

Board of Trustees

Finance, Audit, and Human Resources Committee Meeting

November 14, 2017

5:30 p.m.

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



**SOUTH TEXAS
COLLEGE**

South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, November 14, 2017 @ 5:30 p.m.

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

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**Approval of October 10, 2017 Finance, Audit, and Human Resources
Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of October 10, 2017 are presented for Committee approval.

**South Texas College
Board of Trustees
Finance, Audit, and Human Resources Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, October 10, 2017 @ 5:30 p.m.**

Minutes

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, October 10, 2017 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 6:38 p.m. with Mr. Paul R. Rodriguez presiding.

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

Other Trustees Present: Mrs. Graciela Farias and Mr. Gary Gurwitz

Members absent: Dr. Alejo Salinas, Jr. and Ms. Rose Benavidez

Also present: Dr. Shirley A. Reed, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Mr. Rick De La Garza, Mrs. Becky Cavazos, Mrs. Brenda Balderaz, Mr. George McCaleb, Mr. Paul Varville, Ms. Katarina Bugariu, Mr. Khalil Abdullah, Mr. Lucio Gonzalez, Ms. Kelly Salazar, and Mr. Andrew Fish

**Approval of September 12, 2017 Finance, Audit, and Human Resources
Committee Minutes**

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of September 12, 2017 were approved as written. The motion carried.

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

Approval of the Starr County Tax Resale Properties and the Resolution Authorizing the Tax Resale would be requested at the October 24, 2017, Board meeting.

Purpose – The law offices of Linebarger Goggan Blair & Sampson, LLP requested consideration and possible action on the tax resale of fifteen (15) properties for Starr County.

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

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

Linebarger Goggan Blair & Sampson, LLP submitted the analysis of the bids received for the Board of Trustees' consideration. The total amount the College would receive was \$3,745.71 for Starr County properties.

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

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

Upon a motion from Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the Starr County Tax Resale Bids and the Resolution Authorizing the Tax Resale to Linebarger Goggan Blair & Sampson, LLP as presented. The motion carried.

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

Upon a motion by Ms. Rose Benavidez and a second by Mr. Roy de León, the Finance, Audit, and Human Resources Committee recommended Board approval of the purchases and renewals (Non-Bond Proceeds) as listed below:

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

A. Instructional Item

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

B. Non – Instructional Items

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

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

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

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

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

C. Technology Item

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

D. Interlocal Agreement

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

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

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

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance, Audit, and Human Resources Committee recommended Board approval of the purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as listed below:

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

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

#	Vendor	Amount
A	Allsteel Inc./Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$3,042.88
B	American Seating Company/Gateway Printing and Office Supply, Inc. (Houston, TX/Edinburg, TX)	\$76,672.01
C	Bretford/Gateway Printing and Office Supply, Inc. (Franklin Park, IL/Edinburg, TX)	\$893.00
D	Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)	\$4,376.04
E	Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$19,554.26
F	The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$3,336.40
G	Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$45,534.01
H	National Office Furniture/Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$2,433.21
I	NOVA Solutions, Inc./Gateway Printing and Office Supply, Inc. (Effingham, IL/Edinburg, TX)	\$69,638.44
	Furniture Total	\$225,480.25

B. Non-Bond Proceeds

--Maintenance and Operation Taxes (M&O)

- 2) **Birthing Simulator (Purchase):** purchase a birthing simulator from **Gaumard** (Miami, FL), a sole source vendor, at a total amount of \$78,190.00;

- 3) Chemistry Equipment and Lab Supplies (Purchase):** purchase Chemistry equipment and lab supplies for the period beginning October 25, 2017 through March 31, 2018, at an estimated amount of \$338,939.60 from the following Board and cooperative approved vendors:

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

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

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

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

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

- 10) Spectrometer (Purchase):** purchase a spectrometer from **Magritek, Inc.** (San Diego, CA), a sole source vendor, at a total amount of \$63,870.00;

- 11) Spectrophotometers (Purchase):** purchase spectrophotometers from **Microlab** (Bozeman, MT), a sole source vendor, at a total amount of \$86,298.00;
- 12) Training Equipment and Software (Purchase):** purchase training equipment and software from **iSimulate** (Albany, NY), a sole source vendor, at a total amount of \$76,810.00;
- 13) Training Mannequins and Accessories (Purchase):** purchase training mannequins and accessories from **Laerdal Medical Corporation** (Wappingers Falls, NY), a Texas Association of School Boards (TASB) – Buyboard approved vendor, at a total amount of \$722,455.81.

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

Bond Proceeds	\$225,480.25
Non-Bond M&O Taxes	3,031,755.71
Total	\$3,257,235.96

The motion carried.

Review and Recommend Action to Revise Policy #5120: Investment Policy and Investment Strategy Statement

Approval to revise Policy #5120: *Investment Policy* and Investment Strategy Statement would be requested at the October 24, 2017 Board meeting.

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

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

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

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

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

The minor revisions included:

Investment Policy:

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

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

The more significant revisions included:

Investment Policy:

	Section	From	To
1	On page 4, Section III A 1 - to align with requirements by the PFIA as recommended by the Investment Advisor		added “, including the Federal Home Loan Banks.”

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

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

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

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the October 10, 2017 Finance and Human Resources Committee meeting to address any questions by the committee.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance and Human Resources Committee recommended Board approval of the proposed revisions to Policy #5120: *Investment Policy* and Investment Strategy Statement as presented and which supersedes any previously adopted Board Policy. The motion carried.

Review and Recommend Acceptance of Internal Auditor’s Annual Statement of Organizational Independence

Mr. Khalil Abdullah, Internal Auditor, confirmed the organizational independence of the internal audit activity to the Finance, Audit, and Human Resources Committee as required by applicable IIA Standard 1110 as listed below.

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

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

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

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

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

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

Mr. Abdullah described the requirements above, noting the importance for a good organizational structure to support independent and objective auditing practices.

Mr. Paul R. Rodriguez, Chair of the Finance, Audit, and Human Resources Committee noted that Mr. Abdullah has been provided with the Chair's contact information so that he may independently and privately communicate with the Audit Committee should the need arise.

Mr. Abdullah asserted that there were no concerns or complaints about management to date.

Upon a motion by Mr. Roy de León and a second by Ms. Rose Benavidez, the Finance, Audit, and Human Resources Committee recommended Board acceptance of the Internal Auditor's Statement of Organizational Independence as presented. The motion carried.

Review and Discussion of Position Vacancy Report for FY 2017 – 2018

The Staffing Plan Position Vacancy Report for FY 2017 - 2018 was provided in the packet for the Committee's information and review. Information was current as of October 5, 2017.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, were available to respond to questions from the Committee.

The position information listed below included the Unrestricted Fund only and did not include positions for Auxiliary and Restricted Funds.

1) Positions Filled during Fiscal Year 2017 - 2018

(EXHIBIT A – HIRED)

- Fifty-five (55) of the FY 2016 - 2017 positions have been filled as of October 5, 2017; no new FY 2017 - 2018 Full Time, Regular positions have been filled.

2) Vacancies at Beginning of Fiscal Year 2017 - 2018

(EXHIBIT B - VACANT POSITIONS - NEW)

(EXHIBIT C - VACANT POSITIONS - CONTINUING)

- Two-hundred and thirty-two (232) vacant positions were carried over from FY 2016 – 2017.
- Seventy-three (73) new positions were Board approved for FY 2017 – 2018.
- Three-hundred and five (305) Full Time Regular positions were vacant on September 1, 2017.

3) Position Turnover during Fiscal Year 2017 - 2018

- Eight (8) vacancies due to resignations, terminations, or retirements have been submitted for Full Time, Regular positions as of October 5, 2017.

Below is a detail of the Fiscal Year 2017 – 2018 Non-Faculty Vacancies by Division as of October 5, 2017.

	Academic Affairs	Finance & Admin. Services	Information Services, Planning, Perform. & Strategic Initiatives	President's Office	Student Affairs & Enrollment Management	Total
Continued	35	86	52	17	12	202
New	8	9	4	3	8	32
New- Bond	13	26	2	0	0	41
Total	56	121	58	20	20	275

Further details can be found in the Position Vacancy Report.

The Position Vacancy Report for Fiscal Year 2017 - 2018 and Positions Filled and Vacated Report were presented for information and review by the Committee. No action was required from the Committee.

Adjournment

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 6:54 p.m.

I certify that the foregoing are the true and correct Minutes of the October 10, 2017 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

Mr. Paul R. Rodriguez
 Chair

Presentation on Rio Bravo Wind Project by Longroad Energy

Longroad Energy will present Rio Bravo Wind Project in Starr County to the Committee.

Mr. Bryan Harris, Director of Development for Longroad Energy, Mr. Robert Peña, President for Texas Energy Consultants, and Mr. Jeff Neves, Head of Development for Amshore US Wind, LLC, will be present at the Committee meeting and will respond to any questions.

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

**Review and Discussion of Delinquent Tax Collection Comparison
for 2012 through 2017**

A report on the Delinquent Tax Collection Comparison for 2012 through 2017 is being presented to the Committee.

Purpose - A representative from Linebarger Goggan Blair & Sampson, LLP, will present the Delinquent Tax Collection Comparison.

Background – The Delinquent Tax Collection Report for the Period Ending August 31, 2017 was presented at the October 24, 2017 Board of Trustees Meeting. The Board of Trustees requested that the representative provide a report including a five-year collection history and the total outstanding delinquent amounts to clearly reflect the collection rate per year.

Linebarger Goggan Blair & Sampson, LLP provided the information for Hidalgo County, however, limited information was provided for Starr County collections.

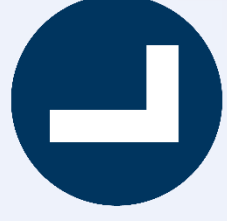
Reviewers – The Business Office staff has reviewed the information being presented by Linebarger Goggan Blair & Sampson, LLP.

Enclosed Documents – The Five Year Comparison Information report follows in the packet for the Committee's information and review.

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

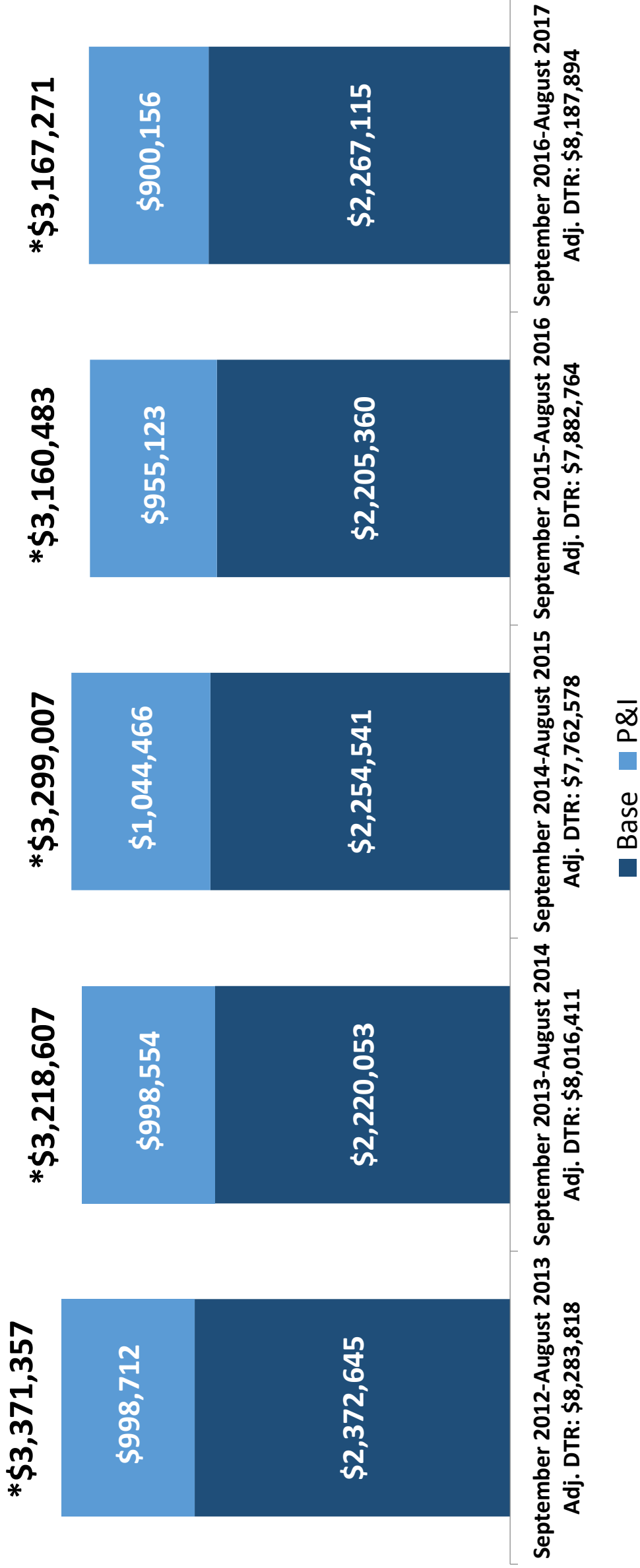


South Texas College Five Year Comparison Information



LINEBARGER
ATTORNEYS AT LAW

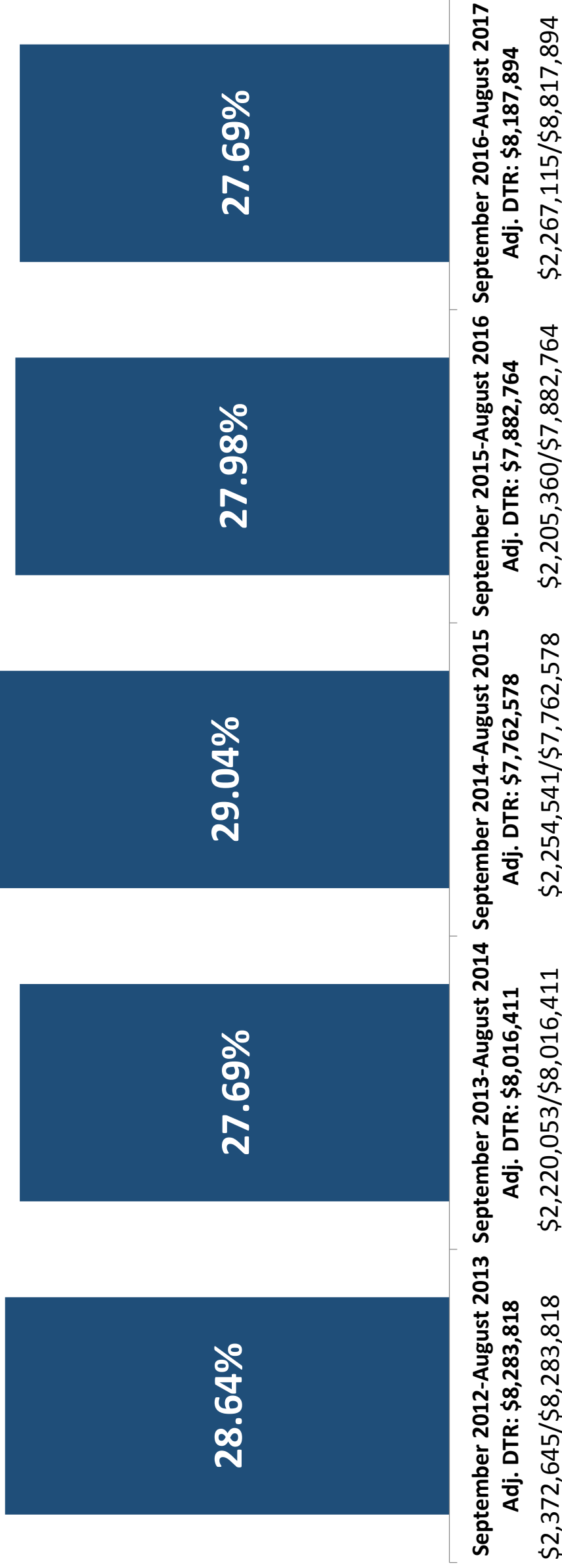
South Texas College Hidalgo County 5 Year Collection Comparison



*Totals: totals are calculated by adding the Base and Penalty & Interest amounts together.

Source: Hidalgo Co. Tax Office Reports

**South Texas College
Hidalgo County 5 Year Percentage Comparison**



Percentage collections are calculated by dividing the base amount by the adjusted delinquent tax roll amount for each individual year.

Source: Hidalgo Co. Tax Office Reports

**South Texas College
Starr County 2016-2017 Collection Chart**

\$582,796



September 2016-August 2017

DTR: \$3,435,898

\$355,066/\$3,435,898

Percentage collections are calculated by dividing the base amount by the adjusted delinquent tax roll amount for each individual year.

Source: Starr County Collection Report, Under Review

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

Approval of the following award of proposal, purchases, renewals, and Interlocal agreement (Non-Bond Proceeds) will be requested at the November 28, 2017 Board meeting as follows:

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

A. Award

1) Fire Suppression Systems and Alarm Monitoring (Award)

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

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

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

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

Background – Proposal documents were advertised on October 9, 2017 and October 16, 2017 and issued to twelve (12) vendors. Three (3) responses were received on October 24, 2017 and reviewed by Facilities Operation and Maintenance and the Purchasing Department.

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

B. Instructional Item

2) Instructional Equipment (Purchase)

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

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

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

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

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

C. Non-Instructional Items

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

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

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

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

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

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

4) Furniture (Purchase)

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

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

The purchases can be summarized as follows:

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

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

5) Shuttle Bus (Purchase)

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

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

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

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

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

6) Food Service – Starr County Campus (Renewal)

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

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

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

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

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

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

7) Graduation Caps and Gowns (Renewal)

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

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

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

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

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

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

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

8) Moving Services (Renewal)

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

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

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

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

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

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

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

Funds for this expenditure are budgeted in the Facilities Planning and Construction and M&O Unallocated budgets for FY 2017 – 2018.

9) Vehicle Fuel Program (Renewal)

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

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

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

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

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

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

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

D. Technology Items

10)Computers, Laptops, and Tablets (Purchase)

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

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

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

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

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

The purchases can be summarized as follows:

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

- Grant Laptops
 - ⇒ 14 Laptops for Hispanic Serving Institute Grant
 - ⇒ 4 Laptops for i3 HEAL2 Project Grant
- Student Tablets
 - ⇒ 50 Tablets for Computer and Advanced Technologies Program

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

11)Public Website Equipment and Service (Purchase)

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

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

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

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

The hardware equipment that is being used for these services is outdated and has reached its end of life and therefore needs to be upgraded. The upgraded equipment will reduce the risk of hardware failure and will improve South Texas College public facing services hosted at Rackspace.

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

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

12) Training Services (Renewal)

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

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

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

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

The available training courses are listed below:

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

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

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

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

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

E. Facility Usage Agreement

13) Graduation Facility (Lease Agreement)

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

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

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

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

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the November 28, 2017 Board meeting the award of proposal, purchases, renewals, and Interlocal agreement (Non-Bond Proceeds) as listed below:

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

A. Award

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

#	Services	Vendor	Amount
1	Fire Alarm Panels	Strongline Security & Fire (San Juan, TX) (New)	\$13,950.00
2	Fire Alarm Repairs	Strongline Security & Fire (San Juan, TX) (New)	\$30,000.00
3	Kitchen Hood Repairs	EI Fire & Safety, Inc. (Mission, TX)	\$5,000.00
4	Fire Sprinklers Inspection	1st FP McAllen, LLC. (McAllen, TX)	\$9,500.00

5	Fire Sprinklers Repairs	1st FP McAllen, LLC. (McAllen, TX)	\$35,000.00
6	Fire Extinguishers/ Inspection Rates	EI Fire & Safety, Inc. (Mission, TX)	\$5,000.00
7	Fire Extinguishers – Hydro Test Rates	EI Fire & Safety, Inc. (Mission, TX)	\$5,000.00
8	Fire Extinguishers – Recharge Rates	EI Fire & Safety, Inc. (Mission, TX)	\$5,000.00
9	Fire Alarm Equipment and Monitoring	Strongline Security & Fire (San Juan, TX) (New)	\$27,957.93
10	Fire Alarm Monitoring	Strongline Security & Fire (San Juan, TX) (New)	\$1,425.00

B. Instructional Item

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

C. Non – Instructional Items

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

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

- 5) **Shuttle Bus (Purchase):** purchase a shuttle bus from **Creative Bus Sales, Inc.** (Irving, TX) (New), a Houston-Galveston Area Council (HGAC) approved vendor, at a total amount of \$88,205.00;
- 6) **Food Service – Starr County Campus (Renewal):** renew the food service – Starr County Campus contract with **Cactus Restaurant** (Rio Grande City, TX), for the period beginning February 1, 2018 through January 31, 2019, with a 4% commission of total monthly sales;

- 7) **Graduation Caps and Gowns (Renewal):** renew the graduation caps and gowns contract with **Jostens, Inc.** (Minneapolis, MN), for the period beginning February 1, 2018 through January 31, 2019, at an estimated amount of \$55,000.00;
- 8) **Moving Services (Renewal):** renew the moving services contracts for the period beginning February 24, 2018 through February 23, 2019, at an estimated amount of \$280,000.00 with the following vendors:
 - a. **Gateway Printing & Office Supply, Inc.** (Edinburg, TX)
 - b. **Groves Moving & Storage** (Harlingen, TX)
- 9) **Vehicle Fuel Program (Renewal):** renew the vehicle fuel program with **U. S. Bank/ Voyager Fleet Systems** (Kansas City, MO), a State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2018 through December 31, 2018, at an estimated amount of \$90,000.00, based on prior year history;

D. Technology

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

E. Facility Usage Agreement

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

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

**SOUTH TEXAS COLLEGE
1. FIRE SUPPRESSION SYSTEMS AND ALARM MONITORING
PROJECT NO. 17-18-1017**

VENDOR	1st FP McAllen, LLC.	EI Fire & Safety, Inc.	Strongline Security & Fire			
ADDRESS	2049 Industrial Dr	3200 San Pablo	3701 Jesenia St			
CITY/STATE/ZIP	McAllen, TX 78504	Mission, TX 78573	San Juan, TX 78589			
PHONE	956-682-3473	956-451-8304	956-739-6514			
EMAIL	pete@1stfpservices.com	services@eifiresafetyinc.com	stronglinesnf@gmail.com			
CONTACT	Pete Desmond	Fernando Rodriguez	Luis A. Grimaldo			
Description	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Fire Alarms Panels						
Pecan Plaza	No Bid	No Bid	No Bid	\$1,900.00	\$1,900.00	\$1,900.00
Pecan Campus	No Bid	No Bid	No Bid	\$6,022.00	\$6,022.00	\$6,022.00
Nursing and Allied Health Campus	No Bid	No Bid	No Bid	\$2,400.00	\$2,400.00	\$2,400.00
Technology Campus	No Bid	No Bid	No Bid	\$2,380.00	\$2,380.00	\$2,380.00
Mid Valley Campus	No Bid	No Bid	No Bid	\$6,259.00	\$6,259.00	\$6,259.00
Starr County Campus	No Bid	No Bid	No Bid	\$2,250.00	\$2,250.00	\$2,250.00
Totals				\$21,211.00	\$21,211.00	\$21,211.00
Fire Alarms Repairs						
Per Hour Weekdays	No Bid	No Bid	No Bid	\$60.00	\$60.00	\$55.00
Per Hour Weekends and Holidays	No Bid	No Bid	No Bid	\$85.00	\$85.00	\$75.00
Per Hour Travel	No Bid	No Bid	No Bid	\$0.00	\$0.00	\$35.00
Per Mile	No Bid	No Bid	No Bid	\$0.00	N/A	N/A
Kitchen Hoods Repairs						
Per Hour Weekdays	No Bid	No Bid	No Bid	\$60.00	\$60.00	No Bid
Per Hour Weekends and Holidays	No Bid	No Bid	No Bid	\$85.00	\$85.00	No Bid
Per Hour Travel	No Bid	No Bid	No Bid	\$0.00	\$0.00	No Bid
Per Mile	No Bid	No Bid	No Bid	\$0.00	\$0.00	No Bid

**SOUTH TEXAS COLLEGE
1. FIRE SUPPRESSION SYSTEMS AND ALARM MONITORING
PROJECT NO. 17-18-1017**

VENDOR	1st FP McAllen, LLC.			EI Fire & Safety, Inc.			Strongline Security & Fire		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Fire Sprinklers Inspection									
Pecan Campus	\$3,500.00	\$3,500.00	\$3,500.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Pecan Plaza	\$250.00	\$250.00	\$250.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Technology Center	\$1,200.00	\$1,200.00	\$1,200.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Nursing and Allied Health Center	\$900.00	\$900.00	\$900.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Mid Valley Campus	\$1,925.00	\$1,925.00	\$1,925.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Starr Campus	\$1,725.00	\$1,725.00	\$1,725.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Totals	\$9,500.00	\$9,500.00	\$9,500.00						
Fire Sprinklers Repairs									
Per Hour Weekdays		\$75.00/Tech			No Bid			No Bid	
Per Hour Weekends and Holidays		\$112.50/Tech			No Bid			No Bid	
Per Hour Travel		No Bid			No Bid			No Bid	
Per Mile		No Bid			No Bid			No Bid	
Fire Extinguishers/Inspection Rates									
Dry Chemical	No Bid	No Bid	No Bid	\$1.50	\$1.50	\$1.50	No Bid	No Bid	No Bid
CO2	No Bid	No Bid	No Bid	\$1.50	\$1.50	\$1.50	No Bid	No Bid	No Bid
Fire Extinguishers/Hydro Test Rates									
Dry Chemical	No Bid	No Bid	No Bid	\$10.50	\$10.50	\$10.50	No Bid	No Bid	No Bid
CO2	No Bid	No Bid	No Bid	\$14.50	\$14.50	\$14.50	No Bid	No Bid	No Bid
Fire Extinguishers/Recharge Rates									
2-1/2# ABC BC PK	No Bid	No Bid	No Bid	\$5.00	\$5.00	\$5.00	No Bid	No Bid	No Bid
5# ABC BC PK	No Bid	No Bid	No Bid	\$8.00	\$8.00	\$8.00	No Bid	No Bid	No Bid
6# ABC BC PK	No Bid	No Bid	No Bid	\$9.00	\$9.00	\$9.00	No Bid	No Bid	No Bid

**SOUTH TEXAS COLLEGE
1. FIRE SUPPRESSION SYSTEMS AND ALARM MONITORING
PROJECT NO. 17-18-1017**

VENDOR	1st FP McAllen, LLC.			EI Fire & Safety, Inc.			Strongline Security & Fire		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
10# ABC BC PK	No Bid	No Bid	No Bid	\$15.00	\$15.00	\$15.00	No Bid	No Bid	No Bid
20# ABC BC PK	No Bid	No Bid	No Bid	\$19.00	\$19.00	\$19.00	No Bid	No Bid	No Bid
5# ABC BC PK	No Bid	No Bid	No Bid	\$15.00	\$15.00	\$15.00	No Bid	No Bid	No Bid
10# ABC BC PK	No Bid	No Bid	No Bid	\$20.00	\$20.00	\$20.00	No Bid	No Bid	No Bid
Service Charge After Hours (After 5PM weekdays)	No Bid	No Bid	No Bid	\$0.00	\$0.00	\$0.00	No Bid	No Bid	No Bid
Fire Alarm Equipment and Monitoring									
Description	Unit Price	Extension		Unit Price	Extension		Unit Price	Extension	
Cellular Communicator Units Qty: 57 Purchase Price Per Unit				\$379.95	\$21,657.15		\$370.49	\$21,117.93	
Installation Price Per Unit				\$110.00	\$6,270.00		\$120.00	\$6,840.00	
Total Amount					\$27,927.15			\$27,957.93	
Fire Alarm Monitoring									
Description	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Pecan Campus (23 Bldgs)	No Bid	No Bid	No Bid	\$ 11,040.00	\$ 10,600.00	\$ 10,600.00	\$ 575.00	\$ 575.00	\$ 575.00
Pecan Plaza (3 Bldgs)	No Bid	No Bid	No Bid	\$ 1,440.00	\$ 1,368.00	\$ 1,368.00	\$ 75.00	\$ 75.00	\$ 75.00
Technology Campus (5 Bldgs)	No Bid	No Bid	No Bid	\$ 2,400.00	\$ 2,280.00	\$ 2,280.00	\$ 125.00	\$ 125.00	\$ 125.00
Nursing and Allied Health Campus (4 Bldgs)	No Bid	No Bid	No Bid	\$ 1,920.00	\$ 1,824.00	\$ 1,824.00	\$ 100.00	\$ 100.00	\$ 100.00
Mid Valley Campus (12 Bldgs)	No Bid	No Bid	No Bid	\$ 5,760.00	\$ 5,472.00	\$ 5,472.00	\$ 300.00	\$ 300.00	\$ 300.00
Starr County Campus (10 Bldgs)	No Bid	No Bid	No Bid	\$ 4,800.00	\$ 4,560.00	\$ 4,560.00	\$ 250.00	\$ 250.00	\$ 250.00
Totals				\$ 27,360.00	\$ 26,104.00	\$ 26,104.00	\$ 1,425.00	\$ 1,425.00	\$ 1,425.00
SUMMARY TOTAL		\$44,500.00			\$20,000.00			\$73,332.93	
TOTAL EVALUATION POINTS		92.80			87.20			86.20	
RANKING		1			2			3	

**SOUTH TEXAS COLLEGE
1. FIRE SUPPRESSION SYSTEMS AND ALARM MONITORING
PROJECT NO. 17-18-1017 -- EVALUATION SUMMARY**

VENDOR		1st FP McAllen, LLC.	El Fire & Safety, Inc.	Strongline Security & Fire
ADDRESS		2049 Industrial Dr	3200 San Pablo	3701 Jesenia St
CITY/STATE/ZIP		McAllen, TX 78504	Mission, TX 78573	San Juan, TX 78589
PHONE		956-682-3473	956-451-8304	956-739-6514
EMAIL		pete@1stfpservices.com	services@elfiresafetyinc.com	stronglineinf@gmail.com
CONTACT		Pete Desmond	Fernando Rodriguez	Luis A. Grimaldo
1	The purchase price. (up to 40 points)	40 40 40 40 40 40	40 40 40 40 40	40 40 40 40 40
2	The reputation of the vendor and of the vendor's goods and/or services. (up to 18 points)	13 17 16 13 18 14 17 16 13 16 16	13 12 12 12 12 16 13 12 12 12 12	13 12 12 13 14 13 13 12 13 15 14
3	The quality of the vendor's goods and/or services. (up to 18 points)	15.4	13	12.8
4	The extent to which the goods or services meet the district's needs. (up to 15 points)	15.2	13	13.2
5	The vendor's past relationship with the College. (up to 3 points)	13.8	14.2	13.4
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	3 3 3 3 3 0 1 1 1 1	2 2 2 2 2 1 0 0 0 0	2 2 2 2 2 0 0 0 0 0
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	0.8	0.2	0
	TOTAL EVALUATION POINTS	92.80	87.20	86.20
	RANKING	1	2	3

SOUTH TEXAS COLLEGE
2. INSTRUCTIONAL EQUIPMENT

NAME			Technical Laboratory Systems	
ADDRESS			P O Box 218609	
CITY/STATE/ZIP			Houston, TX 77218	
PHONE			800-445-1088	
FAX			281-391-1113	
CONTACT			Mike Sudduth	
#	Qty	Description	Unit Price	Extension
1	2	VLS3.60 Laser Cutter Free-Standing Platform	\$ 10,402.00	\$ 20,804.00
2	2	ULR-40 Universal Laser Cutter	\$ 6,400.00	\$ 12,800.00
3	2	Power Cord, C13, 10 AMP Right Angle UL/CSA	\$ -	\$ -
4	2	VLS3.60 Color Kit Purple	\$ -	\$ -
5	2	Air Assistant Standard VLS3 and PLS3	\$ 1,430.00	\$ 2,860.00
6	2	VLS/PLS Back Sweep Air Assist Kit	\$ 260.00	\$ 520.00
7	2	Universal Air Compressor	\$ 3,538.00	\$ 7,076.00
8	2	Cutting Table, VLS3 and PLS3	\$ 1,050.00	\$ 2,100.00
9	2	Pin Table Kit	\$ 535.00	\$ 1,070.00
10	2	Direct Import Feature	\$ 995.00	\$ 1,990.00
11	2	High Value Materials Package	\$ -	\$ -
12	2	VLS/PLS Platform Lens Kit 2.0	\$ 498.00	\$ 996.00
13	2	Bofa Fume Extractor Advantage Oracle iQ	\$ 3,324.00	\$ 6,648.00
14	1	Shipping and Handling - Insurance	\$ 1,240.00	\$ 1,240.00
15	1	Installation and Orientation	\$ 1,550.00	\$ 1,550.00
16	1	3D Printer Bundle - Stratasys F170	\$ 23,465.00	\$ 23,465.00
17	1	P400-SC Soluble Concentrate (case of 12)	\$ 160.00	\$ 160.00
18	1	Installation and Training - Dorado F170	\$ 1,550.00	\$ 1,550.00
19	1	Shipping and Handling	\$ 700.00	\$ 700.00
20	1	Less 3D Printer Discount	\$ (1,565.00)	\$ (1,565.00)
21	1	SCA 1200 HT Support Cleaning Apparatus	\$ 4,000.00	\$ 4,000.00
TOTAL AMOUNT			\$	87,964.00

SOUTH TEXAS COLLEGE
3. CHILLER WATER TREATMENT CHEMICALS, MAINTENANCE,
AND EQUIPMENT

NAME			U.S. Water Services, Inc. / dba ChemCal	
ADDRESS			12270 43rd St NE	
CITY/STATE/ZIP			St. Michael, MN 55376	
PHONE			817-251-7166	
CONTACT			Ken Addington	
#	Qty	Description	Unit Price	Extension
1	1	Purchase of Chiller Water Treatment Chemicals and Maintenance Period: 9/1/17 - 8/31/18	\$ 62,000.00	\$ 62,000.00
2	1	Filtration System	\$ 23,000.00	\$ 23,000.00
TOTAL AMOUNT			\$	85,000.00

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST
NOVEMBER 28, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
Exemplis Corporation/Gateway Printing and Office Supply, Inc. (National IPA)					
1	2	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$328.42	\$656.84	Computer Science Program - Saeed Molki
					Chairs will replace worn out chairs used by Staff
2	1	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$328.42	\$328.42	Learning Commons and Open Labs - Lelia Salinas
					New chairs for department staff
3	1	Labor to receive, inspect, deliver, install and remove debris	\$95.00	\$95.00	
		Exemplis Corporation Total		\$1,080.26	
The Hon Company/Gateway Printing and Office Supply, Inc. (National IPA)					
1	12	H215 Vertical File - 5 Drawer Letter w/Lock	\$488.46	\$5,861.52	Business Office - Myriam Lopez
					File Cabinets will be used at the Accounts Payable file room
2	1	H38292L Left Pedestal Desk 30D x 66W - 2L w/lock single ped	\$611.60	\$611.60	Centers for Learning Excellence - Teresa Garcia
	1	H38215R Desk Right Return 24D x 48W x 29-1/2H 2/R w/lock	\$401.28	\$401.28	Desk needed for department staff member
3	1	H38292L Left Pedestal Desk 30D x 66W - 2L w/lock single ped	\$611.60	\$611.60	Learning Commons and Open Labs - Lelia Salinas
	1	H38215R Desk Right Return 24D x 48W x 29-1/2H 2/R w/lock	\$401.28	\$401.28	Desk needed for Open Labs department staff
4	1	Labor to receive, inspect, deliver, install and remove debris	\$690.00	\$690.00	
		The Hon Company Total		\$8,577.28	
National Office Furniture/Gateway Printing and Office Supply, Inc. (National IPA)					
1	12	N95MAS Swift Armless One Seat Lounge	\$ 1,404.00	\$ 16,848.00	Student Activities & Wellness - Elibariki Valerian Nguma
	14	N95MAX Swift Armless One Seat Lounge	\$ 1,404.00	\$ 19,656.00	Lounge Chairs and Tables are needed to replace worn out and old
	2	N95TT Swift Ganging Bracket, pack of 20	\$ 134.10	\$ 268.20	furniture at the Pecan Campus Student Lounge and
	10	N95NNL Swift Corner Table, 90 degree	\$ 684.90	\$ 6,849.00	Starr County Campus Game Room

SOUTH TEXAS COLLEGE
4. DISTRICT WIDE FURNITURE REQUEST
 NOVEMBER 28, 2017

# Qty	Description	Unit Price	Extension	Requesting Department
4	N95MAX Swift Armless One Seat Lounge	\$ 1,404.00	\$ 5,616.00	
1	N95TT Swift Ganging Bracket, pack of 20	\$ 134.10	\$ 134.10	
4	N95NNL Swift Corner Table, 90 degree	\$ 684.90	\$ 2,739.60	
6	N95MAX Swift Armless One Seat Lounge	\$ 1,404.00	\$ 8,424.00	
12	N95MAS Swift Armless One Seat Lounge	\$ 1,404.00	\$ 16,848.00	
12	N95MAX Swift Armless One Seat Lounge	\$ 1,404.00	\$ 16,848.00	
9	N95NNL Swift Corner Table, 90 degree	\$ 684.90	\$ 6,164.10	
2	N95TT Swift Ganging Bracket, pack of 20	\$ 134.10	\$ 268.20	
2	Labor to receive, inspect, deliver, install and remove debris	\$ 10,066.30	\$ 10,066.30	
	National Office Furniture Total		\$ 110,729.50	
	Furniture Total		\$120,387.04	

SOUTH TEXAS COLLEGE
5. SHUTTLE BUS

NAME			Creative Bus Sales, Inc.	
ADDRESS			4955 W Northgate Dr	
CITY/STATE/ZIP			Irving, TX 75062	
PHONE			469-333-8909	
FAX			469-333-8918	
CONTACT			Jason Roy	
#	Qty	Description	Unit Price	Extension
1	1	Universal 16 Passenger and 2 Wheelchair Shuttle Bus	\$ 87,605.00	\$ 87,605.00
2	1	HGAC - Fee	\$ 600.00	\$ 600.00
TOTAL AMOUNT			\$	88,205.00



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

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

October 20, 2017

Cactus Restaurant
Attn: Ms. Erica E. Torres
3239 West Highway 83
Rio Grande City, TX 78582

Dear Ms. Torres:

On January 31, 2017, South Texas College awarded a contract to Cactus Restaurant for Food Service – Starr County Campus. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from February 1, 2018 through January 31, 2019 with a 4% commission on sales.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through January 31, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: Erica E. Torres

Name Printed: Erica E. Torres

Date: 11-08-17



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

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502 9701
www.SouthTexasCollege.edu

October 18, 2017

Josten's, Inc.
Attn: Mr. Chris Poitras
3601 Minnesota Drive, Suite 400
Minneapolis, MN 55435

Dear Mr. Poitras:

On December 13, 2016, South Texas College awarded a contract to Josten's Inc. for Graduation Caps and Gowns. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from February 1, 2018 through January 31, 2019.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through January 31, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: *ck j*

Name Printed: Chris Poitras

Date: 10/24/17



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

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

October 20, 2017

Gateway Printing & Office Supply, Inc.
Attn: Mr. Butch Shook
315 South Closner
Edinburg, TX 78539

Dear Mr. Shook:

On February 23, 2016, South Texas College awarded a contract to Gateway Printing & Office Supply, Inc. for Moving Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from February 24, 2018 through February 23, 2019.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through February 23, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: B. Shook

Name Printed: Butch Shook

Date: 10/23/2017



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

t: (956) 872-4681
f: (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

October 20, 2017

Groves Moving & Storage
Attn: David Groves
2404 Wilson Road
Harlingen, TX 78552

Dear Mr. Groves:

On February 23, 2016, South Texas College awarded a contract to Groves Moving & Storage for Moving Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from February 24, 2018 through February 23, 2019.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

Renewal of contract accepted through February 23, 2019 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: _____

Name Printed: David Groves

Date: 10/23/17

**SOUTH TEXAS COLLEGE
9. VEHICLE FUEL PROGRAM**

NAME			U. S. Bank/ Voyager Fleet Systems	
ADDRESS			P O Box 412535	
CITY/STATE/ZIP			Kansas City, MO 64141	
PHONE			800-987-6591	
CONTACT			Pam Pradhan	
#	Qty	Description	Unit Price	Extension
1	1	Vehicle Fuel Program Period: 1/1/18 - 12/31/18	\$ 90,000.00	\$ 90,000.00
TOTAL AMOUNT			\$	90,000.00

SOUTH TEXAS COLLEGE
10. DISTRICT WIDE TECHNOLOGY REQUEST
NOVEMBER 28, 2017

COMPUTERS					
#	Qty	Description	Unit Price	Extension	Requesting Department
	1	Computer 3620 MT, i7-7700 Processor, 500GB Hard Drive, 16GB Memory AMD FirePro W2100 2GB Video Card, Warranty	\$1,379.58	\$13,795.80	Dept of Public Safety - Paul Varville New dept computers needed to properly run software for the surveillance cameras
	2	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory Intel Integrated Graphics, Warranty	\$585.00	\$8,190.00	Hispanic Serving Institute Grant - Anahid Petrosian New systems for Pecan North & South Bldgs Active Learning Classrooms
	3	Computer 3050 MT, i5-7500 Processor, 500GB Hard Drive, 8GB Memory Intel Integrated Graphics, 2-Monitors, Warranty	\$705.00	\$1,410.00	Continuing Education - Juan Carlos Aguirre New systems for new Dept Staff
	4	Computer 5820 Precision Tower, Intel Xeon W-2145, 256GB Hard Drive, 16GB Memory, 4GB Video Card, Warranty	\$2,535.19	\$2,535.19	Computer Science Program - Saeed Molki New system for Dept Staff
		COMPUTER TOTAL		\$25,930.99	
LAPTOPS					
	5	Laptop Latitude 7285, Intel Core i5-7Y57, 256GB Hard Drive, 2-Battery 8GB Memory, Intel Dual Band Wireless Driver, Pen, Keyboard, Warranty	\$1,576.54	\$3,153.08	Education Program - Rene Zuniga Laptops are needed for 2 new Faculty
	6	Laptop Latitude 7520, Intel Core i7-7700HQ, 512GB Hard Drive, Battery, 64GB Memory, Intel Dual Band Wireless Driver, Warranty	\$2,712.00	\$27,120.00	Applications Development - Alicia Gomez Replacement of old equipment for IT Staff
	7	Laptop Latitude 5520, Intel Core i7-7700HQ, 512GB Hard Drive, Battery, 32GB Memory, Intel Dual Band Wireless Driver, Warranty	\$2,512.00	\$37,680.00	Information Technology - Alicia Gomez Replacement of old equipment for IT Staff
	8	Laptop Latitude 5480, Intel Core i5-6300HQ, 256GB Hard Drive Battery, 8GB Memory, Intel Dual Band Wireless Driver, Security Suite, Warranty	\$1,070.00	\$1,070.00	World Languages Program - Delia Magdaleno Replacement of 8 year old equipment for Dept Faculty
	9	Laptop Latitude 5480, Intel Core i5-6300HQ, 256GB Hard Drive Battery, 8GB Memory, Intel Dual Band Wireless Driver, Security Suite, Warranty	\$1,070.00	\$1,070.00	Clinical Simulation - Jayson Valerio New system for new Dept Staff Member
	10	Laptop Latitude 7285, Intel Core i5-7Y57, 256GB Hard Drive, 2-Battery 8GB Memory, Intel Dual Band Wireless Driver, Pen, Keyboard, Warranty	\$1,576.54	\$22,071.56	Hispanic Serving Institute Grant - Anahid Petrosian New systems for Pecan North & South Bldgs Active Learning Classrooms
	11	Laptop Latitude 5480, Intel Core i5-6300HQ, 256GB Hard Drive Battery, 8GB Memory, Intel Dual Band Wireless Driver, Security Suite, Warranty	\$1,070.00	\$2,140.00	Biology Program - Maria Cervantes New systems for the Pecan & Mid Valley Dept Staff

SOUTH TEXAS COLLEGE
10. DISTRICT WIDE TECHNOLOGY REQUEST
 NOVEMBER 28, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
12	4	Laptop Latitude 7285, Intel Core i5-7Y57, 256GB Hard Drive, 2-Battery 8GB Memory, Intel Dual Band Wireless Driver, Pen, Keyboard, Warranty	\$1,576.54	\$6,306.16	i3 HEAL2 Project Grant - Christie Candelaria New systems for new Dept Faculty
13	1	Laptop Latitude 5480, Intel Core i5-6300U, 256GB Hard Drive, Battery, 8GB Memory, Intel Dual Band Wireless Driver, Security Suite, Warranty	\$1,070.00	\$1,070.00	Automotive Technology Program - Roy Trevino Replacement for 11 year old equipment for Dept Faculty
14	2	Laptop Latitude 7285, Intel Core i5-7Y57, 256GB Hard Drive, 2-Battery 8GB Memory, Intel Dual Band Wireless Driver, Pen, Keyboard, Warranty	\$1,576.54	\$3,153.08	Student Assessment Center - Adrian Lozano New systems for Dept Staff
		LAPTOP TOTAL		\$104,833.88	
TABLETS					
15	50	Iconia B3-A40-K552 Cortex A35 Tablet, 1.3Ghz/2GB/32GB SSD/ ac /BT 2xWC/10.1" WXGA MT	\$128.56	\$6,428.00	Computer and Advanced Technologies - Meliton Hinojosa New systems for student instructional purposes
		TABLET TOTAL		\$6,428.00	
		COMPUTER/LAPTOP/TABLET TOTAL		\$137,192.87	

SOUTH TEXAS COLLEGE
11. PUBLIC WEBSITE EQUIPMENT AND SERVICE

NAME		Rackspace US, Inc.		
ADDRESS		P O Box 730759		
CITY/STATE/ZIP		Dallas, TX 75373		
PHONE		800-961-4454		
CONTACT		Vanessa Acosta		
#	Qty	Description	Unit Price	Extension
1	12	Virtualization Services Period: 12/1/7 - 11/30/18	\$ 2,504.00	\$ 30,048.00
2	12	Hardware and Software Services Period: 12/1/17 - 11/30/18	\$ 4,022.48	\$ 48,269.76
3	1	One Time Set Up Fee	\$ 1,987.23	\$ 1,987.23
TOTAL AMOUNT			\$	80,304.99



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

t (956) 872-4681
f (956) 872-4688

P.O. Box 9701, McAllen, TX 78502-9701
www.SouthTexasCollege.edu

October 20, 2017

Global Knowledge Training, LLC.
Attn: Mr. Brian Holland
9000 Regency Parkway, Suite 400
Cary, NC 27518

Dear Mr. Holland:

On December 15, 2015, South Texas College awarded a contract to Global Knowledge Training, LLC for Training Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the second year of the contract and would like to renew for an additional one-year period. The last renewal period will be from January 1, 2018 through December 31, 2018.

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

Sincerely,

Rebecca R. Cavazos
Director of Purchasing

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

Authorized Signature: _____

Name Printed: Brian Holland
Secretary

Date: 10/31/2017

**SOUTH TEXAS COLLEGE
13. GRADUATION FACILITY**

NAME			City of Hidalgo - Texas Municipal Facilities Corporation (State Farm Arena)	
ADDRESS			2600 N 10th St	
CITY/STATE/ZIP			Hidalgo, TX 78557	
PHONE			956-872-5501	
FAX			956-843-5539	
CONTACT			Gloria Tovar	
#	Qty	Description	Unit Price	Extension
1	1	Facility Lease Agreement for Graduation Ceremonies Dates: 5/11/18 - 5/12/18	\$ 30,000.00	\$ 30,000.00
TOTAL AMOUNT			\$	30,000.00

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

Approval of the following purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds will be requested at the November 28, 2017 Board meeting as follows:

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

A. Bond Proceeds

1) Furniture (Purchase)

Purchase furniture from E & I Cooperative, National Cooperative Purchasing Alliance (NCPA), and Texas Association of School Board-Buy Board purchasing cooperatives, at a total amount of \$324,408.84.

#	Vendor	Amount
a	Agati Furniture/Gateway Printing and Office Supply, Inc. (Chicago, IL/Edinburg, TX)	\$101,287.68
b	Landscape Forms, Inc. (Kalamazoo, MI)	\$44,785.29
c	Library Design Systems, Inc. (Houston, TX)	\$176,115.79
d	Lone Star Furnishings (Carrollton, TX)	\$2,220.08
	Total Amount	\$324,408.84

On May 23, 2017, the Board of Trustees approved to purchase Library furniture for Mid Valley and Starr County campuses. Due to the room design, the furniture systems were reconfigured causing a change in quantities and price.

The campus and furniture type is as follows:

- **Mid Valley Campus Library**

20	Library Student Seats with Privacy Panel	1	Mechanical Assist Mobile Storage System
----	--	---	---

- **Nursing and Allied Health Campus Library**

12	Library Student Seats with Privacy Panel		
----	--	--	--

- **Pecan Campus Student Activities Building**

6	Outdoor Tables with Umbrellas and Seats	7	Outdoor Tables
28	Outdoor Chairs		

- **Starr County Campus Library**

8	Library Student Seats with Privacy Panel	1	Mechanical Assist Mobile Storage System
1	Steel Mobile Shelving		

Funds for these expenditures are budgeted in the 2013 Bond Construction Program FFE Budget – Mid Valley Campus Library, Nursing Allied Health Campus Library, Pecan Campus Student Activities Building and Starr County Campus Library.

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

2) Cafeteria Equipment and Accessories (Purchase)

Purchase cafeteria equipment and accessories from **Jean’s Restaurant Supply** (McAllen, TX), a Texas Association of School Boards – Buyboard approved vendor, at an estimated amount of \$78,000.00.

Purpose – The Food Services Department is requesting the purchase of cafeteria equipment and accessories for the new cafeterias at the Pecan and Nursing and Allied Health campuses.

Justification and Benefit – The cafeteria equipment accessories are necessary for the day to day operation serving faculty, staff, students, and visitors. The items include plates, bowls, cups, forks, knives, spoons, cooking pots, pans, spatulas, measuring cups, cutting boards, blenders, slicers, food storage containers, mixing bowls, food thermometer, etc.

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

3) Spectrometers (Purchase)

Purchase spectrometers from **Magritek, Inc.** (San Diego, CA), a sole source vendor, at a total amount of \$127,740.00.

Purpose – The Chemistry Program is requesting the purchase of two (2) spectrometers for student instruction at the Pecan Campus.

Justification and Benefit – The spectrometers will be used for student instruction in the Chemistry Program in the Division of Math and Sciences. The spectrometers are used to determine the physical and chemical properties of atoms or molecules. It will be used primarily in the Organic Chemistry II classes to allow students to identify compounds and their purity in a solution from experiments conducted. It also helps students determine the level of completion of a chemical reaction. The spectrometers are portable unit which can be used at other campuses if needed.

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

4) Spectrophotometers (Purchase)

Purchase spectrophotometers from **Shimadzu Scientific Instruments** (Houston, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total amount of \$77,349.04.

Purpose – The Chemistry Program is requesting the purchase of fifty three (3) spectrophotometers for student instruction at the Pecan, Mid-Valley, and Starr County campuses.

Justification and Benefit – The spectrophotometers will be used by the students in the Organic I and Organic II courses to identify functional groups in organic compounds.

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

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the November 28, 2017 Board meeting the purchases for the 2013 Bond Construction Program Funded by Bond Proceeds and Bond Related Projects Funded by Non-Bond Proceeds as listed below:

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

A. Bond Proceeds

- 1) **Furniture (Purchase):** purchase furniture from E & I Cooperative, National Cooperative Purchasing Alliance (NCPA), and Texas Association of School Board-Buy Board purchasing cooperatives, at a total amount of \$324,408.84.

#	Vendor	Amount
a	Agati Furniture/Gateway Printing and Office Supply, Inc. (Chicago, IL/Edinburg, TX)	\$101,287.68
b	Landscape Forms, Inc. (Kalamazoo, MI)	\$44,785.29
c	Library Design Systems, Inc. (Houston, TX)	\$176,115.79
d	Lone Star Furnishings (Carrollton, TX)	\$2,220.08
Total Amount		\$324,408.84

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

- 2) **Cafeteria Equipment and Accessories (Purchase):** purchase cafeteria equipment and accessories from **Jean's Restaurant Supply** (McAllen, TX), a Texas Association of School Boards – Buyboard approved vendor, at an estimated amount of \$78,000.00;
- 3) **Spectrometers (Purchase):** purchase spectrometers from **Magritek, Inc.** (San Diego, CA), a sole source vendor, at a total amount of \$127,740.00;

- 4) Spectrophotometers (Purchase):** purchase spectrophotometers from **Shimadzu Scientific Instruments** (Houston, TX), a State of Texas Multiple Award Schedule (TXMAS) approved vendor, at a total amount of \$77,349.04.

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

Bond Proceeds	\$324,408.84
Non-Bond M&O Taxes	\$283,089.04
Total	\$607,497.88

SOUTH TEXAS COLLEGE
1. DISTRICT WIDE BOND FURNITURE REQUEST
NOVEMBER 28, 2017

#	Qty	Description	Unit Price	Extension	Requesting Department
Agati Furniture/Gateway Printing and Office Supply, Inc. (E & I Cooperative)					
1	20	GEE-STG-2001-UPS Gee Lounge Chair with Upholstered Arms	\$ 2,266.44	\$ 45,328.80	Mid Valley Campus Library Re-Purpose-FFE-Dr. Shirley A. Reed Seating for Students to be used at the Mid Valley Library
3	12	GEE-STG-2001-UPS Gee Lounge Chair with Upholstered Arms	\$ 2,266.44	\$ 27,197.28	Bond Construction FFE (NAH Campus Library)-Dr. Shirley A. Reed Seating for Students to be used at the Nursing Allied Health Library
2	8	GEE-STG-2001-UPS Gee Lounge Chair with Upholstered Arms	\$ 2,444.20	\$ 19,553.60	Bond Construction FFE (Starr County Library)-Dr. Shirley A. Reed Seating for Students to be used at the Starr County Campus Library
4	1	Labor to receive, inspect, deliver, install and remove debris	\$ 9,208.00	\$ 9,208.00	
		Agati Furniture Total		\$ 101,287.68	
Landscape Forms, Inc. (NCPA)					
1	6	Carousel - Pre 2017 Expansion Table and 5 Seats	\$ 2,320.56	\$ 13,923.36	Bond Construction FFE (Pecan Student Activities)-Dr. Shirley A. Reed
	6	Solstice Umbrella	\$ 2,667.76	\$ 16,006.56	Outdoor furniture will be used by Students at Pecan Campus
	7	Parc Centre Table, 30 "Dia	\$ 606.51	\$ 4,245.57	Student Activities Bldg
	28	Parc Centre Chair	\$ 215.35	\$ 6,029.80	
	1	Shipping and Handling	\$ 4,580.00	\$ 4,580.00	
		Landscape Forms, Inc. Total		\$ 44,785.29	
Library Design Systems, Inc. (TASB-Buyboard)					
1	1	Montel Mechanical Assist Mobile Storage System	\$88,543.26	\$88,543.26	Mid Valley Campus Library Re-Purpose-FFE-Dr. Shirley A. Reed Mobile Shelving will be used at the Mid Valley Campus Library
2	1	Montel Mechanical Assist Mobile Storage System	\$ 87,572.53	\$ 87,572.53	Bond Construction FFE (Starr County Library)-Dr. Shirley A. Reed Mobile Shelving will be used at the Starr County Campus Library
		Library Design Systems, Inc. Total		\$176,115.79	
Lone Star Furnishings (TASB-Buyboard)					
1	1	Nova Steel Shelving Range - Mobile Double Faced Shelving	\$ 2,220.08	\$ 2,220.08	Bond Construction FFE (Starr County Library)-Dr. Shirley A. Reed Shelving Units to be used at the Starr County Campus Library
		Lone Star Furnishings Total		\$ 2,220.08	
		Furniture Total		\$ 324,408.84	

SOUTH TEXAS COLLEGE
2. CAFETERIA EQUIPMENT AND ACCESSORIES

NAME			Jean's Restaurant Supply	
ADDRESS			1213 E Pecan Blvd	
CITY/STATE/ZIP			McAllen, TX 78501	
PHONE			956-688-6290	
CONTACT			Kimberly Moreno	
#	Qty	Description	Unit Price	Extension
1	1	Cafeteria Equipment and Accessories for the Pecan Campus	\$ 63,000.00	\$ 63,000.00
2	1	Cafeteria Equipment and Accessories for the Nursing and Allied Health Campus	\$ 15,000.00	\$ 15,000.00
TOTAL AMOUNT			\$	78,000.00

SOUTH TEXAS COLLEGE
3. SPECTROMETERS

NAME			Magritek, Inc.	
ADDRESS			6440 Lusk Blvd Ste 108	
CITY/STATE/ZIP			San Diego, CA 92121	
PHONE			855-667-6835	
CONTACT			Hector Robert	
#	Qty	Description	Unit Price	Extension
1	2	SP43HFC Spinsolve Carbon 43MHZ Benchtop NMR Spectrometer	\$ 61,900.00	\$ 123,800.00
2	2	MNOVA-BUOAC0001 Mestrelab Mnova Software License	\$ 400.00	\$ 800.00
3	2	SPEDM Spinsolve Educational Manual Chemistry Education Experiment Manual	\$ 370.00	\$ 740.00
4	2	SPPACK Packing of Spinsolve System	\$ 300.00	\$ 600.00
5	2	Shipping and Handling	\$ 900.00	\$ 1,800.00
TOTAL AMOUNT			\$	127,740.00

SOUTH TEXAS COLLEGE
4. SPECTROPHOTOMETERS

NAME			Shimadzu Scientific Instruments	
ADDRESS			9940 W Sam Houston Pkwy S	
CITY/STATE/ZIP			Houston, TX 77099	
PHONE			800-739-1942	
CONTACT			Nathan Adcox	
#	Qty	Description	Unit Price	Extension
1	3	Iraffinity - 15 FTIR Spectrophotometer	\$ 18,803.00	\$ 56,409.00
2	3	Quest ATR Diamond Accessory - Black Top Plate	\$ 6,900.00	\$ 20,700.00
3	3	Tier 1 Installation and Customer Familiarization	\$ 1,120.00	\$ 3,360.00
4	3	One Year Warranty	\$ -	\$ -
5	1	Less Discount	\$ (3,819.96)	\$ (3,819.96)
6	1	Shipping and Handling	\$ 700.00	\$ 700.00
TOTAL AMOUNT			\$	77,349.04

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

Approval of the Annual Investment Report for FY 2016 - 2017 will be requested at the November 28, 2017 Board Meeting.

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

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

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

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

Dr. Shirley A. Reed, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the November 28, 2017 Finance and Human Resources Committee meeting to address any questions by the committee.

It is requested that the Finance and Human Resources Committee recommend for Board approval at the November 28, 2017 Board meeting, the Annual Investment Report for FY 2016 – 2017, as presented.

South Texas College
Annual Investment Report (Including Deposits)

August 31, 2017
Market Value

Investment or Deposit Type

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

South Texas College
Annual Investment Report (Including Deposits)

August 31, 2017
Market Value

Investment or Deposit Type

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

Annual Investment Report - Prepared for State Auditor's Office

Review and Recommend Action on Tuition and Fees Schedule for Student Tuition and Fees for FY 2017 - 2018

Approval to revise the Tuition and Fees Schedule for Student Tuition and Fees for FY 2017 - 2018 will be requested at the November 14, 2017 Board meeting.

Purpose – Per House Bill 2223, the state will not fund contact hours for students enrolled in more than 18 semester credit hours of developmental courses. The threshold previous to House Bill 2223 was more than 27 semester credit hours. As a result, the College may assess a fee to students enrolled in more than 18 semester credit hours in developmental courses.

Justification – The Developmental Courses fee is assessed when students exceed a limit in enrolling for developmental courses. The limit has been 27 semester credit hours of developmental courses. Institutions are not funded legislative appropriations for developmental courses when students exceed the limit of 27 semester credit hours. Per House Bill 2223, the limit to receive funding for enrollment in developmental courses was reduced from 27 to 18 semester credit hours for public junior colleges effective Spring 2018. Institutions are allowed to assess a fee to students to offset the loss in legislative appropriations related to these courses.

On December 13, 2017, the Board of Trustees approved the Tuition and Fees Schedule for Student Tuition and Fees for FY 2017 – 2018. The recommended changes for FY 2017 – 2018, Spring 2018 are as follows:

	Board Approved FY 2017-2018
COURSE FEES:	
Course Repeat Fee per credit hour	
<ul style="list-style-type: none"> Enrollment in Developmental Studies Courses (>27 credit hours) Effective Spring 2017 	\$125.00
<u>Replace with</u>	
<ul style="list-style-type: none"> Enrollment in Developmental Studies Courses (>18 credit hours) Effective Spring 2018 	\$125.00

Reviewers - The revised Tuition and Fees Schedule for Student Tuition and Fees for FY 2017 – 2018 for students enrolled in more than 18 credit hours in developmental studies has been reviewed by staff and President’s Cabinet.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval, at the November 14, 2017 Board meeting, to revise the Tuition and Fees Schedule for Student Tuition and Fees for FY 2017 - 2018 as presented.

Review and Discussion of Internal Audit Report in the Area of Fixed Assets

Mr. Khalil Abdullah, Internal Auditor, will be attending the Committee meeting to discuss the procedures, findings, and recommendations of the internal audit report in the area of Fixed Assets.

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

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



OFFICE OF INTERNAL AUDITS

SOUTH TEXAS COLLEGE

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

November 8, 2017

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

Dear Dr. Reed,

As part of our fiscal year 2016 Audit Plan, the Office of Internal Audits completed the Departmental Fixed Asset audit. The results of the audit, along with one recommendation for corrective action and management's response, are contained in this report.

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls relating to the fixed assets activity as well as to evaluate the relevant processes over the custody, disposal, and general administration of fixed assets. The scope for the audit included activity from September 1, 2015 through August 31, 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: Ms. Mary Elizondo, Vice President Finance and Administrative Services
Audit Committee, South Texas College Board of Trustees



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EXECUTIVE SUMMARY

The Departmental Fixed Assets Audit was included on the Finance, Audit, and Human Resources Committee's approved FY 2016 Audit Plan. The audit included a review of departmental fixed asset procedures as well as a review of South Texas Colleges' procedures over fixed assets, including compliance with Policy 5130 *Fixed Assets*, and Policy 5135 *Disposal of Surplus Property*.

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls relating to the fixed assets activity as well as to evaluate the relevant processes over the custody, disposal, and general administration of fixed assets.

The scope of the audit included activity from September 1, 2015 through August 31, 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. This audit focused primarily on controls over departmental fixed assets.

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, departments established an adequate system of internal controls related to safeguarding fixed assets. However, the audit identified the following areas where improvements could be made to internal controls:

- Fixed asset tags were replaced with different tag numbers, rather than the original unique asset tag number;

BACKGROUND

The Receiving/Fixed Asset Department is part of Purchasing and Distributional Services managed by the Director of Purchasing. Receiving/Fixed Assets along with the Distribution Center employees are responsible for administering (e.g. receiving, labeling, controlling, and disposing) the College's fixed assets. Receiving/Fixed assets is primarily operated out of a building located at the Technology Campus. South Texas College established guidelines related to fixed assets, specifically, Policy 5130 *Fixed Assets* sets the College's capitalization threshold for real property, and provides guidance on which assets must be entered into the fixed asset ledger.

AUDIT OBJECTIVE

The objective of the audit was to evaluate the adequacy and effectiveness of internal controls relating to the fixed assets activity as well as to evaluate the relevant processes over the custody, disposal, and general administration of fixed assets.

AUDIT SCOPE & METHODOLOGY

The Audit Specialist evaluated departmental internal controls over fixed assets. The audit scope included activity from September 1, 2015 through August 31, 2016. To accomplish the audit objective, the Internal Auditor performed the following:

- Reviewed Policy 5130 *Fixed Assets* and Policy 5135 *Disposal of Surplus Property*;
- Interviewed South Texas College's Receiving & Distribution Manager and Distribution Specialist;
- Observed the disposal of surplus fixed assets at the March 11, 2017 public auction;
- Interviewed the Educational Technologies Department's Specialist to gain a better understanding of the "Web Checkout System" – an inventory sub-system;
- Prepared tests to verify compliance with fixed asset policies;
- Verified that Financial Managers reviewed their inventory and reported any damaged, stolen, destroyed, or not found assets to Receiving/Fixed Asset Department.

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

Tangible assets should be safeguarded against unauthorized acquisition, use, or disposal. Policies and procedures should be established to ensure consistent and correct accounting for and management of fixed assets. South Texas College has established two policies approved by the Board of Trustees related to fixed assets: Policy 5130 *Fixed Assets* and Policy 5135 *Disposal of Surplus Property*. The established policies provide specific guidance on capitalization thresholds, depreciation method, estimated useful lives, write-offs, as well as establishes the Financial Managers responsibility for completing annual physical inventory. Written procedures are an essential part of setting up appropriate evaluation criteria as well as for establishing a control conscience environment. It documents processes, procedures, and helps guide employees in their day-to-day operations. Formally documented procedures also reduce the learning curve (e.g. training time) for new hires and improves business continuity when key staff take leave or are otherwise required to be replaced.

We determined that The Receiving/Fixed Asset Department established procedures related to fixed assets, physical inventory, inventory spot checks, and assets donated to the College. Those procedures are posted on South Texas College's website. Additionally, procedures were provided and we determined that the department's standard operating procedures included guidance over key areas related to fixed assets, such as:

- Procedures for receiving equipment, merchandise and other items;
- Procedures for examining packages to verify quantities, description, and delivery as stated on packing slips, checking for damaged products;
- Procedure for recording and creating new inventory items;
- Procedures on managing the pick-up and disposition of surplus property;
- Procedures for preparing assets for disposal;
- Other procedures related to fixed asset management best practices.

Departmental Physical Inventory

South Texas College's Financial Managers are responsible for all fixed assets under their control and are required to certify their inventory on an annual basis. Each spring, Financial Managers or their designees, are required to review their inventory reports and verify the existence of assets. Any inaccuracies (e.g. lost or missing assets, damaged assets, different location, etc.) identified in the report require the Financial Manager to immediately update the information through Banner workflow.



We performed property inventory testing to determine the existence of assets and whether assets were properly recorded. We requested the most current inventory information from the Director of Purchasing and we were provided an electronic file of physical inventory dated 1/26/2017. The report consisted of 13,712 fixed assets. We randomly selected a sample of 150 assets to test for existence. Out of the 150 assets selected to test for existence, we were able to locate 147 or (98%) of the assets. Additionally, we tested 10 assets observed within the departments for inclusion (e.g. if the asset could be traced back to inventory records). We were able to trace 9 out of 10 (90%) assets back to inventory records. Based on testing, we determined that the departments established adequate inventory controls over the safeguarding of fixed assets.

Fixed Asset Identification, and Tracking

Properly designed internal controls over fixed assets require assets to be clearly labeled with a unique identification tag for the useful life of the asset. Clear labels help with recording asset movements within the organization and help Financial Managers annually certify the accuracy of their inventory. Assets delivered to Central Receiving are provided a clear label (e.g. asset tag). Assets are provided a different colored asset tag depending on the cost as well as type of asset.

Inventory Item Description	Color of label (Asset Tag)
Cost of asset is greater than \$1,000	Silver tag
Cost of asset is less than \$1,000	Purple tag
Asset purchased with grant funds with a total cost of less than \$1,000	Green & Purple tag
Asset purchased with grant funds with a total cost greater than \$1,000	Green & Silver tag

Through the audit we found that 7 out of the 150 (5%) tested asset's tag numbers did not match to inventory records. After further inquiry, we were informed that it is common practice to replace asset tag numbers with a new tag number if the original tag falls off or is otherwise destroyed. Changing the original asset tag number and replacing it with a different number creates unnecessary challenges for Financial Managers attempting to verify the accuracy of their inventory. Moreover, when an asset tag number is changed there is a delay in updating inventory records, which places an additional hardship on employees attempting to verify which assets exist within their departments.



Recommendation:

1. Assets should be assigned a unique tag number. In the event that an asset’s tag number needs to be replaced, the new tag should reflect the original tag number assigned to the asset.

Management Response:

1. On occasions, tags must be replaced on assets such as those exchanged due to warranty or tags are removed without approval or fall off from assets. Tags are purchased pre-numbered for internal control purposes, and therefore the tag number may not be re-assigned to the asset. A new tag with a new tag number is placed on the asset and this new tag number is updated in the Banner fixed asset accounting system. The fixed asset computer record reflects both the original tag number and the new tag number.

The new tag with a new tag number is placed on the asset within two or three days that the fixed asset department becomes aware of the missing tag. In addition, the fixed asset computer record is updated within the same timeframe.

CONCLUSION

Overall we determined that internal controls over fixed assets at the department level were adequate. While performing the audit we identified some opportunities where improvements could be made related to maintaining unique asset tag numbers on assets from the date of acquisition through the end of the asset’s useful life.

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

11/8/2017

Date

Jose Luis Silva CIA, CFE, CGAP
Audit Specialist

11/8/2017

Date

Review and Discussion of Position Vacancy Report for FY 2017 – 2018

The Staffing Plan Position Vacancy Report for FY 2017 - 2018 follows in the packet for the Committee’s information and review. Information is current as of November 9, 2017.

Dr. Shirley A. Reed, President, and Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will be available to respond to questions from the Committee.

The position information listed below includes the Unrestricted Fund only and does not include positions for Auxiliary and Restricted Funds.

1) Positions Filled during Fiscal Year 2017 - 2018

(EXHIBIT A – HIRED)

- Eighty-four (84) of the FY 2016 - 2017 positions have been filled as of November 9, 2017; two (2) new FY 2017 - 2018 Full Time, Regular positions have been filled.

2) Vacancies at Beginning of Fiscal Year 2017 - 2018

(EXHIBIT B - VACANT POSITIONS - NEW)

(EXHIBIT C - VACANT POSITIONS - CONTINUING)

- Two-hundred and thirty-two (232) vacant positions were carried over from FY 2016 – 2017.
- Seventy-three (73) new positions were Board approved for FY 2017 – 2018.
- Three-hundred and five (305) Full Time Regular positions were vacant on September 1, 2017.

3) Position Turnover during Fiscal Year 2017 - 2018

- Twelve (12) vacancies due to resignations, terminations, or retirements have been submitted for Full Time, Regular positions as of November 9, 2017.

Below is a detail of the Fiscal Year 2017 – 2018 Non-Faculty Vacancies by Division as of November 9, 2017.

	Academic Affairs	Finance & Admin. Services	Information Services, Planning, Perform. & Strategic Initiatives	President’s Office	Student Affairs & Enrollment Management	Total
Continued	37	78	47	16	13	191
New	8	9	4	2	8	31
New- Bond	13	25	2	0	0	40
Total	58	112	53	18	21	262

Further details can be found in the Position Vacancy Report on the following pages.

The Position Vacancy Report for Fiscal Year 2017 - 2018 and Positions Filled and Vacated Report are presented for information and review by the Committee. No action is required from the Committee.

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of November 9, 2017

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Academic Advancement							
Professional & Organizational Dev	705352	CONT	Prof/Tech Support Exempt	Instructional Coach - Prof & Org Dev	FY18 Position Chng	Filled	10-02-17
Academic Affairs							
Academic Affairs	700362	CONT	Prof/Tech Support Non-Exempt	Executive Administrative Assistant	05-01-17	Filled	10-02-17
Starr County Campus	704267	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New for FY16	Filled	09-01-17
Division of Business, Public Safety and Technology							
Welding	701308	CONT	Classified	Faculty Secretary	04-01-17	Filled	09-18-17
Division of Math, Science and Bachelor Programs							
Biology	701203	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	07-14-17	Filled	11-01-17
Finance and Administrative Services							
Business Office	738184	CONT	Classified	Accounting Assistant	02-13-17	Filled	09-05-17
Business Office	700077	CONT	Classified	Accounting Assistant	06-09-17	Filled	09-05-17
Business Office	792184	CONT	Classified	Accounting Assistant	07-07-17	Filled	10-02-17
Business Office	795184	CONT	Classified	Accounting Assistant	07-07-17	Filled	11-01-17
Campus Police	775514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Coord Emer Preparedness & Trng	New for FY17	Filled	10-02-17
Campus Police	762514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Police Compliance Coordinator	New for FY17	Filled	09-11-17
Campus Police	721514	CONT	Prof/Tech Support Non-Exempt	Police Dispatcher	01-04-17	Filled	10-02-17
Cashiers Office	700050	CONT	Classified	Cashier	01-04-17	Filled	09-05-17
Cashiers Office	732184	CONT	Classified	Cashier	01-31-17	Filled	10-02-17
Cashiers Office	712184	CONT	Classified	Cashier II	09-01-14	Filled	09-18-17
Central Receiving	701581	CONT	Classified	Fixed Assets and Receiving Technician	07-10-17	Filled	11-13-17
Custodial	793502	CONT BOND FY17	Prof/Tech Support Non-Exempt	Custodial Supervisor	New for FY17	Filled	10-16-17
Custodial	773502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	768502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	776502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	09-01-17
Custodial	774502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	09-11-17
Custodial	766502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	754502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	756502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	763502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-02-17
Custodial	760502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-09-17
Custodial	767502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-09-17
Custodial	759502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	10-16-17
Custodial	709502	CONT	Classified	Custodian	07-18-17	Filled	01-08-18
Custodial	705502	CONT	Classified	Custodian	07-18-17	Filled	11-01-17
Custodial	770502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	11-06-17
Custodial	700503	NEW-BOND FY18	Classified	Custodian	NEW FY18	Filled	11-06-17
Custodial	761502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17
Custodial	786502	CONT BOND FY17	Classified	Custodian	New for FY17	Filled	12-04-17

Positions Filled - EXHIBIT A

South Texas College

Positions Filled in FY 2017 - 2018

As of November 9, 2017

Hired

Division	Position	Type	Category	Title	Date Position Vacated	Position Status	Hire Date
Custodial	758502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-01-17
Custodial	765502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-01-17
Custodial	779502	CONT BOND FY17	Classified	Lead Custodian	New for FY17	Filled	11-06-17
Custodial	780502	CONT BOND FY17	Classified	Floor Technician	New for FY17	Filled	09-05-17
Facility Maintenance	716499	CONT BOND FY17	Classified	Campus Facility Manager	New for FY17	Filled	09-05-17
Facility Maintenance	739499	CONT BOND FY17	Prof/Tech Support Non-Exempt	Construction Supervisor	New for FY17	Filled	11-13-17
Facility Maintenance	724499	CONT BOND FY17	Classified	Electrician	New for FY17	Filled	11-01-17
Facility Maintenance	737499	CONT BOND FY17	Classified	Energy Technician	New for FY17	Filled	11-06-17
Facility Maintenance	738499	CONT BOND FY17	Classified	Energy Technician	New for FY17	Filled	11-01-17
Facility Maintenance	734499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-02-17
Facility Maintenance	735499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-16-17
Facility Maintenance	736499	CONT BOND FY17	Classified	Maintenance Assistant	New for FY17	Filled	10-16-17
Facility Maintenance	718499	CONT BOND FY17	Classified	Warehouse Technician	New for FY17	Filled	10-09-17
Human Resources	704240	CONT	Administrative Exempt	Assistant Director of Human Resources	09-01-14	Filled	09-10-17
Human Resources	715240	CONT	Prof/Tech Support Non-Exempt	Benefits Specialist	08-04-17	Filled	09-11-17
Human Resources	716240	CONT	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist/Evaluator	07-03-17	Filled	10-02-17
Purchasing	726580	CONT	Prof/Tech Support Non-Exempt	Purchasing Specialist	09-01-16	Filled	09-18-17
Purchasing	707580	CONT	Prof/Tech Support Exempt	Buyer	01-24-17	Filled	09-18-17
Safety and Security	773514	CONT BOND FY17	Classified	Security Guard	New for FY17	Filled	09-11-17
Safety and Security	743514	CONT BOND FY17	Classified	Security Guard	New for FY17	Filled	09-11-17
Safety and Security	763514	CONT BOND FY17	Prof/Tech Support Non-Exempt	Security Support Specialist	New for FY17	Filled	10-02-17
Information Services, Planning and Strategic Initiatives							
Client Services	710391	CONT	Prof/Tech Support Non-Exempt	Client Services Specialist	08-01-17	Filled	10-05-17
Educational Technologies	700186	CONT	Classified	Educational Technologies Assistant I	04-28-17	Filled	10-16-17
Educational Technologies	712271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New for FY17	Filled	11-01-17
Educational Technologies	700085	CONT	Classified	Educational Technologies Assistant I	08-22-17	Filled	10-16-17
Educational Technologies	718271	CONT BOND FY17	Classified	Educational Technologies Assistant II	New for FY17	Filled	11-01-17
Educational Technologies	717271	CONT BOND FY17	Classified	Educational Technologies Assistant II	New for FY17	Filled	11-06-17
Educational Technologies	720271	CONT BOND FY17	Prof/Tech Support Exempt	Project Manager - Educational Technologies	New for FY17	Filled	10-16-17
Infrastructure	704393	CONT	Prof/Tech Support Exempt	Applications Analyst III	10-31-14	Filled	11-01-17
Instruction	700194	CONT	Prof/Tech Support Exempt	Service Delivery Manager	FY17 Position Chng	Filled	11-01-17
Learning Commons and Open Labs	723397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-04-17
Learning Commons and Open Labs	719397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-05-17
Learning Commons and Open Labs	721397	CONT BOND FY17	Classified	Open Lab Technician	FY17 Position Chng	Filled	09-05-17
Learning Commons and Open Labs	716397	CONT BOND FY17	Prof/Tech Support Non-Exempt	Technology Specialist	FY17 Position Chng	Filled	09-11-17
Learning Commons and Open Labs	717397	CONT BOND FY17	Prof/Tech Support Non-Exempt	Open Labs Analyst	New for FY17	Filled	10-16-17
Library Acquisition	700009	CONT	Classified	Library Technical Services Technician	07-06-17	Filled	10-09-17

Positions Filled - EXHIBIT A

South Texas College Positions Filled in FY 2017 - 2018 As of November 9, 2017						
Hired						
Division	Position	Type	Category	Title	Date Position Vacated	Hire Date
Library Public Services	731101	CONT	Prof/Tech Support Exempt	Librarian III	07-31-14	10-04-17
Research and Analytical Services	705170	CONT	Prof/Tech Support Exempt	Institutional Research Analyst	06-05-17	10-02-17
Systems and Networking	700263	CONT	Classified	Systems Specialist	06-15-17	12-01-17
Technology Support	718392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	Pending
Technology Support	717392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	11-06-17
Technology Support	716392	CONT BOND FY17	Prof/Tech Support Non-Exempt	Computer Services Specialist	New for FY17	11-13-17
Division of Nursing and Allied Health						
Radiologic Technology	703557	CONT	Classified	Faculty Secretary	05-31-17	10-02-17
Office of the President						
CPWE - State	716590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-30-10	09-05-17
Grant Development, Management, and Compliance	700316	CONT	Prof/Tech Support Exempt	Grant Development Officer	06-22-15	09-05-17
Public Relations/Marketing	707462	CONT	Prof/Tech Support Non-Exempt	Coordinator of Public Relations	07-10-16	11-13-17
Student Affairs and Enrollment Management						
Admissions & Records	700020	CONT	Classified	Admissions Technician	11-14-17	10-09-17
Advising	708332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-17	10-02-17
Counseling and Disability Services	700336	CONT BOND FY17	Prof/Tech Support Exempt	Counselor	New for FY17	10-16-17
Dual2Degree	711610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	02-03-17	10-16-17
Dual2Degree	703610	CONT	Prof/Tech Support Non-Exempt	Dual2Degree Specialist	08-04-17	10-02-17
Student Financial Services	730440	NEW FY18	Prof/Tech Support Non-Exempt	Financial Aid Specialist	NEW FY18	11-01-17

Vacant Positions - New - Exhibit B

New Positions

**South Texas College
NEW Vacant Full-Time Regular Positions Approved for FY 2017 - 2018**

As of November 9, 2017

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Academic Advancement							
High School Programs & Services	708286	NEW FY18	Administrative	Interim Dean for Dual Credit Programs and School District Partnerships	4	Screening in Progress	12-04-17
High School Programs & Services	706285	NEW FY18	Classified	Administrative Assistant	3	Advertised	12-18-17
Division of Math, Science and Bachelor Programs							
BAT/BAS	701293	NEW FY18	Prof/Tech Support Exempt	Academic Coach	2	Requisition in Progress	01-22-18
BAT/BAS	702293	NEW FY18	Prof/Tech Support Exempt	Academic Coach	2	Requisition in Progress	01-22-18
Biology	706204	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	03-01-18
Biology	707204	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lab Specialist II - Biology	1	Pending Requisition	01-22-18
Chemistry	703200	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	01-22-18
Chemistry	704200	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	4	Screening in Progress	12-04-17
Div. of Math, Science & BA Programs	705281	NEW FY18	Classified	Administrative Assistant	4	Screening in Progress	12-04-17
Division of Business, Public Safety and Technology							
Fire Science	701312	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	04-01-18
Fire Science	702312	NEW-BOND FY18	Classified	Lab Assistant – Fire Science	1	Pending Requisition	04-01-18
Law Enforcement							
Law Enforcement	701593	NEW FY18	Classified	Secretary	5	Recommendation in Progress	11-15-17
Division of Nursing and Allied Health							
Nursing & Allied Health	713557	NEW FY18	Prof/Tech Support Non-Exempt	Advisor	2	Requisition in Progress	01-22-18
Nursing & Allied Health	714557	NEW FY18	Prof/Tech Support Non-Exempt	Student Success Specialist	2	Requisition in Progress	01-22-18
Nursing & Allied Health	715557	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	01-22-18
Nursing & Allied Health	716557	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	01-22-18
Nursing & Allied Health	717557	NEW-BOND FY18	Classified	Faculty Secretary	1	Pending Requisition	01-22-18
Nursing & Allied Health	720557	NEW-BOND FY18	Classified	Lab Assistant - NAH	1	Pending Requisition	01-22-18
Nursing & Allied Health	718557	NEW-BOND FY18	Classified	Secretary	1	Pending Requisition	01-22-18
Nursing & Allied Health	719557	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Simulation Network Specialist	1	Pending Requisition	01-22-18
Pharmacy Technology	701562	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Registered Lab Assistant - Pharmacy	3	Advertised	12-18-17
Finance and Administrative Services							
Business Office	760184	NEW FY18	Prof/Tech Support Exempt	Budget Manager	2	Requisition in Progress	01-22-18
Campus Police	700516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Dispatch Supervisor	1	Pending Requisition	01-22-18
Campus Police	701516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Police Officer	1	Pending Requisition	01-22-18
Campus Police	702516	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Police Officer	1	Pending Requisition	01-22-18

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress

Vacant Positions - New - Exhibit B

New Positions

**South Texas College
NEW Vacant Full-Time Regular Positions Approved for FY 2017 - 2018**

As of November 9, 2017

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Cashiers Office	757184	NEW-BOND FY18	Classified	Accounting Assistant	4	Screening in Progress	12-04-17
Cashiers Office	758184	NEW-BOND FY18	Classified	Administrative Assistant	3	Advertised	12-18-17
Cashiers Office	755184	NEW-BOND FY18	Classified	Cashier	4	Screening in Progress	12-04-17
Cashiers Office	756184	NEW-BOND FY18	Classified	Cashier	4	Screening in Progress	12-04-17
Cashiers Office	759184	NEW-BOND FY18	Classified	Cashier	4	Screening in Progress	12-04-17
Custodial	720503	NEW-BOND FY18	Prof/Tech Support Exempt	Custodial Manager	5	Recommendation in Progress	11-15-17
Custodial	707503	NEW-BOND FY18	Prof/Tech Support Exempt	Custodial Manager	4	Screening in Progress	12-04-17
Custodial	701503	NEW-BOND FY18	Classified	Custodian	5	Recommendation in Progress	11-15-17
Custodial	702503	NEW-BOND FY18	Classified	Custodian	5	Recommendation in Progress	11-15-17
Custodial	703503	NEW-BOND FY18	Classified	Custodian	3	Advertised	11-15-17
Custodial	705503	NEW-BOND FY18	Classified	Floor Technician	4	Screening in Progress	12-04-17
Custodial	704503	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Lead Custodian	1	Pending Requisition	01-22-18
Custodial Supervisor	706503	NEW-BOND FY18	Prof/Tech Support Non-Exempt	Custodial Supervisor	4	Screening in Progress	12-04-17
Dir Fac Planning and Construction	730501	NEW-BOND FY18	Classified	Facilities, Planning and Construction Accounts Assistant	3	Advertised	12-18-17
Facility Operations and Maintenance	729501	NEW-BOND FY18	Prof/Tech Support Exempt	Environmental Health and Safety Manager	1	Pending Requisition	03-01-18
Facility Operations and Maintenance	728501	NEW-BOND FY18	Prof/Tech Support Exempt	Events Manager	1	Pending Requisition	03-01-18
Office of Human Resources	727240	NEW-BOND FY18	Prof/Tech Support Exempt	Coordinator of Staffing & Recruiting	1	Pending Requisition	01-22-18
Office of Human Resources	731240	NEW-BOND FY18	Classified	HR Secretary	2	Requisition in Progress	01-22-18
Office of Human Resources	732240	NEW-BOND FY18	Prof/Tech Support Non-Exempt	HR Systems Specialist	3	Advertised	12-18-17
Office of Human Resources	730240	NEW-BOND FY18	Classified	HR Technician	2	Requisition in Progress	01-22-18
Office of Human Resources	733240	NEW-BOND FY18	Prof/Tech Support Exempt	Training and Development Manager	1	Pending Requisition	01-22-18
Safety and Security	786514	NEW-BOND FY18	Prof/Tech Support Exempt	Safety and Security Manager	1	Pending Requisition	01-22-18
Student Transportation Services	701359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	702359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	703359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	704359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	705359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	707359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress

Vacant Positions - New - Exhibit B

South Texas College

New Positions

NEW Vacant Full-Time Regular Positions Approved for FY 2017 - 2018

As of November 9, 2017

Division	Position	Type	Category	Title	Hiring Process Status (Steps 1 - 7)	Position Status	Proposed Hire Date
Student Transportation Services	708359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Student Transportation Services	709359	NEW FY18	Classified	Bus Driver	4	Screening in Progress	12-04-17
Information Services, Planning and Strategic Initiatives							
Educational Technologies	721271	NEW-BOND FY18	Prof/Tech Support Exempt	Audio Visual Systems Designer	1	Pending Requisition	01-22-18
Educational Technologies	723271	NEW-BOND FY18	Prof/Tech Support Exempt	Coordinator of Special Events	1	Pending Requisition	01-22-18
Learning Commons and Open Labs	725397	NEW FY18	Prof/Tech Support Exempt	Coordinator of Open Labs Logistics	1	Pending Requisition	01-22-18
Learning Commons and Open Labs	726397	NEW FY18	Prof/Tech Support Non-Exempt	Technology Specialist	4	Screening in Progress	12-04-17
Library Acquisitions	701104	NEW FY18	Prof/Tech Support Exempt	Learning Support Systems and Applications Analyst	4	Screening in Progress	12-07-17
Library Public Services	744101	NEW FY18	Prof/Tech Support Exempt	Librarian I - Public Services	4	Screening in Progress	12-04-17
Office of the President							
Grant Development, Management and Compliance	702420	NEW FY18	Prof/Tech Support Exempt	Development Officer - Foundation/Corporate Outreach	1	Pending Requisition	01-22-18
Public Relations/Marketing	726462	NEW FY18	Prof/Tech Support Exempt	Marketing Manager	3	Advertised	12-18-17
Student Affairs and Enrollment Management							
Admissions and Records	724612	NEW FY18	Prof/Tech Support Non-Exempt	Admissions Specialist	4	Screening in Progress	12-04-17
College Connections	702461	NEW FY18	Prof/Tech Support Non-Exempt	Admissions Specialist	4	Screening in Progress	12-04-17
College Connections	709461	NEW FY18	Prof/Tech Support Non-Exempt	Student Services Specialist I	4	Screening in Progress	12-04-17
Dual2Degree	724610	NEW FY18	Classified	Administrative Assistant	5	Recommendation in Progress	12-04-17
External Affairs	702144	NEW FY18	Classified	Administrative Assistant	5	Recommendation in Progress	11-15-17
Special Programs	708192	NEW FY18	Classified	Administrative Assistant	3	Advertised	12-18-17
Student Affairs & Enrollment Management	725612	NEW FY18	Prof/Tech Support Exempt	Project Manager - SAEM	1	Pending Requisition	01-22-18
Student Rights and Responsibilities	708191	NEW FY18	Classified	Administrative Assistant	1	Pending Requisition	01-22-18

Legend-Tiered steps in Hiring Process

- 1 - Pending Requisition
- 2 - Requisition in Progress
- 3 - Advertised
- 3a - Re-Advertised
- 4 - Screening in Progress
- 5 - Recommendation in Progress

Vacant Positions - Continuing EXHIBIT C

South Texas College							Vacant Positions - Continuing			
Vacant - Continuing Full-Time Regular Positions										
As of November 9, 2017										
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date		
Academic Advancement										
Curriculum and Student Learning	701283	CONT	Administrative	Associate Dean of Curriculum and Student Learning	09-21-17	1	Pending Requisition	01-22-18		
Curriculum and Student Learning	704335	CONT	Administrative	Director of Academic Assessment	FY18 Position Chng	3a	Re-Advertised	12-18-17		
Distance Learning	710276	CONT BOND FY17	Prof/Tech Support Exempt	Director of Distance Learning	New BOND FY17	1	Pending Requisition	01-22-18		
Professional & Organizational Dev	702352	CONT	Administrative	Associate Dean Professional & Organizational Dev	01-06-17	1	Pending Requisition	01-22-18		
Professional & Organizational Dev	701352	CONT	Prof/Tech Support Non-Exempt	Professional Development Manager	FY18 Position Chng	2	Requisition in Progress	01-22-18		
Professional & Organizational Dev	703352	CONT	Prof/Tech Support Non-Exempt	Professional Development Trainer	07-22-16	1	Pending Requisition	01-22-18		
Academic Affairs										
Academic Affairs	700176	CONT	Classified	Secretary	04-03-17	4	Screening in Progress	12-04-17		
Academic Affairs	703279	CONT	Executive	Vice President for Academic Affairs	08-31-13	1	Pending Requisition	01-22-18		
Distance Learning	702279	CONT	Administrative	Dean of Distance Learning	02-02-17	3a	Re-Advertised	12-18-17		
Mid Valley Campus	701269	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Services Specialist II	New BOND FY17	1	Pending Requisition	01-22-18		
Division of Business, Public Safety and Technology										
Architectural and Engineering Design Technology	700303	CONT	Classified	Lab Assistant - Architectural and Engineering Design Technology	06-09-17	4	Screening in Progress	12-04-17		
Electrician Assistant	701310	CONT	Classified	Lab Assistant - ELTR	10-01-17	2	Requisition in Progress	01-22-18		
HVACR	701300	CONT	Classified	Lab Assistant - HVACR	10-01-17	2	Requisition in Progress	01-22-18		
Welding	707415	CONT	Classified	Lab Assistant - Welding	New for FY16	4	Screening in Progress	12-04-17		
Division of Liberal Arts and Social Sciences										
Developmental Math	701426	CONT	Classified	Developmental Lab Technician	06-08-17	5	Recommendation in Progress	11-15-17		
Division of Liberal Arts and Social Sciences	702426	CONT	Classified	Developmental Lab Technician	07-13-12	1	Pending Requisition	01-22-18		
Division of Liberal Arts and Social Sciences	711150	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	2	Requisition in Progress	01-22-18		
Division of Liberal Arts and Social Sciences	710150	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	1	Pending Requisition	01-22-18		
Division of Liberal Arts and Social Sciences	712150	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New BOND FY17	2	Requisition in Progress	01-22-18		
Division of Liberal Arts and Social Sciences	713150	CONT BOND FY17	Prof/Tech Support Non-Exempt	Student Success Specialist	New BOND FY17	2	Requisition in Progress	01-22-18		
History	701225	CONT	Classified	Faculty Secretary	New FY17	1	Pending Requisition	01-22-18		
MV-Child Care and Development	708137	CONT	Prof/Tech Support Non-Exempt	Assistant Childcare Center Manager	08-08-17	3a	Re-Advertised	12-18-17		
Speech	701228	CONT BOND FY17	Classified	Speech Lab Technician	New BOND FY17	1	Pending Requisition	01-22-18		
Division of Math, Science and Bachelor Programs										
Chemistry	701200	CONT	Prof/Tech Support Non-Exempt	Lab Specialist II - Chemistry	09-27-17	4	Screening in Progress	12-04-17		
Division of Math, Science and Bachelor Programs	701416	CONT	Classified	Administrative Assistant	11-30-15	1	Pending Requisition	01-22-18		
Division of Math, Science and Bachelor Programs	701298	CONT	Prof/Tech Support Exempt	Project Manager- MSB	FY18 Position Chng	3	Advertised	12-18-17		
Division of Math, Science and Bachelor Programs	706203	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	10-02-17	4	Screening in Progress	12-04-17		
Division of Math, Science and Bachelor Programs	725332	CONT	Prof/Tech Support Non-Exempt	Student Success Specialist	06-28-17	4	Screening in Progress	12-04-17		
Engineering	701412	CONT BOND FY17	Prof/Tech Support Non-Exempt	Lab Specialist II - Engineering	New BOND FY17	4	Screening in Progress	12-04-17		

Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
 2 - Requisition in Progress
 3 - Advertised
 3a - Re-Advertised
 4 - Screening in Progress
 5 - Recommendation in Progress

Vacant Positions - Continuing EXHIBIT C

South Texas College							Vacant Positions - Continuing				
Vacant - Continuing Full-Time Regular Positions											
As of November 9, 2017											
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date			
Mathematics	702415	CONT	Classified	Faculty Secretary		4	Screening in Progress	12-04-17			
Division of Nursing and Allied Health											
Division of Nursing and Allied Health	708557	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	1	Pending Requisition	01-22-18			
Division of Nursing and Allied Health	710557	CONT BOND FY17	Classified	Faculty Secretary	New BOND FY17	1	Pending Requisition	01-22-18			
Division of Nursing and Allied Health	707557	CONT BOND FY17	Classified	Lab Asst - NAH	New BOND FY17	1	Pending Requisition	01-22-18			
Division of Nursing and Allied Health	709557	CONT BOND FY17	Classified	Lab Asst - NAH	New BOND FY17	1	Pending Requisition	01-22-18			
Division of Nursing and Allied Health	700164	CONT	Prof/Tech Support Non-Exempt	Senior Administrative Assistant	01-31-16	4	Screening in Progress	12-04-17			
Emergency Medical Technology	701555	CONT	Prof/Tech Support Non-Exempt	Licensed Lab Assistant - EMT	05-15-14	4	Screening in Progress	12-04-17			
Pharmacy Technology	715272	CONT	Classified	Faculty Secretary	10-02-17	1	Pending Requisition	01-22-18			
Finance and Administrative Services											
Accountability, Risk, and Compliance	706160	CONT	Prof/Tech Support Exempt	Compliance Coordinator	New FY17	4	Screening in Progress	12-04-17			
Business Office	798184	CONT	Classified	Accounting Assistant	06-05-17	1	Pending Requisition	01-22-18			
Business Office	792184	CONT	Classified	Accounting Assistant	11-01-17	2	Requisition in Progress	01-22-18			
Business Office	733184	CONT	Prof/Tech Support Exempt	Accounting Group Manager	10-27-17	1	Pending Requisition	01-22-18			
Business Office	753184	CONT BOND FY17	Prof/Tech Support Non-Exempt	Payroll Specialist	New BOND FY17	2	Requisition in Progress	01-22-18			
Cashiers Office	739184	CONT	Prof/Tech Support Exempt	Business System Analyst	Frozen in FY14 & FY15	4	Screening in Progress	12-04-17			
Cashiers Office	727184	CONT	Classified	Cashier	06-05-17	5	Recommendation in Progress	11-15-17			
Cashiers Office	794184	CONT	Classified	Cashier	07-03-17	5	Recommendation in Progress	11-15-17			
Cashiers Office	715184	CONT	Classified	Cashier	10-02-17	3	Advertised	12-18-17			
Central Receiving	721580	CONT	Classified	Fixed Assets Assistant	10-16-17	2	Requisition in Progress	01-22-18			
Custodial	727502	CONT	Classified	Custodian	06-05-17	1	Requisition in Progress	01-22-18			
Custodial	703502	CONT	Classified	Custodian	05-31-17	5	Recommendation in Progress	11-15-17			
Custodial	706502	CONT	Classified	Custodian	10-02-17	3	Advertised	12-18-17			
Custodial	787502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	769502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	771502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	764502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	775502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	785502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	784502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	783502	CONT BOND FY17	Classified	Custodian	New BOND FY17	5	Recommendation in Progress	11-15-17			
Custodial	781502	CONT BOND FY17	Classified	Custodian	New BOND FY17	5	Recommendation in Progress	11-15-17			
Custodial	782502	CONT BOND FY17	Classified	Custodian	New BOND FY17	5	Recommendation in Progress	11-15-17			
Custodial	762502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	755502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			
Custodial	757502	CONT BOND FY17	Classified	Custodian	New BOND FY17	5	Recommendation in Progress	11-15-17			
Custodial	772502	CONT BOND FY17	Classified	Custodian	New BOND FY17	4	Screening in Progress	12-04-17			

Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
 2 - Requisition in Progress
 3 - Advertised
 3a - Re-Advertised
 4 - Screening in Progress
 5 - Recommendation in Progress

Vacant Positions - Continuing EXHIBIT C

South Texas College							Vacant Positions - Continuing			
Vacant - Continuing Full-Time Regular Positions										
As of November 9, 2017										
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date		
Custodial	744502	CONT	Classified	Custodian	07-18-17	3	Advertised	12-18-17		
Custodial	700502	CONT	Classified	Custodian	11-06-17	1	Pending Requisition	01-22-18		
Custodial	791502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Custodial	792502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Custodial	788502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Custodial	789502	CONT BOND FY17	Classified	Floor Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Custodial	778502	CONT BOND FY17	Classified	Lead Custodian	New BOND FY17	4	Screening in Progress	12-04-17		
Custodial	753502	CONT	Classified	Lead Custodian	06-30-17	4	Screening in Progress	12-04-17		
Custodial	701502	CONT	Classified	Lead Custodian	07-18-17	4	Screening in Progress	12-04-17		
Distribution Center	702583	CONT	Classified	General Services Technician	10-31-17	1	Pending Requisition	01-22-18		
Fac Planning & Construction	707501	CONT	Prof/Tech Support Exempt	Senior Facilities Plan & Const Project Manager	05-31-16	3a	Re-Advertised	12-18-17		
Facilities Operations and Maintenance	709501	CONT	Classified	Administrative Assistant	08-22-17	4	Screening in Progress	12-04-17		
Facilities Operations and Maintenance	700037	CONT	Classified	Secretary	08-22-17	4	Screening in Progress	12-04-17		
Facilities Planning and Construction	721501	CONT BOND FY17	Administrative	Assistant Director Facilities Planning & Cons	New BOND FY17	1	Pending Requisition	01-22-18		
Dir Fac Planning and Construction	708501	CONT	Prof/Tech Support Non-Exempt	Fac Ping and Cons Sp Mngmnt Spec	10-09-17	2	Requisition in Progress	01-22-18		
Facilities Planning and Construction	722501	CONT BOND FY17	Prof/Tech Support Exempt	Fac Ping and Constr Project Manager	New BOND FY17	4	Screening in Progress	12-04-17		
Facilities Planning and Construction	723501	CONT BOND FY17	Classified	Facil Ping and Constr Project Technician	New BOND FY17	2	Requisition in Progress	01-22-18		
Facilities Planning and Construction	725501	CONT BOND FY17	Prof/Tech Support Non-Exempt	Technical Facilities Specialist	New BOND FY17	1	Pending Requisition	01-22-18		
Facility Maintenance	740499	CONT BOND FY17	Administrative	Assistant Director of Custodial Support Svs	New BOND FY17	1	Pending Requisition	01-22-18		
Facility Maintenance	717499	CONT BOND FY17	Prof/Tech Support Exempt	Campus Facility Manager	New BOND FY17	5	Recommendation in Progress	12-04-17		
Facility Maintenance	733499	CONT BOND FY17	Classified	Carpenter	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	732499	CONT BOND FY17	Classified	Carpenter	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	725499	CONT BOND FY17	Classified	Electrician	New BOND FY17	3	Advertised	12-18-17		
Facility Maintenance	723499	CONT BOND FY17	Classified	Electrician	New BOND FY17	5	Recommendation in Progress	11-15-17		
Facility Maintenance	702515	CONT	Classified	Electrician	11/1/2017	2	Requisition in Progress	01-22-18		
Facility Maintenance	729499	CONT BOND FY17	Classified	Locksmith	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	704499	CONT	Classified	Maintenance Assistant	11/1/2017	3	Advertised	12-18-17		
Facility Maintenance	720499	CONT BOND FY17	Classified	Maintenance Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	721499	CONT BOND FY17	Classified	Maintenance Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	722499	CONT BOND FY17	Classified	Maintenance Technician	New BOND FY17	4	Screening in Progress	12-04-17		
Facility Maintenance	719499	CONT BOND FY17	Classified	Maintenance Technician	New BOND FY17	5	Recommendation in Progress	11-15-17		
Facility Maintenance	714499	CONT	Classified	Maintenance Technician	02-24-17	5	Recommendation in Progress	11-15-17		
Facility Maintenance	710501	CONT	Prof/Tech Support Exempt	Operations Energy Manager	03-31-16	3a	Re-Advertised	12-18-17		
Facility Maintenance	731499	CONT BOND FY17	Classified	Painter	New BOND FY17	4	Screening in Progress	12-04-17		

Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
 2 - Requisition in Progress
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 3a - Re-Advertised
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Vacant Positions - Continuing EXHIBIT C

South Texas College							Vacant Positions - Continuing				
Vacant - Continuing Full-Time Regular Positions											
As of November 9, 2017											
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date			
Facility Maintenance	730499	CONT BOND FY17	Classified	Painter	New BOND FY17	3a	Re-Advertised	12-18-17			
Facility Maintenance	726499	CONT BOND FY17	Classified	Plumber	New BOND FY17	4	Screening in Progress	12-04-17			
Facility Maintenance	727499	CONT BOND FY17	Classified	Plumber	New BOND FY17	4	Screening in Progress	12-04-17			
Facility Maintenance	728499	CONT BOND FY17	Classified	Plumber	New BOND FY17	4	Screening in Progress	12-04-17			
Finance and Administrative Services	702360	CONT	Classified	Executive Administrative Assistant	01-31-17	4	Screening in Progress	12-04-17			
Finance and Administrative Services	703360	CONT	Prof/Tech Support Non-Exempt	FAS Support Specialist	05-18-17	4	Screening in Progress	12-04-17			
Human Resources	703240	CONT	Administrative	Employee Relations Officer	09-11-17	4	Screening in Progress	12-04-17			
Human Resources	726240	CONT BOND FY17	Classified	Human Resources Assistant	New BOND FY17	3a	Re-Advertised	12-18-17			
Human Resources	724240	CONT	Prof/Tech Support Non-Exempt	Human Resources Specialist - Employee Relations	New for FY16	4	Screening in Progress	12-18-17			
Human Resources	719240	CONT BOND FY17	Prof/Tech Support Non-Exempt	Human Resources Staffing Specialist	New BOND FY17	3a	Re-Advertised	12-18-17			
Human Resources	702240	CONT	Classified	Payroll Assistant - Human Resources	10-16-17	3	Advertised	12-18-17			
Purchasing	725580	CONT	Prof/Tech Support Exempt	Contracts Manager	09-01-15	4	Screening in Progress	12-04-17			
Purchasing	728580	CONT	Prof/Tech Support Exempt	Specifications Writer	New for FY16	4	Screening in Progress	12-04-17			
Safety and Security	755514	CONT	Classified	Security Guard	08-31-16	1	Pending Requisition	01-22-18			
Safety and Security	735514	CONT	Classified	Security Guard Specialist	08-17-17	4	Screening in Progress	12-04-17			
Safety and Security	744514	CONT	Classified Non-Exempt	Security Guard	09-29-17	1	Pending Requisition	12-04-17			
Safety and Security	738514	CONT	Prof/Tech Support Non-Exempt	Security Guard Specialist	09-01-15	4	Screening in Progress	12-04-17			
Information Services, Planning and Strategic Initiatives											
Applications Development-Instruction	700062	CONT	Prof/Tech Support Exempt	Business Analyst	11-01-17	1	Pending Requisition	01-22-18			
Applications Development-Instruction	705393	CONT	Prof/Tech Support Non-Exempt	Reporting Analyst I	FY18 Position Chng	1	Pending Requisition	01-22-18			
Applications Development-Instruction	712393	CONT	Prof/Tech Support Exempt	Systems and Networking Manager	FY18 Position Chng	2	Requisition in Progress	01-22-18			
Centers for Learning Excellence	721423	CONT	Prof/Tech Support Exempt	Coordinator of Campus Center for Learning Excellence	07-03-17	5	Recommendation in Progress	11-15-17			
Centers for Learning Excellence	705423	CONT	Classified	Student Learning Assistant	FY18 Position Chng	3	Advertised	01-22-18			
Centers for Learning Excellence	704423	CONT	Prof/Tech Support Exempt	Learning Support Manager	07-31-17	4	Screening in Progress	12-04-17			
Client Services	703394	CONT BOND FY17	Prof/Tech Support Exempt	Client Services Analyst I	New BOND FY17	1	Pending Requisition	01-22-18			
Client Services	715393	CONT	Prof/Tech Support Exempt	Client Services Analyst I	FY18 Position Chng	1	Pending Requisition	01-22-18			
Client Services	798391	CONT	Prof/Tech Support Non-Exempt	Client Services Analyst II	FY18 Position Chng	1	Pending Requisition	01-22-18			
Educational Technologies	719271	CONT BOND FY17	Prof/Tech Support Non-Exempt	Digital Signage/Classroom Tech Trng Spec	New BOND FY17	2	Requisition in Progress	01-22-18			
Educational Technologies	706102	CONT	Classified	Educational Technologies Assistant I	08-24-17	4	Screening in Progress	12-04-17			
Educational Technologies	709102	CONT	Classified	Educational Technologies Assistant I	08-22-17	5	Recommendation in Progress	12-04-17			
Educational Technologies	711271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	12-04-17			
Educational Technologies	713271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	12-04-17			
Educational Technologies	714271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	12-04-17			
Educational Technologies	715271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	12-04-17			
Educational Technologies	716271	CONT BOND FY17	Classified	Educational Technologies Assistant I	New BOND FY17	4	Screening in Progress	12-04-17			

Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
 2 - Requisition in Progress
 3 - Advertised
 3a - Re-Advertised
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Vacant Positions - Continuing EXHIBIT C

South Texas College Vacant - Continuing Full-Time Regular Positions As of November 9, 2017							<h2 style="color: red;">Vacant Positions - Continuing</h2>		
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date	
Educational Technologies	703100	CONT	Classified	Educational Technologies Assistant I	11-01-17	1	Pending Requisition	01-22-18	
Educational Technologies	710102	CONT	Classified	Educational Technologies Assistant I	11-06-17	2	Requisition in Progress	01-22-18	
Information Services and Planning	729101	CONT	Prof/Tech Support Exempt	Project Manager - Inst. Res. Effe. & Stra. & PI.	Frozen in FY16	4	Screening in Progress	12-04-17	
Information Technology	700242	CONT	Classified	Administrative Assistant	02-13-15	4	Screening in Progress	12-04-17	
Information Technology	700396	CONT	Administrative	Asst Chief Information Officer for Software Dev	07-21-16		On Hold	10-02-17	
Infrastructure	711393	CONT	Prof/Tech Support Exempt	Applications Analyst III	10-31-14	4	Screening in Progress	12-04-17	
Infrastructure	701393	CONT	Prof/Tech Support Exempt	Applications Specialist	06-14-17	2	Requisition in Progress	01-22-18	
Infrastructure	713393	CONT	Prof/Tech Support Non-Exempt	Systems Analyst I	07-14-17	4	Screening in Progress	12-04-17	
Infrastructure	701375	CONT	Prof/Tech Support Non-Exempt	Systems Analyst I	07-14-17	4	Screening in Progress	12-04-17	
Learning Commons and Open Labs	701271	CONT	Classified	Open Lab Technician	08-21-17	5	Recommendation in Progress	12-04-17	
Learning Commons and Open Labs	715102	CONT	Classified	Open Lab Technician	08-21-17	5	Recommendation in Progress	12-04-17	
Learning Commons and Open Labs	700073	CONT	Classified	Open Lab Technician	11-01-17	2	Requisition in Progress	01-22-18	
Learning Commons and Open Labs	714102	CONT	Classified	Open Lab Technician	09-01-17	2	Requisition in Progress	01-22-18	
Library Acquisition	722101	CONT	Administrative	Librarian III - Collection Management and Acquisitions	01-17-17	5	Recommendation in Progress	11-15-17	
Library Acquisition	734101	CONT	Classified	Library Technician	09-15-17	1	Pending Requisition	01-22-18	
Library Public Services	742101	CONT	Prof/Tech Support Non-Exempt	Library Specialist	06-02-17	2	Requisition in Progress	01-22-18	
Library Public Services	743101	CONT BOND FY17	Prof/Tech Support Exempt	Librarian I - Public Services	New BOND FY17	4	Screening in Progress	12-04-17	
Library Public Services	741101	CONT	Prof/Tech Support Exempt	Librarian I - Public Services	10-01-17	1	Pending Requisition	01-22-18	
Library Services	702101	CONT	Administrative	Dean of Library and Learning Support Services	09-21-17	3	Advertised	12-18-17	
Office of Strategic Initiatives	704170	CONT	Prof/Tech Support Non-Exempt	Project Management Analyst I	11-28-16	3	Advertised	12-18-17	
Research and Analytical Services	700271	CONT	Prof/Tech Support Exempt	Qualitative Researcher	09-29-17	4	Screening in Progress	12-04-17	
Systems and Networking	708391	CONT	Prof/Tech Support Exempt	Network Services Analyst III	FY18 Position Chng	1	Pending Requisition	01-22-18	
Technology Support	710262	CONT	Prof/Tech Support Exempt	Computer Inventory Specialist	FY18 Position Chng	2	Requisition in Progress	01-22-18	
Technology Support	713392	CONT	Prof/Tech Support Non-Exempt	Computer Services Analyst I	06-06-16	4	Screening in Progress	12-04-17	
Technology Support	719392	CONT BOND FY17	Prof/Tech Support Exempt	Computer Services Analyst III	New BOND FY17	1	Pending Requisition	01-22-18	
Technology Support	715392	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	07-14-17	5	Recommendation in Progress	11-15-17	
Technology Support	712392	CONT	Prof/Tech Support Non-Exempt	Computer Services Specialist	12-01-18	1	Pending Requisition	01-22-18	
Telecom	702390	CONT BOND FY17	Prof/Tech Support Exempt	Systems Analyst III	New BOND FY17	1	Pending Requisition	01-22-18	
TR PM Risk and Security	719395	CONT	Prof/Tech Support Exempt	Information Security Analyst	09-01-15	5	Recommendation in Progress	11-15-17	
TR PM Risk and Security	701171	CONT	Prof/Tech Support Exempt	Project Manager - Information Technology	09-01-15	4	Screening in Progress	12-04-17	
Office of the President									
CPWE - State	714590	CONT	Classified	Customer Service Technician	06-30-12	1	Pending Requisition	01-22-18	

Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
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Vacant Positions - Continuing EXHIBIT C

South Texas College							Vacant Positions - Continuing				
Vacant - Continuing Full-Time Regular Positions											
As of November 9, 2017											
Division	Position	Type	Category	Title	Date Position Vacated	Hiring Process Status	Position Status	Proposed Hire Date			
CPWE - State	707587	CONT	Classified	Customer Service Technician	09-01-09	3	Advertised	12-18-17			
CPWE - State	708587	CONT	Classified	Customer Service Technician	11-09-12	1	Pending Requisition	01-22-18			
CPWE - State	704587	CONT	Classified	Customer Service Technician	06-30-17	5	Recommendation in Progress	12-04-17			
CPWE - State	701880	CONT	Administrative	Director of College and Career Preparation	09-01-15	1	Pending Requisition	01-22-18			
CPWE - State	718590	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	09-01-00	3	Advertised	12-18-17			
CPWE - State	703587	CONT	Prof/Tech Support Exempt	Program Developer and Coordinator	11-01-10	1	Pending Requisition	01-22-18			
Grant Development, Management, and Compliance	703420	CONT	Prof/Tech Support Non-Exempt	Grants and Contracts Compliance Specialist	09-05-17	1	Pending Requisition	01-22-18			
Office of President	704362	CONT	Classified	Administrative Assistant	09-01-05	1	Pending Requisition	01-22-18			
Office of President	700202	CONT	Classified	Administrative Assistant	09-09-08	2	Requisition in Progress	01-22-18			
Office of President	701369	CONT	Executive	Exec Officer for External Relations	FY18 Position Chng	1	Pending Requisition	01-22-18			
Office of President	701340	CONT	Executive	Executive Vice President for Student Success	09-01-14	1	Pending Requisition	01-22-18			
Public Relations/Marketing	701462	CONT	Classified	Administrative Assistant	05-04-16	1	Pending Requisition	01-22-18			
Public Relations/Marketing	724462	CONT	Prof/Tech Support Non-Exempt	Chief Photographer	New FY17	2	Requisition in Progress	01-22-18			
Public Relations/Marketing	725462	CONT	Classified	Community Relations Asst	New FY17	2	Requisition in Progress	01-22-18			
Public Relations/Marketing	723462	CONT	Prof/Tech Support Non-Exempt	Copy Writer	05-14-17	1	Pending Requisition	01-22-18			
Student Affairs and Enrollment Management											
Admissions and Records	723612	CONT BOND FY17	Prof/Tech Support Non-Exempt	Admissions Specialist	New BOND FY17	4	Screening in Progress	12-04-17			
Admissions and Records	708612	CONT	Prof/Tech Support Non-Exempt	Records and Registration Specialist	10-09-17	1	Pending Requisition	01-22-18			
Advising	717332	CONT	Prof/Tech Support Non-Exempt	Advisor	09-01-17	4	Screening in Progress	12-04-17			
Advising	700081	CONT	Prof/Tech Support Non-Exempt	Advisor	11-03-17	3	Advertised	12-18-17			
College Connections	709190	CONT	Prof/Tech Support Non-Exempt	College Connection Specialist/Recruiter	04-03-17	5	Recommendation in Progress	12-04-17			
College Connections	700042	CONT	Prof/Tech Support Non-Exempt	Student Services Specialist I	08-03-17	4	Screening in Progress	12-04-17			
Counseling and Disability Services	704336	CONT BOND FY17	Prof/Tech Support Exempt	Counselor	New BOND FY17	1	Pending Requisition	01-22-18			
Office of Enrollment Services	704612	CONT	Administrative	Dean of Enrollment Services	08-31-16	1	Pending Requisition	01-22-18			
Student Affairs	703191	CONT	Administrative	Associate Dean of Student Rights and Responsibilities and Title IX Student Support Services	FY18 Position Change	4	Screening in Progress	12-18-17			
Student Financial Services	714440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-01-17	4	Screening in Progress	12-04-17			
Student Financial Services	708440	CONT	Prof/Tech Support Non-Exempt	Financial Aid Specialist	03-01-17	3	Advertised	12-18-17			
Student Financial Services	728440	CONT BOND FY17	Prof/Tech Support Non-Exempt	Veterans Affairs Certifying Official	New BOND FY17	5	Recommendation in Progress	12-04-17			
Student Financial Services	727440	CONT BOND FY17	Prof/Tech Support Non-Exempt	Veterans Affairs Certifying Official	New BOND FY17	5	Recommendation in Progress	12-04-17			

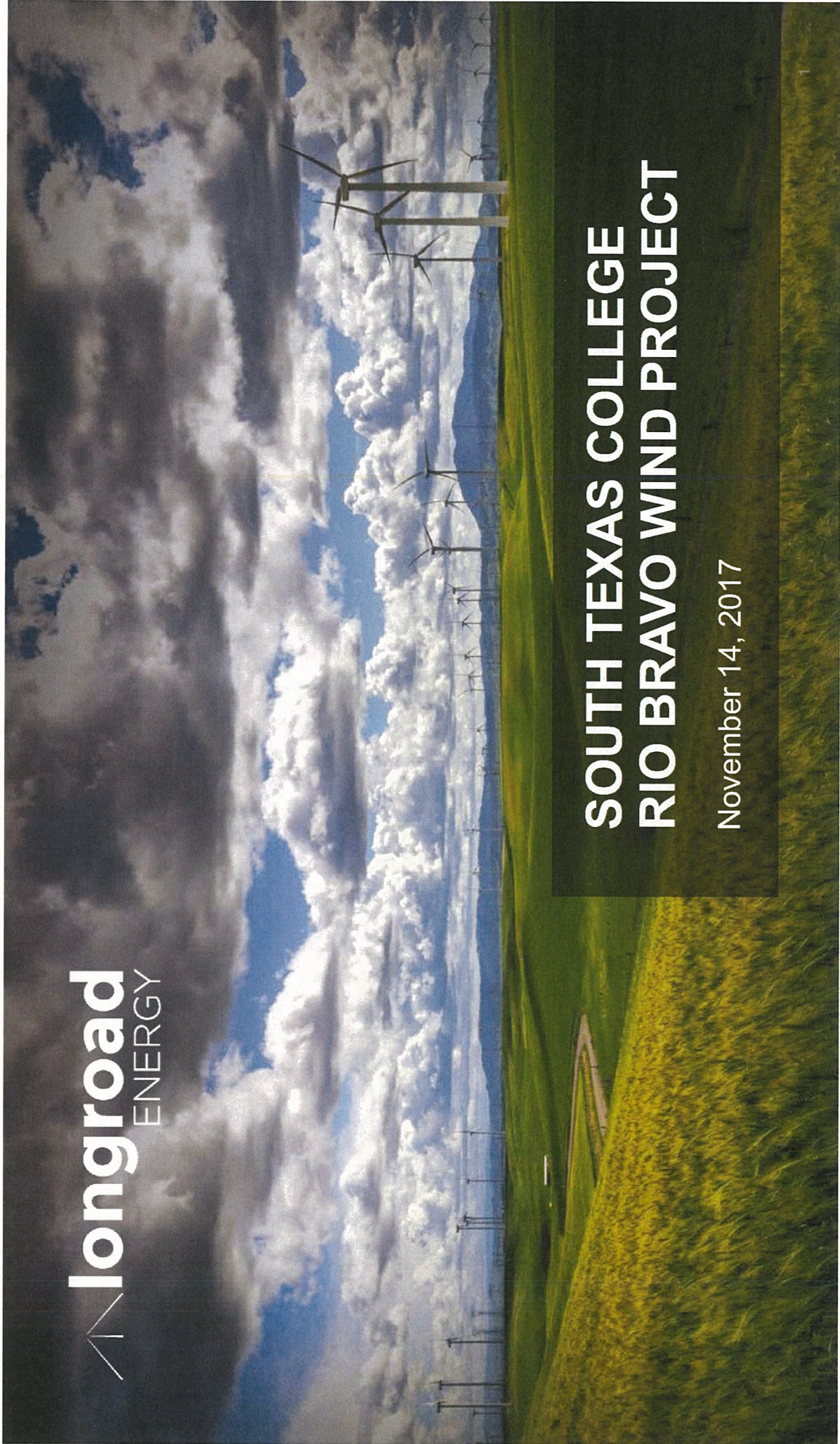
Legend - Tiered steps in Hiring Process
 1 - Pending Requisition
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*The following documents
were provided as
handouts at the meeting.*



SOUTH TEXAS COLLEGE RIO BRAVO WIND PROJECT

November 14, 2017



LONGROAD ENERGY

Longroad Energy was founded in 2016, and is an independent developer and operator of **utility-scale wind and solar projects** throughout the United States

The founders of Longroad Energy comprised the core executive team at First Wind and have **worked together for 10 years**, including time at both First Wind and SunEdison

Since 2008, **this team has completed the development and financing of 33 utility-scale wind and solar projects** totaling over 3,300 MW

During its time at First Wind and under the SunEdison umbrella, **the Longroad team successfully raised over \$15 billion of capital** including project finance debt, tax equity, corporate debt, partnerships and sponsor equity

Longroad has secured the equity capital and credit facility needed to complete development of its projects

In December 2016, **Longroad Energy purchased a 3 GW solar development platform from 7x Energy**

Longroad Energy qualified **600 MW of future wind projects** for the federal Production/Investment Tax Credit by purchasing wind turbine equipment in December 2016

LONGROAD INVESTORS / STAKEHOLDERS

Long term, patient capital and without fund life constraints and \$35 billion under management



Infratil is an owner and operator of businesses in the energy (mainly renewable), transport, data centres and social infrastructure sectors. Its energy operations are predominantly through Trustpower in Australia and New Zealand. Infratil is listed on both the New Zealand and Australian Stock Exchanges (IFT.NZ, IFZ.AX) and currently owns assets in excess of NZ\$6.5 billion, visit www.infratil.com.

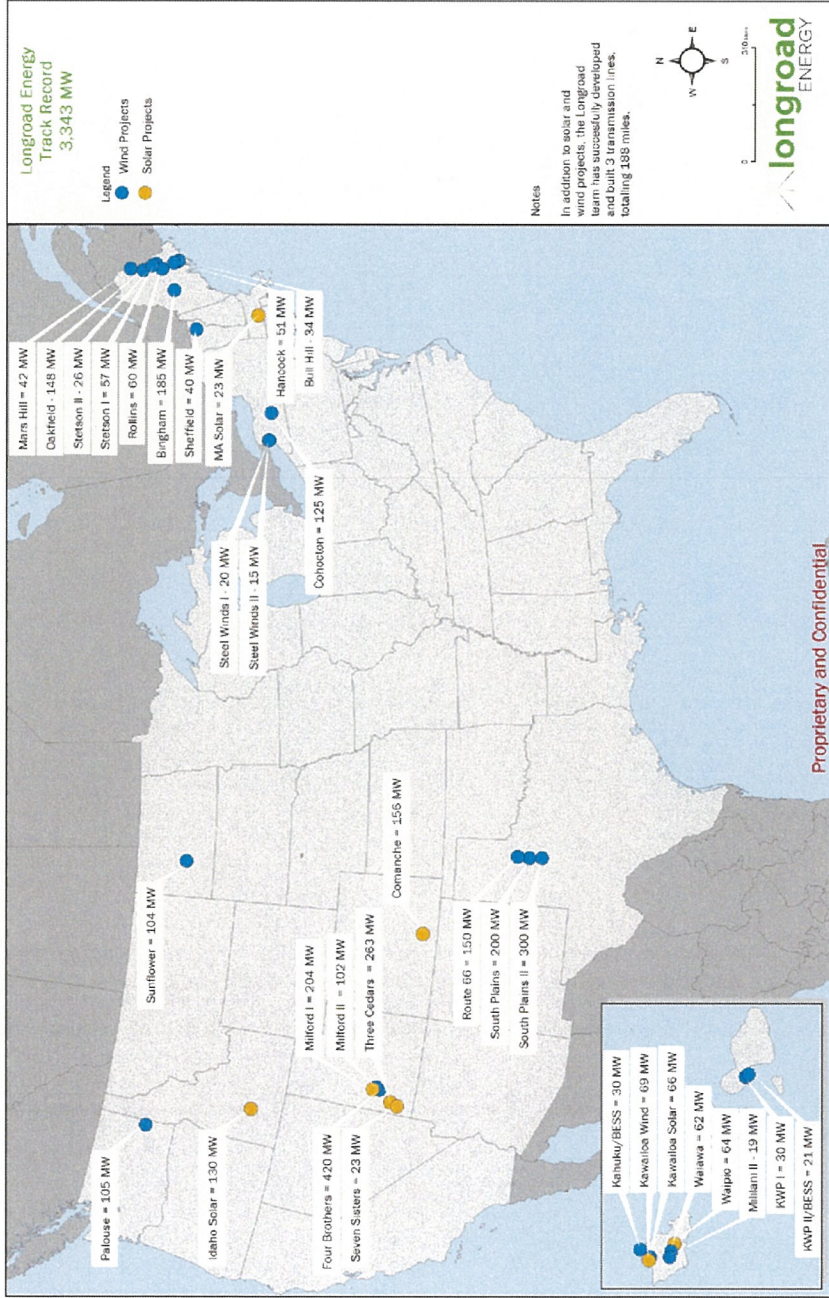


The New Zealand Superannuation Fund is a NZ\$30 billion sovereign wealth fund established by the New Zealand Government to partially pre-fund the future cost of universal pension payments. A long-term, growth-oriented investor, the Fund has returned 9.7% p.a. since inception in 2003. The Fund is managed by the Guardians of New Zealand Superannuation, a Crown entity. The Fund is a 50:50 shareholder in RetireAustralia, alongside Infratil. For more information, visit www.nzsuperfund.co.nz.



Founded in 2016 by the former founder and executive team of First Wind

TRACK RECORD



33 utility-scale renewable projects

~3,300 MW in total

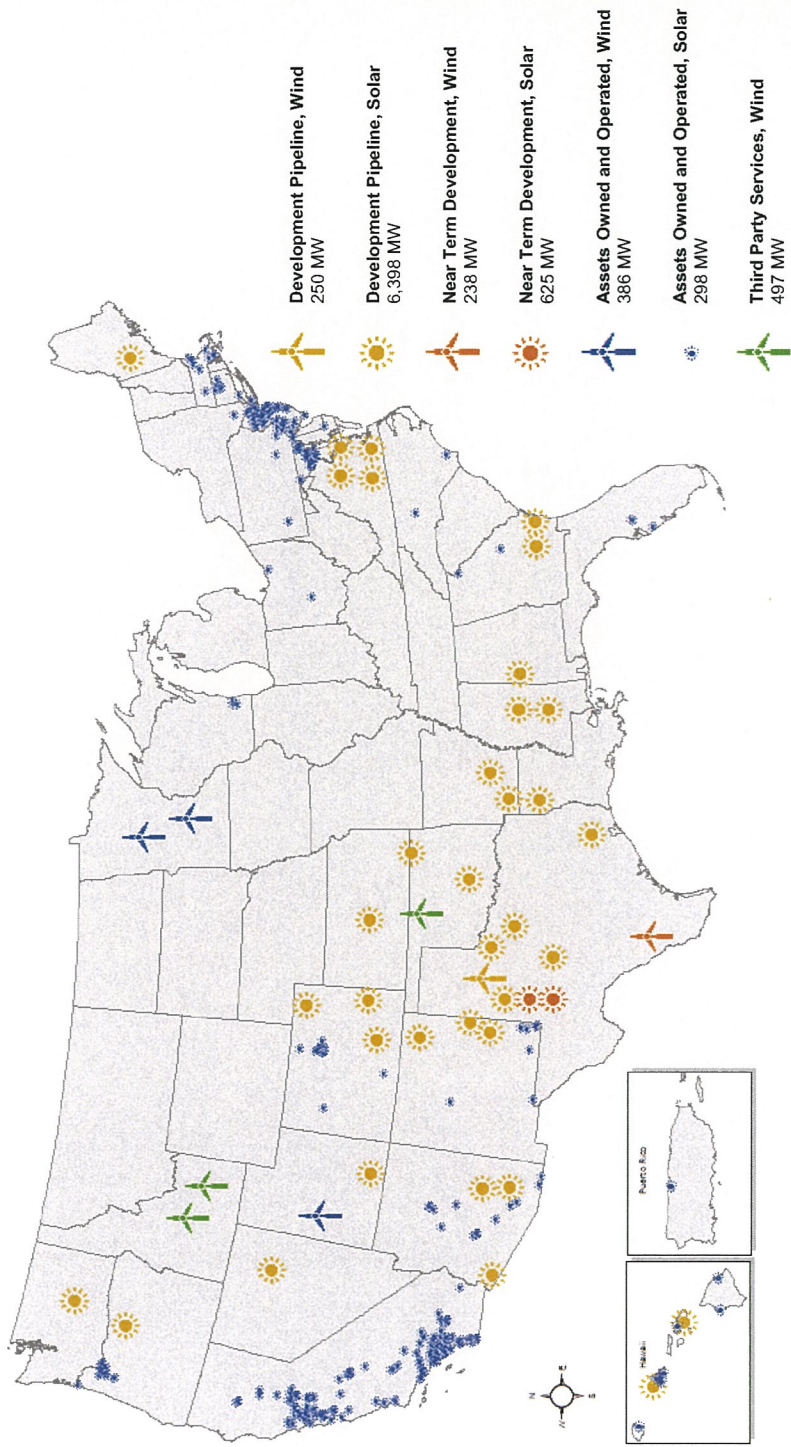
23 wind and **10** solar projects

Plus two utility scale battery projects

Plus three HV transmission lines (188 miles)

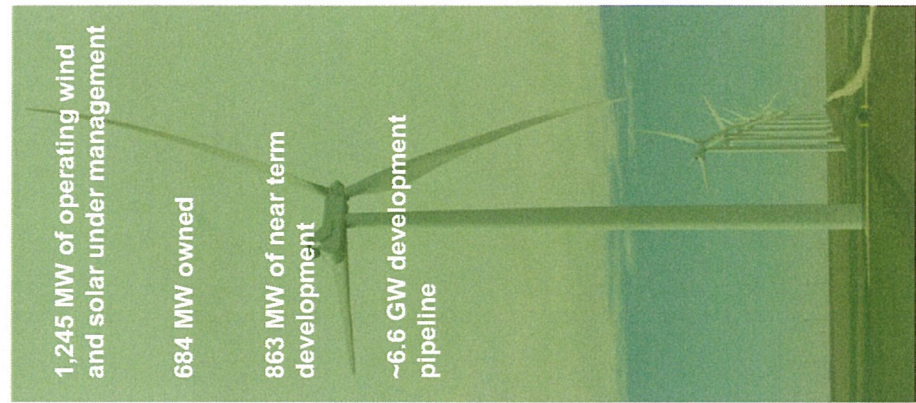
~\$15 billion in total capital

A DIVERSIFIED PORTFOLIO



As of September 2017/Wind MW in AC and Solar in DC

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1,245 MW of operating wind and solar under management

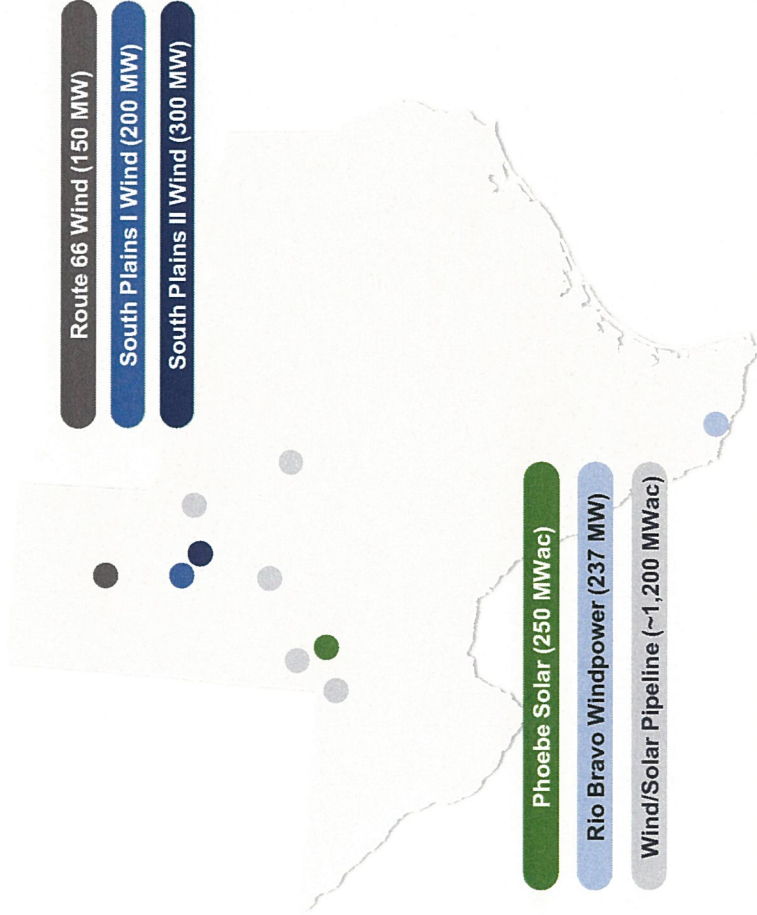
684 MW owned

863 MW of near term development

~6.6 GW development pipeline

LONGROAD ENERGY IN TEXAS

Proven track record of successfully developing and building renewable energy projects in Texas



Since 2014, the Longroad team has successfully developed and built 650 MW of wind projects in Texas

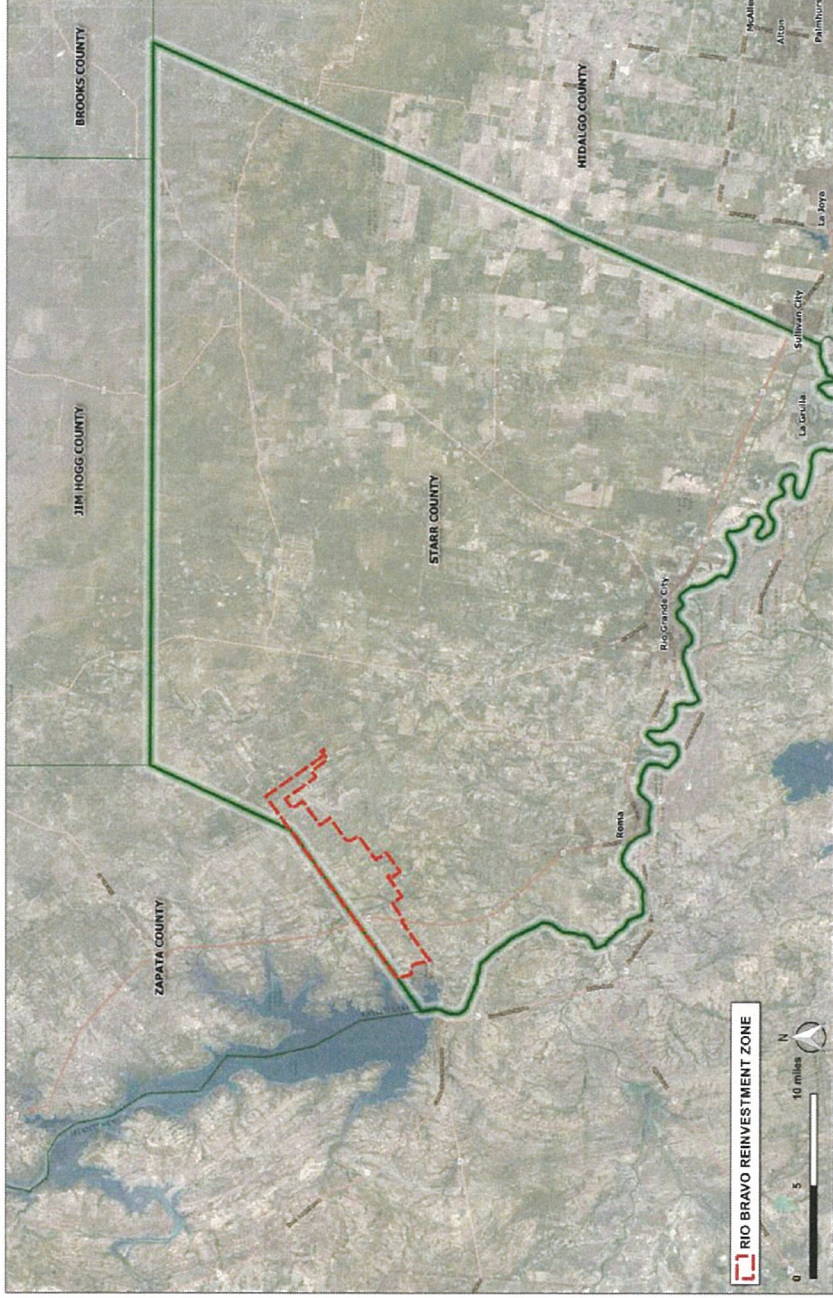
- Closed \$1.4 billion in tax equity, construction and permanent debt and related credit facilities to bring the projects into operations

We are building a pipeline of utility scale wind and solar projects in Texas; ~1.2 GW in addition to Phoebe and Rio Bravo

Longroad has partnered with 7x Energy to jointly develop utility-scale solar projects in several markets, with particular focus on Texas

- Solar development team is led by industry veterans from SunPower, RES, and SunEdison, having brought 1.5 GW into operations

RIO BRAVO PROJECT



18,000 Acres of Long-Term Easements

Signed Interconnection Agreement with **AEP**

66, 3.6 MW Wind Turbines

Over 3 Years of On-site Wind Data

EPC Contractor Selected

Project scheduled to be **completed in 2018**

RIO BRAVO DEVELOPMENT SCHEDULE

INTERCONNECTION STUDIES

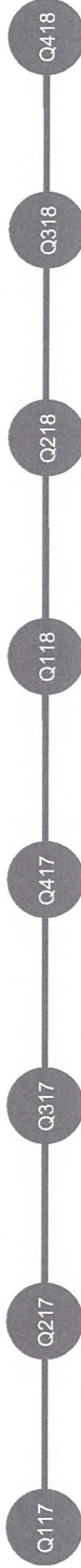
IA Signed Q3 2017

RESOURCE

Continue Resource Evaluation

LAND

Land Secured. ALTA, curative, title commitment to be completed



REVENUE

Negotiate, execute docs

FINANCING

Identify lenders and tax equity, negotiate, close

PRECON ENGINEERING

Electrical and civil design to IFC

RFP PROCESS

Select EPC

CONSTRUCTION OF WIND PROJECT

Build, test, and target project CODs by Q4 2018

CONSTRUCTION OF INTERCONNECTION FACILITIES

Following IA execution, post collateral and begin substation construction

We have the capital to finish development and the expertise to close financing in **Q4 2017**

With our established in-house team, we will manage the construction and operation of **Rio Bravo Wind**

RIO BRAVO QUICK FACTS

Wind Turbines

66 Vestas V136 3.6MW wind turbines on 105 meter (345 ft) towers

Each wind turbine weighs 894,800lb (448 tons), made of the following:

- Tower (6 sections total): 750,000lbs (375 tons)
- Nacelle/Hub/Radiator: 342,000lbs (171 tons)
- Blade: 29,980lbs (15 tons) (3 blades= 45 tons)

Turbine height: 568 ft to blade tip

Blade length: 220 ft root-to-tip

Each tower equipped with a climb assist system

MET Towers, 2 x 105 m free-standing lattice towers

Electrical Infrastructure

2 x 136 MVA substation transformers, 345KV / 34.5KV, ~467,000lbs (233.5tons) each

10 Wind Turbine power collection circuits, with combined underground cables approximately 45 miles in length

RIO BRAVO QUICK FACTS

Civil Infrastructure

Concrete foundations are:

- 65ft wide and 10ft deep, with approximately 700 cubic yards of concrete
 - 122,000lbs of steel (61 US ton, 8.7 cu yds)
- 25 miles of project access roads
- 7,000 sqft Operations Building

Haul Vehicles and Traffic

- ~10,000 loads of gravel/sand/aggregate
- 4,600 concrete truck loads
- +800 turbine component heavy-haul delivery loads



WIND IS GOOD FOR SOUTH TEXAS

Diversifies and increases local tax base for Roma ISD, Starr County, Starr Hospital District and South Texas College

Clean, non-polluting power that further diversifies Starr County's power supply
(enhanced local grid stability)

Creation good paying construction jobs
(two local job fairs prior to construction)

Approximately **10 full-time O&M jobs** during project operations

Lease income for local landowners

Requires minimal to no resources from Starr County and Roma ISD to develop, construct, and operate

Rio Bravo will participate in community projects.

Examples of past projects include: 4-H barn in Armstrong County, Unity Center in Floyd County, and funded Donors Choose to donate to public classroom projects at multiple sites.

TEXAS WIND POWER PRICING

With current power prices and construction costs, wind projects in Texas are not feasible without property tax abatements

Power Pricing: Texas Wind



PROPERTY TAX ABATEMENT AGREEMENTS

With current power prices and construction costs, wind projects in Texas are not feasible without property tax abatements

Rio Brava Property Tax Abatements

- Starr County – Completed
- Starr County Hospital – Expected Completion 11/16
- Roma ISD – Expected Completion 11/28
- South Texas College – In Process

SOUTH TEXAS COLLEGE ABATEMENT PROPOSAL

RIO BRAVO REQUESTS THE FOLLOWING:

**85% Abatement for 10 years and a PILOT payment of \$128 per
Megawatt (MW) per year of installed capacity for 10 years**

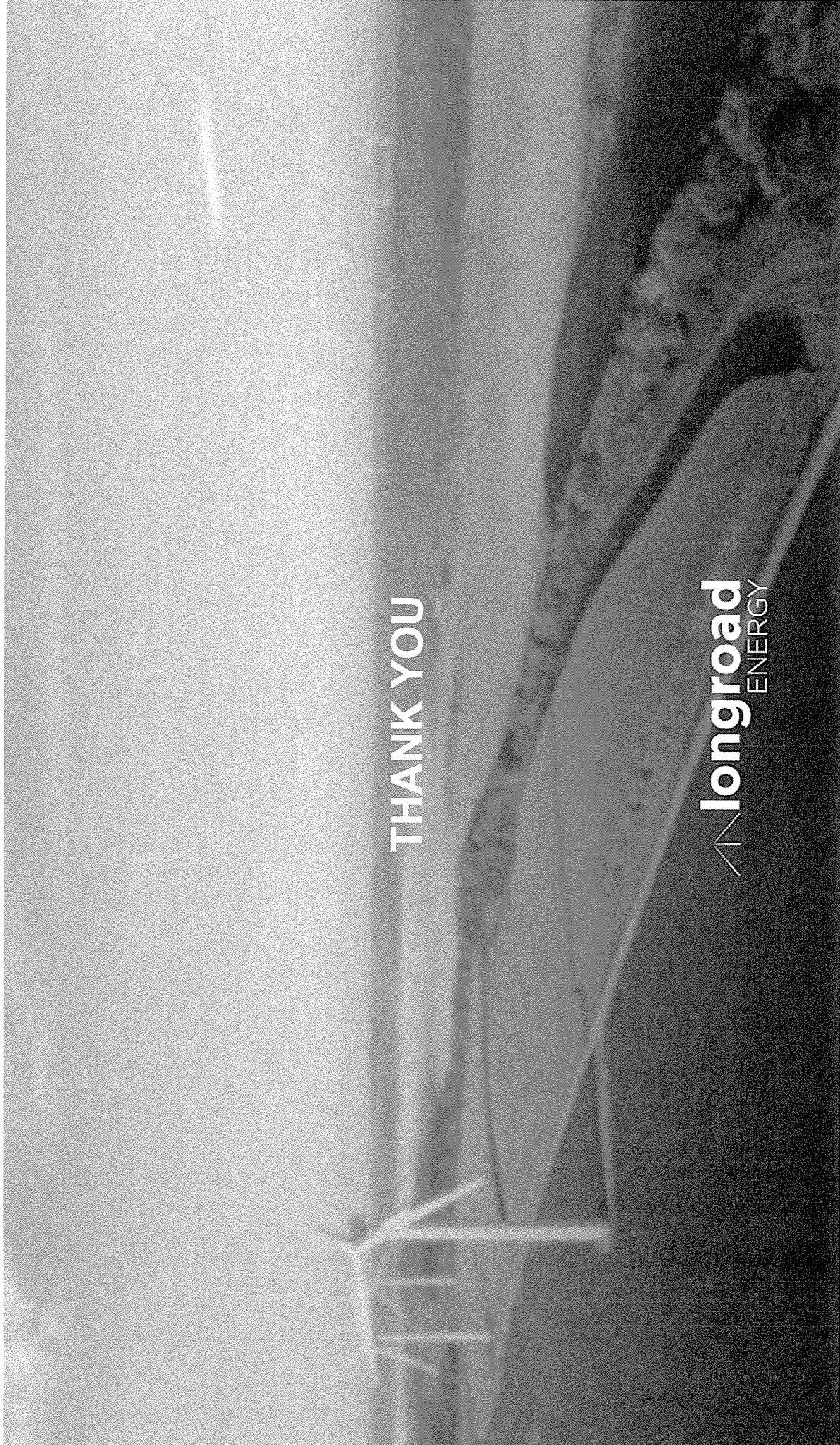
Current project size is
237.6 MW

PILOT Agreement would pay
\$30,500 per year

ESTIMATED SOUTH TEXAS COLLEGE TAX PAYMENTS

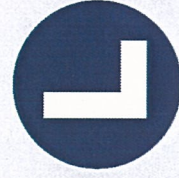
Year	Taxes	PILOT	Total
1	\$64,777	\$30,500	\$95,277
2	\$62,416	\$30,500	\$92,916
3	\$57,394	\$30,500	\$87,894
4	\$53,897	\$30,500	\$84,397
5	\$48,896	\$30,500	\$79,396
6	\$46,054	\$30,500	\$76,554
7	\$42,272	\$30,500	\$72,772
8	\$37,083	\$30,500	\$67,583
9	\$32,556	\$30,500	\$63,056
10	\$26,990	\$30,500	\$57,490
11	\$155,743		\$155,743
12	\$140,977		\$140,977
13	\$140,977		\$140,977
14	\$140,977		\$140,977
15	\$140,977		\$140,977
16	\$140,977		\$140,977
17	\$140,977		\$140,977
18	\$140,977		\$140,977
19	\$140,977		\$140,977
20	\$140,977		\$140,977
Total	\$1,896,867	\$305,000	\$2,201,867

THANK YOU



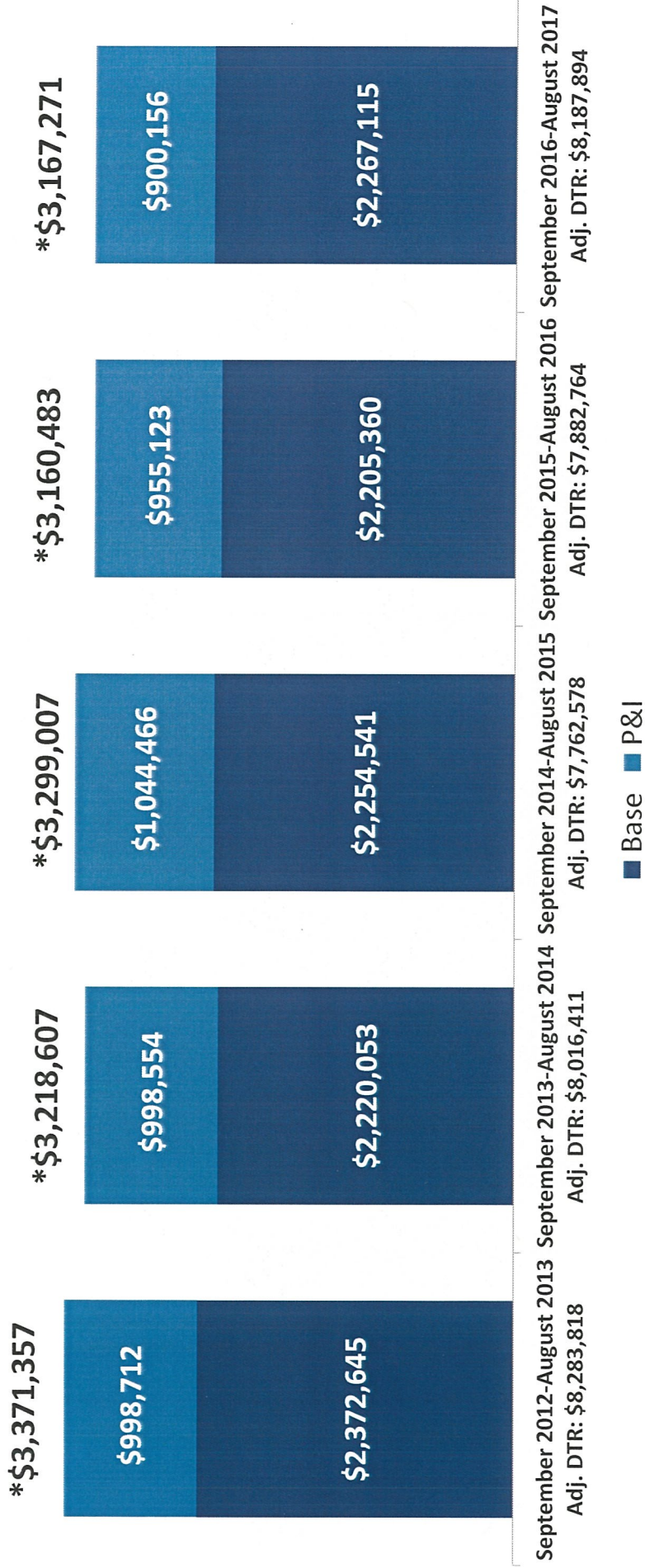


**South Texas College
Five Year Comparison Information**



LINEBARGER
ATTORNEYS AT LAW

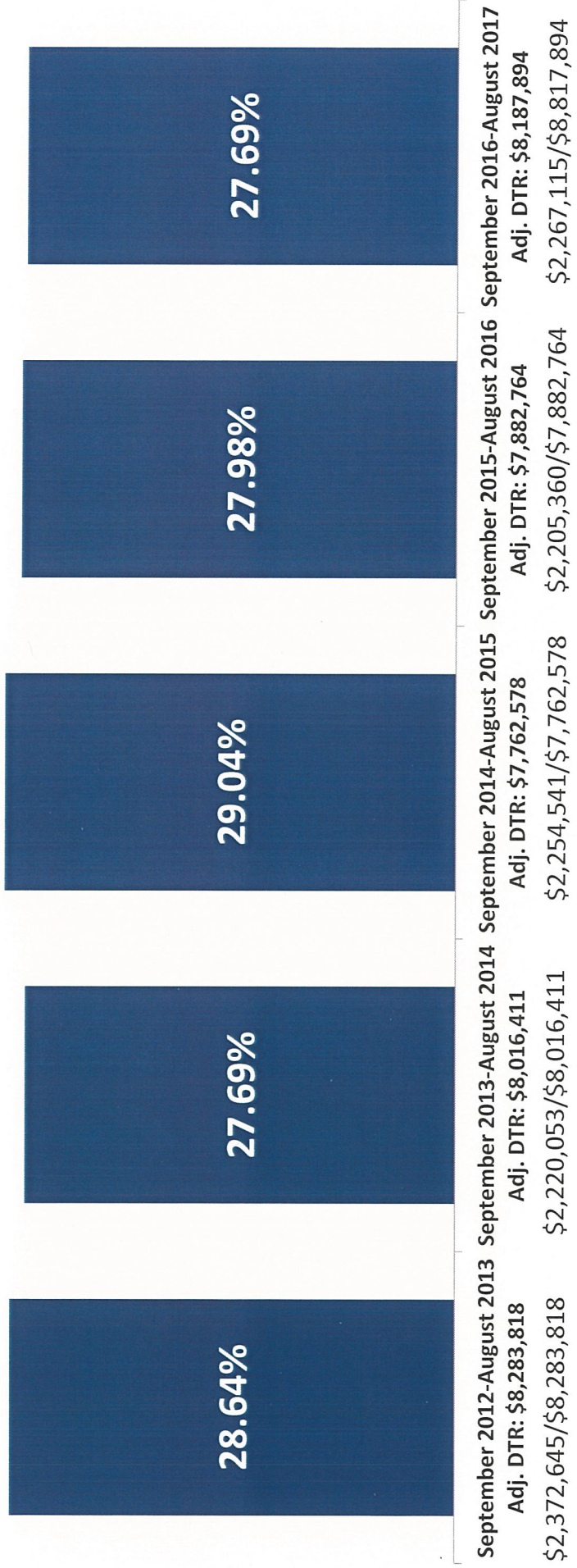
**South Texas College
Hidalgo County 5 Year Collection Comparison**



*Totals: totals are calculated by adding the Base and Penalty & Interest amounts together.

Source: Hidalgo Co. Tax Office Reports

**South Texas College
Hidalgo County 5 Year Percentage Comparison**



Percentage collections are calculated by dividing the base amount by the adjusted delinquent tax roll amount for each individual year.

Source: Hidalgo Co. Tax Office Reports

**South Texas College
Starr County 2016-2017 Collection Chart**

\$582,796



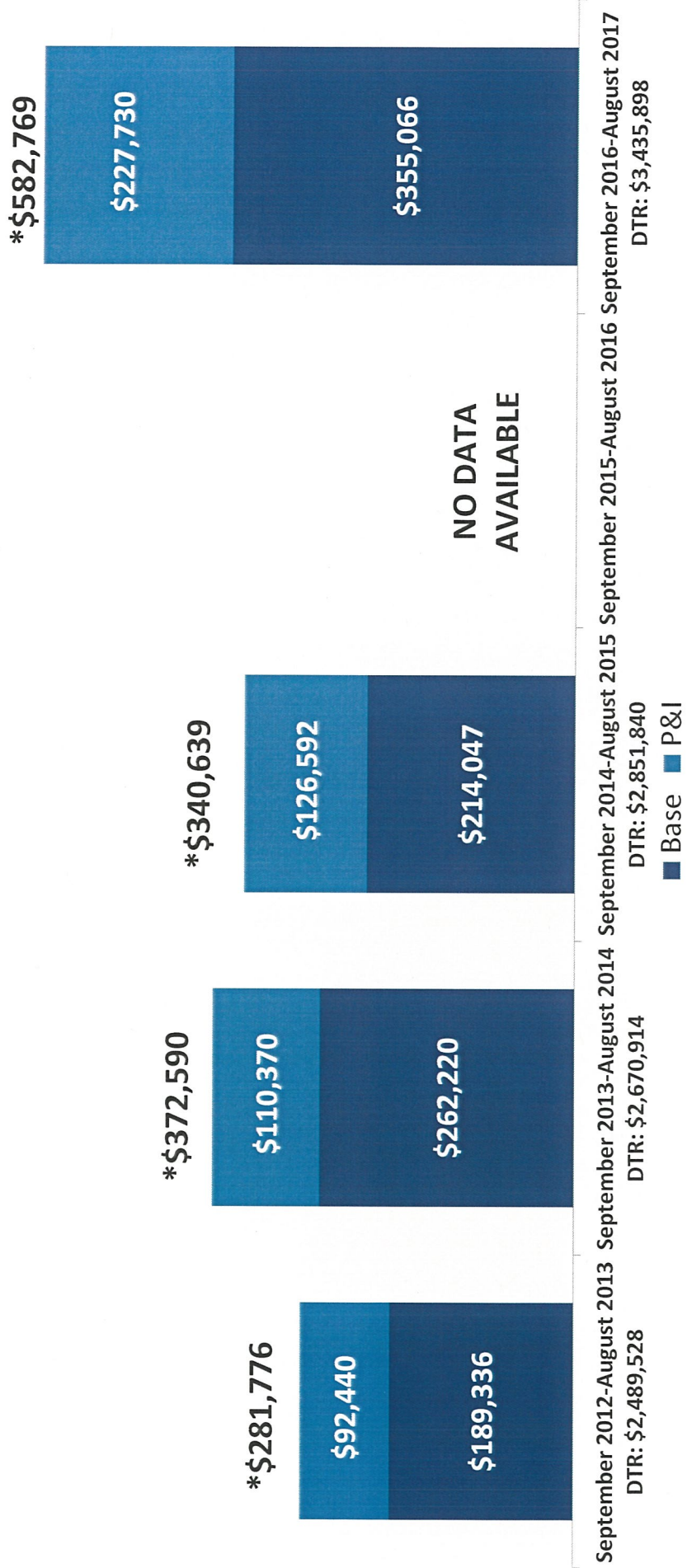
September 2016-August 2017
DTR: \$3,435,898

\$355,066/\$3,435,898

Percentage collections are calculated by dividing the base amount by the adjusted delinquent tax roll amount for each individual year.

Source: Starr County Collection Report, Under Review

South Texas College Starr County 5 Year Collection Comparison



*Totals: totals are calculated by adding the Base and Penalty & Interest amounts together.

Source: Starr Co. Tax Office Reports, Under Review, 2015-2016 reports not available.

**South Texas College
Starr County 5 Year Percentage Comparison**



Percentage collections are calculated by dividing the base amount by the adjusted delinquent tax roll amount for each individual year.

Source: Starr Co. Tax Office Reports, Under Review, 2015-2016 reports not available.