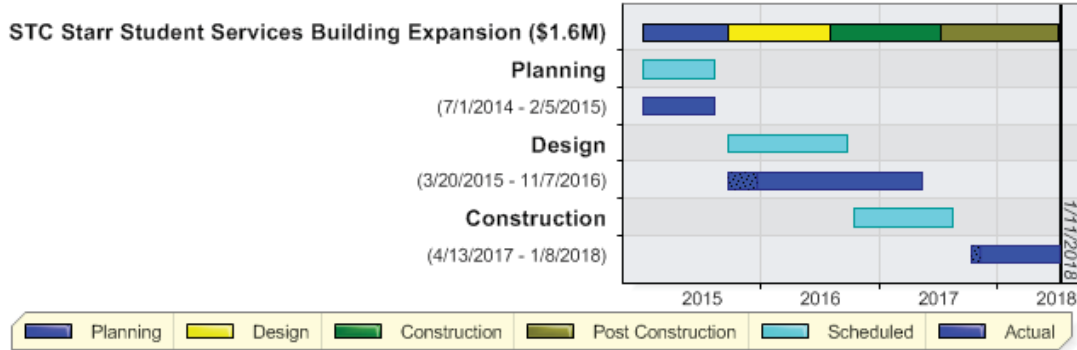
### Starr County Campus - Student Services Bldg. -

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

- Clean Exterior Brick
- Final grading, irrigation installation
- Clean Bldg perimeter and Hydromulch

### Key Consultants/ContractorsArchitect:

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

### Key Owner Issues or Concerns

- Substantial Completion 12/22/2017

## Recent Photo





# STC 2013 Bond Construction Program - Starr Student Activities Building

Scorecard #30  
 Status: **Submitted**  
 01/11/2018



## Scope

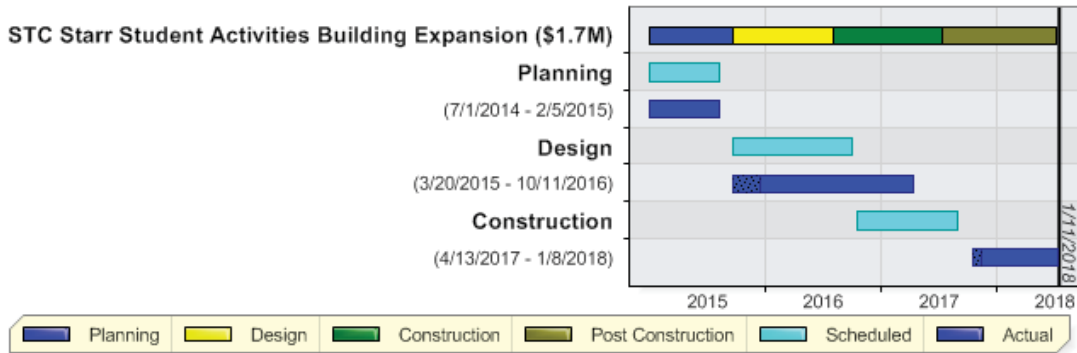
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**Starr County Campus - Student Activities Bldg** - To provide more area for the Student events area and new A/V room.

## Budget

	Current Budget
Professional Services - Starr County Campus - Student Activities Building	\$114,995.00
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

- Final grade and irrigation
- Hydromulch
- Clean bldg exterior and perimeter

### 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

- Substantial Completion 12/22/2017

## Recent Photo



# STC 2013 Bond Program - Starr County Campus Thermal Plant

Scorecard #29  
 Status: **Submitted**  
 01/11/2018



## Scope

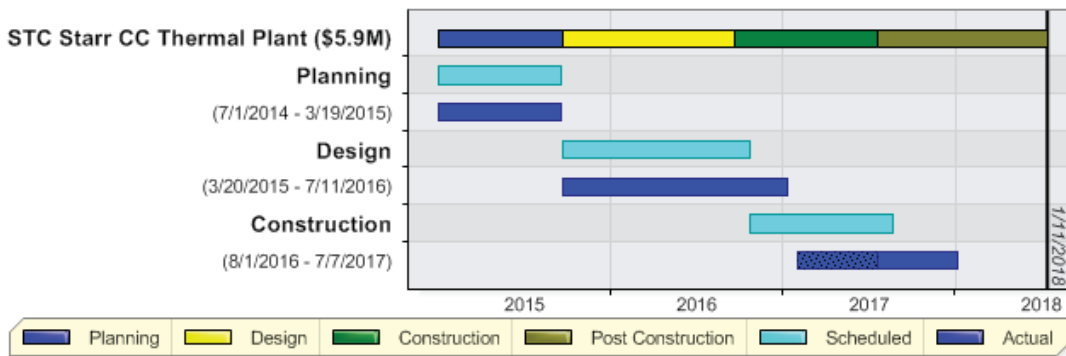
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**Starr County Campus - Thermal Plant** - To provide chilled water to the new Health Professions and Science bldg, the new Library, and to provide new service. upgrades, to the remaining bldgs on campus.

## Budget

	Current Budget
Professional Services - Starr County Campus - Thermal Plant	\$440,152.00
Construction	\$4,709,985.00
Owner Procured	\$651,886.00
Miscellaneous Expenses	\$58,665.00
Additional Costs	\$0.00

## Schedule



## Activity

### 30 Day Look Ahead

- Install Fence around Cooling Towers

### Key Consultants/Contractors

- Sigma
- Mata-Garcia
- D. Wilson Construction

### Key Owner Issues or Concerns

- Substantial Completion 11/10/2017

## Recent Photo



# STC Starr CC Parking and Site Improvements

Scorecard #20  
 Status: **Submitted**  
 01/11/2018



## Scope

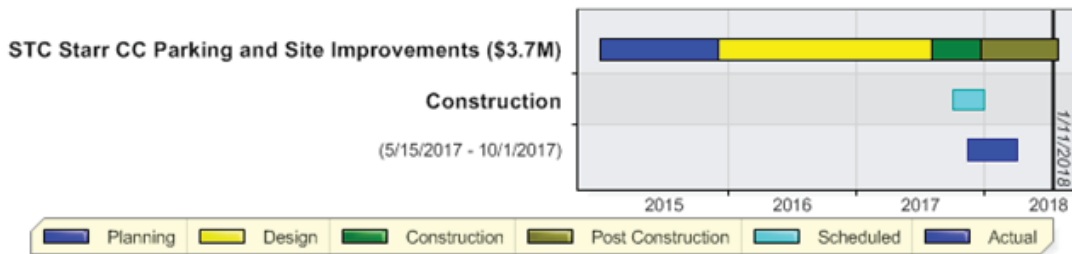
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**STARR County - Parking and Site Improvements** - The scope of this project included infrastructure to support the new additions, including sidewalks and landscaping.

## Budget

	Current Budget
Professional Services - Starr County Campus - Parking and Site Improvements	\$138,023.00
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

- Parking lot and perimeter cleanup
- Alternate #4 plaza area
- Detention Pond Design

### Key Consultants/Contractors

- Civil: Melden & Hunt
- MEP: Sigma HN
- Landscaping: SSP
- CMR: D. Wilson

### Concerns

- Substantial Completion 2/22/18
- Detention Pond

## Recent Photo



# STC Bond Construction Program - New Library Building

Scorecard #26  
 Status: **Submitted**  
 01/11/2018



## Scope

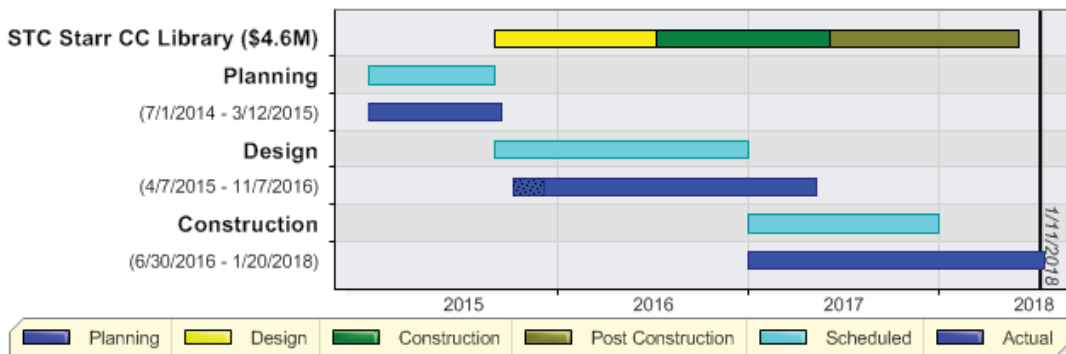
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 cleaning
- Metal Wall Panel Completion
- Stucco painted at entrances and parapets
- Flooring Complete
- TAB

### Key Consultants/Contractors

- Mata-Garcia
- Sigma
- D. Wilson Construction

### Key Owner Issues or Concerns

- Substantial Schedule 1/31/2018
- Furniture Delivery

## Recent Photo



**Pharr Regional Center for Public Safety Excellence - Building**

Scorecard #20  
 Status: **Submitted**  
 12/19/2017



**Scope**

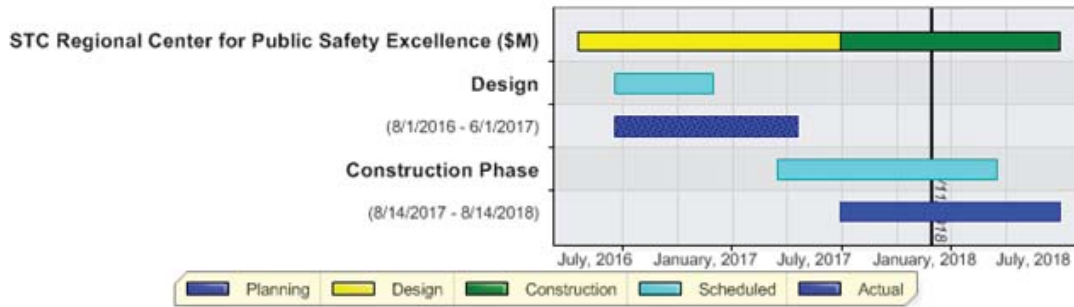
South Texas College (STC) - 2013 Bond Program - Due to the steady increase in the growth in the Rio-Grande Valley, and STC's Board of Trustee's mission to provide a place of Higher Education for those living in the RGV, the voters approve a 159 million dollar bond referendum in 2013. The Bond Program 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 Building** - This facility has been design for the Regional Center for Public Safety Excellence in Pharr, Texas with a total of 19,375 square feet. It will house classrooms, administration spaces and offices, computer lab, shower/locker rooms, support spaces, a workout room and simulation room. Three classrooms can be converted to a larger lecture hall by the use of folding partition walls. The interior of the facility will have plenty of natural lighting with the design of clerestory windows above and will be using a chilled water system to cool the facility.

**Budget**

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

**Schedule**



**Activity**

**30 Day Look Ahead**

- Exterior Stud Area B
- Exterior sheathing Area A
- Hanging duct in Area A
- All low roof decking on site has been installed/inspected
- Working on high roof Area B
- Interior Stud walls ongoing
- High Roof Area A roofing complete
- If weather allows put roofing to grid 5
- Roof nailer/penetrations at low roof Area B

**Key Consultants/Contractors**

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

**Key Owner Issues or Concerns**

- None at this time.

**Recent Photo**



## **Review and Action as Necessary on Approval of Assessment Report Findings for the Current Pecan Campus Library and Recommend Feasibility Study of Options to Expand Current Facility**

An assessment conducted on the adequacy of current Pecan Campus library facilities will be reviewed at the Facilities Committee meeting and presented to the Board at the January 30, 2018 Board Meeting. The board is asked to accept the findings in the Assessment Report and approve engaging a consultant to assess the feasibility of expanding the existing Pecan Campus Library facility.

### **Purpose**

The Board will be updated and informed of the process administration recommends to continue assessing the adequacy of the existing Pecan Campus library facility to meet needs of Pecan Campus students and current and projected needs in support of the accreditation requirements by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

### **Background**

The Pecan Campus Library dates back to the inception of the college and was one of the original buildings inherited from TSTC. Since 1993, the building has undergone two construction additions in an effort to accommodate the growth of the College, the last of which was completed in 2004.

The current library is a two-story building with 67,266 square feet, and programming which consists of the following spaces:

<b>Functional Areas</b>	<b>Approximate Square Footage</b>
Service Desks	1,907
Collection	3,305
Staff Work Areas-	8,473
Student Study Areas	9,385
Open Computer Lab	4,188
Library Instruction Room	1,131
Other Student Computer Areas	4,511
Multi-Purpose Room	3,758
Library Art Gallery	1,238
Conference Rooms	1,590
Educational Technologies Staff Work Areas	2,356
Total	41,840



In the 13 years since the last addition, enrollment, library uses, operations, and services have evolved and expanded. Changing technologies and pedagogies have prompted increasing needs to provide collaborative learning spaces and to support student technology and integrated learning support while maintaining traditional, quiet study spaces and library collections. The College's current Master Plan, developed by Freese & Nichols in 2010, suggested that the Pecan Campus should have a library facility of at least 100,000 square feet. The current facility is 67,266 gross square feet (GSF) consisting of approximately 41,840 assignable square feet (ASF).

College staff engaged a consultant to conduct a facilities assessment to review and assess the adequacy of the space in the current library facility that serves the current enrollment at the Pecan Campus.

The consultant reviewed building drawings, library statistics, strategic and operational plans, and other documents including the Freese & Nichols Master Plan. The consultant visited the Pecan Campus library and met with students, faculty, and staff members. The consultant also examined peer institution data. The consultant found that the existing building is severely overcrowded. The consultant also found that the two previous additions to the building have resulted in inherent inefficiencies in academic library design, such as duplication of bathrooms, a compressed and disorienting entrance, and no visible connection between the two floors.

The consultant determined that a new or renovated building should contain approximately 102,375 assignable square feet (ASF) to meet both current and future library needs in support of continuing compliance with SACSCOC accreditation principles. The consultant also made ancillary recommendations for possible short-term improvements in the existing library and listed some programming considerations for new spaces. The development of a comprehensive library construction program, however, was outside the scope of this consultant's engagement.

College staff recommend engaging a consultant to assess whether it is feasible to expand the existing library facility to accommodate the required additional space.

### **Presenters**

Dr. Shirley A. Reed, President, Dr. Jesus Campos, Associate Dean of Library & Learning Support Services, and Dr. David Plummer, Vice President for Information Services, Planning, Performance, and Strategic Initiatives, will be present at the meeting to discuss the assessment of the Pecan Campus Library.

The Facilities Committee recommended Board acceptance of the recommendations in the Assessment Report and approval of engaging a consultant to assess the feasibility of expanding the existing Pecan Campus Library facility.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College accept the recommendations in the Assessment Report and approve the engagement of a consultant to assess the feasibility of expanding the existing Pecan Campus Library facility.

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

The Board of Trustees accepts the recommendations in the Assessment Report and approves the engagement of a consultant to assess the feasibility of expanding the existing Pecan Campus Library facility.

**Approval Recommended:**

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

**President**





**SOUTH TEXAS  
COLLEGE**



3201 W. Pecan Blvd. McAllen, TX 78501



**Parking Legend**

- General/Student
- Visitor
- Faculty/Staff
- Handicapped
- Special Permit
- Motorcycle
- Drop off
- Parking Lot Number
- Shuttle Pick Up/Drop Off

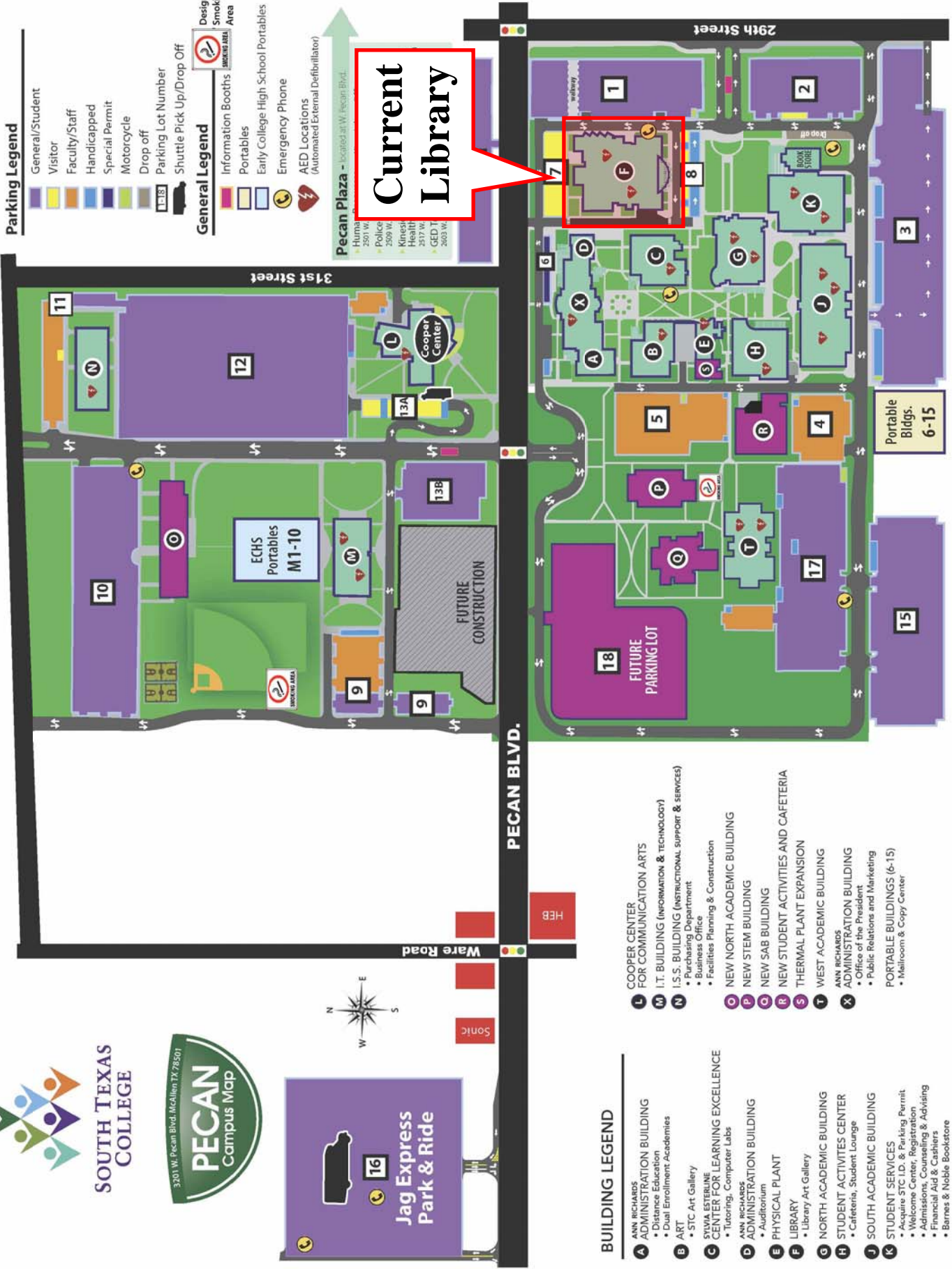
**General Legend**

- Information Booths
- Portables
- Early College High School Portables
- Emergency Phone
- AED Locations (Automated External Defibrillator)
- Designated Smoking Area

**Pecan Plaza** - located at W. Pecan Blvd.



**Current Library**



**BUILDING LEGEND**

- A** ANN RICHARDS ADMINISTRATION BUILDING
  - Distance Education
  - Dual Enrollment Academics
- B** ART
  - STC Art Gallery
- C** SYLVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE
  - Tutoring, Computer Labs
- D** ANN RICHARDS ADMINISTRATION BUILDING
  - Auditorium
- E** PHYSICAL PLANT
- F** LIBRARY
  - Library Art Gallery
- G** NORTH ACADEMIC BUILDING
- H** STUDENT ACTIVITIES CENTER
  - Cafeteria, Student Lounge
- J** SOUTH ACADEMIC BUILDING
- K** STUDENT SERVICES
  - Acquire STC I.D. & Parking Permit
  - Welcome Center, Registration
  - Admissions, Counseling & Advising
  - Financial Aid & Cashiers
  - Barnes & Noble Bookstore
- L** COOPER CENTER FOR COMMUNICATION ARTS
- M** I.T. BUILDING (INFORMATION & TECHNOLOGY)
- N** U.S.S. BUILDING (INSTRUCTIONAL SUPPORT & SERVICES)
  - Purchasing Department
  - Business Office
  - Facilities Planning & Construction
- O** NEW NORTH ACADEMIC BUILDING
- P** NEW STEM BUILDING
- Q** NEW SAB BUILDING
- R** NEW STUDENT ACTIVITIES AND CAFETERIA
- S** THERMAL PLANT EXPANSION
- T** WEST ACADEMIC BUILDING
- X** ANN RICHARDS ADMINISTRATION BUILDING
  - Office of the President
  - Public Relations and Marketing
- PORTABLE BUILDINGS (6-15)**
  - Mailroom & Copy Center

## **Review and Action as Necessary on Installation of a Perimeter Fence at Pecan Campus Athletic Fields**

The approval of installation of a perimeter fence at the Pecan Campus Athletic Fields is requested.

### **Purpose**

The installation of a fence along the perimeter of the Pecan Campus athletic fields is recommended to secure and enclose the fields for proper maintenance and safety.

### **Background**

The fields are currently accessible to all at any time including members of the public. The fields are used for softball, basketball, soccer, football, etc. On some evenings, there are organized/coaching practices of kids team going on. This causes undue and extra wear to South Texas College's facilities. Liability issues are also a concern about any incidents that may occur. Additional areas of concern are securing of athletic equipment and accumulation of trash. The excessive or unmonitored use of the fields causes issues for proper maintenance of the fields such as watering, fertilizing, and allowing the grass to recover after heavy use.

College staff has recommended the installation of a perimeter fence to eliminate the issues mentioned. This is common practice among other public schools, college, and universities to ensure safety, and for proper and efficient maintenance of the facilities for the quality use of students. While the fields will be used for intramurals, kinesiology, PE (Achieve ECHS), other days will be scheduled for open use for College students/faculty/staff.

The proposed fencing would be metal and have an aesthetic appeal. The fencing would be similar to what has been used at other local athletic facilities in McAllen such as the sports fields located adjacent to De Leon Middle School owned by the City of McAllen. The estimated preliminary costs for the fencing, including masonry columns, is \$106,500. College staff will be reviewing the need for fencing at the other South Texas College athletic facilities to verify any possible or similar concerns that would require fence enclosures.

### **Enclosed Documents**

Plan indicating the location of the proposed perimeter fence and photos of similar fencing for the Board's review and information.

### **Presenters**

College staff from Student Activities and Facilities Planning and Construction will be present at the meeting.

The Facilities Committee recommended Board approval of the installation of the perimeter fence at the Pecan Campus Athletic Fields as presented.

**Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize the installation of the perimeter fence at the Pecan Campus Athletic Fields as presented.

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

The Board of Trustees approves and authorizes the installation of the perimeter fence at the Pecan Campus Athletic Fields as presented.

**Approval Recommended:**

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



**Parking Legend**

- General/Student
- Visitor
- Faculty/Staff
- Handicapped
- Special Permit
- Motorcycle
- Drop off
- Parking Lot Number
- Shuttle Pick Up/Drop Off

**General Legend**

- Information Booths
- Portables
- Early College High School Portables
- Emergency Phone
- AED Locations (Automated External Defibrillator)
- Designated Smoking Area

**Pecan Plaza** - located at W. Pecan Blvd.

- Human Resources - 2501 W. Pecan Blvd.
- Police Department - 2509 W. Pecan Blvd.
- Kinesiology, Health & Wellness - 2517 W. Pecan Blvd.
- GED Testing - 2523 W. Pecan Blvd.
- Cashiers - 2521 W. Pecan Blvd.
- Kinesiology Office - 2607 W. Pecan Blvd.
- Music Department - 2613 W. Pecan Blvd.
- Continuing, Professional and Workforce Education - 2621 W. Pecan Blvd.



**Athletic Field**

Not STC Property -  
Liquor Store, Bank, etc.

**PECAN BLVD.**



**BUILDING LEGEND**

- A** ANN RICHARDS ADMINISTRATION BUILDING
  - Distance Education
  - Dual Enrollment Academics
- B** ART
  - STC Art Gallery
- C** SYLVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE
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  - Business Office
  - Facilities Planning & Construction
- O** NEW NORTH ACADEMIC BUILDING
- P** NEW STEM BUILDING
- Q** NEW SAB BUILDING
- R** NEW STUDENT ACTIVITIES AND CAFETERIA
- S** THERMAL PLANT EXPANSION
- T** WEST ACADEMIC BUILDING
- X** ANN RICHARDS ADMINISTRATION BUILDING
  - Office of the President
  - Public Relations and Marketing
- PORTABLE BUILDINGS (6-15)
  - Mailroom & Copy Center



# Student Activities Athletic Field Fence Project Proposal – Existing Photos



Existing Field Condition



Existing Field Condition

# Student Activities Athletic Field Fence Project Proposal Proposed Fence Photos



Proposed Fence Type



Proposed  
Security  
Signage Type

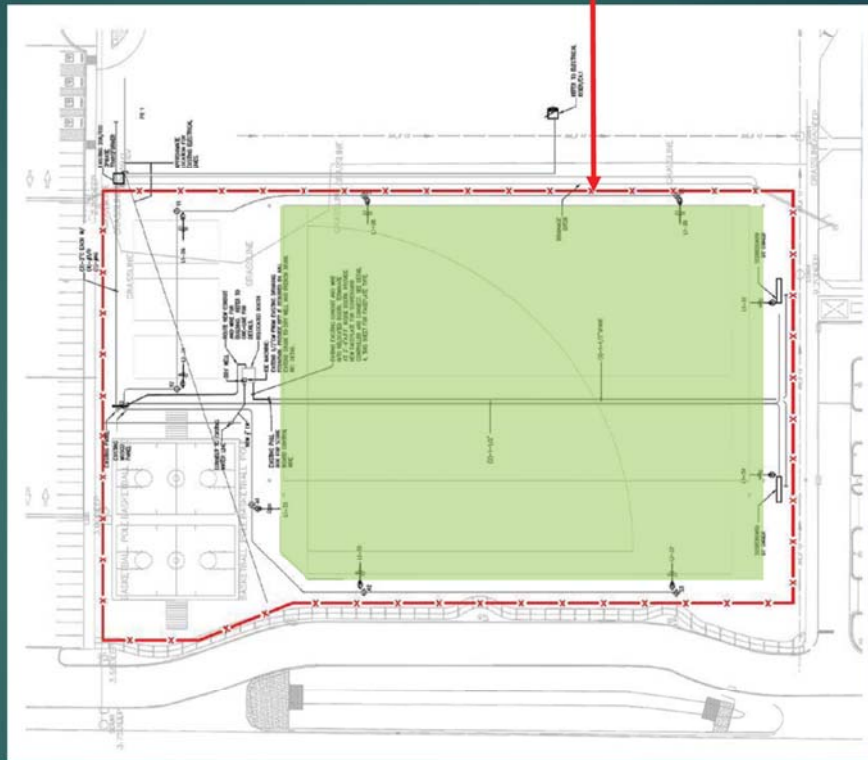


Proposed Fence Type



# Student Activities Athletic Field Fence Project Proposal

Proposed Fence Location



PROPOSED  
FENCE

## **Review and Action as Necessary on Proposed New Policy #6422: *Unmanned Aerial Vehicles***

Approval of proposed new Policy #6422: Unmanned Aerial Vehicles, is requested.

### **Purpose**

The College has received requests from faculty and staff for authorization to operate Unmanned Aerial Vehicles (UAVs) on College property. The proposed policy will establish a process for requests to be submitted, evaluated, and approved or disapproved.

In addition, the policy will provide roles, responsibilities, and procedures for the use of UAVs.

### **Justification**

The proposed new policy is necessary because the College currently has no policy for the operations of UAVs and requires a process for requesting and evaluating those requests and establishing roles, responsibilities, and procedures for the use of UAVs.

### **Background**

Faculty and staff have requested information for the use of UAVs on college property for instructional and administrative purposes.

### **Reviewers**

The proposed new policy has been reviewed by staff, the President's Cabinet, Presidents Administrative Staff, Coordinated Operations Council, and by South Texas College legal counsel.

### **Enclosed Documents**

The proposed new policy follows in the packet for the Committee's review and information.

The Facilities Committee recommended Board approval of proposed new Policy #6422: *Unmanned Aerial Vehicles*, as presented and which supersedes any previously adopted Board policy.

### **Recommendation:**

It is recommended that the Board of Trustees of South Texas College approve and authorize proposed new Policy #6422: *Unmanned Aerial Vehicles*, as presented and which supersedes any previously adopted Board policy.



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

The Board of Trustees approves and authorizes proposed new Policy #6422: *Unmanned Aerial Vehicles*, as presented and which supersedes any previously adopted Board policy.

**Approval Recommended:**

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

# MANUAL OF POLICY

<b>Title</b>	<b>Unmanned Aerial Vehicles</b>	<b>6422</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 1 of 3</b>
<b>Date Approved by Board</b>	<b>Board Minute Order dated January 30, 2018</b>	

## **I. Purpose**

South Texas College is committed to providing a safe and secure learning environment for students, faculty, staff, affiliates, and visitors. Unmanned Aerial Vehicles (UAVs) on college property and off campus during college sponsored events, may pose a threat to the safety and privacy of the college community and interfere with educational goals. The purpose of this policy is to provide administrative roles, responsibilities, and procedures for the use of UAVs.

## **II. Policy Statement**

The college only allows the use of UAVs on college property and off campus when conducting college-sponsored activities when required by law or pursuant to the authorization process provided by this policy. The Director of Facilities, Operations and Maintenance is the approving official. Any approved use of UAVs on college property or off campus, must comply with the Federal Aviation Administration (FAA) regulations for such use.

## **III. Policy Definitions**

### **A. Unmanned Aircraft System (UAS)**

An unmanned aerial vehicle and associated equipment that is required for safe and efficient operation in the national airspace system. Such equipment may include control stations (ground, ship, or air-based), control links, support gear, payloads, flight termination systems, and launch/recovery apparatus.

### **B. Unmanned Aerial Vehicle (UAV)**

An aircraft operated without the possibility of direct human intervention from within or on the aircraft. This includes, but is not limited to, quad-copters; remote controlled planes; and devices commonly referred to as drones.

### **C. College Property**

All real property owned or leased by the college, including the air above the property necessary for the reasonable use and enjoyment of the land.

# MANUAL OF POLICY

<b>Title</b>	<b>Unmanned Aerial Vehicles</b>	<b>6422</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 2 of 3</b>
<b>Date Approved by Board</b>	<b>Board Minute Order dated January 30, 2018</b>	

## IV. Responsibilities & Procedures

### A. Use of Unmanned Aerial Vehicles (UAVs)

1. A person operating a UAV pursuant to this policy must meet all legal requirements to operate the UAV, including, but not limited to, FAA Section 333 Exemption Documentation; a Certificate of Authorization (COA) documenting the operating of the specific UAV for a specific purpose, in a specific area; a UAV registered with the FAA's Unmanned Aircraft Systems Registration system; and a pilot with an FAA Airman Certificate and/or Remote Pilot Certification. Notice must be provided to the local Air Traffic Control or FAA Flight Standards District Office when legally required.
2. The use of UAVs on college property is prohibited unless otherwise required by law or approved in advance by the college.
3. The Director of Facilities, Operations and Maintenance is responsible for approving the use of UAVs on college property.
4. An Unmanned Aerial Vehicle Request Form must be submitted for review.
5. Criteria used for approval of these requests will include assessment of:
  - risk to the health and safety of persons on college property
  - risk to college property
  - distraction from the educational mission of the college
  - business, educational or research value to the college
  - compliance with college insurance requirements
  - compliance with all federal, state, and local laws and regulations.
6. Upon approval of the use of a UAV, the applicant will collaborate with the college to provide notice to any parties who may be affected including the time, place, and purpose. The approval will only be for the specified period.
7. The applicant granted approval for use is responsible for any damage resulting from the use of a UAV on college property.

### B. Insurance Requirements

The insurance requirements associated with use of UAV on college property and off-campus will be determined by College Risk Management.

# MANUAL OF POLICY

<b>Title</b>	<b>Unmanned Aerial Vehicles</b>	<b>6422</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 3 of 3</b>
<b>Date Approved by Board</b>	<b>Board Minute Order dated January 30, 2018</b>	

## **C. Registration Requirements**

All college owned or acquired UAVs must be properly registered in accordance with FAA requirements.

## **D. Exceptions**

Prior notice and authorization is preferred, but not required, for use of UAVs on college property by emergency personnel acting under the authority of applicable law.

## **E. Sanctions**

A college employee who violates this policy is subject to disciplinary action, up to and including termination. A student who violates this policy is subject to disciplinary action, up to and including expulsion. A visitor or other third party who uses UAVs on college property in violation of this policy is considered trespassing and will be subject to actions the college has available including removal from campus, arrest, prosecution, and/or other legal action.

NEW POLICY

## **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 Board.

CONSTRUCTION PROJECTS PROGRESS REPORT - January 09, 2018																			
Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Solicitation of Proposals			Construction Phase			Project Manager	Architect/Engineer	Contractor	
		Project Development	Board approval of A/E	Contract Negotiations	Concept Development	Schematic Approval	30%	60%	95%	100%	Solicit of Proposals	Approve Contractor	Construction Start	30%	50%				75%
<b>Pecan Campus</b>																			
13-002	Pecan - Digital Marquee Sign																Rick	on hold	TBD
15-1-003	Pecan - Arbor Brick Columns Repair & Replacement (RR)																David	N/A	
16-1-014	Pecan - Sand Volleyball Courts																David		
16-1-042	Pecan - Library																		
16-1-001	Pecan - Building A Sign Replacement (RR)																Robert	Public Relations	National Signs
16-1-001	Pecan - Relocation of Information Booths to Athletic Fields																David	DJR Engineering	Noble Texas Builders
16-1-006	Pecan - Building A Production Studio Office Expansion																	IMCO	
<b>Pecan Plaza</b>																			
15-1-003	Pecan Plaza - Emergency Generator and Wiring																Sam	DJR Engineering	McDonald Municipal and Industrial
<b>Mid Valley Campus</b>																			
16-1-006	MV - Childcare Canopy Replacement (RR)																Sam		TBD
16-1-007	MV - Covered Walkway for Building G																Sam	on hold	TBD
16-1-008	MV - Child Development Center Covered Walkway																Sam	N/A	Alpha Building Corp.
<b>Technology Campus</b>																			
15-1-002	TC - Building D Exterior Metal Siding Repairs (RR)																Sam	N/A	Noble Texas Builders
15-1-003	TC - Repair Concrete Floor Mechanical Room (RR)																David	C.H Engineering	TBD
15-1-007	TC - Building B Concrete Floor Repairs (RR)																Sam	C.H Engineering	TBD
16-1-013	TC - Building B Domestic/Fire Sprinkler Lines (RR)																Sam	Half Associates	TBD
16-1-011	TC - Update Furniture for labs A209																Robert	N/A	N/A
<b>Nursing and Allied Health Campus</b>																			
18	NAH - CLE Furniture																		
<b>Starr County Campus</b>																			
15-1-045	Starr - Building E & J Crisis Mgt Center Generator																Sam	DJR Engineering	McDonald Municipal and Industrial
16-1-018	Starr - Building F Site Grading & Sidewalk Replacement(RR)																Sam	Malden and Junt	#6 Star Construction
<b>District Wide Improvements</b>																			
13-1-003	DW - Automatic Doors Phase III																Robert	TBD	TBD
14-1-013	DW - La Joya Monument Sign																David	N/A	Innereface
14-1-014	DW - Marker Boards Replacement (RR)																Sam	N/A	TBD
14-1-015	DW - Irrigation System Controls Upgrade (RR)																Sam	MCO	TBD
15-1-001	DW - Fire Alarm Panel Replacement/Upgrades (RR)																Sam	MCO	TBD
	DW - Interior LED Lighting Ph I (RR)																Rick	MCO	TBD
15-1-002	DW - Directional Signage																David	N/A	TBD
15-1-017	DW - Surveillance Cameras & Poles Campus Entrances																David	DPS	TBD
16-1-019	DW - Walkway LED Lighting Upgrade Ph I (RR)																Rick	MCO	TBD
18-1-012	DW - FOCUS on Active Learning (RR)																Rick	MCO	TBD
	DW - Interior Controls Upgrade (RR)																Rick	MCO	TBD
	DW - Flooring Replacement Phase I (RR)																Rick	N/A	TBD
	DW - Restroom Fixtures Replacement & Upgrade (RR)																Rick	IMCO	TBD
	DW - Water Heater Replacement & Upgrade (RR)																Rick	MCO	TBD
	DW - Door Access Controls Replacement (RR)																Rick	MCO	TBD
	DW - HVAC Upgrades (RR)																Rick	MCO	TBD
	DW - Water Pump Stations (RR)																Rick	MCO	TBD
	DW - Exterior Lighting Upgrade (RR)																Rick	MCO	TBD

For FY 2017-2018, 34 non-bond projects are currently in progress, 2 project completed and 36 pending start up - 72 Total

# Status of Non-Bond Construction Projects in Progress January 2018

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%	March 2018	1. Project Development 2. Design in Progress	\$ 50,000.00	TBD	TBD	\$ -	TBD
Building A Sign Replacement	5%	March 2017	1. Construction Phase 2. Construction in Progress	\$ 10,000.00	TBD	TBD	\$ -	TBD
Relocation of Information Booths to Athletic Fields	95%	January 2018	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	5%	April 2017	1. Construction Phase 2. Construction 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	30%	March 2018	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%	January 2018	1. Design Phase 2. Design in Progress	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Building B Concrete Floor Repairs	75%	February 2018	1. Design Phase 2. Design in Progress	\$ 10,000.00	\$ 4,750.00	\$ -	\$ -	\$ 4,750.00
Building B Domestic/Fire Sprinkler Lines	50%	February 2018	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	5%	April 2017	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ 46,650.00	TBD	\$ -	TBD
Bldg F Site Grading and Sidewalk Replacement	95%	January 2018	1. Construction Phase 2. Construction in Progress	\$ 50,000.00	\$ 46,650.00	\$ 3,350.00	\$ 22,800.00	\$ 23,850.00
<b>Starr County Campus Total</b>				<b>\$ 450,000.00</b>	<b>\$ 93,300.00</b>	<b>\$ 3,350.00</b>	<b>\$ 22,800.00</b>	<b>\$ 23,850.00</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%	February 2018	1. Construction Phase 2. Construction in Progress	\$ -	\$ 30,616.88	\$ (30,616.88)	\$ -	\$ 30,616.88
Marker Boards Replacement	5%	June 2018	1. Project Development 2. Design in Progress	\$ 200,000.00	\$ 84,565.50	\$ 115,434.50	\$ 84,565.50	\$ -
Irrigation System Controls Upgrade (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 70,000.00	TBD	TBD	\$ -	TBD
Fire Alarm Panel Replacement / Upgrades (RR)	5%	July 2018	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%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 30,000.00	\$ 676.90	\$ 29,323.10	\$ 676.90	\$ -
Interior Controls Upgrade (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 75,000.00	TBD	TBD	\$ -	TBD
Flooring Replacement Phase I (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 500,000.00	TBD	TBD	\$ -	TBD
Restroom Fixtures Replacement & Water Heater Replacement & Upgrade	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 25,000.00	\$ 4,047.68	\$ 20,952.32	\$ -	\$ 4,047.68
Door Access Controls Replacement (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 20,000.00	\$ 13,372.47	\$ -	\$ -	\$ 13,372.47
				\$ 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%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 100,000.00	\$ 13,372.47	\$ 86,627.53	\$ -	\$ 13,372.47
Water Pump Stations (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 25,000.00	TBD	TBD	\$ -	TBD
Exterior Lighting Upgrade (RR)	5%	July 2018	1. Construction Phase 2. Construction in Progress	\$ 250,000.00	TBD	TBD	\$ -	TBD
District Wide Total				\$ 1,655,000.00	\$ 115,182.38	\$ 84,817.62	\$ 84,565.50	\$ 30,616.88
Non-Bond Construction Project Total				\$ 3,368,700.00	\$ 229,225.51	\$ 109,974.49	\$ 122,108.63	\$ 60,466.88
For FY 2017 - 2018, 36 non-bond projects are currently in progress, 1 has 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 December 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 **December 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 December 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 December 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 December 2017
- B. Release of Checks for \$125,000.00 and Above Board of Trustees Approval Required for December 2017
- C. Release of Checks for \$125,000.00 and Above Released Prior to Board Approval (Policy 5610) for December 2017
- D. Release of Construction Fund Checks for December 2017
- E. Quarterly Investment Report for December 2017
- F. Summary of Revenue for December 2017
- G. Summary of State Appropriations Income for December 2017
- H. Summary of Property Tax Income for December 2017
- I. Summary of Expenditures by Classification for December 2017
- J. Summary of Expenditures by Function for December 2017
- K. Summary of Auxiliary Fund Revenues and Expenditures for December 2017
- L. Summary of Grant Revenues and Expenditures, December 2017
- M. Summary of Bid Solicitations
- N. Check Register for December 2017

## **FINANCIAL REPORTS**

**The Financial Reports are provided under  
separate cover.**



The start to a new semester is underway! The Spring 2018 semester began on January 16, 2018 with faculty and staff prepared to welcome and assist students for this semester.



In an effort to assist students with registration for the 2018 semester, registration hours were extended during the winter break from December 18-20, 2017 and again on Saturdays beginning January 6, 2018. The Student Services Department was open at the Pecan, Mid-Valley, and Starr County Campuses from 10 am – 2 pm to assist students with registration, financial aid, and filling out their Free Application for Federal Student Aid (FAFSA). The cashier's office also was open to assist students with payment arrangements, installment plans, and emergency tuition loans.

Students were also provided the opportunity to register for a mini-mester. Mini-mesters are six to 14-week classes and are an alternative option for students who are unable to attend a semester in a traditional time frame setting. The classes are shorter in length and allow for flexibility for busy schedules. The classes offer the same quality instruction and college credits as a traditional setting. Mini-semester courses are offered for core classes in both on-campus and online settings.

Mini-mester courses began on January 16 and January 22, and then continue through April.



Due to inclement weather, classes were delayed on Wednesday, January 17, 2018 to provide the safety of the students, staff, and faculty who commute to the various campuses. All classes and regular college functions resumed at 10:00 am. Students, faculty, and staff were advised via the RAVE Emergency System, College website, general email, and all social media channels.



On January 19, 2018, South Texas College hosted the ribbon cutting ceremony celebrating the expansion of the South Texas College Technology Campus in McAllen. This is one of the 2013 Bond Construction Projects that has been completed to provide workforce training facilities and specialty training labs. The facility will help prepare a high wage and high skill competitive workforce in the areas of Robotics, Automation, Advanced Manufacturing, Welding, Electrician, and Construction Supervision Programs. Tours of the facility were provided to the public at the ceremony. Dr. Salinas and I welcomed all attendees to the event. Omar Quintanilla, District 3 Commissioner, City of McAllen and Laura Warren, Board of Directors Chair, McAllen Economic Development Corporation provided remarks on the importance and impact of the expansion and how the programs offered at the Technology Campus have the opportunity to improve the community and students' lives. Visitors were in awe of the facilities and the state of the art capacity of the training labs.



South Texas College has received a four year grant from the U.S. Department of Education as part of the Child Care Access Means Parents in Schools Programs. The grant of \$929,800 will provide affordable childcare services for eligible students at the Child Development Center, located in the Mid-Valley Campus. The grant will assist students who are parents and require assistance with child care in order to pursue a higher education. The grant will be distributed in a four-year term beginning Fall 2018 through Fall 2022.

The Office of Professional and Organizational Development has prepared this semester's workshops, trainings, and academies to assist in the advancement of knowledge and development of critical skills. Trainings provided included preparation for College-Wide Professional and Organizational Development Day scheduled for February 9, 2018, registration for the Ambassadors Cross-Training Academy and Jaguar Academy, and a series of various workshops addressing customer service, health and goal setting, growth mindset, and Photoshop.



The Grant Development, Management, and Compliance Department produced their Quarterly Newsletter to provide information to faculty and staff of ongoing grant projects, grant awards, and trainings that are being offered by the department.



The Ballet Folklorico South Texas College presented two concerts this month. On Saturday, January 20, 2018, they presented the Amistades Concert Series to share the stage with other dance programs from South Texas and private groups in an effort to create outreach, education, and collaboration between schools. The Edcouch-Elsa ISD dance program participated in the concert series. The event was held at the Edinburg Municipal Auditorium at 7:00pm. There was a \$5.00 entry charge.

On Saturday, January 27, 2018, Ballet Folklorico performed its annual concert, *Tradiciones 2018*, at the McAllen Performing Arts Center. The Ballet was joined by two musicians from Mexico and STC's own Conjunto Jaguar. This is the 6<sup>th</sup> presentation of Tradiciones and this program has gained statewide recognition across the dance world.

The English Department hosted a speaker/discussion panel series called, Talking Culture for the Spring 2018 academic semester. All panel discussions were held at the Pecan Campus.

Participants had an opportunity to explore the impact and influence language, literature, and culture have on thought processes, modes of living, fads, and social expectations.

The series consisted of six speaker/discussion panels and is open to the public. Panel discussions will be held beginning in January and end in April.







The Office of Student Rights and Responsibilities begin its Spring 2018 Student Academy. The academy strives to foster student personal growth and encourages and aids in the development of students. This semester's academy will have sessions at the Pecan Campus from January – March 2018. Topics covered include problem solving, communication, conflict management, and leadership.

The South Texas Chapter of the American Association of Women in Community Colleges is currently accepting applications for two scholarship opportunities. Women in community colleges are encouraged to apply for a \$1500 Doctoral Program Scholarship or a \$500 National Scholarship. All students are encouraged to apply.



*100 Women, 100 Words* is a mixed-media exhibit that honors South Texas Women who have contributed or made an impact in the Rio Grande Valley. This shared their collective stories, and served as an inspiration to individuals of different backgrounds and interests. The exhibit will be on display from January 16, 2018 to May 16, 2108 at the Pecan Library. A reception will be hosted on March 1, 2018 in the Rainbow Room at the Pecan Campus to celebrate the project.

An STC Alumni Show featuring former students, Priscilla Elizondo and Olga Alaniz will be on display at the Technology Campus from January 23 – April 23, 2018. Ms. Elizondo's and Ms. Alaniz's work is 2-D figurative with Ms. Elizondo's primarily in drawing and Ms. Alaniz's in painting. There will be an art talk and reception held on February 16, 2018 from 6:00-7:00 pm.





**KINESIOLOGY DEPARTMENT**  
HEALTH & WELLNESS CENTER  
(956) 872-3838

**GROUP FITNESS CLASS AT PECAN PLAZA\***

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
5:30 p.m. Dance Fitness	5:30 p.m. Spinning	5:30 p.m. Dance Fitness	5:30 p.m. Spinning
6 p.m. Circuit Training	6 p.m. Kickboxing	6 p.m. Circuit Training	6 p.m. Kickboxing
6:30 p.m. Abs	6:30 p.m. Abs	6:30 p.m. Abs	6:30 p.m. Abs

**Class Description** \*Classes are subject to change.  
**Abs:** All movement begins with your core. Let's work our way up to 1,000 ab exercises by December.  
**Circuit Training:** Target every muscle group using a variety of equipment such as dumbbells, resistance bands, kettlebells and much more!  
**Dance Fitness:** Let's groove! Burn calories, sweat and have fun dancing to a variety of choreographed music.  
**Kickboxing:** Learn how to punch and kick while increasing your level of cardiovascular endurance.  
**Spinning:** Classes are held on stationary bikes. You can burn up to 500 calories in 30 minutes!

You can find our schedules and more information online at  
[www.southtexascollege.edu/health-wellness](http://www.southtexascollege.edu/health-wellness)

The Wellness Center has announced the Spring 2018 schedule of fitness classes and encourages all to join.

Mediation services are being offered to students via the Office of Student Rights and Responsibilities. Mediation is a confidential process used to resolve conflicts. A mediator serves as a neutral party that helps guide and communicate conversations where conflict has arisen. The mediator explores and assists with reaching a solution so both parties are equally satisfied.



**Office of Student  
Rights and Responsibilities**

**Mediation Services for Students**

Mediation is a confidential process used to resolve conflicts in an amicable manner. An impartial mediator directs the process and facilitates the communication between the parties in an effort to explore solutions and obtain a mutually satisfactory agreement.

Mediation works because parties are brought together to discuss their concerns in an environment where they can realistically evaluate their positions and safely explore options. Mediation works because it is self-determinate and allows the parties to make their own decisions about how to move forward.

If you are experiencing conflict mediation may be for you! Call or stop by the Office of Student Rights and Responsibilities to speak to a certified mediator.

- Chaired Search Committee to fill the vacancy of Interim Dean for Dual Credit Programs and School District Partnerships. An invitation was extended for internal candidates to apply. The Search Committee selected six internal candidates and interviews were conducted on January 11, 2018 and January 12, 2018.
- Participated as a panel speaker in the Leadership McAllen Class XXXVII Educational Program event. I addressed the question, *How are higher education options evolving to meet the community's needs*. Dr. Guy Bailey, President, University of Texas – Rio Grande Valley, Mr. Rick Margo, Interim Director of Texas A&M University Higher Education Center, and Dr. Jose A. Gonzalez, McAllen ISD Superintendent served on the panel as well.
- Attended the RGV Focus Leadership Team Meeting. The meeting consisted of receiving an update on the Three Year plan based on regional priorities, update on progress towards goals of Scorecard Metrics, review of 3<sup>rd</sup> grade Reading and 8<sup>th</sup> grade Math data, and new strategies to maintain FAFSA/TASFA success rates. In addition, Sidney Hacker from the Gates Foundation was in assistance to provide insight to new strategies for education through the Gates Foundation.

- Attended U.S. Senator John Cornyn's State of the Congress Address and private reception in Weslaco, TX on January 12, 2018. Senator Cornyn addressed issues such as the Deferred Action for Childhood Arrivals program (DACA), border security and trade, and current tax bill and its effects on the Rio Grande Valley Region.
- Participated in a conference call with Dan McWilliams from McWilliams Governmental Affairs Consultants to discuss the continuation of a coalition contract to clarify language and findings for Bachelor degrees offered by community colleges.
- Met with Dr. Virginia Champion and Sonia Valdez from the Texas Workforce Commission (TWC) to discuss strategies to improve response to requirements of TWC. Dr. Champion and Ms. Valdez introduced new software to facilitate managing TWC performance expectations.
- Attended the City of Pharr State of the City Address on January 18, 2018 at the Pharr Events Center. Mayor Hernandez highlighted key topics such as accountability, transparency, city growth, and the impact changes have had on the residents of the city.
- Participated in the General Cooperation Agreement signing with Tecnológico Nacional de México to develop opportunities for collaboration and exchange of faculty and students of both institutions.
- Attended the Legislative Committee Meeting and Quarterly Board Meeting for the Texas Association of Community Colleges on January 24, 2018 in Austin, TX.
- Coordinated the Board Appreciation Luncheon that was held on January 26, 2018 at the Pecan Campus Cooper Center for Communication Arts for our Public School Partners to celebrate Board Appreciation Month. South Texas College Board of Trustees were able to express their appreciation for commitment and collaboration with the College for the students of Hidalgo and Starr counties. Participating school districts were provided a South Texas College flag that could be displayed at each of their high school campuses, an assortment of cookies tray, and a power bank. Key staff from the College who work in close relation with the school districts were also invited to attend.
- Coordinated the agendas and back-up materials for the Facilities, Education and Workforce Development, and Finance and Human Resources Committees, as well as the January 31, 2018 Regular Board meeting.
- Continue to meet with South Texas College's President's Cabinet to:
  - facilitate administrative planning on a weekly basis;
  - review and address issues of concern;
  - formulate strategic direction and problem solving; and
  - provide communication and feedback among the President and the Vice Presidents
- Continue to meet with South Texas College's President's Administrative Staff. The purpose of the President's Administrative Staff is to communicate information to all administrative staff and

to provide the opportunity for discussion on areas of concern regarding the leadership and strategic direction for the College.

- Continue to meet with the College's Vice Presidents, Administrators, Planning and Development Council, Coordinated Operations Council, and other Councils to address immediate concerns and issues facing the College. Topics covered from January 4-26, 2017 included:
  - Student Enrollment Update - Spring 2018
    - Paid
    - Unpaid
  - Discussion of Committee on Accreditation for EMS Programs (CoAEMSP) Site Visit for EMT Programs
  - Review of TACC Joint Legislature Strategy Discussion
  - Update on Status of BSN Application
  - Discussion of Industry-Based Certifications Approved by TEA
  - Discussion of Budget Development and Staffing Plan for FY2018-2019
  - Discussion of Options for Expressing Appreciation to Staff for Their Efforts Over Winter Break to Finalize Bond Buildings
  - Discussion of Pecan Campus Library Assessment and Next Steps
  - Review and Discussion of Staff Vacancies
    - FY2016-2017 – 121 vacancies
    - FY2017-2018 – 131 vacancies
  - Discussion of Board Committee Agenda Items
  - Discussion and Role of Accessibility Coordinator
    - Student ADA Compliance
    - Facility and Staff ADA Compliance
    - Electronic and Information Services Compliance
  - Discussion of Need to Develop Policy for Electronic and Information Services Accessibility Standards
  - Discussion of McAllen ISD Customer Service Standards
  - Review of New Revenue Projections for FY 2018/2019
  - Review and Discussion of Proposed Tuition and Fees for FY2018-2019
  - Discussion and of Dual Credit Gap Analysis
  - Discussion of Teach For America Breakfast to Determine Critical Workforce Skills Need in Our Community
  - Projects Done
    - o Comprehensive Operational Plan: FY 2017-2018 to FY 2020-2021
    - o Traditional Enrollment Planning Assumptions: 2017-2018 Update
    - o Achievements, Awards, National Rankings and Accreditations: January 2018
  - Discussion of Preliminary Budget for FY 2018-2019
    - o Revenue
    - o Expenditures



- Proposed New Program: Personal Trainer Certificate
- Discussion on FY 2018-2019 IE/Budget Planning
- Status of Occupancy and Finalization of New Bond Buildings

## Announcements

### A. Next Meetings:

- Tuesday, February 6, 2018
  - 3:30 p.m. – Education and Workforce Development Committee Meeting
  - 4:30 p.m. – Facilities Committee Meeting
  - 5:30 p.m. – Special Board Meeting
  - 5:45 p.m. – Finance, Audit, and Human Resources Committee Meeting
  
- Tuesday, February 27, 2018
  - 5:30 p.m. – Regular Board Meeting

### B. Other Announcements:

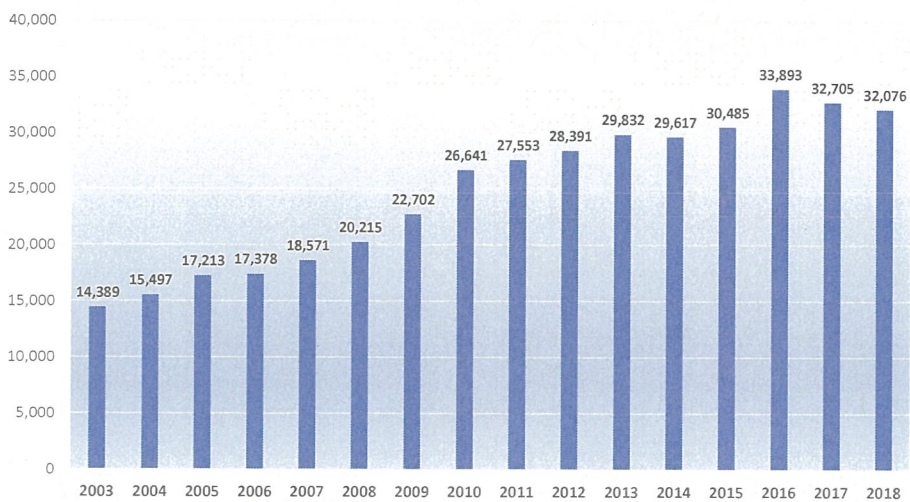
- The Spring 2018 Census Day (Twelfth Class Day) is Wednesday, January 31, 2018
- The City of McAllen's *State of the City Address* will be held on Tuesday, February 6, 2018 at the McAllen Convention Center.
- The College will be closed on Friday, February 9, 2018 for College-Wide Organizational Development Day.

*The following documents  
were provided as  
handouts at the meeting.*

# Preliminary Spring 2018 Enrollment



## Student Enrollment History



From Spring 2003 to Spring 2018

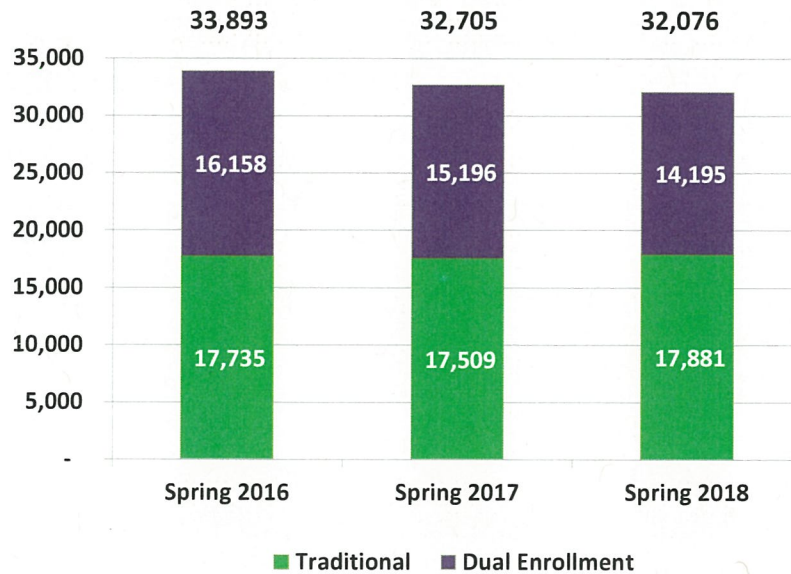


## Campus Enrollment

Campus	Spring 2017	Spring 2018	+/-	%
Pecan	10,023	9,423	-600	-6%
Mid Valley	3,315	3,124	-191	-6%
Starr County	1,091	1,060	-31	-3%
NAH	1,581	1,625	44	3%
Technology	1,477	1,433	-44	-3%
Distance Learning	7,265	7,769	504	7%
Dual Enrollment at High School	13,874	13,828	-46	0%
<b>Total Headcount*</b>	<b>32,705</b>	<b>32,076</b>	<b>-629</b>	<b>-2%</b>

\* Some of campus enrollments will not match total headcount because some students attend multiple campus

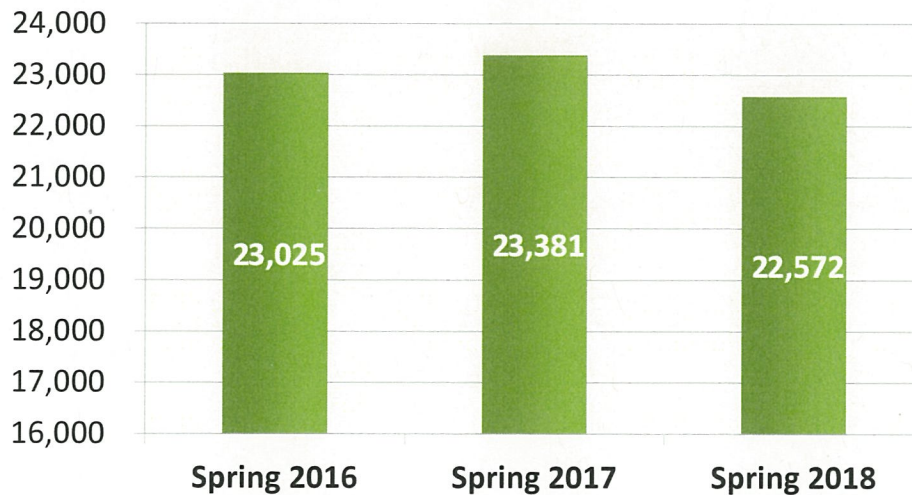
## Total Enrollment



## Unduplicated Enrollment by Residence

County	Spring 2016	Spring 2017	Spring 2018
Central Hidalgo	20,763	19,886	19,027
Eastern Hidalgo	6,108	5,724	5,902
Western Hidalgo	3,861	3,910	3,894
Starr County	2,382	2,370	2,360
Out of District & Country	779	815	893
<b>Total</b>	<b>33,893</b>	<b>32,705</b>	<b>32,076</b>

## Full Time Equivalency (total semester credit hours/12)





## Dual Enrollment – Hidalgo County

District	Spring 2016	Spring 2017	Spring 2018
DONNA ISD	459	428	378
EDCOUCH-ELSA HS	255	209	257
EDINBURG ISD	2,038	1,993	1,793
HIDALGO ISD	321	320	275
LA JOYA ISD	1,532	1,531	1,585
LA VILLA HS	60	54	47
MCALLEN ISD	1,926	1,631	1,225
MERCEDES ISD	385	392	424
MISSION ISD	1,049	1,079	1,063
MONTE ALTO ISD	78	39	67
PROGRESO HS	209	173	175
PSJA ISD	3,616	3,242	3,070
SHARYLAND ISD	631	725	667
SOUTH TEXAS ISD	723	658	484
VALLEY VIEW HS	500	466	375
WESLACO ISD	1,250	1,139	1,162
<b>Subtotal</b>	<b>15,032</b>	<b>14,079</b>	<b>13,047</b>

## Dual Enrollment – Starr County

	Spring 2016	Spring 2017	Spring 2018
RIO GRANDE CITY ISD	644	605	660
ROMA HS	257	275	217
<b>Subtotal</b>	<b>901</b>	<b>880</b>	<b>877</b>

### Other – Districtwide

	Spring 2016	Spring 2017	Spring 2018
PRIVATE SCHOOLS	71	64	64
CHARTER SCHOOLS	132	167	200
HOME HS & OTHERS	22	6	7
<b>Subtotal</b>	<b>225</b>	<b>237</b>	<b>271</b>

	Spring 2016	Spring 2017	Spring 2018
<b>Total Dual Credit</b>	<b>16,158</b>	<b>15,196</b>	<b>14,195</b>



# Planning at South Texas College

Presented by: Dr. Shirley A. Reed



*If the plan doesn't work, change the plan ... but never the goal.*  
~Unknown

Texas Higher Education Strategic Plan:  
2015-2030



# 60x30TX

*By 2030, at least 60 percent of Texans ages 25-34  
will have a certificate of degree.*





# THE TEXAS HIGHER EDUCATION STRATEGIC PLAN



## 60x30TX

– founded on the critical need for an educated Texas workforce that is able to adapt to change and successfully compete in the global economy.

- Overreaching goal that 60% of 25-34 year olds, will have a postsecondary credential or degree by 2030.
- Success rests on collaboration and creativity among higher education, K-12 education, and the workforce.

## TARGETS TO REACH THE GOAL

	Students completing a certificate, associate, bachelor's, or master's	Hispanic Students completing a certificate or degree	Male students completing a certificate or degree	Economically disadvantaged undergraduate students completing a certificate or degree	Percentage of Texas high school graduates enrolling in Texas higher education by first fall after high school graduation
<b>Texas</b>					
2014	298,989	89,355	122,744	107,419	54%
2020	376,000	138,000	168,000	146,000	58%
2025	455,000	198,000	215,000	190,000	61%
2030	550,000	285,000	275,000	246,000	65%
<b>South Texas College</b>					
2014	4,933	4,610	2,092	2,848	60.5%
2020	6,364	6,125	2,690	3,509	60.5%
2025	6,720	6,502	2,838	3,722	62.5%
2030	7,075	6,879	2,985	3,935	64.5%



# SOUTH TEXAS COLLEGE STRATEGIC PLAN FY 2013-2018

## STRATEGIC DIRECTIONS

- Clear Pathways
- Access and Success
- High Success Rate
- Collective Responsibility
- Collaboration
- Cost Efficiency



## Comprehensive Operational Plan

FY 2017-2018 to FY 2020-2021



 SOUTH TEXAS  
COLLEGE

August 2017





## TRADITIONAL ENROLLMENT

Planning Assumptions

Fiscal Years 2016-2017 TO 2019-2020

2017-2018 Update



SOUTH TEXAS COLLEGE



## ACHIEVEMENTS, AWARDS, NATIONAL RANKINGS & ACCREDITATIONS

JANUARY 2018

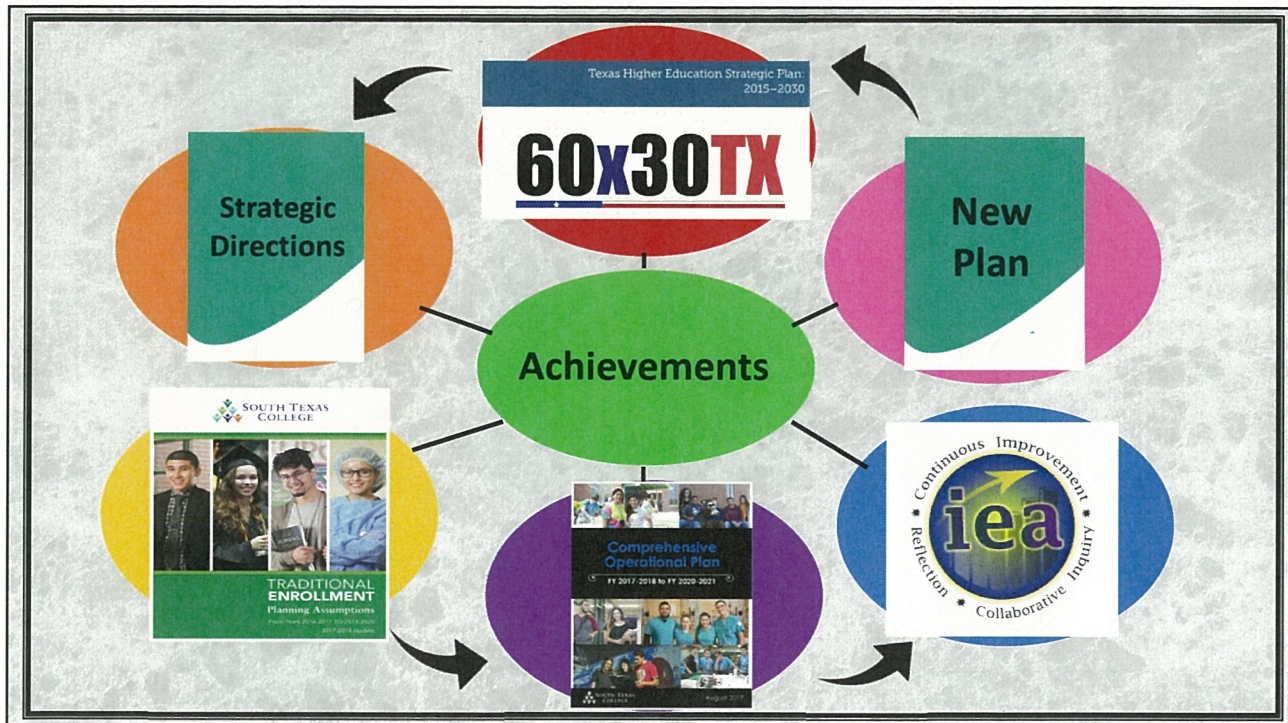


# ASSESSING PROGRESS

SO.....HOW ARE WE DOING?

Institutional Effectiveness Cycle  
Continuous planning, evaluation, and quality improvement.

- How well is each unit of the college doing in completing their specific unit goals?
- Are units getting better at reaching goals? Allows units to monitor their progress.
- Are unit mission and goals aligned with overall institutional Comprehensive Mission?





# ...the Planning Continues

## Strategic Plan 2019-2025

### Spring 2018

#### REVISE

- Mission
- Vision
- Core Values

### Fall 2018

- Draft Strategic Directions and Outcomes

### Spring 2019

- Finalize Strategic Plan
- Develop Institutional Effectiveness Plans

## **Approval and Authorization to Accept Grants**

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

**1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260**

This grant will provide opportunities for underserved, low-income middle and high school students to engage in STEM related activities during a Robotics and Automation Summer Camp. Activities will include computer science and engineering interactive course material that will enhance their STEM learning experience. The funding period for this grant is from March 1, 2018 through September 30, 2018.

This grant is aligned to Strategic Direction #2, Access and Success by providing middle and high school students with the opportunity to participate in the Summer Camp and encouraging them to pursue higher education after graduation.

**2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000**

This Subaward seeks to expand the capacity among K-12 educators by providing collaborative, rigorous, high quality and sustained professional development in computer science that aligns with the Texas Essential Knowledge and Skills (TEKS). Code/Interactive (CI) and South Texas College faculty will deliver the professional development workshops to twenty teachers. The funding period for this grant is from November 27, 2017 through August 5, 2018.

These funds align to Strategic Direction #5, Collaboration with the University of Texas at Austin, Code/Interactive and interdepartmental collaboration between the Department of High School Programs and the Institute of Advanced Manufacturing to advance mutually beneficial educational partnerships.

**3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation funds in the amount of \$205,545**

The purpose of the Carl D. Perkins Basic Grant is to improve graduation, retention, access, quality, and to provide for the expansion of Career and Technical Education (CTE) programs.

Each year, after initial allocations to selected programs, the grant administrators issue a reallocation of the available remaining funds. These Reallocation funds will be used for instructional resources and equipment for CTE programs. Access to books and state of the art equipment and materials will support CTE students in developing skills for emerging technologies in CTE programs. The funding period is from September 1, 2017 through August 31, 2018.

With this reallocation, the total Carl D. Perkins Basic Grant award to South Texas College for this funding period is \$1,852,530.

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

**4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000**

The purpose of this project is for students enrolled in South Texas College's Associate Degree in Nursing and Licensed Vocational Nursing programs to raise awareness about diabetes and obesity and to promote proper health management among high school students from participating school districts in the mid-valley, including Donna ISD, Weslaco ISD, La Villa ISD, Edcouch Elsa ISD, and Mercedes ISD. The funding period for this grant is from January 1, 2018 through December 31, 2019.

This award aligns to Strategic Direction #3, Collective Responsibility by providing a diabetes and obesity prevention program that will engage South Texas College students and high school students from areas served by the Knapp Community Care Foundation and South Texas College.

**5. The Gene Haas Foundation, Scholarship Funds in the amount of \$9,000**

Scholarship funds from the Gene Haas Foundation focus on manufacturing education. Eligibility to apply for a scholarship is based on Grade Point Average (GPA 2.8 min.), the students' Statement of Need, and program participation. Applicants may be high school students enrolled in South Texas College's Certificate Program in Manufacturing with plans to pursue an Associate Degree in Precision Manufacturing Technology from South Texas College, or they may be college students enrolled in the Associate Degree in Precision Manufacturing Program. South Texas College will award nine \$1,000 scholarships through this grant. The funding period is from November 27, 2017 through November 26, 2019.

This grant aligns to Strategic Direction #1, Clear Pathways by providing students with financial support for post-secondary education in Precision Manufacturing.

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

The presented grants would provide up to \$413,805 in additional funding for the College to provide services and opportunities throughout the region.

**Recommendation:**

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

1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260
2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000
3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation Funds in the amount of \$205,545
4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000
5. The Gene Haas Foundation, Scholarship Funds in the amount of \$9,000

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

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

1. The Texas Workforce Commission, Governor's Summer Merit Grant in the amount of \$49,260
2. The University of Texas at Austin, We Teach Computer Science Subaward in the amount of \$100,000
3. The Texas Higher Education Coordinating Board, Carl D. Perkins Basic Grant Reallocation Funds in the amount of \$205,545
4. Knapp Medical Center, Knapp Community Care Foundation Grant in the amount of \$50,000
5. The Gene Haas Foundation, Scholarship Funds in the amount of \$9,000

**Approval Recommended:**

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

STATE OF TEXAS §  
COUNTY OF HIDALGO §  
§  
SOUTH TEXAS COLLEGE §  
§

INTERLOCAL AGREEMENT FOR COST SHARING OF WAGE RATE  
STUDY

The purpose of this Interlocal Agreement is to set out the terms of an agreement between South Texas College (the "College") and the County of Hidalgo (the "County") to share certain wage rate data required to be used by the parties for purposes of enforcement of wage rates under the provisions of Texas Government Code, Section 2258.001, et seq.

WITNESSETH THAT:

Background

I.

1.1 In Texas, local government political subdivisions may enter into inter-local agreements, authorized in certain circumstances under provisions of the Texas Government Code, section 791.035 of the Interlocal Government Cooperation Act (the "Act"), for the express purposes of cooperating to

advance their mutual governmental purposes or with respect to other governmental functions in which the contracting parties are mutually interested.

- 1.2 Political subdivisions may assist each other by granting funds to each other, provided that funds granted by one political subdivision to another are used for a definitive "public purpose" of the granting subdivision.
- 1.3 Those governmental functions and services which are of mutual concern to the County *and* the College and which each is independently legally authorized to perform and provide under state law, include the construction of buildings and public facilities for the furtherance of governmental purpose objectives.
- 1.4 A contract between contracting entities under the Act may contain any provisions that the governing bodies of the contracting entities consider reasonably necessary. Contracting entities may provide by contract, on mutually agreeable terms, the financial commitment each will undertake, and for the term thereof, whether they shall jointly maintain a project or whether one of them shall operate and maintain a project under its exclusive direction and control while the other entities contribute to the expenses of construction and/or maintenance.
- 1.5 The governing bodies of the College and the County find that constituents of each political subdivision will benefit from the joint efforts of the parties resulting from this agreement.

## II.

2.1 An institution of higher education, such as the College, is authorized under the Texas Education Code and the County is authorized under its enabling legislation, to undertake the construction of buildings and other public facilities and to engage the services of construction contractors to construct public projects. In undertaking that process, each of the parties is obligated to comply with provisions of Government Code, Section 2258.021 with respect to establishing reasonable wage rates for workers employed by a political subdivision of the state on a public work project.

2.2. Under the Act, the parties may enter into this interlocal agreement to share costs associated with obtaining relevant data, preparing a wage rate study and adopting wage rates.

III.

The parties agree to the following terms:

3.1. The parties acknowledge that the College has previously undertaken a Wage Rate Study, prepared on its behalf, by Broaddus & Associates, dated April 26, 2016, now finalized and operative, a copy of which is attached hereto as Exhibit A. The College study was undertaken at the cost of \$15,260.

3.2 On behalf of the parties, College shall cause a contract to be entered into between College and Broaddus & Associates, under the terms the terms which additional data shall be obtained and the results thereof incorporated in the Wage Rate Study such that the data may be used by the parties for at least the period April 1, 2018 through March 31, 2021.

3.3 The cost of the study will be \$15,260, which will be paid in full in advance by the County.

3.4 In consideration of the County's payment, the College shall authorize County full use of the current Wage Rate Study at its discretion.

Approved on the \_\_\_\_\_ day of \_\_\_\_\_ by South Texas College

Adopted on the \_\_\_\_\_ day of \_\_\_\_\_ by the County of Hidalgo



## MEMORANDUM

### **General Provisions**

Chapter 2258 applies only to the construction of a public work, paid for in whole or part by public funds. Sec. 2258.002.

A worker on a public work project has a right to be paid

(1) not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed; and

(2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work.

Sec. 2258.021

### **Mandatory Compliance Alternatives**

A public body must determine the general per diem wage rate in the locality for each craft or type of worker needed, and additionally the holiday and overtime wage rate, by one of the two following methods:

(1) conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed; or

(2) using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments.

Sec. 2258.022(a)

### **Additional Requirements for Political Body in County bordering Mexico**

- (1) Survey of the wages is to be conducted both statewide and in the political subdivision of the state in which the public work is to be performed.
- (2) The public body shall also consider the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.)
- (3) The public body shall determine the general prevailing rate of per diem wages in the locality based on the higher of:
  - (1) the rate determined from the survey conducted in the political subdivision;
  - (2) the arithmetic mean between the rate determined from the survey conducted in the political subdivision and the rate determined from the statewide survey; and
  - (3) if applicable, the arithmetic mean between the rate determined from the survey conducted in the political subdivision and the rate determined by the United States Department of Labor.

Sec. 2258.022(b)

### **Remedies and Penalties**

A public body must take notice of complaints of violations by contractors and withhold money from payments to contractors, as appropriate. Sec. 2258.051

A public body, upon a complaint from a laborer of a violation by a contractor or subcontractor, must conduct an inquiry as to whether there is a reasonable belief that a violation occurred and produce a written determination no later than the 31<sup>st</sup> day after receiving the complaint. Sec. 2258.052

An issue regarding a violation, including a penalty owed to the public body or an affected worker will be submitted to binding arbitration. The public body will not be a party to the arbitration. Sec. 2258.053

The public body will use the amounts retained to pay the worker the difference between what he was paid and what he should have been paid, as determined by the arbitration. Sec. 2258.056

An officer, agent, or representative of the state who commits a willful violation of Chapter 2258 commits a criminal violation, punishable by up to 6 months in prison, a \$500 fine, or a fine and jail time. Sec. 2258.058

Full text of statute below:

GOVERNMENT CODE

TITLE 10. GENERAL GOVERNMENT

SUBTITLE F. STATE AND LOCAL CONTRACTS AND FUND MANAGEMENT

CHAPTER 2258. PREVAILING WAGE RATES

SUBCHAPTER A. GENERAL PROVISIONS

Sec. 2258.001. DEFINITIONS. In this chapter:

(1) "Locality in which the work is performed"

means:

(A) for a contract for a public work awarded by the state, the political subdivision of the state in which the public work is located:

(i) which may include a county, municipality, county and municipality, or district, except as provided by Subparagraph (ii); and

(ii) which, in a municipality with a population of 500,000 or more, may only include the geographic limits of the municipality; or

(B) for a contract for a public work awarded by a political subdivision of the state, the geographical limits of the political subdivision.

(2) "Public body" means a public body awarding a contract for a public work on behalf of the state or a political subdivision of the state.

(3) "Worker" includes a laborer or mechanic.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995. Amended by Acts 2001, 77th Leg., ch. 1422, Sec. 14.04, eff. Sept. 1, 2001.

Sec. 2258.002. APPLICABILITY OF CHAPTER TO PUBLIC WORKS. (a) This chapter applies only to the construction of a public work, including a building, highway, road, excavation, and repair work or other project development or improvement, paid for in whole or in part from public funds, without regard to whether the work is done under public supervision or direction.

(b) This chapter does not apply to work done directly by a public utility company under an order of a public authority.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.003. LIABILITY. An officer, agent, or employee of a public body is not liable in a civil action for any act or omission implementing or enforcing this chapter unless the action was made in bad faith.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

#### SUBCHAPTER B. PAYMENT OF PREVAILING WAGE RATES

Sec. 2258.021. RIGHT TO BE PAID PREVAILING WAGE RATES. (a) A worker employed on a public work by or on behalf of the state or a political subdivision of the state shall be paid:

(1) not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the work is performed; and

(2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work.

(b) Subsection (a) does not apply to maintenance work.

(c) A worker is employed on a public work for the purposes of this section if the worker is employed by a contractor or subcontractor in the execution of a contract for the public work with the state, a political subdivision of the state, or any officer or public body of the state or a political subdivision of the state.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 165, Sec. 18.01, eff. Sept. 1, 1997.

Sec. 2258.022. DETERMINATION OF PREVAILING WAGE RATES. (a) For a contract for a public work awarded by a political subdivision of the state, the public body shall determine the general prevailing rate of per diem wages in the locality in which the public work is to be performed for each craft or type of worker needed to execute the contract and the prevailing rate for legal holiday and overtime work by:

(1) conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed; or

(2) using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments.

(b) This subsection applies only to a public work located in a county bordering the United Mexican States or in a county adjacent to a county bordering the United Mexican States. For a contract for a public work awarded by the state, the public body shall determine the general prevailing rate of per diem wages in the locality in which the public work is to be performed for each craft or type of worker needed to execute the contract and the prevailing

rate for legal holiday and overtime work as follows. The public body shall conduct a survey of the wages received by classes of workers employed on projects of a character similar to the contract work both statewide and in the political subdivision of the state in which the public work is to be performed. The public body shall also consider the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments, but only if the survey used to determine that rate was conducted within a three-year period preceding the date the public body calls for bids for the public work. The public body shall determine the general prevailing rate of per diem wages in the locality based on the higher of:

- (1) the rate determined from the survey conducted in the political subdivision;
- (2) the arithmetic mean between the rate determined from the survey conducted in the political subdivision and the rate determined from the statewide survey; and
- (3) if applicable, the arithmetic mean between the rate determined from the survey conducted in the political subdivision and the rate determined by the United States Department of Labor.

(c) The public body shall determine the general prevailing rate of per diem wages as a sum certain, expressed in dollars and cents.

(d) A public body shall specify in the call for bids for the contract and in the contract itself the wage rates determined under this section.

(e) The public body's determination of the general prevailing rate of per diem wages is final.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 165,

Sec. 18.02, eff. Sept. 1, 1997; Acts 2001, 77th Leg., ch. 1422, Sec. 14.05, eff. Sept. 1, 2001.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 728 (H.B. 2625), Sec. 1, eff. September 1, 2007.

Sec. 2258.023. PREVAILING WAGE RATES TO BE PAID BY CONTRACTOR AND SUBCONTRACTOR; PENALTY. (a) The contractor who is awarded a contract by a public body or a subcontractor of the contractor shall pay not less than the rates determined under Section 2258.022 to a worker employed by it in the execution of the contract.

(b) A contractor or subcontractor who violates this section shall pay to the state or a political subdivision of the state on whose behalf the contract is made, \$60 for each worker employed for each calendar day or part of the day that the worker is paid less than the wage rates stipulated in the contract. A public body awarding a contract shall specify this penalty in the contract.

(c) A contractor or subcontractor does not violate this section if a public body awarding a contract does not determine the prevailing wage rates and specify the rates in the contract as provided by Section 2258.022.

(d) The public body shall use any money collected under this section to offset the costs incurred in the administration of this chapter.

(e) A municipality is entitled to collect a penalty under this section only if the municipality has a population of more than 10,000.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.024. RECORDS. (a) A contractor and subcontractor shall keep a record showing:



(1) the name and occupation of each worker employed by the contractor or subcontractor in the construction of the public work; and

(2) the actual per diem wages paid to each worker.

(b) The record shall be open at all reasonable hours to inspection by the officers and agents of the public body.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.025. PAYMENT GREATER THAN PREVAILING RATE NOT PROHIBITED. This chapter does not prohibit the payment to a worker employed on a public work an amount greater than the general prevailing rate of per diem wages.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.026. RELIANCE ON CERTIFICATE OF SUBCONTRACTOR. A contractor is entitled to rely on a certificate by a subcontractor regarding the payment of all sums due those working for the subcontractor until the contrary has been determined.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

#### SUBCHAPTER C. ENFORCEMENT; CIVIL AND CRIMINAL PENALTIES

Sec. 2258.051. DUTY OF PUBLIC BODY TO HEAR COMPLAINTS AND WITHHOLD PAYMENT. A public body awarding a contract, and an agent or officer of the public body, shall:

(1) take cognizance of complaints of all violations of this chapter committed in the execution of the contract; and

(2) withhold money forfeited or required to be withheld under this chapter from the payments to the contractor under the contract, except that the public body may not withhold money from other than the final payment without a determination by the public body that there is good cause to believe that the contractor has violated this chapter.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.052. COMPLAINT; INITIAL DETERMINATION.

(a) On receipt of information, including a complaint by a worker, concerning an alleged violation of Section 2258.023 by a contractor or subcontractor, a public body shall make an initial determination as to whether good cause exists to believe that the violation occurred.

(b) A public body must make its determination under Subsection (a) before the 31st day after the date the public body receives the information.

(c) A public body shall notify in writing the contractor or subcontractor and any affected worker of its initial determination.

(d) A public body shall retain any amount due under the contract pending a final determination of the violation.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.053. ARBITRATION REQUIRED FOR UNRESOLVED ISSUE. (a) An issue relating to an alleged violation of Section 2258.023, including a penalty owed to a public body

or an affected worker, shall be submitted to binding arbitration in accordance with the Texas General Arbitration Act (Article 224 et seq., Revised Statutes) if the contractor or subcontractor and any affected worker do not resolve the issue by agreement before the 15th day after the date the public body makes its initial determination under Section 2258.052.

(b) If the persons required to arbitrate under this section do not agree on an arbitrator before the 11th day after the date that arbitration is required under Subsection (a), a district court shall appoint an arbitrator on the petition of any of the persons.

(c) A public body is not a party in the arbitration.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.054. ARBITRATION AWARD; COSTS. (a) If an arbitrator determines that Section 2258.023 has been violated, the arbitrator shall assess and award against the contractor or subcontractor:

(1) penalties as provided by Section 2258.023 and this section; and

(2) all amounts owed to the affected worker.

(b) An arbitrator shall assess and award all reasonable costs, including the arbitrator's fee, against the party who does not prevail. Costs may be assessed against the worker only if the arbitrator finds that the claim is frivolous. If the arbitrator does not find that the claim is frivolous and does not make an award to the worker, costs are shared equally by the parties.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.055. ARBITRATION DECISION AND AWARD FINAL. The decision and award of the arbitrator is final and binding on all parties and may be enforced in any court of competent jurisdiction.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.056. PAYMENT BY PUBLIC BODY TO WORKER; ACTION TO RECOVER PAYMENT. (a) A public body shall use any amounts retained under this chapter to pay the worker the difference between the amount the worker received in wages for labor on the public work at the rate paid by the contractor or subcontractor and the amount the worker would have received at the general prevailing wage rate as provided in the arbitrator's award.

(b) The public body may adopt rules, orders, or ordinances relating to the manner in which a reimbursement is made.

(c) If the amounts retained by a public body under this chapter are not sufficient for the public body to pay the worker the full amount owed, the worker has a right of action against the contractor or subcontractor and the surety of the contractor or subcontractor to recover the amount owed, reasonable attorney's fees, and court costs.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.057. WITHHOLDING BY CONTRACTOR. (a) A contractor may withhold from a subcontractor sufficient money to cover an amount withheld from the contractor by a public body because the subcontractor violated this chapter.

(b) If the contractor has made a payment to the subcontractor, the contractor may withhold money from any

future payments owed to the subcontractor or sue the subcontractor or the subcontractor's surety for the amount withheld from the contractor by a public body because of the subcontractor's violation.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.

Sec. 2258.058. CRIMINAL OFFENSE. (a) An officer, agent, or representative of the state or of a political subdivision of the state commits an offense if the person wilfully violates or does not comply with a provision of this chapter.

(b) A contractor or subcontractor of a public work under this chapter, or an agent or representative of the contractor or subcontractor, commits an offense if the person violates Section 2258.024.

(c) An offense under this section is punishable by:

- (1) a fine not to exceed \$500;
- (2) confinement in jail for a term not to exceed six months; or
- (3) both a fine and confinement.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.49(a), eff. Sept. 1, 1995.