



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, March 27, 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, March 27, 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. Presentation..... 1**
 - 1. Presentation of \$50,000 Community Health Project Grant Check by the Knapp Community Care Foundation

- VI. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes 2 - 34
 - 1. February 27, 2018 Regular Board Meeting
 - 2. March 6, 2018 Special Board Meeting

 - B. Approval and Authorization to Accept Grant Award(s) 35 - 37
 - 1) The Texas Workforce Commission, Texas Operation Welcome Home – Skills for Transition Program Grant in the amount of \$50,000
 - 2) Interlocal Agreement between Texas Southmost College and South Texas College, not to exceed the amount of \$80,518.32
 - 3) Texas Workforce Commission, High Demand Job Training Grant in Partnership with Workforce Solutions and the McAllen Economic Development Corporation in the amount of \$143,040
 - 4) The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Lumina Foundation Grant in the amount of \$10,000
 - 5) Additional Grant(s) Received/Pending Official Award

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 - 1) Presentation on the Texas Pathways Project

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 - 2) Medium Duty Truck and Cargo Van (Award)
 - 3) Pecan Campus Building J First Floor Analog to Digital Audio Visual Upgrade (Award)
 - B. Instructional Item
 - 4) Classroom Instructional Podiums (Purchase)
 - C. Non – Instructional Items
 - 5) Electric Utility Carts (Purchase)
 - 6) Electric Utility Vehicles (Purchase)
 - 7) LED Lamps (Purchase)
 - 8) Travel Services (Renewal)
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A. Next Meetings:

- Tuesday, April 10, 2018
 - 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, April 24, 2018
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Thursday, March 29, 2018 – Sunday, April 1, 2018, in observance of Semester Break.
- South Texas College will host a ribbon cutting ceremony at the Starr County Campus Courtyard on Thursday, April 5, 2018 at 10:00 a.m., featuring the new and expanded facilities under the 2013 Bond Construction Program.
- South Texas College will host a Ribbon Cutting Ceremony at the Mid Valley Campus on Thursday, April 26, 2018, showcasing the new and expanded facilities under the 2013 Bond Construction Program.
- Spring 2018 Graduation will be held Friday, May 11 and Saturday, May 12, 2018

Presentation

1. Presentation of \$50,000 Community Health Project Grant Check by the Knapp Community Care Foundation

Mrs. Yvonne “Bonnie” Gonzalez, CEO at the Knapp Community Care Foundation, will present South Texas College with a check for \$50,000, as provided through the Community Health Project grant.

In January 2018, the Board of Trustees approved the acceptance of the Community Health project grant from Knapp Medical Center / Knapp Community Care Foundation.

This grant, for \$50,000, will support 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.

The program will continue from January 1, 2018 to December 31, 2019, and will be available to local high school students in the in the mid-valley, including Donna ISD, Weslaco ISD, La Villa ISD, Edcouch Elsa ISD, and Mercedes ISD.

This presentation is for the Board’s information, and no action is requested.

Approval of Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) February 27, 2018 Regular Board Meeting
- 2) March 6, 2018 Special Board Meeting

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the February 27, 2018 Regular Board Meeting Minutes and the March 6, 2018 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 February 27, 2018 Regular Board Meeting Minutes and the March 6, 2018 Special Board Meeting Minutes as presented.

Approval Recommended:

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

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, February 27, 2018 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, February 27, 2018 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:31 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Gary Gurwitz

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mr. Jose Guerrero, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mr. Ricardo De La Garza, Mr. Robert Cuellar, Ms. Becky Cavazos, Ms. Katarina Bugariu, Dr. Murad Odeh, Dr. Ety Bischoff, Mr. William Buhidar, Dr. Robert Ballinger, Ms. Diana Lucio, Dr. Rebecca De Los Santos, Mr. Brent Angangan, Virginia Champion, Mr. Gilbert Cruz, Mr. Gilbert Gallegos, Ms. Tammy Tijerina, Mr. Tim Weldon, Mr. Doug Jowell, Mr. Jimmy Barraco, Mr. Keith Powell, Ms. Patricia Martinez, Mr. Rolando Rios, Mr. Rick Alvarez, Mr. Aaron Rios, Ms. Jeanette Smith, and Andrew Fish.

Determination of a Quorum

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

Invocation:

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

Public Comments

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

Presentations

1. Report on the Association of Community College Trustees (ACCT) 2018 National Legislative Summit

Mrs. Graciela Farias and Ms. Rose Benavidez represented South Texas College at the Association of Community College Trustees (ACCT) 2018 National Legislative Summit in Washington D.C.

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

Mrs. Farias and Ms. Benavidez reported on the National Legislative Summit, providing the Board with their insights on the summit and its focus on federal legislative priorities affecting community colleges.

2. Presentation on South Texas College Performing and Fine Arts

Mr. William Buhidar, Assistant Dean for Fine and Performing Arts, shared a video showcasing the South Texas College Music Department. The video was produced by STC staff, and was entirely comprised of video and photos of South Texas College student performances and exhibits.

This video has been shared with area school districts and other partners to promote South Texas College as a premiere destination for area students seeking to study fine and performing arts.

3. Presentation on Grant Development, Management, and Compliance at South Texas College

Dr. Virginia Champion, Director of Grant Development, Management, and Compliance, presented on the department and their efforts to help the college secure grant awards and monitor grant-funded programs.

Dr. Champion identified the staffing structure within the office, and provided a review of pre-award and post-award support offered to the institution and the College's partners in the community at large.

Finally, Dr. Champion identified strategies to help the College become even more successful in winning grant awards to bring resources and opportunities to the students of Hidalgo and Starr counties.

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

Approval of Minutes

The following Board Meeting Minutes were submitted for approval:

- 1) January 30, 2018 Regular Board Meeting
- 2) February 6, 2018 Special Board Meeting

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and adopted the January 30, 2018 Regular Board Meeting Minutes and the February 6, 2018 Special Board Meeting Minutes as presented. The motion carried.

Approval and Authorization to Accept Grants

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

1. Texas Workforce Commission, Skills Development Fund Grant in the amount of \$895,650.

This grant would provide training in Nursing and Allied Health in collaboration with Laredo Community College and Southwest Texas Junior College. Through this grant, a total of 28,537 training hours would be delivered in eighteen months.

The funds from this grant would be used to provide Universal Health Services (UHS) with training for employees that meets the employers' needs and helps to build a skilled workforce. This award was for the period of March 19, 2018 through September 30, 2019.

This grant aligned to Strategic Direction #5, Collaboration, by offering training in Nursing and Allied Health for UHS in partnership with Laredo Community College and Southwest Texas Junior College.

The presented grant would provide up to \$895,650 in additional funding for the College to provide services and opportunities throughout the region.

Upon a motion by Mr. Roy de León and a second by Mrs. Graciela Farias, the Board of Trustees approved and authorized accepting the grant award and use of related funds as authorized by the grant, contingent upon official award as appropriate. The motion carried.

Presentation and Action as Necessary Regarding the Upcoming US Census and 2020 Redistricting of the South Texas College Single Member Districts

Approval of the appointment of a consultant for the Redistricting of STC Trustee Districts was requested.

The 2020 Federal Census requires all political subdivisions that elect its members from single member districts to review the population demographics of each district. Under the “one-man, one-vote” principle required by the constitution, a standard deviation allowed by law is that the most populous district should not be greater than 10% over the least populous district.

The firm of Rolando L. Rios and Associates, PLLC did the redistricting for STC during the last census. Their services met state and federal law requirements. In preparation for the 2020 Redistricting of STC Trustee Districts, the firm of Rolando L. Rios and Associates offered the following services:

1. Provide shape files of blocks to US Census 2018-2019
2. Provide you with pre-census analysis of estimated growth 2018-2019 using existing VTD data
3. Analysis of existing districts using 2020 Census – when data is released
4. Confer with you as a group and as individuals to proposed possible changes to your single-member districts 2020-2021
5. It is a three year contract paid \$25,000 each year for three years with costs (maps, data, etc) not to exceed \$8,000.

The packet included a proposal to provide redistricting services to STC received from the Law Offices of Rolando L. Rios at a total cost of \$75,000, plus costs not to exceed \$8,000, to be paid in three (3) yearly payments of \$25,000 each.

Mr. Paul R. Rodriguez raised the question whether there were any other firms available to offer the same or similar services, and noted that the Finance, Audit, and Human Resources Committee would normally review such items before presentation to the Board.

The Board asked whether there was any urgency in taking action on this item in February 2018, and Mr. Rios acknowledged that there was time for action at a subsequent meeting.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Graciela Farias, the Board of Trustees for South Texas College tabled the discussion of this proposal until the March 2018 Regular Board Meeting. The motion carried.

Deliberation and Action as Necessary Regarding the Assessment of the College President and the Self-Assessment of the Board of Trustees

The Board was asked to conduct an assessment of the College President and the Self-Assessment of the Board of Trustees.

The assessment of the College President and the self-assessment of the Board of Trustees were historically performed every few years. These assessments are a valuable process to help the Board in their stewardship and to provide the College President with feedback as necessary. Additionally, best practices call for regular Board assessment of both the College President and the Board itself.

The previous evaluation of the Board of Trustees and the College President was conducted in 2017. The updated evaluation forms for the Board of Trustees and the College President were provided under separate cover for the Board's information and review.

Dr. Alejo Salinas, Jr., Board Chair, asked that the Trustees complete the evaluation forms that are provided under separate cover and submit them for his review by Tuesday, March 6, 2018. The Board may opt to review the evaluation results at a subsequent Board meeting.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Board of Trustees of South Texas College approved and authorized the assessment of the College President and the Self-Assessment of the Board of Trustees using the assessment instruments provided. The motion carried.

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

1) Presentation on Degree Works™

Ms. Cynthia Blanco, Director of Student Records and Registrar, provided a guided tour of the Degree Works™ program.

Degree Works™ was developed to provide students with direct access to up-to-date information about their selected degree plan, their progress toward completion, and the ability to see the impact of changes to their degree plan, such as selection of a new major. Degree Works™ provides a graphical "progress bar" that shows a student how their completed and current courses affect their progress toward completing their program.

Degree Works™ is also available to faculty and advisors, who can work with a student to assess the best strategies to help them reach their goals at South Texas College.

In addition to providing a comparison of current and completed coursework against their degree plan, Degree Works™ gives students access to their financial aid status and academic status, to let them track these issues that may impact their registration and completion.

Ms. Blanco provided the Committee members with a live demonstration of system, and how it is used by students, faculty, and advisors to guide the students toward successful completion.

2) Presentation on Starfish Early Alert System

Dr. Christopher Nelson, Assistant Dean of Humanities and Professor of Philosophy, presented on Starfish Early Alert System.

The Starfish Early Alert System, implemented at South Texas College in 2016, increases engagement of students by faculty and support services, and helps focus that engagement on students who are at risk.

Through tracking of attendance and other triggers, the Starfish system helps faculty and support staff monitor patterns that indicate a student may be at risk of poor performance. The system allows early intervention, to assist students in finding resources to help keep them on the pathway toward successful completion.

The Starfish system also provides positive reinforcement to students, through Kudos submitted by their faculty, which further helps them maintain their focus and drive to successfully complete their goals at South Texas College.

As of Fall 2017, over 9,500 South Texas College students had created and/or updated their profiles in Starfish. During this same semester:

- 15,000 kudos were submitted by Faculty;
- 2,130 attendance concerns were flagged; and
- 5,183 “Danger of Failing” flags were submitted.

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. The Starfish Early Alert System provides faculty and staff with a tool for timely and effective intervention for students who can most benefit from it.

These presentations were provided for the Education and Workforce Development Committee's information and feedback to staff. No action was requested.

Review and Action as Necessary to Offer a Public Services Assistant Certificate Program

The Board was asked for approval to offer a Public Services Assistant Certificate program.

The Public Services Assistant Certificate would allow students to gain the knowledge and skills necessary to seek certification for work in non-profit and public government roles. EMSI data indicates a strong demand for public administrators in the local region (with at least 15% projected occupational growth over the next 10 years). Local employers could include Appraiser and Assessors offices, courts, municipal and license clerks, and offices administering government programs.

Graduates from this program could continue their education at South Texas College through the AAS in Public Administration, and then into the College's baccalaureate programs, including the Bachelor of Applied Technology in Organizational Leadership. Enrollment projections are included within the Program Development Packet.

The program developers conducted student and employer surveys to document local demand for individuals with this certificate.

The Board packet contained the Program Development Packet, which includes:

- Proposed Award
- Program Development Checklist
- Curriculum & Student Learning Department Recommendation
- Program Summary
- Proposed Curriculum
- Instructional Costs and Projected Revenues
- Employer Survey Review of Findings
- Supporting Documents:
 - Advisory Committee Members List
 - Letters of Support
- South Texas College Program Evaluation Plan.

The Education and Workforce Development Committee reviewed the Public Services Assistant Certificate on February 6, 2018. At that meeting, Trustees asked about the skill set developed by students participating in this program, specifically concerned about the lack of course material directly related to the use of computer software and related technology commonly used in office environments.

Administration advised that the courses may not be focused specifically on those issues, due to the technical workforce nature of the program, as opposed to an academic program; however, students would be expected to use similar software and other technologies while completing the requisite courses.

Administration included descriptions and learning outcomes for each course listed in the proposed curriculum, and this information was included in the packet. Furthermore, a matrix was developed that identifies the courses with the specific skills and competencies identified at the committee meeting.

The Education and Workforce Development Committee recommended Board approval of the Public Services Assistant Certificate program, but requested that the course descriptions and learning outcomes be provided for the Board's review.

Upon a motion by Mrs. Graciela Farias and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the Public Services Assistant Certificate program as presented. The motion carried.

Review and Action as Necessary to Offer a Personal Trainer Certificate Program

The Board was asked for approval to offer a Personal Trainer Certificate program.

On April 11, 2017, the Education and Workforce Development Committee authorized staff to develop a Personal Trainer Certificate, which would allow students to gain the knowledge and skills necessary to seek certification in the personal trainer/fitness field. EMSI data indicates a strong demand for Fitness Trainers in the local region.

The Personal Trainer Certificate Program would not be available to dual credit students, because the course curriculum is not paired in secondary school course offerings.

The Personal Trainer Certificate Program would incorporate Practicum coursework with local fitness centers. A high school diploma or GED would be included as a requirement for admission to the Personal Trainer Certificate Program, to meet the requirements imposed by partnering fitness centers.

Upon completion, students with the Personal Trainer Certificate would be eligible and prepared to take the National Certification exam; while the national certificate would not be required for employability, it is an industry-recognized certification that would provide them with a competitive advantage.

The Board packet contained the Program Development Packet, which includes:

- Proposed Award

- Program Development Checklist
- Curriculum & Student Learning Department Recommendation
- Program Summary
- Proposed Curriculum
- Instructional Costs and Projected Revenues
- Employer Survey and Review of Findings
- Supporting Documents:
 - Advisory Committee Members List
 - Letters of Support
- South Texas College Program Evaluation Plan.

Dr. Anahid Petrosian, Vice President for Academic Affairs, and Dr. Murad Odeh Interim Administrator for Curriculum & Student Learning, reviewed the proposed new program and the development process with the Education and Workforce Development Committee on February 6, 2018.

The Education and Workforce Development Committee recommended Board approval to offer a Personal Trainer Certificate as presented.

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

Review and Action as Necessary on Tuition and Fees Schedules for FY 2018 - 2019

- a) Student Tuition and Fees**
- b) Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts**
- c) Employee Fees**
- d) Other (Non-Student/Non-Employee) Fees**

Approval of revised Tuition and Fees Schedules for FY 2018 - 2019 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) was requested.

The College's student Tuition and Fees rates underwent a review in order to increase transparency to students, streamline the rate structure, and better align revenues to cost. As part of this initiative, the College implemented flat tuition rates for Fiscal Year 2017 - 2018.

For Fiscal Year 2018 - 2019, differential tuition and fee revenues were analyzed as part of a cost defrayment study. Differential tuition revenues were evaluated against program expenditures to determine and reduce cost over revenue gaps. Fee revenues were reviewed and compared to applicable department expenditures in order to properly align

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revenues to costs. As a result of this analysis, increases in differential tuition and increases or decreases in fees were recommended below.

The recommended changes for FY 2018 – 2019, which were based on the cost defrayment study and proper allocation of costs to the appropriate students, were as follows:

a. Student Tuition and Fees

- Tuition Rates – No increases to tuition were recommended, therefore the College recommended maintaining the FY 2017 - FY 2018 tuition rates for In-District, Out-of-District, and Out-of-State tuition as follows:

Tuition Type	Current Rate per Credit Hour
In-District	\$70.00
Out-of-District	\$80.00
Out-of-State	\$200.00

- Differential Tuition – Increase or add new differential tuition per credit hour as follows:

Differential Tuition	Current Rate	Increase	Proposed Rate	Projected Revenue Increase
Increases:				
Associate Degree Nursing	\$50.00	\$5.00	\$55.00	\$41,828
Emergency Medical Technology	\$40.00	\$5.00	\$45.00	\$7,990
Occupational Therapy Assistant	\$40.00	\$5.00	\$45.00	\$4,089
Patient Care Assistant	\$20.00	\$5.00	\$25.00	\$7,333
Pharmacy Tech	\$40.00	\$5.00	\$45.00	\$4,113
Physical Therapist Assistant	\$40.00	\$5.00	\$45.00	\$3,666
Radiologic Technology/Sonography	\$40.00	\$5.00	\$45.00	\$5,171
Respiratory Therapy	\$40.00	\$5.00	\$45.00	\$4,699
Vocational Nursing	\$50.00	\$5.00	\$55.00	\$23,971
New:				
Physical Science	-	-	\$15.00	\$69,259
Geology	-	-	\$15.00	\$35,137
Engineering	-	-	\$10.00	\$15,017
Architectural Engineering Technology and Design	-	-	\$20.00	\$52,226
Automotive and Diesel Technology	-	-	\$10.00	\$59,333
Culinary Arts	-	-	\$15.00	\$45,360

Differential Tuition	Current Rate	Increase	Proposed Rate	Projected Revenue Increase
Increases:				
Electronic Equipment and Computer	-	-	\$15.00	\$71,431
Electrician Assistant	-	-	\$10.00	\$21,573
Fire Science	-	-	\$ 5.00	\$5,997
Heating, Ventilation and Air Conditioning	-	-	\$10.00	\$31,396
Total Differential Tuition Revenue Increase				\$509,589

Examples of impact that the proposed differential tuition rates would have on total student tuition and fee charges were included in Exhibit 1, within the packet. The differential tuition rate for the Emergency Medical Technology programs was increased by \$5.00 in FY 2018. The remaining differential tuition rates listed with a recommended increase have not changed since FY 2013.

- Mandatory Fees - Revise mandatory fees per credit hour as follows:

Mandatory Fees	Current Rate	Increase/ (Decrease)	Proposed Rate	Projected Revenue Increase/ (Decrease)
Information Technology Fee	\$24.00	\$6.00	\$30.00	\$2,508,210
Learning Support Fee	\$16.00	\$(4.00)	\$12.00	\$(1,672,140)
Total Mandatory Fees Revenue Increase				\$836,070

The proposed rate adjustments for the mandatory fees were recommended based on a cost defrayment study undertaken by the Business Office, whereby the potential fee revenue amount was aligned and compared to the specific expenses identified as being defrayed by each fee. Examples of impact that the proposed fee rates would have on total student tuition and fee charges were included in Exhibit 1, within the packet. The above mandatory fees have not changed since FY 2017.

- Course Fees - Decrease course fees per credit hour as follows:

Course Fees	Current Rate	Increase/ (Decrease)	Proposed Rate	Projected Revenue Increase/ (Decrease)
Electronic Distance Learning/ VCT Course Fee	\$15.00	\$(5.00)	\$10.00	\$(476,775)
Hybrid Course Fee	\$10.00	\$(10.00)	\$0.00	\$(127,057)
Total Course Fees Revenue Decrease				\$(603,832)

The proposed rate adjustments for course fees were recommended based on a cost defrayment study undertaken by the Business Office, whereby the potential fee revenue amount was aligned and compared to the specific expenses identified as being defrayed by each fee and allocated to students utilizing the distance learning system infrastructure.

- Testing Fee – Eliminate pass-through testing fee as follows:

Testing Fee	Current Rate	Increase/ (Decrease)	Proposed Rate	Projected Revenue Increase/ (Decrease)
Sign Language Certification Exam Fee	\$95.00	\$(95.00)	\$0.00	Testing Center pass-through

The proposed elimination of the testing fee for the Sign Language Certification Exam was recommended because the fee was paid by the student directly to an external agency and therefore, the College did not recognize revenue.

b. Dual Credit Tuition and Fees for Students Sponsored by Partnering School Districts

- Tuition Rates – Dual Credit – No increases to tuition were recommended.
- Differential Tuition- Dual Credit – Increase differential tuition per credit hour as follows:

Differential Tuition per Credit Hour for Courses Offered on a South Texas College Campus or Facility	Current Rate	Increase	Proposed Rate	Projected Revenue Increase
Increases:				
Associate Degree Nursing	\$50.00	\$5.00	\$55.00	\$0
Emergency Medical Technology	\$40.00	\$5.00	\$45.00	\$0
Occupational Therapy Assistant	\$40.00	\$5.00	\$45.00	\$0
Patient Care Assistant	\$20.00	\$5.00	\$25.00	\$1,128
Pharmacy Tech	\$40.00	\$5.00	\$45.00	\$0
Physical Therapist Assistant	\$40.00	\$5.00	\$45.00	\$0
Radiologic Technology/Sonography	\$40.00	\$5.00	\$45.00	\$0
Respiratory Therapy	\$40.00	\$5.00	\$45.00	\$0
Vocational Nursing	\$50.00	\$5.00	\$55.00	\$0
Total Differential Tuition- Dual Credit Revenue Increase				\$1,128

Differential tuition revenue was not projected for some of these courses for FY 2018 – 2019, however, the School Districts may be interested in these programs in the future.

c. Employee Fees

- No changes were recommended to current schedule.

d. Other (Non-Student/Non-Employee) Fees

- No changes were recommended to current schedule.

As a result of the proposed changes, the Summary of Projected Revenue Increases was as follows:

Summary of Projected Revenue Increases	
Tuition and Fees	Projected Revenue Increase
Differential Tuition - Traditional	\$509,589
Mandatory Fees	\$836,070
Course Fees	\$(603,832)
Differential Tuition – Dual Credit	\$1,128
Total	\$742,955

The packet also included the Comparison of Revenue – Based on Current Tuition and Fee Rates (Exhibit 2) and Comparison of Revenue – Based on Proposed Tuition and Fee Rates (Exhibit 3).

Reviewers - The revised Tuition and Fees Schedules for FY 2018 - 2019 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) were reviewed by staff, the President’s Cabinet, and President’s Administrative Staff.

The four (4) proposed Tuition and Fees Schedules for FY 2018 - 2019 were included in the packet for the Committee’s information and review. The proposed revisions for FY 2018 - 2019 were highlighted in yellow.

The Finance, Audit, and Human Resources Committee recommended for staff to add additional information and present to Board of Trustees for approval.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the revised Tuition and Fees Schedules for FY 2018 - 2019 for students, dual credit students sponsored by partnering school districts, employees, and other (non-student/non-employee) as presented. The motion carried.

Discussion and Action as Necessary on External Auditor Services

Approval to renew the contract with Carr, Riggs & Ingram, LLC. (McAllen, TX) for the external auditor services for the fiscal year ending August 31, 2018 was requested.

Purpose – The external auditor services contract renewal was requested to perform the College’s annual financial audit and issue an opinion on the financial statements prepared by the College Business Office staff. The audited Comprehensive Annual Financial Report (CAFR) must be submitted annually to the Texas Higher Education Coordinating Board by December 31st.

Justification – The Vice President for Finance and Administrative Services and the Comptroller requested the contract renewal for external auditors to start the interim audit work related to the financial audit prior to fiscal year end.

Background - The Board awarded the contract for the external auditor services at the April 24, 2017 Board of Trustees meeting for one year with four one-year annual renewals. The first renewal period will be for the fiscal year ending August 31, 2018 for the audit of Fiscal Year 2017 - 2018.

Award	Board Meeting Date	Original Term	Renewal Term	Audit Period
Original	4/24/17	4/25/17- 12/31/17	4 – one year options	9/01/16 – 8/31/17
1 st Renewal	2/27/18		1/1/18 – 12/31/18	9/01/17 – 8/31/18

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

Funding Source - Expenditures were budgeted in the Audit Services budget for FY 2017 - 2018 budget and FY 2018 - 2019 pending Board approval of the budget.

The Finance, Audit, and Human Resources Committee recommended Board approval to renew contract with Carr, Riggs, & Ingram, LLC for the external auditor services at a cost of approximately \$120,000.00 for the fiscal year ending August 31, 2018 as presented.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized renewal of the contract with Carr, Riggs, & Ingram, LLC for the external auditor services at a cost of approximately \$120,000.00 for the fiscal year ending August 31, 2018 as presented. The motion carried.

Presentation on Current Construction Status for 2013 Bond Construction Program

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

No action was requested.

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

As of February 20, 2018, the current total budget shortfall was estimated to be at \$4,460,594. 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 \$2,990,594.

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

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

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

The Board packet included the Outstanding Issues Action Plan as developed and maintained by administration.

A brief summary of each item follows:

Pecan Campus

1. STEM Building - Pending Written Analysis Report for steel delay that led to overtime costs

Doug Jowell informed the Board that he had completed his written report on February 27, 2018 and was preparing it for presentation to the Facilities Committee on March 6, 2018.

2. Thermal Plant - Chiller Fire Issue

Legal Counsel informed the Board that proceedings were under way.

Mid Valley Campus

3. Library Renovation - Sink Drainage Issue

Broaddus & Associates informed the Board that they had not received designs from Mata Garcia Architects yet, noting that over 150 days had passed since the contractor issued the RFI.

Dr. Shirley Reed, College President, asked for confirmation that the project site was lacking running water in addition to drainage, and Broaddus & Associates confirmed that this was the case, and that this further compounded the design issues and cost.

Broaddus & Associates acknowledged that the “as-built” plans provided to the architect at the start of the project noted the lines as “deleted” but the architect apparently missed that note and designed the project as if previously removed lines were instead available.

Legal Counsel asked Broaddus & Associates for clarification about the 150 day delay since issuance of the RFI by the contractor to the architect, and Broaddus & Associates confirmed this delay. Legal Counsel asked at what point Broaddus & Associates, as the Construction Program Manager and owner’s representative, would recommend that the College consider seeking another architect to finish the work that was not being performed by the architect of record.

Broaddus & Associates did not have a clear response, other than to reiterate that they had asked the architect of record to provide the plans.

The Board informed Broaddus & Associates that they expected Mata Garcia Architects to be present at the March 6, 2018 Facilities Committee meeting, and fully expected the issue to be resolved in a timely and appropriate manner.

Broaddus & Associates agreed to communicate this to the architect.

4. Health Professions and Science Building-Metal Panel Installation

Broaddus & Associates called upon SKANSKA USA to address the questions related to the installation of metal panels.

SKANSKA USA, as the Construction Manager-at-Risk, informed the Board that the subcontractor hired to complete the work was not familiar with the custom-made and precisely-measured panels called for in the design, and was having trouble completing the installation.

Furthermore, the panel manufacturer was taking great care in ensuring the accuracy of measurements prior to producing the panels, which had delayed the project.

Despite the delays, SKANSKA USA informed the Board that approximately 70% of the panels were already installed, and they expected the remainder to be completed within two weeks.

Starr County Campus

5. Parking & Site Improvement -Cleaning of Chilled Water Lines - 4 Incident Reports

Legal Counsel informed the Board that the next step was the engagement of a forensic expert, which was under way.

6. Student Services Bldg. - Landscaping Screen around Transformer

Broaddus & Associates informed the Board that pricing for landscaping of the screens was higher than expected, and they were looking to make this more cost effective.

The new proposal was to use the same screening vegetation used at the new Health Professions & Science Building trellises.

Due to the delay, it was suggested this be completed as a separate project after the closeout of the building project.

Broaddus & Associates agreed to develop a proposal for the Facilities Committee to consider on March 6, 2018.

7. Student Activities Bldg. - Blinds

No pricing was available for the corrective action, as the Construction Manager-at-Risk had refused to include the item as a Change Order.

Due to the delay, it was suggested this be completed as a separate project after the closeout of the building project.

Broaddus & Associates recommended the Board consider contracting with a blind company for this project, after final completion of the building.

Regional Center for Public Safety Excellence

8. RCPSE Training Facility - Pending Landscape Cost Confirmation

Broaddus & Associates informed the Board they had met with the City of Pharr, and were preparing to deliver a letter outlining the waiver offered by the city.

Broaddus & Associates was awaiting revisions to the proposed landscaping, which would be designed to reflect the terms included in the waiver.

Broaddus & Associates anticipated delivery of the letter and proposed landscape design in time for discussion of the issue at the March 6, 2018 Facilities Committee meeting.

District Wide - All Bond Projects

9. Workforce Training Centers - Amend Contract to Remove Scope from B&A, Design Consultants, and CMRs

Legal Counsel informed the Board that a draft amendment to the Construction Program Manager agreement had been developed in conjunction with Broaddus & Associates and College administration.

The draft amendment would be delivered to the Facilities Committee for review and consideration of Board action as necessary.

10. Architect/Engineer Fee Adjustments due to Increases from CCL to GMP

Broaddus & Associates announced that it would be in the College's best interest to include the fee adjustments at the time of completion for each project.

Broaddus & Associates stated that the retainage and fee adjustments could be used to negotiate resolution of pending errors and omissions claims.

11. Errors & Omissions Documentation from B&A for all projects - Cost of Reimbursement to STC

Broaddus & Associates stated that they were working on a detailed log, including costs and responsible parties, and would present this log to the Facilities Committee on March 6, 2018.

12. Substantial Completions and Punch-lists

Broaddus & Associates stated that they were developing a new column in the completion schedule, that would track targeted final completion dates.

While projects continued through Substantial Completion toward Final Completion, Broaddus & Associates was working closely with design and construction teams to track punch list items and ensure timely resolution of all issues.

13. Responsibilities at Close-out of each project

Broaddus & Associates announced that they had developed a new spreadsheet with College staff, which helped identify the necessary steps for the close-out of each project.

Broaddus & Associates would be responsible to oversee the completion of necessary close-out procedures for each project under their management.

14. TDLR and ADA Requirements

Broaddus & Associates announced that TDLR and ADA requirements were checked for compliance, and this was an explicit item in the punch list they were using at project closeout.

Broaddus & Associates would be responsible to oversee the verification of necessary compliance for each project under their management.

15. Replacement of Damage Floor Tiles

Broaddus & Associates announced that contractors were working to replace damaged floor tiles at each project, as necessary.

16. Final Completion Project List

Broaddus & Associates reiterated that they were developing a new column in the completion schedule, that would track targeted final completion dates.

There were no further items discussed as part of this agenda item. No action was taken.

Review and Action as Necessary on Updated Timeline for the Completion Dates, Occupancy Dates, and Status of Move-In and Occupancy for the 2013 Bond Construction Program

The updated timeline for the completion dates and occupancy dates and the current status of move-ins and occupancy for the 2013 Bond Construction program was reviewed and discussed at the February 27, 2018 Board meeting.

Purpose

The Board was asked to review and recommend action as necessary on the updated scheduled timeline of the completion dates and occupancy dates for the 2013 Bond Construction program projects. This was provided to inform the Board about the current status of move-ins and occupancy.

Justification

The Construction Program Manager consultant provided confirmation of completion dates and occupancy dates per the Board approved timeline, and an update on the current status of move-ins and occupancy.

Background

Broaddus & Associates was asked on several occasions to provide a timeline to include Guaranteed Maximum Prices, construction completion, and occupancy dates.

- On April 26, 2016 a proposed Guaranteed Maximum Price (GMP) Timeline was presented to the Board for information only.
- On the May 24, 2016 Board meeting, an updated timeline which included completion dates and occupancy dates was approved and adopted.
- On March 7, 2017, the Facilities Committee requested an updated timeline to include months in lieu of semesters to clarify when the buildings will be ready for use.
- On April 24, 2017, the Board approved a timeline as proposed by Broaddus & Associates.
- On November 14, 2017, Broaddus & Associates provided updates to the substantial completion dates for the Board's review.

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

Enclosed Documents

The packet included an updated timeline for the scheduled completion dates and occupancy dates as provided by Broaddus & Associates for the Board's review and information.

It should be noted that Broaddus & Associates showed the delivery of substantial completion for the Mid Valley Campus Library Expansion and Library Renovation projects for the February 27, 2018 Regular Board Meeting. Certification of substantial completion was not complete at the publication of the packet.

Representatives from Broaddus & Associates and Skanska USA were present to address questions from the Board.

No action was taken.

**Review and Action as Necessary on Substantial Completion for the
2013 Bond Construction Starr County Campus Library Building**

Approval of substantial completion for the following 2013 Bond Construction Starr County Campus Library Building project was requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Starr County Campus Library Building Architect: Mata-Garcia Architects Contractor: D. Wilson Construction	Substantial Completion Recommended	January 26, 2018

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 January 26, 2018. 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 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 Library Building project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mrs. Graciela Farias, the Board of Trustees of South Texas College approved and authorized the substantial completion of the 2013 Bond Construction Starr County Campus Library Building project as presented. The motion carried.

The considered the following Facilities Committee agenda items 6 – 8 under a single motion:

6. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Starr County Campus Thermal Plant and Alternate No. 1 Projects

Approval of substantial completion for the following 2013 Bond Construction Starr County Campus Thermal Plant and Alternate No. 1 projects was requested.

	Project	Completion Recommended	Date Received
	2013 Bond Construction Starr County Campus Thermal Plant Engineer: Sigma HN Engineers Contractor: D. Wilson Construction	Substantial Completion Recommended	January 30, 2018

Broaddus & Associates, Sigma HN Engineers, and College staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on January 30, 2018. 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 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 Thermal Plant and Alternate No. 1 projects as presented.

7. Review and Action as Necessary on Substantial Completion for the 2013 Bond Construction Nursing and Allied Health Campus Parking and Site Improvements

Approval of substantial completion for the following 2013 Bond Construction Nursing and Allied Health Campus Parking and Site Improvements project was requested.

	Project	Completion Recommended	Date Received
1.	2013 Bond Construction Nursing and Allied Health Campus Parking and Site Improvements Architect: R. Gutierrez Engineering Contractor: D. Wilson Construction	Substantial Completion Recommended	January 12, 2018

Broaddus & Associates, R. Gutierrez Engineering, and College staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on January 12, 2018. 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 enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion of the 2013 Bond Construction Nursing and Allied Health Campus Parking and Site Improvements project as presented.

8. Review and Action as Necessary on Substantial Completion for the Non-Bond Construction Nursing and Allied Health Campus Thermal Plant Parking and Site Improvements

Approval of substantial completion for the following Non-Bond Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements project was requested.

Project		Completion Recommended	Date Received
1.	Non-Bond Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements Engineer: R. Gutierrez Engineering Contractor: D. Wilson Construction	Substantial Completion Recommended	January 12, 2018

Broaddus & Associates, R. Gutierrez Engineering, and College staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the engineer on January 12, 2018. 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 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 Parking and Site Improvements project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the substantial completion of the following 2013 Bond Construction Program projects:

6. Starr County Campus Thermal Plant and Alternate No. 1 project
7. Nursing and Allied Health Campus Parking and Site Improvements project
8. Non-Bond Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements project.

The motion carried.

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

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

Project	Completion Recommended	Date Received
2013 Bond Construction Mid Valley Campus Thermal Plant Engineer: DBR Engineering Contractor: Skanska Construction	Final Completion Recommended	December 12, 2017

2013 Bond Construction Mid Valley Campus Thermal Plant

It was recommended that final completion for this project with Skanska Construction be approved.

Broaddus & Associates, DBR Engineering and the College's Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. The architect recommended final completion and release of final payment in the amount of \$220,521.70 to Skanska Construction be approved. The original cost approved for this project was in the amount of \$4,506,269.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$4,506,269	(\$95,835)	\$4,410,434	\$4,418,488	\$4,197,966.30	\$220,521.70

Enclosed Documents

The packet included a final completion letter from DBR Engineering acknowledging all work was complete and recommending release of final payment to Skanska Construction in the amount of \$220,521.70.

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

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized final completion and release of final payment in the amount of \$220,521.70 for the 2013 Bond Construction Mid Valley Campus Thermal Plant project as presented.

Mr. Ricardo De La Garza clarified that this final completion included the non-bond portion of the project identified as Alternate #4. Ms. Benavidez moved to amend the original motion to include Alternate #4 as per the clarification, and Mr. de León seconded.

The motion carried as amended.

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

Broaddus & Associates provided accountability reports and additional documents on the current status of the 2013 Bond Construction program for the Board's review and information:

- Executive Summary;
- Update on the status of the 2013 Bond Construction Program, Broaddus & Associates did not provide;
- Chart of Project Progress, Broaddus & Associates did not provide;
- Project Scorecards

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 Contracting Architectural Services for the Pecan Campus Sand Volleyball Courts

Approval to contract architect design services to prepare plans for the Non-Bond Pecan Campus Sand Volleyball Courts project was requested.

Purpose

Architectural design services were necessary for design and construction administration services for the Non-Bond Pecan Campus Sand Volleyball Courts project. The design scope of work included, but was not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Justification

The proposed Pecan Campus Sand Volleyball Courts project was an approved Capital Improvement Project and has been budgeted for Fiscal Year 2017-2018. This project was requested by the South Texas College Student Activities staff for use as part of their athletic activities program.

Background

On December 12, 2017, South Texas College began soliciting for architectural design services for the purpose of selecting a firm to prepare the necessary plans and specifications for the Non-Bond Pecan Campus Sand Volleyball Courts project. A total of thirteen (13) firms received a copy of the RFQ and a total of two (2) firms submitted their responses on January 11, 2018.

Funding Source

Funds for these expenditures were budgeted in the unexpended construction budget for FY 2017-2018.

Reviewers

The Requests for Qualifications were reviewed by staff from the Facilities Planning and Construction, Operations and Maintenance, and Purchasing departments.

Enclosed Documents

Site plans indicating the location of the proposed Non-Bond Pecan Campus Sand Volleyball Courts were included in the packet. The evaluation team members completed evaluations for the firms and provide a scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural design services with Alvarado Architects & Associates, Inc. for preparation of plans and specifications for the Non-Bond Pecan Campus Sand Volleyball Courts project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the contracting of architectural design services with Alvarado Architects & Associates, Inc. for preparation of plans and specifications for the Non-Bond Pecan Campus Sand Volleyball Courts project as presented. The motion carried.

Review and Action as Necessary on Substantial and Final Completion for the Non-Bond Mid Valley Campus Childcare Development Covered Walkway

Approval of substantial and final completion for the following Non-Bond Mid Valley Campus Childcare Development Covered Walkway project was requested.

	Project	Completion Recommended	Date Received
1.	Non-Bond Mid Valley Campus Childcare Development Covered Walkway Contractor: Alpha Building Corporation	Substantial and Final Completion Recommended	February 1, 2018

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that substantial and final completion and release of final payment for this project with Alpha Building Corporation be approved. The original cost approved for this project was in the amount of \$73,872.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$65,000	\$73,872	\$0	\$73,872	\$0	\$73,872

On January 24, 2018, Facilities Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

Enclosed Documents

A copy of the Certificate of Substantial Completion and a photo were provided for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial and final completion of the Non-Bond Mid Valley Campus Childcare Development Covered Walkway project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the substantial and final completion and release of final payment in the amount of \$73,872 for the Non-Bond Mid Valley Campus Childcare Development Covered Walkway project as presented. The motion carried.

Review and Action as Necessary on Substantial and Final Completion for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement

Approval of substantial and final completion for the following Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement project was requested.

	Project	Completion Recommended	Date Received
1.	Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement Engineer: Melden & Hunt, Inc. Contractor: 5 Star Construction	Substantial and Final Completion Recommended	January 18, 2018

Melden & Hunt, 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 engineer on January 18, 2018. A Certificate of Substantial Completion and a letter of Final Completion were issued. Substantial Completion and Final Completion were accomplished within the time allowed in the Owner/Contractor agreement for this project.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with 5 Star Construction be approved. The original cost approved for this project was in the amount of \$46,650.

The following chart summarizes the above information:

Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$50,000	\$46,650	\$7,900	\$54,550	\$22,800	\$31,750

On January 18, 2018, Planning & Construction Department staff inspected the site to confirm that all punch list items were completed.

Enclosed Documents

A copy of the Certificate of Substantial Completion and a letter of Final Completion were enclosed for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial completion and final completion of the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement project as presented.

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Board of Trustees of South Texas College approved and authorized the substantial completion and final completion and release of final payment in the amount of \$31,750 for the Non-Bond Starr County Campus Building F Site Regrading and Sidewalk Replacement project as presented. The motion carried.

Update on Status of Non-Bond Construction Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarized the status of each capital improvement project currently in progress. Mary Elizondo and Rick de la Garza were available 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 January 2018. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, was available to review of the Financial Report for the month of January 2018 and respond to questions posed by the Board.

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Roy de León, the Board of Trustees approved the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of January 2018. The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 8:10 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. Consultation with Legal Counsel and Action as Necessary on Contemplated Litigation Regarding Equal Employment Opportunity Commission (EEOC) Complaint Filed by Ruth Keitz

Open Session:

The South Texas College Board of Trustees returned to Open Session at 8:40 p.m. No action was taken in Executive Session.

Consultation with Legal Counsel and Action as Necessary on Contemplated Litigation Regarding Equal Employment Opportunity Commission (EEOC) Complaint Filed by Ruth Keitz

Mr. Jose Guerrero, Legal Counsel for personnel issues, provided the Board with an update on contemplated litigation regarding an Equal Employment Opportunity Commission (EEOC) complaint filed by Ms. Ruth Keitz.

No action was taken.

Announcements

A. Next Meetings:

- Tuesday, March 6, 2018
 - 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, March 27, 2018
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Monday, March 12, 2018 – Sunday, March 18, 2018, in observance of Spring Break.
- The College will be closed on Thursday, March 29, 2018 – Sunday, April 1, 2018, in observance of Semester Break.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 8:41 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, February 27, 2018 Regular Board Meeting of the South Texas College Board of Trustees.

X

Mr. Jesse Villarreal
Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Tuesday, March 6, 2018 @ 6:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, March 6, 2018 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:00 p.m. with Dr. Alejo Salinas, Jr., presiding.

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

Members absent: Mr. Jesse Villarreal and Mr. Roy de León

Also present: Dr. Shirley A. Reed, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Dr. David Plummer, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mr. Ricardo De La Garza, Mr. George McCaleb, Mr. Victor Gonzalez, Mrs. Becky Cavazos, Mr. Khalil Abdullah, Mr. Robert Cuellar, and Andrew Fish.

Determination of a Quorum

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

**Discussion and Action as Necessary Regarding Administration
of the May 5, 2018 Election of South Texas College Trustees for
Single-Member Trustee District #1, Single-Member District #2, and
Single-Member Trustee District #6**

Working with legal counsel, administration identified a recently enacted law that authorized the College to accept withdrawal requests from candidates after the official deadline to withdraw, provided that ballots had not yet been printed.

No such withdrawals requests were received by the College; however, legal counsel advised the Board that this law was in effect. Legal counsel further advised that the Election Order approved by the Board on February 6, 2018 included the authorization of the President of South Texas College to “do all other things legal and necessary in connection with the holding and consummation of the Election.” Legal counsel offered

the opinion that this would grant the President the authority to accept withdrawal requests, prior to the printing of ballots, on behalf of the Board.

Legal counsel advised that no action was required from the Board if there were no concerns with the new law or the authorization of the College President as described.

No questions or concerns were raised, and no action was taken.

Adjournment:

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 6:01 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, March 6, 2018 Special Board Meeting of the South Texas College Board of Trustees.

X

Mr. Jesse Villarreal
Board 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, Texas Operation Welcome Home – Skills for Transition Program Grant in the amount of \$50,000

This grant will provide opportunities to assist military service members who have been discharged within 180 days and will remain in Texas to complete certificate and industry-recognized credentials at South Texas College. Training will target high-demand occupations identified in the Local Workforce Boards' targeted and high-demand occupations list. Funds from this grant will be used for training in an amount up to \$2,000 per eligible participant. The funding period for this grant is from March 1, 2018 through February 28, 2019.

This grant is aligned to Strategic Direction #1, Clear Pathways by providing veterans with financial support toward the completion of a postsecondary credential.

2. Interlocal Agreement between Texas Southmost College and South Texas College, not to exceed the amount of \$80,518.32

This interlocal agreement between South Texas College and Texas Southmost College is to provide customized workforce training to CK Technologies in Brownsville, Texas. Texas Southmost College has received a Texas Workforce Commission Skills Development Fund grant and the Institute for Advanced Manufacturing at South Texas College will provide training through this agreement. The agreement is effective from January 22, 2018 through January 31, 2019.

This grant aligns to Strategic Direction #5, Collaboration by committing to effective interdepartmental and interdivisional collaboration between Texas Southmost College and South Texas College's Institute of Advanced Manufacturing.

3. Texas Workforce Commission, High Demand Job Training Grant in Partnership with Workforce Solutions and the McAllen Economic Development Corporation in the amount of \$143,040

South Texas College's Institute for Advanced Manufacturing in partnership with Workforce Solutions and the McAllen Economic Development Corporation have been awarded a High Demand Job Training Grant. Workforce Commission through Workforce Solutions will grant \$71,520 and The McAllen Economic Development Corporation is contributing a match of \$71,520, totaling to \$143,040 to support this project. Funding from this grant will be used for training in Industrial Maintenance, Industrial Automation, and Robotics to be provided by South Texas College's Institute for Advanced Manufacturing. Training participants will include a total of 30 new students and 30 incumbent workers, for a total of 60 trainees. The funding period for this grant is from March 1, 2018 to April 30, 2019.

This grant aligns to Strategic Direction #5, Collaboration by partnering with the Workforce Solutions and the McAllen Economic Development Corporation to provide training that will support participants from the communities we serve.

4. The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Lumina Foundation Grant in the amount of \$10,000

This grant is awarded to South Texas College to advance our institution's work to expand Competency Based Education (CBE) Baccalaureate programs, specifically through the development of a Competency Based Bachelor of Applied Technology Program in Technology Management. This grant supports SACSCOC's interest in increasing the number of individuals with postsecondary degrees, and it aligns to the Texas Higher Education Coordinating Board's 60X30TX Strategic Plan goal of increasing the percentage of 25-34 year olds who earn a degree. In addition to the \$10,000 grant, travel expenses, lodging, and meals for two individuals from each grantee will be paid by SACSCOC to attend a one-day workshop/conference in Atlanta, GA on April 13, 2018 to learn about the strongest bridge/pathways programs identified by SACSCOC and other tools and resources available. Funding from this grant will be used to provide stipends to covert courses to the CBE format. The funding period for this grant is from April 13, 2018 through December 31, 2018.

This grant is aligned to Strategic Direction #2, Access and Success by creating a Competency Based Bachelor of Applied Technology Program in Technology Management as an affordable, accessible, and accelerated path to completion of the bachelor degree program.

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

The presented grants would provide up to \$283,558.32 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, Texas Operation Welcome Home – Skills for Transition Program Grant in the amount of \$50,000
2. Interlocal Agreement between Texas Southmost College and South Texas College, not to exceed the amount of \$80,518.32
3. Texas Workforce Commission, High Demand Job Training Grant in Partnership with Workforce Solutions and the McAllen Economic Development Corporation in the amount of \$143,040
4. The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Lumina Foundation Grant in the amount of \$10,000

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, Texas Operation Welcome Home – Skills for Transition Program Grant in the amount of \$50,000
2. Interlocal Agreement between Texas Southmost College and South Texas College, not to exceed the amount of \$80,518.32
3. Texas Workforce Commission, High Demand Job Training Grant in Partnership with Workforce Solutions and the McAllen Economic Development Corporation in the amount of \$143,040
4. The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Lumina Foundation Grant in the amount of \$10,000

Approval Recommended:

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

President

Approval of Election Administration Contracts and Amendment to the Order for May 5, 2018 Election of STC Trustees for Single-Member Trustee District #1, Single-Member District #2, and Single-Member Trustee District #6

Approval of the Election Administration contracts with Hidalgo and Starr Counties, and the proposed amendment to the Order for the May 5, 2018 Election of an STC Trustee for single-member trustee District #1, single-member trustee District #2, and single-member trustee District #6 is requested.

Background:

The South Texas College Board of Trustees ordered the Saturday, May 5, 2018 election on February 6, 2018. The statutory deadline to order the election was February 16, 2018.

At the time of the election order, the elections administrators for both Hidalgo and Starr Counties were heavily involved in the March 2018 primary elections and the College had been unable to develop election administration contracts or to finalize Early Voting and Election Day polling places with county administration.

The proposed order authorized Dr. Shirley Reed as College President to take action as necessary to contract with Hidalgo County and Starr County Elections Administrators and to establish polling locations, dates, and times as appropriate.

Contracts for Election Administration

Elections Administrators for Hidalgo and Starr Counties have agreed to provide election administration services for the College's May 5, 2018 election of an STC Trustee for single-member trustee District #1, single-member trustee District #2, and single-member trustee District #6.

The Board is asked to approve and authorize Dr. Shirley A. Reed, College President, to negotiate and execute the contracts with each county.

Necessary Amendment to the Order

The polling locations, dates, and times have been identified, and an amended election order has been provided by Mr. Jesus Ramirez, Legal Counsel. The polling locations, dates, and times are provided in exhibits A and B to that amended election order.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the College President to negotiate and execute Election Administration contracts with Hidalgo and Starr Counties, and the proposed amendment to the Order for the May 5, 2018 Election of an STC Trustee for single-member trustee District #1, single-member trustee District #2, and single-member trustee District #6 as presented.

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

The Board of Trustees of South Texas College approves and authorizes the College President to negotiate and execute Election Administration contracts with Hidalgo and Starr Counties, and the proposed amendment to the Order for the May 5, 2018 Election of an STC Trustee for single-member trustee District #1, single-member trustee District #2, and single-member trustee District #6 as presented.

Approval Recommended:

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

ORDER CALLING GENERAL ELECTION

IT IS ORDERED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE DISTRICT THAT:

Section 1. Call of Election; Date; Eligible Electors; and Hours. A general election shall be held on **Saturday, May 5, 2018**, within and throughout single-member trustee District No. 1, single-member trustee District No. 2, and single-member trustee District No. 6 of the South Texas College District. At this general election, only the resident, qualified electors of single-member trustee District No. 1 shall be entitled to vote for a trustee to represent District No. 1 on the Board of Trustees of the South Texas College District, only the resident, qualified electors of single-member trustee District No. 2 shall be entitled to vote for a trustee to represent District No. 2 on the Board of Trustees of the South Texas College District, and only the resident, qualified electors of single-member trustee District No. 6 shall be entitled to vote for a trustee to represent District No. 6 on the Board of Trustees of the South Texas College District (the "Election").

The hours during which the polling places for each voting precinct within each single-member trustee district are to be open at the Election shall be from 7:00 o'clock a.m. to 7:00 o'clock p.m.

Section 2. Single-Member Trustee Districts; Boundaries Thereof. The geographical boundaries of single-member trustee District No. 1, of single-member trustee District No. 2, and of single-member trustee District No. 6 are designated as follows:

SINGLE-MEMBER TRUSTEE DISTRICT NO. 1

ALL OF THE TERRITORY lying within the geographical boundary of Starr County, Texas.

SINGLE-MEMBER TRUSTEE DISTRICT NO. 2

ALL OF THE TERRITORY in Hidalgo County, Texas lying within the boundary line that begins at a point where the boundary line between Starr County, Texas and Hidalgo County, Texas intersects with the international boundary line between the United States of America and the Republic of Mexico; then, north along the boundary line between Starr County, Texas and Hidalgo County, Texas, on the Hidalgo County side of said boundary line, to a point where said boundary line intersects with 14-Mile Line Road in Hidalgo County, Texas; then, east along the centerline of 14-Mile Line Road to the point where 14-Mile Line Road abuts FM 681; then, along the centerline of FM 681 in an easterly direction to the point where FM 681 intersects with Cantu Road; then, south along the centerline of Cantu Road to the point where Cantu Road becomes Conway Avenue; then south along the centerline of Conway Avenue to the point where Conway Avenue intersects with Mile 6 Road; then, east along the centerline of Mile 6 Road to the point where Mile 6 Road intersects with Stewart Boulevard; then, south along the centerline of Stewart Boulevard to the point where Stewart Boulevard intersects with Mile 4 Road; then, west along the centerline of Mile 4 Road to the point where Mile 4 Road intersects Conway Avenue; then south along the centerline of

Conway Avenue to the point where Conway Avenue intersects with Old Military Highway; then, southeast along the centerline of Old Military Highway to the point where Old Military Highway intersects with Stewart Road; then, south along a meandering line to the international boundary line between the United States of America and the Republic of Mexico; then, west along the international boundary line to the point of origin; and as more accurately described in the map made part of the redistricting resolution adopted by the Board of Trustees of the South Texas Community College District Board of Trustees on January 31, 2012.

SINGLE-MEMBER TRUSTEE DISTRICT NO. 6

ALL OF THE TERRITORY in Hidalgo County, Texas lying within the boundary line that begins at a point where South Cage Boulevard (U.S. Highway 281), Pharr, Texas intersects with the international boundary line between the United States of America and the Republic of Mexico; then, north along the centerline of South Cage Boulevard (U.S. Highway 281) to the point where South Cage Boulevard (U.S. Highway 281) intersects with the Main Floodway; then, northeast along the centerline of the Main Floodway to the point where the Main Floodway intersects with South I-Road; then, north along the centerline of South I-Road to the point where North I-Road intersects with Expressway 83; then east along the centerline of Expressway 83 to the canal that intersects Expressway 83 near the intersection with Santa Fe Street; then, north along the centerline of the canal to the point at which the canal intersects FM 495; then, east along the centerline of FM 495 to the point where FM 495 intersects with North Cesar Chavez Road; then, south along the centerline of North Cesar Chavez Road to the point where South Cesar Chavez Road intersects with Expressway 83; then, east along the centerline of Expressway 83 to a point approximately one-half the distance between Cesar Chavez Road and North 12th Street (Alamo, Texas); then, north along an imaginary line to the point of intersection with Tulip Circle; then, east along the centerline of Tulip Circle to the point where Tulip Circle intersects with North 12th Street; then, north along the centerline of North 12th Street to a point approximately one-half the distance between Tulip Circle and FM 495; then, east along an imaginary line to North Alamo Road; then, south along the centerline of North Alamo Road to the point where North Alamo Road intersects with U.S. Highway 83; then, east along the center line of U.S. Highway 83 to the point where U.S. Highway 83 intersects with Border Road; then, north along the centerline of Border Road to the point where Border Road intersects with Sioux Road; then, east along the centerline of Sioux Road to a point approximately one-half the distance between Border Road and Val Verde Road; then, south along an imaginary line to a point approximately one-half the distance between Sioux Road and F.M. 495; then, east along an imaginary line to the point of intersection with Val Verde Road; then, south along the centerline of Val Verde Road to the point where Val Verde Road intersects with F.M. 495; then, east along the centerline of F.M. 495 to a point just east of North Hutto Road; then, south along an imaginary line to Swallow Drive; then due east along an imaginary line to Golie Road; then, north along the centerline of Golie Road to the point where Golie Road intersects with 10-Mile Line Road; then, east along the centerline of 10-Mile Line Road to a point just east of Victoria Road; then due south along an imaginary line to Mile 9 Road; then, east along the centerline of Mile 9 Road to the point where Mile 9 Road intersects with Mile 5 Road West; then, north along the centerline of Mile 5 Road West to a street lying one-half the distance between Mile 9 Road and 10-Mile Line Road; then, east along the centerline of said street to the point of intersection with Mile 5 Road West; then, north along the centerline of Mile 5 Road West to the point where Mile 5 Road West intersects with 10-Mile Line Road; then, east along the centerline of 10-Mile Line Road to the point where 10-Mile Line Road intersects with Mile 3 Road West; then, south along the centerline of Mile 3 Road West (International Boulevard) to a point south of 34th Street (5 Mile Road North); then, east by northeast along a meandering line to the Hidalgo county line; then, south along the

Hidalgo county boundary line to the point of intersection with the international boundary between the United States of America and the Republic of Mexico; then, west along the international boundary line to the point of origin, and as more accurately described in the map made part of the redistricting resolution adopted by the Board of Trustees of the South Texas Community College District Board of Trustees on January 31, 2012.

Section 3. Early Voting Days, Dates, Hours, And Polling Places: Early voting by personal appearance shall commence on **Monday, April 23, 2018** and terminate on **Tuesday, May 1, 2018.**

Section 4. Early Voting Clerk: Application for Ballot Voted by Mail. The mailing and physical address of the Early Voting Clerk for the Election where an application for a ballot to be voted by mail is to be submitted shall be as follows:

Trustee District No. 6
Hidalgo County

STC Early Voting Clerk
Election Administrator
County of Hidalgo
P.O. Box 1356
Edinburg, Texas 78539

Trustee District Nos. 1 & 2
Starr County

Early Voting Clerk
County of Starr
401 N. Britton Avenue
Rio Grande City, Texas
78582

Section 5. Election Day Polling Places; Voting Precincts.

Hidalgo County.

District-wide voting is permitted in Hidalgo County and voters may vote at any designated voting place, as set forth in **Exhibit “A”**, which is attached hereto and incorporated by reference the same as if fully forth herein.

Starr County.

Except as otherwise provided herein, the boundaries of each voting precinct in Starr County for the Election shall be coterminous with the county election precincts, and in some cases two or more county election precincts have been combined to form one voting precinct, and voters may vote at their designated polling places, as set forth in **Exhibit “B”**, which is attached hereto and incorporated by reference as if fully set forth herein.

Section 6. Early Voting by Personal Appearance.

Hidalgo County: The main polling place for early voting by personal appearance shall be at the Hidalgo County Election Department, Warehouse Room, Elections Annex Bldg., 317 N. Clossner “Rear”, Edinburg, Texas. The mailing address of the Early Voting Clerk for early voting mail-in ballots is P.O. Box 659, Edinburg, Texas 78540-0659. Early voting at the main early voting polling place shall be conducted in accordance with the Texas Election Code on the date, and hours during the early voting period as set out in Exhibit “A” which is attached hereto.

Starr County: The main polling place for early voting by personal appearance shall be at the Starr County Election Department, Starr County Courthouse, 401 North Britton Ave., Rio Grande City, Texas. The mailing address of the Early Voting Clerk for early voting mail-in ballots is 401 North Britton Ave., Rio Grande City, Texas. Early voting at the main early voting polling place, at the branch polling place and the mobile unit shall be conducted in accordance with the Texas Election Code on the days, dates, and hours during the early voting period and mobile unit schedule as set out in Exhibit “B”:

Section 7. Notice of Election. Notice of the Election shall be given and published in the manner prescribed by the Texas Election Code. The President is delegated the authority to supplement this Order under the terms of an agreement with the Hidalgo County and Starr County Election Administrators.

Section 8. Authorized to Execute. The Chairperson of the Board of Trustees of South Texas College District is authorized to execute this Order, and the Secretary of the Board of Trustees is authorized to attest the same on behalf of the Board of Trustees of the South Texas College District. The President of South Texas College is authorized to do all other things legal and necessary in connection with the holding and consummation of the Election.

AMENDED on the 27th day of March, 2018.

SOUTH TEXAS COLLEGE DISTRICT

By: _____
DR. ALEJO SALINAS, JR.
Chairman, Board of Trustees

ATTEST:

JESSE VILLARREAL
Secretary, Board of Trustees

[S E A L]

Exhibit A

Early Voting for South Texas College Single Member Districts 2 and 6

STC				
District	Polling Place Name	Address	iVo	ADA
2	Mission City Hall	1201 E. 8th St., Mission, Texas	1	1
2	Pct. #3 "The Mansion"	2401 N. Moorefield Rd., Palmview, Texas	1	1
2	Penitas Public Library	1111 S. Main St., Penitas, Texas	1	1
2	Sullivan Fire Station	500 Cenizo, Sullivan City, Texas	1	1
2	Alton City Hall	509 S. Alton Blvd., Alton, Texas	1	1
2	Municipal Library	201 Palm Shores Dr., La Joya, Texas	1	1
6	STC Mid Valley Campus	400 N. Border Library Building A, Weslaco, Texas	1	1
6	Stephen F Austin School	514 W. 4 th St, USDA Building, Weslaco, Texas	1	1
6	Donna Recreation Center	307 Miller Ave., Donna, Texas	1	1
6	Sgt. Fernando De La Rosa Library	416 N. Tower Rd., Alamo, Texas	1	1
6	Pharr Development and Research Center	850 W. Dicker Rd., Pharr, Texas	1	1
6	Progreso Comm. Ctr.	510 FM 1015, Progreso, Texas	1	1
6	San Juan Fire Station #2	2301 N. Raul Longoria, San Juan, Texas	1	1

**** Schedule for All Locations ****

Day of Week	Date	Open	Close
Monday	4/23/2018	7:00 a.m.	7:00 p.m.
Tuesday	4/24/2018	8:00 a.m.	6:00 p.m.
Wednesday	4/25/2018	8:00 a.m.	6:00 p.m.
Thursday	4/26/2018	8:00 a.m.	6:00 p.m.
Friday	4/27/2018	8:00 a.m.	6:00 p.m.
Saturday	4/28/2018	8:00 a.m.	5:00 p.m.
Sunday	4/29/2018	Closed	Closed
Monday	4/30/2018	8:00 a.m.	6:00 p.m.
Tuesday	5/1/2018	7:00 a.m.	7:00 p.m.

Exhibit A

Election Day Voting for South Texas College's Single Member Districts 2 and 6

District	City	Building	Address
2	Mission	City Hall	1201 E. 8th Street
2	Alton	City Hall	509 S. Alton Blvd. Comm. Chambers
2	La Joya	Municipal Library	201 Palm Shores Dr. Main Entrance Library
2	Palmview	Pct. #3 The Mansion	2401 N. Moorefield Back Entrance
2	Penitas	Penitas Public Library	1111 S. Main St. Conference Room
2	Sullivan	Fire Station	500 Cenizo Drive Main Building
6	Donna	Donna Recreation Center	307 Miller Ave. Gym
6	Pharr	Pharr Development and Research Center	850 W Dicker Rd.
6	Progreso	Progreso Community Center	510 N. FM 1015 Main Entrance
6	San Juan	San Juan Fire Station #2	2301 N. Raul Longoria Rd Comm. Room
6	Weslaco	STC Mid Valley Campus	400 N. Border Library Building A
6	Weslaco	Stephen F Austin School	514 W. 4th St. USDA Building

Election Day Polling Places in Hidalgo County will not be precinct-based.

Exhibit B

Early Voting Polling Places for South Texas College Single Member District 1

Early Voting Main & Branch Polling Places Schedule:

Starr County Courthouse, Commissioner's Court
401 N. Britton Ave, Rio Grande City, Texas

South Texas College Starr County Campus, Bldg E
142 FM 3167, Rio Grande City, Texas

<u>Day of Week</u>	<u>Date</u>	<u>Open</u>	<u>Close</u>
Monday	4/23/2018	8:00 a.m.	5:00 p.m.
Tuesday	4/24/2018	7:00 a.m.	7:00 p.m.
Wednesday	4/25/2018	8:00 a.m.	5:00 p.m.
Thursday	4/26/2018	7:00 a.m.	7:00 p.m.
Friday	4/27/2018	8:00 a.m.	5:00 p.m.
Saturday	4/28/2018	<i>Closed</i>	<i>Closed</i>
Sunday	4/29/2018	<i>Closed</i>	<i>Closed</i>
Monday	4/30/2018	8:00 a.m.	5:00 p.m.
Tuesday	5/1/2018	7:00 a.m.	7:00 p.m.

Early Voting Mobile Unit Schedule:

La Victoria Community Center, 532 Gabriela St., Rio Grande City, Texas

Monday, April 23, 2018 8:00 a.m. – 5:00 p.m.

Tuesday, April 24, 2018 7:00 a.m. – 7:00 p.m.

El Cenizo PK Building, 70 Old Casita Rd., La Casita, Texas

Wednesday, April 25, 2018 8:00 a.m. – 5:00 p.m.

Thursday, April 26, 2018 7:00 a.m. – 7:00 p.m.

La Rosita Community Center, 4192 W. US Hwy 83, La Rosita, Texas

Friday, April 27, 2018 8:00 a.m. – 5:00 p.m.

Roma Community Center, 502 Sixth St., Roma, Texas

Monday, April 30, 2018 8:00 a.m. – 5:00 p.m.

Tuesday, May 1, 2018 7:00 a.m. – 7:00 p.m.

Election Day Polling Places for South Texas College Single Member Districts 1

<u>City</u>	<u>Building</u>	<u>Address</u>	<u>Precinct(s)</u>
Rio Grande City	Starr County Courthouse	401 N. Britton Ave.	1, 2, & 4
Roma	Roma Community Center	502 Sixth St.	6, 7
La Rosita	La Rosita Community Center	4192 W. US Hwy 83	3, 5, & 10
La Casita	El Cenizo PK Building	70 Old Casita Rd.	8
Rio Grande City	La Victoria Community Center	532 Gabriela St.	9

ATF 03/22/2018

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

1) Presentation on the Texas Pathways Project

Darci Cather, Associate Dean of Professional and Organizational Development, presented on the Texas Pathways Project.

The Texas Pathways Project is an initiative coordinated by the Texas Success Center, established by the Texas Association of Community Colleges (TACC), and the American Association of Community Colleges (AACC).

The Texas Pathways Project focuses on helping community colleges design and implement academic and career pathways for all students, starting in K12, bridging the gap into higher education and workforce training, and culminating in completion of their higher education goals and a rewarding career.

The Texas Pathways Project is specifically designed to contribute to the Texas Higher Education Coordinating Board's "TX 60x30" plan, which calls for 60 percent of adults aged 25 – 34 to hold a higher education and/or workforce credential by the year 2030.

South Texas College and the Texas Pathways Project

South Texas College was a part of the first group of 12 leader colleges participating in the Texas Pathways Project. South Texas College leadership worked with state and national experts to design the Texas Pathways Project as a resource that will provide a model for all of Texas' fifty community colleges, and could serve nationwide.

What is a Pathway?

Darci Cather discussed the Pathways Model and its essential practices.

In brief:

- Starting in K12, faculty and advisors would work with students to identify clear career and higher education goals.
- With these goals identified, a **guided pathway** would help identify the student's best options to meet those goals.
- A customized **program map** would help identify bridges between K12 and higher education, such as high school endorsements and dual credit opportunities, and would further help identify transfer options to continue on to four-year and graduate programs, as appropriate.

Structured pathways provide students with clear choices in pursuing their goals.

The use of these pathways also enables the educational institutions at each stage of the student's career to better focus resources on helping them stay on the pathway to completion. K12 and higher education institutions would also collect and share data to help the pathways and program maps at each step remain effective tools to guide students toward success.

Institutional Commitment

Darci Cather also discussed the College's role and accomplishments with the Texas Pathways Project thus far, and the requirements for institutional commitment from South Texas College to continue and build upon this work.

These presentations were provided for the Education and Workforce Development Committee's information and feedback to staff. No action was requested.

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

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

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

A. Awards

1) Maintenance Department Vehicles (Award)

Award the proposal for maintenance department vehicles to **Boggus Motor Sales II, LLC.** (McAllen, TX) in the amount of \$119,163.75 and **Spikes Ford** (Mission, TX) in the amount of \$24,394.00, for a total award amount of \$143,557.75.

Purpose – Facilities Operations and Maintenance is requesting the purchase of five (5) cargo vans and one (1) crew cab pickup truck for the day to day operation throughout the College district.

Justification and Benefit – The cargo vans will be used on a daily basis for traveling to and from each campus to address work orders and required projects. The new vehicles will replace five (5) existing vehicles with over 120,000 miles each and that are no longer cost effective to repair and will be sent to auction. The other vehicle will be used by Facilities Operations and Maintenance who also travel district-wide to address work orders and on-going projects.

Background – Proposal documents were advertised on January 28, 2018 and February 5, 2018 and issued to six (6) vendors. Three (3) responses were received on February 13, 2018 and reviewed by Facilities Operations and Maintenance and the Purchasing Department.

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

2) Medium Duty Truck and Cargo Van (Award)

Award the proposal for a medium duty truck to **Bert Odgen Motors, Inc.** (Edinburg, TX) in the amount of \$43,990.00 and a cargo van to **Fiesta Nissan, Inc.** (Edinburg, TX) in the amount of \$19,500.00, for a total award amount of \$63,490.00.

Purpose – Central Receiving and Mail Services are requesting the purchase of a medium duty truck and cargo van for the daily deliveries through the College district of mail, equipment, furniture, and supplies.

Justification and Benefit – The medium duty truck and cargo van will replace existing vehicles used daily with high mileage and reduced reliability. These vehicles will conduct daily deliveries to all campuses and are also available to various department as needed.

The existing vehicles will be used as backups for Central Receiving and the Mailroom for local deliveries as needed.

Background – Proposal documents were advertised on January 22, 2018 and January 29, 2018 and issued to ten (10) vendors. Two (2) responses were received on February 6, 2018 and reviewed by Central Receiving and the Purchasing Department.

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

3) Pecan Campus Building J First Floor Analog to Digital Audio Visual Upgrade

Award the proposal for the Pecan Campus Building J first floor analog to digital audio-visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$316,813.00.

Purpose – Educational Technologies is requesting the purchase and installation of equipment and materials for the analog to digital audio-visual upgrade at the Pecan Campus Building J 1st floor classrooms. This is part of a multi-year initiative to upgrade equipment district wide to support the quickly moving trend to digital signals.

Justification and Benefit – The audio visual equipment will be replacing existing outdated analog equipment with newer digital signal equipment in thirty (30) instructional classrooms to complete the transition in the Pecan Campus Building J 1st floor. This upgrade will support the newer digital technology used by faculty for student classroom instruction and/or student presentations while at the same time still supporting the existing analog technology.

Background – Proposal documents were advertised on February 6, 2018 and February 13, 2018 and issued to ten (10) vendors. Two (2) responses were received on February 21, 2018 and reviewed by Education Technologies and the Purchasing Department.

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

B. Instructional Item

4) Classroom Instructional Podiums (Purchase)

Purchase classroom instructional podiums from **Computer Comforts, Inc.** (Kemah, TX), The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, at a total amount of \$69,418.20.

Purpose – Educational Technologies in requesting the purchase of thirty (30) classroom instructional podiums as part of the Pecan Campus Building J 1st floor classrooms audio-visual upgrade.

Justification and Benefit – This will allow for all classrooms involved in the project to have an official instructor/student presentation podium (approximately half do not), the opportunity for an instructor/student to sit or stand while teaching or presenting as well as providing full ADA compliance. The purchase will also match the equipment standard utilized in the new bond construction buildings allowing classroom consistency for faculty.

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

C. Non – Instructional Items

5) Electric Utility Carts (Purchase)

Purchase electric utility carts from **RGV Carts** (Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$46,698.52.

Purpose – Facilities Operations and Maintenance – Custodial Department is requesting to purchase four (4) electric utility carts, which will be used at the Mid-Valley, Nursing and Allied Health, Technology, and Starr County campuses for the day-to-day operation.

Justification and Benefit – The four (4) utility vehicles will be used on a daily basis by the Custodial Staff to go to and from buildings picking up trash and dispose of it at a centralized location that has been designated for each campus. The carts will also assist in transporting custodial supplies and equipment from building to building.

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

6) Electric Utility Vehicles (Purchase)

Purchase electric utility vehicles from **Deere & Company/Ag-Pro** (Cary, NC/Mission, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$54,399.70.

Purpose – Facilities Operations and Maintenance is requesting to purchase four (4) electric utility vehicles, which will be used at the Mid-Valley, Nursing and Allied Health, Technology, and Starr County campuses. Education Technologies is requesting to purchase one (1) electric utility vehicle for the Nursing and Allied Health campus.

Justification and Benefit – The four (4) utility vehicles will be used on a daily basis by the Operations and Maintenance staff to go to and from buildings to address work orders and required projects. The carts will also assist in transporting maintenance supplies and equipment from building to building.

Educational Technologies Department will be using the utility vehicle to transport audio-visual equipment from building to building to support student instruction and special events.

Funds for this expenditure are budgeted in the Facility Maintenance and Education Technologies budgets for FY 2017 – 2018.

7) LED Lamps (Purchase)

Purchase LED lamps from **Bush Supply, Co.** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$77,749.95.

Purpose – Facilities Operations and Maintenance is requesting the purchase of six hundred fifty-nine (659) led lamp retrofit kits, which will replace fluorescent lamps in hallways and open areas throughout the district.

Justification and Benefit – As part of one of the 2018 projects, Facilities Operations and Maintenance would like to continue replacing the fluorescent lamps with LED retrofit lamps in hallways and open areas throughout the College district. This will be the first phase of several, which will help reduce energy consumption, improve maintenance since LED lights are designed to have long lives, and improve safety since LED lamps don't contain any harmful chemicals, such as mercury, and are safer for the environment.

Funds for this expenditure are budgeted in the District-Wide Interior LED Lighting Upgrade Phase I budget for FY 2017 – 2018.

8) Travel Services (Renewal)

Renew the contract for travel services with **Shands Brooks Travel** (McAllen, TX), for the period beginning May 20, 2018 through May 19, 2019, at a service fee of \$25.00 per airline ticket.

Purpose – The Purchasing Department is requesting renewal of the travel service contract, which provides airline tickets to all the faculty and staff that travel for professional development and students that travel for educational purposes.

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

Background – The Board awarded the contract travel services at the March 28, 2017 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on May 20, 2018 through May 19, 2019.

Award	Board Meeting Date	Original Term	Renewal Term
Original	3/28/17	5/20/17 – 5/19/18	2 – one year options
1 st Renewal	3/27/18		5/20/18 – 5/19/19

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

Funds for this expenditure are budgeted in the Insurance budget for FY 2017 – 2018 and FY 2018 – 2019 pending Board approval of the budget.

D. Technology Items

9) Computers and Laptops (Purchase)

Purchase of computers and laptops from **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), State of Texas Department of Information Resources (DIR) approved vendors, at a total amount of \$86,479.62.

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
 - ⇒ 7 Computers for Information Technology Program
 - ⇒ 1 Computer for Business Administration Program
 - ⇒ 3 Computers for Educational Technologies Department
 - ⇒ 4 Computers for Purchasing Department
- Faculty Laptops
 - ⇒ 6 Laptops for Information Technology Department
 - ⇒ 3 Laptops for Architecture Engineering Drafting Technology Program
 - ⇒ 1 Laptop for VP Academic Affairs
- Staff Laptops
 - ⇒ 5 Laptops for Facility Maintenance Department
 - ⇒ 4 Laptops for Educational Technologies
- Student Laptops
 - ⇒ 3 Laptops for Library Services
 - ⇒ 2 Laptops for Art Program
 - ⇒ 75 Laptops for Educational Technologies

Funds for these expenditures are budgeted in the requesting department budgets for FY 2017 - 2018 as follows: Information Technology Department, Business Administration Department, Educational Technologies Department, Purchasing Department, AEDT Department, Academic Affairs VP Administration Department, Facility Maintenance Department, Library Services Department, Art Department.

10)Adobe License Subscription Agreement (Renewal/Purchase)

Renew/purchase the Adobe license subscription agreement with **Software House International (SHI) Government** (Austin, TX), a State of Texas Department of

Information Resources (DIR) and/or Texas Association of School Boards – Buyboard approved vendor, for the period beginning April 7, 2018 through April 6, 2019, at an estimated amount of \$60,000.00.

Purpose – Various South Texas College departments are requesting to renew existing licenses and purchase new licenses of a non-perpetual license with a one-year software assurance that includes upgrades for the currently used Adobe software that will be expiring soon. The software is used throughout the district by faculty, staff, and students therefore the renewal is required to remain in compliance.

Justification and Benefit – These licenses are used for student instruction by faculty in the Art Program, CADD Program, by the students in the CADD Program labs for assignments, the Center for Learning Excellence, student open labs, and staff in Public Relations and Marketing, Client Services, Vice President for Finance and Administrative Services, Nursing and Allied Health, Purchasing, Financial Aid Office, Institute for Advanced Manufacturing and various other programs and departments.

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

Recommendation:

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

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

A. Awards

- 1) Maintenance Department Vehicles (Award):** award the proposal for maintenance department vehicles to **Boggus Motor Sales II, LLC.** (McAllen, TX) in the amount of \$119,163.75 and **Spikes Ford** (Mission, TX) in the amount of \$24,394.00, for a total award amount of \$143,557.75;
- 2) Medium Duty Truck and Cargo Van (Award):** award the proposal for a medium duty truck to **Bert Odgen Motors, Inc.** (Edinburg, TX) in the amount of \$43,990.00 and a cargo van to **Fiesta Nissan, Inc.** (Edinburg, TX) in the amount of \$19,500.00, for a total award amount of \$63,490.00;
- 3) Pecan Campus Building J First Floor Analog to Digital Audio Visual Upgrade (Award):** award the proposal for the Pecan Campus Building J first floor analog to digital audio visual upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$316,813.00;

B. Instructional Item

- 4) Classroom Instructional Podiums (Purchase):** purchase classroom instructional podiums from **Computer Comforts, Inc.** (Kemah, TX), The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, at a total amount of \$69,418.20;

C. Non – Instructional Items

- 5) **Electric Utility Carts (Purchase):** purchase electric utility carts from **RGV Carts** (Harlingen, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$46,698.52;
- 6) **Electric Utility Vehicles (Purchase):** purchase electric utility vehicles from **Deere & Company/Ag-Pro** (Cary, NC/Mission, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$54,399.70;
- 7) **LED Lamps (Purchase):** purchase LED lamps from **Bush Supply, Co.** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$77,749.95;
- 8) **Travel Services (Renewal):** renew the contract for travel services with **Shands Brooks Travel** (McAllen, TX), for the period beginning May 20, 2018 through May 19, 2019, at a service fee of \$25.00 per airline ticket;

D. Technology Items

- 9) **Computers and Laptops (Purchase):** purchase computers and laptops from **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), State of Texas Department of Information Resources (DIR) approved vendors, at a total amount of \$86,479.62;
- 10) **Adobe License Subscription Agreement (Renewal/Purchase):** renew/purchase the Adobe license subscription agreement with **Software House International (SHI) Government** (Austin, TX), a State of Texas Department of Information Resources (DIR) and/or Texas Association of School Boards – Buyboard approved vendor, for the period beginning April 7, 2018 through April 6, 2019, at an estimated amount of \$60,000.00.

Recommend Action - The total for all award of proposals, purchases, and renewals (Non-Bond Proceeds) is \$918,606.74.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize all award of proposals, purchases, and renewals (Non-Bond Proceeds) in the amount of \$918,606.74 as presented.

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

The Board of Trustees approves and authorizes all award of proposals, purchases, and renewals (Non-Bond Proceeds) in the amount of \$918,606.74 as presented.

Approval Recommended:

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

**Review and Action as Necessary on Proposed New Policy #4714:
*Acceptable Use of Information Resources***

Approval of proposed new Policy #4714: *Acceptable Use of Information Resources*, is requested.

Purpose – The proposed new policy is requested to align with industry best practices to have an acceptable use policy; this new policy will clearly define the expectations from users of information resources and the consequences associated with abuse of these privileges.

Justification – The request for the new policy is necessary for the following reasons:

- To clarify and define the responsibilities of users of information resources
- To include and define the activities that may cause a disruption of information technology services or potentially produce liability to South Texas College

Background – The College currently provides Guidelines for Acceptable Use of Information Resources. The proposed new policy will supersede the currently published guidelines to clearly define the expectations from users of information resources at South Texas College.

Reviewers – The proposed new policy has been reviewed by staff, the President's Cabinet, President's Administrative Staff, Planning and Development Council (PDC) staff, and by South Texas College's Legal Counsel.

Enclosed Documents - The proposed new policy is provided in the packet for the Board's review and information.

The Finance, Audit, and Human Resources Committee recommended Board approval of proposed new Policy #4714: *Acceptable Use of Information Resources* as presented and which supersedes any previously adopted Board policy.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed new Policy #4714: *Acceptable Use of Information Resources* as presented and which supersedes any previously adopted Board policy.

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

The Board of Trustees approves and authorizes the proposed new Policy #4714: *Acceptable Use of Information Resources* as presented and which supersedes any previously adopted Board policy.

Approval Recommended:

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

President

MANUAL OF POLICY

Title	Acceptable Use of Information Resources	4714
Legal Authority	Approval of the Board of Trustees	Page 1 of 3
Date Approved by Board	<i>Board Minute Order dated March 27, 2018</i>	

PURPOSE

The purpose of this policy is to protect the College network and information resources. Inappropriate use exposes South Texas College to risks including virus attacks, compromise of network systems and services, and legal issues. The intent of this policy is not to impose restrictions that are contrary to the institutions established culture of openness, trust and integrity. South Texas College endeavors to protect employees, students and the institution from illegal or damaging actions by individuals, either knowingly or unknowingly. Effective security is a team effort involving the participation and support of everyone at the college who deals with information resources.

SCOPE

This policy applies to all users of information resources, including but not limited to: students, employees, contractors, consultants, temporaries and guests, including all personnel affiliated with third parties, whether on campus or from remote locations.

Passwords for college information resources are considered as a type of key to access an information resource. For this reason, passwords are considered as an extension of an information resource that are a direct responsibility of the assigned individual.

DEFINITIONS

Information Resources

Any and all computer printouts, online display devices, mass storage media, and all computer-related activities involving any device capable of receiving email, browsing Web sites, or otherwise capable of receiving, storing, managing, or transmitting data including, but not limited to, mainframes, servers, Network Infrastructure, personal computers, notebook computers, hand-held computers, pagers, distributed processing systems, network attached and computer controlled medical and laboratory equipment (i.e. embedded technology), telecommunication resources, network environments, telephones, fax machines, and printers. Additionally, it is the procedures, equipment, facilities, software, and Data that are designed, built, operated, and maintained to create, collect, record, process, store, retrieve, display, and transmit information.

User

A person or entity which has been given the privilege to access the College's Information Resources.

MANUAL OF POLICY

Title	Acceptable Use of Information Resources	4714
Legal Authority	Approval of the Board of Trustees	Page 2 of 3
Date Approved by Board	<i>Board Minute Order dated March 27, 2018</i>	

ACCEPTABLE USE

State law provides protection against abuse of information resources or against unauthorized use. In the same manner, the College shall define activities that are not acceptable and that might break the law, impact operations or create a negative environment.

1. Responsibilities of User of College Information Resources

- a) Protect information that is classified as confidential or protected by law.
- b) Protect the user identification and password that is assigned.
- c) Adhere to the Information Security Mobile Device Security Standard when connecting personal devices to college information resources.
- d) Immediately report lost or stolen devices that are owned by the College or personal devices that contain College data.
- e) Respect intellectual property rights.
- f) Adhere to the terms of software licensed by the College or installed on College information resources.
- g) Use information resources in a manner that complies with State and Federal law.

2. Prohibited Uses of College Information Resources

- a) Sharing the password for your College user accounts.
- b) Attempting to gain or gaining unauthorized access to information resources.
- c) Sending unsolicited email messages unrelated to College functions.
- d) Intercepting electronic communications.
- e) Disabling or tampering with the security controls applied to information resources.
- f) Performing actions on information resources that result in disruption or performance degradation.
- g) Transmitting or displaying media content in a manner that violates the College's policy, including, but not limited to, Policy 4216 Discrimination, Harassment, Retaliation, and Sexual Misconduct.
- h) Copyright infringement by illegally downloading, streaming, or sharing protected material.
- i) Use of information resources for personal profit, commercial reasons, non-College fundraising, political campaigning or any illegal activity, with the exception of activities sponsored by the College.
- j) Intentionally or knowingly installing, executing, or providing to another user, a program or file that could result in the damage or unauthorized modification of an information resource.
- k) Personally owned devices can only connect via our wireless network.

MANUAL OF POLICY

Title	Acceptable Use of Information Resources	4714
Legal Authority	Approval of the Board of Trustees	Page 3 of 3
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ADMINISTRATIVE DISCRETION

The Board of Trustees grants the President and the Administration of the College the authority to develop and adopt guidelines implementing this policy and assuring that Users are advised of the guidelines and the penalties for their violation.

ENFORCEMENT

Any User violating this policy or related guidelines is subject to immediate disciplinary action, which may include loss of privileges, termination of employment, student expulsion or termination of a contract. Notwithstanding the foregoing, a User violating this policy may be subject to civil damages and criminal liability.

To ensure compliance with College policies and laws related to the use and security of information resources, information security personnel have the authority and responsibility to monitor network traffic and use of information resources.

Review and Acceptance of Internal Audit Report in the Area of Student Activities and Wellness

Mr. Khalil Abdullah, Internal Auditor, attended the March 6, 2018 Finance, Audit, and Human Resources Committee meeting to discuss the procedures, findings, and recommendations of the internal audit report in the area of Student Activities and Wellness.

No action was required from the Committee. This item was presented for information and feedback to staff. A follow-up to this audit report will be included within the Annual Audit Report presented in summer 2018.

The Board is asked to accept the Internal Audit Report in the area of Student Activities and Wellness, as discussed at the March 6, 2018 Finance, Audit, and Human Resources Committee meeting.

The Internal Audit Report is included in the packet for the Board's review.

Recommendation:

It is recommended that the Board of Trustees of South Texas College accept the internal audit report in the area of Student Activities and Wellness as presented.

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

The Board of Trustees accepts the internal audit report in the area of Student Activities and Wellness as presented.

Approval Recommended:

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



OFFICE OF INTERNAL AUDITS

SOUTH TEXAS COLLEGE

3201 W. Pecan Blvd. • McAllen, Texas 78501 • Office (956) 872-6709

December 1, 2017

Dr. Shirley Reed, President
South Texas College
3201 W. Pecan Blvd.
McAllen, TX 78501

Dear Dr. Reed,

As part of our fiscal year 2017 Audit Plan, the Office of Internal Audits completed the Student Activities & Wellness audit. The results of the audit, along with recommendations for corrective action and management's responses, are contained in this report.

The objective of the audit was to evaluate the adequacy and effectiveness of the department's system of internal controls with an emphasis on financial and administrative controls. The scope for the audit included activity from September 1, 2015 through December 16, 2016.

Internal Audits would like to thank the departments' staff for their cooperation and assistance.

Respectfully submitted,

Khalil M. Abdullah MAcc, CIA, CPA, CGAP
Internal Auditor

Cc: Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management
Audit Committee, South Texas College Board of Trustees



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EXECUTIVE SUMMARY

The Student Activities & Wellness Audit was included on the Finance, Audit, and Human Resources Committee's approved FY 2017 Audit Plan. The audit included a review of the department's establishment of a control conscience environment, approval and authorization, monitoring, safeguarding of assets, and student travel procedures to assess compliance with South Texas College's Policy 3620 *College Sanctioned Travel for Students*, the Student Organization Handbook, and best practices.

The objective of the audit was to evaluate the adequacy and effectiveness of the department's system of internal controls with an emphasis on financial and administrative controls.

The scope of the audit included activity from FY 2016 through December 16, 2016. The audit was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvements could be made.

The audit generally conformed to guidelines set forth by the Institute of Internal Auditor's *Standards* and South Texas College's Policy 5460 *Internal Audit Function*.

Overall, the department established an adequate system of internal controls. The audit identified the following areas where improvement could be made:

- A written procedures manual for the department was not developed;
- A departmental risk assessment was not completed;
- A formal process for documenting monthly account reconciliations was not established;
- The department's '*Student Code of Conduct*' form incorrectly referred to itself as "policy;"
- Internal controls related to student travel were not applied consistently;
- Student travel support documentation was incomplete or missing;

BACKGROUND

The Student Activities & Wellness department provides programs and opportunities for students that enhance the collegiate experience and promote a sense of community. Through active participation students experience success, acquire social skills and develop a personal standard of values through leadership, educational, cultural, recreational and civic programs and activities designed to support and augment their classroom education. The department seeks to enhance the student experience through the development and evaluation of policies, programs, services and facilities that complement the academic mission of the College and address issues of access, retention and graduation through ongoing assessment, interpretation, and response to changing student needs.

The Student Activities & Wellness department has 13 employees including the Director. The Director of Student Activities & Wellness is responsible for managing the financial activity of one account.

AUDIT OBJECTIVE

The objective of the audit was to evaluate the adequacy and effectiveness of the department's system of internal controls with an emphasis on financial and administrative controls.

AUDIT SCOPE & METHODOLOGY

The audit scope included activity from September 1, 2015 through December 16, 2016. To accomplish the audit objective, the Internal Auditor performed the following:

- Requested and reviewed the Director's responses to an internal control questionnaire;
- Reviewed the department's student activity waivers and compared to other organization's activity waivers;
- Interviewed management and employees on the department's procedures and existing internal controls;
- Obtained and reviewed the Student Organization Handbook;
- Reviewed the Financial Manager's Handbook;
- Reviewed Policy 3620 *College Sanctioned Travel for Students*;
- Reviewed Texas Education Code Section 51.950 *Policy Regulating Student Travel*;
- Determined whether account reconciliations were performed;
- Reviewed the department's current Institutional Effectiveness plan;
- Reviewed the department's account activity using data analytic software;



The audit generally conformed to guidelines set forth by the Institute of Internal Auditor's *Standards* and South Texas College's Policy 5460 *Internal Audit Function*.

AUDIT RESULTS

Control Conscience Environment

A control conscious environment encompasses technical competence and ethical commitment, and is necessary for the establishment of effective internal controls. To establish an adequate control conscious environment, a department should have goals and objectives, a mission statement, a risk assessment and implementation plan, and a procedures manual. These items should be reviewed regularly and updated as needed. Additionally, adequate training should be provided, employee performance evaluations should be conducted regularly, and any conflicts of interest should be identified and addressed.

We selected a sample of 6 employees and requested to review the most current performance evaluations from the Office of Human Resources (HR). We received 5 out of 6 (83%) employee performance evaluations. We noted that the most current evaluations were not completed during the audit scope and were informed by HR that they are in the process of transitioning away from paper based performance evaluations to an electronic performance management system through PeopleAdmin.

Additionally, we tested all 13 employees working in the department for completion of the required compliance trainings. The results of the compliance training test are as follows:

100% of the employees completed the *Code of Conduct for Higher Education, Preventing Discrimination and Sexual Violence: Title IX VAWA and Clery Act*, and the *Unlawful Harassment Prevention for Higher Education Staff* trainings.

- 1 out of 13 (8%) employees did not complete the *Child Abuse and Molestation Awareness and Prevention in Texas* training;
- 1 out of 13 (8%) employees did not complete the *EEO Laws and Discrimination Prevention for Higher Education* training;
- 1 out of 13 (8%) employees did not complete the *Security Basics/Information Security* training;
- 3 out of 13 (23%) employees did not complete the *Clery Act Campus Security Authorities* training.

We found that the department established a mission statement, goals and objectives. However, a written procedures manual was never developed. A procedures manual is an essential part of establishing a control conscience environment. It documents processes, procedures, and helps guide employees in their daily operations. Formally documented procedures also reduce the learning curve (e.g. training time) for new hires and helps to improve business continuity when key staff take leave or are otherwise required to be replaced.

Recommendation:

1. The Director of Student Activities & Wellness should develop a departmental procedures manual to help guide employees in their day-to-day operations. The procedures manual should include information such as employee training requirements, account reconciliation procedures, document retention requirements, student travel documentation, procedures for working hours, lunch hours, overtime hours, etc., and other relevant information.

Management Response:

1. Currently the department relies on STC manual of Policy and STC HR trainings to guide staff's daily duties. Any other procedures are covered during staff meetings and during orientation of new staff. For liability reasons, the department is hesitant to implement procedures that are beyond what the College, as a whole requires. All staff are made aware of the few procedures that might not be covered by policy such as the dress code. The department plans to create a document to remind/inform the staff of any additional procedures that we have that are not covered in the Policy manual.

Implementation Date:

May 1, 2018

Additionally, we found that the department did not complete a risk assessment. A risk assessment of current conditions related to the department's on-going activities is another critical element of establishing a control conscience environment. Completing a risk assessment allows the department to proactively identify and develop appropriate responses (e.g. internal controls) to uncertain events that could impact their ability to meet established goals and objectives.

Recommendation:

2. As part of the audit procedures, we identified areas of risk and assessed their impact and probability of occurrence and produced a risk assessment. The department should utilize this document as a starting point towards developing a departmental risk assessment. This



risk assessment should be evaluated annually and an action plan should be developed to mitigate any identified high risks areas.

Management Response:

2. The department is fully aware of certain activities that involve risk and those areas have been identified to staff, student organizations, etc. and adequate measures are in place. However, it is time to reevaluate and come up with a more concrete process and procedures to ensure that all staff are aware. The Director and Coordinators will meet annually to review/discuss.

Implementation Date:

May 1, 2018

Approval & Authorization

Adequately established approval and authorization controls help to ensure that expenditures are allowable and appropriate. During the audit period, the Director of Student Activities & Wellness was the Financial Manager for one account. The Internal Auditor reviewed operating, travel, and payroll expenditures to test for compliance with South Texas College's policy and procedures. We tested a sample of expenditures in each category and examined support documentation for proper approval, accuracy, and whether the expenditures were reasonable.

We judgmentally selected a sample of 20 operating and 10 travel transactions representing 39.20% and 49.65% of the total dollar value of the population, respectively. We found that expenditures were properly approved, appropriate, and supported with adequate documentation. No exceptions were noted.

Additionally, we judgmentally selected a sample of 6 employees to test for payroll accuracy and verify that employees' compensation agreed to their Notice of Employment (NOE). We also obtained and reviewed support documentation to determine whether overtime hours were appropriately approved in accordance with existing business office procedures. We determined that the payroll for the sample of employees tested was accurate and that prior written approval was obtained for employees that worked overtime hours. No exceptions were noted.

Safeguarding of Assets

Tangible assets, vital documents, critical systems, and confidential information must be safeguarded against unauthorized acquisition, use, or disposal. We performed property inventory

testing to determine the existence of assets and whether assets observed in use within the department were properly recorded in the inventory system.

We selected a sample of 15 assets with a historical cost greater than \$1,000 to test for existence. We were able to locate 15 out of 15 (100%) of the assets selected for testing. Additionally, we selected 5 assets observed within the department to verify inclusion of the assets in the asset management system. We were able to trace all 5 assets back to the inventory records. No exceptions were noted.

Monitoring

Financial Managers are responsible for the accuracy of their accounts. Account activity should be periodically reconciled and all reconciling items should be satisfactorily resolved in a timely manner. Without adequate monitoring of account activity, items that require immediate attention may go unnoticed. South Texas College's Financial Manager's Handbook states that Financial Managers are responsible for monitoring and reconciling account balances. We inquired as to whether the department would be able to provide documentation (e.g. completed account reconciliations) to support that the account's financial activity was reconciled. We were informed that a formal process for preparing account reconciliations has not been established. The Director of Student Activities and Wellness stated that he typically reviews the account activity frequently or as needed to verify the account balance.

Recommendation:

3. The Director of Student Activities and Wellness or a designee should complete monthly account reconciliations. Completed account reconciliations should be signed by both the person preparing the reconciliation and the supervisor who reviews the reconciliation. All account reconciliation support documentation should be maintained within the department.

Management Response:

3. The Financial Manager periodically reviews the financial status of the account and follows up with any pending issues including doing budget transfers when needed. The Secretary is aware that we need to reconcile and follow up on any pending issues such as invoices, etc. However, it is agreed that a more detailed reconciliation process is needed. The reconciliation process will be on going and can be done online or in some instances manually printed or saved in excel.



Implementation Date:

November 1, 2017

Student Travel Procedures

Texas Education Code 51.950 *Policy Regulating Student Travel* requires South Texas College to adopt a student travel policy applicable to student travel to certain College organized or sponsored events. In response, the College established Policy 3620 *College Sanctioned Travel for Students*.

We obtained a list of all student organizations that traveled between the dates of 9/1/2015 and 12/16/2016. From the list of student organizations that traveled within the audit scope time period, we judgmentally selected a sample of 5 Student Organizations to test compliance with Policy 3620 *College Sanctioned Travel for Students* as well as compliance with the Student Organization Handbook. The Student Organization Handbook contains procedures established by the department related to student organizations and includes specific requirements and internal controls related to student organization travel. Based on testing we determined that the department established moderate controls over student travel. We identified the following issues:

- 1 out of 5 (20%) of the ‘Student Travel Authorization’ forms was not signed off by the Vice President as is required for out-of-state travel.
- 1 out of 5 (20%) of the tested sample did not complete the ‘Travel Voucher for Student Organization’ form;
- ‘Trip Itinerary’ forms were not included in any of the provided support documentation;
- ‘Travel Authorization’ forms were incomplete or were missing or never turned in;
- 4 out of 8 (50%) of the students from the Student Government Association did not complete the ‘Student Travel Code of Conduct’ forms.

Recommendation:

4. The Director should ensure that all authorization signatures are obtained and that all support documentation has been completed and is on file prior to any student organization travel.

Management Response:

4.
 - The club is responsible for obtaining appropriate signatures and if not, the Travel Office should flag the paperwork. In this instance, most likely they picked up the form from

our office and were instructed to forward to the VP for signature and then submit to Travel. We can't confirm at this time, if this was the final copy or not (final copy could be at the Travel Office).

- At this time, we did not require the Travel Vouchers, and some clubs did not do the form or submitted them directly to the Travel Office. However now we do require all Student Organizations submit a travel voucher to our office.
- The 'Trip Itinerary' form is not required.
- There was an oversight for a one day local travel whereby Travel Authorization forms were not completed. Staff assumed that forms were not required since there was no per diem. Staff are now aware that the forms have to be completed for all travel including local.
- This form is not required, however is useful. On this particular travel, we are assuming that the copies were misplaced since all students had to do the waiver plus the code of conduct forms.

All issues addressed above will be considered/revised/implemented during our review of the department's as well as the student organization travel process.

Implementation Date:

May 1, 2018

Additionally, student travel procedures were not consistently applied. Students were only sometimes required to sign documentation to acknowledge receipt of travel per diems, while in other instances they were not asked to sign such documentation. No formal student travel procedure exists to indicate when the students would be required to complete the per diem acknowledgement forms.

Recommendation:

5. The Director should ensure that procedures are consistently applied to all student organizations and intramural sports student travel. Formal procedures should be developed to indicate when students are going to be required to complete the per diem attestation form, and when students are going to be required to complete the 'Student Travel Code of Conduct' form.



Management Response:

5. The department is in the process of reviewing and revising the travel procedures to ensure consistency and awareness by the department as well as the Student Organizations. However, while some forms may be required for student travel originating from our department (Student Government, Sports teams), the same forms might be recommended for use by Student Organizations (not required).

All issues addressed above will be considered/revised/implemented during our review of the department's as well as the student organization travel process.

Implementation Date:

May 1, 2018

Lastly, we reviewed the language within the 'Student Travel Code of Conduct' form and noticed that the form refers to itself as a "policy." South Texas College Policy 1001 *Authority & Functions of the Board, Committees and Individual Trustees* states the following:

"The Board, within the limits imposed by law, has complete and full control of the College. The Board has final authority to formulate and interpret the policies that govern the College. The written policies adopted by the Board shall serve as authority for implementation of Board decisions and actions by the College administration."

By the department creating forms that contain the word "policy," they are inappropriately assuming responsibilities that rightfully belong to the Board of Trustees. Moreover, anyone reading the form may misinterpret the form as approved by the Board of Trustees as establish College policy.

Recommendation:

6. The Director should review all internal department forms and make appropriate revisions to remove the term "policy" from all documents that are not Board approved policy.

Management Response:

6. This form is under review and the word "Policy" will be removed.

Implementation Date:

May 1, 2018



CONCLUSION

Overall it was determined that the Student Activities & Wellness Department established an adequate system of internal controls. Opportunities exist to strengthen internal controls by ensuring the development of a written departmental procedures manual, annually evaluating the department's risks and developing strategies for responding to high risk areas, ensuring that controls over student travel are consistently applied, and that support documentation related to student travel is complete and maintained on file.

Handwritten signature of Khalil M. Abdullah in blue ink.

Khalil M. Abdullah CPA, CIA, CGAP, MAcc
Internal Auditor

12/1/2017
Date

Handwritten signature of Jose Luis Silva in blue ink.

Jose Luis Silva CIA, CFE, CGAP
Staff Audit Specialist

12/1/2017
Date

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 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.

The change orders presented for Board's consideration on March 27, 2018 are summarized below:

Bond Projects	
Total General Conditions Adjustments for March 2018	(\$458,964)
Total Cost of Work Adjustments for March 2018	(\$1,612,082)
Total Design Contingency Adjustments for March 2018	\$299,354
Total Owner / Construction Contingency Adjustments for March 2018	(\$58,384)
Total Buyout Savings	(\$2,198,056)
Other GMP Adjustments	\$251,265

Non - Bond Projects	
Total Cost of Work Adjustments for March 2018	(\$221,855)
Total Design Contingency Adjustments for March 2018	(\$43,923)
Total Construction Contingency Adjustments for March 2018	(\$44,409)
Total Buyout Savings	(\$305,767)

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

Funding Source

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

Staff has recommended that Broaddus & Associates provide a regular report on buyout savings and documentation as those savings are reallocated to the 2013 Bond Construction Program Deficit, to help the College track its overall program budget.

Enclosed Documents

Enclosed are the following documents for the Board's review and information:

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

Presenters

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

The Facilities Committee recommended Board approval of the proposed Bond change orders for use of design contingencies totaling \$465,638, construction contingencies totaling \$140,144, cost of work funds totaling \$570,000, and other GMP adjustments totaling \$198,355 for the 2013 Bond Construction projects as presented.

Additional Change Orders were submitted for review and action by the Board, and are included in the list of current change orders for review, as provided by Broadus & Associates in the following pages.

Motion for 2013 Bond Construction Program Change Orders:

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed Bond change orders for use of unexpended General Conditions funds totaling \$458,964, cost of work funds totaling \$1,612,082, design contingencies totaling \$299,354, construction contingencies totaling \$58,384, and other GMP adjustments totaling \$251,265, which includes a total Buyout Savings of \$2,198,056, 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 unexpended General Conditions funds totaling \$458,964, cost of work funds totaling \$1,612,082, design contingencies totaling \$299,354, construction contingencies totaling \$58,384, and other GMP adjustments totaling \$251,265, which includes a total Buyout Savings of \$2,198,056, for the 2013 Bond Construction projects as presented.

Motion for Non-Bond Change Orders:

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed non-bond change orders for use of unexpended cost of work funds totaling \$221,855, design contingencies totaling \$43,923, construction contingencies totaling \$44,409, which includes a total Buyout Savings of \$305,767, as presented.

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

The Board of Trustees approves and authorizes the proposed non-bond change orders for use of unexpended cost of work funds totaling \$221,855, design contingencies totaling \$43,923, construction contingencies totaling \$44,409, which includes a total Buyout Savings of \$305,767, as presented.

Approval Recommended:

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

CURRENT CHANGE ORDERS FOR REVIEW
STC Meeting of March 27, 2018

Items highlighted in yellow have been revised - Items highlighted in pink have been added

PECAN CAMPUS							
North Academic Building							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
14	GMP - Final Deductive Change Orders to Zero out the project. Deduct \$15,547 from General Conditions, Deduct \$43,787 from Design Contingency and Deduct \$83,347 from Owner's Contingency for a total of \$142,681 to reduce the GMP and reallocate funds to Pecan STEM	(\$15,547)		(\$43,787)	(\$83,347)	(\$142,681)	
15	Return Buy-out savings from Unused General Conditions and cost of work amounts to Owner					(\$231,384)	
	<i>Total</i>	(\$15,547)	\$0	(\$43,787)	(\$83,347)	(\$374,065)	

PECAN CAMPUS							
South Academic Building							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
13R	GMP - Final Deductive Change Order to Zero out the project. Deduct \$185 as buy-out savings, deduct \$141,795 from General Conditions, and deduct \$6,674 from Design Contingency for a total of \$148,654 to reduce the GMP and reallocate funds to Pecan STEM.	(\$141,795)	(\$185)	(\$6,674)		(\$148,654)	
	<i>Total</i>	(\$141,795)	(\$185)	(\$6,674)	\$0	(\$148,654)	

PECAN CAMPUS							
STEM							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
22R	Add \$162,594 to General Conditions, Add \$261,843 to Design Contingency and Add \$200,815 to Owner's Contingency for a total of \$625,252	\$162,594		\$261,843	\$200,815	\$625,252	
23	Return Buy-out Savings from unused General Conditions and Cost of Work Amounts to Owner					(\$269,018)	
	<i>Total</i>	\$162,594	\$0	\$261,843	\$200,815	\$356,234	

PECAN CAMPUS							
Student Union							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
9	GMP - Final Deductive Change Order to Zero out the Project. Deduct \$19,465 from Design Contingency and Deduct \$97,403 from Owner's Contingency for a Total of \$116,868 to Reduce the GMP and reallocate funds to Pecan STEM.			(\$19,465)	(\$97,403)	(\$116,868)	
10	Return Buy-Out Savings from Unused General Conditions and Cost of Work Amounts to Owner					(\$73,075)	
	<i>Total</i>	\$0	\$0	(\$19,465)	(\$97,403)	(\$189,943)	

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 March 27, 2018

PECAN CAMPUS							
Parking & Site Improvements							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
7	Landscape retaining wall at existing inlet to avoid trip/fall hazard			(\$1,639)			
8	GMP-Deductive Change Order. Deduct \$5,067 from General Conditions, Deduct \$118 from Design Contingency and Deduct \$13,509 from Owner's Contingency to reduce the GMP amount and reallocate funds to Pecan STEM.	(\$5,067)		(\$118)	(\$13,509)	(\$18,694)	
9	GMP Final - Return previously deducted buy-out savings to equal the actual cost of work.		\$40,565			\$40,565	
Total		(\$5,067)	\$40,565	(\$1,757)	(\$13,509)	\$21,871	

Nursing & Allied Health							
Building							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
15	CR-27 ASI #12 Provide and install (2) new circuits for kitchen roll up doors			(\$1,672)			
16	CR-23 Remove 4 sidewall grilles and install (2) each type A and type G air devices			(\$2,216)			
17	CR-26 Remove existing ceiling tile at Kitchen and replace with vinyl faced tile necessary to pass City Final Certificate of Occupancy Inspection			(\$1,000)			
18	CR-29 Add acoustical wall panels as per ASI # 14 for study rooms in Library			(\$30,000)			
19	CR-24 Concrete Handrails as per CCD #1			(\$5,734)			
20	CR-28 Provide and install new additional superior/Essex category 6A drops for vending machines as per ASI #13			(\$3,595)			
24	CR-09 Remove light fixture as per ASI #4 - VOID			VOID			
22	CR-25 Remove and replace sections of gypsum board as per ASI #2R2				(\$19,112)		
23	GMP- Final Deductive Change Order to zero out the project. Credit of \$459,149 from General Conditions, credit of \$178,868 from Cost of Work, credit of \$42,629 from Design Contingency and credit of \$14,087 from Owner	(\$459,149)	(\$178,868)	(\$42,624)	(\$14,087)	(\$694,728)	
Total		(\$459,149)	(\$178,868)	(\$86,841)	(\$33,199)	(\$694,728)	

Nursing & Allied Health							
Thermal Plant							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
1	Deductive Change Order to Zero out the project - Credit of \$217 from DC and Credit of \$3,420 from OC. A total of \$3,637 credit back.			(\$217)	(\$3,420)	(\$3,637)	
Total		\$0	\$0	(\$217)	(\$3,420)	(\$3,637)	

Nursing & Allied Health							
Parking & Site Improvements							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
10	GMP- Final Deductive Change Order to zero out the project. Credit of \$50,889 from Cost of Work, credit of \$2,587 from Design Contingency and credit of \$11,047 from Owner Contingency		(\$50,889)	(\$2,587)	(\$9,547)	(\$64,523)	
Total		\$0	(\$50,889)	(\$2,587)	(\$9,547)	(\$64,523)	

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 March 27, 2018

Mid Valley Campus							
Health Professions							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
12R	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits (\$296,996) - To increase the GMP amount					VOID	2/6/18
12R2	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits - To increase the GMP amount					\$251,265	
22	Elevator Shunt Trip per Mfg Requirements			(\$14,113)			
23	Installation of VAV Devices			(\$7,610)			
24	Additional Fire Dampers			(\$212)			
	<i>Total</i>	\$0	\$0	(\$21,935)	\$0	\$251,265	

Mid Valley Campus							
Library Expansion							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
6	Credit for deletion of plaque				\$1,950		
	<i>Total</i>	\$0	\$0	\$0	\$1,950	\$0	

Mid Valley Campus							
Student Services							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
11	Thermostat Locations per RFI # 36			(\$960)			
12	Kitchen Elec. Panel upgrade			(\$2,322)			
13	Re-route Power for Serving Lines			(\$631)			
14	Stainless Steel Enclosures above panels per Kitchen Consultant			(\$1,000)			
	<i>Total</i>	\$0	\$0	(\$4,913)	\$0	\$0	

Mid Valley Campus							
Parking & Site Improvements							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
7	Perimeter curb fire lane striping per Fire Marshal			(\$3,375)			
8	Roof Drain extension east side of HP&S			(\$1,734)			
	<i>Total</i>	\$0	\$0	(\$5,109)	\$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 March 27, 2018

Starr County Campus							
Health Professions							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
15R	Façade design - from Design Contingency to Owner Contingency				(\$97,300)		
22	Buy-out savings of \$320,000 from cost of work to Design Contingency		(\$320,000)	\$320,000			
23	Deductive Change Order to zero out the project - Credit of \$228,082 from Cost of work, Credit of \$9,983 from DC and Credit of \$19,424 from OC for a total credit of \$257,489		(\$228,082)	(\$9,983)	(\$19,424)	(\$257,489)	
	<i>Total</i>	\$0	(\$548,082)	\$310,017	(\$116,724)	(\$257,489)	

Starr County Campus							
Library							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
3	Deductive Change Order - Credit of \$306,395 from Cost of Work, Credit of \$31,060 from DC and Credit of \$55,500 from OC for a total credit of \$392,955		(\$306,395)	(\$31,060)	(\$55,500)	(\$392,955)	
	<i>Total</i>	\$0	(\$306,395)	(\$31,060)	(\$55,500)	(\$392,955)	

Starr County Campus							
Student Services							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
2	Deductive Change Order to zero out the project - Credit of \$124,117 from Cost of work, Credit of \$2,224 from DC and Credit of \$19,500 from OC for a total credit of \$145,841		(\$124,117)	(\$2,224)	(\$19,500)	(\$145,841)	
	<i>Total</i>	\$0	(\$124,117)	(\$2,224)	(\$19,500)	(\$145,841)	

Starr County Campus							
Student Activities							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
1	Deductive Change Order to zero out the project - Credit of \$181,314 from Cost of work, Credit of \$14,000 from DC and Credit of \$21,000 from OC for a total credit of \$216,314		(\$181,314)	(\$14,000)	(\$21,000)	(\$216,314)	
	<i>Total</i>	\$0	(\$181,314)	(\$14,000)	(\$21,000)	(\$216,314)	

Starr County Campus							
Thermal Plant							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
5	Buy-out savings of \$250,000 from cost of work to reduce GMP amount. Amount to be allocated to Starr Parking and Site as Change Order No. 11 for Owner Construction Contingency increase amount.		(\$250,000)			(\$250,000)	
6	Deductive Change Order to zero out the project - Credit of \$12,797 from Cost of work, Credit of \$17,219 from DC and Credit of \$58,000 from OC for a total credit of \$88,016		(\$12,797)	(\$17,219)	(\$58,000)	(\$88,016)	
	<i>Total</i>	\$0	(\$262,797)	(\$17,219)	(\$58,000)	(\$338,016)	

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 March 27, 2018

Starr County Campus							
Parking & Site Improvements							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
11	Buy-out savings from Starr TP to increase Owner Construction Contingency by \$250,000				\$250,000	\$250,000	
	<i>Total</i>	\$0	\$0	\$0	\$250,000	\$250,000	
Regional Center for Public Safety Excellence							
Parking & Site Improvements							
co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
1	Concrete footing at dumpster pad/CMU wall original design (Credit of \$2,000)			(\$14,718)			
	Concrete footing dumpster pad CMU/brick details revised civil sheets (in the amount of \$16,718)						
	<i>Total</i>	\$0	\$0	(\$14,718)	\$0	\$0	
Bond Projects							
Total General Conditions for this month		(\$458,964)					
Total Cost of Work for this month			(\$1,612,082)				
Total Design Contingency for this month				\$299,354			
Total Owner Contingency for this month					(\$58,384)		
Total Buyout Savings						(\$2,198,060)	
Other GMP Adjustments						\$251,265	

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 March 27, 2018

Non-Bond Projects

Mid Valley Campus

Library Renovation (Non-Bond)

co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
2R	Addition of F&L Metal Type Frames to Glazing Scope (From Owner Cont. to Design Cont.) - Previously approved last month			(\$910)			2/6/2018
5	Power to overhead doors			(\$3,510)			
<i>Total</i>		\$0	\$0	(\$4,420)	\$0	\$0	

Nursing & Allied Health

Thermal Plant (Non-Bond)

co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
2	Deductive Change Order to Zero out the project - Credit of \$67,399 from Cost of work, credit of \$31,783 from DC and \$32,809 from OC for a total credit of \$131,991		(\$67,399)	(\$31,783)	(\$32,809)	(\$131,991)	
<i>Total</i>		\$0	(\$67,399)	(\$31,783)	(\$32,809)	(\$131,991)	

Starr County Campus

Thermal Plant (Non-Bond)

co.#	CHANGE ORDER DESCRIPTION	General Conditions	Cost of work	Design	Owner	GMP Adjust.	Code
1	Deductive Change Order to zero out the project - Credit of \$154,456 from Cost of work, Credit of \$7,720 from DC and Credit of \$11,600 from OC for a total credit of \$173,776		(\$154,456)	(\$7,720)	(\$11,600)	(\$173,776)	
<i>Total</i>		\$0	(\$154,456)	(\$7,720)	(\$11,600)	(\$173,776)	

Non-Bond Projects

Total Cost of Work for this month		(221,855)					
Total Design Contingency for this month				(43,923)			
Total Owner Contingency for this month					(44,409)		
Total Buyout Savings						(305,767)	

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

Change Order

Change Order No. 14 GMP Project Name: STC Pecan – North Academic
 Project No.: 916 - 102 Date: March 06, 2018
 Location: South Texas College, Pecan Campus, Building "P"

This Change Order Impacts Part II Construction Services

To: D. Wilson Construction Company, Construction Manager at Risk for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work: Reconciliation of Accounts – Close Contingencies and Deduct Buy-Out Savings from GMP Contract

Item 2 It is mutually agreed that the sum of Fifteen Thousand, Five Hundred Forty-Seven Dollars (\$15,547) will be DEDUCTED From the GMP General Conditions.

Item 3 It is also mutually agreed that the sum of Forty-Three Thousand, Seven Hundred Eighty-Seven Dollars (\$43,787) will be DEDUCTED from the Design Contingency, thus closing this GMP Category.

Item 5 It is also mutually agreed that the sum of Eighty-Three Thousand, Three Hundred Forty-Seven Dollars (\$83,347) will be DEDUCTED from the Owner's Construction Contingency, thus closing this GMP Category.

Thereby, it is mutually agreed that the Total Sum of One Hundred Forty-Two Thousand, Six Hundred Eighty-One Dollars (\$142,681), will be DEDUCTED from the GMP Contract Part II Services Amount, as described herein:

The Contract Time will not be adjusted.

Type of Change:	This Change Order adjusts the Total Contract Amount	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	This Change Order adjusts the Owner's Construction Contingency	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

The revised Contract Work Breakdown Structure is as follows:

Contract Work Breakdown Structure	Original	Previous Revisions	This Revision	Adjusted
1. Cost of Work:	\$ 9,797,100	+ \$ (591,329)	+ \$ -	= \$ 9,205,771
2. General Conditions:	\$ 512,900	+ \$ -	+ \$ (15,547)	= \$ 497,353
3. CMR / Design Contingency:	\$ 104,000	+ \$ (60,213)	+ \$ (43,787)	= \$ -
4. Construction Phase Fee:	\$ 375,000	+ \$ -	+ \$ -	= \$ 375,000
5. Owner's Construction Contingency:	\$ 162,000	+ \$ (78,653)	+ \$ (83,347)	= \$ -
Construction Services Total	\$ 10,951,000	\$ (730,195)	\$ (142,681)	\$ 10,078,124
6. Preconstruction Services	\$ 16,668			\$ 16,668
TOTAL CONTRACT	\$ 10,967,668			\$ 10,094,792

Contract Schedule Completion Dates	Previous	This Revision (calendar days)	Adjusted
Substantial Completion Date:	November 15, 2017	+ 0	= November 15, 2017
Final Completion Date:	December 15, 2017	+ 0	= December 15, 2017

ACCEPTED

By : _____
Architect Date
PBK, Architects

By : _____
Construction Program Manager Date
Broaddus & Associates

By : _____
Construction Manager at Risk Date
D. Wilson Construction Co.

By : _____
OWNER Date
South Texas College



CHANGE ORDER

NUMBER: 15 - GMP FINAL

PROJECT NAME: STC Pecan Campus
North Academic Building

DATE: March 27, 2018

PROJECT NO.: 916-102

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 GMP CONTRACT AMOUNT, ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: GMP Contract Amount Adjustment: Return Buy Out Savings to Owner

Return Buy Out Savings from Unused General Conditions and Cost of Work Amounts to Owner \$ (231,384)

Sub Total \$ **(231,384)**

ATTACHMENTS: None

ORIGINAL GMP CONTRACT AMOUNT	\$ 10,951,000
GMP CONTRACT AMOUNT ADJUSTMENT PRIOR TO THIS AUTHORIZATION	\$ (872,876)
ADJUSTED GMP CONTRACT AMOUNT	\$ 10,078,124
ADJUSTED GMP CONTRACT AMOUNT WILL BE <i>INCREASED</i> BY THIS AUTHORIZATION	\$ (231,384)
CURRENT ADJUSTED GMP CONTRACT AMOUNT	<u>\$ 9,846,740</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
PBK Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Change Order

Change Order No. 13R - FINAL Project Name: STC Pecan – South Academic
 Project No.: 916 - 114 Date: March 27, 2018
 Location: South Texas College, Pecan Campus, Building "Y"

This Change Order Impacts Part II Construction Services

To: D. Wilson Construction Company, Inc, Construction Manager at Risk for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work: Reconciliation of Accounts: Deduct Contingency Balances and Buy-Out Savings from GMP Contract

Item 1 It is mutually agreed that the sum of One Hundred Eighty-Five Dollars (\$185) will be DEDUCTED from the GMP Cost of Work.

Item 2 It is mutually agreed that the sum of One Hundred Forty-One Thousand, Seven Hundred Ninety-Five Dollars (\$141,795) will be DEDUCTED from the GMP General Conditions.

Item 3 It is also mutually agreed that the sum of Six Thousand, Six Hundred Seventy-Four Dollars (\$6,674) will be DEDUCTED from the Design Contingency, thus closing this GMP Category.

Thereby, it is mutually agreed that the Total Sum of One Hundred Forty-Eight Thousand, Six Hundred Fifty-Four Dollars (\$148,654), thereby, will be DEDUCTED from the GMP Contract Part II Services Amount, as described herein.

Type of Change: This Change Order adjusts the Total Contract Amount Yes No
 This Change Order adjusts the Owner's Construction Contingency Yes No

The revised Contract Work Breakdown Structure is as follows:

Contract Work Breakdown Structure	Original	Previous Revisions	This Revision	Adjusted
1. Cost of Work:	\$ 5,873,031	+ \$ 158,181	+ \$ (185)	= \$ 6,031,027
2. General Conditions:	\$ 394,048	+ \$ -	+ \$ (141,795)	= \$ 252,253
3. CMR / Design Contingency:	\$ 66,500	+ \$ (59,826)	+ \$ (6,674)	= \$ -
4. Construction Phase Fee:	\$ 225,900	+ \$ -	+ \$ -	= \$ 225,900
5. Owner's Construction Contingency:	\$ 98,355	+ \$ (98,355)	+ \$ -	= \$ -
Construction Services Total	\$ 6,657,834	\$ -	\$ (148,654)	\$ 6,509,180
6. Preconstruction Services	\$ 10,794			\$ 10,794
TOTAL CONTRACT	\$ 6,668,628			\$ 6,519,974

Contract Schedule Completion Dates	Previous	This Revision (calendar days)	Adjusted
Substantial Completion Date:	November 6, 2017	+ 0	= November 6, 2017
Final Completion Date:	December 6, 2017	+ 0	= December 6, 2017

ACCEPTED

By : _____ Date _____
Architect
Boultinghouse, Simpson, Gates, Architects

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date _____
OWNER
South Texas College

Change Order

Change Order No.: 22R - GMP Project Name: STC Pecan – STEM Building
 Project No.: 916 - 126 Date: March 06, 2018
 Location South Texas College, Pecan Campus, Building "V"
 :

This Change Order Impacts II Services
 Part _____

To: D. Wilson Construction Company, Construction Manager at Risk for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work: Reallocate Funding of Laboratory Services Change Orders from Pecan Campus Projects

Item 2: It is mutually agreed the sum of One Hundred Sixty-Two Thousand, and Five Hundred and Ninety-Four Dollars (\$162,594) will be ADDED to the STEM Building's General Conditions, as described herein:

Item 3: It is mutually agreed the sum of Two Hundred Sixty-One Thousand, Eight Hundred Forty-Three Dollars (\$261,843) will be ADDED to the CMR / Design Contingency.

Item 5: It is also mutually agreed the sum of Two Hundred Thousand, Eight Hundred Fifteen Dollars (\$200,815) will be ADDED to the Owner's Construction Contingency.

Thereby, it is mutually agreed the Total Sum of Six Hundred Twenty-Five Thousand, Two Hundred Fifty-Two Dollars (\$625,252), will be ADDED to the GMP Contract Part II Construction Services Amount, as described herein.

The Contract Time will be INCREASED by Eighty-Two (82) Calendar Days. The Adjusted Contract Substantial Completion Date, therefore, is March 10, 2018.

Type of Change: This Change Order adjusts the total contract amount Yes No

This Change Order adjusts the Owner's Construction Contingency Yes No

The revised Contract Work Breakdown Structure is as follows:

Contract Work Breakdown Structure	Original	Previous Revision	This Revision	Adjusted
1. Cost of Work:	\$ 9,349,390	+ \$ 716,158	+ \$ -	= \$ 10,065,548
2. General Conditions:	\$ 453,047	+ \$ -	+ \$ 162,594	= \$ 615,641
3. CMR / Design Contingency:	\$ 104,000	+ \$ (365,843)	+ \$ 261,843	= \$ -
4. Construction Phase Fee:	\$ 356,632	+ \$ -	+ \$ -	= \$ 356,632
5. Owner's Construction Contingency:	\$ 153,990	+ \$ (354,805)	+ \$ 200,815	= \$ -
Construction Services Total	\$ 10,417,059	+ \$ (4,490)	+ \$ 625,252	= \$ 11,037,821
6. Preconstruction Services	\$ 13,491			\$ 13,491
TOTAL CONTRACT	\$ 10,430,550			\$ 11,051,312

Contract Schedule Completion Dates	Previous	This Revision (calendar days)	Revised
Substantial Completion Date:	December 18, 2017	+ 82	March 10, 2018
Final Completion Date:	January 17, 2018	+ 82	April 9, 2018

ACCEPTED

By : _____ Date _____
Architect
Boultinghouse, Simpson and Gates, Architects

By : _____ Date _____
Construction Program Manager
Broaddus & Associates

By : _____ Date _____
Construction Manager at Risk
D. Wilson Construction Co.

By : _____ Date _____
OWNER
South Texas College



CHANGE ORDER

NUMBER: 23 - GMP FINAL

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

DATE: March 27, 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 GMP CONTRACT AMOUNT, ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	<u>GMP Contract Amount Adjustment: Return Buy Out Savings to Owner</u>	
	Return Buy Out Savings from Unused General Conditions and Cost of Work Amounts to Owner	\$ (269,018)
	Sub Total	\$ (269,018)

ATTACHMENTS: None

ORIGINAL GMP CONTRACT AMOUNT	\$ 10,417,059
GMP CONTRACT AMOUNT ADJUSTMENT PRIOR TO THIS AUTHORIZATION	\$ 620,762
ADJUSTED GMP CONTRACT AMOUNT	\$ 11,037,821
ADJUSTED GMP CONTRACT AMOUNT WILL BE DECREASED BY THIS AUTHORIZATION	\$ (269,018)
CURRENT ADJUSTED GMP CONTRACT AMOUNT	<u>\$ 10,768,803</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Boultinghouse Simpson Gates, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Change Order

Change Order No. 09 GMP Project Name: STC Pecan – Student Union
 Project No.: 916 - 138 Date: March 06, 2018
 Location: South Texas College, Pecan Campus, Building "U"

This Change Order Impacts Part II Construction Services

To: D. Wilson Construction Company, Construction Manager at Risk for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work: Reconciliation of Accounts: Close Contingencies and Deduct Buy-Out Savings from GMP Contract

Item 3: It is mutually agreed that the sum of Nineteen Thousand, Four Hundred Sixty-Five Dollars (\$19,465) will be DEDUCTED from the Design Contingency, thus closing this GMP Category Amount.

Item 5: It is also mutually agreed that the sum Ninety-Seven Thousand, Four Hundred Three Dollars (\$97,403) will be DEDUCTED from the GMP Owner's Contingency, thus closing this GMP Category Amount.

Thereby, it is mutually agreed the Total Sum of One Hundred Sixteen Thousand, Eight Hundred Sixty-Eight Dollars (\$116,868), thereby, will be DEDUCTED from the GMP Contract Part II Construction Services Amount, as described herein:

The Contract Time will not be adjusted.

Type of Change: This Change Order adjusts the Total Contract Amount Yes No
 This Change Order adjusts the Owner's Construction Contingency Yes No

The revised Contract Work Breakdown Structure is as follows:

Contract Work Breakdown Structure	Original	Previous Revisions	This Revision	Adjusted
1. Cost of Work:	\$ 6,174,905	+ \$ 44,589	+ \$ -	= \$ 6,219,494
2. General Conditions:	\$ 298,884	+ \$ -	+ \$ -	= \$ 298,884
3. CMR / Design Contingency:	\$ 70,000	+ \$ (50,535)	+ \$ (19,465)	= \$ -
4. Construction Phase Fee:	\$ 244,390	+ \$ -	+ \$ -	= \$ 244,390
5. Owner's Construction Contingency:	\$ 100,000	+ \$ (2,597)	+ \$ (97,403)	= \$ -
Construction Services Total	\$ 6,888,179	\$ (8,543)	\$ (116,868)	\$ 6,762,768
6. Preconstruction Services	\$ 9,048			\$ 9,048
TOTAL CONTRACT	\$ 6,897,227			\$ 6,771,816

Contract Schedule Completion Dates	Previous	This Revision (calendar days)	Adjusted
Substantial Completion Date:	November 19, 2017	+ 0	= November 19, 2017
Final Completion Date:	December 19, 2017	+ 0	= December 19, 2017

ACCEPTED

By: _____ Date _____
Architect
The Warren Group, Architects

By: _____ Date _____
Construction Program Manager
Broaddus & Associates

By: _____ Date _____
Construction Manager at Risk
D. Wilson Construction Co.

By: _____ Date _____
OWNER
South Texas College



CHANGE ORDER

NUMBER: 10 - GMP FINAL

PROJECT NAME: STC Pecan Campus Student Union - "U"

DATE: March 27, 2018

PROJECT NO.: 916-138

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 GMP CONTRACT AMOUNT, ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK: GMP Contract Amount Adjustment: Return Buy Out Savings to Owner
 Return Buy Out Savings from Unused General Conditions and Cost of Work Amounts to Owner \$ (73,075)

Sub Total \$ **(73,075)**

ATTACHMENTS: None

ORIGINAL GMP CONTRACT AMOUNT	\$ 6,888,179
GMP CONTRACT AMOUNT ADJUSTMENT PRIOR TO THIS AUTHORIZATION	\$ (125,411)
ADJUSTED GMP CONTRACT AMOUNT	\$ 6,762,768
ADJUSTED GMP CONTRACT AMOUNT WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$ (73,075)
CURRENT ADJUSTED GMP CONTRACT AMOUNT	<u>\$ 6,689,693</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
The Warren Group, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 7

PROJECT NAME: STC Pecan Campus
Parking & Site Improvements

DATE: March 6, 2018

PROJECT NO.: 916-162

To: D Wilson Construction Co.
1209 East Pecan
McAllen TX, 78502

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

SCOPE OF WORK: Design Contingency: Change Request No: 23.

CR 23 Landscape retaining wall at existing inlet to avoid trip / fall hazard	\$ (1,639)
Total	\$ (1,639)

ATTACHMENTS: Subcontractor's quotes, pricing, evaluation and recommendations

ORIGINAL DESIGN CONTINGENCY AMOUNT	\$ 25,000
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (23,243)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 1,757
DESIGN CONTINGENCY SUM WILL BE (<i>DECREASED</i>) BY THIS AUTHORIZATION	\$ (1,639)
REMAINING DESIGN CONTINGENCY BALANCE	\$ 118

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Perez Consulting Engineers, LLC

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Co.

OWNER ACCEPTANCE:

By: _____ Date: _____

Change Order

Change Order No. **08 GMP** Project Name: **STC Pecan – Parking & Site Improvements**
 Project No.: 916 - 126 Date: March 06, 2018
 Location: South Texas College, Pecan Campus,

This Change Order Impacts Part II Construction Services

To: D. Wilson Construction Company, Construction Manager at Risk for the above project;
 You are hereby authorized to make the following changes in the work under your contract;

Description of Work: Reconciliation of Accounts – Close Contingencies and Deduct Buy-Out Savings from GMP Contract

Item 2 It is mutually agreed that the sum of Five Thousand, and Sixty-Seven Dollars (\$5,067) will be DEDUCTED From the GMP General Conditions.

Item 3 It is also mutually agreed that the sum of One Hundred Eighteen Dollars (\$118) will be DEDUCTED from the Design Contingency, thus closing this GMP Category.

Item 5 It is also mutually agreed that the sum of Thirteen Thousand, Five Hundred and Nine Dollars (\$13,509) will be DEDUCTED from the Owner's Construction Contingency, thus closing this GMP Category.

Thereby, it is mutually agreed that the Total Sum of Eighteen Thousand, Six Hundred Ninety-Four Dollars (\$18,694), will be DEDUCTED from the GMP Contract Part II Construction Services Amount, as described herein:

The Contract Time will not be changed.

Type of Change:	This Change Order adjusts the Total Contract Amount	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	This Change Order adjusts the Owner's Construction Contingency	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

The revised Contract Work Breakdown Structure is as follows:

Contract Work Breakdown Structure	Original	Previous Revisions	This Revision	Adjusted
1. Cost of Work:	\$ 2,354,100	+ \$ 7,076	+ \$ -	= \$ 2,361,176
2. General Conditions:	\$ 111,000	+ \$ -	+ \$ (5,067)	= \$ 105,933
3. CMR / Design Contingency:	\$ 25,000	+ \$ (24,882)	+ \$ (118)	= \$ -
4. Construction Phase Fee:	\$ 89,800	+ \$ -	+ \$ -	= \$ 89,800
5. Owner's Construction Contingency:	\$ 38,900	+ \$ (25,391)	+ \$ (13,509)	= \$ -
Construction Services Total	\$ 2,618,800	\$ (43,197)	\$ (18,694)	\$ 2,556,909
6. Preconstruction Services	\$ 3,174			\$ 3,174
TOTAL CONTRACT	\$ 2,621,974			\$ 2,560,083

Contract Schedule Completion Dates	Previous	This Revision (calendar days)	Adjusted
Substantial Completion Date:	November 15, 2017	+ 0	= November 15, 2017
Final Completion Date:	December 15, 2017	+ 0	= December 15, 2017

ACCEPTED

By : _____
Architect Date
Perez Consulting Engineers, LLC

By : _____
Construction Program Manager Date
Broaddus & Associates

By : _____
Construction Manager at Risk Date
D. Wilson Construction Co.

By : _____
OWNER Date
South Texas College



CHANGE ORDER

NUMBER: 9 - GMP FINAL

PROJECT NAME: STC Pecan Campus
Parking and Site Improvements

DATE: March 27, 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 GMP CONTRACT AMOUNT, ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	<u>GMP Contract Amount Adjustment to Close Out the Project</u>		
	Return previously deducted Buy Out Savings to equal the Actual Cost of the Work	\$	40,565
		Sub Total	<u>\$ 40,565</u>

ATTACHMENTS: None

ORIGINAL GMP CONTRACT AMOUNT	\$	2,618,800
GMP CONTRACT AMOUNT ADJUSTMENT PRIOR TO THIS AUTHORIZATION	\$	<u>(61,891)</u>
ADJUSTED GMP CONTRACT AMOUNT	\$	2,556,909
ADJUSTED GMP CONTRACT AMOUNT WILL BE <i>INCREASED</i> BY THIS AUTHORIZATION	\$	40,565
CURRENT ADJUSTED GMP CONTRACT AMOUNT	\$	<u>2,597,474</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ENGINEER APPROVED:

By: _____ Date: _____
Perez Consulting Engineers

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 15

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 27
CR 27: ASI #12 Provide and install (2) new circuits for kitchen roll up doors. \$ (1,672)

Sub Total \$ (1,672)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (85,759)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 86,841
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (1,672)
REMAINING DESIGN CONTINGENCY	\$ 85,169

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 16

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 23

CR 23: Remove 4 sidewall grilles and install 2 each type A and type G air devices \$ (2,216)

Sub Total \$ (2,216)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$	172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(87,431)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	85,169
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(2,216)
REMAINING DESIGN CONTINGENCY	\$	82,953

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 17

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 26
CR 26: Remove existing ceiling tile at kitchen and replace with vinyl faced tile necessary to passed City Final CO Inspection. \$ (1,000)

Sub Total \$ (1,000)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$	172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(89,647)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	82,953
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(1,000)
REMAINING DESIGN CONTINGENCY	\$	81,953

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 18

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK:	Design Contingency: Change Proposal Request No.: CR 29	
	CR 29: Add acousitcal wall panels as per ASI 14 for study rooms in library	\$ (30,000)
		Sub Total \$ (30,000)
ATTACHMENTS:	Subcontractor's quote and pricing breakdown.	

ORIGINAL DESIGN CONTINGENCY	\$ 172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (90,647)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 81,953
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (30,000)
REMAINING DESIGN CONTINGENCY	\$ 51,953

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 19

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 24
CR 24: Concrete Handrail as per CCD #1 \$ (5,734)

Sub Total \$ (5,734)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$	172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(120,647)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	51,953
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(5,734)
REMAINING DESIGN CONTINGENCY	\$	46,219

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 20

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 28

 CR 28: Provide and install new additional superior/essex category 6A drops for vending machines as per ASI #13 \$ (3,595)

Sub Total \$ (3,595)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$	172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(126,381)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	46,219
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	(3,595)
REMAINING DESIGN CONTINGENCY	\$	42,624

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

CHANGE ORDER

NUMBER: 21-VOID

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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

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

SCOPE OF WORK: Design Contingency: Change Proposal Request No.: CR 9

CR 09: Remove light fixtures as per ASI #4

VOID

Sub Total \$ -

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$	172,600
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(129,976)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	42,624
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$	-
REMAINING DESIGN CONTINGENCY	\$	42,624

ODR RECOMMENDATION:	
By: _____ <i>Broaddus & Associates</i>	Date: _____

ARCHITECT APPROVED:	
By: _____ <i>ERO, Architects</i>	Date: _____

CMR ACCEPTANCE:	
By: _____ <i>D. Wilson Construction Company</i>	Date: _____

OWNER ACCEPTANCE:	
By: _____ <i>South Texas College</i>	Date: _____



CHANGE ORDER

NUMBER: 22

PROJECT NAME: STC Nursing Campus
NAH Expansion

DATE: March 6, 2018

PROJECT NO.: 916-202

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.: CR 25		
	CR 25: Remove and replace sections of gypsum board as per ASI# 2R2	\$	(19,112)
		Sub Total	\$ (19,112)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$	178,900
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$	(145,701)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$	33,199
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$	(19,112)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$	14,087

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
ERO, Architects

CMR ACCEPTANCE:

By: _____ Date: _____
D. Wilson Construction Company

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: NAHC Expansion Bldg. Change Order No.: 23

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Nursing Allied Health Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: General Conditions Savings Return	459,149.06	
	Cost of Work Savings Return	178,868.25	
	Design Contingency Savings Return	42,624.00	
	Const. Contingency Savings Return	<u>14,087.00</u>	
	Total \$	<u>\$694,728.31</u>	

It is mutually agreed that the ~~payment~~ (credit) of Six Hundred Ninety-Four Thousand, Seven Hundred Twenty-Eight Dollars & Thirty-One Cents (\$694,728.31) and Zero (0) day 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; Six Hundred Ninety-Four Thousand, Seven Hundred Twenty-Eight Dollars & Thirty-One Cents, (\$ 694,728.31) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>17,009,860.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>278,044.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>16,731,816.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>694,728.31</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>16,037,087.69</u>)		Broaddus & Associates
		By: _____	
			ERO Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>26,260.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>16,063,347.69</u>)		



Change Order (For CM/R, D/B and Performance Contracts)

Project Name: NAHC Thermal Plant Change Order No.: 1

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Nursing Allied Health Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
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Source:

Design Contingency Savings Return	217.00
Const. Contingency Savings Return	3,420.00
Total \$	\$ 3,637.00

It is mutually agreed that the ~~payment~~ (credit) of Three Thousand Six Hundred Thirty-Seven Dollars (3,637.00) and Zero (0) day 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; Three Thousand Six Hundred Thirty-Seven Dollars, (\$ 3,637.00) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>230,788.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>230,788.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>3,637.00</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>227,151.00</u>)		Broaddus & Associates
		By: _____	
			R. Gutierrez Engineers
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>0.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>227,151.00</u>)		



Change Order (For CM/R, D/B and Performance Contracts)

Project Name: NAHC Parking and Site Change Order No.: 10

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Nursing Allied Health Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Cost of Work Savings Return	52,389.00	
	Design Contingency Savings Return	2,587.00	
	Const. Contingency Savings Return	<u>9,547.00</u>	
	Total \$	<u>\$64,522.88</u>	

It is mutually agreed that the ~~payment~~ (credit) of Sixty-Four Thousand Five Hundred Twenty-Two Dollars & Eighty-Eight Cents (64,522.88) and Zero (0) day 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; Sixty-Four Thousand Five Hundred Twenty-Two Dollars & Eighty-Eight Cents, (\$ 64,522.88) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>2,205,963.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>2,205,963.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>64,522.88</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>2,141,440.12</u>)		Broaddus & Associates
		By: _____	
			R. Gutierrez Engineers
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>1,740.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>2,143,180.12</u>)		



Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Mid Valley Campus – Health Prof. Change Order No.: 12 R 2

Project No.: N.A. Date: March 27, 2018

Location: 400 N. Border Ave. Weslaco TX 78596

This Change Order Impacts Part II Services

To: Skanska USA Building, Inc., Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
3HP-021R3	Additional dedicated circuit outlets to Chemistry Lab tables and Fume Hoods for use of Hot Plates.	251,265	0 Days

Note Bldg. is complete, CMR's timeline set forth by the CMR / Owner agreement for completion of punch list items is not amended by this change. However, the timeline for completion of the scope associated with this change is thirty (30) days from date of approval / issuance. Any cost savings realized in association with this change's scope of work shall be returned to the Owner by way of change order revision once the scope has been completed and all costs accounted for.*

It is mutually agreed that the payment (credit) of Two hundred fifty-one thousand, two hundred sixty-five dollars (\$ 251,265) 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 fifty-one thousand, two hundred sixty-five dollars, (\$ 251,265) will be: X added to, _____ deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>14,453,387</u>)	Accepted:	
Previous Additions	(\$ <u>N.A.</u>)		
Previous Deductions	(\$ <u>N.A.</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>14,453,387</u>)		Skanska USA Building, Inc.
This ADDITION	(\$ <u>251,265</u>)		
This DEDUCTION	(\$ <u>N.A.</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>14,704,652</u>)		Broaddus & Associates
		By: _____	ROFA Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>28,377</u>)	By: _____	
Part <u>-</u> Services Amount	(\$ <u>-</u>)		South Texas College
Total Adjusted Contract	(\$ <u>14,733,029</u>)		



CHANGE ORDER

NUMBER: 22

PROJECT NAME: Mid Valley Campus
Health Professions & Science

DATE: March 27, 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:
Elevator Shunt Trip per Mfg. requirements \$ (14,113)

Sub Total \$ (14,113)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 193,219
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	<u>\$ (154,172)</u>
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 39,047
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	<u>\$ (14,113)</u>
REMAINING DESIGN CONTINGENCY	\$ 24,934

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: 23

PROJECT NAME: Mid Valley Campus
Health Professions & Science

DATE: March 27, 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:
Installation of VAV Devices \$ (7,610)

Sub Total \$ (7,610)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 193,219
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (168,285)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 24,934
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (7,610)
REMAINING DESIGN CONTINGENCY	\$ 17,324

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: 24

PROJECT NAME: Mid Valley Campus
Health Professions & Science

DATE: March 27, 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:	<u>Design Contingency:</u>	
	<u>Installation of VAV Devices</u>	\$ (212)

Sub Total \$ (212)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 193,219
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (175,895)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 17,324
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (212)
REMAINING DESIGN CONTINGENCY	\$ 17,112

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: 6

PROJECT NAME: **Mid Valley Campus**
 Library Expansion - New Addition

DATE: March 27, 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 OWNER'S CONSTRUCTION CONTINGENCY SUM ACCORDINGLY, AS INDICATED BELOW:

SCOPE OF WORK:	<u>Owner's Construction Contingency:</u>	
	Credit for Deletion of Plaque	\$ 1,950
		Sub Total \$ 1,950

ATTACHMENTS: Subcontractor's quote and pricing breakdown and verification correspondence.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 32,955
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	<u>\$ 7,189</u>
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 40,144
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE INCREASED BY THIS AUTHORIZATION	<u>\$ 1,950</u>
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	<u>\$ 42,094</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Mata Garcia Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 11

PROJECT NAME: Mid Valley Campus
Student Services

DATE: March 27, 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:
Thermostat locations per RFI #36 \$ (960)

Sub Total \$ (960)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 51,049
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (45,240)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 5,809
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (960)
REMAINING DESIGN CONTINGENCY	\$ 4,849

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: 12

PROJECT NAME: Mid Valley Campus Student Services

DATE: March 27, 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:
Kitchen Elec. Panel upgrade \$ (2,322)

Sub Total \$ (2,322)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 51,049
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (46,200)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 4,849
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (2,322)
REMAINING DESIGN CONTINGENCY	\$ 2,527

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: 13

PROJECT NAME: Mid Valley Campus Student Services

DATE: March 27, 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:
Re-route power for serving lines \$ (631)

Sub Total \$ (631)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 51,049
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (48,522)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 2,527
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (631)
REMAINING DESIGN CONTINGENCY	\$ 1,896

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: 14

PROJECT NAME: Mid Valley Campus Student Services

DATE: March 27, 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:
Stainless steel enclosures above panels per kitchen consultant \$ (1,000)

Sub Total \$ (1,000)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 51,049
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (49,153)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 1,896
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (1,000)
REMAINING DESIGN CONTINGENCY	\$ 896

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: 7

PROJECT NAME: Mid Valley Campus
Parking and Site

DATE: March 27, 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:
Perimeter curb fire lane striping per Fire Marshal \$ (3,375)

Sub Total \$ (3,375)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 31,731
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (15,348)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 16,383
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (3,375)
REMAINING DESIGN CONTINGENCY	\$ 13,008

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ENGINEER APPROVED:

By: _____ Date: _____
Halff Associates

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 8

PROJECT NAME: Mid Valley Campus
Parking and Site

DATE: March 27, 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:
Roof Drain extension east side of HP&S \$ (1,734)

Sub Total \$ (1,734)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 31,731
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (18,723)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 13,008
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (1,734)
REMAINING DESIGN CONTINGENCY	\$ 11,274

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ENGINEER APPROVED:

By: _____ Date: _____
Halff Associates

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 15R

PROJECT NAME: STC STARR COUNTY CAMPUS
Health Professions & Science

DATE: March 6, 2018

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.:	
	Façade Design from Design Contingency to Owner Contingency	\$ (97,300)
		Sub Total \$ (97,300)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 143,000
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (6,372)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 136,628
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$ (97,300)
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ 39,328

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: 22

PROJECT NAME: STC Starr Health Professions
and Science Building

DATE: March 6, 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

Buy-Out Savings from cost of work to Design Contingency \$ 320,000

Sub Total \$ 320,000

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 96,000
DESIGN CONTINGENCY PRIOR TO THIS AUTHORIZATION	\$ (406,017)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (310,017)
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ 320,000
REMAINING DESIGN CONTINGENCY	<u>\$ 9,983</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

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: **Starr County Campus – Health Prof.** Change Order No.: **23**

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
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Source: Buy-out Savings Return	228,081.92
Design Contingency Savings Return	9,983.00
Const. Contingency Savings Return	<u>19,424.00</u>
Total \$	<u>\$257,488.92</u>

It is mutually agreed that the ~~payment~~ (credit) of Two Hundred Fifty-Seven Thousand Four Hundred Eighty-Eight Dollars Ninety-two cents (257,488.92) and Zero (0) day 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 Fifty-Seven Thousand Four Hundred Eighty-Eight Dollars Ninety-two cents, (\$ 257,488.92) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>9,521,000.00</u>)	Accepted:	
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Previous Additions	(\$ <u>0.00</u>)		
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Previous Deductions	(\$ <u>0.00</u>)	By: _____	
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Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>9,521,000.00</u>)		D. Wilson Construction Co., Inc.
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This ADDITION	(\$ <u>0.00</u>)		
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This DEDUCTION	(\$ <u>257,488.92</u>)	By: _____	
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Adjusted Part <u>II</u> Services Amount	(\$ <u>9,263,511.08</u>)		Broaddus & Associates
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OR Contingency Allowance Balance		By: _____	
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Summary of Other Services Total:

Part <u>I</u> Services Amount	(\$ <u>23,889.00</u>)	By: _____	
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Part <u>II</u> Services Amount	(\$ <u>9,263,511.08</u>)		South Texas College
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Total Adjusted Contract	(\$ <u>9,287,400.08</u>)		
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Change Order (For CM/R, D/B and Performance Contracts)

Project Name: **Starr County Campus – Library** Change Order No.: **3**

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Buy-out Savings Return	306,395.00	
	Design Contingency Savings Return	31,060.00	
	Const. Contingency Savings Return	55,500.00	
	Total \$	\$392,955.17	

It is mutually agreed that the ~~payment~~ (credit) of Three Hundred Ninety-Two Thousand Nine Hundred Fifty-Five Dollars Seventeen cents (392,955.17) and Zero (0) day 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; Three Hundred Ninety-Two Thousand Nine Hundred Fifty-Five Dollars Seventeen cents, (\$ 392,955.17) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>3,700,000.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>3,700,000.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>392,955.17</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>3,307,044.83</u>)		Broaddus & Associates
		By: _____	
			Mata+Garcia Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>7,869.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ <u>3,307,044.83</u>)		South Texas College
Total Adjusted Contract	(\$ <u>3,314,913.83</u>)		

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus – Student Services Change Order No.: 2

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Cost of Work	124,116.89	
	Design Contingency Savings Return	2,224.00	
	Const. Contingency Savings Return	<u>19,500.00</u>	
	Total \$	<u>\$145,840.89</u>	

It is mutually agreed that the ~~payment~~ (credit) of One Hundred Forty-Five Thousand Eight Hundred Forty Dollars Eighty-Nine (145,840.89) and Zero (0) day 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; One Hundred Forty-Five Thousand Eight Hundred Forty Dollars Eighty-Nine, (\$ 145,840.89) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>1,320,000.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>1,320,000.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>145,840.89</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>1,174,159.11</u>)		Broaddus & Associates
		By: _____	
			Mata+Garcia Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>2,388.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>1,176,547.11</u>)		

**BROADDUS
& ASSOCIATES**

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus – Student Activities Change Order No.: 1

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Cost of Work	181,314.38	
	Design Contingency Savings Return	14,000.00	
	Const. Contingency Savings Return	<u>21,000.00</u>	
	Total \$	<u>\$216,314.38</u>	

It is mutually agreed that the ~~payment~~ (credit) of Two Hundred Sixteen Thousand Three Hundred Fourteen Dollars Thirty-Eight (216,314.38) and Zero (0) day 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 Sixteen Thousand Three Hundred Fourteen Dollars Thirty-Eight, (\$ 216,314.38) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>1,365,000.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>1,365,000.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>216,314.38</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>1,148,685.62</u>)		Broaddus & Associates
		By: _____	
			Mata+Garcia Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>7,869.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>1,156,554.62</u>)		



Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Thermal Plant Change Order No.: 5

Project No.: _____ Date: March 06, 2018

Location: South Texas College, Starr County Campus – Thermal Plant

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Remaining Buy-Out Savings recognized from the GMP To be allocated to Starr Parking and Site as Change Order No. 11 for Owner Construction Contingency increase amount.	\$ <250,000>	n/a

It is mutually agreed that the ~~payment~~ (credit) of Two Hundred and Fifty Thousand Dollars
(\$250,000.00) and Zero (0) day 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 Fifty Thousand Dollars
(\$ 250,000.00) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>3,911,000.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>250,000.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>3,661,000.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u><250,000.00></u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>3,411,000.00</u>)		Broaddus & Associates
		By: _____	
			Sigma HN Engineers
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ _____)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>3,411,000.00</u>)		

**BROADDUS
& ASSOCIATES**

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus – Thermal Plant Change Order No.: 6

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Cost of Work	12,796.93	
	Design Contingency Savings Return	17,219.00	
	Const. Contingency Savings Return	58,000.00	
	Total \$	\$88,015.93	

It is mutually agreed that the ~~payment~~ (credit) of Five Hundred Eighty-Eight Thousand Fifteen Dollars
Ninety-Three (88,015.93) and Zero (0) day 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; Five Hundred Eighty-Eight Thousand Fifteen Dollars
Ninety-Three, (\$ 88,015.93) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>3,911,000.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>500,000.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>3,411,000.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>88,015.93</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>3,322,984.07</u>)		Broaddus & Associates
		By: _____	
			Mata+Garcia Architects
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>10,680.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>2,833,664.07</u>)		

**BROADDUS
& ASSOCIATES**



CHANGE ORDER

NUMBER: 11

PROJECT NAME: **STC STARR COUNTY CAMPUS**
Parking and Site

DATE: March 06,2018

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:	<u>Owner's Construction Contingency: Change Proposal Request No.:</u>	
	Buy-Out Savings from Starr Thermal Plant to increase Owner Construction Contingency	\$ 250,000
	Sub Total	\$ 250,000

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL OWNER'S CONSTRUCTION CONTINGENCY	\$ 52,950
OWNER'S CONSTRUCTION CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (266,127)
OWNER'S CONSTRUCTION CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ (213,177)
OWNER'S CONSTRUCTION CONTINGENCY SUM WILL BE <i>DECREASED</i> BY THIS AUTHORIZATION	\$ 250,000
REMAINING OWNER'S CONSTRUCTION CONTINGENCY	\$ 36,823

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



CHANGE ORDER

NUMBER: 1

PROJECT NAME: Regional Center Public Safety
Parking and Site

DATE: March 27, 2018

PROJECT NO.: N.A.

To: Noble Texas Builders
435 S. Texas Blvd.
Weslaco, Texas

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:
Concrete footing dumpster pad CMU/brick details revised civil sheets \$ (14,718)

Sub Total \$ (14,718)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 28,696
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ -
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 28,696
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	<u>\$ (14,718)</u>
REMAINING DESIGN CONTINGENCY	<u>\$ 13,978</u>

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ENGINEER APPROVED:

By: _____ Date: _____
Dammenbaum Engineers

CMR ACCEPTANCE:

By: _____ Date: _____
Noble Texas Builders

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 2R

PROJECT NAME: Mid Valley Campus
Library Renovation

DATE: March 27, 2018

PROJECT NO.: NON-BOND

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:
Addition of F&L metal type frames to glazing scope (from Owner's Cont. to Design Cont.) - \$ (910)
Previously approved.

Sub Total \$ (910)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 13,294
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (5,000)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 8,294
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (910)
REMAINING DESIGN CONTINGENCY	\$ 7,384

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Mata + Garcia Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College



CHANGE ORDER

NUMBER: 5

PROJECT NAME: Mid Valley Campus Library Renovation

DATE: March 27, 2018

PROJECT NO.: NON-BOND

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:
Power to overhead doors \$ (3,510)

Sub Total \$ (3,510)

ATTACHMENTS: Subcontractor's quote and pricing breakdown.

ORIGINAL DESIGN CONTINGENCY	\$ 13,294
DESIGN CONTINGENCY EXPENDITURE PRIOR TO THIS AUTHORIZATION	\$ (9,188)
DESIGN CONTINGENCY BALANCE PRIOR TO THIS AUTHORIZATION	\$ 4,106
DESIGN CONTINGENCY SUM WILL BE DECREASED BY THIS AUTHORIZATION	\$ (3,510)
REMAINING DESIGN CONTINGENCY	\$ 596

ODR RECOMMENDATION:

By: _____ Date: _____
Broaddus & Associates

ARCHITECT APPROVED:

By: _____ Date: _____
Mata + Garcia Architects

CMR ACCEPTANCE:

By: _____ Date: _____
Skanska USA Building, Inc.

OWNER ACCEPTANCE:

By: _____ Date: _____
South Texas College

Change Order (For CM/R, D/B and Performance Contracts)

Project Name: NAHC NON-BOND Thermal Plant Change Order No.: 2

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Nursing Allied Health Campus

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O. No.	Description of Work	Cost	Time Extension
	Source: Cost of Work Savings Return	67,398.71	
	Design Contingency Savings Return	31,783.00	
	Const. Contingency Savings Return	<u>32,809.00</u>	
	Total \$	<u>131,990.71</u>	

It is mutually agreed that the payment (credit) of One Hundred Thirty-One Thousand Nine Hundred Ninety Dollars Seventy-One Cents (131,990.71) and Zero (0) day 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; One Hundred Thirty-One Thousand Nine Hundred Ninety Dollars Seventy-One Cents, (\$ 131,990.71) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>2,867,847.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>2,867,847.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>131,990.71</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>2,735,856.29</u>)		Broaddus & Associates
		By: _____	
			R. Gutierrez Engineers
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>6,825.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>2,735,856.29</u>)		



Change Order (For CM/R, D/B and Performance Contracts)

Project Name: Starr County Campus – NON-BOND Thermal Plant Change Order No.: 1

Project No.: _____ Date: March 27, 2018

Location: South Texas College, Starr County

This Change Order Impacts Part II Services

To: D. Wilson Construction Company, Inc, Contractor for the above project;
You are hereby authorized to make the following changes in the work under your contract;

C.P./F.O.

No.	Description of Work	Cost	Time Extension
	Source: Cost of Work Savings Return	154,456.40	
	Design Contingency Savings Return	7,720.00	
	Const. Contingency Savings Return	<u>11,600.00</u>	
	Total \$	<u>\$173,776.40</u>	

It is mutually agreed that the ~~payment~~ (credit) of One Hundred Seventy-Three Thousand Seven Hundred Seventy-Six Dollars and Forty Cents (173,776.40) and Zero (0) day 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; One Hundred Seventy-Three Thousand Seven Hundred Seventy-Six Dollars Forty Cents, (\$ 173,776.40) will be: _____ added to, X deducted from, the contract price

Original Part <u>II</u> Services Amt. OR Contingency Allowance	(\$ <u>788,305.00</u>)	Accepted:	
Previous Additions	(\$ <u>0.00</u>)		
Previous Deductions	(\$ <u>0.00</u>)	By: _____	
Net Bal. Part <u>II</u> Services Amount OR Contingency Allowance	(\$ <u>788,305.00</u>)		D. Wilson Construction Co., Inc.
This ADDITION	(\$ <u>0.00</u>)		
This DEDUCTION	(\$ <u>173,776.40</u>)	By: _____	
Adjusted Part <u>II</u> Services Amount OR Contingency Allowance Balance	(\$ <u>614,528.60</u>)		Broaddus & Associates
		By: _____	
			Sigma HN Engineers
Summary of Other Services Total:			
Part <u>I</u> Services Amount	(\$ <u>0.00</u>)	By: _____	
Part <u>II</u> Services Amount	(\$ _____)		South Texas College
Total Adjusted Contract	(\$ <u>614,528.60</u>)		



Design Contingency Master Summary Sheet

Bond Funded Projects

2013 Bond Program	Design Contingency			
	GMP Agreement:	Approved As of 2/6/18	Pending Approval For 3/27/18	Available:
PECAN CAMPUS				
North Academic Building	\$ 104,000	\$ (60,213)	\$ (43,787)	\$ -
South Academic Building	\$ 66,500	\$ (59,826)	\$ (6,674)	\$ -
STEM Building	\$ 104,000	\$ (365,843)	\$ 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)	\$ -
Total:	\$ 479,500.00	\$ (669,660.00)	\$ 190,160.00	\$ -
NURSING & ALLIED HEALTH CAMPUS				
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)	\$ -
Total:	\$ 195,817.00	\$ (106,172.00)	\$ (89,645.00)	\$ -
TECHNOLOGY CAMPUS				
Building Renovation	\$ 99,857	\$ (99,857)	\$ -	\$ -
Parking & Site Improvements	\$ 21,497	\$ (20,092)	\$ -	\$ 1,405
Total:	\$ 121,354.00	\$ (119,949.00)	\$ -	\$ 1,405.00
MID VALLEY CAMPUS				
Health Professions and Science Bldg.	\$ 193,219	\$ (154,172)	\$ (21,935)	\$ 17,112
Library Expansion	\$ 32,955	\$ (29,780)	\$ -	\$ 3,175
Student Services Building	\$ 51,049	\$ (45,240)	\$ (4,913)	\$ 896
Thermal Plant Expansion	\$ 61,547	\$ (61,547)	\$ -	\$ -
Parking & Site Improvements	\$ 31,731	\$ (15,348)	\$ (5,109)	\$ 11,274
Total:	\$ 370,501.00	\$ (306,087.00)	\$ (31,957.00)	\$ 32,457.00
STARR COUNTY CAMPUS				
Health Professions & Science Bldg.	\$ 96,000	\$ (406,017)	\$ 310,017	\$ -
New Library	\$ 37,000	\$ (5,940)	\$ (31,060)	\$ -
Student Services Building	\$ 13,000	\$ (10,776)	\$ (2,224)	\$ -
Student Activities Building	\$ 14,000	\$ -	\$ (14,000)	\$ -
Thermal Plant Expansion	\$ 39,000	\$ (21,781)	\$ (17,219)	\$ -
Parking & Site Improvements	\$ 37,700	\$ (37,632)	\$ -	\$ 68
Total:	\$ 236,700.00	\$ (482,146.00)	\$ 245,514.00	\$ 68.00
REGIONAL CENTER CAMPUS				
New Building	\$ 68,315	\$ -	\$ -	\$ 68,315
Parking and Site	\$ 28,696	\$ -	\$ (14,718)	\$ 13,978
Total:	\$ 97,011.00	\$ -	\$ (14,718.00)	\$ 82,293.00
LA JOYA TEACHING SITE - CSP				
Lab Improvements	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ -	\$ -	\$ -

2013 Bond Program	Design Contingency			
	GMP Agreement:	Approved As of 2/6/18	Pending Approval For 3/27/18	Available:
Totals:	\$ 1,500,883.00	\$ 1,684,014.00	\$ (299,354.00)	\$ 116,223.00

Owners Construction Contingency Master Summary Sheet

Bond Funded Projects

2013 Bond Program	Owners Construction Contingency			
	GMP Agreement:	Approved As of 2/6/18	Pending Approval For 3/27/18	Available:
PECAN CAMPUS				
North Academic Building	\$ 162,000	\$ (78,653)	\$ (83,347)	\$ -
South Academic Building	\$ 98,355	\$ (98,355)	\$ -	\$ -
STEM Building	\$ 153,990	\$ (354,805)	\$ 200,815	\$ -
Student Union Bldg.	\$ 100,000	\$ (2,597)	\$ (97,403)	\$ -
Thermal Plant Expansion	\$ 50,000	\$ (50,000)	\$ -	\$ -
Parking and Site Improvement	\$ 38,900	\$ (25,391)	\$ (13,509)	\$ -
Total:	\$ 603,245.00	\$ (609,801.00)	\$ 6,556.00	\$ -
NURSING & ALLIED HEALTH CAMPUS				
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)	\$ -
Total:	\$ 216,527.00	\$ (170,361.00)	\$ (46,166.00)	\$ -
TECHNOLOGY CAMPUS				
Building Renovation	\$ 151,180	\$ (151,180)	\$ -	\$ -
Parking & Site Improvements	\$ 33,640	\$ (27,126)	\$ -	\$ 6,514
Total:	\$ 184,820.00	\$ (178,306.00)	\$ -	\$ 6,514.00
MID VALLEY CAMPUS				
Health Professions and Science Bldg.	\$ 193,219	\$ (12,757)	\$ -	\$ 180,462
Library Expansion	\$ 32,955	\$ 7,189	\$ 1,950	\$ 42,094
Student Services Building	\$ 51,049	\$ (45,728)	\$ -	\$ 5,321
Thermal Plant Expansion	\$ 61,547	\$ (61,547)	\$ -	\$ -
Parking & Site Improvements	\$ 31,731	\$ 40,594	\$ -	\$ 72,325
Total:	\$ 370,501.00	\$ (72,249.00)	\$ 1,950.00	\$ 300,202.00
STARR COUNTY CAMPUS				
Health Professions & Science Bldg.	\$ 143,000	\$ (26,276)	\$ (116,724)	\$ -
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	\$ (266,127)	\$ 250,000	\$ 36,823
Total:	\$ 349,950.00	\$ (292,403.00)	\$ (20,724.00)	\$ 36,823.00
REGIONAL CENTER CAMPUS				
Building	\$ 89,889	\$ -	\$ -	\$ 89,889
Parking and Site	\$ 37,757	\$ -	\$ -	\$ 37,757
Total:	\$ 127,645.53	\$ -	\$ -	\$ 127,645.53
LA JOYA TEACHING SITE				
Lab Improvements	\$ -	\$ -	\$ -	\$ -
Total:	\$ -	\$ -	\$ -	\$ -

2013 Bond Program	Owners Construction Contingency			
	GMP Agreement:	Approved As of 2/6/18	Pending Approval For 3/27/18	Available:
Totals:	\$ 1,852,688.53	\$ 1,323,120.00	\$ 58,384.00	\$ 471,184.53

Buyout Savings and GMP Master Summary Sheet

Bond Funded Projects

2013 Bond Program	Board Approved GMP:	Change Orders		Adjusted GMP:
		Approved As of 2/6/18	Pending Approval For 3/27/18	
PECAN CAMPUS				
North Academic Building	\$ 10,951,000	\$ (730,195)	\$ (374,065)	\$ 9,846,740
South Academic Building	\$ 6,657,834	\$ -	\$ (148,654)	\$ 6,509,180
STEM Building	\$ 10,417,059	\$ (4,490)	\$ 356,234	\$ 10,768,803
Student Union Bldg.	\$ 6,888,179	\$ (8,543)	\$ (189,943)	\$ 6,689,693
Thermal Plant Expansion	\$ 4,194,000	\$ (61,591)	\$ -	\$ 4,132,409
Parking and Site Improvement	\$ 2,618,800	\$ (43,197)	\$ 21,871	\$ 2,597,474
Total:	\$ 41,726,872.00	\$ (848,016.00)	\$ (334,557.00)	\$ 40,544,299.00
NURSING & ALLIED HEALTH CAMPUS				
Nursing Allied Health - New Building	\$ 17,009,860	\$ (278,044)	\$ (694,728)	\$ 16,037,088
Thermal Plant Expansion Bond	\$ 230,788	\$ -	\$ (3,637)	\$ 227,151
Parking & Site Improvements	\$ 2,205,963	\$ -	\$ (64,523)	\$ 2,141,440
Total:	\$ 19,446,611.00	\$ (278,044.19)	\$ (762,888.00)	\$ 18,405,678.81
TECHNOLOGY CAMPUS				
Building Renovation	\$ 10,533,587	\$ (1,875,158)	\$ -	\$ 8,658,429
Parking & Site Improvements	\$ 1,985,820	\$ (436,239)	\$ -	\$ 1,549,581
Total:	\$ 12,519,407.00	\$ (2,311,397.00)	\$ -	\$ 10,208,010.00
MID VALLEY CAMPUS				
Health Professions and Science Bldg.	\$ 14,453,387	\$ -	\$ 251,265	\$ 14,704,652
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
Total:	\$ 27,033,561.00	\$ 154,733.00	\$ 251,265.00	\$ 27,439,559.00
STARR COUNTY CAMPUS				
Health Professions & Science	\$ 9,521,000	\$ -	\$ (257,489)	\$ 9,263,511
New Library	\$ 3,700,000	\$ -	\$ (392,955)	\$ 3,307,045
Student Services Building	\$ 1,320,000	\$ -	\$ (145,841)	\$ 1,174,159
Student Activities Building	\$ 1,365,000	\$ -	\$ (216,314)	\$ 1,148,686
Thermal Plant Expansion	\$ 3,911,000	\$ (250,000)	\$ (338,016)	\$ 3,322,984
Parking & Site Improvements	\$ 3,496,950	\$ (14,533)	\$ 250,000	\$ 3,732,417
Total:	\$ 23,313,950.00	\$ (264,533.00)	\$ (1,100,615.00)	\$ 21,948,802.00
REGIONAL CENTER CAMPUS				
Building	\$ 3,326,426	\$ -	\$ -	\$ 3,326,426
Parking and Site	\$ 1,887,866	\$ -	\$ -	\$ 1,887,866
Total:	\$ 5,214,292.00	\$ -	\$ -	\$ 5,214,292.00
LA JOYA TEACHING SITE - CSP				
Lab Improvements	\$ 1,163,000	\$ 2,650	\$ -	\$ 1,165,650
Total:	\$ 1,163,000.00	\$ 2,650.00	\$ -	\$ 1,165,650.00

2013 Bond Program	Board Approved GMP:	Change Orders		Adjusted GMP:
		Approved As of 2/6/18	Pending Approval For 3/27/18	
Totals:	\$ 130,417,693.00	\$ (3,544,607.19)	\$ (1,946,795.00)	\$ 124,926,290.81

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)		CC 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					DOC 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)	DOC 7/25/17
	CR 11 - ASI-07: Electrical infrastructure supporting AVIT SI-01 - conduit, wall boxes, floor block outs, etc. -\$3363					DOC 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					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			(\$7,987)		DOC 8/22/17
	CR-41 - ASI 16 Lobby Stairwell Finishes (enclose underside of Main Stair) -\$6899					DOC 8/22/17
10	CR-45 CHW Crossover in Level 2 Mechanical Room			(\$6,143)		Error 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)
	CR-08R AVIT - Infrastructure deletion \$3,242					OC
	CR-43 AVIT - Deleted drops for Projectors \$2,913					OC

Pecan Campus - North Academic Building Change Order Log

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				DOC 11/14/17
	CR-50 Add 2 Building identification letter, "P" per direction of City of McAllen Fire Inspector \$330				U 11/14/17
	CR-51 RFI-78 Drywall finish over spandrel glass at Lvl 3, Rooms 3.101, 101a & 102 adjunct break and open computer lab \$2,940			(\$8,505)	DOC 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				DOC 11/14/17
13	IT Duct bank: Repairs to blockages in existing conduit at Bldg. M and at MH-E5			(\$11,320)	U 12/12/17
Total Expenditures approved to Date			(\$60,213)	(\$78,653)	(\$730,195)
Balance Remaining			\$43,787	\$83,347	\$10,220,805

Change Proposal's Pending This Review Period

14	GMP - Final Deductive Change Orders to Zero out the project. Deduct \$15,547 from General Conditions, Deduct \$43,787 from Design Contingency and Deduct \$83,347 from Owner's Contingency for a total of \$142,681 to reduce the GMP and reallocate funds to Pecan STEM		(\$43,787)	(\$83,347)	(\$142,681)
15	Return Buy-out savings from Unused General Conditions and cost of work amounts to Owner				(\$231,384)
Total Expenditures this reporting period			(\$43,787)	(\$83,347)	(\$374,065)
Balance remaining after approved Current Change Orders			\$0	\$0	\$9,846,740

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 e Plan -\$4556					OC 6/27/17
	CR-21 - CHW Extension: Offset around existing tree and manhole -\$9356			(\$13,912)		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
4	CR-22R AVIT Supplemental Info. SI-02 dated May 18.2017. Misc. revisions for Fixed Panel Monitors, Classrooms to Computer Lab upgrades, act			(\$21,025)		OC 7/25/17
5	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
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
Total Expenditures approved to Date		\$0	(\$59,826)	(\$98,355)	\$0	
Balance Remaining		\$5,873,031	\$6,674	\$0	\$6,657,834	

Change Proposal's Pending This Review Period						
13R	GMP - Final Deductive Change Order to Zero out the project. Deduct \$185 as buy-out savings, deduct \$141,795 from General Conditions, and deduct \$6,674 from Design Contingency for a total of \$148,654 to reduce the GMP and reallocate funds to Pecan STEM.	(\$185)	(\$6,674)		(\$148,654)	
Total Expenditures this reporting period		(\$185)	(\$6,674)	\$0	(\$148,654)	
Balance remaining after approved Current Change Orders		\$5,872,846	\$0	\$0	\$6,509,180	

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)				VOID		OC 11/14/17
11	Additional Light Kits in doors (total of 28 doors)				(\$6,873)		DC 11/14/17
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

Pecan Campus - STEM Building

Change Order Log

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			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)		1/30/18
	CR-31 Texas Gas Service - utility service installation fee -\$2,912					1/30/18
	CR-35 Add Emergency Shower / Eyewash and drain at entry to Biology Chemical Waste and Storage Rooms -\$6,072					1/30/18
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)			1/30/18
19	CR-39 Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits		(\$199,398)			OC 1/30/18
20	Autoclave Ventilation (exhaust system)			(\$20,312)		OC 1/30/18
21	CR-40 Ventilation in 1st Floor Biology Storage Rooms (6 cabinets) \$143,792 + CR-39C Explosion Mitigation \$33,388			(\$175,535)		OC 1/30/18
Total Expenditures approved to Date		\$0	(\$365,843)	(\$354,805)	(\$4,490)	
Balance Remaining		\$9,349,390	(\$261,843)	(\$200,815)	\$10,412,569	

Change Proposal's Pending This Review Period						
22R	Add \$162,594 to General Conditions, Add \$261,843 to Design Contingency and Add \$200,815 to Owner's Contingency for a total of \$625,252		\$261,843	\$200,815	\$625,252	
23	Return Buy-out Savings from unused General Conditions and Cost of Work Amounts to Owner				(\$269,018)	
Total Expenditures this reporting period			\$261,843	\$200,815	\$356,234	
Balance remaining after approved Current Change Orders		\$9,349,390	\$0	\$0	\$10,768,803	

Pecan Campus - Student Union

Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount					
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /	
co #	Change Order Description	\$6,174,905	\$70,000	\$100,000	\$6,888,179	Bd. App. Date	
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		(\$10,579)			DOC 7/25/17	
	CR-10 Revise Sheathing from Treated Plywood to Dens- Glass \$7738					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					DOC 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		(\$4,156)			DOC 8/22/17
		CR. 21 - Revise Exterior Handrail Material HD Gal. - \$2850					DOC 8/22/17
	3	CR-24 Add Fire Rated Access Pnl. to Space Below Monumental Stair		(\$1,309)			DOC/Error 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)			Error 10/24/17	
	(CR-30) Texas Gas Services installation fee (\$6,291) - CM					CM 10/24/17	

Pecan Campus - Student Union Change Order Log

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 softener 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
8	CR-34 Provide survey for AEP easement required in CR-25 - relocate transformer to clear other utilities (\$650)					U 1/30/18
	CR-36 Anchor Food service equipment prior to hood fire suppression testing per fire inspection Lt. Garza (\$2,597)			(\$2,597)		U 1/30/18
Total Expenditures approved to Date		\$0	(\$50,535)	(\$2,597)	(\$8,543)	
Balance Remaining		\$6,174,905	\$19,465	\$97,403	\$6,879,636	

Change Proposal's Pending This Review Period						
9	GMP - Final Deductive Change Order to Zero out the Project. Deduct \$19,465 from Design Contingency and Deduct \$97,403 from Owner's Contingency for a Total of \$116,868 to Reduce the GMP and reallocate funds to Pecan STEM.		(\$19,465)	(\$97,403)	(\$116,868)	
10	Return Buy-Out Savings from Unused General Conditions and Cost of Work Amounts to Owner				(\$73,075)	
Total Expenditures this reporting period		\$0	(\$19,465)	(\$97,403)	(\$189,943)	
Balance remaining after approved Current Change Orders		\$6,174,905	\$0	\$0	\$6,689,693	

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					
5	CR-43 Additional OCP insurance for Dec. 2016		(\$257)			U 5/23/17
Total Expenditures approved to Date		\$0	(\$110,000)	(\$50,000)	(\$61,591)	
Balance Remaining		\$3,661,900	\$0	\$0	\$4,132,409	

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		(\$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)	\$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	(\$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	\$4,573				U 11/14/17
	CR-19 Bore and sleeve under loop drive to irrigation water meter, relocated at direction of City of McAllen engineer \$1,148					U 11/14/17
6	Additional Fire Lane marking per fire inspection est. (\$2,019)	\$3,295				1/30/2018
	Additional walk to STEM East Side est. (\$1,276)					1/30/2018
Total Expenditures approved to Date		\$5,437	(\$23,243)	(\$25,391)	(\$43,197)	
Balance Remaining		\$2,359,537	\$1,757	\$13,509	\$2,575,603	

Change Proposal's Pending This Review Period						
7	Landscape retaining wall at existing inlet to avoid trip/fall hazard	\$1,639	(\$1,639)			
8	GMP-Deductive Change Order. Deduct \$5,067 from General Conditions, Deduct \$118 from Design Contingency and Deduct \$13,509 from Owner's Contingency to reduce the GMP amount and reallocate funds to Pecan STEM.		(\$118)	(\$13,509)	(\$18,694)	
9	GMP Final - Return previously deducted buy-out savings to equal the actual cost of work.	\$40,565			\$40,565	
Total Expenditures this reporting period		\$42,204	(\$1,757)	(\$13,509)	\$21,871	
Balance remaining after approved Current Change Orders		\$2,401,741	\$0	\$0	\$2,597,474	

Nursing Allied Health - 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	\$15,124,960	\$172,600	\$178,900	\$17,009,860	
1	CP-02 Lavatories and Toilet Partition Revisions -\$16,776					OC 6/27/17
	CP-07 Add 13 Junction Boxes and Conduit -\$3,106			(\$19,882)		OC 6/27/17
2	CR-01 Vapor Barrier Product Substitution \$6,750					Credit 7/25/17
	CR-03 Reduce Generator Size/Capacity \$78,010					Credit 7/25/17
	CR-04 Finish Hardware Changes \$260					Credit 7/25/17
	CR-06 Provide Floor Box in Rm 3.515 -\$1,506		\$59,008			Omission 7/25/2017
	CR-08 Relocate VAV Boxes and modify existing ductwork - \$24,506					DOC 7/25/2017
3	CP-05 Additional Power Outlets -\$2,450 ; CP-09 WHJW SI#2R2 -\$123,369			(\$125,819)		OC
4	CP-011R Restroom Modifications -Adding (1) layer of gyp bd to interior side of Men & Women's Restrooms (Restrooms share a common wall with an adjacent Conf. Room)		(\$6,770)			DD 8/22/17
5	CP-010 CREDIT for projection screens		\$2,937			DD 8/22/17
	CP-012 DEDUCT for data - WHJW SI 3		(\$1,771)			DOC 8/22/17
	CP-013 CREDIT For Projector Data Drops - WHJW SI4		\$2,518			DD 8/22/17
6	Reallocation of GMP Design & Construction Contingency Credits for reducing or deleting project scope as described in CP's - CP-1(Vapor Barriers \$6,750) CP-02 (Emergency Gen. \$78,010),CP-04 (Finished Hwdr. \$260), CP 10 (Project. Screen \$2,937) and CP-13 (Data Drops for Projection Screen \$2,518) including \$200,000 for recognized GMP Buy-Out Saving to Program Budget	(\$200,000)	(\$90,475)			BOS 9/19/17
6R	Retract Change Order No. 6	\$200,000	\$90,475			11/14/17
7	Reallocation of Cost of Work Credit \$200,000 and Design Contingency Credit of \$90,475 to reduce the GMP amount				(\$290,475)	BOS
7R	Retract Change Order No. 7				\$290,475	11/14/17
8	(CR-14) RFI # 70 Radiology Supply Rm HVAC Addition \$1,699; (CR-16) WJHW SI # 7 Addition of Plug Strips \$4,900;		(\$6,599)			Omission 10/24/2017
9	Buy-Out Savings of \$200,000 from Cost of Work (As noted in Change Order No. 6 & 7) + \$78,044 from Design Contingency = \$278,044	(\$200,000)	(\$78,044)		(\$278,044)	BOS 11/14/17
10	Provide and install (12) type M4RE light fixtures		(\$7,890)			DOC 11/14/17
11	Provide and install the additional regulating recessed valve boxes and additional duplex receptacles		(\$7,390)			DD 11/14/17
12	Run new conduit from existing underground pull-box to the existing IDF room on the first floor. Plus additional General Clean up		(\$14,360)			DOC 11/14/17
13	Provide and install new indoor plenum rated 24 strand fiber optic cable from 1st floor up to the 2nd floor and then go to the east side of building and up to the 4th floor MDF room. Will splice fiber optic on 1st floor. \$14,790 - VOID					N/A VOID
14	Utilities for Simulation Equipment		(\$27,398)			DD 11/14/17
Total Expenditures approved to Date		(\$200,000)	(\$85,759)	(\$145,701)	(\$278,044)	
Balance Remaining		\$14,924,960	\$86,841	\$33,199	\$16,731,816	

Change Proposal's Pending This Review Period						
15	CR-27 ASI #12 Provide and install (2) new circuits for kitchen roll up doors		(\$1,672)			
16	CR-23 Remove 4 sidewall grilles and install (2) each type A and type G air devices		(\$2,216)			
17	CR-26 Remove existing ceiling tile at Kitchen and replace with vinyl faced tile necessary to pass City Final Certificate of Occupancy Inspection		(\$1,000)			
18	CR-29 Add acoustical wall panels as per ASI # 14 for study rooms in Library		(\$30,000)			
19	CR-24 Concrete Handrails as per CCD #1		(\$5,734)			
20	CR-28 Provide and install new additional superior/Essex category 6A drops for vending machines as per ASI #13		(\$3,595)			
21	CR-09 Remove light fixture as per ASI #4 - VOID			VOID		
22	CR-25 Remove and replace sections of gypsum board as per ASI #2R2			(\$19,112)		
23	GMP- Final Deductive Change Order to zero out the project. Credit of \$459,149 from General Conditions, credit of \$178,868 from Cost of Work, credit of \$42,629 from Design Contingency and credit of \$14,087 from Owner Contingency	(\$178,868)	(\$42,624)	(\$14,087)	(\$694,728)	
Total Expenditures this reporting period		(\$178,868)	(\$86,841)	(\$33,199)	(\$694,728)	
Balance remaining after approved Current Change Orders		\$14,746,092	\$0	\$0	\$16,037,088	

Nursing Allied Health - Thermal Plant

Change Order Log

BOND

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code /
co #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	Bd. App. Date
	NONE		\$217	\$3,420	\$230,788	
<i>Total Expenditures approved to Date</i>			\$0	\$0	\$0	
<i>Balance Remaining</i>			\$217	\$3,420	\$230,788	
Change Proposal's Pending This Review Period						
1	Deductive Change Order to Zero out the project - Credit of \$217 from DC and Credit of \$3,420 from OC. A total of \$3,637 credit back.		(\$217)	(\$3,420)	(\$3,637)	
<i>Total Expenditures this reporting period</i>			(\$217)	(\$3,420)	(\$3,637)	
<i>Balance remaining after approved Current Change Orders</i>			\$0	\$0	\$227,151	

NON-BOND

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code /
co #	Change Order Description	Cost of Work	Design	Owner/Cons.	GMP Adjust.	Bd. App. Date
			\$31,783	\$42,375	\$2,867,847	
1	(CR-1) Hardware Modifications ties into the IT rack \$402; (CR-2) RFI # 21 Power for IT Rack (moved from office pull into the thermal plant \$534; (CR-3) WJHW SI # 1 Re-route Telecommunications Enclosure \$5,500; (CR-4) RFI # 13 Control Panel and Data Drops \$3,130			(\$9,566)		OC 10/24/17
<i>Total Expenditures approved to Date</i>			\$0	(\$9,566)	\$0	
<i>Balance Remaining</i>			\$31,783	\$32,809	\$2,867,847	
Change Proposal's Pending This Review Period						
2	Deductive Change Order to Zero out the project - Credit of \$67,399 from Cost of work, credit of \$31,783 from DC and \$32,809 from OC for a total credit of \$131,991	(\$67,399)	(\$31,783)	(\$32,809)	(\$131,991)	
<i>Total Expenditures this reporting period</i>			(\$31,783)	(\$32,809)	(\$131,991)	
<i>Balance remaining after approved Current Change Orders</i>			\$0	\$0	\$2,735,856	

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)			DOC 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
Total Expenditures approved to Date		\$0	(\$20,413)	(\$24,660)	\$0	
Balance Remaining		\$1,869,247	\$2,587	\$9,547	\$2,205,963	
Change Proposal's Pending This Review Period						
10	GMP- Final Deductive Change Order to zero out the project. Credit of \$50,889 from Cost of Work, credit of \$2,587 from Design Contingency and credit of \$11,047 from Owner Contingency	(\$52,389)	(\$2,587)	(\$9,547)	(\$64,523)	
Total Expenditures this reporting period		(\$52,389)	(\$2,587)	(\$9,547)	(\$64,523)	
Balance remaining after approved Current Change Orders		\$1,816,858	\$0	\$0	\$2,141,440	

Technology Campus - Southwest Building Renovation

Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				Code /
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	
co #	Change Order Description	\$9,435,793	\$99,857	\$151,180	\$10,533,587	Bd. App. Date
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
Total Expenditures approved to Date		(\$440,450)	(\$99,857)	(\$151,180)	(\$1,875,158)	
Balance Remaining		\$8,995,343	\$0	\$0	\$8,658,429	

Change Proposal's Pending This Review Period						
Total Expenditures this reporting period		\$0	\$0	\$0	\$0	
Balance remaining after approved Current Change Orders		\$8,995,343	\$0	\$0	\$8,658,429	

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
7	Board request for additional landscape along Military Hwy			(\$16,487)		OC 1/30/18
8	PR# 4 Replace existing telecom box with traffic rate box (\$7,223)		(\$14,951)			DD 2/6/18
	PR# 6 Joint Sealants (\$7,728)					DD 2/6/18
9	PR # 2 Re-route existing telecom conduits in conflict with storm sewer			(\$1,534)		DD 2/6/18
Total Expenditures approved to Date		(\$408,000)	(\$20,092)	(\$27,126)	(\$436,239)	
Balance Remaining		\$1,341,430	\$1,405	\$6,514	\$1,549,581	

Change Proposal's Pending This Review Period						
Total Expenditures this reporting period		\$0	\$0	\$0	\$0	
Balance remaining after approved Current Change Orders		\$1,341,430	\$1,405	\$6,514	\$1,549,581	

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)					Error 9/19/17
	CP-07(K-Bracing\$768)		(56,541)			DOC 9/19/17
	CP-08(Dr.size rev\$1,000)					Error 9/19/17
	CP-09(Add Mop Sk \$872)					DOC 9/19/17
	CP-10(Relock. Mop Sk \$287)					DD 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)					DOC 9/19/17
	CP-15 (Provide Temp. Roof \$19,000)					DOC 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)					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)					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					DD 10/24/17
6	CP-17 3HP-023R - additional structural steel columns at elevator shaft and supports (Requirements from Elevator Manufacture Schindler)					DOC 10/24/17
7	CP-19 3HP-036 - Arch lintels at towers per RFI # 15					DD 10/24/17
8	CP-20 3HP-040 - Trellis steel plate supports (Trellis manufacture reviewed the submittals and required additional steel plate)					DOC 10/24/17
9	CP-22 3HP-028R - Additional fume hood and appurtenances Lab 2.071 per RFI # 31 & 31A - Originally shown as (\$24,334) - price reduced					Omission 10/24/17
9R	CP-22 3HP-028R - Additional fume hood and appurtenances Lab 2.071 per RFI # 31 & 31A - Originally shown as (\$24,334) - price reduced					2/6/18
10	CP-23 3HP-035 - Acid waste vent offsets (conflict from Structural Steel)					DD 10/24/17

Mid-Valley Campus - Health Professions Science Building

Change Order Log

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
12	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits (\$296,996)			VOID			1/30/18
12R	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits (\$296,996) - To increase the GMP amount			VOID		VOID	2/6/18
13	3HP-033: AVIT SI #3 Additional Screen Controls			(\$10,198)			DD / B&A
14	3HP-038R: Radius Windows Frames			(\$3,277)			DD / B&A
15	3HP-032: Eyewash Model Changes (\$465)						DD / B&A
	3HP-060: RFI 3-HP-087 Stairway Grilles Clarification (\$235)			(\$1,500)			DD / B&A
	3HP-051R: Stainless Steel Recess Kits ast R.R. Dispensers (\$800)						Error / B&A
16	3HP-059: Corridor and Hall Signage per Owner's Comments				(\$3,405)		OC / B&A
17	3HP-044: Thermostatic Mixing Valves 1 & 2			(\$3,200)			DOC / B&A
18	3HP-017: Elevator Pit Lighting			(\$2,172)			DD / B&A
19	3HP-054: Insulation to Deck at West Offices			(\$2,295)			Omission / B&A
20	3HP-055: Site Lighting per RFI# 77			(\$9,225)			DOC / B&A
21	3HP-056: Painting Exposed Tube Steel			(\$4,201)			Error / B&A
Total Expenditures approved to Date				\$0	(\$154,172)	(\$12,757)	\$0
Balance Remaining		\$12,881,288	\$39,047	\$180,462	\$14,453,387		

Change Proposal's Pending This Review Period							
12R2	Hot Plate in Science Classrooms. Insufficient outlets for lab work tables and amperage for the installed circuits					\$251,265	
22	Elevator Shunt Trip per Mfg Requirements			(\$14,113)			DD
23	Installation of VAV Devices			(\$7,610)			DD
24	Additional Fire Dampers			(\$212)			DD
Total Expenditures this reporting period		\$0		(\$21,935)	\$0	\$251,265	
Balance remaining after approved Current Change Orders		\$12,881,288	\$17,112	\$180,462	\$14,704,652		

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)			Error 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
5	6LE-002: Deletion of Roof Hatch (\$2,620)			\$7,189		DD 2/6/2018
	6LE-003: Deletion of Roof Access Ladder & Safety Cage (\$4,569)					
Total Expenditures approved to Date		\$0	(\$29,780)	\$7,189	\$359,944	
Balance Remaining		\$2,196,998	\$3,175	\$40,144	\$2,822,720	
Change Proposal's Pending This Review Period						
6	Credit for deletion of plaque			\$1,950		
Total Expenditures this reporting period		\$0	\$0	\$1,950	\$0	
Remaining after approved Current Change Orders		\$2,196,998	\$3,175	\$42,094	\$2,822,720	

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
1	Existing Structural K Frame (Not to exceed \$5,000)		(\$5,000)			11/14/2017
2R	Addition of F&L Metal Type Frames to Glazing Scope (From Owner Cont. to Design Cont.)		(\$910)			2/6/2018
3	Door Frame at Conference Room 1.104		(\$1,390)			2/6/2018
4	5LR-001: Aluminum Storefront color change		(\$1,888)			2/6/2018
Total Expenditures approved to Date			(\$9,188)	\$0	\$0	
Balance Remaining			\$4,106	\$13,294	\$1,123,682	
Change Proposal's Pending This Review Period						
5	Power to overhead doors		(\$3,510)			
Total Expenditures this reporting period			(\$3,510)	\$0	\$0	
Balance remaining after approved Current Change Orders			\$596	\$13,294	\$1,123,682	

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)		DOC 5/23/17
2	CR-02 Stone Veneer Clarifications -\$5,000					CC 6/27/17
	CR-03 Hardware Changes 1\$1,210					CC 6/27/17
	CR-04 Kitchen Equipment Clarifications -\$364					OC 6/27/17
	CR-05 Water Cooler Model Change -\$1,000			(\$14,514)		CC 6/27/17
	CR-06 Water heater Changes -\$500					CC 6/27/17
	CR-07 Rotation of Existing AHU-RTU-1 -\$6,440					DOC 6/27/17
3	CP-08 4SS-017R Provide Block Veneer at Loading Dock \$2,604			(\$2,604)		OC 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)		OC 9/19/17
5	CP-08 4SS-017R Provide Block Veneer at Loading Dock \$2,604					DD 9/19/17
	CP-10(Structural Steel 60%-100%) \$34,247					DD 9/19/17
	CP-11(Removal of existing Grease Trap) \$10,000					U 9/19/17
	CP-12(Elect Rev) \$10,550		(\$45,240)			DD 9/19/17
	CP-13(Mech Eq. Rev) \$19,095					DD 9/19/17
	CP-14 (Add. Painting) \$1,465					DOC 9/19/17
	CP-15(Circular Furrdowns) \$1,859					DOC 9/19/17
	CP-17(Add Painting) \$3,610					DOC 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
10	Replace Broken Glass \$480			(\$480)		CC
Total Expenditures approved to Date		\$0	(\$45,240)	(\$45,728)	\$0	
Balance Remaining		\$3,403,250	\$5,809	\$5,321	\$3,850,923	

Change Proposal's Pending This Review Period						
11	Thermostat Locations per RFI # 36			(\$960)		
12	Kitchen Elec. Panel upgrade			(\$2,322)		
13	Re-route Power for Serving Lines			(\$631)		
14	Stainless Steel Enclosures above panels per Kitchen Consultant			(\$1,000)		
Total Expenditures this reporting period		\$0	(\$4,913)	\$0	\$0	
remaining after approved Current Change Orders		\$3,403,250	\$896	\$5,321	\$3,850,923	

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					DOC 9/19/17
	Modifications to the cost of work as described in CP-2 Electrical		(\$31,030)			Omission 9/9/17
	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	Retract Change Order No. 5 \$8,800			\$8,800	\$8,800	OC 11/14/17
6	Painting additional electrical pipe		(\$1,045)			Omission B&A
7	Deductive Change Order - to Zero out project	(\$23,180)	(\$29,472)	(\$70,347)	(\$122,999)	Credit 12/12/17
Total Expenditures approved to Date		(\$23,180)	(\$61,547)	(\$61,547)	(\$95,835)	
Balance Remaining		\$3,361,016	\$0	\$0	\$3,691,487	
Change Proposal's Pending This Review Period						
Total Expenditures this reporting period		\$0	\$0	\$0	\$0	
Balance remaining after approved Current Change Orders		\$3,361,016	\$0	\$0	\$3,691,487	

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					
Total Expenditures approved to Date			\$0	\$0	\$0	
Balance Remaining			\$0	\$0	\$718,947	

Project is Billed out and Completed

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)			DOC
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)			Omission 10/24/17
Total Expenditures approved to Date		\$0	(\$15,348)	\$40,594	(\$109,376)	
Balance Remaining		\$2,115,374	\$16,383	\$72,325	\$2,369,777	

Change Proposal's Pending This Review Period						
7	Perimeter curb fire lane striping per Fire Marshal		(\$3,375)			
8	Roof Drain extension east side of HP&S		(\$1,734)			
Total Expenditures this reporting period		\$0	(\$5,109)	\$0	\$0	
Balance remaining after approved Current Change Orders		\$2,115,374	\$11,274	\$72,325	\$2,369,777	

Starr County Campus - Health Professions and Science Building Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$8,586,022	\$96,000	\$143,000	\$9,521,000	Bd. App. Date
1	CR 001 AVIT Underground Conduits -\$5,500					DOC 7/25/17
	CR 002 Electrical Feeder Conduit Changes - \$4,980					DOC 7/25/17
	CR 003 MDF Conduit -\$5,565					DOC 7/25/17
	CR 004 Floor Boxes -\$8,590		(\$29,757)			DOC 7/25/17
	CR 005 K-Bracing Correction -\$1,892					Error 7/25/17
	CR 006 Roof Drain Locations -\$1,800					Error 7/25/17
	CR 007 Door Frame Changes -\$1,430					Error 7/25/17
2	CR 10-CR 12 Electrical Per ASI 03-Electrical Feed from Main Distribution Panel to Building Panels		(\$13,373)			DOC 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)			DOC 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 - VOID		VOID			12/12/17
16	Insufficient amperage for install circuits - 2 Chemistry Labs only		(\$215,000)			1/30/18
17	Add 12 data drops for 3 classrooms		VOID			1/30/18
18	(2) Chem. Labs storage autoclave, exhaust hood, Ice machine & Explosion proof room		(\$130,000)			1/30/18
19	CR-22 Finish Hardware			(\$18,210)		2/6/18
20	CR-25R Architectural Woodwork			(\$1,694)		2/6/18
21	CR-26 Phenolic Removable Tops for 28 sinks (20"x20"x20" sinks)		(\$5,228)			2/6/18
Total Expenditures approved to Date		\$0	(\$406,017)	(\$26,276)	\$0	
Balance Remaining		\$8,586,022	(\$310,017)	\$116,724	\$9,521,000	

Change Proposal's Pending This Review Period						
15R	Façade design - from DC to OC			(\$97,300)		
22	Buy-out savings of \$320,000 from cost of work to Design Contingency	(\$320,000)	\$320,000			
23	Deductive Change Order to zero out the project - Credit of \$228,082 from Cost of work, Credit of \$9,983 from DC and Credit of \$19,424 from OC for a total credit of \$257,489	(\$228,082)	(\$9,983)	(\$19,424)	(\$257,489)	
Total Expenditures this reporting period		(\$548,082)	\$310,017	(\$116,724)	(\$257,489)	
Balance remaining after approved Current Change Orders		\$8,037,940	\$0	\$0	\$9,263,511	

Starr County Campus - Library 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	\$3,341,700	\$37,000	\$55,500	\$3,700,000	Bd. App. Date
1	Library Lighting changes (Type P Fixtures)		(\$3,147)			1/30/2018
2	Projector Screen Fur Down		(\$2,793)			2/6/2018
Total Expenditures approved to Date		\$0	(\$5,940)	\$0	\$0	
Balance Remaining		\$3,341,700	\$31,060	\$55,500	\$3,700,000	
Change Proposal's Pending This Review Period						
3	Deductive Change Order - Credit of \$306,395 from Cost of Work, Credit of \$31,060 from DC and Credit of \$55,500 from OC for a total credit of \$392,955	(\$306,395)	(\$31,060)	(\$55,500)	(\$392,955)	
Total Expenditures this reporting period		(\$306,395)	(\$31,060)	(\$55,500)	(\$392,955)	
Balance remaining after approved Current Change Orders		\$3,035,305	\$0	\$0	\$3,307,045	

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	\$1,195,600	\$13,000	\$19,500	\$1,320,000	Bd. App. Date
1	CR.-001 - Re-route the existing primary Electrical Service due to building excavation		(\$10,776)			DD / Unforeseen 9/19/17
Total Expenditures approved to Date		\$0	(\$10,776)	\$0	\$0	
Balance Remaining		\$1,195,600	\$2,224	\$19,500	\$1,320,000	
Change Proposal's Pending This Review Period						
2	Deductive Change Order to zero out the project - Credit of \$124,117 from Cost of work, Credit of \$2,224 from DC and Credit of \$19,500 from OC for a total credit of \$145,841	(\$124,117)	(\$2,224)	(\$19,500)	(\$145,841)	
Total Expenditures this reporting period		(\$124,117)	(\$2,224)	(\$19,500)	(\$145,841)	
Remaining after approved Current Change Orders		\$1,071,483	\$0	\$0	\$1,174,159	

Starr County Campus - Student Activities Addition

Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$1,233,900	\$14,000	\$21,000	\$1,365,000	Bd. App. Date
	NONE					
<i>Total Expenditures approved to Date</i>		\$0	\$0	\$0	\$0	
<i>Balance Remaining</i>		\$1,233,900	\$14,000	\$21,000	\$1,365,000	
Change Proposal's Pending This Review Period						
1	Deductive Change Order to zero out the project - Credit of \$181,314 from Cost of work, Credit of \$14,000 from DC and Credit of \$21,000 from OC for a total credit of \$216,314	(\$181,314)	(\$14,000)	(\$21,000)	(\$216,314)	
<i>Total Expenditures this reporting period</i>		(\$181,314)	(\$14,000)	(\$21,000)	(\$216,314)	
<i>Balance remaining after approved Current Change Orders</i>		\$1,052,586	\$0	\$0	\$1,148,686	

Starr County Campus - Thermal Plant Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$3,468,561	\$39,000	\$58,000	\$3,911,000	Bd. App. Date
1	CR 001 Structural Steel Angle Modifications at Roof (angle depth exceeds roof depth)		(\$2,934)			Error 8/22/17
	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 relocate to Thermal Plant Cooling towers - Originally shown as (\$6,409) - number reduced		VOID			Omission 11/14/17
4R	Remove fence around detention pond and relocate to Thermal Plant Cooling towers		(\$5,605)			OC 2/6/2018
Total Expenditures approved to Date		\$0	(\$21,781)	\$0	(\$250,000)	
Balance Remaining		\$3,468,561	\$17,219	\$58,000	\$3,661,000	
Change Proposal's Pending This Review Period						
5	Buy-out savings of \$250,000 from cost of work to reduce GMP amount. Amount to be allocated to Starr Parking and Site as Change Order No. 11 for Owner Construction Contingency increase amount.	(\$250,000)			(\$250,000)	
6	Deductive Change Order to zero out the project - Credit of \$12,797 from Cost of work, Credit of \$17,219 from DC and Credit of \$58,000 from OC for a total credit of \$88,016	(\$12,797)	(\$17,219)	(\$58,000)	(\$88,016)	
Total Expenditures this reporting period		(\$262,797)	(\$17,219)	(\$58,000)	(\$338,016)	
Balance remaining after approved Current Change Orders		\$3,205,764	\$0	\$0	\$3,322,984	

NON-BOND						
APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description		\$7,720	\$11,600	\$788,305	Bd. App. Date
	NONE					
Total Expenditures approved to Date			\$0	\$0	\$0	
Balance Remaining			\$7,720	\$11,600	\$788,305	
Change Proposal's Pending This Review Period						
1	Deductive Change Order to zero out the project - Credit of \$154,456 from Cost of work, Credit of \$7,720 from DC and Credit of \$11,600 from OC for a total credit of \$173,776	(\$154,456)	(\$7,720)	(\$11,600)	(\$173,776)	
Total Expenditures this reporting period		(\$154,456)	(\$7,720)	(\$11,600)	(\$173,776)	
Balance remaining after approved Current Change Orders			\$0	\$0	\$614,529	

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 1/30/18
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
7	Deductive Change Order for Workforce removal - \$233,533 (this amount will not be taken out of the shortfall)				(\$233,533)	OC 1/30/18
8	CP-006R Revised Entry Plan (\$18,982); CP -007R Additional Parking (\$30,512)			(\$49,494)		OC 1/30/18
9	Additional Landscape around the detention pond with short CMU block wall with SCT logo			(\$124,200)		OC 1/30/18
10	Starr County Campus Detention Pond Pumps			(\$85,500)		OC 1/30/18
Total Expenditures approved to Date		\$0	(\$37,632)	(\$266,127)	(\$14,533)	
Balance Remaining		\$3,142,234	\$68	(\$213,177)	\$3,482,417	
Change Proposal's Pending This Review Period						
11	Buy-out savings from Starr TP to increase Owner Construction Contingency by \$250,000			\$250,000	\$250,000	
Total Expenditures this reporting period		\$0	\$0	\$250,000	\$250,000	
Balance remaining after approved Current Change Orders		\$3,142,234	\$68	\$36,823	\$3,732,417	

Regional Center for Public Safety Excellence - Building

Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$3,965,432	\$68,315	\$89,889	\$3,326,426	Bd. App. Date
1	Buy-out savings of \$110,000 to purchase a new 150-ton chiller (no added cost to contingency or GMP)					
Total Expenditures approved to Date		\$0	\$0	\$0	\$0	
Balance Remaining		\$3,965,432	\$68,315	\$89,889	\$3,326,426	
Change Proposal's Pending This Review Period						
	NONE					
Total Expenditures this reporting period		\$0	\$0	\$0	\$0	
Balance remaining after approved Current Change Orders		\$3,965,432	\$68,315	\$89,889	\$3,326,426	

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

Change Order Log

APPROVED CHANGE ORDERS TO DATE		Contract Amount				
		Cost of Work	Design	Owner/Cons.	GMP Adjust.	Code /
co #	Change Order Description	\$1,665,664	\$28,696	\$37,757	\$1,887,866	Bd. App. Date
<i>Total Expenditures approved to Date</i>		\$0	\$0	\$0	\$0	
<i>Balance Remaining</i>		\$1,665,664	\$28,696	\$37,757	\$1,887,866	

Change Proposal's Pending This Review Period						
1	Concrete footing at dumpster pad/CMU wall original design (Credit of \$2,000)					
	Concrete footing dumpster pad CMU/brick details revised civil sheets (in the amount of \$16,718)		(\$14,718)			
<i>Total Expenditures this reporting period</i>		\$0	(\$14,718)	\$0	\$0	
<i>Balance remaining after approved Current Change Orders</i>		\$1,665,664	\$13,978	\$37,757	\$1,887,866	

Regional Center for Public Safety Excellence - Skills Pad

Change Order Log

APPROVED CHANGE ORDERS TO DATE					
		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
Total Expenditures approved to Date		(\$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

APPROVED CHANGE ORDERS TO DATE		Contract Amount			
		Design	Owner	CSP	Reason Code
co #	Change Order Description	\$0	\$0	\$1,163,000	
1	Welding Lab Transformer upgrade			\$1,900	DD
2	Relocate Projection Screen			\$750	OC
<i>Total Expenditures approved to Date</i>		\$0	\$0	\$2,650	
<i>Balance Remaining</i>		\$0	\$0	\$1,165,650	

La Joya ISD (NON-BOND)					
APPROVED CHANGE ORDERS TO DATE		Contract Amount			
		Design	Owner	CSP	Reason Code
co #	Change Order Description	\$0	\$0	\$352,500	
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>		\$0	\$0	\$356,972	

(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

Review and Action as Necessary on 2013 Bond Construction Program Campus 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 reviewed the Outstanding Issues Action Plan on March 6, 2018, and had no recommendations for Board action on the items presented. The Board packet includes an updated Outstanding Issues Action Plan as prepared by administration for review at the March 27, 2018 Regular Board Meeting.

Pecan Campus

- 1) North Academic & Student Union Bldgs. - Replacement of Damage Floor Tiles Do not Match
- 2) Thermal Plant - Chiller Fire Issue
- 3) STEM Bldg - Cosmetic Issues stated on Certificate of Final Completion

Starr County Campus

- 4) Parking & Site Improvement - Cleaning of Chilled Water Lines - 4 Incident Reports
- 5) New Library - Incorrect A/V Wall Boxes

District Wide - All Bond Projects

- 6) Access Controls Equipment Not Installed
- 7) B&A Contract Amendment
- 8) Architect/Engineer Fee Adjustments due to Increases from CCL to GMP
- 9) Errors & Omissions Documentation from B&A for all projects - Cost of Reimbursement to STC
- 10) Substantial Completions and Punch-lists
- 11) Responsibilities at Close-out of each project

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize 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

2013 Bond Construction Program Outstanding Issues - Action Plan
March 27, 2018 - Board Meeting
as of March 22, 2018

#	Description of Issues	Responsible Parties	Status	Due Date	Comments/Notes	Resolution / Action Item
Pecan Campus						
1	Pecan Campus North Academic & Student Union Bldgs. - Replacement of Damage Floor Tiles Do not Match	B&A	In Progress	3/27/2018	2/27/18 (Board Meeting): Broaddus & Associates announced that contractors were working to replace damaged floor tiles at each project, as necessary. 3/20/18 (Weekly Meeting): Replacement tiles do not match the existing tiles at the Pecan Campus North Academic and Broaddus & Associates is recommending to withhold in the amount of \$3,000. The stair treads and related finishes at the Student Union building are damaged. The architect has not accepted this work as installed. Broaddus & Associates recommends withholding \$5,000.	B&A will coordinate with the contractor to ensure damaged floor tiles are replaced and match and stair treads are repaired. B&A will provide an update at the March 27, 2018 Board Meeting.
2	Thermal Plant - Chiller Fire Issue	Legal Counsel	Ongoing	10/10/2017 3/27/18	2/3/17: Following a loss of power at 3:27, a fire erupted in the drive for chiller #4. 3/20/18 (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.
3	STEM Bldg - Cosmetic Issues stated on Certificate of Final Completion	B&A & BSGA & D.Wilson	Ongoing	3/27/2018	3/20/18: The architect has noted cosmetic issues on the certificate of final completion such as, scratched VCT floor tiles, scratched doors, scratched fume hoods, and damaged pendant light fixtures. Broaddus & Associates did not recommend withholding payment.	B&A will ensure these items are corrected within a timely manner.
Starr County Campus						
4	Parking & Site Improvement - Cleaning of Chilled Water Lines - 4 Incident Reports	Legal Counsel	Ongoing	10/3/2017 10/10/17 3/6/18	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. 3/20/18 (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.
5	New Library - Incorrect A/V Wall Boxes	B&A	Ongoing	3/27/2018	3/20/18: Broaddus & Associates are recommending a payment modification to the final pay retainage in the amount of \$4,500 for the incorrect paint color on the A/V Wall Boxes. B&A will provide an update at the March 27, 2018 Board Meeting.	B&A to provide a complete report on the matter and assist in the recovery of all associated costs.
District Wide - All Bond Projects						
6	Access Controls Equipment Not Installed	B&A / D.Wilson	Ongoing	3/27/2018	3/27/18 (Weekly Meeting): Access control equipment are not 100% installed in various buildings district wide. Power supply panels and door strikes are still pending installation. Broaddus & Associates is recommending withholding payment in the amount of \$10,000 (labor installation) from the Starr County Campus Parking & Site project until the issues are complete. Owner furnished and contractor installed.	B&A will coordinate with the contractor to ensure the access control equipments are installed and completed in a timely manner.
7	B&A Contract Amendment	B&A	Ongoing	3/27/2018	3/20/18: pending to amend B&A contract for extension through duration of 2013 Bond Construction Program.	B&A will provide the college with a contract amendment within a timely manner.
8	Architect/Engineer Fee Adjustments due to Increases from CCL to GMP	B&A	Ongoing	10/10/17 3/27/18	11/14/17 (Board Meeting): Board Approved Half Adjustment, B&A described the process. B&A will provide a written process. 3/20/18 (Weekly Meeting) : Broaddus & Associates is recommending fee adjustment to A/E firms that exceeded the 5% from the CCL for Board action on March 27, 2018.	B&A to provide an update at the March 27, 2018 Board Meeting.
9	Errors & Omissions Documentation from B&A for all projects - Cost of Reimbursement to STC	B&A	Ongoing	10/24/17 11/14/17 11/28/17 1/30/18 3/27/18	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. 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. 3/20/18 (Weekly Meeting): Broaddus & Associates negotiated the errors and omissions with the A/E teams and is recommending fee adjustments for Board Action on March 27, 2018.	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 March 27, 2018 Board Meeting.
10	Substantial Completions and Punch-lists	B&A	Ongoing	12/5/2017 3/27/18	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. 2/27/18 (Board Meeting): Broaddus & Associates stated that they were developing a new column in the completion schedule, that would track targeted final completion dates.	B&A to provide an update at the March 27, 2018 Board Meeting.
11	Responsibilities at Close-out of each project	B&A	Ongoing	12/5/2017 3/27/18	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. 2/27/18 (Board Meeting): Broaddus & Associates announced that they had developed a new spreadsheet with College staff, which helped identify the necessary steps for the close-out of each project. Broaddus & Associates would be responsible to oversee the completion of necessary close-out procedures for each project under their management.	B&A to provide an update at the March 27, 2018 Board Meeting.

Review and Action as Necessary on Final Completion and Release of Partial Retainage for 2013 Bond Construction Pecan Campus North Academic Building

Approval of conditional final completion and release of partial retainage for the following 2013 Bond Construction Pecan Campus – North Academic Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Pecan Campus – North Academic Building A/E: PBK Architects Engineer: DBR Engineering Contractor: D. Wilson Construction	Final Completion Recommended by Broaddus & Associates and PBK Architects	March 27, 2018

2013 Bond Construction Pecan Campus – North Academic Building

Broaddus & Associates recommends that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, PBK Architects and the College’s Planning & Construction Department staff visited the site and have concluded that there are pending punch list items sufficient to warrant the release of partial retainage, and withholding a portion of the final payment pending resolution of the punch list items.

Release of Partial Retainage

Broaddus & Associates recommends release of partial retainage in the amount of \$489,336.97 to D. Wilson Construction be approved. This partial retainage would include withholding \$3,000 of the final payment, due to the ongoing replacement of damaged floor tiles, as described under item #1 in the Outstanding Issues Action Plan. The balance of the retainage would be issued when the pending item is completed and verified by the project architect.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Retainage due per Pay App #25
\$10,951,000	(\$1,104,260)	\$9,846,739.42	\$9,863,407.42	\$9,371,070.45	\$492,336.97
				Payment Modification	(\$3,000.00)
				Partial Retainage for Approval March 27, 2018	\$489,336.97

The above payment modifications recommended by Broaddus & Associates of \$3,000 is not reflected on the current payment application (#25) provided by the contractor.

Release of payment will be contingent upon the receipt of a revised payment application reflecting the Board's approval of the payment modification.

Acceptance of Conditional Final Completion

Broaddus & Associates has reported that the architect recommends Final Completion, but has not provided certification from the architect.

Legal Counsel has recommended Board approval of conditional Final Completion due to the pending work and recommended release of partial retainage.

Pending Final Completion Documentation

- College administration has not received the architect's Certification of Final Completion from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the conditional final completion and release of partial retainage in the amount of \$489,336.97 for the 2013 Bond Construction Pecan Campus – North Academic Building project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. It is further recommended that the Board approve and authorize acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect.

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

The Board of Trustees approves and authorizes the conditional final completion and release of partial retainage in the amount of \$489,336.97 for the 2013 Bond Construction Pecan Campus – North Academic Building project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. The Board further approves and authorizes acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect.

Approval Recommended:

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

**Review and Action as Necessary on Final Completion and Release of
 Final Payment for 2013 Bond Construction Pecan Campus South
 Academic Building**

Approval of final completion and release of final payment for the following 2013 Bond Construction Pecan Campus – South Academic Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Pecan Campus– South Academic Building A/E: Boultinghouse Simpson Gate Architects Engineer: Half Associates Contractor: D. Wilson Construction	Final Completion Recommended by Broaddus & Associates and BSG Architects	March 27, 2018

2013 Bond Construction Pecan Campus– South Academic Building

Broaddus & Associates recommends that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, BSG Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. The architect recommends final completion and release of final payment in the amount of \$148,654.02 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$6,800,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$6,657,834	(\$148,654.02)	\$6,509,179.98	\$6,519,973.98	\$6,519,973.98	\$148,654.02

Enclosed Documents

Enclosed is a final completion letter from BSG Architects acknowledging all work is complete and recommending release of final payment to D. Wilson Construction in the amount of \$148,654.02.

Pending Final Completion Documentation

- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$148,654.02 for the 2013 Bond Construction Pecan Campus – South Academic Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$148,654.02 for the 2013 Bond Construction Pecan Campus – South Academic Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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



3-21-2018

Mr. Rick de la Garza
Director of Facilities Planning and Construction
South Texas College
P.O. Box 9701
McAllen, TX. 78502-9701

Re: STC Pecan Campus
SAB South Academic Building #916118

Mr. De la Garza,

Please consider this letter as our Certificate of Final Completion.

All punchlist items have been remedied by D. Wilson. All close out documentation has been submitted by D. Wilson, approved by the design team and returned to Broaddus & Associates. The building is complete.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Simpson". The signature is stylized and fluid.

Robert S. 'Bob' Simpson, AIA
Boultinghouse Simpson Gates Architects

cc: ncl/file

**Review and Action as Necessary on Final Completion and Release of
 Final Payment for 2013 Bond Construction Pecan Campus STEM
 Building**

Approval of final completion and release of final payment for the following 2013 Bond Construction Pecan Campus – STEM Building project will be requested at the March 27, 2018 Board Meeting:

Project	Completion Recommended	Date Received
2013 Bond Construction Pecan Campus-STEM Building A/E: Boultinghouse Simpson Gate Architects Engineer: Half Associates Contractor: D. Wilson Construction	Final Completion Recommended by Broaddus & Associates and BSG Architects	March 27, 2018

2013 Bond Construction Pecan Campus– STEM Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, BSG Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. The architect recommends final completion and release of final payment in the amount of \$538,440.15 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$8,500,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$10,417,059	(\$351,744)	\$10,768,803	\$10,782,294	\$10,243,853.85	\$538,440.15

Pending Final Completion Documentation

- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Enclosed Documents

Enclosed is a final completion letter from BSG Architects acknowledging all work is complete and recommending release of final payment to D. Wilson Construction in the amount of \$538,440.15.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$538,440.15 for the 2013 Bond Construction Pecan Campus – STEM Building project, contingent upon the College's receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$538,440.15 for the 2013 Bond Construction Pecan Campus – STEM Building project, contingent upon the College's receipt of pending final completion documentation, as presented.

Approval Recommended:

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



3-21-2018

Mr. Rick de la Garza
Director of Facilities Planning and Construction
South Texas College
P.O. Box 9701
McAllen, TX. 78502-9701

Re: STC McAllen Pecan Campus
STEM Building #916130

Mr. De la Garza,

Please consider this letter as our Certificate of Final Completion.

As of Wednesday, March 21st, 2018, D. Wilson Construction has some items remaining on a short punchlist. These items are cosmetic in nature and pertain mostly to scratched VCT floor tiles, scratched doors, scratched fume hoods, and replacement of some pendant light fixtures that were damaged during delivery to the jobsite. Please see the attached punchlist for more information. All close out documentation has been submitted by D. Wilson, approved by the design team and returned to Broaddus & Associates.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Simpson". The signature is stylized and fluid, with a large initial "B" and "S".

Robert S. 'Bob' Simpson, AIA
Boultinghouse Simpson Gates Architects

cc: ncl/file



03-21-2018

Re: South Texas College Pecan Campus STEM building
STC Project Number 916130
Architectural punch list

The following interior punch list was re-verified on Wednesday, March 21st at 2:00 pm. This punch list includes the entire building. Any room that no longer shows up on the list can be assumed to be completed and therefore removed from the list. This list contains architectural items **ONLY**. Mechanical, Electrical, and Plumbing systems are not a part of this list. Separate punch lists from the MEP Consultants are **not** included. This list includes ***architectural elements only***.
Attendees included: Josh Belgum (D. Wilson), John Gates (BSG Architects)

STEM Building Punch List

1st floor:

Info commons 1.202

-Remove scratch from door 5' aff

Corridor 1.400 north to south

-Clean ~~southwest~~ pendant light and remove dents in shade cover
-Remove all scuffs and scrapes from vct tile floor

Faculty collaboration 1.404

-Remove all scratched blue floor tiles and replace (30% of floor scratched)

Corridor 1.600 north to south

-Replace torn pendant light cover in Se corner facing door

2nd floor:

Electrical 2.101C

- Clean vct

Vestibule 2.106

-Remove stains from VCT.
-Clean floor

Corridor 2.200 (North to South)

- Clean and replace any damaged vct

Student Area 2.200A

- Clean vct and replace any stained or scratched vct

Corridor 2.800

- Clean and replace any damaged vct

Student Area 2.800A

- Clean and replace any damaged vct

Chemical Waste 2.801

- Clean biospec floor

Chemistry (Wet) (Organic/Inorganic) 2.802

-Lots of scratches on the NE fume hood to repair-coupler at ceiling and near top of sash

Exterior:

North Elevation (east to west)

-Pipe penetrating through east brick wall elevation needs to be sealed

-Remove stains and paint from west elevation brick wall underside of ACM panels at northwest entry.

West Elevation (north to south)

-Remove stains from brick wall facing south near southwest storefront entry

East Elevation (south to north)

-Remove black stains from stucco wall below 2nd floor ACM panel window south of east elevation

END OF ARCHITECTURAL PUNCHLIST

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Pecan Campus STEM Building

Approval to amend the existing Architecting agreement with Boultinghouse Simpson Gates Architects to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Boultinghouse Simpson Gates Architects to include the design of the additional scope at the 2013 Bond Construction STEM Building.

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 STEM Building as approved.

Background

The current architect agreement with Boultinghouse Simpson Gates Architects for the STEM Building 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 \$8,500,000, and the fee was negotiated at 6.12%, for a total of \$520,030.00 plus a reimbursable cost of \$925.00. The total project cost is \$10,768,803.00. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

The architect has accepted the cost for the following errors, as identified by Broaddus & Associates and which have been deducted from the additional fee adjustment:

Project Name	Error Descriptions	Amount
Pecan Campus STEM Bldg	CR11 for the acceleration of the structural steel erection	\$22,555.00
South Academic Building	CR14 for the structural steel X bracing conflict with window wall	6,438.00
South Academic Building	CR26 for the VAV power revisions (add neutral wire to 277V power)	1,244.00
South Academic Building	Change order #11 for the additional light kits	3,150.00
Total		\$33,387.00

Boultinghouse Simpson Gates Architects is requesting an additional fee of \$105,418.37, which would result in a total fee of \$626,373.37, including additional services.

Original Fee:	\$520,030.00
Reimbursable Expenses:	925.00
<u>Additional Fee:</u>	<u>105,418.37</u>
Revised Fee	\$626,373.37

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Boultinghouse Simpson Gates Architects to a revised fixed fee of \$625,448.37. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Boultinghouse Simpson Gates Architects for the Pecan Campus STEM Building project to a revised fixed fee of \$626,373.37

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 Boultinghouse Simpson Gates Architects for the Pecan Campus STEM Building project to a revised fixed fee of \$626,373.37

Approval Recommended:

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

Boultinghouse Simpson Gates Fee Adjustment Summary

Company Name:	BSG
Campus:	STC Pecan
Project Name:	STEM
Original CCL:	\$ 8,500,000.00
Contract Construction Contngency	\$ 100,000.00
Contract Design Contingency	\$ 70,000.00
Original Fee Percent	6.12%
Calculated Fee:	\$ 520,030.00
Original Base Contract Fee:	\$ 520,030.00
Reimbursable Expenses	\$ 925.00
	\$ -
	\$ -
Total to Date:	\$ 520,955.00

Approved GMP:	\$ 10,417,059.00
Less GMP Adjustment	\$ -
Add Design Contingency Balance	\$ 625,252.00
Less Returned Buy Out Savings	\$ (273,508.00)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	All
Total Adjusted Scope of Work Amount:	\$ 10,768,803.00
Adjusted Contract Fee (Scope Total x Fee %)	\$ 658,835.37
Reimbursable Expenses	\$ 925.00
	\$ -
	\$ -
Proposed Total Fee Adjustment:	\$ 659,760.37

Comments: Error Contribution includes items identified in South Academic & STEM Building.

Adjusted Increase Amount	\$ 138,805.37
STEM - Accelerate Steel Erection	\$ (22,555.00)
South Academic - Structural St. X Bracing Conflict with Window Wall	\$ (6,438.00)
South Academic - VAV Power Revisions - Add Neutral to 277V Power	\$ (1,244.00)
South Academic - Additional Light Kits	\$ (3,150.00)
Net Adjusted Increase Amount	\$ 105,418.37
Total Contract Adjusted Amount	\$ 626,373.37

Review and Action as Necessary on Final Completion and Release of Partial Retainage for 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building

Approval of conditional final completion and release of partial retainage for the following 2013 Bond Construction Pecan Campus – Student Union Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Pecan Campus – Student Union Building A/E: The Warren Group Engineer: Half Associates Contractor: D. Wilson Construction	Final Completion Recommended by Broaddus & Associates	March 27, 2018

2013 Bond Construction Pecan Campus– Pecan Campus Student Activities and Cafeteria Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, TWG Architects and the College’s Planning & Construction Department staff visited the site and have concluded that there are pending punch list items sufficient to warrant the release of partial retainage, and withholding a portion of the final payment pending resolution of the punch list items.

Release of Partial Retainage

Broaddus & Associates recommends release of partial retainage in the amount of \$329,484.68 to D. Wilson Construction be approved. This partial retainage would include withholding \$5,000 of the final payment, due to the ongoing replacement of damaged stair treads and related finishes, as described under item #1 in the Outstanding Issues Action Plan. The balance of the retainage will be issued when the pending item is completed and verified by the project team.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Retainage due per Pay App #21
\$6,888,179	(\$198,485.41)	\$6,689,693.59	\$6,698,741.59	\$6,364,256.91	\$334,484.68
Payment Modification					(\$5,000.00)
Partial Retainage for Approval March 27, 2018					\$329,484.68

The above payment modifications recommended by Broaddus & Associates of \$5,000 is not reflected on the current payment application (#25) provided by the contractor. A revised payment application will be requested from the contractor upon Board's approval of the payment modification. Payment will be released to the contractor upon receipt of the revised payment application.

Acceptance of Conditional Final Completion

Broaddus & Associates has reported that the architect recommends Final Completion, but has not provided certification from the architect.

Legal Counsel has recommended Board approval of conditional Final Completion due to the pending work and recommended release of partial retainage.

Pending Final Completion Documentation

- College administration has not received the architect's Certification of Final Completion from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the conditional final completion and release of partial retainage in the amount of \$329,484.68 for the 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. It is further recommended that the Board approve and authorize acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect.

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

The Board of Trustees approves and authorizes the conditional final completion and release of partial retainage in the amount of \$329,484.68 for the 2013 Bond Construction Pecan Campus Student Activities and Cafeteria Building title project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. The Board further approves and authorizes acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect.

Approval Recommended:

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

Review and Action as Necessary on Substantial Completion, Final Completion, and Release of Final Payment for 2013 Bond Construction Pecan Campus Parking and Site Improvements

Approval of substantial completion, final completion, and release of final payment for the following 2013 Bond Construction Pecan Campus – Parking and Site Improvements project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Pecan Campus- Parking and Site Engineer: Perez Consulting Engineers Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Perez Consulting Engineers	March 27, 2018

2013 Bond Construction Pecan Campus– Parking and Site

It is recommended that substantial completion, final completion, and release of final payment for this project with D. Wilson Construction be approved.

Substantial Completion

Broaddus & Associates, Perez Consulting Engineers, LLC, and College staff visited the site and developed a construction punch list. As a result of this site visit and observation of the completed work, the project was certified by the architect on January 30, 2018. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project.

Final Completion

Broaddus & Associates, Perez Consulting Engineers and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the engineer recommends final completion and release of final payment in the amount of \$129,873.71 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$2,000,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$2,618,800	(\$21,325.87)	\$2,597,474.13	\$2,600,648.13	\$2,470,774.42	\$129,873.71

Enclosed Documents

Enclosed is a Certificate of Substantial Completion.

Pending Final Completion Documentation

- College administration has not received the engineer's Certification of Final Completion from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Facilities Committee Recommendation

On March 6, 2018, the Facilities Committee recommended Board approval of substantial completion for the 2013 Bond Construction Pecan Campus – Parking and Site Improvements project as presented.

Subsequent to that meeting, the project engineer has provided a letter acknowledging that all work is complete, and recommending release of final payment to D. Wilson Construction.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$129,873.71 for the 2013 Bond Construction Pecan Campus – Parking and Site Improvements project, contingent upon the College's receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$129,873.71 for the 2013 Bond Construction Pecan Campus – Parking and Site Improvements project, contingent upon the College's receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Substantial Completion Acceptance: No. 4 - FINAL

Project : **STC Pecan Campus – Parking & Site Improvements**

Project No.: STC #916-162 Date of Issuance: February 28, 2017

Owner: South Texas College

Contractor: D. Wilson Construction Company

A/E Firm: Perez Consulting Engineers, L.L.C.

Scope of Work Covered by This Acceptance:

Landscape and Irrigation: Landscape and walks around STEM, patio between STEM and South Academic Buildings, and all areas around North Academic

Exclusions: None

Previous Acceptance:

Substantial Completion No. 1: August 27, 2017 - Area 'A' – Portion of Lot 10 adjacent North Academic , and Area 'B' – Entry to Lot 17

Substantial Completion No. 2: November 17, 2017 - Main Parking Lot and adjacent walks

Substantial Completion No. 3: November 22, 2017 – Service Loop Drive and Alt #1 Pavers, Landscape at South

Effective Date & Time of Acceptance: January 30, 2018, Noon

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

<i>D. Wilson Construction, Co.</i>	<i>Signature</i>	<i>Date</i>
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Substantial Completion Acceptance: No. 4 - FINAL

The **Architect/Engineer** agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.

René Gonzales, PE



2-28-2018

Perez Consulting Engineers, L.L.C.

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

**BROADDUS
& ASSOCIATES**

Review and Action as Necessary on Final Completion and Release of Final Payment for 2013 Bond Construction Nursing & Allied Health Campus Building Expansion

Approval of final completion and release of final payment for the following 2013 Bond Construction Nursing Allied Health Campus – Expansion project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Nursing Allied Health Campus – Expansion Architect: ERO Architects Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and ERO Architects	March 27, 2018

2013 Bond Construction Nursing Allied Health Campus – Expansion

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, ERO Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the architect recommends final completion and release of final payment in the amount of \$801,854.38 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$16,600,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$17,009,860	(\$972,772.31)	\$16,037,087.69	\$16,063,347.69	\$15,261,493.31	\$801,854.38

Pending Final Completion Documentation

- College administration has not received the architect’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$801,854.38 for the 2013 Bond Construction Nursing Allied Health Campus – Expansion project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$801,854.38 for the 2013 Bond Construction Nursing Allied Health Campus – Expansion project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on Final Completion and Release of Final Payment for 2013 Bond Construction Nursing & Allied Health Campus Parking and Site Improvements

Approval of final completion and release of final payment for the following 2013 Bond Construction Nursing Allied Health Campus – Parking and Site Improvements project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Nursing Allied Health Campus – Parking and Site Engineer: R. Gutierrez Engineers Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and R. Gutierrez Engineer	March 27, 2018

2013 Bond Construction Nursing Allied Health Campus – Parking and Site

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, R. Gutierrez Engineers and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the engineer recommends final completion and release of final payment in the amount of \$107,072.01 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$1,100,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$2,205,963	(\$64,522.88)	\$2,141,440.12	\$2,143,180.12	\$2,036,108.11	\$107,072.01

Pending Final Completion Documentation

- College administration has not received the engineer’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$107,072.01 for the 2013 Bond Construction Nursing Allied Health Campus – Parking and Site Improvements project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$107,072.01 for the 2013 Bond Construction Nursing Allied Health Campus – Parking and Site Improvements project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Nursing & Allied Health Campus Parking and Site Improvements

Approval to amend the existing engineering agreement with R. Gutierrez Engineering Corporation to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with R. Gutierrez Engineering Corporation to include the design of the additional scope at the 2013 Bond Construction Nursing Campus Parking and Site Improvements.

Justification

The engineer 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 Nursing Campus Parking and Site Improvements as approved.

Background

The current architect agreement with R. Gutierrez Engineering Corporation for the Nursing Campus Parking and Site Improvements 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 \$1,100,000, and the fee was negotiated at 8.64%, for a total of \$95,040.00. The total project cost is \$2,141,440.12. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

The engineer has accepted the cost for CR4 RFI#5 error in the amount of \$6,670.00 for rerouting the storm drain in conflict with light pole, which has been deducted from the additional fee adjustment.

R. Gutierrez Engineering Corporation is requesting an additional fee of \$83,310.43, which would result in a total fee of \$204,907.93 including additional services.

Original Fee:	\$95,040.00
Additional Services:	26,357.50
Reimbursable Expenses:	200.00
<u>Additional Fee:</u>	<u>83,310.43</u>
Revised Fee	\$204,907.93

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with R. Gutierrez Engineering Corporation to a revised fixed fee of \$204,907.93. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with R. Gutierrez Engineering Corporation for the Nursing & Allied Health Parking & Site Improvements project to a revised fixed fee of \$204,907.93.

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 R. Gutierrez Engineering Corporation for the Nursing & Allied Health Parking & Site Improvements project to a revised fixed fee of \$204,907.93.

Approval Recommended:

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

R. Gutierrez Engineers - Fee Adjustment Summary - NAHC Parking and Site

Company Name:	R. Gutierrez Eng. Corp.	Approved GMP:	\$ 2,205,963.00
Campus:	STC		\$ -
Project Name:	NAH Parking & Sitework	Alternates - None	\$ -
Original CCL:	\$ 1,100,000.00	Less Returned Design Contingency Balance	\$ -
Contract Construction Contingency	\$ 23,000.00	Less Returned Net Final Buy Out Savings	\$ (64,522.88)
Contract Design Contingency	\$ 34,207.00	Less Returned Construction Contingency Balance	\$ -
Original Fee Percent	8.64%	Construction Contingency Utilized Amount	\$ -
Calculated Fee:	\$ 95,040.00	Total Adjusted Scope of Work Amount:	\$ 2,141,440.12
Original Base Contract Fee:	\$ 95,040.00	Adjusted Contract Fee (Scope Total x Fee %)	\$ 185,020.43
ASR #1 - Surveying	\$ 9,431.00	ASR #1 - Surveying	\$ 9,431.00
ASR #2 - Landscape & Irrigation	\$ 7,894.00	ASR #2 - Landscape & Irrigation	\$ 7,894.00
ASR #3 - Surveying (Texas A&M)	\$ 1,717.00	ASR #3 - Surveying (Texas A&M Easement)	\$ 1,717.00
AEP Easement	\$ 4,875.40	AEP Easement	\$ 4,875.40
Waterline Easement	\$ 2,440.10	Waterline Easement	\$ 2,440.10
Reimbursable Expense	\$ 200.00	Reimbursable Expense	\$ 200.00
Total to Date:	\$ 121,597.50	Proposed Total Fee Adjustment:	\$ 211,577.93
Comments:		Net Adjusted Increase Amount	\$ 89,980.43
		Less Error Cost Contribution - CR 4 (RFI #5)	
		Reroute storm drain in conflict with light pole	\$ 6,670.00
		Net Adjusted Increase Amount	\$ 83,310.43
		Total Contract Adjusted Amount	\$ 204,907.93

Review and Action as Necessary on Final Completion and Release of Final Payment for 2013 Bond Construction Nursing & Allied Health Campus Thermal Plant

Approval of final completion and release of final payment for the following 2013 Bond Construction Nursing Allied Health Campus – Thermal Plant project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Nursing Allied Health Campus – Thermal Plant Engineer: Halff Associates Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Halff Associates	March 27, 2018

2013 Bond Construction Nursing Allied Health Campus – Thermal Plant

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Halff Associates and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the engineer recommends final completion and release of final payment in the amount of \$11,357.55 to D. Wilson Construction be approved. The original cost approved for this bond-funded project, which included the scope of installing the chiller lines from the new thermal plant to the new building, was in the amount of \$230,788.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$230,788	(\$3,637)	\$227,151	\$227,151	\$215,793.45	\$11,357.55

Pending Final Completion Documentation

- College administration has not received the engineer’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$11,357.55 for the 2013 Bond Construction Nursing Allied Health Campus – Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$11,357.55 for the 2013 Bond Construction Nursing Allied Health Campus – Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on Final Completion and Release of Final Payment for Non-Bond Nursing & Allied Health Campus Thermal Plant

Approval of final completion and release of final payment for the following 2013 Bond Construction Nursing Allied Health Campus Non-Bond Thermal Plant project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Nursing Allied Health Campus – Non-Bond Thermal Plant Engineer: Halff Associates Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Halff Associates	March 27, 2018

2013 Bond Construction Nursing Allied Health Campus – Non-Bond Thermal Plant

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Halff Associates and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the engineer recommends final completion and release of final payment in the amount of \$145,880.51 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$2,867,847.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$2,867,847	(\$131,990.71)	\$2,735,856.29	\$2,742,681.29	\$2,596,800.78	\$145,880.51

Pending Final Completion Documentation

- College administration has not received the engineer’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$145,880.51 for the 2013 Bond Construction Nursing Allied Health Campus Non-Bond Thermal Plant project, contingent upon the College's receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$145,880.51 for the 2013 Bond Construction Nursing Allied Health Campus Non-Bond Thermal Plant project, contingent upon the College's receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on Final Completion and Release of Final Payment for Non-Bond Nursing & Allied Health Campus Thermal Plant Parking and Site Improvements

Approval of final completion and release of final payment for the following non-bond Nursing Allied Health Campus - Thermal Plant Parking and Site Improvements project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Nursing Allied Health Campus - Thermal Plant Parking and Site Engineer: R. Gutierrez Engineers Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and R. Gutierrez Engineers	March 27, 2018

2013 Bond Construction Nursing Allied Health Campus - Thermal Plant Parking and Site

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, R. Gutierrez Engineers and the College's Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the engineer recommends final completion and release of final payment in the amount of \$10,892.65 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$229,010.00.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$229,010.00	(\$11,156.95)	\$217,853.05	\$217,853.05	\$206,960.40	\$10,892.65

Pending Final Completion Documentation

- College administration has not received the engineer's Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$10,892.65 for the non-bond Nursing Allied Health Campus - Thermal Plant Parking and Site Improvements project, contingent upon the College's receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$10,892.65 for the non-bond Nursing Allied Health Campus - Thermal Plant Parking and Site Improvements project, contingent upon the College's receipt of pending final completion documentation, as presented.

Approval Recommended:

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

**Review and Action as Necessary on Final Completion and Release of
Final Payment for 2013 Bond Construction Technology Campus
Parking and Site Improvements**

Staff was advised to include this item in the posted agenda, but has since been informed that no action is needed at this time.

**Review and Action as Necessary on Final Completion and Release of
 Final Payment for 2013 Bond Construction Starr County Campus
 Health Professions and Science Building**

Approval of final completion and release of final payment for the following 2013 Bond Construction Starr County Campus – Health Professions Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – Health Professions Building Architect: Mata+Garcia Architects Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Mata+Garcia Architects	March 27, 2018

2013 Bond Construction Starr County Campus – Health Professions Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Mata+Garcia Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the Architect recommends final completion and release of final payment in the amount of \$793,519.39 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$8,500,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$9,521,000	(\$257,488.92)	\$9,263,511.08	\$9,287,400.08	\$8,493,880.69	\$793,519.39

Pending Final Completion Documentation

- College administration has not received the architect’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$793,519.39 for the 2013 Bond Construction Starr County Campus – Health Professions Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$793,519.39 for the 2013 Bond Construction Starr County Campus – Health Professions Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Starr County Campus Health Professions and Science Building

Approval to amend the existing Architecting agreement with Mata Garcia Architects to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Mata Garcia Architects to include the design of the additional scope at the 2013 Bond Construction Health Professional and Science Building.

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 Health Professional and Science Building as approved.

Background

The current architect agreement with Mata Garcia Architects for the Health Professional and Science Building 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 \$8,500,000, and the fee was negotiated at 6.12%, for a total of \$520,030.00. The total project cost is including net Final Buyout Savings of \$257,489 is \$9,263,511.00. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

The architect has accepted the cost for CR5, CR6 and CR7 – errors, as identified by Broaddus & Associates in the amount of \$5,122 from the Starr County Campus Health Profession Building, and which have been deducted from the additional fee adjustment.

Project Name	Error Descriptions	Amount
Starr County Health Professions Building	CR5 for the K bracing correction	\$1,892.00
Starr County Health Professions Building	CR6 for the roof drain locations	1,800.00
Starr County Health Professions Building	CR7 for the door frame changes	1,430.00
Total		\$5,122.00

Mata Garcia Architects is requesting an additional fee of \$41,589.60, which would result in a total fee of \$561,619.60, including additional services.

Original Fee:	\$520,030.00
<u>Additional Fee:</u>	<u>\$41,589.60</u>
Revised Fee	\$561,619.60

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Mata Garcia Architects to a revised fixed fee of \$561,619.60. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Mata Garcia Architects for the Starr County Campus Health Professions & Science Building project to a revised fixed fee of \$561,619.60.

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 Mata Garcia Architects for the Starr County Campus Health Professions & Science Building project to a revised fixed fee of \$561,619.60.

Approval Recommended:

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

Mata Garcia Fee Adjustment Summary - Health Professional Building

Company Name:	Mata-Garcia
Campus:	STC Starr County
Project Name:	HP&S Building
Original CCL:	\$ 8,500,000.00
Contract Construction Contingency	\$ 143,000.00
Contract Design Contingency	\$ 96,000.00
Original Fee Percent	6.12%
Calculated Fee:	\$ 520,030.00
Original Base Contract Fee:	\$ 520,030.00
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Total to Date:	\$ 520,030.00

Comments:

Approved GMP:	\$ 9,521,000.00
Less GMP Adjustment	\$ -
Less Returned Design Contingency Balance	\$ -
Less Returned Net Final Buy Out Savings	\$ (257,489.00)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	\$ -
Total Adjusted Scope of Work Amount:	\$ 9,263,511.00
Adjusted Contract Fee (Scope Total x Fee %)	\$ 566,742
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Proposed Total Fee Adjustment:	\$ 566,741.60
Adjusted Increase Amount	\$ 46,711.60
Less Error Contributions	
CR005 K-Bracing Correction	\$ (1,892.00)
CR006 Roof Drain Locations	\$ (1,800.00)
CR007 Door Frame Changes	\$ (1,430.00)
Net Adjusted Increase Amount	\$ 41,589.60
Total Contract Adjusted Amount	\$ 561,619.60

**Review and Action as Necessary on Final Completion and Release of
 Final Payment for 2013 Bond Construction Starr County Campus
 Student Services Building**

Approval of final completion and release of final payment for the following 2013 Bond Starr County Campus – Student Services Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – Student Services Building Architect: Mata+Garcia Architects Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Mata+Garcia Architects	March 27, 2018

2013 Bond Construction Starr County Campus – Student Services Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Mata+Garcia Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the Architect recommends final completion and release of final payment in the amount of \$64,428.87 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$850,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$1,320,000	(\$145,840.89)	\$1,174,159.11	\$1,176,547.11	\$1,112,118.24	\$64,428.87

Pending Final Completion Documentation

- College administration has not received the architect’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$64,428.87 for the 2013 Bond Construction Starr County Campus – Student Services Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$64,428.87 for the 2013 Bond Construction Starr County Campus – Student Services Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Starr County Campus Student Services Building

Approval to amend the existing Architecting agreement with Mata Garcia Architects to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Mata Garcia Architects to include the design of the additional scope at the 2013 Bond Construction Student Services Building.

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 Student Services Building as approved.

Background

The current architect agreement with Mata Garcia Architects for the Student Services Building 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 \$850,000, and the fee was negotiated at 8.23%, for a total of \$69,955.00. The total project cost is including net Final Buyout Savings of \$145,840.89 is \$1,174,159.11. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

Mata Garcia Architects is requesting an additional fee of \$26,678.29, which would result in a total fee of \$96,633.29, including additional services.

Original Fee:	\$69,955.00
<u>Additional Fee:</u>	<u>\$26,678.29</u>
Revised Fee	\$96,633.29

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Mata Garcia Architects to a revised fixed fee of \$96,633.29. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Mata Garcia Architects for the Starr County Campus Student Services Building project to a revised fixed fee of \$96,633.29.

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 Mata Garcia Architects for the Starr County Campus Student Services Building project to a revised fixed fee of \$96,633.29.

Approval Recommended:

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

Mata Garcia Fee Adjustment Summary - Student Services Building

Company Name:	Mata-Garcia
Campus:	STC Starr County
Project Name:	Student Services
Original CCL:	\$ 850,000.00
Contract Construction Contingency	\$ 13,000.00
Contract Design Contingency	\$ 19,500.00
Original Fee Percent	8.23%
Calculated Fee:	\$ 69,955.00
Original Base Contract Fee:	\$ 69,955.00
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Total to Date:	\$ 69,955.00

Comments:

Approved GMP:	\$ 1,320,000.00
Less GMP Adjustment	\$ -
Less Returned Design Contingency Balance	\$ -
Less Returned Net Final Buy Out Savings	\$ (145,840.89)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	\$ -
Total Adjusted Scope of Work Amount:	\$ 1,174,159.11
Adjusted Contract Fee (Scope Total x Fee %)	\$ 96,633.29
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Proposed Total Fee Adjustment:	\$ 96,633.29
Adjusted Increase Amount	\$ 26,678.29
Less Error Cost Contribution	\$ -
Net Adjusted Increase Amount	\$ 26,678.29
Total Contract Adjusted Amount	\$ 96,633.29

Review and Action as Necessary on Final Completion and Release of Final Payment for 2013 Bond Construction Starr County Campus Student Activities Building

Approval of final completion and release of final payment for the following 2013 Bond Construction Starr County Campus – Student Activities Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – Student Activities Building Architect: Mata+Garcia Architects Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Mata+Garcia Architects	March 27, 2018

2013 Bond Construction Starr County Campus – Student Activities Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Mata+Garcia Architects and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the Architect recommends final completion and release of final payment in the amount of \$67,210.33 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$850,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$1,365,000	(\$216,314.38)	\$1,148,685.62	\$1,156,554.62	\$1,089,344.29	\$67,210.33

Pending Final Completion Documentation

- College administration has not received the architect’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$67,210.33 for the 2013 Bond Construction Starr County Campus – Student Activities Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$67,210.33 for the 2013 Bond Construction Starr County Campus – Student Activities Building project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Starr County Campus Student Activities Building

Approval to amend the existing Architecting agreement with Mata Garcia Architects to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Mata Garcia Architects to include the design of the additional scope at the 2013 Bond Construction Student Activities Building.

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 Student Activities Building as approved.

Background

The current architect agreement with Mata Garcia Architects for the Student Activities Building 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 \$850,000, and the fee was negotiated at 8.23%, for a total of \$69,955.00. The total project cost is including net Final Buyout Savings of \$216,314.38 is \$1,148,685.62. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

Mata Garcia Architects is requesting an additional fee of \$24,581.83, which would result in a total fee of \$94,536.83, including additional Activities.

Original Fee:	\$69,955.00
<u>Additional Fee:</u>	<u>\$24,581.83</u>
Revised Fee	\$94,536.83

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Mata Garcia Architects to a revised fixed fee of \$94,563.83. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Mata Garcia Architects for the Starr County Campus Student Activities Building project to a revised fixed fee of \$94,563.83.

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 Mata Garcia Architects for the Starr County Campus Student Activities Building project to a revised fixed fee of \$94,563.83.

Approval Recommended:

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

Mata Garcia Fee Adjustment Summary - Student Activities Building

Company Name:	Mata-Garcia
Campus:	STC Starr County
Project Name:	Student Activities
Original CCL:	\$ 850,000.00
Contract Construction Contingency	\$ 13,000.00
Contract Design Contingency	\$ 19,500.00
Original Fee Percent	8.23%
Calculated Fee:	\$ 69,955.00
Original Base Contract Fee:	\$ 69,955.00
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Total to Date:	\$ 69,955.00

Comments:

Approved GMP:	\$ 1,365,000.00
Less GMP Adjustment	\$ -
Less Returned Design Contingency Balance	\$ -
Less Returned Net Final Buy Out Savings	\$ (216,314.38)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	\$ -
Total Adjusted Scope of Work Amount:	\$ 1,148,685.62
Adjusted Contract Fee (Scope Total x Fee %)	\$ 94,536.83
ASR1	\$ -
ASR2-	\$ -
ASR3-	\$ -
Proposed Total Fee Adjustment:	\$ 94,536.83
Adjusted Increase Amount	\$ 24,581.83
Less Error Cost Contribution	\$ -
Net Adjusted Increase Amount	\$ 24,581.83
Total Contract Adjusted Amount	\$ 94,536.83

Review and Action as Necessary on Final Completion and Release of Partial Retainage for 2013 Bond Construction Starr County Campus Library

Approval of conditional final completion and release of partial retainage for the following 2013 Bond Construction Starr County Campus – Library Expansion Building project is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – Library Expansion Building Architect: Mata+Garcia Architects Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Mata+Garcia Architects	March 27, 2018

2013 Bond Construction Starr County Campus – Library Expansion Building

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Mata+Garcia Architects and the College’s Planning & Construction Department staff visited the site and have concluded that there are pending punch list items sufficient to warrant the release of partial retainage, and withholding a portion of the final payment pending resolution of the punch list items.

Release of Partial Retainage

Broaddus & Associates recommends release of partial retainage in the amount of \$194,076.85 to D. Wilson Construction be approved. This partial retainage would include withholding \$4,500 of the final payment, due to incorrect A/V wall boxes, as described under item #5 in the Outstanding Issues Action Plan. The balance of the retainage will be issued when the pending item is completed and verified by the project architect.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Retainage due per Pay App #16
\$3,700,000	(\$392,955.17)	\$3,307,044.83	\$3,314,913.83	\$3,116,336.98	\$198,576.85
Payment Modification					(\$4,500.00)
Partial Retainage for Approval March 27, 2018					\$194,076.85

The above payment modifications recommended by Broaddus & Associates of \$4,500 is not reflected on the current payment application (#16) provided by the contractor. A revised payment application will be requested from the contractor upon Board's approval of the payment modification. Payment will be released to the contractor upon receipt of the revised payment application.

Acceptance of Conditional Final Completion

Broaddus & Associates has reported that the architect recommends Final Completion, but has not provided certification from the architect.

Legal Counsel has recommended Board approval of conditional Final Completion due to the pending work and recommended release of partial retainage.

Pending Final Completion Documentation

- College administration has not received the architect's Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the conditional final completion and release of partial retainage in the amount of \$194,076.85 for the 2013 Bond Construction Starr County Campus – Library Expansion Building project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. It is further recommended that the Board approve and authorize acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect..

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

The Board of Trustees approves and authorizes the conditional final completion and release of partial retainage in the amount of \$194,076.85 for the 2013 Bond Construction Starr County Campus – Library Expansion Building project contingent upon the College's receipt of pending final completion documentation and a modified pay application reflecting the partial retainage recommended by Broaddus & Associates. The Board further approves and authorizes acceptance of full final completion and the release of the balance of retainage upon the certification of all pending work by the project architect.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Starr County Campus Library

Approval to amend the existing Architecting agreement with Mata Garcia Architects to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Mata Garcia Architects to include the design of the additional scope at the 2013 Bond Construction Library Building.

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 Library Building as approved.

Background

The current architect agreement with Mata Garcia Architects for the Library Building 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 \$2,800,000, and the fee was negotiated at 5.90%, for a total of \$165,200.00. The total project cost is including net Final Buyout Savings of \$392,955.17 is \$3,307,044.83. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

Mata Garcia Architects is requesting an additional fee of \$29,915.64, which would result in a total fee of \$195,115.64, including additional services.

Original Fee:	\$165,200.00
Additional Services:	34,751.15
<u>Additional Fee:</u>	<u>29,915.64</u>
Revised Fee	\$229,866.79

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Mata Garcia Architects for the Starr County Campus Library project to a revised fixed fee of \$229,866.79. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Mata Garcia Architects for the Starr County Campus Library project to a revised fixed fee of \$229,866.79

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 Mata Garcia Architects for the Starr County Campus Library project to a revised fixed fee of \$229,866.79

Approval Recommended:

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

Mata Garcia Fee Adjustment Summary - Library Building

Company Name:	Mata-Garcia
Campus:	STC Starr County
Project Name:	New Library
Original CCL:	\$ 2,800,000.00
Contract Construction Contingency	\$ 55,500.00
Contract Design Contingency	\$ 37,000.00
Original Fee Percent	5.90%
Calculated Fee:	\$ 165,200.00

Original Base Contract Fee:	\$ 165,200.00
ASR1 - 720 Design Fee	\$ 30,200.00
ASR1 - Expense Allow.	\$ 3,020.00
Reimbursable Expenses	\$ 1,531.15
Total to Date:	\$ 199,951.15

Comments:

Approved GMP:	\$ 3,700,000.00
Less GMP Adjustment	\$ -
Less Returned Design Contingency Balance	\$ -
Less Returned Net Final Buy Out Savings	\$ (392,955.17)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	\$ -
Total Adjusted Scope of Work Amount:	\$ 3,307,044.83

Adjusted Contract Fee (Scope Total x Fee %)	\$ 195,115.64
ASR1 - 720 Design Fee	\$ 30,200.00
ASR1 - Expense Allow.	\$ 3,020.00
Reimbursable Expenses	\$ 1,531.15
Proposed Total Fee Adjustment:	\$ 229,866.79

Adjusted Increase Amount	\$ 29,915.64
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Less Error Cost Contribution	\$ -
Net Adjusted Increase Amount	\$ 29,915.64

Total Contract Adjusted Amount	\$ 229,866.79
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**Review and Action as Necessary on Final Completion and Release of
 Final Payment for 2013 Bond Construction Starr County Campus
 Thermal Plant**

Approval of final completion and release of final payment for the following 2013 Bond Construction Starr County Campus – Thermal Plant is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – Thermal Plant Engineer: Sigma HN Engineers, PLLC Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Sigma HN Engineers	March 27, 2018

2013 Bond Construction Starr County Campus – Thermal Plant

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Sigma HN Engineers and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the Engineer recommends final completion and release of final payment in the amount of \$183,207.47 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$3,800,000.

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$3,911,000	(\$588,015.93)	\$3,322,984.07	\$3,333,664.07	\$3,150,456.60	\$183,207.47

Pending Final Completion Documentation

- College administration has not received the engineer’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$183,207.47 for the 2013 Bond Construction Starr County Campus – Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$183,207.47 for the 2013 Bond Construction Starr County Campus – Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

Review and Action as Necessary on A/E Fee Adjustments for 2013 Bond Construction Starr County Campus Thermal Plant

Approval to amend the existing engineering agreement with Sigma HN Engineers, PLLC to include the additional scope items designed is requested.

Purpose

Authorization is requested to amend the current architect agreement with Sigma HN Engineers, PLLC to include the design of the additional scope at the 2013 Bond Construction Starr County Thermal Energy Plant Improvements.

Justification

The engineer 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 Starr County Thermal Energy Plant Improvements as approved.

Background

The current architect agreement with Sigma HN Engineers, PLLC for the Starr County Thermal Energy Plant Improvements 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 \$3,800,000, and the fee was negotiated at 7.66%, for a total of \$291,080.00. The board approved GMP was \$3,911,000. The total project cost is \$4,501,413.67, which includes chiller procurement and system design amount of \$563,901, alternate #1 hydronic piping amount of \$788,305, and less the final buy out savings of \$761,792.33. No additional costs are anticipated for the project, which exceeded the CCL by the 5% contract threshold.

Original Fees

CCL Amount	Percentage	Approved Amount
\$3,800,000.00	7.66%	\$291,080.00

Adjusted Scope of Work

Description	Project Cost
Board Approved GMP	3,911,000.00
Chiller Procurement and System Design	563,901.00
Alternate #1 Hydronic Piping	788,305.00
Less Buyout Savings	(761,792.33)
Total Adjusted Scope of Work Amount	\$4,501,413.67

The engineer has accepted the cost for one-half CR01 error in the amount of \$1,467.00 for the structural steel angle modification at roof angle (had to be doubled in size), which has been deducted from the fee adjustment.

Sigma HN Engineers, PLLC is requesting an additional fee of \$54,840.80, which would result in a total fee of \$348,451.51, including additional services.

Original Fee:	\$291,080.00
<u>Reimbursable Expenses:</u>	<u>2,530.71</u>
Total	\$293,610.71

Additional Fee:

Adjusted Additional Fee:	52,261.29
<u>Additional Reimbursable:</u>	<u>2,579.51</u>
Total Additional Fees	\$54,840.80

Total Revised Fee \$348,451.51

Funding Source

Bond funds are budgeted in the Bond Construction budget for FY 2017-2018.

Presenters

Representatives from Broaddus & Associates will attend the Board meeting to respond to questions.

Board approval is necessary to amend the current AE contract with Sigma HN Engineers, PLLC to a revised fixed fee of \$348,481.51. No additional costs are anticipated for this project.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize amending the current AE contract with Sigma HN Engineers, PLLC for the Starr County Campus Thermal Plant project to a revised fixed fee of \$348,451.51.

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 Sigma HN Engineers, PLLC for the Starr County Campus Thermal Plant project to a revised fixed fee of \$348,451.51.

Approval Recommended:

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

SIGMA HN Engineers - Fee Adjustment Summary - Thermal Plant

Company Name:	Sigma
Campus:	STC Starr
Project Name:	Thermal Plant
Original CCL:	\$ 3,800,000.00
Contract Construction Contngency	\$ 58,000.00
Contract Design Contingency	\$ 39,000.00
Original Fee Percent	7.66%
Calculated Fee:	\$ 291,080.00

Original Base Contract Fee:	\$ 291,080.00
Reimbursable Expense - Chiller Testing	\$ 2,530.71

Total to Date: \$ 293,610.71

Comments:

Mr. Hinojosa requested \$2,200 for revised chiller pad design but will not be paid as agreed.

Approved GMP:	\$ 3,911,000.00
Chillers	\$ 563,901.00
Alternate #1 - Hydronic Site Piping	\$ 788,305.00
Less Returned Design Contingency Balance	\$ -
Less Returned Net Final Buy Out Savings	\$ (761,792.33)
Less Returned Construction Contingency Balance	\$ -
Construction Contingency Utilized Amount	\$ -
Total Adjusted Scope of Work Amount:	\$ 4,501,413.67

Adjusted Contract Fee (Scope Total x Fee %)	\$ 344,808.29
Reimbursable Expense - Chiller Testing	\$ 2,530.71
T&AB Specification & CA	\$ 2,579.51

Proposed Total Fee Adjustment: \$ 349,918.51

Net Adjusted Increase Amount \$ 56,307.80

Less Error Cost Contribution

 1/2 Added Value of \$2,934 Original Cost \$ 1,467.00

Net Adjusted Increase Amount \$ 54,840.80

Total Contract Adjusted Amount \$ 348,451.51

Review and Action as Necessary on Final Completion and Release of Final Payment for Non-Bond Starr County Campus Thermal Plant

Approval of final completion and release of final payment for the following 2013 Bond Construction Starr County Campus – Non-Bond Thermal Plant is requested.

Project	Completion Recommended	Date Received
2013 Bond Construction Starr County Campus – NON-BOND Thermal Plant Engineer: Sigma HN Engineers, PLLC Contractor: D.Wilson Construction	Final Completion Recommended by Broaddus & Associates and Sigma HN Engineers	March 27, 2018

2013 Bond Construction Starr County Campus – NON-BOND Thermal Plant

It is recommended that final completion for this project with D. Wilson Construction be approved.

Broaddus & Associates, Sigma HN Engineer and the College’s Planning & Construction Department staff visited the site and have concluded that the contractor has completed all items on the punch list. Broaddus & Associates has reported that the Engineer recommends final completion and release of final payment in the amount of \$63,174.39 to D. Wilson Construction be approved. The original cost approved for this project was in the amount of \$788,305

The following chart summarizes the above information:

Guaranteed Maximum Price	Net Total Change Orders	Final Project Cost	Final Project Cost including Pre-construction Services	Previous Amount Paid	Remaining Balance
\$788,305	(\$173,776.40)	\$614,528.60	\$614,528.60	\$551,354.21	\$63,174.39

Pending Final Completion Documentation

- College administration has not received the engineer’s Certification of Final Completion from Broaddus & Associates.
- College Administration has not received the Closeout Document Binders and plans from Broaddus & Associates.
- College administration has not received all pending Change Order documentation from Broaddus & Associates.

This documentation is necessary for final completion and release of payment.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the final completion and release of final payment in the amount of \$63,174.39 for the 2013 Bond Construction Starr County Campus – Non-Bond Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

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

The Board of Trustees approves and authorizes the final completion and release of final payment in the amount of \$63,174.39 for the 2013 Bond Construction Starr County Campus – Non-Bond Thermal Plant project, contingent upon the College’s receipt of pending final completion documentation, as presented.

Approval Recommended:

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

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

As of March 22, 2018, the current total budget shortfall is estimated to be at \$2,182,867. 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 \$755,459.

No action is requested.

2013 - Bond Program Shortfall Summary

Current Shortfall Less Contingency Balance	
March Shortfall	\$ (2,182,867)
Design Contingency Balance (March)	\$ 116,223
Owner's Contingency Balance (March)	\$ 471,185
Current Shortfall Less Contingency Balances	\$ (1,595,459)

Projected Savings	
Projected Pecan Campus Buy-out Savings	\$ -
Projected Nursing Allied Health Buy-out Savings	\$ -
Projected Technology Site Buy-out Savings	\$ 20,000
Projected Mid Valley Campus Buy-out Savings	\$ 320,000
Projected Starr Campus Buy-out Savings	\$ -
Projected Miscellaneous Savings	\$ 500,000
Projected Savings Total	\$ 840,000

Shortfall With Projected Savings	
Current Shortfall Less Contingency Balances	\$ (1,595,459)
Projected Savings Total	\$ 840,000
	\$ (755,459)

Shortfall	
Shortfall With Projected Savings	\$ (755,459)

- * Shortfall does not include the remaining balance of \$1,886,243.45 Starr County Workforce
- * Shortfall does not include the remaining balance of \$2,120,227.53 Mid Valley Workforce
- * Shortfall does not include \$233,533 from Starr Site D.C.O. for workforce (Change Order No. 7)
- * Shortfall does include \$50,020 from Mid Valley Site for Workforce (Change Order No. 3)

Review and Action as Necessary on Amendment to the Contract Agreement Between South Texas College and Broaddus & Associates

The Board is asked to take action as necessary on the amendment to the contract agreement between South Texas College and Broaddus & Associates.

Enclosed Documents

Enclosed is the amendment as prepared by Legal Counsel for the Board's review and action as necessary.

The Facilities Committee recommended Board approval of the proposed amendment to the contract agreement between South Texas College and Broaddus & Associates as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed amendment to the contract agreement between South Texas College and Broaddus & Associates as presented.

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

The Board of Trustees approves and authorizes the proposed amendment to the contract agreement between South Texas College and Broaddus & Associates as presented.

Approval Recommended:

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

**AMENDMENT
TO
CONTRACT AGREEMENT BETWEEN
SOUTH TEXAS COLLEGE
AND
BROADDUS & ASSOCIATES**

AMENDED AND RESTATED PROGRAM MANAGER CONTRACT

THIS AMENDED AND RESTATED PROGRAM MANAGER CONTRACT (this "Amendment") made and entered into by and between South Texas College ("College") and Broaddus & Associates ("Broaddus"), dated February _____, 2018, to be effective as of February 1, 2018, amends that certain Program Manager Contract dated August 27, 2014 (the "Contract").

W I T N E S S E T H:

WHEREAS, College and Broaddus entered into that certain Program Manager Contract dated August 27, 2014, under the terms of which Broaddus was to provide certain professional services in connection with the College's 2013 Bond Construction Program;

WHEREAS, College and Broaddus desire to amend and restate the Contract in order to extend and to revise certain terms and conditions set forth therein;

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are all hereby acknowledged by the parties hereto, the College and Broaddus hereby declare that the Contract is hereby amended and restated as follows:

1. Except as set forth in this Amendment, the Contract is unaffected and shall continue in full force and effect. In the event of a conflict between this Amendment and the Agreement, the terms of this Amendment shall prevail.
2. Upon approval of this amendment, Broaddus shall tender to College its staffing plan until (final completion) and closeout of all the projects.
3. The construction project cost schedule included with the Contract has been revised with the College approved expenditures resulting in an updated project cost schedule. As of February 27, 2018, the revised project cost schedule for the Mid Valley Workforce and Starr County Workforce projects, including the adjustments for the removal of these projects, is as follows:

March 3, 2018

Campus Location & Project	Current Project Cost as of 2-27-18 per B&A	Project Amount Removed	Revised Total Project Cost
Mid Valley Campus			
Workforce Training Center	\$ 2,271,831.00	\$ 2,119,962.72	\$ 151,868.28
Parking & Site Improvements	2,746,321.00	50,020.00	2,696,301.00
Mid Valley Campus Subtotal	\$ 5,018,152.00	\$ 2,169,982.72	\$ 2,848,169.28
Starr County Campus			
Workforce Training Center	\$ 2,027,758.00	\$ 1,885,785.88	\$ 141,972.12
Parking & Site Improvements	3,889,399.00	233,533.00	3,655,866.00
Starr County Campus Subtotal	\$ 5,917,157.00	\$ 2,119,318.88	\$ 3,797,838.12
Grand Total	\$ 10,935,309.00	\$ 4,289,301.60	\$ 6,646,007.40

4. Broaddus obligates itself to continue providing the full range of Program Manager services called for in the Contract until completion and closeout of all projects thereunder. Notwithstanding its obligations under the Contract, Broaddus shall fully perform the following services until final completion:
- (a) Project Delivery and Commitments - Deliver a good faith effort to sustain the level of commitment necessary to properly complete all the projects.
 - (b) Construction Program Managers - Maintain adequate staff to continue to manage all the projects including executive, administrative, and project managers.
 - (c) Errors and Omissions – Prepare a final determination and resolution of responsible party(ies) and amounts for the errors and omissions (“E&O”) (for all professionals and CM@Rs). Written reports are pending. Broaddus shall determine the E&O items, the associated costs, and the responsible party.
 - (d) Furniture coordination – Coordinate final furniture delivery and installation. The final completion of these deliveries and installations are unknown at this time. Broaddus shall continue this coordination until its completion.

- (e) Additional Fees to A/E – Identify additional, if any, fees to architects and engineers.
 - (f) Final Accounting Reconciliation - Complete the final accounting, including E&Os amounts, for each A/E. Broaddus shall complete this final accounting of payments due to A/Es.
 - (g) Outstanding Change Orders for all projects – Monitor completion of all outstanding change orders program wide. We expect Broaddus & Associates to continue coordination until final completion of these buildings.
 - (h) Source of Funds for Change Orders – Prepare proper accounting for the design construction contingencies, owner construction contingencies, cost of work adjustments, and GMP adjustments.
 - (i) Regional Center for Public Safety Excellence – Provide construction management services for this project, which is scheduled to be completed by late summer or early Fall 2018. Broaddus’ initial fee included the budget for this building and parking and site improvements. Broaddus shall continue coordination until final completion of this project.
 - (j) Contract Amendment to Remove Workforce Training Center Projects – assist in finalizing the contract amendments to remove Workforce Centers from design teams, CMR, and CPM.
 - (k) Broaddus Contract Amendment Additional Scope of Work – Provide a cost proposal of additional scope of work per Article V of the Contract, for College approval and proper execution and accounting.
 - (l) Closeouts of Projects – Coordinate the submittal of the final closeout documents for each project in a timely manner.
5. Article VIII. of the Contract, Payments To Consultant, paragraph A Basic Service, 1. Payments, will be subsequently amended by the parties. The parties agree that Broaddus representatives and College representatives will confer no later than 10 business days hereof to negotiate any additional terms, conditions and fees applicable to the remainder of the Broaddus’ Scope of Work under the Contract and as modified by this Amendment.

IN WITNESS WHEREOF, the parties have executed this Amendment under seal as of the Effective Date.

South Texas College

BY: _____
NAME: Dr. Shirley Reed
TITLE: President

Broadus & Associates

BY: _____
NAME: Gilberto Gallegos
TITLE: Senior Vice President

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 - February 27, 2018

Project number	PROJECT DESCRIPTION	Project Development				Design Phase				Solicitation of Proposals		Construction Phase					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%			95% Substantial Comp	100% Final Completion
Pecan Campus																				
13-1-002	Pecan - Digital Marquee Sign																	Rick	on hold	TBD
15-1-R03	Pecan - Arbor Brick Columns Repair & Replacement (RR)	N/A	N/A		N/A													David	N/A	
16-1-014	Pecan - Sand Volleyball Courts																	David		
16-1-xa2	Pecan - Library																			
16-1-R01	Pecan - Building A Sign Replacement (RR)	N/A	N/A		N/A													Robert	Public Relations	National Signs
16-1-001	Pecan - Relocation of Information Booths to Athletic Fields	N/A	N/A		N/A													David	DBR Engineering	Noble Texas Builders
16-1-005	Pecan - Building A Production Studio Office Expansion	N/A	N/A		N/A													David	M&O	
Pecan Plaza																				
15-1-003	Pecan Plaza - Emergency Generator and Wiring																	Sam	DBR Engineering	McDonald Municipal and Industrial
Mid Valley Campus																				
16-2-R08	MV - Childcare Canopy Replacement (RR)																	Sam		TBD
16-2-007	MV - Covered Walkway for Building G																	Sam	on hold	TBD
16-2-008	MV - Child Development Center Covered Walkway	N/A	N/A		N/A													Sam	N/A	Alpha Building Corp.
Technology Campus																				
15-3-R02	TC - Building D Exterior Metal Siding Repairs (RR)	N/A	N/A		N/A													Sam	N/A	Noble Texas Builders
15-3-R03	TC - Repair Concrete Floor Mechanical Room (RR)	N/A	N/A		N/A													David	CLH Engineering	TBD
15-3-R03	TC - Building B Concrete Floor Repairs (RR)	N/A	N/A		N/A													David	CLH Engineering	TBD
16-2-R13	TC - Building B Domestic Fire Sprinkler Lines (RR)																	Sam	Half Associates	TBD
16-3-011	TC - Update Furniture for labs A209	N/A	N/A		N/A													Robert	N/A	N/A
Nursing and Allied Health Campus																				
	NAH - Student Success Center																	Sam	Alvarado & Associates	TBD
Starr County Campus																				
15-5-xa5	Starr - Building E & J Crisis Mgt Center Generator																	Sam	DBR Engineering	McDonald Municipal and Industrial
16-4-R18	Starr - Building F Site Grading & Sidewalk Replacement(RR)																	Sam	Melden and Hunt	15 Star Construction
District Wide Improvements																				
13-6-003	DW - Automatic Doors Phase III	N/A	N/A		N/A													Robert	TBD	TBD
14-6-013	DW - La Joya Monument Sign	N/A	N/A		N/A													David	N/A	Interface
14-6-R014	DW - Marker Boards Replacement (RR)	N/A	N/A		N/A													Sam	N/A	TBD
14-4-R015	DW - Irrigation System Controls Upgrade (RR)	N/A	N/A		N/A													Sam	M&O	TBD
15-6-R01	DW - Fire Alarm Panel Replacement/Upgrades (RR)	N/A	N/A		N/A													Sam	M&O	TBD
	DW - Interior LED Lighting Ph I (RR)	N/A	N/A		N/A													Rick	M&O	TBD
15-6-R01	DW - Outdoor Furniture	N/A	N/A		N/A													Sam	N/A	TBD
15-6-002	DW - Directional Signage	N/A	N/A		N/A													David	N/A	TBD
16-6-017	DW - Surveillance Cameras & Poles Campus Entrances	N/A	N/A		N/A													David	DPS	TBD
16-6-R19	DW - Walkway LED Lighting Upgrade Ph I (RR)	N/A	N/A		N/A													Rick	M&O	TBD
18-6-R12	DW - FOCUS on Active Learning (RR)	N/A	N/A		N/A													Robert	M&O	TBD
	DW - Interior Controls Upgrade (RR)	N/A	N/A		N/A													Rick	M&O	TBD
	DW - Flooring Replacement (RR)	N/A	N/A		N/A													Rick	N/A	TBD
	DW - Restroom Fixtures Replacement & Upgrade (RR)	N/A	N/A		N/A													Rick	M&O	TBD

Status of Non-Bond Construction Projects in Progress February 2018

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Pecan Campus								
Arbor Brick Columns Repair and Replacement	5%	March 2018	1. Construction Phase 2. Bidding in Progress	\$ 20,000.00	TBD	TBD	\$ -	TBD
Sand Volleyball Courts	20%	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%	March 2018	1. Construction Phase 2. Construction in Progress	\$ 20,000.00	\$ 14,038.00	\$ 5,962.00	\$ -	\$ 14,038.00
Building A Production Studio Office Expansion	20%		1. Design Phase 2. Design in Progress	\$ 5,000.00	TBD	TBD	\$ -	TBD
Library Facility Assessment	50%		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	\$ 400,000.00	TBD	\$ 213,324.00	\$ -	\$ 186,676.00
Pecan Campus Total				\$ 680,000.00	\$ 14,038.00	\$ 219,286.00	\$ -	\$ 200,714.00
Mid Valley Campus Total								
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	100%	March 2018	1. Construction Phase 2. Construction Complete	\$ 65,000.00	\$ 73,872.00	\$ 65,000.00	\$ -	\$ 73,872.00
Mid Valley Campus Total				\$ 5,000.00	\$ -	\$ -	\$ -	\$ -

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
Technology Campus								
Ford Lab Exhaust System	5%	June 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 Complete	\$ 35,000.00	\$ 13,193.13	\$ 21,806.87	\$ 13,193.13	\$ -
Repair Concrete Floor Mechanical Room	5%	June 2018	1. Construction Phase 2. Bidding in Progress	\$ 30,000.00		\$ -	\$ -	\$ -
Building B Concrete Floor Repairs	75%	April 2018	1. Design Phase 2. Design in Progress	\$ 10,000.00	\$ 4,750.00	\$ -	\$ -	\$ 4,750.00
Building B Domestic/Fire Sprinkler Lines	85%	March 2018	1. Construction Phase 2. Re-Bidding in Progress	\$ 900,000.00	TBD	TBD	\$ -	TBD
Technology Campus Total				\$ 985,000.00	\$ 17,943.13	\$ 21,806.87	\$ 13,193.13	\$ 4,750.00
Nursing and Allied Health Campus								
None				\$ -	\$ -	\$ -	\$ -	\$ -
Nursing and Allied Health Campus Total				\$ -	\$ -	\$ -	\$ -	\$ -
Starr County Campus								
Bldg E & J Crisis Management Center with Generator	5%	April 2017	1. Construction Phase 2. Construction in Progress	\$ 400,000.00	\$ 257,793.00	\$ 142,207.00	\$ -	\$ 257,793.00
Bldg F Site Grading and Sidewalk Replacement	100%	February 2018	1. Construction Phase 2. Construction Complete	\$ 50,000.00	\$ 46,650.00	\$ 3,350.00	\$ 22,800.00	\$ 23,850.00
Starr County Campus Total				\$ 450,000.00	\$ 304,443.00	\$ 145,557.00	\$ 22,800.00	\$ 281,643.00

Project	% Complete	Date to Complete	Current Activity	Original Budget	Contract Amount	Comparison to Budget	Amount Paid	Contract Balance
District Wide								
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%	March 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	25%	May 2018	1. Project Development 2. Design in Progress	\$ 200,000.00	TBD	TBD	\$ -	TBD
Directional Signage Updates	0%	May 2018	1. Project Development 2. Design 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				\$ 1,830,000.00	\$ 115,182.38	\$ 84,817.62	\$ 84,565.50	\$ 30,616.88
Non-Bond Construction Project Total				\$ 3,950,000.00	\$ 451,606.51	\$ 471,467.49	\$ 120,558.63	\$ 517,723.88
For FY 2017 - 2018, 33 non-bond projects are currently in progress, 5 has been completed and 34 pending start up - 72 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 February 2018. 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.

If the Board approved conditional final completion and release of partial retainage on the following 2013 Bond Construction Program projects under separate agenda items, administration requests Board approval to release checks as necessary upon receipt of modified pay applications matching the Board approvals for each project:

2013 Bond Construction Program Projects with Release of Partial Retainage:

- Pecan Campus North Academic Building
- Pecan Campus Student Activities and Cafeteria Building
- Starr County Campus Library

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **February 2018**, 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 and authorize the submitted checks for release in an amount over \$125,000.00 and checks reflecting any modified payment applications for the 2013 Bond Construction Program projects identified above, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of February 2018.

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 and checks reflecting any modified payment applications for the 2013 Bond Construction Program projects identified above, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of February 2018.

Approval Recommended:

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

Consideration and Approval of Checks and Financial Reports

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

- A. Release of Checks for \$25,000.00 to less than \$125,000.00 Released Prior to Board Approval for February 2018
- B. Release of Checks for \$125,000.00 and Above Board of Trustees Approval Required for February 2018
- C. Release of Checks for \$125,000.00 and Above Released Prior to Board Approval (Policy 5610) for February 2018
- D. Release of Construction Fund Checks for February 2018
- E. Quarterly Investment Report for February 2018
- F. Summary of Revenue for February 2018
- G. Summary of State Appropriations Income for February 2018
- H. Summary of Property Tax Income for February 2018
- I. Summary of Expenditures by Classification for February 2018
- J. Summary of Expenditures by Function for February 2018
- K. Summary of Auxiliary Fund Revenues and Expenditures for February 2018
- L. Summary of Grant Revenues and Expenditures, February 2018
- M. Summary of Bid Solicitations
- N. Check Register for February 2018

FINANCIAL REPORTS

The Financial Reports are provided under separate cover.



On March 1, 2018, administrators from Tyler Junior College and South Texas College signed their first “teach-out” agreement between the two institutions. The historic agreement is the first of its kind to be entered into between two of the four legacy colleges in Texas. Administrators from both institutions provided brief presentations and representatives from Tyler Junior College were provided tours of the Pecan, Technology, and Nursing Allied Health campus. The articulation signing agreement ceremony was held in the new building, U. Attendees from Tyler Community College included, Dr. Juan E. Mejia, Provost and Vice President for Academic and Student Affairs, Mr. Ken Murphy, Dean for Engineering/Math/Sciences, Ms. Linda Gary, Dena for Humanities/ Communication/Fine Arts, Mr. Byran Renfro, Dean for Professional and Technical Programs, Mr. Cliff Boucher, Dean for TJC North Campus, Ms. Kimberly Lessner, Executive Director for Marketing/Communications/Enrollment Management, Mr. Britt Sabota, Senior Information Strategist, Ms. Maggie Ruelle, Director for Professional Development.



South Texas College hosted its first South Texas Transfer Summit on February 28, 2018 at the Cooper Center. The event included presentations from the University of Texas-Rio Grande Valley and Texas A&M University-Kingsville. Participants had the opportunity to engage in strategic planning dialogue to discuss the challenges in creating a smooth transfer process between institutions and to gather information about the current process and students these institutions receive from South Texas College. A future summit will be held, possibly in the fall, where an action plan will be presented to address the issues identified. Future summits will begin incorporating students to share their experiences and high school

administrators to also provide their input. In attendance were Dr. Guy Bailey, UTRGV President, Ms. Cynthia Flores, TAMUK Outreach Coordinator, Ms. Sofia Montes, UTRGV Registrar, Mr. Carlo Tamayo, UTRGV, Associate Director of Outreach, and STC Vice-Presidents and Deans.



The 12th Annual Rio Grande Valley Regional Science Olympiad attracted more than 300 students from areas such as Houston, San Antonio, Corpus Christi, and all across the Rio Grande Valley. The event was held on February 24, 2018 at the Pecan Campus. Hosted by the Physical Science Department, the regional science competition allowed students to test their skills and compete in events in Science, Technology, Engineering and Math (STEM). Students from 6th -12th grade compete in varying events from building structures to conducting experiments. The Science Olympiad is a nonprofit organization whose goal is to improve the quality of science education in students. The Olympiad consisted of 15 separate events with medals awarded to the top three students in each event. The top two teams overall in each division advanced to the state competition to be held at Texas A&M College Station on April. I had the pleasure in welcoming all the students to the event and awarding medals.

Spring 2018
TALKING CULTURE
A SPEAKER/DISCUSSION SERIES SPONSORED BY THE ENGLISH DEPARTMENT

Explore how Language and Literature impact our ideas, our lives, our communities, and our cultural understanding of one another.

Pecan Campus

FEATURING: Liana Andreasen · Robin Andreasen · Richard Coronado · Patrick Garcia · Joseph Haske · Silvia Herrera · Stephen Morrison · and Farwa Naqvi

For more information, contact Richard Coronado 1872 2711 or coronado@southtexascollege.edu

JANUARY 30
"The Rio Grande Valley from the Perspective of Novelist Gertrude McCarty"
Rainbow Room, 6:00 p.m.

FEBRUARY 13
"Seven in Literature: Characterization and Interpretation"
Rainbow Room, 1:00 p.m.

FEBRUARY 27
"Horror, Magic, and Popular Culture"
Rainbow Room, 6:00 p.m.

MARCH 20
"The Magic of Ursula's 'Juchita': A Cultural Misreading? Identity in a Fallen World"
Rainbow Room, 6:00 p.m.

APRIL 10
"Fetichized Death: Via De Los Muertos and the Appropriation of Hispanic Culture"
Rainbow Room, 7:00 p.m.

APRIL 24
"Kernin Brock, Delebrates, and Hazy Women: Narrative Tribes and the Partisan Subject"
Rainbow Room, 4:30 p.m.

The English Department held its third *Talking Culture* series presentation, "**Horror, Magic, and Popular Culture,**" on February 27, 2018 at 6:00pm at the Pecan Campus, Building D Auditorium. The presentation abstracts included:

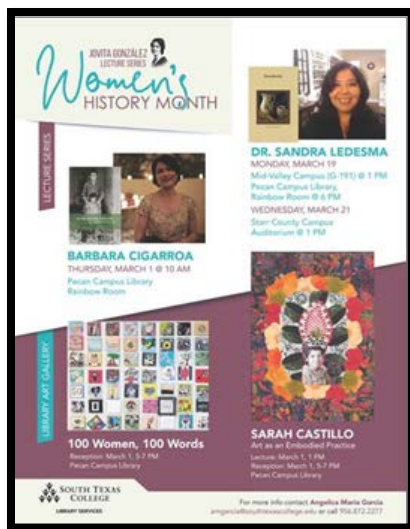
Harry Potter: More than Magic - Farwa Naqvi

Harry Potter is a contemporary literary phenomenon. "Harry Potter: More than Magic" explored how readers of Harry Potter are less likely to be prejudiced toward and more accepting of marginalized groups. The relationship between empathy and fiction will also be discussed, as well as the factors that make Harry Potter's magical world ideal to maximize those benefits.

The Monsters of Repression: The Mad Woman from Gothic Literature to Horror Cinema - Silvia Herrera

This essay will explore how Henry James's novel *Turn of the Screw* influenced and shaped the resurgence of the Gothic Mad Woman figure in the twentieth and twenty-first century and, as a result, paved the way for the Gothic familial horror movement in contemporary horror cinema.

The Architectural and Engineering Design Technology Department held a scavenger hunt as part of their open house and exhibit event on February 28, 2018 from 9:00am to 12:00pm in the Building B at the Technology Campus. The event allowed guests to learn about the various programs, meet faculty, and view the AEDT student exhibits on display.



March is nationally recognized as Women's History Month. In honor, the South Texas College Libraries hosted a number of events:

March 1, 2018 – Pecan Campus – Rainbow Room – 10:00am

Ms. Barbara Cigarroa, will be speaking about her book *"A Mexican Dream and Other Compositions"*

A Mexican Dream and Other Compositions presents a rare collection of interwoven essays chronicling the history of the Cigarroa family and their influence on the Texas-Mexico border landscape. Barbara González Cigarroa brings to life stories of her ancestors and other family members, including: Rebecca Iriarte, who raised her five children during the Mexican Revolution of 1910; Judge Manuel J. Raymond, one of the last of the border patrones who expertly navigated

contrasting cultures across border lines; Henry B. González, US Congressman and the first Mexican American elected to the Texas Senate during a time of blatant racial discrimination; Dr. Joaquin González Cigarroa Jr., a revered physician and education activist; Dr. Francisco Cigarroa, pediatric transplant surgeon and former chancellor of the University of Texas system; Barbara Flores Cigarroa, a mother of ten whose values and resolve inspired her children and many grandchildren to excel in the finest universities and beyond.

March 19, 2018 – Mid-Valley Campus – Auditorium (G-191) – 1:00pm
Pecan Campus Library – Rainbow Room – 6:00 pm

March 20, 2018 – Starr County Campus – Auditorium – 1:00pm

Dr. Sandra Ledesma will be presenting her book, **"Bombolai"**

Her book is a collection of funny stories, that make you laugh, think and reflect. The stories provide yhr many teachings of ancestors and semi-modern Mexican wit that strengthens wisdom and the desire to live life fearlessly with not too much or alot on hand.

March 1, 2018 – Pecan Campus – Art Gallery – 5-7pm

On Thursday, March 1 from 5 to 7 pm a reception was held to celebrate the exhibition, *100 Women, 100 Words* at the Pecan Campus Library Art Gallery. The reception will include light refreshments, guitar by Micaela Miranda, and readings by local poets. The event was free and open to the public.



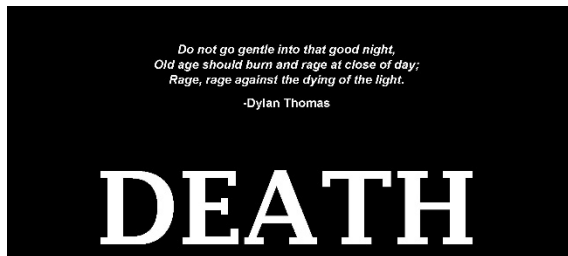


March 1, 2018 – Pecan Campus – Rainbow Room - 1:00 pm

Art talk with Sarah Castillo

Sarah Castillo is the co-founder of the Chicana Art Collective, Mas Rudas, in San Antonio who create video, photography, painting, sculpture, fiber, performance, audio, and text installations since 2009. She is also the gallerist at Lady Base Gallery whose mission supports women and LGBTQIA+ artists. She recently received her M.A. in Bicultural Studies from UTSA .

Title IX Training was provided to staff on March 2, 2018 at the Cooper Center. Janette Garcia, Compliance Manager in the Accountability, Risk, and Compliance Department provided the training which focused on providing updates and review of Title IX regulations, review of the roles and responsibilities, and a panel discussion with the Title IX team. The training was well attended by staff.



A Philosophical Analysis discussion on Death was held on March 7, 2018 at the Pecan Campus, Building D Auditorium. Hosted by the STC Philosophy Club, the discussion addressed questions, such as, “What exactly is it? Should we try to do something about it?” Dallas Gonzalez and Dr. Aaron B. Wilson moderated the discussion.

In association with the South Texas Manufacturing Association (STMA), the 8th Annual Manufacturing Technology Career and Expo was held on March 8, 2018 at the Technology Campus. The event has been an excellent tool for students by providing recruitment opportunities, product showcase, industry presentations, manufacturing news and allows for networking. Presentations from different companies were held from 8:30 to 10:00am in the Atrium of Building E. This year’s companies providing presentations are GE Aviation, Toyota, and Regal Beloit. Exhibits were provided by over 20 companies including, Alamo Iron Works, Fox Bags, CL Scales, GE Aviation, Regal Beloit, Rexnord, Royal Technologies, STMA, Tech Labs, and Denimburg.





On March 5th, a *Book and Paper Recycling Round Up* was held from 10:00 am to 1:00 pm at the Pecan Campus Cafeteria. Faculty and staff were encouraged to drop off books and/or paper for recycling. Pick-ups were offered as a courtesy on a first come, first serve basis. Secure recycling bins were present on the grounds to dispose of books and paper. An entire container with books (2,620 lbs) and a half container of paper (620 lbs) of paper were collected.

The Office of Student Rights and Responsibilities provided informational booths across all campuses from March 5 – 8, 2018 in order to inform and provide students resources available to them at each of the campuses.

Office of Student Rights & Responsibilities

Campus Visits

MID-VALLEY CAMPUS
Monday, March 5th, 2018
Information Booth 10:30am-1:30pm
Lobby Bldg. "F"

PECAN CAMPUS
Tuesday, March 6th, 2018
Information Booth 9:30am-10:30am
Bldg. "H" Student Lounge

TECHNOLOGY CAMPUS
Tuesday, March 6th, 2018
Information Booth 11:30am-1:30pm
Atrium Area

STARR CAMPUS
Wednesday, March 7th, 2018
Information Booth 10:30am - 1:30pm
Lobby Bldg. "E" 1st Floor

NURSING ALLIED HEALTH CAMPUS
Thursday, March 8th, 2018
Information Booth 10:30am-1:30pm
Cafe Area



**SOUTH TEXAS
COLLEGE**

*Spring
BREAK BLITZ*

available at one of our South Texas College Campuses

Find your way to a fun and safe Spring Break!

MARCH 5-8 2018

1-3-3 WISDOMS ALLIED HEALTH CAMPUS - HUNTERWOOD BUILDING, BLDG B - COURTYARD - 10:00 A.M. - 1:00 P.M.
2/6 - 2/7 PECAN CAMPUS - COURTYARD BETWEEN BLDG H & D, 11:00 A.M. - 1:00 P.M.
2/6 - 2/7 STARR COUNTY CAMPUS - STUDENT ACTIVITIES CENTER (COURTYARD) - 11:00 A.M. - 1:00 P.M.
2/6 - 2/7 TECHNOLOGY CAMPUS - WEST BUILDING (COURTYARD) - 10:00 A.M. - 1:00 P.M.
2/6 - 2/7 MID-VALLEY CAMPUS - STUDENT SERVICES BUILDING 11th - GALLERY & COURTYARD - 11:00 A.M. - 1:00 P.M.

For more information contact (956) 872-3528

The Student and Activities Wellness Department held its Spring Break Blitz activities from March 5-8, 2018. Activities were held at each of the campuses where students were treated to fun games and food.



**MARCH 12-16
COLLEGE CLOSED
Have fun, be safe!**

The Get Fit Texas State Agency Challenge continues to be underway. State employees are encouraged to participate in 150 minute per week physical activity for the six to ten week challenge. South Texas College was in 7th place with 42,674 minutes registered by employees.



During the week of March 5th-9th, various universities visited the Pecan Campus to discuss with students transfer opportunities. Universities in attendance included:

- Our Lady of the Lake University
- University of Texas- Rio Grande Valley – College of Education
- Texas A&M International University
- Texas A&M University - Kingsville

Universities visiting for 3/5/18 - 3/9/17

<p>Tuesday March 6th</p> <ul style="list-style-type: none"> • Our Lady of the Lake University <ul style="list-style-type: none"> • Pecan Campus Building H • Representative: Victoria Aguilar • 8:30 AM- 10:30 AM • UTRGV Transfer Admissions <ul style="list-style-type: none"> • Pecan Campus Building H • Representative: Cristina De Leon • 9:00 AM- 1:00 PM • UTRGV College of Education <ul style="list-style-type: none"> • Pecan Campus Building H • Representative: Rick Sanchez • 9:00 PM- 3:00 PM 	<p>Tuesday March 6th</p> <ul style="list-style-type: none"> • Transfer Center at Mid Valley Campus <ul style="list-style-type: none"> • Mid-Valley Campus G Building • Representative: Dr. Kelli Davis • 11:00 AM- 2:30 PM <p>Wednesday March 7th</p> <ul style="list-style-type: none"> • UTRGV Transfer Admissions <ul style="list-style-type: none"> • Mid-Valley Campus G Building • Representative: Cristina De Leon • 9:00 AM- 1:00 PM • Texas A&M International University <ul style="list-style-type: none"> • Pecan Campus Building H • Representative: Juan Garcia • 10:00 AM- 2:00 PM 	<p>Thursday March 8th</p> <ul style="list-style-type: none"> • Our Lady of the Lake University <ul style="list-style-type: none"> • Mid-Valley Campus G Building • Representative: Victoria Aguilar • 9:00 AM- 1:00 PM <p>Friday March 9th</p> <ul style="list-style-type: none"> • Texas A&M University – Kingsville Education Program <ul style="list-style-type: none"> • Pecan Campus H 103 • Representative: Lydia Landin and Araceli Garza • 10:30 AM- 2:30 PM
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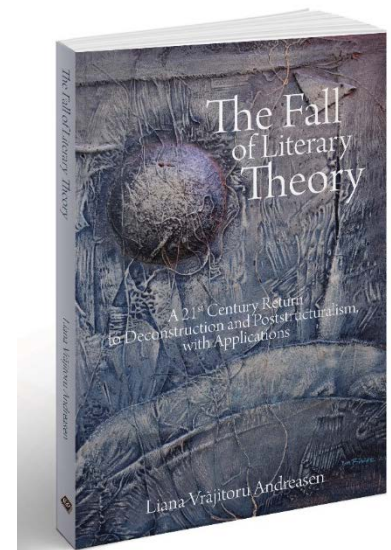





The Child Development and Early Childhood Department hosted, 2018 *Conferencia Para Educadores* (Conference for Educators) on March 24, 2018. Dr. Myriam Aguila will speak on her experience with the educational systems in various countries and to carry a dialogue on strategies and methodologies used.


The English Department held its fourth *Talking Culture* series presentation, **The Magic of [Anaya's] Tortuga Mountain. Healing Identity in a Fallen World** on March 20, 2018 at the Rainbow Room at the Pecan Campus. The event was open to all students, faculty, staff and the general public.

The book discusses Rudolfo Anaya's novel *Tortuga* to demonstrate, how like a turtle's shell, identities can be put back together.



- Provided the welcoming remarks at the 12th Annual Rio Grande Valley Regional Science Olympiad event at the Pecan Campus
- Attended the City of McAllen City Commission meeting on February 26th for the Women's Month Proclamation presentation as part of the guest panel for their International Women's Day event.

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- Attended the Health Care Sector Partnership meeting at the Cooper Center on February 27th. The meeting focused on the common areas identified previously by hospital leadership of talent, branding, and patient care collaboration.
 - Attended the Next Generation Sector Partnership meeting to discuss items that require follow up action
 - Attended the Information Technology Sector Partnership meeting at the Cooper Center on February 27, 2018 to discuss opportunities, challenges, and the direction of the industry.
 - Attended the 2018 Awards Celebration honoring volunteers and outstanding supporters on February 28, 2018 at the McAllen Country Club. South Texas College was acknowledged for our participation in the State Employee Charitable Campaign.
 - Attended the Chamber of McAllen Government Affairs Council Meeting. Senator Juan “Chuy” Hinojosa was the guest speaker. Discussion about the planning details of the legislative outreach trip RGV Day in Austin scheduled for February 5, 2019 were discussed.
 - Attended the Knapp Community Care Foundation Awards Presentation on March 1st for the Community Health Project grant awarded to South Texas College. This grant total was \$50,000. Project will consist of ADN and LVN students, in conjunction with local school districts, guiding high school students into healthier lifestyles through diabetes and obesity prevention.
 - Attended the Title IX Training Session at the Cooper Center conducted by the Accountability, Risk and Compliance Department.
 - Met with Khalil Abdullah, Internal Auditor to discuss the Risk Assessment Report
 - Met with Dr. Virginia Champion to review and discuss the Compliance Review Process
 - Attended the Educational Results Partnership (ERP) meeting to discuss initial findings to data provided by participating independent school districts. Dr. James Lanich, President and CEO presented progress report.
 - Attended the 4th Annual College for All Conference to commemorate the 200 students from the *ProjectHeal2* participating school districts. Conference was held at the Edinburg Conference Center at Renaissance.
 - Attended the VIDA (Valley Initiative for Development and Advancement) meeting at the Cooper Center where officials from the Office of Planning, Research and Evaluation Administration for Children and Families came to provide data from a 2017 study. VIDA’s Pathways for Advancing Careers and Education programs participants financial aid applicable towards tuition, books, transportation as well as counseling. State Senator Juan “Chuy” Hinojosa was in attendance. I welcomed all guests to the event and provided an opening statement.

- Participated in panel at the City of McAllen's International Women's Day Breakfast Symposium event on March 8th at the Convention Center. As part of Women's History Month, the City provided its female employees this symposium identifying females in the community who could share their obstacles and career highlights. Other panelists included, Paula Gonzalez, Athletic Director, McAllen ISD, Alma Johnson, Region Bank President for South Texas and El Paso Wells Fargo Bank, Angela Navarette, Senior Vice President of Integrated Marketing Solutions for Entravision, and Laura Warren, President/Principal for The Warren Group Architects.
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- Attended the Institute #4 Pathways Core Team meeting for discuss essential elements of pathways design and strategies for improving academic success of students entering the college through multiple entry points. Topics discussed included improving high school partnerships, developmental and adult education.
 - Participated in a phone conference call with Dr. Suzanne Morales-Vale to discuss her participation at the 13th Annual Summit on College and Career Readiness. Dr. Vale and I discussed her participation in a general session presentation providing insight on the current State plan to address Developmental Education.
 - Participated in meeting at Mr. Gary Gurwitz's office to discuss final completion of the 2013 Bond Construction projects. Attendees included Gilbert Gallegos, Senior Vice-President for Broadus & Associates, Mary Elizondo, Vice-President for Financial and Administrative Services, Ricardo De La Garza, Director of Facilities, Planning and Construction, and Mr. Gurwitz.
 - Attended the Border Texan of the Year Committee meeting on March 12th at Plains Capital Bank
 - Attended meeting with McAllen ISD Administrators to discuss potential options for improvements to facilities for Achieve Early College High School.
 - Attended the Attended the Institute #4 Pathways Core Team follow meeting on March 22nd to finish working on items due on March 30th.
 - Coordinated the agendas and back-up materials for the Facilities, Education and Workforce Development, and Finance and Human Resources Committees, as well as the March 27, 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;

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- 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 February 24 - March 23, 2018 included:
 - Discussion of CTE Students Taking Core Courses While Pursuing a Certificate
 - Review and Discussion of Policy 3232: Dual Credit Student Eligibility Requirements
 - Review and Discussion of Policy 4901: Standards of Conduct
 - Review and Discussion of Policy 4904: Employee Complaint Procedure
 - Review and Discussion of Proposed Policy: Speech, Peaceful Public Assembly, and Conduct
 - Discussion of Uniform Time Schedule Adjustment
 - Review of San Antonio Express Article; Alamo Colleges Facing Hard Choices to Keep Dual-Credit Programs
 - Discussion of Departmental Risk Assessment
 - Review and Discussion of Agenda for Summit on College and Career Readiness: *Together WE CAN Do More*
 - Discussion of 60x30TX Data and Projection Analysis
 - Review and Discussion of Policy 4216: Harassment, Discrimination, and Sexual Misconduct
 - Review of Preparation for Review of South Texas College Mission, Vision, Core Values, Strategic Directions, and Guiding Principles
 - Discussion of Call for Presentation Proposals for 13th Annual Summit on College and Career Readiness: Together We Can Do More
 - Discussion of Proposed New Policy: Campus Demonstrations and Protests
 - Discussion of "Unconscious Bias"
 - Discussion of Duties and Responsibilities of Institutional Equity Officer
 - Review and Discussion of Requested Revisions to Policy 4901: Standards of Conduct and Policy 4904: Employee Complaint Procedure
 - Update on May 2018 and December 2018 Graduation Ceremonies
 - Discussion of Proposed Revisions to Policy 4901: Standards of Conduct
 - Discussion of Proposed Revisions to Policy 4904: Employee Complaint Procedure
 - Discussion of Proposed Policy: Freedom of Speech and Assembly
 - Review and Discussion of Task Force Reports
 - Matriculation
 - Traditional Enrollment
 - Persistence
 - Review of Public Relations and Marketing Annual Media Preference Survey

- Presentation on JagMobile Application and Intelligent Learning Platform
- Presentation on Texas Higher Education Coordinating Board's 60X30 Data, Regional Targets, and their Alignment to South Texas College's Institutional Key Performance Indicators
- Presentation on the Impact of Active Learning Strategies on Student Learning
- Review and Discussion of New Privacy Statement
- Review and Discussion of Title IX Resource Guide
- Update on May 2018 and December 2018 Graduation Ceremonies

Announcements

A. Next Meetings:

- Tuesday, April 10, 2018
 - 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, April 24, 2018
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Thursday, March 29, 2018 – Sunday, April 1, 2018, in observance of Semester Break.
- South Texas College will host a Ribbon Cutting Ceremony at the Starr County Campus on Thursday, April 5, 2018, showcasing the new and expanded facilities under the 2013 Bond Construction Program.
- South Texas College will host a Ribbon Cutting Ceremony at the Mid Valley Campus on Thursday, April 26, 2018, showcasing the new and expanded facilities under the 2013 Bond Construction Program.
- Spring 2018 Graduation will be held Friday, May 11 and Saturday, May 12, 2018