

SOUTH TEXAS COLLEGE

Board of Trustees

Regular Board Meeting

Tuesday, April 27, 2021 5:30 p.m.

Starr County Campus Student Activities Center Event Room Rio Grande City, Texas

Online Board Packet

SOUTH TEXAS COLLEGE BOARD OF TRUSTEES REGULAR MEETING Tuesday, April 27, 2021 @ 5:30 p.m. Starr County Campus 142 FM 3167, Rio Grande City, Texas 78582

AGENDA

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

COVID-19 Public Health / Attendance Measures

Due to COVID-19 and Social Distancing recommendations, members of the public are encouraged to watch the live broadcast of the meeting at: <u>https://admin.southtexascollege.edu/president/agendas/live.html</u>.

- 1) Anyone wishing to make Public Comments as provided in the agenda is asked to sign up prior to the meeting, and they will be called upon when it is their turn to make comments.
- I. Call Meeting to Order
- II. Determination of Quorum
- III. Invocation
- IV. Public Comments
- - 1) Presentation on the Summer Power-Up Program

VI. Consideration and Action on Consent Agenda

- 1. Approval of Board Meeting Minutes7 48
 - 1) March 30, 2021 Board Work Session Mid Valley Campus Tour
 - 2) March 30, 2021 Regular Board Meeting
 - 3) April 7, 2021 Board Work Session

VII. Consideration and Action on Committee Items

- A. Education and Workforce Development Committee Items
 - - a. Review and Discussion of Spring 2021 Commencement Ceremony

April 27, 2021 Regular Board Meeting @ 5:30 p.m.

- b. Presentation on the South Texas College Ballet Folklórico
- c. Presentation on the South Texas College Mid Valley Campus Proposed Workforce Program Expansion
- B. Finance, Audit, and Human Resources Committee Items
 - - a. Update on Transportation Services Operation Plan for FY 2020 2021
 - - - A. Award of Proposals
 - 1) Audio Visual Equipment for Special Events (Award)
 - 2) Dual User Virtual Reality Welding Training Simulator (Award)
 - 3) Internet Services for South Texas College Sites (Award)
 - 4) Vehicle Maintenance and Repair Services (Award)
 - B. Purchases and Renewals (B-a. Instructional Item)5) Mobile Hotspot Service Extension (Purchase/Subscribe
 - B. Purchases and Renewals (B-b. Non-Instructional Items)
 - 6) Furniture (Purchase)
 - 7) Asset Management, Chemical Inventory, and Inspection Software System (Renewal)
 - 8) Telephone Services (Renewal)
 - 9) Temporary Personnel Services (Renewal)
 - 10)Travel Services (Renewal)
 - B. Purchases and Renewals (B-c. Technology Items)
 - 11)Firewall Equipment Agreement (Purchase)
 - 12)Software License, Maintenance, and Support Agreements (Renewal)

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- e. Review and Action as Necessary on Approval of Substantial Completion of the Nursing and Allied Health Campus East Building A
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- g. Review and Action as Necessary on Approval of Final Completion of the Pecan Campus Sand Volleyball Courts Sand Replacement
- h. Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg......149 - 150
- 2. Review and Action as Necessary on Approval of Proposed Change Order for the Nursing and Allied Health Campus and Starr County Campus
- Review and Action as Necessary on Contracting Construction Services for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County
- 4. Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects 171 - 178
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Χ.	Announcements A. Next Meetings:
	 <u>Tuesday, May 4, 2021</u> ➢ 10:00 a.m. – Board Work Session
	 <u>Tuesday, May 18, 2021</u> 3:30 p.m. – Education and Workforce Development Committee 4:30 p.m. – Facilities Committee 5:30 p.m. – Finance, Audit, and Human Resources Committee
	 <u>Tuesday, May 25, 2021</u> ➢ 5:30 p.m. – Regular Board Meeting
	B. Other Announcements:

- The Spring 2021 Commencement Ceremony will be held live on Saturday, May 15 and broadcast to graduates participating from home.
- The College will be closed on Monday, May 31, 2021 in observance of Memorial Day.

Presentation

1) Presentation on the Summer Power-Up Program

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, and Mr. Ray Pedraza, Assistant Director of Public Relations and Marketing, will present on the Summer Power-Up program.

The Summer Power-Up program is a strategic outreach to current and potential students, showing that enrolling in six hours at South Texas College over the summer is *better than free*, and will lead to about \$1,200 in direct cash to qualifying traditional students with full Pell eligibility.

The Summer Power-Up is based upon a Summer Pell award of \$1,500 for at least half-time enrollment, and an estimated tuition and fees of \$900 for six credit hour enrollment. This results in a \$600 Pell refund to these students, which is then matched by another \$600 in federal funding (HEERF Emergency Aid).

\$1,500	Pell Amount – at least 6 hours, eligible for full Pell Grant
<u>-\$900</u>	Estimated tuition and fees for 6 credit hours
\$600	Pell refund
+\$600	HEERF Emergency Aid
\$1,200	Total amount paid to students.

All eligible students will receive at least the \$600 in HEERF Emergency Aid, regardless of Pell eligibility.

To determine eligibility, all students are required to file their Free Application for Federal Student Aid (FAFSA) for 2020-2021. Through completing the FAFSA, students will learn of their Pell Grant eligibility, and the school will determine whether students are eligible to receive the HEERF Emergency Aid.

Administration is marketing this program to potential and current students, encouraging anyone who has not yet completed the FAFSA to do so, and providing in-person and online support to students. Students need to also complete the Power-Up application, which is a simple form, and support is provided to encourage and assist with this process.

Students who qualify for the \$600 HEERF allocation will receive \$300 upon completion of enrollment, and an additional \$300 upon verification that they remain enrolled through the first week of classes.

Recipients will receive grant funding on a first-come, first-serve basis, until funds are depleted.

April 27, 2021 Regular Board Meeting Page 2, Revised 04/23/2021 @ 9:31 AM

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) March 30, 2021 Board Work Session
- 2) March 30, 2021 Regular Board Meeting
- 3) April 7, 2021 Board Work Session

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and adopt the Minutes for the March 30, 2021 Board Work Session, March 30, 2021 Regular Board Meeting, and the April 7, 2021 Board Work Session as presented.

The following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of South Texas College approves and adopts the Minutes for the March 30, 2021 Board Work Session, March 30, 2021 Regular Board Meeting, and the April 7, 2021 Board Work Session as presented.

Approval Recommended:

Dr. David Plummer, M.B.A., Ed.D. Interim President

SOUTH TEXAS COLLEGE BOARD OF TRUSTEES WORK SESSION Tuesday, March 30, 2021 @ 3:00 p.m. Mid Valley Campus 400 N. Border, Weslaco, Texas 78596

Minutes

The March 30, 2021 Board Work Session was called for a tour by the trustees of the Mid Valley Campus. The tour began at 3:00 p.m. at the Student Union Building.

Members present: Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: Ms. Rose Benavidez and Mrs. Victoria Cantú

Also present: Dr. David Plummer, Mr. Daniel Montez, Mrs. Sara Lozano, and Mr. Andrew Fish.

I. Tour of Mid Valley Campus

Planned Tour Highlights:

- a. Workforce Center Expansion
- b. Childcare Development Center
- c. Center for Learning Excellence
- d. Health Professions and Sciences Building
- e. Library
- f. Signage at Campus Entrances
- g. Enrollment Center

Adjournment

The tour ended, and the Work Session adjourned, at 4:55 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, March 30, 2021 Board Work Session of the South Texas College Board of Trustees.

<u>X_____</u>

Mrs. Victoria Cantú Board Secretary

> 03/30/2021 Board Work Session Minutes

SOUTH TEXAS COLLEGE BOARD OF TRUSTEES REGULAR MEETING Tuesday, March 30, 2021 @ 5:30 p.m. Student Union Cafeteria Mid Valley Campus, Weslaco, Texas 78596

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, March 30, 2021 in the Student Union Cafeteria at the Mid Valley Campus in Weslaco, Texas. The meeting commenced at 5:31 p.m. with Ms. Rose Benavidez presiding.

Ms. Benavidez announced that specific precautions had been taken due to the COVID-19 / novel coronavirus outbreak, which had prompted local, state, and federal officials to declare states of emergency and outline recommended safety precautions for the conduct of essential business.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: Mrs. Victoria Cantú

Also present: Dr. David Plummer, Mr. Jesus Ramirez, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Mrs. Rebecca Cavazos, Mr. Rick De La Garza, Ms. Myriam Lopez, Mrs. Sara Lozano, Dr. Marie Evans, Mr. Daniel Montez, Mr. Christopher Woods, Mr. Lucio Gonzalez, Ms. Alicia Gomez, Mr. Eli Ochoa, Mr. Robert Cuellar, Dr. Jesus Campos, Mr. George McCaleb, Dr. Rebecca De Leon, Dr. Lazaro Barroso, and Mr. Andrew Fish.

Determination of a Quorum

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

Invocation

Mr. Daniel Montez, Mid Valley Campus Administrator, said the invocation.

Public Comments

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

Presentations

1) Presentation on Spring 2021 Enrollment Report

Mr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management, provided a preliminary Spring 2021 Enrollment Report to the Board on February 23, 2021. Due to the disruptive winter storm and power outages earlier that month, the final report was not yet ready for presentation at that meeting.

VP Hebbard has finalized the Spring 2021 Enrollment Report, which provides a direct comparison of the Spring 2020 Enrollment with the Spring 2021 Enrollment, as well as a discussion of national and statewide enrollment trends.

VP Hebbard present the finalized enrollment report at the March 30, 2021 Regular Board Meeting.

2) Presentation on South Texas College Drive Thru Fairs

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships, and Dr. Lazaro Barroso, Director of College Connections, presented on South Texas College's Drive-Thru Program Fair.

Our Dual Credit Programs and College Connections teams work tirelessly to develop the college-going culture throughout our region. While the COVID-19 pandemic has significantly disrupted our traditional outreach to students on local school district middle- and high-school campuses, the teams have gotten creative with their outreach.

From February 3 - 6, 2021, the Drive-Thru Program Fair provided the community with an innovative way to learn about STC programs, services, and registration from the safety of their private vehicles and at each of the five campuses. CDC and STC guidelines were followed, and 166 current and prospective students attended.

Dr. De Leon and Dr. Barroso reviewed the Drive-Thru Program Fair, including its marketing strategies, participant response, and plans for an August 5 – 7, 2021 *Summer Bash*!

These presentations were provided for the Board information and feedback to administration. No action was requested.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) February 23, 2021 Regular Board Meeting
- 2) March 9, 2021 Board Work Session

Upon a motion by Mr. Rene Guajardo and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and adopted the Minutes for the February 23, 2021 Regular Board Meeting, and the March 9, 2021 Special Board Meeting as written. The motion carried.

Approval and Authorization to Accept Grant Awards and Agreements

Authorization to accept and approve the following grant awards, including the use of related funds and execution of related agreements as necessary for each grant, was requested:

1. Texas Workforce Commission (TWC), Explore STEM! for Students with Disabilities, additional funds in the amount of \$83.31

On February 2021, an award for the Explore STEM grant in the amount of \$30,916.69 was authorized for acceptance by the Board. South Texas College later received a contract agreement with the total award amount of \$31,000 which was due to rounding up from the original amount requested by TWC. This grant was awarded to South Texas College for the Institute for Advanced Manufacturing (IAM) to provide STEM-based summer camps for students ages 14-22. Explore STEM camps are designed to provide students with disabilities the opportunity to learn about STEM occupations through virtual and hands on modalities. Students will be instructed both through the Microsoft Teams online platform and in person while providing students an Instructional Coach for hands-on lead activities as needed. This grant allowed the IAM an opportunity to work with students with disabilities, enhance their learning experience through interactive learning, and encourage students to persist in STEM-related studies. FIRST RGV and IAM faculty would provide curriculum development and online instruction for both camps. The funding period was from March 1, 2021 to December 31, 2021.

This grant was aligned to Strategic Direction #1, Lead Community Engagement, by providing middle and high school students with disabilities the opportunity to engage in coherent educational experiences through Science, Technology, Engineering and Math (STEM) learning camps that encourage them to pursue higher education in STEM-related occupations.

2. Texas Higher Education Coordinating Board, Texas Reskilling Support Fund Grant Program, in the amount of \$112,500

This award would be managed by Division of Student Affairs and Enrollment Management (SAEM) to provide up to 75 students with support for tuition and fees in high value workforce credential programs such as Computer and Information Sciences, Heating, Air Conditioning, Ventilation and Refrigeration Maintenance Technology, Emergency Medical Technology, Diagnostic Medical Sonography, and Registered Nursing.

South Texas College's outreach plan would include identifying students who have previously completed postsecondary education credits and who are near completion and wish to re-enroll. SAEM staff would provide daily intrusive case management that will focus on and help to monitor attendance, academic progress, and would help with other types of challenges that the student may be facing that may impede student achievement. The funding period was from March 4, 2021 to February 15, 2022.

This award aligned to Strategic Direction #1, Lead Community Engagement, by aligning educational opportunities with community and workforce needs.

3. RGV Focus, Communities Foundation of Texas - Educate Texas, Apprenticeship Subaward in the amount of \$25,000

Subaward grant funds would be used by the Institute for Advanced Manufacturing (IAM) to support up to 25 apprentices enrolled in the Employer Apprenticeship Program in connection with the Texas Workforce Commission Apprenticeship Training Programs.

Funding from RGV Focus and Educate Texas with financial support from Texas Mutual would support enrolled apprentices earn their certificate of completion and make substantial progress toward earning the Department of Labor's (DOL) apprenticeship journeyman certification. The funding period was from March 1, 2021 to October 31, 2021.

This award aligned to Strategic Direction #3, Create Educational Opportunities for Students, by aligning programs with emerging technologies and changing needs in the job market.

4. Texas Workforce Commission, Skills Development Fund COVID-19 Special Initiative, additional funds in the amount of \$62,500

These additional funds were awarded for South Texas College's Department of Continuing, Professional and Workforce Education and the Institute for Advanced Manufacturing to provide training in response to the direct needs of the COVID-19 Pandemic. Training would target those business partners retooling business processes to respond to the need of COVID-19 related necessities, as well as those businesses that were retooling to provide continuing employment to employees.

Approximately \$2,000 would be made available per qualifying participant. Industries that would be targeted for this grant are Healthcare, Manufacturing, IT, Transportation, Construction, and Goods & Services. Short-term training topics would include billing for telehealth services, disinfection training, COVID-19 related stress, customer safety, and cross-training for employees to fill job demand resulting from workforce reduction. The funding period was from June 8, 2020 to June 30, 2021.

This award aligned to Strategic Goal #1, Lead Community Engagement, by strengthening partnerships with local organizations to align educational opportunities with community and workforce needs.

5. US Department of Education, Higher Education Emergency Relief Fund (HEERF) Minority Serving Institutions, Developing Hispanic Serving Institutions under the CARES (Coronavirus Aid, Relief, and Economic Security) Act, Allocation in the amount of \$2,283,123

Authorization was requested to accept additional funds in the amount of \$2,283,123. Funds would be used to assist students with their cost of attendance, including food, housing, course materials, technology, health care, and child care. The original award notification in the amount of \$1,255,089 was received and authorized by the Board for acceptance in June 2020. At the January 12, 2021 Special Board Meeting, authorization was requested and approved to allow administration to utilize additional funds in the amount of \$1,266,639. Funds were designated to support students enrolling in the Spring 2021 semester. South Texas College was currently using these funds for two separate grant-supported scholarship funds to assist students with qualified expenses.

These additional funds in the amount of \$2,283,123 increased the total award amount to \$3,549,762. Funds were planned to be used for the same two separate grant-supported scholarship funds. The funding period as stated on the Grant Award Notification received by the college was June 8, 2020 to June 7, 2021. South Texas College planned to request a no-cost extension.

This allocation was managed by the Division of Student Affairs and Enrollment Management. Vice President Mathew Hebbard serves as the Project Director and Miguel Carranza was the Financial Manager. The presented grants would provide up to \$2,483,206.31 in funding for the college to provide services and opportunities throughout the region.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Board of Trustees approve and authorize accepting the following grant awards including the use of related funds and execution of related agreements as necessary for each grant, contingent upon official award as appropriate.

- 1. Texas Workforce Commission (TWC), Explore STEM! for Students with Disabilities, additional funds in the amount of \$83.31
- 2. Texas Higher Education Coordinating Board, Texas Reskilling Support Fund Grant Program, in the amount of \$112,500
- 3. RGV Focus and Communities Foundation of Texas, Educate Texas, Apprenticeship Subaward in the amount of \$25,000
- 4. Texas Workforce Commission, Skills Development Fund COVID-19 Special Initiative, additional funds in the amount of \$62,500
- US Department of Education, Higher Education Emergency Relief Fund (HEERF) Minority Serving Institutions, Developing Hispanic Serving Institutions under the CARES (Coronavirus Aid, Relief, and Economic Security) Act, Allocation in the amount of \$2,283,123

The motion carried.

Review and Action as Necessary on College's Preliminary Proposed Use and Drawing Down of Higher Education Emergency Relief Fund II (HEERF II) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Funds

The Board of Trustees was asked to approve and authorize the proposed use and drawing down of Higher Education Emergency Relief Fund II (HEERF II) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Funds as presented.

Mary Elizondo, Vice President for Finance and Administrative Services, presented the College's preliminary proposed use of Higher Education Emergency Relief Fund II (HEERF II) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Institutional Funds.

Matthew Hebbard, Vice President for Student Affairs and Enrollment Services, presented on the College's proposed use of HEERF II Student Support Funds.

Background on HEERF

- On June 23, 2020, the South Texas College Board of Trustees ratified the acceptance and use of the Higher Education Emergency Relief Funds (HEERF) authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act allocations received by the College. The College received Federal CARES Act funds in three allocations that included Student funds, Institutional funds, and Minority Serving Institution funds.
- On December 20, 2020, the Minority Service Institution funds were increased by \$11,550.
- On January 26, 2021, the South Texas College Board of Trustees ratified the acceptance and use of the Higher Education Emergency Relief Funds II (HEERF II) Student and Institutional grant awards under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) allocation received by the College. As reviewed with the Board of Trustees on January 26, 2021, the College received Federal CRRSAA funds in two formula allocations in January 2021.
- On March 4, 2021, the College received an additional CRRSAA allocation for the Minority Serving Institutions. This allocation was included among the grants presented for Board approval on March 30, 2021.

The table below includes the actual/projected expenditures funded by HEERF I.

Expenditure	HEERF I CARES) Actual/Projected
Staff Salaries & Benefits	\$2,856,158.82
Faculty Salaries & Benefits	\$500,000.00
Personal Protective Equipment (PPE) and Other Equipment & Software	\$297,933.34
Student Awards	\$17,634,944.84
Total Expenditures Funded by HEERF	\$21,289,037.00

For direct student support, the following CARES ACT Student Awards would be distributed through Spring 2021:

Category of Funds	Total Amount Awarded	Number of Students Served
Student Emergency Aid	\$10,011,199	11,361
Institutional Funds	\$6,357,106	8,825
CARES Act Funded Scholarship	\$1,266,639	1,858
TOTAL	\$17,634,944	22,044

HEERF II Funding

HEERF II funds may be used for expenditures and loss revenue for the period of March 13, 2020 to January 15, 2022 and would be charged to the HEERF II fund in Fiscal Year 2020 – 2021 and Fiscal Year 2021 – 2022.

Award Type	HEERF II (CRRSAA)
Student Funds	\$10,011,199
Institutional Funds	\$32,178,403
Minority Serving Institutions	\$2,283,123
Total HEERF II allocations	\$44,472,725

In total, HEERF II provided \$44,472,725 to South Texas College. The College was required to draw down an initial portion of the HEERF II funds by April 15, 2021, and additional funds would be drawn as eligible expenditures and lost revenues were identified and reported to the Board.

Proposed uses of HEERF II funds were for the following types of expenditures, as outlined in initial guidance from the U.S. Department of Education:

- Staff Salaries & Benefits
- Faculty Salaries & Benefits
- Personal Protective Equipment (PPE)
- Other Equipment & Software
- Student Awards
- Tuition & Fee Loss Revenue*
- Indirect Cost*

* these expenditures were now allowed, under HEERF II funding guidelines

Direct Student Awards

For Direct Student Awards, administration proposed the following for both Summer 2021 and Fall 2021 semesters:

- Upon registration and completion of the FAFSA, eligible students would receive \$300
- Upon completion of the first week of classes, eligible student would receive another \$300
- At the students' discretion, their total \$600 award could be applied to tuition and fees or paid directly to the student.

Administration would continue to monitor guidance from the U.S. Department of Education to identify possible use of HEERF II funds based on the needs of the College. Projected amounts of expenditures would be presented to the Board at a later date.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and authorized the proposed uses and drawing down of Higher Education Emergency Relief Fund II (HEERF II) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Funds as presented. The motion carried.

Review of Presentations to the Education and Workforce Development Committee:

The following items were presented to the Education and Workforce Development Committee on March 9, 2021:

a. Presentation on the South Texas College Online Music Camps

Mr. William Buhidar, Music Department Chair and Assistant Professor of Music, provided a presentation on the South Texas College Online Music Camps.

Traditionally, music instruction was conducted through face-to-face instruction, with live performances as part of the practice and evaluation of students. With the onset of the COVID-19 pandemic, such instruction models were no longer safely practicable.

The South Texas College Music Department embraced the challenges posed by the pandemic, and developed a virtual instruction and performance opportunities to keep the students engaged and learning.

In additional to traditional instruction, the Music Department has transitioned its popular summer camps into an online format, connecting with local school district students in innovative ways.

Mr. Buhidar provided an overview of this online transition, and was joined by Professor Jaime Garcia and student Matthew Flores for a demonstration of a virtual music instruction session.

b. Presentation on the South Texas College Library Services Hotspot Program

South Texas College Library Services has implemented a hotspot program. Dr. Jesus Campos, Dean of Library & Learning Support Services accompanied by Lisa Walters, Associate Dean of Library Services, provided a presentation to the Committee on the program.

In response to the COVID-19 pandemic's disruptive impact on normal course delivery, South Texas College quickly moved all courses in Spring 2020 to an online format, with limited in-person delivery returning as quickly as safely practical for certain programs requiring face-to-face instruction.

For many students, limited or non-existent home access to reliable internet became a severe hurdle. Studies conducted by the College's Research and Analytical Services team in Spring 2020 showed internet access issues as a significant challenge, or even a barrier to registration for Fall 2020.

With a grant-funded pilot program, South Texas College was able to deliver mobile hotspots to students in need. These kits included a device that allowed a student to create an internet-connected WiFi hotspot at their home or other study location. The kits also included a battery packet and a micro-USB charger, which helped provide reliable and mobile access to best serve students.

Dr. Campos reviewed the grants that supported this program:

- Perkins Basic Grant Program
- Institute of Museum and Library Services (IMLS) and Texas State Library Archives Commission (TSLAC) CARES Act

The presentation also covered the application and selection process that helped students in need of this support sign up for and receive these mobile hotspot kits. This included a report on the distribution of hotspots by grant program and campus.

Finally, Dr. Campos discussed the anticipated impact of this program on participating students.

c. Review of Spring 2021 Section Offering Data by Division and Program

On February 23, 2021, the Board received a preliminary enrollment report indicating that Spring 2021 Enrollment was 17.7% lower than Spring 2020

Enrollment. At that meeting, Mrs. Victoria Cantu requested further details on how this decline in enrollment has impacted the number of sections offered to students at South Texas College.

Mr. Serkan Celtek, Director of Research and Analytical Services, provided a table outlining the number of sections offered in each Division and Department/Program within those Divisions.

Within the table on the following pages, those listings with greater than 25% decline in section offerings were highlighted in red, while those listing with greater than 25% increase in section offerings were highlighted in green.

Mr. Celtek reviewed the data at the March 9, 2021 Education and Workforce Development Committee meeting.

Dr. David Plummer, Interim President, and Mr. Celtek provided additional analysis of the data based upon observations by academic deans and program chairs.

This information was provided for the Board's information, and no action was requested from the Board of Trustees.

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

The following item was scheduled for presentation to the Finance, Audit, and Human Resources Committee on March 9, 2021, but was deferred to this regular Board meeting:

a. Review and Discussion of Preliminary FY 2021 - 2022 Budget Development

Mary Elizondo, Vice President for Finance and Administrative Services, presented on the FY 2021 – 2022 Budget Development for the Board's review and discussion.

Purpose – The status of the College's Budget Development process for FY 2021 – 2022, that included evaluating and considering internal and external factors and priorities, was presented to the Board of Trustees for review.

Justification – The College staff had begun the FY 2021 – 2022 Budget Development process and was considering factors impacting the revenue projections. Financial Managers were reviewing their expenditure budgets and would submit their requests by March 31, 2021. Preliminary revenue and expenditure projections and factors considered were discussed with the Board.

Background – The College's annual budget cycle includes the budget development process that consists of projecting revenues and expenditures based on historical trend, assumptions for the upcoming fiscal year, and considering other pertinent factors. The revenue and expenditure budget development considerations are used as the basis for the upcoming fiscal year assumptions and are a fundamental component of developing a proposed balanced budget. The proposed balanced budget is reviewed by staff, the President's Cabinet, and the Finance, Audit, and Human Resources Committee before it is presented for approval by the Board of Trustees at the annual Budget Hearing.

Reviewers –The FY 2021 – 2022 Budget Development was reviewed by the President's Cabinet.

Enclosed Documents – The Preliminary Summary of Projected Revenues and Expenditures for FY 2021 - 2022 with Comparison to the FY 2020 - 2021 approved budget and the FY 2021 – 2022 Budget Development PowerPoint Presentation were provided in the packet for the Board's review and information.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the FY 2021 – 2022 Budget Development at the March 30, 2021 Regular Board Meeting.

This information was provided for the Trustees' information and feedback to administration, and no action was requested from the Board of Trustees.

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believed that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Review and Action as Necessary on Award of Proposal, Purchases, and Renewals
- b. Review and Recommend Action to Write-off Obsolete Fixed Assets/Capital Assets Valued at \$5,000 and Over
- c. Review and Recommend Action on Removal and Disposal of Radiology Equipment
- d. Discussion and Action as Necessary on Solicitation of a Request for Qualifications for Bond Counsel Services
- e. Discussion and Action as Necessary on Postponing the Faculty and Administrators Cost and Productivity Study

Upon a motion by Mr. Danny Guzman and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized the following items:

- a. Review and Action as Necessary on Award of Proposal, Purchases, and Renewals
- b. Review and Recommend Action to Write-off Obsolete Fixed Assets/Capital Assets Valued at \$5,000 and Over
- c. Review and Recommend Action on Removal and Disposal of Radiology Equipment
- d. Discussion and Action as Necessary on Solicitation of a Request for Qualifications for Bond Counsel Services
- e. Discussion and Action as Necessary on Postponing the Faculty and Administrators Cost and Productivity Study

The motion carried.

Consent Agenda Item a:

Review and Action as Necessary on Award of Proposal, Purchases, and Renewals

The Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposal, purchases, and renewals as listed below:

A. Award of Proposal

 Marketing Services for Career and Technology Education Programs (Award): award the proposal for marketing services for career and technology education programs to Image House Media, LLC. (McAllen, TX), for the period beginning April 1, 2021 through August 31, 2021, at a total amount of \$55,000.00;

B. Purchases and Renewals (B-a. Instructional Item)

2) Training and Consulting Program Agreement (Purchase): purchase a training and consulting program agreement from Insight Track, Inc. (Portland, OR) (New) (a sole source vendor), for the period beginning April 1, 2021 through December 31, 2024, at a total amount of \$376,500.00, with payments being issued quarterly;

B. Purchases and Renewals (B-b. Non-Instructional Items)

- Classroom Camera System (Purchase): purchase a classroom camera system from Intelligent Video Solutions (Sussex, WI) (New), a sole source vendor, at a total amount of \$66,211.71;
- 4) Building Moving Services (Renewal): renew the building moving services contract with Zuniga's House Mover, LLC. (San Juan, TX), for the period beginning May 1, 2021 through April 30, 2022, at an estimated amount of \$50,000.00;
- 5) Food and Related Non-Food Products (Renewal): renew the food and related non-food products contracts for the period beginning April 27, 2021 through April 26, 2022, at an estimated amount of \$100,000.00, which is based on prior year expenditures. The vendors are as follows:
 - Ben E. Keith Company (Fort Worth, TX)
 - Devin Distributing & Packaging, Inc. (McAllen, TX)
 - Labatt Food Service (Harlingen, TX)
 - Sysco Central Texas, Inc. (New Braunfels, TX)

B. Purchases and Renewals (B-c. Technology Items)

- 6) Computers, Laptops, Tablets, and Graphic Processing Units (Purchase): purchase computers, laptops, tablets, and graphic processing units from the State of Texas Department of Information Resources (DIR) approved vendors, Dell Marketing, LP. (Dallas, TX), and Apple, Inc. (Dallas, TX) and CDW Government, LLC. (Vernon Hill, IL) an E&I Cooperative Service approved vendor, at a total amount of \$472,736.01;
- 7) Network Software Maintenance Agreement (Renewal): renew the network software maintenance agreement with Netsync Network Solutions (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning April 1, 2021 through March 31, 2024, at a total amount of \$222,326.00 with an initial payment of \$51,782.00 and two (2) annual payments of \$85,272.00;
- 8) VMware Maintenance Agreement (Renewal): renew the VMware maintenance agreement with Dell Marketing, LP./Dell Financial Services, LLC. (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning April 1, 2021 through March 31, 2024, at a total amount of \$404,833.97 with an initial payment of \$134,944.65 and two (2) annual payments of \$134,944.66.

Recommend Action - The total for all award of proposal, purchases, and renewals was \$1,747,607.69.

Consent Agenda Item b:

Review and Action as Necessary to Write-off Obsolete Fixed Assets/Capital Assets Valued at \$5,000 and Over

Approval to write-off obsolete fixed assets/capital assets valued at \$5,000 and over was requested.

Purpose – The Fixed Asset/Inventory Department requested approval to write-off obsolete fixed assets/capital assets valued at \$5,000 and over, for obsolete and no longer in use software programs. These assets totaling \$176,958.52 would be removed, as applicable, from the College's inventory system and general ledger.

Justification – As per Policy #5130: Fixed Assets, the capital assets value and associated accumulated depreciation would be written-off from the College's capital asset ledger and the reduction would be reflected on the Comprehensive Annual Financial Report as of August 31, 2021.

Reviewers – The various software programs were no longer in use or had not been renewed.

Enclosed Documents - A listing of the fixed assets/capital assets valued at \$5,000 and above was provided in the packet for the Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the March 9, 2021 Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board approval to write-off obsolete fixed assets/capital software assets valued at \$5,000 and over.

Consent Agenda Item c:

Review and Action as Necessary on Removal and Disposal of Radiology Equipment

Approval on the removal and disposal of radiology equipment by MXR Imaging Corporation at a total fee of \$2,500.00 was requested.

Purpose – The Radiologic Technology Program in the Division of Nursing and Allied Health and Fixed Asset/Inventory Department requested approval to properly remove and dispose of x-ray tables, x-ray wall buckies, x-ray collimator, x-ray generator, and an x-ray control console, as per Policy #5125: Disposal of Surplus Property.

Justification – The radiology equipment was purchased in 2000 and 2001 and after many years of use, the Division of Nursing and Allied Health Radiologic Technology Program requested approval to properly remove and dispose of the obsolete and end-of-life radiology equipment housed in Building A at Nursing and Allied Health campus. Due to the ever-evolving technology in the medical field, the equipment in question was obsolete and must be removed by an authorized vendor from our facility in order to comply with the Texas Department of State Health Services – Radiation Safety Licensing Branch requirements.

As per the South Texas College Radiation Safety Officer (RSO), this equipment was turned off and the units had not been used since the 2013 Bond purchase of two (2) new GE XR646 x-ray units, which were located in Nursing and Allied Health Campus Building B. The equipment's original cost was \$52,877.65 and became fully depreciated as of June 30, 2011.

This equipment emitted a percentage of radiation, therefore contained a liquid that must be properly handled during the removal process. The authorized vendor for removal of the equipment was MXR Imaging Corporation, which charged a fee of \$2,500.00, and would also provide disposal documentation to South Texas College as proof that the equipment was properly disposed.

Enclosed Documents - A listing of the radiology equipment to be removed and disposed of was provided in the packet for Board's information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Dr. Jayson Valerio, Dean for Nursing and Allied Health, and Becky Cavazos, Director of Purchasing, attended the March 9, 2021, Finance, Audit, and Human Resources Committee meeting to address any questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the removal and disposal of radiology equipment by MXR Imaging Corporation at a total fee of \$2,500.00 as presented.

Consent Agenda Item d:

Discussion and Action as Necessary on Solicitation of a Request for Qualifications for Bond Counsel Services

Approval for the solicitation of a request for qualifications for bond counsel services was requested.

Purpose – The College requires bond counsel services and representation in the areas of public education bond law, tax law, local government law, the trial and appeal of bond validation actions, and the issuance of tax-exempt Texas Community College District, Texas School District, and other relevant entities' bonds and notes.

Justification – The bond counsel services were necessary to provide advice and counsel to administrative staff, the President, Board Committees, and Board of Trustees. A solicitation of a request for qualifications or appointment of an attorney or law firm was essential. The Board had the option of engaging the services for matters that include the following:

- A. Bond counsel will be expected to provide, as a part of its basic service fee, policy development, review and drafting of documents, briefs, opinions, negotiations, litigation, research as well as legal advice from time to time pertaining to matters directly or indirectly related to the bond program and corresponding tax issues.
- B. Consult with South Texas College officials, Business Office staff, and the Colleges outside Legal Counsel and Financial Advisor, concerning all legal questions relating to the issuance, refinancing, defeasance, and management of debt.
- C. Assist in the preparation of specified sections of the Preliminary Official Statement and the Final Official Statement, and be responsible for the proper scope, legal effectiveness, and compliance with applicable regulatory requirements of the entirety of both documents, subject to the understanding that bond counsel will not be expected to independently verify data contained in the Official Statements that is generated by the client or third parties.
- D. Assist in making presentations and required submissions and obtain approval of the Bond Review Board and any other state entity with supervisory powers over the issuance of bonds by South Texas College, including the Texas Office of Attorney General.
- E. Perform all usual and necessary legal services with reference to the authorization, sale, and delivery of any debt issuance and bond refunding

that South Texas College may require, including resolutions, agreements, and minute orders, as needed.

- F. Represent South Texas College in the preparation of any bond refunding and purchase contracts and insuring that all participants, including underwriters and investment banking firms, whether retained or contracted by South Texas College, disclose all conflicts of interest to and with South Texas College and any other parties involved in the bonds. Assist South Texas College in presentations to the major rating agencies in order to obtain rating for the bonds.
- G. Attend Board meetings and Finance Committee meetings to the extent required or requested by the College.
- H. Provide tax opinion on debt issues and bond refunding.
- I. Prepare any Internal Revenue Service filings required by federal tax law. Assist in any Internal Revenue Service inquiry and actions as needed.
- J. Render other written opinions of bond counsel pertaining to investment earnings and any amounts required to be related to the United States as excess arbitrage earnings, if any, and any other written opinion of counsel which may be required under the terms of the Bond Resolutions or under the Internal Revenue Code, as amended.
- K. Assist with post-issuance matters, such as providing direction for compliant private use activity, including aiding in annual calculation.
- L. Provide analysis and resolution of tax issues associated with financing plans.
- M. Prepare documents calling any bond election, notice thereof, submitting election documents to the U. S. Justice Department for preclearance and canvassing of election results.
- N. File all required bond-related documents and obtain approval of such from the Texas Office of Attorney General.
- O. Provide a complete bond transcript in paper and electronic format at the conclusion of each financing.
- P. Provide advice and counsel on continuing compliance with securities, tax, and other applicable law pertaining to bonds.
- Q. All other matters necessary or incidental to the refunding and issuance of the bonds.

Background – At the April 16, 2020 Board of Trustees meeting, the Board contracted bond counsel services with The J. Ramirez Law Firm to provide legal advice for the issuance and purchase of tax exempt and taxable bonds.

Solicitation Process

The selection of legal services process is stated in the Texas Education Code, Government Code and South Texas College policy is as follows:

• Texas Education Code Chapter 44: Fiscal Management, Subchapter B: Purchases; Contracts Section 44.031 Purchasing Contracts Subsection (f). This section does not apply to a contract for professional services rendered, including services of an architect, attorney, certified public accountant, engineer, or fiscal agent.

The Texas Education Code refers the professional services to the Government Code, which is as follows:

- Government Code Chapter 2254: Professional and Consulting Services Section 2254.004: Contract for Professional Services of Architect, Engineer or Surveyor.
 - \Rightarrow The Government Code excludes the professional services for an attorney, certified public accountant, or fiscal agent.

South Texas College Policy 5210: Purchasing Section Professional Services, states as follows:

 "Professional services" are defined in Chapter 2254 of the Texas Local Government Code. The College must select and engage the "most qualified" professional. Competitive bidding is not required in the procurement of professional services, as defined in Chapter 2254 of the Texas Government Code. Professional services include, but is not limited to, services provided by architects, engineers, attorneys, and fiscal agents. Request for qualifications and Board of Trustees approval is required for professional service contracts at or above \$50,000.

Additional information is provided below regarding the solicitation process. A Request for Qualifications (RFQ) may be used when selecting professional services for bond counsel services.

 A Request for Qualifications (RFQ) is a qualifications-based two (2) step selection process. It is not a proposal; therefore, it does not require that fees be disclosed. Furthermore, Texas law prohibits attorneys from offering bids for their services, and any submittal which quotes fees may be disqualified. An RFQ is a document that asks respondents to detail their background and experience. The RFQ does not include any details on how the work would be performed or what the charges might be, instead it only includes the attorney's skills and experience. The intent of an RFQ is to allow the Board to select who they determine is the most qualified for the project. The College has the opportunity to negotiate a fee with the final selection.

<u>Request for Clarification – March 9, 2021 Finance, Audit, and Human</u> <u>Resources Committee Meeting</u>

Administration requested feedback from the Finance, Audit, and Human Resources Committee regarding the following decisions associated with the Request for Qualifications for bond counsel services:

#	Decisions	Legal Counsel	Committee
		Comments	Recommendations
1	Who will evaluate the requests for	Evaluation process is at	Staff will evaluate
	qualifications (RFQ) responses?	the Board's discretion.	
2	Which evaluation criteria and ratings	Evaluation criteria	Proposed
	should be used?	options are at the	evaluation criteria
		Board's discretion.	as included below.
3	Will the Purchasing staff be conducting	Conducting vendor	Yes
	the vendor references?	references is at the	
		Board's discretion.	
4	Will the Director of Purchasing	Summarizing the vendor	Staff will evaluate
	summarize the Board evaluations?	evaluations is at the	
		Board's discretion.	

Evaluation Criteria – Proposed

The proposed evaluation criteria and points are as follows:

#	Criteria	Points
1	Qualifications of personnel providing bond counsel services to the College.	25
2	Experience representing Public Entities, including, but not limited to Community Colleges.	65
3	References	10
	Total Points	100

<u>Timeline</u>

Proposed solicitation schedule for the Request for Qualifications for Bond Counsel Services:

Solicitation Process	Date and Time
Advertise qualifications	April 7, 2021 and April 14, 2021
Release the request for qualifications	April 7, 2021
Deadline for written questions/inquiries	April 19, 2021
Responses for written questions/inquiries	April 21, 2021
Proposal submittal due date	April 28, 2021
Finance, Audit, and Human Resources Committee update and review	May 11, 2021
Firm presentations	TBD (if applicable)
Board recommendation and approval	May 25, 2021

Enclosed Documents – The proposed draft Request for Qualifications (RFQ) was provided in the packet for the Board's information and review.

Mr. Jesus Ramirez, Legal Counsel, Dr. David Plummer, Interim College President, and Mary Elizondo, Vice President for Finance and Administrative Services attended the March 9, 2021 Finance Committee meeting to address any questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the solicitation of a request for qualifications for bond counsel services using the standard operating procedure.

Consent Agenda Item e:

Discussion and Action as Necessary on Postponing the Faculty and Administrators Cost and Productivity Study

Approval on postponing the Faculty and Administrators Cost and Productivity Study was requested.

Purpose – Administration sought to postpone the Faculty and Administrators Cost and Productivity Study that was approved by the Board of Trustees at the October 27, 2020, Board meeting.

Justification – After careful consideration of the impact of the coronavirus pandemic on enrollment, Administration proposed to postpone the Faculty and Administrators Cost and Productivity Study previously approved by the Board of Trustees due to the lessened validity of past enrollment trends in predicting future enrollment and associated costs for the formulation of recommendations by outside consultants.

Background – The initial Faculty Cost and Productivity study was proposed prior to the coronavirus pandemic because enrollment for both traditional and dual credit programs at South Texas College had leveled off and, in some years, decreased; however, faculty costs had increased. The study's scope of work was developed and presented to the Board. The study would analyze the College's faculty costs and productivity, identify benchmark data, obtain peer group comparisons, and identify best practices, standards, and targets. The results would be incorporated into future operations.

The scope of work had been revised since the initial Board approval of the study on February 25, 2020. The scope of the study was amended to include Administrators. Administrators were included in the study primarily to obtain the services for both Faculty and Administrators concurrently to decrease the cost and timeframe of conducting two separate studies.

Below are previous board actions regarding the study:

- 1. On February 25, 2020, the Board of Trustees approved the issuance of a Request for Proposals (RFP) for a Faculty Cost and Productivity Study.
- 2. At the September 22, 2020 Board meeting, the Board of Trustees requested the study include Administrators in the cost and productivity study.
- 3. At the October 27, 2020 Board meeting, the Board of Trustees approved to reject all Faculty Cost and Productivity Study proposals received and approved a new RFP be issued to include both Faculty and Administrators in the cost and productivity study.

Administration proposed that the Faculty and Administrators Cost and Productivity Study be postponed at this time. After having College staff review the previously proposed methodologies for the study, all of the potential vendors use three years' worth of enrollment and financial data to develop their calculations and subsequent models. The Fall 2020 and Spring 2021 semesters' unpredictable enrollment and subsequent financial effect due to the pandemic had highlighted that the enrollment premises upon which the studies would be based, would not be representative and would not provide accurate models at this time. Given that the enrollment assumptions for this coming Fall would continue to be unpredictable for the near future, the data used for a cost study would not be reliable to create recommendations for the future.

Therefore, staff recommended that the Faculty and Administrative Cost Study be postponed.

The Finance, Audit, and Human Resources Committee recommended Board approval to postpone the Faculty and Administrators Cost and Productivity Study as presented.

Review and Action as Necessary on Purchase of Internet Service Agreement with Spectrum Enterprise

The Board was asked to approve the purchase of an internet service agreement with Spectrum Enterprise through the **Texas Department of Information Resources** (DIR) (Austin, TX) for the period beginning April 1, 2021 through March 31, 2023, at a monthly amount of \$3,696.00, a one-time installation fee of \$560.00, and a total annual amount of \$44,912.00 for year one (1). The second-year total amount is \$44,352.00, for a contract total of \$89,264.00.

Purpose – Information Technology requested approval to purchase point-to-point internet services to and from for Tyler Junior College (TJC). These services would support the College's assets at the new disaster recovery location.

Justification and Benefit – This disaster recovery location would support the Pecan Campus datacenter services. If the Pecan Campus datacenter becomes inaccessible due to an unforeseen event, such as fire, power outages or inclement weather the TJC location will support various services. This Disaster recovery connection at TJC would provide access to Banner data, backups, and other applications that are critical to provide business continuity and support to student, faculty, and staff.

Question Regarding "No Cost" Disaster Recovery Hosting

This item was initially included among the purchasing items presented together for the Finance, Audit, and Human Resources Committee's review on March 9, 2021. At that time, trustees correctly recalled that a colocation agreement was presented on February 23, 2021, as part of a disaster recovery plan. Furthermore, that colocation agreement was presented to the Board as a "no cost" agreement.

The "no cost" agreement was a reference to the fact that South Texas College and Tyler Junior College would each agree to host the other institution's computer and network equipment at no charge. As shown below, colocation fees are often a significant portion of the cost of an off-site disaster recovery solution.

As an example, the vendor Rackspace is a leading vendor in providing hosted space in a secure data center, and the College has used their San Antonio facility for certain services. To host the equipment included in the Tyler Junior College interlocal agreement, the College estimated the following fees:

Rackspace Colocation Storage:	\$132,900.00 per year
Oracle Site License:	\$180,399.00 per year
Total Annual Colocation Cost:	\$313,299.00 per year

At Tyler Junior College, STC would not be charged for Colocation storage, and would be able to use an Oracle license already owned by the College, avoiding an estimated \$313,299 in fees.

The proposal in February focused on only hosting costs, and did not include secure, pointto-point connection service costs that would be part of the off-site system.

Question Regarding Shared Costs with Tyler Junior College

On March 9, 2021, the trustees asked whether STC and TJC could share costs for the internet services, as a means to reduce the expense.

Best practices in information security require that the College's equipment installed in the Colocation space at TJC not be connected to their network. This complete disconnection helps ensure the integrity of the College's data, and prevents any security issues at TJC from impacting STC. Similarly, TJC's equipment hosted at the Pecan Campus would not be directly connected to STC's network, for the same reason.

Because these systems would not be connected to the same networks, separate and dedicated point-to-point internet connections were necessary, and costs would be borne by each institution.

Funds for this expenditure were budgeted in the Systems and Networking budget for FY 2020 – 2021 and FY 2021 – 2022 pending Board approval of the budget.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized the purchase of an internet service agreement with Spectrum Enterprise through the Texas Department of Information Resources (DIR) (Austin, TX) for the period beginning April 1, 2021 through

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March 31, 2023, at a monthly amount of \$3,696.00 and with a one-time installation fee of \$560.00, for a contract total of \$89,264.00. The motion carried.

Review and Action as Necessary on Legal Services

The Board was asked to take action as necessary regarding the evaluation and / or engagement of legal services.

At the January 26, 2021 Board of Trustees meeting, the Board authorized the solicitation of a request for qualifications for legal services to protect the College and provide advice and representation.

Proposal documents were advertised on February 3, 2021 and February 10, 2021 and issued to twenty-eight (28) attorneys/law firms. Seven (7) responses were received on February 24, 2021.

At the January 12, 2021 Finance Committee meeting, it was indicated that the Purchasing Department would receive the request for qualifications responses and package them for the trustees to review and evaluate.

On March 5, 2021, administration provided procedures and best practices regarding the process used by College staff when reviewing and evaluating qualifications. All seven trustees were provided with hard copies of the forms used in the evaluation process, as well as copies of all seven (7) responsive Qualifications. The Board of Trustees were asked to complete and submit the *Acknowledgement of Evaluation Responsibility, Non-Conflict of Interest, and Confidentiality Statements* prior to their independent review of the Qualifications.

On March 9, 2021, the Board authorized the Director of Purchasing to conduct reference checks for the seven responding firms. These checks were conducted, with the results received prior to Spring Break 2021 provided to the Trustees on March 12, 2021, and the results received during Spring Break 2021 provided to the Trustees on March 23, 2021.

On March 9, 2021, the Board further authorized the Director of Purchasing to compile a summary report of the evaluations independently conducted by each trustee. The Trustees were asked to provide their evaluations by March 26, 2021, after the publication of this packet. The summary report would be provided to the trustees as quickly as practical after these individual evaluations are received.

The Board took no action on this item.

Review of Presentation to the Facilities Committee:

The following items were presented to the Facilities Committee on March 9, 2021:

a. Update on Status of the Regional Center for Public Safety Excellence Indoor Target Range Project

As part of the second phase of the Regional Center for Public Safety Excellence (RCPSE) Master Plan, the College plans to construct a safe, well-managed, stateof-the-art indoor target range to serve as an instructional training facility for students, law enforcement, and the public, in compliance with all current target range standards.

In November 2020, administration reviewed two planning charettes, during which the College assessed the needs of various federal, state, and local law enforcement agencies. Their input was requested to determine how best to meet the needs of the public and the agencies that will use the target range. Additionally, a questionnaire was issued to the agencies to obtain more detailed input. The range will support training, instruction, and officer/agent qualification needs.

Based upon feedback from the meetings and the questionnaire, administration has continued to seek out opportunities for federal, state, and local funding support to complete the target range project.

Discussions with City of Mission

The College was in discussion with the City of Mission regarding a joint-request from the Texas Legislature to support the construction of the College's indoor target range at the RCPSE and an outdoor target range in the City of Mission. Both facilities would be developed to support local, state, and federal law enforcement agencies in their firearms training needs.

South Texas College RCPSE Indoor Target Range

As proposed, this request could provide the College with approximately \$9.2M to construct the facility, including administrative offices, classroom spaces, and a shooting range consisting of 20 lanes at 25 yards each. A design alternate to add an additional 15 lanes at 50 yards each could be added for approximately \$4.7M in additional funding.

City of Mission Outdoor Target Range

The City of Mission was requesting \$5M to construct an outdoor shooting range consisting of 20 lanes, which would allow training with long rifles, in addition to hand guns and tactical firearms.

Additional Funding and RCPSE Master Plan Phase II

While the College continued to pursue this option with the City of Mission, administration was also seeking other potential revenues for support, including federal funding that may allow further development of the target range as well as the construction of the remainder of RCPSE Master Plan Phase II.

Target Range – Additional 50 Yard Lanes

PBK Architects estimated that the proposed indoor target range would cost approximately \$9.2M as designed with only 20 shooting lanes at 25 yards each, and would cost approximately \$13.9M if 15 shooting lanes at 50 yards each were included. The additional funding may be available from other sources.

RCPSE Master Plan Phase II

The RCPSE Master Plan Phase II called for the following facilities, in addition to the target range. The cost estimates were updated from the Master Plan to account for 20% cost escalation since the Master Plan was developed in Summer 2017, and an additional 30% in soft costs, such as design as well as furniture, fixtures, equipment (FFE) and technology to equip the facility.

RCPSE Phase II Projects	Estimated Construction Cost	Estimated Soft Costs	Total Project Amount
Multi Story Fire Training Structure	\$2,400,000.00	\$720,000.00	\$3,120,000.00
Two Story Residential Fire Training Structure	1,200,000.00	360,000.00	1,560,000.00
 EVOC Driving Track: Scenario Buildings; Cityscape with Simulation Building; Collision Avoidance; Barriers/Buffer Zones 	4,380,000.00	1,314,000.00	5,694,000.00
Confined Space/Trench Rescue Training	297,600.00	89,280.00	386,880.00
Flashover Training	199,200.00	59,760.00	258,960.00
Flammable Liquid and Glass (F.L.A.G.) Training Pad	511,200.00	153,360.00	664,560.00

Total: \$11,684,400.00

b. Review and Discussion on the Pecan Campus Information Technology Building M Generator Replacement

An update on the Pecan Campus Information Technology Building M Generator Replacement project was provided.

On February 23, 2021, Dr. David Plummer, Interim President, notified the Board that the Pecan Campus Information Technology Building M Generator Replacement project needed to be re-prioritized, due to concerns during the winter storms of the prior week.

This project was classified as a low priority and placed on temporary hold in May 2020, as the College monitored the impact of the pandemic on enrollment, funding, and capital improvement priorities. At that time, the existing diesel backup generator system was expected to be sufficient in the event of a power outage at the building.

When the project was placed on temporary hold, the College had negotiated a contract with the Board-approved engineer, Halff Associates, but had not yet issued the notice to proceed with the work, which effectively placed the project on hold.

During the recent power outages and cold weather, the vendor responsible for refueling the generator was unable to perform, and the critical computer servers were shut down safely to prevent damage during the power outage.

The proposed new system would tie the emergency power generation systems to continuous natural gas supply and is expected to provide reliable emergency power during a similar outage. Information Technology Building M contains computer servers critical to College functions, and should maintain continuous power service.

Since the February 23, 2021 Board update, Dr. Plummer instructed administration to issue the engineer authorization to proceed with this high-priority project.

Under a separate agenda item, administration will request Board authorization to solicit construction services as soon as the construction documentation is ready.

Pecan Information Technology Building M Generator Replacement Total Project Budget		
Budget Item Budget Amount		
Construction	\$250,000	
Design	25,000	
Miscellaneous	5,000	
Total Project Budget	\$280,000	

The total project budget is \$280,000 and itemized in the table below:

Funding Source

The project and project budget for the Pecan Campus Information Technology Building M Generator Replacement Project 2020-014R were deferred to fiscal year 2021-2022 Renewals & Replacements fund due to the project being classified as low priority on May 12, 2020. Funds are available to be transferred from another project that will not be completed in fiscal year 2020-2021 in the Renewals & Replacements fund to cover the required project budget.

This information was provided for the Board's information, and no action was requested from the Board of Trustees.

Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda items were thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Facilities Committee recommended Board action on the following items as presented.

- a. Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Pecan Campus Information Technology Building M Generator Replacement
- b. Review and Recommend Action on South Façade Options for the Pecan Campus Library Building F Renovation and Expansion
- c. Review and Recommend Action on Contracting Construction Services for the Pecan Campus Business and Science Building G Conversion of Two Classrooms to Geology Labs
- d. Review and Recommend Action on Contracting Construction Services for Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations
- e. Review and Recommend Action as Necessary on Prioritization of Projects

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and authorized the following items:

- Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Pecan Campus Information Technology Building M Generator Replacement
- b. Review and Recommend Action on South Façade Options for the Pecan Campus Library Building F Renovation and Expansion
- c. Review and Recommend Action on Contracting Construction Services for the Pecan Campus Business and Science Building G Conversion of Two Classrooms to Geology Labs
- d. Review and Recommend Action on Contracting Construction Services for Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations
- e. Review and Recommend Action as Necessary on Prioritization of Projects

The motion carried.

Consent Agenda Item a:

Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Pecan Campus Information Technology Building M Generator Replacement

Approval of authorization to proceed with the solicitation of construction services for the Pecan Campus Information Technology Building M Generator Replacement project was requested.

Construction services were necessary to install the replacement generator at Information Technology Building M. If solicitation was approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Pecan Campus Information Technology Building M Generator Replacement project as presented.

Consent Agenda Item b:

Review and Action as Necessary on South Façade Options for the Pecan Campus Library Building F Renovation and Expansion

Approval of the south façade of Pecan Campus Library Building F Renovation and Expansion Project was requested.

Background

On February 23, 2021, the Board of Trustees requested for ERO Architects to provide options for the south façade of the building to be included as alternates as part of the construction documents. ERO Architects have prepared schematic designs for review by the Facilities Committee.

Presenters

Representatives from ERO Architects attended the March 9, 2021 Facilities Committee meeting to provide and present the options for the south façade.

At the March 9th meeting, the Facilities Committee recommended the option including installing the College's logo on the southern façade, with backlighting. The Committee also asked ERO Architects to find a way to include additional windows.

The Committee did not make a formal recommendation, and deferred until an update rendering could be provided to the Board incorporating their feedback.

ERO Architects provided the updated renderings of the southern façade, based on the Committee's feedback and recommendation, and presented them to the Board on March 30, 2021.

Consent Agenda Item c:

Review and Action as Necessary on Contracting Construction Services for the Pecan Campus Business and Science Building G Conversion of Two Classrooms to Geology Labs

Approval to contract construction services for the Pecan Campus Business and Science Building G Conversion of Two (2) Classrooms to Geology Labs Project was requested.

Purpose

The contractor would provide construction services for the Pecan Campus Business and Science Building G Conversion of Two (2) Classrooms to Geology Labs Project.

Scheduling Priority

This project was submitted by the Physical Science department in 2019, and was reviewed by the FPC department, Coordinated Operations Council, the President's Cabinet, the Facilities Committee, and the Board of Trustees. It was scheduled as an educational space improvement to convert two classrooms in Building G to geology labs.

Background

Enrollment in Geology courses had grown 135% since Fall 2014, and the program requested additional lab space to accommodate the increased need. Currently, there was only one dedicated Geology lab and other science labs were being used as a temporary solution. On September 22, 2020, the Board approved the schematic design as prepared by the architect, EGV Architects, Inc., and authorized the solicitation of construction services for this project.

Solicitation of competitive sealed proposals for this project began on January 13, 2021. A total of six (6) sets of construction documents were issued to vendors and plan rooms. A total of seven (7) proposals were received on February 4, 2021.

Timeline for Solicitation of Competitive Sealed Proposals	
January 13, 2021	Solicitation of competitive sealed proposals began.
February 4, 2021	Seven (7) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommended **Tri-Gen Construction**, **LLC** as the highest ranked in the amount of \$114,000.

Funding Source

Source of Funding	Original Construction Budget	Revised Construction Budget	Highest Ranked Proposal Tri-Gen Construction, LLC	Original Budget Variance
Unexpended Construction Plant Fund	\$188,000	\$135,000	\$114,000	\$74,000
Total Amount	\$188,000	\$135,000	\$114,000	\$74,000

Funds for the Pecan Campus Business and Science Building G Conversion of Two (2) Classrooms to Geology Labs Project 2020-008C were budgeted in the FY 2020-2021 Unexpended Construction Plant Fund in the amount of \$188,000 for construction. The original construction budget of \$188,000 was planned for the conversion of 3 classrooms to geology labs, but was revised to \$135,000 for the renovation of only 2 classrooms to geology labs.

Reviewers

The proposals were reviewed by EGV Architects and College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

A site plan of the project was enclosed. The evaluation team members completed evaluations for the firms and provided a scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Tri-Gen Construction, LLC in the amount of \$114,000 for the Pecan Campus Business and Science Building G Conversion of Two (2) Classrooms to Geology Labs Project as presented.

Consent Agenda Item d:

Review and Action as Necessary on Contracting Construction Services for Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations

Approval to contract construction services for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project was requested.

Purpose

The procurement of a contractor would provide for construction services necessary for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project.

Scheduling Priority

This project was submitted by the Kinesiology department in 2019, and was reviewed by the FPC department, Coordinated Operations Council, the President's Cabinet, the Facilities Committee, and the Board of Trustees. It was scheduled as an educational space improvement to provide more efficient storage space for staff and to renovate the restrooms.

Background

The storage area and restrooms were part of the original facility when it was purchased in 2008, and minimal renovations or modification have been made since. The restrooms had experienced operational issues in previous years. The restrooms were open to staff, students, and the public and needed to be upgraded and modernized to meet current college standards with regards to flooring and wall finishes and restroom fixtures, and to meet state and local codes. On September 22, 2020, the Board approved the schematic design as prepared by the architect, Alvarado Architects & Associates, Inc., and authorized the solicitation of construction services for this project.

Solicitation of competitive sealed proposals for this project began on February 3, 2021. A total of seven (7) sets of construction documents were issued to vendors. A total of five (5) proposals were received on February 24, 2021.

Timeline for Solicitation of Competitive Sealed Proposals	
February 3, 2021	Solicitation of competitive sealed proposals began.
February 24, 2021	Five (5) proposals were received.

College staff reviewed and evaluated the competitive sealed proposal and recommended **Tri-Gen Construction**, **LLC** as the highest ranked in the amount of \$175,000.

Source of Funding	Construction Budget	Schematic Design Estimated Amount	Highest Ranked Proposal Tri-Gen Construction, LLC	Estimated Budget Variance
Unexpended Construction Plant Fund	\$122,000	\$135,000	\$175,000	(\$53,000)
Total Amount	\$122,000	\$135,000	\$175,000	(\$53,000)

Funding Source

Funds for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project 2020-002C were budgeted in the FY 2020-2021 Unexpended Construction Plant Fund in the amount of \$122,000 for construction. Additional funds were available in the FY 2020-2021 Unexpended Construction Plant Fund that represent budget savings from other projects to cover the construction budget variance.

Reviewers

The proposals were reviewed by Alvarado Architects & Associates, Inc., and College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

A site plan of the project is enclosed. The evaluation team members completed evaluations for the firms and provided a scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Tri-Gen Construction, LLC in the amount of \$175,000 for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project as presented.

Consent Agenda Item e:

Review and Action as Necessary on Prioritization of Projects

The Facilities Planning and Construction staff prepared an overview of currently scheduled capital improvement (CIP) and renewals & replacements projects which includes a description and priority status for each.

A list of high priority projects was previously presented to the Board of Trustees on May 26, 2020.

Fiscal Year 2020-2021 Budgeted Projects

In fiscal year 2020-2021, 33 Unexpended Fund CIP projects budgeted at \$10,982,474, and 21 Renewals & Replacements projects budgeted at \$4,83,890 were included in the annual budget.

FY 2020-2021 Budgeted Projects			
Phase	Number of Projects	Budget	
Capital Improvement Projects	33	\$10,982,474	
Renewals & Replacements Projects	21	4,883,890	
Total	54	\$15,866,364	

As of March 5, 2021, each of the 33 CIP projects may be classified by the status of completion as follows:

FY 2020-2021 Capital Improvement Projects			
Phase	Number of Projects	Budget	
Design	8	\$2,683,113	
Bidding & Negotiation	3	459,870	
Construction	5	697,220	
Completed	7	1,254,315	
On Hold	2	435,200	
N/A (Budgeted funds for Land and Renovations & Contingencies)	2	3,659,296	
Not Started	6	1,775,460	
Total	33	\$10,982,474	

The following CIP projects had been started, but were placed on hold:

- Mid Valley Campus Center for Learning Excellence Building A Renovation of Space for Supplemental Instruction
 - The Warren Group Architects were approved by the Board on December 10, 2019. The Owner/Architect agreement has been signed.
 - Staff is no longer requesting this project and instead wish to pursue a proposed CIP in FY 2021-2022 to convert the space to instructional labs for the Culinary Arts program.
- Starr County Campus Welding Lab Expansion
 - Staff is recommending to proceed with this project as presented to the Education and Workforce Committee on February 9, 2021.

The following CIP projects had not been started:

- Pecan Campus Student Services Building K Renovations
 - $_{\odot}$ Staff is recommending to postpone this project to FY 2021-2022

- Pecan Campus New Continuing Education Building
 - Project is contingent on progress of the grant application
- Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles
- Regional Center for Public Safety Excellence Canopy for Students and Instructors
- Regional Center for Public Safety Excellence Fire Training

As of March 5, 2021, each of the 21 Renewals & Replacements projects may be classified by the status of completion as follows:

FY 2020-2021 Renewals & Replacements Projects			
Phase	Number of Projects	Budget	
Design	6	\$1,692,000	
Bidding & Negotiation	4	2,199,300	
Construction	2	269,000	
Completed	7	603,590	
On Hold	0	0	
N/A	1	49,000	
Not Started	1	151,000	
Total	21	\$4,883,890	

Proposed Projects Prioritization for FY 2020-2021

Administration recommended proceeding with the following projects:

- Pecan Campus Information Technology Building M Generator Replacement
 - As noted in an earlier agenda item.
- Starr Welding Lab
 - Staff recommended to proceed with contracting the architectural services with Gignac & Associates, LLP., which the Board previously approved on December 10, 2019. College staff expressed to the Board the need for providing additional welding stations to meet the current student demand.
- Regional Center for Public Safety Excellence (RCPSE) Projects
 - The following projects were all placed on hold pending development of the drainage report for the RCPSE site. The report has been completed, along with recommended Phase I drainage improvements, which included work at the Cityscape area. The engineer was developing construction documents for Phase II of the drainage improvements for the site.
 - RCPSE Canopy for Safety Training Vehicles
 - Management has identified the need for this project, specifically to provide covered protection from the elements, and enclosure for security for the training

vehicles, such as the fire truck, public safety vehicles, and the fire trainers.

- RCPSE Canopy for Students and Instructors
 - Management identified the need for this project, specifically to provide covered protection for students and instructors for outdoor instruction.
- RCPSE Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
 - Management identified the need for this project, specifically to provide an outdoor concrete pad for the fire training program.

The Facilities Committee recommended Board approval of the prioritization of the following projects:

- Starr County Campus Workforce Center Building D Welding Expansion
 project
- RCPSE Canopy for Safety Training Vehicles
- RCPSE Canopy for Students/Instructors
- RCPSE Fire Training Area

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff provided a design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress. Mary Elizondo and Rick de la Garza were available to respond to questions and address concerns of the Board.

Consideration and Approval of Checks and Financial Reports

Board action was requested to approve the checks for release and the financial reports for the month of February 2021. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a review of the Financial Report for the month of **February 2021**, and was available to respond to questions posed by the Board.

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Rene Guajardo, the Board of Trustees approved and authorized the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of February 2021. The motion carried.

Announcements

- A. Next Meetings:
 - <u>Tuesday, April 13, 2021</u>
 3:30 p.m. Education and Workforce Development Committee
 4:30 p.m. Facilities Committee
 - > 5:30 p.m. Finance, Audit, and Human Resources Committee
 - <u>Tuesday, April 27, 2021</u>
 3:00 p.m. Starr County Campus Tour
 5:30 p.m. Regular Board Meeting at Starr County Campus
 - <u>Tuesday, May 4, 2021</u>
 - > 1:30 p.m. Regional Center for Public Safety Excellence Tour
 - > 3:00 p.m. Nursing & Allied Health Campus Tour
- B. Other Announcements:
 - The College will be closed Thursday, April 1, 2021 Sunday, April 4, 2021 for Semester Break.

Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 7:26 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, March 30, 2021 Regular Board Meeting of the South Texas College Board of Trustees.

<u>X_____</u>

Mrs. Victoria Cantú Board Secretary

SOUTH TEXAS COLLEGE BOARD OF TRUSTEES WORK SESSION Wednesday, April 7, 2021 @ 10:00 a.m. Ann Richards Administration Building Board Room Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The South Texas College Board of Trustees Work Session was held on Wednesday, April 7, 2021 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 10:00 a.m. with Ms. Rose Benavidez presiding.

Ms. Benavidez announced that specific precautions had been taken due to the COVID-19 / novel coronavirus outbreak, which had prompted local, state, and federal officials to declare states of emergency and outline recommended safety precautions for the conduct of essential business.

These precautions included:

- Recommendation for public use of the live broadcast in lieu of in-person attendance;
- Trustees were encouraged to attend in person or participate by conference call, as their personal circumstances dictated.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mrs. Victoria Cantú, Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, Mr. Rene Guajardo and Mr. Danny Guzman

Members absent: None

Also present: Dr. Julie Golder, and Mr. Andrew Fish.

Determination of a Quorum

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

Discussion of Presidential Search

The Board discussed the ongoing presidential search, and spoke with Dr. Julie Golder of the Association of Community College Trustees.

No action was taken.

Review of Board Development Opportunities

The Board discussed Board development opportunities.

No action was taken.

Announcements

- A. Next Meetings:
 - <u>Tuesday, April 13, 2021</u>
 - > 3:30 p.m. Education and Workforce Development Committee Meeting
 - ➢ 4:30 p.m. − Facilities Committee Meeting
 - > 5:30 p.m. Finance, Audit, and Human Resources Committee Meeting
 - <u>Tuesday, April 27, 2021</u>
 - > 3:00 p.m. Starr County Campus Tour
 - > 5:30 p.m. Regular Board Meeting at Starr County Campus
 - <u>Tuesday, May 4, 2021</u>
 - > 1:30 p.m. RCPSE Tour
 - > 3:00 p.m. Nursing & Allied Health Campus Tour

Adjournment

The Board Work Session adjourned, at 11:53 a.m.

I certify the foregoing are the true and correct minutes of the Tuesday, April 7, 2021 Board Work Session of the South Texas College Board of Trustees.

<u>X_____</u>

Mrs. Victoria Cantú Board Secretary

Review of Presentations to the Education and Workforce Development Committee:

The following items were presented to the Education and Workforce Development Committee on April 13, 2021:

a. Review and Discussion of Spring 2021 Commencement Ceremony

Mr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management, reviewed and discussed the preparations and plans for the Spring 2021 Commencement Ceremony.

In Spring 2021, South Texas College will graduate an estimated 3,444 students! The College is extremely proud of these exceptional graduates, who have continued through extraordinary times to successfully complete their programs of study.

Since April 5, 2021, the College distributed regalia to graduates on all STC campuses. Graduates were asked to submit pictures and messages to be used in our virtual ceremony by April 20, 2021, and were invited to "drive-by" graduation events at the Starr, Pecan, Mid-Valley, and Nursing & Allied Health Campuses from April 28 – 30 to have their photo taken with faculty, family, and guests in front of an STC backdrop:

- Graduates were assigned a time for their photo opportunity
- Mr. Hebbard discussed the locations to be used at each campus
- Graduate pictures and PR videos will be included in the virtual ceremony

Commencement Day will be May 15, 2021, and will include:

- Live ceremony broadcast at 10:00 a.m. from Pecan Student Union
- Designed to reflect our traditional in-person commencement
- A commencement party will be invited to participate in the processional
- Dr. Plummer will provide a 5 10 minute live address
- Videos from deans / faculty will be broadcast
- Dr. Plummer will pronounce graduates, and lead the turning of the tassels from home
- Graduates are invited to submit photos and a message for the compilation of a congratulatory video with name reading for participating graduates.

Mr. Hebbard provided additional details and discussed the plans with the Committee.

All trustees were invited to provide feedback and identify ways they would like to join in the commencement activities.

b. Presentation on the South Texas College Ballet Folklórico

Mr. Victor Gomez, Assistant Professor of History and Coordinator of the Center for Mexican American Studies, provided a presentation on the South Texas College Ballet Folklórico.

Ballet Folklórico is an accomplished program, established in Spring 2012 by the South Texas College Center for Mexican American Studies, with a goal of enhancing the persistence and completion of Hispanic students through the strengthening of their cultural identity.

With forty current members, students learn dance from professional instructors with expertise in the history of cultural dances and costumes from across Mexico.

Ballet Folklórico has represented South Texas College and its communities across the nation, as well as in internationally televised programs carried throughout Univision markets.

Mr. Gomez presented on *Tradiciones*, an annual concert series alongside the musical accompaniment of Conjunto Jaguar. The success of *Tradiciones* has led to invitations to perform across Mexico and the United States, and in Peru.

With the current pandemic, the Ballet Folklórico has recently recorded its 2021 *Tradiciones* concert for online broadcast.

Mr. Gomez discussed the past, present, and future of Ballet Folklórico, and shared two brief videos showcasing some of their performances.

c. Presentation on the South Texas College Mid Valley Campus Proposed Workforce Program Expansion

Dr. David Plummer, Interim President, and Dean Sara Lozano, Dean of the Division of Business, Public Safety, and Technology, provided a review of the proposed workforce program expansions to improve and align facilities with the workforce training needs at the Mid Valley Campus.

The presentation covered the proposed expansions to increase capacity and resources for the following programs:

- Automotive
 - Proposal included an expansion to install overhead doors, new fullyequipped bays, work spaces, storage space for equipment and tools, and the possibility for further expansion as needed.

- Welding
 - Proposal included an expansion that would allow the accommodation of multiple classes at one time, including Traditional, Dual Credit, and Continuing Education classes, and will expand indoor and outdoor welding lab spaces.
- Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC-R)
 - Proposal included an expansion to provide adequate space and equipment for both Traditional and Dual Credit classes, as well as an outdoor covered concrete slab for HVAC Brazing.
- Electrician Assistant
 - Proposal included an expansion to include a computer lab directly north of the current lab, with specialized Multisim specialized software, and to include wind and/or solar training equipment as needed.
- Cosmetology
 - The new Cosmetology Program would include the construction of classroom areas for instruction, open lab space for technical instruction, demonstration, and practice, and to meet Texas Department of Licensing and Regulation requirements for cosmetology training.
- Culinary Arts
 - Proposal included a renovation to provide classroom and lab space for instruction and demonstration, supporting the full Certificate and AAS degree pathways in Culinary Arts and Restaurant Management.
 - The expansion could also incorporate the old cafeteria to provide students with real-world experience of cooking, baking, serving, and managing a cafeteria.

The proposed expansions and renovation would impact facilities at two buildings at the Mid Valley Campus. With support from the Committee and the Board, administration would begin more detailed planning of Capital Improvement Project (CIP) documentation, which would help outline cost estimates and develop initial sketches to support later design and construction documents.

Any renovation project would be brought to the Facilities Committee and Board of Trustees for approval as appropriate.

This information is provided for the Trustees' information, and no action is requested from the Board of Trustees.

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

a. Update on Transportation Services Operation Plan for FY 2020 – 2021

Mrs. Mary Elizondo, Vice President of Finance and Administrative Services, provided an update on the Transportation Services Operation Plan for FY 2020 – 2021, including a review of routes and ridership during Fall 2020 and Spring 2021.

Administration continues to work with the Lower Rio Grande Development Corporation on a potential agreement to continue services during Summer 2021, but the final agreement is not yet ready for review by the College.

This information is provided for the Trustees' information, and no action is requested from the Board of Trustees.

Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee

The following Consent Agenda items were thoroughly discussed by the Finance, Audit, and Human Resources Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented.

- a. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals
- b. Review and Action as Necessary to Renew the Hidalgo County Agreement for Tax Assessment Collection
- c. Review and Action as Necessary to Renew the Starr County Agreement for Tax Assessment Collection
- d. Review and Action as Necessary to Approve and Implement a Late Cancellation Fee for Dual Credit Sections Assigned to be Taught by South Texas College Faculty
- e. Presentation and Action as Necessary to Accept South Texas College Chief Executive Officer Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the following items:

- a. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals
- b. Review and Action as Necessary to Renew the Hidalgo County Agreement for Tax Assessment Collection
- c. Review and Action as Necessary to Renew the Starr County Agreement for Tax Assessment Collection
- d. Review and Action as Necessary to Approve and Implement a Late Cancellation Fee for Dual Credit Sections Assigned to be Taught by South Texas College Faculty
- e. Presentation and Action as Necessary to Accept South Texas College Chief Executive Officer Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees approves and authorizes the following items:

- a. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals
- b. Review and Action as Necessary to Renew the Hidalgo County Agreement for Tax Assessment Collection
- c. Review and Action as Necessary to Renew the Starr County Agreement for Tax Assessment Collection
- d. Review and Action as Necessary to Approve and Implement a Late Cancellation Fee for Dual Credit Sections Assigned to be Taught by South Texas College Faculty
- e. Presentation and Action as Necessary to Accept South Texas College Chief Executive Officer Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President

Consent Agenda:

a. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals

Approval of the following award of proposals, purchases, and renewals is requested.

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends approval as follows.

The Finance, Audit, and Human Resources Committee recommended approval of each item as presented below.

One item recommended by the Committee, for renewal of grounds maintenance services, has been removed from the Consent Agenda portion and is included separately in the agenda to allow for continued discussion as needed.

A. Award of Proposals

1) Audio Visual Equipment for Special Events (Award)

Award the proposal for audio visual equipment for special events to **SKC Communications Products, LLC.** (Richardson, TX), at a total amount of \$84,243.95.

Purpose – Educational Technologies is requesting to purchase audio visual equipment and accessories for district wide projects to provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and the community.

Equipment and Accessories	Campus
Audio Conferencing Kits	District Wide
Cables and Accessories	District Wide
Display and Flight Cases	District Wide
Web Conferencing Kit, Lighting Kit, and Equipment	District Wide
Americans with Disabilities Act (ADA)	Mid Valley Campus, Nursing and Allied
Equipment	Health Campus, and Technology
	Campus

The projects are as follows:

Justification and Benefit – The equipment will upgrade or replace outdated/obsolete audio visual and ADA equipment. This is necessary for use at college-wide special events/venues that will provide better services to our faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments.

April 27, 2021 Regular Board Meeting Page 10, Revised 04/23/2021 @ 9:31 AM

Background – Proposal documents were advertised on February 24, 2021 and March 3, 2021 and issued to twelve (12) vendors. Two (2) responses were received on March 11, 2021 and reviewed by the Educational Technologies, Information Technology, and Purchasing Department.

Funds for this expenditure are budgeted in the Educational Technologies budget for FY 2020 – 2021.

2) Dual User Virtual Reality Welding Training Simulator (Award)

Award the proposal for a dual user virtual reality welding training simulator to **Airgas USA**, **LLC**. (McAllen, TX), at a total amount of \$57,100.00. A second simulator has been solicited and will be presented at the Board meeting for approval.

Purpose – The welding program is requesting to purchase a dual user virtual reality welding training simulator for student instruction at the Technology Campus.

Justification and Benefit – The simulator is necessary for student training and instructor preparation as it realistically simulates the experience of a welding device. It provides a virtual hands-on training experience that allows students to complete more passes in traditional training and provides real-time feedback on different welding techniques and positions to both students and instructors.

This computer-based training system is an educational tool designed to supplement and enhance traditional welding training. It allows students to practice their welding technique in a simulated and immersive environment.

Background – Proposal documents were advertised on March 17, 2021 and March 24, 2021 and issued to eight (8) vendors. Three (3) responses were received on April 6, 2021 and reviewed by the Welding Program and Purchasing Department. One (1) vendor did not submit a complete proposal, therefore was not evaluated.

Funds for this expenditure are budgeted in the Carl Perkins grant capital budget for FY 2020 – 2021, which are only available through April 30, 2021.

3) Internet Services for South Texas College Sites (Award)

Award the proposal for internet services for South Texas College sites to **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning July 1, 2021 through August 31, 2022, at an estimated annual amount of \$49,512.00.

Purpose – Information Technology is requesting to purchase direct and point-to-point internet services for several South Texas College sites.

Justification and Benefit – The internet services are necessary to support student instruction and the day to day operation of the College.

The service locations are as follows:

Direct Internet Connections from Provider to Location	Point-to-Point Connections from Pecan Campus to:	
Technology Campus – Cybersecurity Program Lab	Regional Center for Public Safety Excellence	
Pecan Campus – Cybersecurity Program Lab	Jag Parking Lot – Pecan Blvd	
Regional Center for Public Safety Excellence – Cybersecurity Program Lab	Pecan Plaza – Office of Human Resources	
Starr County Campus	Pecan Plaza – Department of Public Safety	
	Pharr Teaching Center	
	Starr County Campus	

Background – Proposal documents were advertised on February 3, 2021 and February 10, 2021 and issued to seven (7) vendors. Two (2) responses were received on March 3, 2021 and were reviewed by Information Technology, Educational Technologies, and the Purchasing Department.

Funds for this expenditure are budgeted in the Information Technology Systems and Networking budget for FY 2020 – 2021 and FY 2021 – 2022 pending Board approval of the budget.

4) Vehicle Maintenance and Repair Services (Award)

Award the proposal for vehicle maintenance and repair services for the period beginning May 29, 2021 through May 28, 2022 with two one-year options to renew, at an estimated amount of \$75,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Auto Haus of McAllen (McAllen, TX)	Boggus Motor Sales II, LLC. (McAllen, TX)
Brownsville Sports Center, Inc. (Brownsville, TX)	Charles Clark Chevrolet, Co. (McAllen, TX)
Firestone Complete Auto Care (McAllen, TX)	Municipal Fire Apparatus Specialists, LLC. (McAllen, TX)
Pan American Auto, LLC. (McAllen, TX)	Rush Truck Centers of Texas, LP. / dba Rush Truck Center, Pharr (Pharr, TX)
Scott's Tire Center (Mission, TX)	Spikes Motors (Mission, TX)
Stutz Auto Service, Inc. (McAllen, TX)	Tellus Equipment Solutions, LLC. (Katy, TX)

Purpose – Facilities Operations and Maintenance, Department of Public Safety, Central Receiving, Mail Services, Policy Academy, Fire Science Program, Emergency Medical

Technician Program, Educational Technologies, and Information Technology are requesting maintenance and repair services for College owned vehicles. The proposal award to each vendor is due to the different types of services and maintenance that is needed and the vendors availability to complete the services for the various types of College owned vehicles.

Justification and Benefit – The maintenance and repair services will include vehicle preventive maintenance, general repair work, air condition system repairs, towing services, state inspections, roadside assistance, and routine oil changes for ninety-four (94) vehicles. These services will maintain College vehicles in a safe working condition for the South Texas College staff and faculty to drive throughout the district and extend the longevity of the vehicles.

Department	Vehicles	Department	Vehicles
Central Receiving	11	Mail Services	3
Facilities Operations and Maintenance	26	Department of Public Safety (Police/Security/Shuttle Buses)	42
Policy Academy	4	Fire Science Program	2
Emergency Medical Technician Program	2	Educational Technologies	2
Information Technology	1	Food Service	1

The number of College owned department vehicles are as follows:

Background – Proposal documents were advertised on February 10, 2021 and February 17, 2021 and issued to thirty-one (31) vendors. Twelve (12) responses were received on March 23, 2021 and were reviewed by Facilities Operations and Maintenance, Central Receiving, Department of Public Safety, and the Purchasing Department.

Funds for this expenditure are budgeted in the various department budgets for FY 2020 – 2021 and FY 2021 – 2022 pending Board approval of the budget.

B. Purchases and Renewals (B-a. Instructional Item)

5) Mobile Hotspot Service Extension (Purchase/Subscribe)

Purchase/subscribe to one (1) additional month of mobile hotspot services from **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 1, 2021 through August 31, 2021, at a total amount of \$12,460.72. This will enable South Texas College libraries to continue making available to eligible students the three hundred twenty-eight (328) mobile broadband hotspot devices for one month following the expiration of the IMLS-TSLAC grant funding period. Additional Carl Perkins grant funded hotspots will be requested and presented at the Board meeting for approval.

Purpose – Library Services is requesting to subscribe to three hundred twenty-eight (328) mobile broadband hotspot devices for one (1) month to provide home Internet

accessibility to eligible students served by the college allowing them home access to online courses and learning resources through the end of the summer.

Justification and Benefit – With \$50,000 in grant support from the U.S. Institute of Museum and Library Services (IMLS) through Texas State Library and Archives Commission, TSLAC CARES-Cycle 2 Grant (Grant #LS-246193-OLS-20), the College was able to subscribe to mobile broadband services for three hundred twenty-eight (328) devices made available to eligible students. The TSLAC CARES-Cycle 2 Grant funding will expire on July 31, 2021. Library Services now requests authorization to subscribe to continued services for these 328 hotspot devices for the remainder of the summer from August 1, 2021 through August 31, 2021 at a cost of \$12,460.72. The monthly subscription cost per device is \$37.99.

The extension of services will make it possible for eligible students enrolled in summer courses to receive mobile broadband connectivity to access courses and learning resources through the end of the summer and not be impacted by the expiration of the TSLAC CARES-Cycle 2 Grant funding.

Funds for this expenditure are budgeted in the 2020-2021 Library Services budget for FY 2020 – 2021.

B. Purchases and Renewals (B-b. Non – Instructional Items)

6) Furniture (Purchase)

Purchase furniture from National Cooperative Purchasing Alliance (NCPA), OMNIA Partners formerly National Intergovernmental Purchasing Alliance (NIPA), and Sourcewell Purchasing Cooperatives, at a total amount of \$67,257.68.

#	Vendor	Amount
Α	Clarus Glassboard, LLC. / Gateway Printing and Office	\$13,474.33
	Supply, Inc. (Fort Worth, TX/Edinburg, TX)	
В	Exemplis Corporation / Gateway Printing and Office Supply,	\$18,792.70
	Inc. (Cypress, CA/Edinburg, TX)	
С	Krueger International, Inc. / Gateway Printing and Office	\$24,688.66
	Supply, Inc. (Green Bay, WI/Edinburg, TX)	
D	National Office Furniture, Inc. / Gateway Printing and Office	\$9,389.70
	Supply, Inc. (Jasper, IN/Edinburg, TX)	
Е	The Hon Company / Gateway Printing and Office Supply, Inc.	\$912.29
	(Muscatine, IA/Edinburg, TX)	
	Furniture Total	\$67,257.68

The purchases can be summarized as follows:

- Clarus Glassboard, LLC./Gateway Printing and Office Supply, Inc. (Fort Worth, TX/ Edinburg, TX)
 - \Rightarrow Nursing and Allied Health Campus
 - > 7 Mobile Glassboards for the Clinical Simulation Program
- Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)
 - \Rightarrow Pecan Campus
 - > 3 Chairs for the Library Art Gallery
 - > 4 Chairs for the Library Programming & Community Services
 - > 8 Chairs for the Library Public Services
 - > 2 Chairs for the Library Acquisitions
 - > 15 Faculty/Staff Chairs for the Office of Human Resources
 - \Rightarrow Technology Campus
 - > 38 Chairs for the Library Public Services
- Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/ Edinburg, TX)
 - \Rightarrow Nursing and Allied Health Campus
 - > 62 Chairs for the Division of Nursing and Allied Health
 - \Rightarrow Pecan Campus
 - > 12 Chairs for the Office of Human Resources
- National Office Furniture, Inc. / Gateway Printing and Office Supply, Inc. (Jasper, IN/ Edinburg, TX)
 - \Rightarrow Pecan Campus
 - > 3 Waiting Area Sofas and 2 Tables for the Office of Human Resources
- The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)
 - \Rightarrow Pecan Campus
 - > 1 File Cabinet for the Office Administration Program

Fund for these expenditures are budgeted in the requesting department budgets for FY 2020 - 2021 as follows: Clinical Simulation, Library Acquisition, Library Art Gallery, Library Programming & Community Services, Library Public Services, New Furniture, Office Administration, and Construction - Pecan Plaza Human Resources Building A Renovation.

7) Asset Management, Chemical Inventory, and Inspection Software System (Renewal)

Renew the asset management, chemical inventory, and inspection software system contract with **SafetyStratus**, **Inc.** (Plano, TX), for the period beginning May 1, 2021 through April 30, 2022, at a total amount of \$20,000.00.

Purpose – Facilities Operations and Maintenance is requesting to renew the asset management, chemical inventory, and inspection software system for safety compliance in various areas throughout the College districts.

Justification and Benefit – This system is necessary to assist the Environmental, Health and Safety Program with the management of life safety equipment, compliance inspections, inventorying chemicals from purchase to disposal in all science laboratories, and provide access to Safety Data Sheets (SDS).

Background – The Board awarded the contract for asset management, chemical inventory, and inspection software system at the March 31, 2020 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on May 1, 2021 and ends April 30, 2022.

Award	Board Meeting Date	Original Term	Renewal Term
Original	3/31/20	5/1/20 – 4/30/21	2 – one year options
1 st Renewal	4/27/21		5/1/21 – 4/30/22

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 Environmental budget for FY 2020 – 2021.

8) Telephone Services (Renewal)

Renew the telephone services contract with **SmartCom Telephone**, **LLC**. (McAllen, TX), for the period beginning June 21, 2021 through June 20, 2022, at an estimated monthly amount of \$13,650.00 and an estimated annual amount of \$163,800.00.

Purpose – Information Technology is requesting to renew the telephone services for all South Texas College campuses for a one-year period.

Justification and Benefit – All campuses require telephone service, which includes local and long-distance services, 1-800 services, plain old telephone services (POTS) lines for fire and elevator alarms, and fax lines.

Background – The Board awarded the contract for telephone services at the July 25, 2017 Board of Trustees meeting for three years with two one-year annual renewals. The last renewal period begins on June 21, 2021 and ends June 20, 2022.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/25/17	8/1/17 – 6/20/20	2 – one year options
1 st Renewal	5/26/20		6/21/20 – 6/20/21
2 nd Renewal	4/27/21		6/21/21 – 6/20/22

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 Telecom budget for FY 2020 – 2021 and FY 2021 – 2022, pending Board approval of the budget.

9) Temporary Personnel Services (Renewal)

Renew the temporary personnel services contracts for the period beginning June 29, 2021 through June 28, 2022, at an estimated amount of \$500,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)			
AMP Personnel Services, LLP. (McAllen, TX)	Elite Employment Services, LLC. (Pharr, TX)			
Express Employment Professionals (McAllen, TX)				
Fewell Professional Services, LLC. / dba FPS Staffing (Harlingen, TX)	Link Staffing Services (McAllen, TX)			
Manpower Group US, Inc. (McAllen, TX)	Onin Staffing (McAllen, TX)			
R&D Contracting, Inc. / dba R&D Personnel (McAllen, TX)	Region Staffing (Pharr, TX)			
Select Staff (Edinburg, TX)	Temps Plus Staffing Services, LLC. (McAllen, TX)			
Texas Staffing Pros, LLC. (McAllen, TX)				

Purpose – The Office of Human Resources is requesting to renew the contracts for temporary personnel services for instructional programs and support services departments requesting personnel. The services are requested as needed for the following positions: secretaries, administrative assistants, human resources staff, accounting assistants, etc.

Justification and Benefit – The contracts ensure compliance with South Texas College's requirements that the agencies provide documentation of their liability and worker's compensation insurance coverages. Additionally, South Texas College requested that the agency prescreen prospective employees and make this information available to the College. All agencies that submitted a renewal letter must comply with the requirements.

The College typically approves all vendors submitting qualified proposals. These vendors form a pool of eligible staffing agencies for the College to use. The Office of Human Resources maintains this pool and the proposed prices for various skill sets/job types. This provides access to wide candidate pools when services are needed.

All personnel temporary services requests from College programs and departments are submitted to the Office of Human Resources and the following process is completed:

- The requesting department provides the Office of Human Resources a job description of the position being requested, experience preferred, and dates needed;
- The requirements are sent to several vendors that have the type of position and pricing is requested. Responses from the temporary services agencies are reviewed, including pricing, and one or more agency is selected to provide applicant resumes;
- If an employee or employees are available for the requesting position, resumes are provided from the vendor(s) to the Office of Human Resources;
- The requesting department review the resume(s), conducts interviews, if applicable, and makes their selection.

Background - The Board awarded the temporary personnel services contracts at the May 30, 2019 Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins June 29, 2021 through June 28, 2022.

Award	Board Meeting Date	Original Term	Renewal Term
Original	5/30/19	6/29/19 – 6/28/20	2 – one year options
1 st Renewal	6/23/20		6/29/20 - 6/28/21
2 nd Renewal	4/27/21		6/29/21 – 6/28/22

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 requesting instructional programs and support services departments budgets for FY 2020 - 2021 and FY 2021 - 2022, pending Board approval of the budget.

10)Travel Services (Renewal)

Renew the travel services contract with **Echo Travel** (Edinburg, TX), for the period beginning July 1, 2021 through June 30, 2022, at a service fee of \$25.00 per airline ticket.

Purpose – The Purchasing Department is requesting a travel services contract to provide airline tickets for administration, faculty, and staff that travel for professional development and students that travel for educational purposes. This contract will be in place for required/ necessary future travel, which will be reviewed and approved by the Division Vice Presidents or President prior to purchase.

Justification and Benefit – The travel services will include processing of airline reservations, automobile rental reservations, hotel reservations, charter services, emergency services, and group travel rates.

Background - The Board awarded the travel services contract at the June 23, 2020 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins July 1, 2021 through June 30, 2022.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/23/20	7/1/20 – 6/30/21	2 – one year options
1 st Renewal	4/27/21		7/1/21 – 6/30/22

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 various requesting department budget for FY 2020 – 2021 the FY 2021 – 2022, pending Board approval of the budget.

B. Purchases and Renewals (B-c. Technology Items)

11) Firewall Equipment Agreement (Purchase)

Purchase of firewall equipment agreement with **Hewlett-Packard Financial Services Company** (Berkeley Heights, NJ), for the period beginning April 1, 2021 through March 31, 2025, at an annual amount of \$57,210.11 and a total agreement amount of \$228,840.44.

Purpose – Information Technology requested to purchase two (2) datacenter firewall devices from SHI Government Solutions, which was approved at the February 25, 2020 Board of Trustees meeting. The agreement includes an initial payment of \$250,000.00, with four (4) annual payments of \$57,210.11.

Justification and Benefit – The four (4) annual payments will be paid to Hewlett-Packard Financial Services instead of SHI Government Solutions, therefore payment approval is requested.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2020 – 2021.

12)Software License, Maintenance, and Support Agreements (Renewal)

Renew the software license, maintenance, and support agreements with **Evision**, **Inc**. (Irvine, CA), a sole source vendor, for the period beginning September 1, 2020 through July 31, 2022, at a total amount of \$52,517.00.

Purpose – Information Technology is requesting to renew the software, license, maintenance and support agreements that include the following software programs: Argos Enterprise, FormFusion, IntelliCheck Accounts Payable, and IntelleCheck Payroll.

Justification and Benefit – The software programs are used in conjunction with Banner to complete day to day operations by various departments.

Software	Functions	Period
Argos Enterprise	Various Banner Reports	9/1/20 - 8/31/21
FormFusion	Banner Purchase Orders	8/1/21 – 7/31/22

Software		Functions			Period	
IntelleCheck Payable	Accounts	Banner Checks	Vendor	and	Student	8/1/21 – 7/31/22
IntelleCheck Payroll		Banner Employee Checks			4/1/21 – 3/31/22	

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2020 – 2021.

The Finance, Audit, and Human Resources Committee recommended Board approval of the award of proposals, purchases, and renewals as listed below:

A. Award of Proposals

- Audio Visual Equipment for Special Events (Award): award the proposal for audio visual equipment for special events to SKC Communications Products, LLC. (Richardson, TX), at a total amount of \$84,243.95;
- 2) Dual User Virtual Reality Welding Training Simulator (Award): award the proposal for a dual user virtual reality welding training simulator to Airgas USA, LLC. (McAllen, TX), at a total amount of \$57,100.00. A second simulator has been solicited and will be presented at the Board meeting for approval;
- 3) Internet Services for South Texas College Sites (Award): award the proposal for internet services for South Texas College sites to Smartcom Telephone, LLC. (McAllen, TX), for the period beginning July 1, 2021 through August 31, 2022, at an estimated annual amount of \$49,512.00;
- 4) Vehicle Maintenance and Repair Services (Award): award the proposal for vehicle maintenance and repair services for the period beginning May 29, 2021 through May 28, 2022 with two one-year options to renew, at an estimated amount of \$75,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)		
Auto Haus of McAllen (McAllen, TX)	Boggus Motor Sales II, LLC.		
	(McAllen, TX)		
Brownsville Sports Center, Inc.	Charles Clark Chevrolet, Co.		
(Brownsville, TX)	(McAllen, TX)		
Firestone Complete Auto Care	Municipal Fire Apparatus		
(McAllen, TX)	Specialists, LLC. (McAllen, TX)		
Pan American Auto, LLC. (McAllen,	Rush Truck Centers of Texas, LP. /		
TX)	dba Rush Truck Center, Pharr		
	(Pharr, TX)		
Scott's Tire Center (Mission, TX)	Spikes Motors (Mission, TX)		
Stutz Auto Service, Inc. (McAllen,	Tellus Equipment Solutions, LLC.		
TX)	(Katy, TX)		

B. Purchases and Renewals (B-a. Instructional Item)

5) Mobile Hotspot Service Extension (Purchase/Subscribe): purchase/subscribe to one (1) additional month of mobile hotspot services from AT&T Mobility, LLC.

(Austin, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning August 1, 2021 through August 31, 2021, at a total amount \$12,460.72. This will enable South Texas College libraries to continue making available to eligible students the three hundred twenty-eight (328) mobile broadband hotspot devices for one month following the expiration of the IMLS-TSLAC grant funding period;

B. Purchases and Renewals (B-b. Non-Instructional Items)

6) Furniture (Purchase): Purchase furniture from National Cooperative Purchasing Alliance (NCPA), OMNIA Partners formerly National Intergovernmental Purchasing Alliance (NIPA), and Sourcewell Purchasing Cooperatives, at a total amount of \$67,257.68;

#	Vendor	Amount
А	Clarus Glassboard, LLC. / Gateway Printing and Office Supply, Inc. (Fort Worth, TX/Edinburg, TX)	\$13,474.33
В	Exemplis Corporation / Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)	\$18,792.70
С	Krueger International, Inc. / Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)	\$24,688.66
D	National Office Furniture, Inc. / Gateway Printing and Office Supply, Inc. (Jasper, IN/Edinburg, TX)	\$9,389.70
E	The Hon Company / Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)	\$912.29
	Furniture Total	\$67,257.68

- 7) Asset Management, Chemical Inventory, and Inspection Software System (Renewal): renew the asset management, chemical inventory, and inspection software system contract with SafetyStratus, Inc. (Plano, TX), for the period beginning May 1, 2021 through April 30, 2022, at a total amount of \$20,000.00;
- 8) Telephone Services (Renewal): renew the telephone services contract with SmartCom Telephone, LLC. (McAllen, TX), for the period beginning June 21, 2021 through June 20, 2022, at an estimated monthly amount of \$13,650.00 and an estimated annual amount of \$163,800.00;
- **9) Temporary Personnel Services (Renewal):** renew the temporary personnel services contracts for the period beginning June 29, 2021 through June 28, 2022, at an estimated amount of \$500,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)			Vendor (City, State)			
AMP Personnel Services, LLP. (McAllen,			Elite	Employment	Services,	LLC.
TX)	TX)			(Pharr, TX)		
Express Employment Professionals			Extra	Extras, Inc. (W	eslaco, TX)	
(McAllen, TX)						

Vendor (City, State)	Vendor (City, State)
Fewell Professional Services, LLC. / dba	Link Staffing Services (McAllen, TX)
FPS Staffing (Harlingen, TX)	
Manpower Group US, Inc. (McAllen, TX)	Onin Staffing (McAllen, TX)
R&D Contracting, Inc. / dba R&D	Region Staffing (Pharr, TX)
Personnel (McAllen, TX)	
Select Staff (Edinburg, TX)	Temps Plus Staffing Services, LLC.
	(McAllen, TX)
Texas Staffing Pros, LLC. (McAllen, TX)	

10)Travel Services (Renewal): renew the travel services contract with **Echo Travel** (Edinburg, TX), for the period beginning July 1, 2021 through June 30, 2022, at a service fee of \$25.00 per airline ticket;

B. Purchases and Renewals (B-c. Technology Items)

- 11)Firewall Equipment Agreement (Purchase): purchase of firewall equipment agreement with Hewlett-Packard Financial Services Company (Berkeley Heights, NJ), for the period beginning April 1, 2021 through March 31, 2025, at an annual amount of \$57,210.11 and a total agreement amount of \$228,840.44;
- **12)Software License, Maintenance, and Support Agreements (Renewal):** renew the software license, maintenance, and support agreements with **Evisions, Inc.** (Irvine, CA), a sole source vendor, for the period beginning September 1, 2020 through July 31, 2022, at a total amount of \$52,517.00.

Recommend Action - The total for all award of proposals, purchases, and renewals is \$1,310,731.79.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the award of proposals, purchases, and renewals totaling \$1,310,731.79 as presented.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes the award of proposals, purchases, and renewals totaling \$1,310,731.79 as presented.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President

Consent Agenda:

b. Review and Action as Necessary to Renew the Hidalgo County Agreement for Tax Assessment Collection

Approval to renew the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2021 through August 31, 2022 is requested.

Purpose – The Hidalgo County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2021. Approval of the tax assessment and collection fee is needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, indicates that the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (b) Tax Assessment and Collection, indicates that each governing board shall be authorized to have the taxable property in its district assessed and/or its taxes collected, in whole or in part, by the tax assessors and/or tax collectors, respectively, of any county, city, taxing district, or other governmental subdivision in which all or any part of the junior college district is located. The Inter-Local Cooperation Agreement requires the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College will then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996 with an option to renew for subsequent tax years. The contract was last renewed on April 24, 2020, and the annual fee approved was \$103,212.00. Mr. Pablo Villarreal, Jr., RTA for Hidalgo County, has advised the College that the annual fee for tax year 2021 will remain at \$103,212.00. The monthly collection fee of approximately \$8,601.00 is reduced from taxes collected during the month and the remaining funds are wired to the South Texas College's bank depository account.

Below is a summary of fees charged by Hidalgo County each year for the periods of FY 2011 – 2012 and FY 2021– 2022.

Ten Year History of Fees for Hidalgo County Tax Assessment and Collection						
Fiscal Year	Fee	Increase over Previous Year	Total Tax Levy			
2021 - 2022	\$103,212.00	0%	Not Available			
2020 – 2021	\$103,212.00	0%	\$66,982,283.00			
2019 – 2020	\$103,212.00	0%	\$64,711,985.97			
2018 - 2019	\$103,212.00	0%	\$63,236,679.08			
2017 – 2018	\$103,212.00	5%	\$62,624,834.26			
2016 – 2017	\$98,304.00	0%	\$59,701,217.59			
2015 – 2016	\$98,304.00	0%	\$56,408,070.41			
2014 – 2015	\$98,304.00	5%	\$52,781,657.49			
2013 – 2014	\$93,626.00	0%	\$42,343,115.93			
2012 – 2013	\$93,626.00	0%	\$41,616,411.41			
2011 – 2012	\$93,626.00	0%	\$41,248,920.80			

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Hidalgo Appraisal/Collection Fee budget for FY 2021 – 2022, pending Board approval of the budget.

Enclosed Documents – Clause VI, Consideration of the Hidalgo County Collection of Taxes Inter-Local Cooperation Agreement for Tax Assessment and Collection Contract follows in the packet for the Board's review and information.

The Finance, Audit, and Human Resources Committee recommended Board approval of the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$103,212.00 from September 1, 2021 through August 31, 2022 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$103,212.00 from September 1, 2021 through August 31, 2022 as presented.

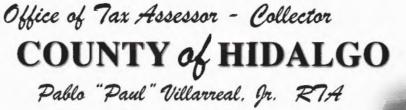
April 27, 2021 Regular Board Meeting Page 24, Revised 04/23/2021 @ 9:31 AM

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

The Board of Trustees of Trustees of South Texas College approves and authorizes the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$103,212.00 from September 1, 2021 through August 31, 2022 as presented.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President





P.O. Box 178 Edinburg, Texas 78540-0178 Ph. (956) 318-2157 Fax (956) 318-2733 www.hidalgocountytax.org

March 25, 2021

Dr. David C. Plummer, Interim President South Texas College P.O. Box 9701 McAllen, TX. 78502

Dear Dr. Plummer:

As per Clause VI, consideration of our Collection of Taxes Contract, be advised that the fee for the taxable year 2021 will remain at **\$103,212.00**. Effective September 1, 2021

Please sign, date and return this letter to us as soon as possible.

Sincerely,

Pable (fame) Villanel Jr.

Pablo (Paul) Villarreal, Jr. PCC Hidalgo County Tax Assessor-Collector

XC: Hon. Richard Cortez Hidalgo County Judge

> Ms. Arcilia Duran, CPA Hidalgo County Auditor

Accepted & Agreed:



Title

Date

2804 S. Bus. Hwy 281 • Edinburg, Texas 78539

Consent Agenda:

c. Review and Action as Necessary to Renew the Starr County Agreement for Tax Assessment Collection

Approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2021 through August 31, 2022 is requested.

Purpose – The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2021. Approval of the tax assessment and collection fee is needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, indicates that the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (b) Tax Assessment and Collection, indicates that each governing board shall be authorized to have the taxable property in its district assessed and/or its taxes collected, in whole or in part, by the tax assessors and/or tax collectors, respectively, of any county, city, taxing district, or other governmental subdivision in which all or any part of the junior college district is located.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on August 14, 2017, with an option to renew for subsequent tax years. The contract was last renewed on April 28, 2020, and the annual fee approved was 3.5% of the College's total tax collections for the period of September 1, 2020 through August 31, 2021 for tax year 2020. The annual fee for Fiscal Year 2021 is estimated to be \$147,763.59. Ms. Maria Ameida Salinas, Tax Assessor-Collector for Starr County, has advised the College that the annual fee for tax year 2021 will remain at 3.5% of the College's total tax collections. The annual fee for Fiscal Year 2022 is estimated to be \$153,407.32, based on 3.5% of the College's total estimated tax collections for the period of September 1, 2021 through August 31, 2022. The monthly collection fee of approximately \$12,783.94 will be reduced from taxes collected.

Below is a summary of fees charged by Starr County each year for the periods of FY 2011 – 2012 to FY 2019 – 2020 and the estimated fee for Fiscal Year 2020 – 2021 and Fiscal Year 2021 – 2022, based on a rate of 3.5% of total tax collections.

Ten Year Histor	Ten Year History of Fees for Starr County Tax Assessment and Collection			
Fiscal Year	Fee	Increase over Previous Year	Total Tax Levy	
2021 – 2022	\$153,407.32***	3.82%	Not Available	
2020 – 2021	\$147,763.59**	3.55%	\$4,108,455.73	
2019 – 2020	\$142,693.53	(3.50%)	\$4,010,125.41	
2018 – 2019	\$147,863.11	0.001%	\$4,058,100.49	
2017 – 2018	\$147,862.05*	68.24%	\$3,933,751.72	
2016 – 2017	\$87,886.00	0%	\$3,494,095.10	
2015 – 2016	\$87,886.00	0%	\$3,871,198.83	
2014 – 2015	\$87,886.00	0%	\$3,352,380.96	
2013 – 2014	\$87,886.00	0%	\$2,735,855.80	
2012 – 2013	\$87,886.00	0%	\$2,735,414.30	
2011 – 2012	\$87,886.00	0%	\$2,978,854.04	

*In Fiscal Year 2018, Starr County changed the annual fee from a flat rate to 3.5% of all current and delinquent base taxes collected. Prior to Fiscal Year 2018, Starr County assessed a flat rate fee of \$87,886.00

**Estimated Fee Amount to be paid by August 31, 2021,

***Estimated Fee Amount to be approved at April 27, 2021 Board Meeting

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Starr Appraisal/Collection Fee budget for FY 2021 – 2022, pending Board approval of the budget.

Enclosed Documents – Clause VI, Consideration of the Starr County Collection of Taxes Inter-Local Cooperation Agreement for Tax Assessment and Collection Contract follows in the packet for the Board's review and information.

The Finance, Audit, and Human Resources Committee recommended Board approval of the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$153,407.32 for the taxable year 2021 of the College's total tax collected from September 1, 2021 through August 31, 2022, as per the Starr County Commissioner's Court approval on March 8, 2021, as presented.

April 27, 2021 Regular Board Meeting Page 27, Revised 04/23/2021 @ 9:31 AM

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$153,407.32 for the taxable year 2021 of the College's total tax collected from September 1, 2021 through August 31, 2022, as per the Starr County Commissioner's Court approval on March 8, 2021, as presented.

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$153,407.32 for the taxable year 2021 of the College's total tax collected from September 1, 2021 through August 31, 2022, as per the Starr County Commissioner's Court approval on March 8, 2021, as presented.

Approval Recommended:



AMEIDA SALINAS Tax Assessor-Collector Starr County RIO GRANDE CITY, TEXAS 78582 STARR COUNTY COURT HOUSE

RIO GRANDE CITY, TEXAS 78582

April 6th, 2021

Dr. David C. Plummer, Interim President

South Texas College 3201 W. Pecan Blvd McAllen, Texas 78501

Dear Dr. Plummer:

As per Clause VI, Consideration of our Collection of Taxes Contract, be advised that the fee for the taxable year 2021 will be 3.5% of all current and delinquent taxes collected from September 1, 2021 through August 31, 2022 as per Commissioner's Court approval on March 8th, 2021.

If you need additional information, please contact me at your earliest convenience.

Please sign, date and return this letter to us as soon as possible.



COUNTY OF STARR MA. AMEIDA SALINAS FAX ASSESSOR-COLLECTOR Sincerely,

meil Salis

Ma. Ameida Salinas, TAC Starr County Tax Assessor/Collector

ACCEPTED & AGREED

South Texas College

By:

Date:_____

Consent Agenda:

d. Review and Action as Necessary to Approve and Implement a Late Cancellation Fee for Dual Credit Sections Assigned to be Taught by South Texas College Faculty

The Board is asked to approve and implement a late cancellation fee for Dual Credit sections assigned to be taught by a South Texas College faculty.

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships reviewed and discussed the proposed Late Cancellation Fee for Dual Credit Sections assigned to be taught by South Texas College faculty which could be implemented beginning in Academic Year 2021 – 2022.

Purpose - Instituting a Late Cancellation Fee for Dual Credit Sections assigned to STC Faculty for Academic Year 2021 - 2022.

Proposed Fee - The Late Fee will be based on 20% of the minimum approved Dual Credit Programs Flat Rate of \$4,500. Therefore, the fee would be \$900 per each cancelled section, which would partially offset STC's staff time and effort for the creation, staffing, and then subsequent cancellation of sections.

Justification - South Texas College's Dual Credit Programs supports partnerships with 21 school districts, and at 70 separate high school campuses, across Hidalgo and Starr Counties. In Fall 2020, 1,556 dual credit sections were offered, serving 12,282 dual credit students from partnering school districts.

STC ensures that the dual credit course schedule is reviewed, approved, and finalized by partnering school district at least two months prior to the start of an academic semester. Dual Credit Programs Scheduling Staff, Program Chairs, and Academic Deans provide the oversight to assign qualified faculty to teach the dual credit courses, whether those faculty are employed by the College or the partnering district.

Specifically, STC Program Chairs and Academic Deans coordinate College faculty schedules for each district site. The number of faculty and their assigned course loads at district sites have increased over the years, where in Fall 2020, 270 STC Faculty were assigned to teach 620 sections at high school campuses.

There will be no Late Cancellation Fee charged if the partnering school districts comply with the cancellation dates included in the Annual Interlocal Agreement. In addition, the cancellation fee is only applied to sections that are assigned to be taught by STC faculty.

Cancellation Dates by Semester: The last day school districts can cancel a section assigned to STC faculty

- Fall 2021 semester: August 6, 2021
- Spring 2022 semester: January 4, 2022
- Summer 2022 summer terms: May 23, 2022 (Summer I); June 29, 2022 (Summer II)
- Dates for future terms will be outlined in Interlocal Agreements with each partnering school district.

Background - The deadline to request STC faculty to teach dual credit sections for Fall 2020 was set for August 10, 2020, however, sixty (68) dual credit sections assigned to STC Faculty were not confirmed until the first-class day. In addition, thirty-six (36) sections were cancelled the first-class day, thus affecting teaching assignments of faculty who were assigned to teach those cancelled sections. The cancellation of sections also necessitated major changes in teaching assignments of most faculty in those departments as department chairs had to ensure that all departmental faculty have sufficient teaching assignments to meet the faculty contract requirements with the College.

The major goal of establishing the late cancellation fee after the deadline is to deter cancelation by the partnering school districts after announced cancelation dates and also to partially recuperate the cost related to time and effort expended on activities such as:

- Time spent by Program Chairs and Academic Deans in assessment of overall Departmental Course Schedule to accommodate dual section requests
- Staff time in creation and then cancellation of courses for Dual Credit Programs Schedule
- Time spent by division dean in requesting and hiring additional faculty to staff dual sections requests by partnering school districts
- Time spent in collaboration with Curriculum Department for proper scheduling
- Time spent by Program Chair reshuffling of multiple STC Faculty Schedules to restore Contractual Load to STC faculty who had been assigned confirmed dual sections cancelled at the last moment
- As a last resort, Academic Affairs has to create and compensate STC Faculty members impacted by cancelled sections through special assignments to ensure faculty have their contractual loads.

The Finance, Audit, and Human Resources Committee recommended Board approval and implementation of the late cancellation fee for Dual Credit sections assigned to be taught by South Texas College faculty, beginning in Academic Year 2021 – 2022 as presented.

April 27, 2021 Regular Board Meeting Page 30, Revised 04/23/2021 @ 9:31 AM

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize implementation of the late cancellation fee for Dual Credit sections assigned to be taught by South Texas College faculty, beginning in Academic Year 2021 – 2022 as presented.

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes implementation of the late cancellation fee for Dual Credit sections assigned to be taught by South Texas College faculty, beginning in Academic Year 2021 – 2022 as presented.

Approval Recommended:

Consent Agenda:

e. Presentation and Action as Necessary to Accept South Texas College Chief Executive Officer Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c)

Acceptance of South Texas College Chief Executive Officer Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) is requested.

Purpose – Under the Texas Education Code (TEC), Section 51.253(a), the institution's Title IX Coordinator is required to submit a written report no less than every three months to the institution's Chief Executive Officer regarding reports *received from employees* who are required to report under the TEC, Section 51.252.

The Chief Executive Officer of every higher education institution must also submit a data report at least once during each fall or spring semester to the Board of Trustees and submit the report to the Texas Higher Education Coordinating Board and certify that it has been presented to the Board and posted on the College's website.

Justification – During academic year 2020 - 2021 (commencing September 1, 2020), the College has received reports concerning sexual harassment, sexual assault, dating violence or stalking incidents from employees.

Background – Texas Education Code Section 51.252 requires **employees** of higher education institutions to report incidents of sexual harassment, sexual assault, dating violence, or stalking allegedly committed by or against a student or employee, to a Title IX Coordinator or Deputy Title IX Coordinator. If an employee fails to report or falsely reports such incidents, SB212 subjects these employees to criminal liability (misdemeanor) and termination of employment.

Thus, these reports <u>only include incidents submitted by employees</u> and does not include incidents submitted by students or others. Therefore, this is not a summary of all sexual harassment or sexual misconduct cases received by the College. Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.

On October 27, 2020, the College President presented to the Board, the FY 2019 – 2020 annual report.

The Interim President is now presenting the FY 2020 – 2021 Quarter 1 and Quarter 2 reports.

The Quarter 1 (September 2020 – November 2020) and Quarter 2 (December 2020 – February 2021) Reports include incidents defined in the TEC, Section 51.251 as "sexual harassment," "sexual assault," "dating violence," or "stalking", which are also violations of the sexual misconduct provisions of South Texas College Policy #4216: Sex Discrimination, Sexual Harassment, Domestic Violence, Dating Violence, Stalking and Retaliation Prohibited.

For the purposes of complying with the reporting requirements under TEC Section 51.253(a), these reports have been modeled following guidance provided by the Texas Higher Education Coordinating Board.

Reviewers - The Vice President for Finance and Administrative Services/Title IX Coordinator have reviewed the information being presented.

Enclosed Documents – The items below follow in the packet for the Board's information and review:

- 1. South Texas College CEO's SB212 Quarter 1 (September 2020 November 2020)
- 2. South Texas College CEO's SB212 Quarter 2 (December 2020 February 2021)

Dr. David C. Plummer, Interim President, and Mary Elizondo, Vice President for Finance and Administrative Services/Title IX Coordinator, presented at the Committee Meeting.

The Finance, Audit, and Human Resources Committee recommended Board approval and acceptance of South Texas College Chief Executive Officer's Reporting of Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and accept South Texas College Chief Executive Officer's Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) as presented. April 27, 2021 Regular Board Meeting Page 33, Revised 04/23/2021 @ 9:31 AM

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

The Board of Trustees of Trustees of South Texas College approves and accepts South Texas College Chief Executive Officer's Report on Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) as presented.

Approval Recommended:



OFFICE OF INSTITUTIONAL EQUITY

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Title IX Coordinator SB212 Quarterly ReportTO:Dr. Shirley A. Reed, M.B.A., ED. D, South Texas College President XMFROM:Lisa Y. Guerra, Esq., Institutional Equity Officer/Title IX CoordinatorDATE:December 9, 2020RE:Title IX Coordinator Required Reporting (Tex. Educ. Code § 51.253(a))

Under the Texas Education Code (TEC), Section 51.253(a), the institution's Title IX Coordinator is required to submit a written report no less than every three months to the institution's Chief Executive Officer regarding reports *received from employees* who are required to report under the TEC, Section 51.252. TEC Section 51.252 <u>requires</u> employees to report all known information concerning the incidents that they reasonably believe constitute sexual harassment which are alleged to have been committed by or against a person who was a student enrolled at or an employee of the institution at the time of the incident.

This report includes incidents defined in the TEC, Section 51.251 as "sexual harassment," "sexual assault," "dating violence," or "stalking", which are also violations of the Sexual Misconduct provisions of South Texas College Policy #4216 – Freedom from Discrimination, Harassment, Sexual Misconduct, and Retaliation.

For the purposes of complying with the Title IX Coordinator reporting requirements under TEC Section 51.253(a), this report has been modeled following guidance provided by the Texas Higher Education Coordinating Board. The first attached written report, Appendix A, Table 1, includes all of the information required to be reported for the first quarter of the 2020-2021 Academic Year (September 1, 2020 – November 30, 2020).

Also attached is Appendix A, Table 2 which is a report of **employees** who are alleged to have **knowingly failed to report** an incident of sexual harassment or who have **filed a false report** with the intent to harm or deceive in violation of TEC, Section 51.255.

The summary data in Appendix B is categorized based on the reporting requirements under TEC, Section 51.253(c). The reports received may be applicable in multiple reporting categories, and therefore, the summary data in the categories may not add up to the totals of other categories.

Please Note: This is not a summary of all sexual harassment or sexual misconduct cases received by the College. Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.¹

¹ For example, reports made by students and all other non-employees <u>are excluded</u> from Appendices A and B. Additionally, if a Title IX Coordinator or Deputy Coordinator determines that the type of incident described in a report, as alleged, does not constitute "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, the report is excluded from Appendices A and B. It is the responsibility of the Title IX Coordinator or Deputy Title IX Coordinator to assess each report received and determine whether it is properly included in this report, and if so, to correctly identify the type of incident.

Appendix A

Title IX Coordinator Report 2020-2021 Academic Year Q1 (September 1, 2020 – November 30, 2020)

Appendix A, Table 1

Table 1. Alleged Conduct Reported by Employees under TEC, Section 51.252

Report Number	Date Received (Quarter)	Alleged Conduct Reported by Employees Under § 51.252	Investigation Status	Disciplinary Status
20/21-019	9/25/20 (Q1)	Sexual Harassment	Initial Assessment	Not yet applicable
20/21-023	10/14/20 (Q1)	Sexual Harassment	Initial Assessment	Not yet applicable

Appendix A, Table 2

Table 2. Alleged Conduct under TEC, Section 51.255(a) - failure to report or false report.

Report Number		Alleged Conduct Under § 51.255(a)	Investigation Status	Disciplinary Status
None	None	None	None	N/A

Appendix B

Summary Data Report 2020-2021 Academic Year Q1 (September 1, 2020 – November 30, 2020)

Texas Education Code, Section 51.252 Number of reports received under Section 51.252 ²	2
Number of confidential reports ³ under Section 51.252	0
Number of investigations conducted under Section 51.252	0
Disposition ⁴ of any disciplinary processes for reports under Section 51.252:	*****
a. Concluded, No Finding of Policy Violation ⁵	0
 b. Concluded, with Employee Disciplinary Sanction 	0
c. Concluded, with Student Disciplinary Sanction	0
d. SUBTOTAL	0
Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process ⁶	0

Texas Education Code, Section 51.255	
Number of reports received that include allegations of an employee's failure to report or who submits a false report to the institution under Section 51.255(a)	0
Any disciplinary action taken, regarding failure to report or false reports to the institution under Section 51.255(c):	
a. Employee termination	
b. Institutional intent to termination, in lieu of employee resignation	

Page 3 of 3

² For example, reports made by students and all other non-employees are excluded from Appendices A and B. Additionally, if a Title IX Coordinator or Deputy Coordinator determines that the type of incident described in a report, as alleged, does not constitute "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC. Section 51.251, the report is excluded from Appendices A and B. It is the responsibility of the Title IX Coordinator to assess each report received and determine whether it is properly included in this report, and if so, to correctly identify the type of incident.

³ "Number of confidential reports" is a sub-set of the total number of reports that were received under Section 51.252, by a confidential employee or office (e.g., Counseling Center or Student Ombuds).

⁴ "Disposition" means "final result under the institution's disciplinary process" as defined in the Texas Higher Education Coordinating Board's (THECB) rules for TEC, Section 51.259 (See 19 Tex. Admin. Code Section 3.6(e) (2019)); therefore, pending disciplinary processes will not be listed until the final result is rendered.

⁵ "No Finding of a Policy Violation" in this section refers to instances where there is no finding of responsibility after a hearing or an appeal process: investigations completed with a preponderance of evidence not met are excluded, because it would not have moved forward into a disciplinary process. ⁶ The institution may have determined "not to initiate a disciplinary process." The reasons for not initiating a discipline process can include, but are not limited to: case dismissal; insufficient information to investigate: confidential employee reporting (no identifiable information); the respondent's identity was unknown or not reported; the respondent was not university-affiliated; the complainant requested the institution not investigate the report; informal resolution was completed; investigation is ongoing; or investigation was completed with a preponderance of evidence not met.



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Title IX Coordinator SB212 Quarterly Report

TO: Dr. David Plummer, M.B.A., ED. D, South Texas College Interim President
 FROM: Mary Elizondo, M.B.A., CPA, CFE, CGMA, Vice President for Finance & Administrative Services/Title IX Coordinator
 DATE: March 8, 2021

RE: Title IX Coordinator Required Reporting (Tex. Educ. Code § 51.253(a))

Under the Texas Education Code (TEC), Section 51.253(a), the institution's Title IX Coordinator is required to submit a written report no less than every three months to the institution's Chief Executive Officer regarding reports *received from employees* who are required to report under the TEC, Section 51.252. TEC Section 51.252 <u>requires</u> employees to report all known information concerning the incidents that they reasonably believe constitute sexual harassment which are alleged to have been committed by or against a person who was a student enrolled at or an employee of the institution at the time of the incident.

This report includes incidents defined in the TEC, Section 51.251 as "sexual harassment," "sexual assault," "dating violence," or "stalking", which are also violations of the Sexual Harassment and other Prohibited Behavior provisions of South Texas College Policy #4216 – Sex Discrimination, Sexual Harassment, Domestic Violence, Dating Violence, Stalking and Retaliation Prohibited.

For the purposes of complying with the Title IX Coordinator reporting requirements under TEC Section 51.253(a), this report has been modeled following guidance provided by the Texas Higher Education Coordinating Board. The first attached written report, Appendix A, Table 1, includes all of the information required to be reported for the second quarter of the 2020-2021 Academic Year (December 1, 2020 – February 28, 2021).

Also attached is Appendix A, Table 2 which is a report of **employees** who are alleged to have **knowingly failed to report** an incident of sexual harassment or who have **filed a false report** with the intent to harm or deceive in violation of TEC, Section 51.255.

The summary data in Appendix B is categorized based on the reporting requirements under TEC, Section 51.253(c). The reports received may be applicable in multiple reporting categories, and therefore, the summary data in the categories may not add up to the totals of other categories.

Please Note: This is not a summary of all sexual harassment or sexual misconduct cases received by the College. Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.¹

¹ For example, reports made by students and all other non-employees <u>are excluded</u> from Appendices A and B. Additionally, if a Title IX Coordinator or Deputy Coordinator determines that the type of incident described in a report, as alleged, does not constitute "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, the report is excluded from Appendices A and B. It is the responsibility of the Title IX Coordinator or Deputy Title IX Coordinator to assess each report received and determine whether it is properly included in this report, and if so, to correctly identify the type of incident.

Appendix A

Title IX Coordinator Report 2020-2021 Academic Year Q2 (December 1, 2020 – February 28, 2021)

Appendix A, Table 1

Table 1. Alleged Conduct Reported by Employees under TEC, Section 51.252

Report Number	Date Received (Quarter)	Alleged Conduct Reported by Employees Under § 51.252	Investigation Status	Disciplinary Status
20/21-036	Date Pending (Q2)	Sexual Harassment	Initial Assessment	Not yet applicable
20/21-039	1/28/21 (Q2)	Sexual Harassment	Investigation Ongoing	Not yet applicable

Appendix A, Table 2

Table 2. Alleged Conduct under TEC, Section 51.255(a) – failure to report or false report.

Report Number	Date Received	Alleged Conduct Under § 51.255(a)	Investigation Status	Disciplinary Status
None	None	None	None	N/A

Appendix B

Summary Data Report 2020-2021 Academic Year Q2 (December 1, 2020 – February 28, 2021)

	Texas Education Code, Section 51.252			
Number	of reports received under Section 51.252 ²	2		
Num	ber of confidential reports ³ under Section 51.252	0		
Number	of investigations conducted under Section 51.252	0		
-	osition ⁴ of any disciplinary processes for reports Section 51.252:			
a.	Concluded, No Finding of Policy Violation ⁵	0		
b.	Concluded, with Employee Disciplinary Sanction	0		
с.	Concluded, with Student Disciplinary Sanction	0		
d.	SUBTOTAL	0		
instit	Number of reports under Section 51.252 for which the 0 institution determined not to initiate a disciplinary process ⁶			

	Texas Education Code, Section 51.255		
Number employe report to	0		
Any	Any disciplinary action taken, regarding failure to		
repo			
51.2	51.255(c):		
a.	a. Employee termination		
b.	b. Institutional intent to termination, in lieu of		
	employee resignation		

 $^{^2}$ For example, reports made by students and all other non-employees are excluded from Appendices A and B. Additionally, if a Title IX Coordinator or Deputy Coordinator determines that the type of incident described in a report, as alleged, does not constitute "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, the report is excluded from Appendices A and B. It is the responsibility of the Title IX Coordinator or Deputy Title IX Coordinator to assess each report received and determine whether it is properly included in this report, and if so, to correctly identify the type of incident.

³ "Number of confidential reports" is a sub-set of the total number of reports that were received under Section 51.252, by a confidential employee or office (e.g., Counseling Center or Student Ombuds).

⁴ "Disposition" means "final result under the institution's disciplinary process" as defined in the Texas Higher Education Coordinating Board's (THECB) rules for TEC, Section 51.259 (See 19 Tex. Admin. Code Section 3.6(e) (2019)); therefore, pending disciplinary processes will not be listed until the final result is rendered.

⁵ "No Finding of a Policy Violation" in this section refers to instances where there is no finding of responsibility after a hearing or an appeal process; investigations completed with a preponderance of evidence not met are excluded, because it would not have moved forward into a disciplinary process. ⁶ The institution may have determined "not to initiate a disciplinary process." The reasons for not initiating a discipline process can include, but are not limited to: case dismissal; insufficient information to investigate; confidential employee reporting (no identifiable information); the respondent's identity was unknown or not reported; the respondent was not university-affiliated; the complainant requested the institution not investigate the report; informal resolution was completed; investigation is ongoing; or investigation was completed with a preponderance of evidence not met.

Review and Action as Necessary on Renewal of Ground Maintenance Services Contract

The Board is asked to approve the renewal of the ground maintenance contract with TLC Total Lawn Care, LLC, for the period beginning July 26, 2021 through July 25, 2022. The contract includes an estimated base of \$448,035.84 for mowing, tree trimming, shredding services, and irrigation inspections. The contract also includes an estimated amount of \$175,000 for various plants, replacement plants, and landscaping as needed, as well as an estimated amount of \$50,000 for sprinkler system repairs as needed. The total contract is at an estimated amount of \$673,035.84.

This contract provides grounds maintenance for all six physical campuses, Pecan Plaza, all parking lots, and open land, which together comprise a total of three-hundred-eightynine (389) acres. The services include

- Mowing approximately 46 times per year
- Tree trimming annually, for 2,189 trees of various types
- Shredding of grass approximately every two months, for 85 acres of open land
- Irrigation inspections and repair on a monthly basis
- Planting and replacing plants, shrubs, mulch, and landscaping materials as needed.

This would be the first renewal of the original contract, as approved by the Board on June 23, 2020. A second renewal term would be available again next year, under the current contract.

On April 13, 2021, the Finance, Audit, and Human Resources Committee recommended Board approval of the renewal as presented. This item was included with other procurement items presented for the Committee's review, and was the subject of discussion about costs related to these services. It has been separated from other items, and is presented for the Board's discussion and action as necessary.

June 26, 2020 Procurement Process

In 2020, administration release a Request for Proposals to solicit competitive seals proposals for the ground maintenance services contract. Five firms responded, though two firms submitted incomplete documents and were not evaluated.

The evaluation committee used the Board-approved evaluation criteria and scoring weights, as advertised as part of the Request for Proposals.

The proposal submitted by TLC Total Lawn Care, LLC, was evaluated as the highest ranking, and was awarded upon Board approval.

Consideration of Developing South Texas College Grounds Maintenance Team

At the April 13, 2021 Finance, Audit, and Human Resources Committee meeting, trustees asked whether the College had considered hiring grounds maintenance staff directly, rather than contracting third-party services.

Mr. George McCaleb, Director of Facilities Operations and Maintenance, affirmed that he had conducted an internal study, and estimated that an inhouse grounds maintenance team would cost the College approximately \$1.15 million dollars per year, compared to the current third-party contract for an estimated \$448,035.84 in base services, plus a not to exceed amount of \$225,000 for plants, landscaping, and irrigation repairs, for an estimated cost not to exceed \$673,035.84 per year.

The internal study included the following costs:

Personnel	\$773,161	includes salary and benefits
Equipment	37,856	various equipment
Vehicles	40,800	annual depreciation over 5 years
Fuel for equipment	15,000	at current fuel costs
Fuel for vehicles	10,937	at current fuel costs
Equipment maintenance	15,000	not-to-exceed estimate
Plants	50,000	not-to-exceed estimate
Trees	50,000	not-to-exceed estimate
Shredding	15,150	outsourced expense
Tree trimming	36,398	outsourced expense
Irrigation supplies	40,000	not-to-exceed estimate
Misc supplies**	30,000	not-to-exceed estimate
Mulching	<u>40,000</u>	not-to-exceed estimate
Total:	\$1,154,302	

Administration Recommendation

Administration recognizes that several trustees have expressed concern about the cost. Staff has found the contract cost to be reasonable in comparison to other qualified bids submitted in June 2020. While there was one proposal in June 2020 that was substantially lower, the vendor did not submit the required documents and the evaluation was not evaluated. The other two evaluated proposals in June 2020 were roughly \$150,000 - \$210,000 higher than the awarded proposal.

Administration has been satisfied with the performance of Total Lawn Care, LLC, under the current contract, and recommends renewal of the contract.

April 27, 2021 Regular Board Meeting Page 36, Revised 04/23/2021 @ 9:31 AM

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize renewal of the ground maintenance contract with TLC Total Lawn Care, LLC, for the period beginning July 26, 2021 through July 25, 2022. The contract includes an estimated base of \$448,035.84 for mowing, tree trimming, shredding services, and irrigation inspections. The contract also includes a not-to-exceed amount of an additional \$175,000 for various plants, replacement plants, and landscaping as needed, as well as a not-to-exceed \$50,000 for sprinkler system repairs as needed. The total contract will not exceed \$673,035.84.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes renewal of the ground maintenance contract with TLC Total Lawn Care, LLC, for the period beginning July 26, 2021 through July 25, 2022. The contract includes an estimated base of \$448,035.84 for mowing, tree trimming, shredding services, and irrigation inspections. The contract also includes a not-to-exceed amount of an additional \$175,000 for various plants, replacement plants, and landscaping as needed, as well as a not-to-exceed \$50,000 for sprinkler system repairs as needed. The total contract will not exceed \$673,035.84.

Approval Recommended:

Review and Action as Necessary on Award of Dual User Virtual Reality Welding Training Simulator II

The Board is asked to award the proposal for a dual user virtual reality welding training simulator II.

On April 13, 2021, the Finance, Audit, and Human Resources Committee reviewed and recommended approval to award a proposal for a dual user virtual reality welding training simulator to Airgas USA, LLC, for a total of \$57,100.00. That recommendation was included in the purchasing items presented under the consent agenda earlier in this packet.

In the Committee packet and at the meeting, administration also notified the Committee that Carl Perkins grant funds were available to purchase a second unit, but that unit would need to be solicited separately. This purchase would need to be authorized by April 30, 2021, under the grant program requirements.

The request for proposals has been advertised and proposals are due on Monday, April 26, 2021, and the award information including the cost will be provided at the Board meeting.

Purpose – The welding program is requesting authorization to purchase a second dual user virtual reality welding training simulator for student instruction at the Technology Campus.

Justification and Benefit – The simulator is necessary for student training and instructor preparation as it realistically simulates the experience of a welding device. It provides a virtual hands-on training experience that allows students to complete more passes in traditional training and provides real-time feedback on different welding techniques and positions to both students and instructors.

This computer-based training system is an educational tool designed to supplement and enhance traditional welding training. It allows students to practice their welding techniques in a simulated and immersive environment.

Background – Proposal documents were advertised on April 11, 2021 and April 18, 2021 and issued to nine (9) vendors. The proposals are due on April 26, 2021 and will be reviewed by the Welding Program and Purchasing Department.

Funds for this expenditure are budgeted in the Carl Perkins grant capital budget for FY 2020 – 2021, which are only available through April 30, 2021.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize awarding the proposal for a dual user virtual reality welding training simulator II.

April 27, 2021 Regular Board Meeting Page 38, Revised 04/23/2021 @ 9:31 AM

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

The Board of Trustees of Trustees of South Texas College approves and authorizes awarding the proposal for a dual user virtual reality welding training simulator II.

Approval Recommended:

Review and Action as Necessary on Purchase of Mobile Hotspots for Phase IV Service Expansion

The Board is asked to approve and authorize purchasing 294 mobile hotspot devices and subscribing services for four months through **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning May 1, 2021 through August 31, 2021, at a total amount of \$29,976.24.

The devices and service subscriptions will enable South Texas College libraries to expand mobile broadband hotspot service for students.

Purpose – Library Services is requesting authorization to purchase two hundred ninetyfour (294) mobile broadband hotspot devices and subscribe services for four (4) months on each device. These devices will provide home Internet accessibility to eligible students enrolled in South Texas College career and technical education programs. This will allow student home access to online courses and learning resources through the end of the summer.

Justification and Benefit – With \$30,000 in additional grant support from the Perkins Basic Grant pursuant to the Perkins Basic FY21 Approved Amendment One, the College is able to purchase/subscribe to mobile broadband services for two hundred ninety-four (294) additional devices to make available to eligible students enrolled in career and technical education programs. The Perkins Basic FY21 Approved Amendment funding will expire on August 31, 2021. The monthly subscription cost per device is \$37.99 and the total discounted cost for the service expansion is \$29,976.24, with the savings of \$14,700.

\$37.99 x 294 (devices quantity) = \$11,169.06 x 4 (month subscription) = \$44,676.24 - \$29,976.24 (amount billed) = \$14,700 in savings.

Funds for this expenditure are budgeted in the Carl D. Perkins Vocational and Technical Education grant budget, which the funding period ends August 31, 2021.

Previously Purchased Hotspots

These new devices would add to the devices already included in the ongoing mobile hotspot program, which was included in the April Finance Committee agenda purchasing items. This purchase would be the fourth group of mobile hotspot to be purchased and distributed to qualifying students.

In previous phases, 414 total hotspots have been purchased (86 with Perkins Basic Grant funding and 328 with funding from the Institute of Museum and Library Services/Texas State Library and Archives Commission CARES Act Grant) and these have made available to students. Selected eligible students were notified by phone and in a follow-up e-mail message that their application for a hotspot was approved and they were instructed to (1) view an online tutorial on how to use Blackboard and another tutorial on library resources and services and (2) provide confirmation of satisfactory completion of the tutorials before visiting the library to pick up their hotspots. Most students in the Phase

I group completed the tutorials and picked up their hotspot. However, several students in the Phase II distribution were unable to complete the tutorials and pick up their hotspots after more than two weeks of being notified. Some declined the hotspots.

As of April 21, 2021, 318 (76.81%) of the available 414 total hotspots have been issued out to eligible students, and administration has streamlined the distribution process to improve the issuance of current and future devices:

- The deadline to complete the tutorials and pick up the devices has been reduced to one week, so that other eligible students who applied but were not initially selected could receive a hotspot.
- Additionally, the tutorials component has been revised to provide for a brief assessment and on-the-spot instruction as needed instead of the previous online tutorial and assessment confirmation.
- Hotspots availability between campuses has been made more fluid to make devices more available where needed.

It is anticipated that these changes will improve the circulation of hotspots moving forward.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize purchasing 294 mobile hotspot devices and subscribing services for four months through **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning May 1, 2021 through August 31, 2021, at a total amount of \$29,976.24 as presented.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes purchasing 294 mobile hotspot devices and subscribing services for four months through **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning May 1, 2021 through August 31, 2021, at a total amount of \$29,976.24 as presented.

Approval Recommended:

SOUTH TEXAS COLLEGE MOBILE HOTSPOT SERVICE PHASE IV

		NAME	AT&T Mobility, LLC.		
		ADDRESS	P O Bo	ox 6463	
		CITY/STATE/ZIP	Carol Stream	n, IL 60197	
		PHONE	956-60	5-4849	
		CONTACT	Hector	Orellana	
#	Qty	Description	Unit Price	Extension	
1	4	Monthly Hotspot Service for 294 units Monthly Amount Per Unit: \$37.99	\$ 11,169.06	\$ 44,676.24	
2	294	One Time \$50 Credit for 294 Activations	\$ (50.00)	\$ (14,700.00)	
TO	ΓAL A	MOUNT	\$	29,976.24	

Review and Action as Necessary on Consent Agenda Items from the Facilities Committee

The following Consent Agenda items were thoroughly discussed by the Facilities Committee. All trustees, whether a member of the Committee or not, received all supporting documentation and were invited to participate in the deliberation on each item. Non-committee members did not participate in Committee votes for recommendation of Board action.

Administration believes that all questions raised during the Committee discussion of Consent Agenda items were resolved to the Committee's satisfaction at the meeting, and the items are presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Any trustee may identify an item or items that should be removed from the Consent Agenda for further discussion. Otherwise, the Board is asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages

The Facilities Committee recommended Board action on the following items as presented.

- a. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles
- b. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors
- c. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
- d. Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Site Drainage Improvements Phase II
- e. Review and Action as Necessary on Approval of Substantial Completion of the Nursing and Allied Health Campus East Building A Student Services Renovation
- f. Review and Action as Necessary n on Approval of Substantial Completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation
- g. Review and Action as Necessary on Approval of Final Completion of the Pecan Campus Sand Volleyball Courts Sand Replacement

h. Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the following items:

- a. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles
- b. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors
- c. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
- d. Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Site Drainage Improvements Phase II
- e. Review and Action as Necessary on Approval of Substantial Completion of the Nursing and Allied Health Campus East Building A Student Services Renovation
- f. Review and Action as Necessary n on Approval of Substantial Completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation
- g. Review and Action as Necessary on Approval of Final Completion of the Pecan Campus Sand Volleyball Courts Sand Replacement
- h. Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees approves and authorizes the following items:

- a. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles
- b. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors

- c. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
- d. Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Site Drainage Improvements Phase II
- e. Review and Action as Necessary on Approval of Substantial Completion of the Nursing and Allied Health Campus East Building A Student Services Renovation
- f. Review and Action as Necessary n on Approval of Substantial Completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation
- g. Review and Action as Necessary on Approval of Final Completion of the Pecan Campus Sand Volleyball Courts Sand Replacement
- h. Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg

Approval Recommended:

Consent Agenda:

a. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles

Approval of authorization to proceed with the publication of a Request for Qualifications (RFQ) to solicit architectural services for the Regional Center for Public Safety Excellence (RCPSE) Canopy for Safety Training Vehicles project is requested.

Purpose

The Board is asked to approve the solicitation of architectural services for the construction of a canopy and a fenced and wall enclosure with a security gate for the protection of the RCPSE safety training vehicles, such as the fire truck, police training vehicles, service truck, all-terrain vehicles, trailers, and a trainer for the fire program.

Justification

Solicitation of Request for Qualifications (RFQ) for architectural services is necessary to procure a design team to prepare all necessary design development drawings and specifications in preparation for construction. Once the statements of qualifications are received, an evaluation team would evaluate the responses using the currently approved procurement process and propose an architect to the Facilities Committee at a later date.

Scheduling Priority

This project was requested by the RCPSE staff. The project has been reviewed by the Facilities Planning & Construction department, Administration, and the Coordinated Operations Council. This project is scheduled as a non-educational space improvement to provide protection and security for safety training vehicles.

Background

The proposed RCPSE Canopy for Safety Training Vehicles project is part of the College's FY 2020-2021 Capital Improvement Projects. The project consists of constructing a canopy and enclosure with a security gate to protect the safety training vehicles at the RCPSE. The canopy would protect the vehicles from the elements, and the enclosed area would provide security protection for the vehicles. On March 30, 2021, the Board of Trustees authorized moving forward with this project.

The proposed scope of work is summarized as follows:

- Design and construction of the canopy and enclosure
- Approximate square feet of the enclosed canopy: 3,200 s.f.
- Enclosure materials to match the existing RCPSE facility

The total project budget is \$285,500 and itemized in the table below:

Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles Total Project Budget	
Budget Item	Budget Amount
Construction	\$245,000
Design	24,500
Miscellaneous	10,000
Technology 6,000	
Total Project Budget	\$285,500

Funding Source

Funds for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles Project 2019-016C are budgeted in the Unexpended Construction Plant Fund for available use in fiscal year 2020-2021.

Enclosed Documents

Facilities Planning & Construction staff has prepared a presentation of the project and a preliminary layout of the space for the Board's review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles project as presented.

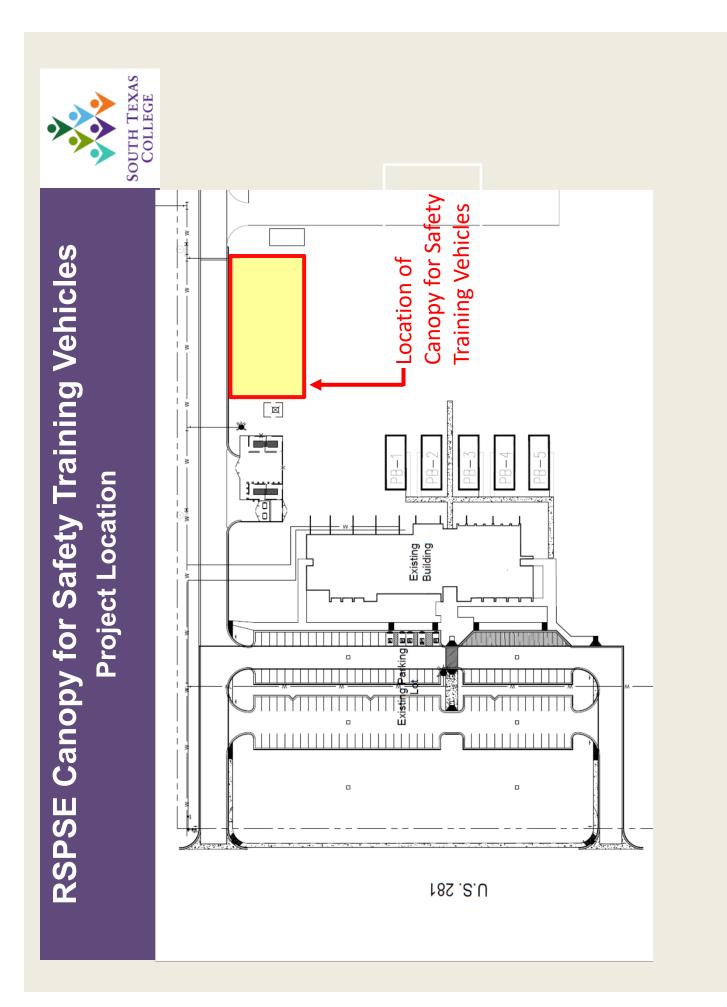
The Following Minute Order is proposed for consideration by the Board of Trustees:

The Board of Trustees of Trustees of South Texas College approves and authorizes the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles project as presented.

Approval Recommended:

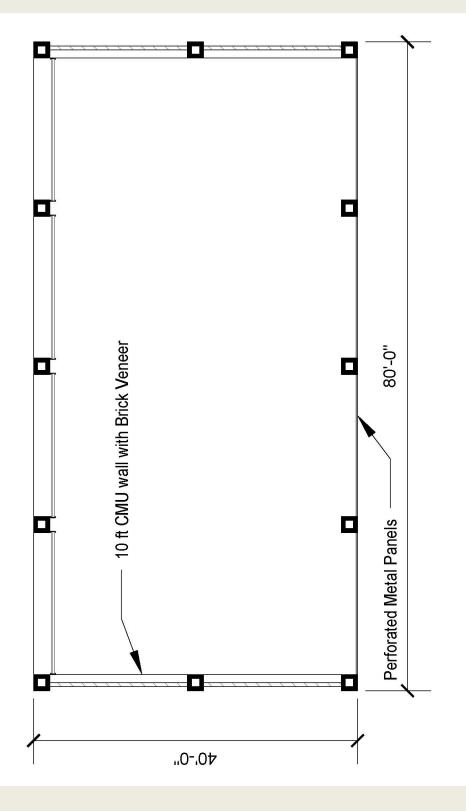










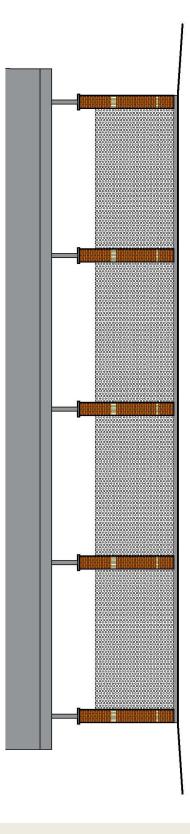


Proposed Layout



RSPSE Canopy for Safety Training Vehicles Exterior Views





Proposed South Elevation View



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Proposed North Elevation View

RCPSE Canopy for Safety Training Vehicles Proposed Scope & Budget



Scope of work

Design and construction of a canopy for the safety training vehicles canopy will provide covered protection from the elements and an such as the fire truck, public safety vehicles, and fire trainers. The enclosure for security protection.

Estimated Total Project Budget

Construction	\$ 245,000
Design	24,500
Miscellaneous	10,000
Technology	6,000
Total Project Budget	\$ 285.500

Funds for the project are available in the FY 20-21 Unexpended – Construction budget. Estimated cost is \$285,500.



Project Fact Sheet 4/5/2021

Project Name: RCPSE - Canopy for Safety Training			ng Vehicles	2019-016C							
Funding Source(s):	Unexpended Pla	nt Fund	Construction: Design: Miscellaneous: FFE: Technology: Total:	<u>Original Budget</u> \$ 245,000.00 24,500.00 10,000.00 - 6,000.00 \$ 285,500.00	<u>Revised</u> <u>Budget</u> \$	Expe	actual inditures Date - - - -	<u>Revis</u> <u>vs.</u> Expen	iance of ed Budget Actual ditures To Date - - - - - - - - - -	Budg	ce of Original et vs. Actual itures To Date 245,000.00 24,500.00 10,000.00 - 6,000 285,500.00
Architect/Engineer: Contractor:	TBD TBD		Board Approval of Schematic Design	TBD							
STC FPC Project Manager:	Roberto S Gomez		<u>Substantial</u> Completion	TBD	<u>Board</u> Acceptance	2			TBD		
			Final Completion	TBD	<u>Board</u> Acceptance	2			TBD		
Project De			I	Project Sco	pe						
Design and construction of a cano vehicles.	py for the safety	training	Design and constru and fire trainers. T protection.			-				•	•
			Droio	ted Timeline							
Board Approval of Engineer	Board Approval of Schematic Board Approval of Engineer Design of Contractor			Substantial Completion Date		Final Co				pletion of Move In	
TBD	TBD	TBD	TBD	TBD			TBD NA				NA
			Project Calendar of	Expenditures by Fi	scal Year						
Fiscal Year	Construction	Design	Misc.	FFE		Tech			Pro	ject Tota	I
2020-21	\$ -	\$ -	\$ -	\$ -	\$		-	\$		-	
Project Total	÷ -	\$-		\$ -			-	\$		-	
	Ŧ	Ŧ		t Agenda Item	Ť			Ť			
04/13/21 Facilities Committee: Review	and Recommend A		g Architectural Services	s for the Regional Cent	ter for Public Sa	o Bianco Rood	nce Canopy	for safet	ty Training Vel	hicles.	

B. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors

Approval of authorization to proceed with the publication of a Request for Qualifications (RFQ) to solicit architectural services for the Regional Center for Public Safety Excellence (RCPSE) Canopies for Students and Instructors project is requested.

Purpose

The Board is asked to approve the solicitation of architectural services for the construction of canopies with bleachers for the protection of students and instructors during outdoor instruction at the RCPSE.

Justification

Solicitation of Request for Qualifications (RFQ) for architectural services is necessary to procure a design team to prepare all necessary design development drawings and specifications in preparation for construction. Once the statements of qualifications are received, an evaluation team would evaluate the responses using the currently approved procurement process and propose an architect to the Facilities Committee at a later date.

Scheduling Priority

This project was requested by the Business, Public Safety, & Technology division in 2017. The project has been reviewed by the Facilities Planning & Construction department, Administration, and the Coordinated Operations Council. This project is scheduled as an educational space improvement to provide protective canopies with bleachers for students and instructors during outdoor instruction.

Background

The proposed RCPSE Canopies for Students and Instructors project is part of the College's FY 2020-2021 Capital Improvement Projects. The project consists of constructing two (2) canopies and concrete pads with bleachers to protect students and instructors during outdoor instruction and while performing pre/post check routines at the RCPSE. The students are often in full fire safety gear during instruction in the outdoor training environment. On March 30, 2021, the Board of Trustees authorized moving forward with this project.

The proposed scope of work is summarized as follows:

- Design and construction of the canopies with concrete pads and bleachers
- Approximate square feet of each canopy: 720 s.f.
- Canopy materials to match the existing RCPSE facility

The total project budget is \$247,000 and itemized in the table below:

Regional Center for Public Safety Excellence Canopies for Students and Instructors Total Project Budget					
Budget Item	Budget Amount				
Construction	\$205,000				
Design	20,500				
Miscellaneous	10,000				
FFE	5,500				
Technology	6,000				
Total Project Budget	\$247,000				

Funding Source

Funds for the Regional Center for Public Safety Excellence Canopies for Students and Instructors Project 2019-017C are budgeted in the Unexpended Construction Plant Fund for available use in fiscal year 2020-2021.

Enclosed Documents

Facilities Planning & Construction staff has prepared a presentation of the project and a preliminary layout of the space for the Board's review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors project as presented.

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

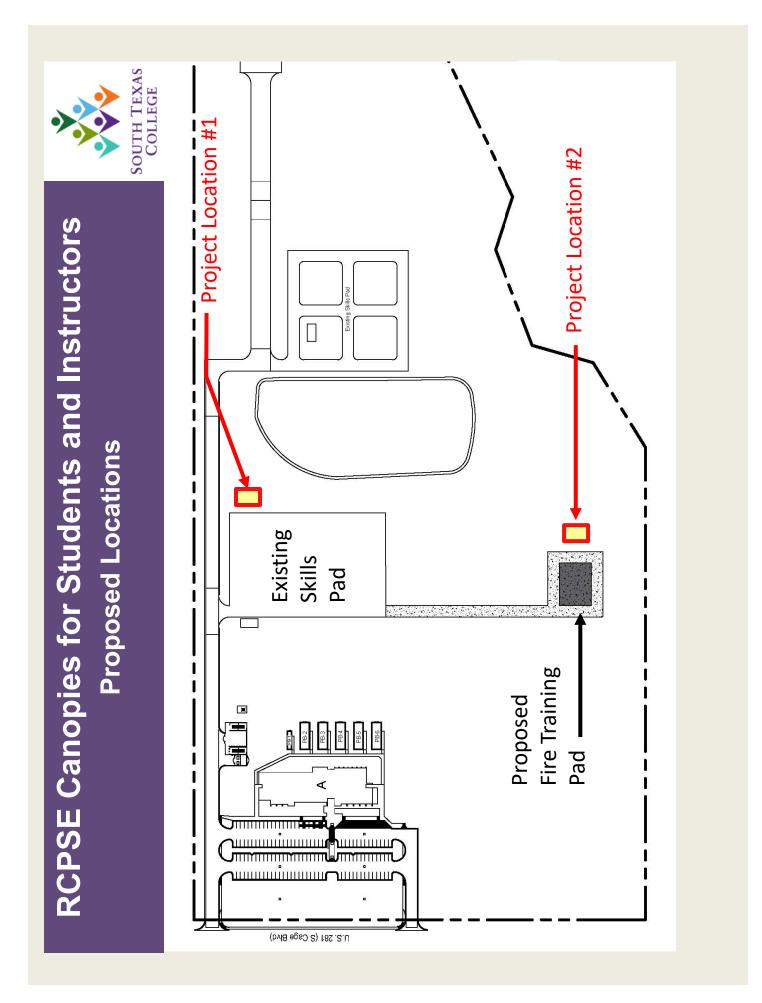
The Board of Trustees of Trustees of South Texas College approves and authorizes the solicitation of architectural services for the Regional Center for Public Safety Excellence Canopies for Students and Instructors project as presented.

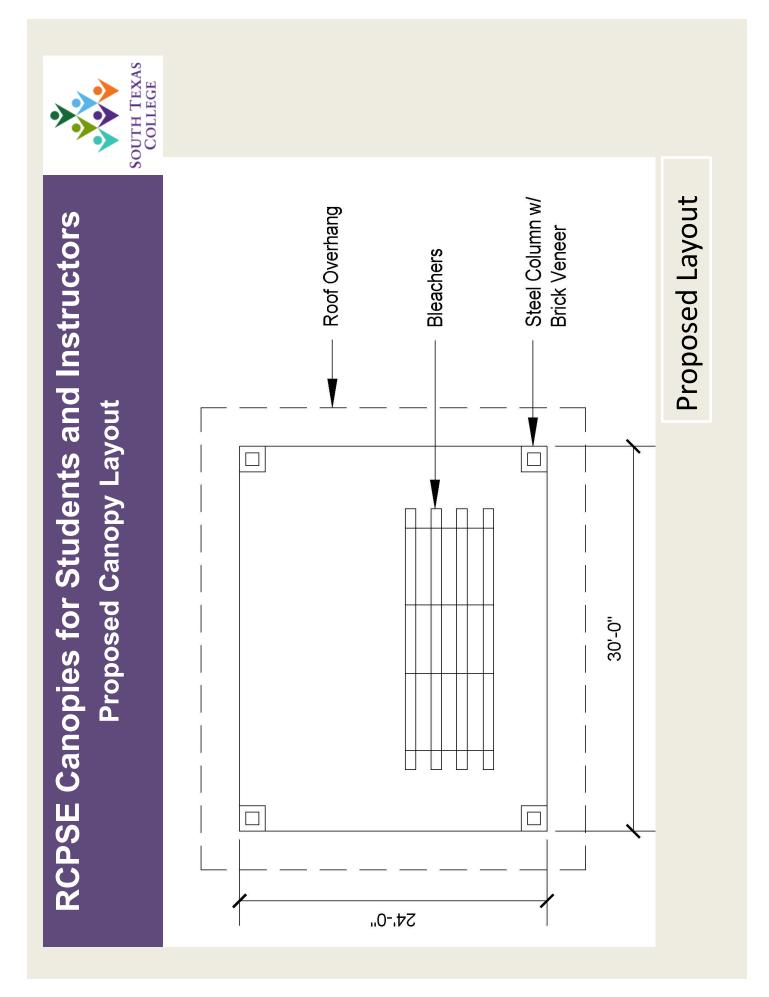
Approval Recommended:

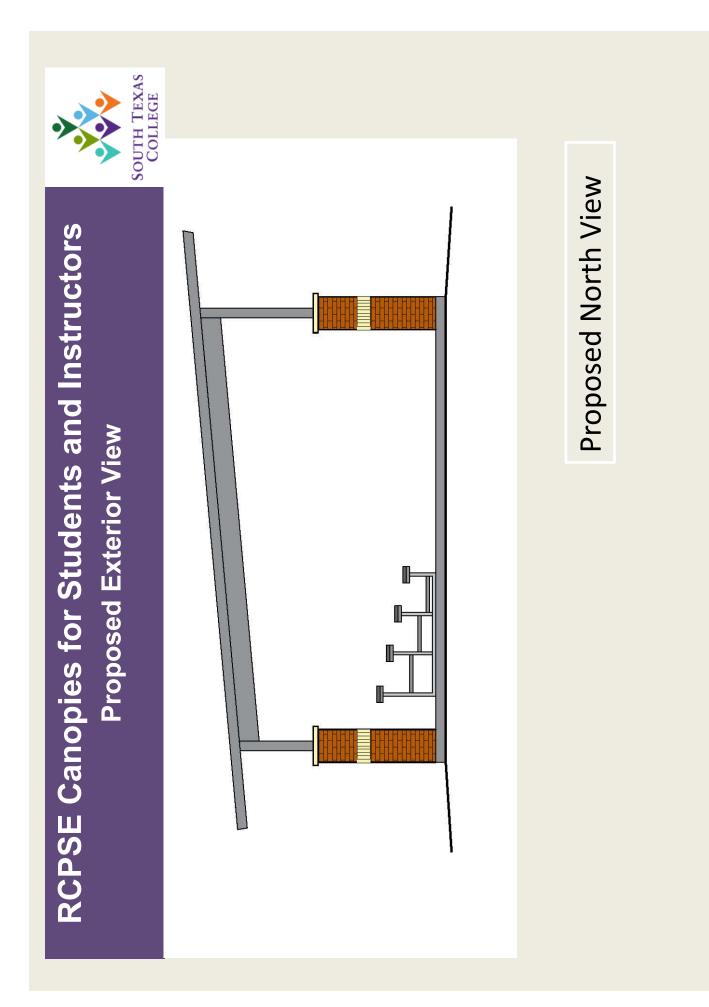


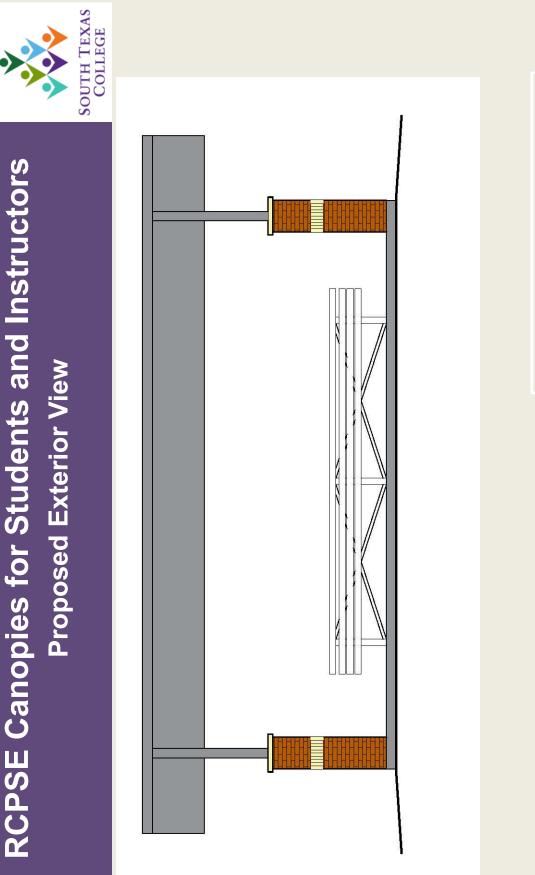


Regional Center for Public Safety Excellence









Proposed West View

RCPSE Canopies for Students and Instructors Proposed Scope & Budget



Scope of work

Design and construction of canopies for students and instructors to provide covered protection during outdoor instruction and to perform pre/post check routines.

Estimated Total Project Budget

Construction	\$ 205,000
Design	20,500
Miscellaneous	10,000
FFE	5,500
Technology	<u>6,000</u>
Total Project Budget	\$ 247,000

Funds for the project are available in the FY 20-21 Unexpended – Construction budget. Estimated cost is \$247,000.



Project Fact Sheet 4/8/2021

Project Name:	RCPSE - Canopie	s for Students ar	nd Instructors	Project No.	20:	19-017C						
Funding Source(s):	Unexpended Pla	nt Fund	Construction: Design: Miscellaneous: FFE: Technology: Total:	Original Budget \$ 205,000.00 20,500.00 10,000.00 5,500.00 6,000.00 \$ 247,000.00		Revised Budget - -	Ехре	<u>Actual</u> enditures o Date - - -	Rev	/ariance of /ised Budget vs. Actual enditures To Date - - - - - - - - - - - - -	<u>Bud</u>	nce of Original ditures To Date 205,000.00 20,500.00 10,000.00 5,500 6,000 247,000.00
Architect/Engineer: Contractor:	TBD TBD		Board Approval of Schematic Design	TBD								
STC FPC Project Manager:	Roberto S Gome	z	<u>Substantial</u> Completion	TBD		ard_ ceptance				TBD		
			Final Completion	TBD		ard ceptance				TBD		
Project Description Design and construction of canopies for students and instructors.			Design and constru				ect Sco					
			the EVOC and Fire T	ted Timeline								
Board Approval of Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Substantial Completion Date			Final Co	mpletion [Date		FFE Con	npletion of Move In
TBD	TBD	TBD	TBD	TBD				TBD				TBD
	Constantion		Project Calendar of		iscal				r			
Fiscal Year 2020-21	Construction \$ -	Design	Misc. \$ -	FFE \$ -	\$	I	ech		\$	Pro	ject Tot	al
Project Total	\$ -	\$ - \$ -	\$ -	\$ -	\$				\$			
	Ŷ	Ŷ		t Agenda Item	Ý				Ý			
04/13/21 Facilities Committee: Review	v and Recommend A	ction on Contractin			ter fo	r Public Safety	/ Excelle	nce Canopie	es for S	Students and Ins	tructors.	
Proposed Fire Training Pad	Existing Skills Pad	Car	ation Options of hopy for Students i Instructors	Yophang 21 Prime and a second se				roject Loca	tion		 Advanced Register of State of State	And a second sec

c. Review and Action as Necessary on Authorization to Proceed with Solicitation of Architectural Services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area

Approval of authorization to proceed with the publication of a Request for Qualifications (RFQ) to solicit architectural services for the Regional Center for Public Safety Excellence (RCPSE) Flammable Liquid and Gas (F.L.A.G.) Fire Training Area project is requested.

Purpose

The Board is asked to approve the solicitation of architectural services for the construction of a F.L.A.G. training area for students at the RCPSE.

Justification

Solicitation of Request for Qualifications (RFQ) for architectural services is necessary to procure a design team to prepare all necessary design development drawings and specifications in preparation for construction. Once the statements of qualifications are received, an evaluation team would evaluate the responses using the currently approved procurement process and propose an architect to the Facilities Committee at a later date.

Scheduling Priority

This project was requested by the Business, Public Safety, & Technology division in 2017. The project has been reviewed by the FPC department, Administration, and the Coordinated Operations Council. This project is scheduled as an educational space improvement to provide an outdoor area for flammable liquid and gas (F.L.A.G.) fire training.

Background

The proposed RCPSE F.L.A.G. Fire Training Area project is part of the College's FY 2020-2021 Capital Improvement Projects. The project consists of constructing a concrete pad with necessary drainage, extending the existing fire line with fire hydrants, and adding an access drive for students to receive F.L.A.G. fire training. The Fire Science program has acquired a fire trainer vehicle and are awaiting the delivery of a fire trailer that will need a fire training pad to conduct fire training exercises. On March 30, 2021, the Board of Trustees authorized moving forward with this project.

The proposed scope of work is summarized as follows:

- Design and construction of the concrete pad with drainage
- Design and construction of the access drive to the fire training pad
- Design and construction of the fire line and fire hydrants to the fire training pad
- Approximate square feet of the fire training pad and drive: 29,000 s.f.

The total project budget is \$443,600 and itemized in the table below:

Regional Center for Public Safety Excellence F.L.A.G. Fire Training Area Total Project Budget					
Budget Item	Budget Amount				
Construction	\$300,000				
Design	30,000				
Miscellaneous	13,600				
FFE	100,000				
Total Project Budget	\$443,600				

Funding Source

Funds for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Project 2019-020C are budgeted in the Unexpended Construction Plant Fund for available use in fiscal year 2020-2021.

Enclosed Documents

Facilities Planning & Construction staff has prepared a presentation of the project and a preliminary site layout for the Board's review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area project as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the solicitation of architectural services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area project as presented.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes the solicitation of architectural services for the Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area project as presented.

Approval Recommended:

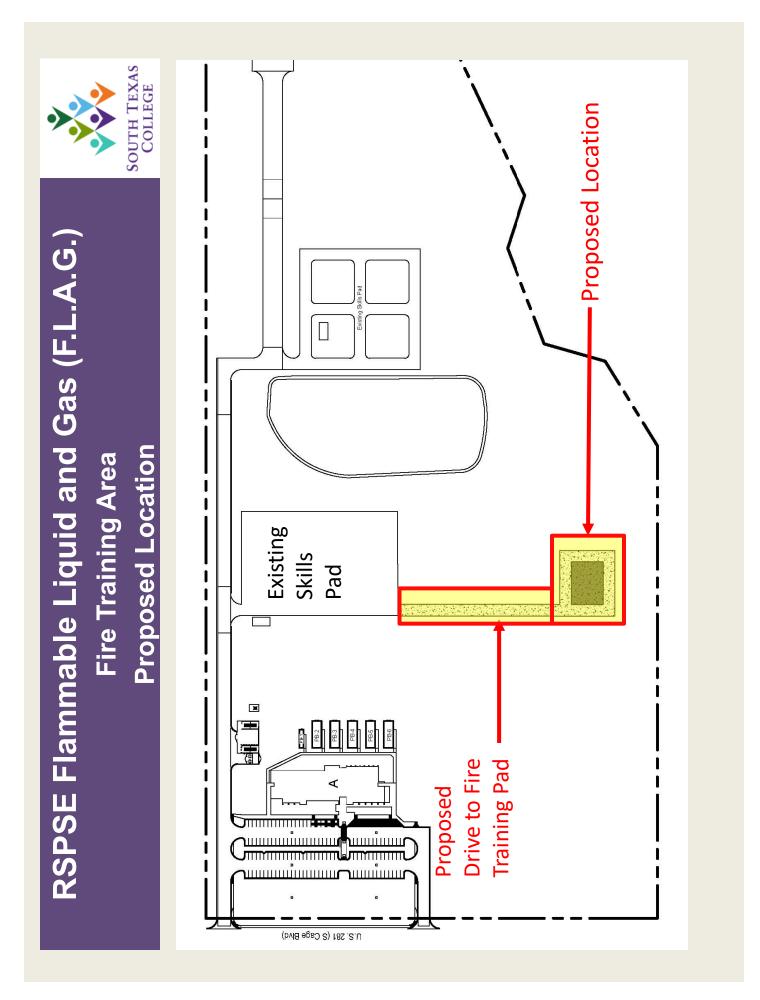
Flammable Liquid and Gas (F.L.A.G.) Fire Training Area

Excellence **Regional Center for Public Safety**









RCPSE Flammable Liquid and Gas (F.L.A.G.) Fire Training Area

Proposed Budget



Scope of work

Design and construction of a concrete pad, associated fire line, and access drive to conduct fire training for the fire science program.

Estimated Total Project Budget

Construction	\$ 300,000
Design	30,000
Miscellaneous	13,600
FFE	100,000
Total Project Budget	\$ 443,600

Funds for the project are available in the FY 20-21 Unexpended – Construction budget. Estimated cost is \$443,600.



Project Fact Sheet 4/5/2021

		ble Liquid and G	as (FLAG) Fire										
Project Name:	Training Area			Projec	ct No.	20:	19-020C						
											ariance of		
											ised Budge		(
							Deviced		<u>ctual</u>		<u>/s. Actual</u>		ance of Original
				Origin	al Budget		<u>Revised</u> Budget		Date	Ехре	enditures Date		dget vs. Actual nditures To Date
Funding Source(s):	Unexpended Pla	nt Fund	Construction:		300,000.00	\$	Duuget	\$	Date	\$	Date	\$	300,000.00
Funding Source(s).	Unexpended Fiz	int i unu	Design:	ç	30,000.00	Ŷ		ç	-	Ļ		Ļ	30,000.00
			Miscellaneous:		13,600.00		_		-		-		13,600.00
			FFE:		100,000.00		-		-		-		100,000
			Technology:		-		-		-		-		-
			Total:	\$	443,600.00	\$	-	\$	-	\$	-	\$	443,600.00
Architect/Engineer:	TBD				TRO								
-	TBD		Board Approval of	_	TBD								
Contractor:	IBD		Schematic Design										
						_							
			Substantial			-	ard						
STC FPC Project Manager:	Roberto S Gome	Z	<u>Completion</u>		TBD	Ac	<u>ceptance</u>				TBD		
						De	a u al						
			Final Completion		TBD		ard_ ceptance				TBD		
			rinal completion		IBD	AU	eptance				TBD		
Project Description			Project Scope Design and construction of a concrete pad, associated fire line, and access drive for a new fire training area for										
Design and construction of a fire	training area for	the fire science	-			•				ess d	rive for a n	ew fire t	aining area for
program.			the fire science pro	gram a	nd to condu	ct fi	re training e	exercises					
			Projec	cted Tir	meline								
	Board Approval					Ι							
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04/13/21 Facilities Committee: Review	v and Recommend A	ction on Contractin	ng Architectural Services	s for the	Regional Cent	er fo	r Public Safet	/ Exceller	ce Fire Trai	ning A	Area.		
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d. Review and Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Site Drainage Improvements Phase II

Approval of authorization to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence (RCPSE) Site Drainage Improvements Phase II-Option 1A project will be requested at the April 27, 2021 Board meeting.

Construction services are necessary to perform drainage improvements at the RCPSE. If solicitation is approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract. Phase I of the project, which included work at the Cityscape area, was completed and accepted by the Board of Trustees on February 23, 2021.

Background

On October 27, 2020, the Board of Trustees approved the Drainage Improvement plan prepared by Perez Consulting Engineers (PCE). The Board approved Option 1A, which enlarged the existing detention pond to meet or exceed the Hidalgo County Drainage District (HCDD) No. 1 and City of Pharr requirements of a 50-year storm.

- Option 1A provides detention pond volume to:
 - o exceed the 50-year requirement, and
 - meet a 100-year storm as recommended in the approved Drainage Improvement plan.
 - add an additional 2.5 acre-feet of detention to the existing detention facilities.

Budget – FY 20-21

For FY 20-21, a construction budget of \$300,000 was included in the Unexpended Construction Plant Fund before PCE outlined specific solutions to resolve the drainage issues and before the board approved an option and was based on the engineer's preliminary estimate. PCE has estimated that the cost of Option 1A will be within the \$300,000 construction budget.

Regional Center for Public Safety Excellence Site Drainage Improvements Phase II Total Project Budget for FY2020-2021								
Budget ItemOriginal BudgetDrainage EvaluationProject EstimateBudgetStudyOption 1A								
Construction	\$300,000	\$0	\$84,920					
Design								
Drainage Evaluation Study	40,000	39,490						
Engineering Fees	30,000		8,492					
Miscellaneous	10,000	0	10,000					
Total Project Budget	\$380,000	\$39,490	\$103,412					

The FY 20-21 project budget and estimated project cost for Option 1A is as follows:

PCE is currently working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services of the drainage improvements.

Enclosed Documents

Enclosed is the proposed plan of Option 1A from PCE for the Board's review and information.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence (RCPSE) Site Drainage Improvements Phase II-Option 1A project as presented.

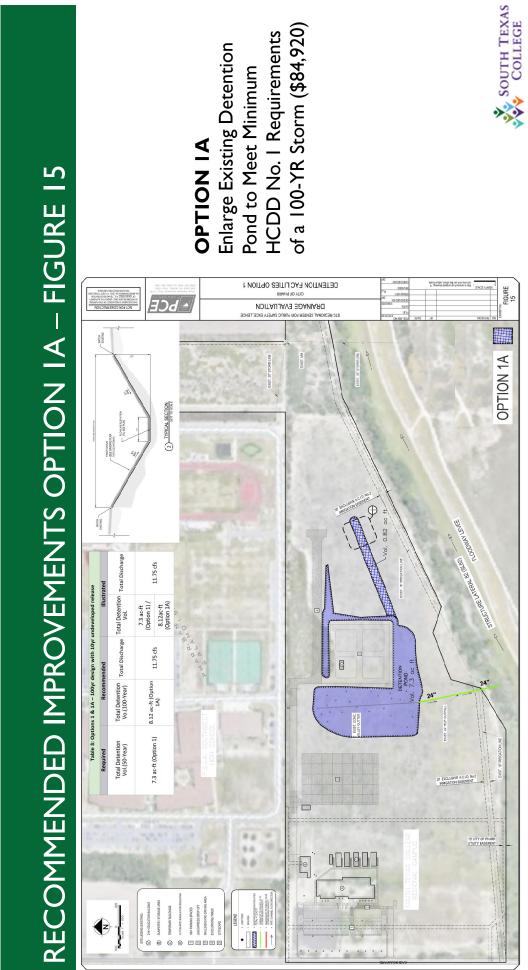
Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize proceeding with the solicitation of construction services for the Regional Center for Public Safety Excellence (RCPSE) Site Drainage Improvements Phase II-Option 1A project as presented.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes proceeding with the solicitation of construction services for the Regional Center for Public Safety Excellence (RCPSE) Site Drainage Improvements Phase II-Option 1A project as presented.

Approval Recommended:



LMSTech, Userpoeut 2011, 171, 1811, 170, 1920 2014, 1971, 1814, Excellence See Drainage008



Project Fact Sheet 4/22/2021

ıdy: 	FY 18-19 Actual Expenditures \$ - 879.00 - \$ 879.00 \$ \$ 879.00 E existing site	the RCPSE drain estimated to <u>Board Approval</u> <u>of Schematic</u> <u>Design</u> <u>Substantial</u> <u>Completion</u> <u>Final Completion</u>	- 23,745.00 6.48 s 23,751.48 gineer recommen age improvement: be less than the cu TBD TBD TBD TBD TBD	ded Option 1A for s. Option 1A was urrent budget. ge improvements t	FY 20-21 Project Budget \$ 300,000.00 30,000.00 10,000.00 10,000.00	- 15,745.00 - - - - - - - - - - - - - - - - - -	Variance of Project Estimate vs. Actual Expenditures \$ 300,000,00 30,000,00 510,000 10,000,00 - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - <th>Total Actual Expenditures To Date \$ - 39,490.00 885.48 - - \$ 40,375.48</th>	Total Actual Expenditures To Date \$ - 39,490.00 885.48 - - \$ 40,375.48
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10/27/2020	TBD	TBD			TE	3D	ТВ	3D
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FPC Project Manager

FPC Asst. Director

FPC Director

e. Review and Action as Necessary on Approval of Substantial Completion of the Nursing and Allied Health Campus East Building A Student Services Renovation

Approval of substantial completion of the Nursing and Allied Health Campus East Building A Student Services Renovation Project is requested.

	Project	Completion Recommended	Date Received
1.	Nursing and Allied Health Campus East Building A Student Services Renovation Project No. 2019-006C Architect: Gignac & Associates, LLP Contractor: Holchemont, Ltd.		March 10, 2021

This project was originally submitted in 2017 and expanded in 2018 by the Student Services department to include the entire Student Services and Cashiers areas. The project has been reviewed by the FPC department, the President's Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as a non-educational space improvement to provide more efficient and effective use of space for the Student Services areas and Cashiers area.

College staff visited the site and developed a construction punch list on March 10, 2021. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by Holchemont, Ltd. The original cost approved for this project was \$217,000.

The following table summarizes the current budget status:

Nursing and Allied Health Campus East Building A Student Services Renovation								
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance			
\$247,000.00	\$217,000	\$4,947.80	\$221,947.80	\$207,034.07	\$14,913.73			

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Board's review and information.

April 27, 2021 Regular Board Meeting Page 53, Revised 04/23/2021 @ 9:31 AM

The Facilities Committee recommended Board approval of substantial completion of the Nursing and Allied Health Campus East Building A Student Services Renovation Project as presented.

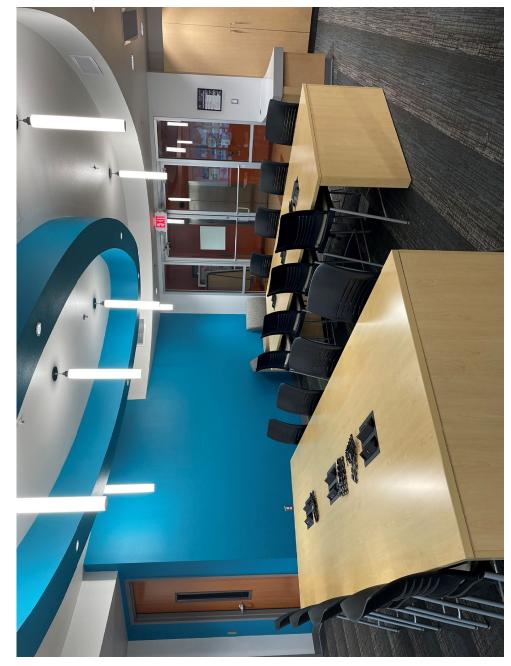
Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the Nursing and Allied Health Campus East Building A Student Services Renovation Project as presented.

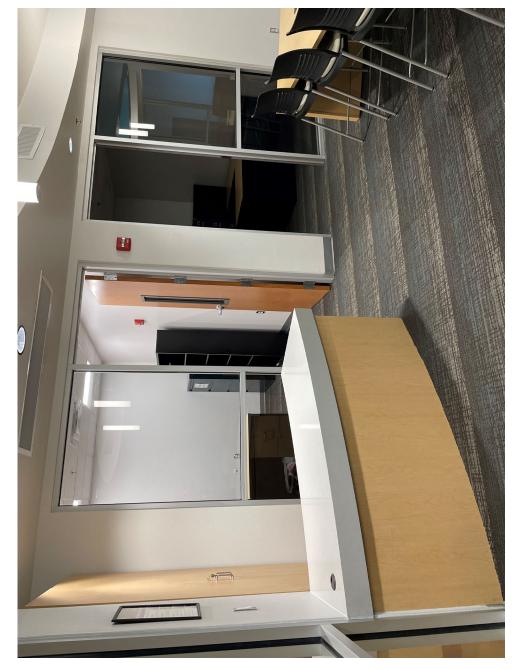
The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes substantial completion of the Nursing and Allied Health Campus East Building A Student Services Renovation Project as presented.

Approval Recommended:

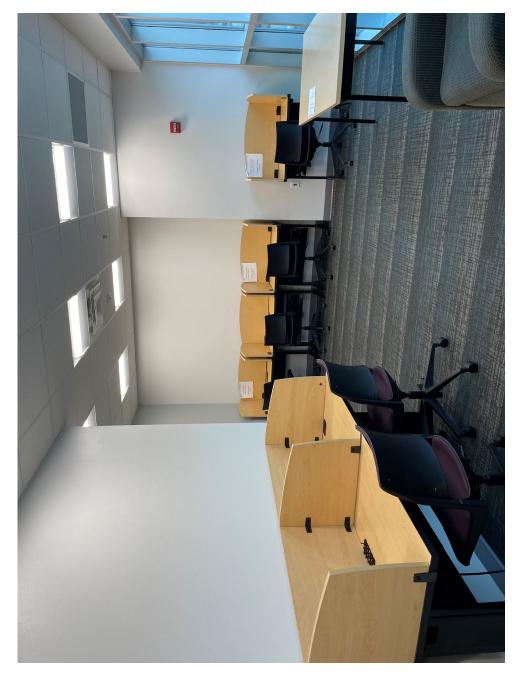
Nursing and Allied Health Campus East Building A Student Services Renovation



Nursing and Allied Health Campus East Building A Student Services Renovation



Nursing and Allied Health Campus East Building A Student Services Renovation



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Certificate of Substantial Completion

PROJECT : (name and address)	CONTRACT INFORMATION:	CERTIFICATE INFORMATION:
19.18 STC NAH Campus & Starr County Campus Student Services Renovations	Contract For: General Construction	Certificate Number: 002
McAllen, TX and Rio Grande City, TX	Date: Sept. 9, 2021	Date: March 23, 2021
OWNER: (name and address)	ARCHITECT: (name and address)	CONTRACTOR: (name and address)
South Texas College (STC)	Gignac & Associates	Holchemont, LTD
3200 W. Pecan Blvd.	416 Starr St.	900 N. Main St.
McAllen, TX 78501	Corpus Christi, Texas 78401	McAllen, TX 78501

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Renovations to Starr County campus Student Services Center area.



WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.) One year from date of substantial completion.

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: *(Identify the list of Work to be completed or corrected.)*

Refer to architectural, MEP and Owner punch lists dated March 10, 2021.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$1,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.) The Owner will asume responsibilities for all utilities and applicable insurance. The Contractor will continue to maintain applicable insurance to protect all parties until final acceptance. It is understood that there will be overlapping insurance.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Holchemont, LTD CONTRACTOR (Firm Name)	SIGNATURE	Michael Montalvo,, Manger PRINTED NAME AND TITLE	3:26.21 Date
South Texas College (STC) OWNER (Firm Name)	SIGNATURE	, Interim President PRINTED NAME AND TITLE	DATE

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Project Fact Sheet 4/8/2021

Project Name:	Nursing and Alli	ed Health Camp	us - East Bldg A Student Ser	vices Renovation			Project No.	2019-012C
Funding Source(s):	Unexpended Pla	······	Construction: Other Construction Costs: Design: Miscellaneous: FFE: Technology: Total:	Original Budget \$247,000.00 27,500.00 5,000.00 75,000.00 45,000.00 \$399,500.00	20,718.97 75,000 45,000	Actual Expenditures To Date \$ 207,034.07 \$ 12,092.13 18,730.22 2,616.12 31,392.20 \$ 271,864.74	Variance of <u>Revised Budget</u> <u>vs. Actual</u> <u>Expenditures To</u> <u>Date</u> \$ 9,965.93 8,269.78 18,102.85 75,000 13,607.80	Variance of Original Budget vs. Actual Expenditures To Date \$ 39,965.93 8,769.74 2,383.84 75,000.00 13,607.80
Architect/Engineer: Contractor:	Gignac Architec Holchemont, LL		Board Approval of Schematic Design	11/26/2019				
STC FPC Project Manager:	Roberto S Gome	22	Substantial Completion Final Completion	3/10/2021 TBD	Board Acceptance Board		TBD	
			rinal completion	IBD	Acceptance		IBD	
1	Description				Project S			
Redesign of the Existing Cou Information area and Cashie		Admissions,	Demolish existing walls and electrical, data, and HVAC i				and interior finish	es, and adding
			Projec	ted Timeline				
Board Approval of Architect 2/26/2019	Board Approval of Schematic Design 11/26/2019	Board Approval of Contractor 4/28/2020	Construction Start Date 5/25/2020	Substantial Completion Date 3/10/2021	F	inal Completion Da 4/27/2021	ate	FFE Completion of Move In 4/19/2021
2/20/2015	11/20/2015	1,20,2020	Project Calendar of		scal Year	7/27/2021		7/13/2021
Fiscal Year	Construction	Design	Misc.	FFE	1	ch	Pro	oject Total
2020-21	\$ 219,126.20	-	\$ 2,616.12	\$ -		\$31,392.20	\$	271,864.74
Project Total	\$ 219,126.20	\$ 18,730.22	\$ 2,616.12	\$-	\$	31,392.20	\$	271,864.74
			Current	t Agenda Item				
04/13/21 Facilities Committee:	Review and Recom	mend Action on Ap	proval of Substantial Completion	of the Nursing and Al	lied Health Campus	East Building A Stude	ent Services Renovat	ion







f. Review and Action as Necessary n on Approval of Substantial Completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation

Approval of substantial completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project is requested.

Project	Completion Recommended	Date Received
Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project No. 2018- 020C Architect: Gignac & Associates, LLP Contractor: Holchemont, Ltd.	Substantial Completion Recommended	March 10, 2021

This project was requested due to the space made available when the Student Enrollment Center was expanded as part of the 2013 Bond Construction Program. The project has been reviewed by the FPC department, the President's Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as a non-educational space improvement to enhance Student Services and Cashiers areas to make more efficient and effective use of space.

College staff visited the site and developed a construction punch list on March 10, 2021. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by Holchemont, Ltd. The original cost approved for this project was \$183,000.

5							
Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation							
Construction Approved Net Total Current Previous Rem					Remaining Balance		
\$188,000.00	\$183,000	\$717.20	\$183,717.20	\$146,870.47	\$36,846.73		

The following table summarizes the current budget status:

Enclosed Documents

A copy of the Substantial Completion Certificate and photos are enclosed for the Board's review and information.

The Facilities Committee recommended Board approval of substantial completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project as presented.

April 27, 2021 Regular Board Meeting Page 55, Revised 04/23/2021 @ 9:31 AM

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize substantial completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project as presented.

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes substantial completion of the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project as presented.

Approval Recommended:

Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation



Exterior View

Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation



Interior View

AIA Document G704[®] – 2017

Certificate of Substantial Completion

PROJECT: (name and address)	CONTRACT INFORMATION:	CERTIFICATE INFORMATION:	
19.18 STC NAH Campus & Starr County	Contract For: General Construction	Certificate Number: 002	
Campus Student Services Renovations		D	
McAllen, TX and Rio Grande City, TX	Date: Sept. 9, 2021	Date: March 23, 2021	
OWNER: (name and address)	ARCHITECT: (name and address)	CONTRACTOR: (name and address)	
South Texas College (STC)	Gignac & Associates	Holchemont, LTD	
3200 W. Pecan Blvd.	416 Starr St.	900 N. Main St.	
McAllen, TX 78501	Corpus Christi, Texas 78401	McAllen, TX 78501	

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Renovations to Starr County campus Student Services Center area.



WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.) One year from date of substantial completion.

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: *(Identify the list of Work to be completed or corrected.)*

Refer to architectural, MEP and Owner punch lists dated March 10, 2021.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$1,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.) The Owner will asume responsibilities for all utilities and applicable insurance. The Contractor will continue to maintain applicable insurance to protect all parties until final acceptance. It is understood that there will be overlapping insurance.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Holchemont, LTD CONTRACTOR (Firm Name)	SIGNATURE	Michael Montalvo,, Manger PRINTED NAME AND TITLE	3:26.21 Date
South Texas College (STC) OWNER (Firm Name)	SIGNATURE	, Interim President PRINTED NAME AND TITLE	DATE

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				rs Areas Renovatio				2018-020C
						<u>Actual</u> Expenditures To	Variance of <u>Revised Budget</u> <u>vs. Actual</u> Expenditures To	Variance of Origina
				Original Budget	Revised Budget		Date	Expenditures To Dat
unding Source(s):	Unexpended Pla	ant Fund	Construction: Other Construction	\$ 188,000.00	\$ 183,000.00	\$ 146,870.47		
			Cost	46,000,00	46.000	\$ 7,820.13	5 400	5 400 0
			Design:	16,000.00	16,000	\$10,880.00	5,120	5,120.0
			Miscellaneous:	4,000.00	4,000.00	\$2,138.30	1,861.70	1,861.7
			FFE:	30,000.00	30,000	-	30,000	30,00
			Technology: Total:	15,000.00 \$ 253,000.00	15,000 \$ 248,000.00	\$14,274.16 \$ 181,983.06	726 \$ 73,837.07	72 \$ 78,837.0
rchitect/Engineer: ontractor: TC FPC Project Manager:	Gignac Architect Holchemont, LLC Roberto S Gome	c	Board Approval of Schematic Design Substantial Completion	11/26/2019 3/10/2021	<u>Board</u> Acceptance		TBD	
			Final Completion	TBD	<u>Board</u> Acceptance		TBD	
Project	Description				Proje	ct Scope		
edesign of the Existing Cou Iformation area and Cashie		Admissions,	Demolish existing wa electrical, data, and				eiling, and interio	r finishes, and adding
			Pro	jected Timeline				-
	Board Approval of Schematic	Board Approval	Construction Start	Substantial				FFE Completion of Mov
Board Approval of Architect	Design	of Contractor	Date	Completion Date	1	Final Completion D	ate	In
2/26/2019	11/26/2019	4/28/2020	5/25/2020	3/10/2021		4/10/2021		4/19/2021
				of Expenditures b			-	
Fiscal Year	Construction	Design	Misc.	FFE	Т	ech		ject Total
2020-21 Project Total	\$ 154,690.60 \$ 154,690.60	\$ 10,880.00 \$ 10,880.00	\$ 2,138.30 \$ 2,138.30	\$ - \$ -	Ś	\$14,274.16 14,274.16		181,983.0 181,983.0
	\$ 154,690.60	\$ 10,880.00	, ,	1 •	Ş	14,2/4.10	Ş	181,983.0
			Curr	ent Agenda Item				







g. Review and Action as Necessary on Approval of Final Completion of the Pecan Campus Sand Volleyball Courts Sand Replacement

Approval of final completion of the Pecan Campus Sand Volleyball Courts Sand Replacement project is requested.

	Project	Completion Recommended	Date Received
1.	Pecan Campus Sand Volleyball Courts Sand Replacement Project No. 2016- 014C1		March 5, 2021
	Contractor: Limon Masonry, LLC		

This project has been reviewed by the Facilities Planning & Construction department, the President's Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to remove and replace the existing sand material at the sand volleyball courts.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with Limon Masonry, LLC be approved. The original contractor's cost approved for this project was \$48,200.

The following chart summarizes the above information:

Pecan Campus Sand Volleyball Courts Sand Replacement							
Constructio n Budget	Revised Constructio n Budget	Approve d Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance	
\$50,000	\$58,884	\$48,200	\$9,975	\$58,175	\$43,380	\$14,795	

On March 5, 2021, Perez Consulting Engineers verified that all punch list items were completed.

Enclosed Documents

A copy of the final completion letter is enclosed for the Board's review and information.

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The Facilities Committee recommended Board approval of final completion and release of final payment of \$14,795 to Limon Masonry, LLC for the Pecan Campus Volleyball Courts Sand Replacement project as presented.

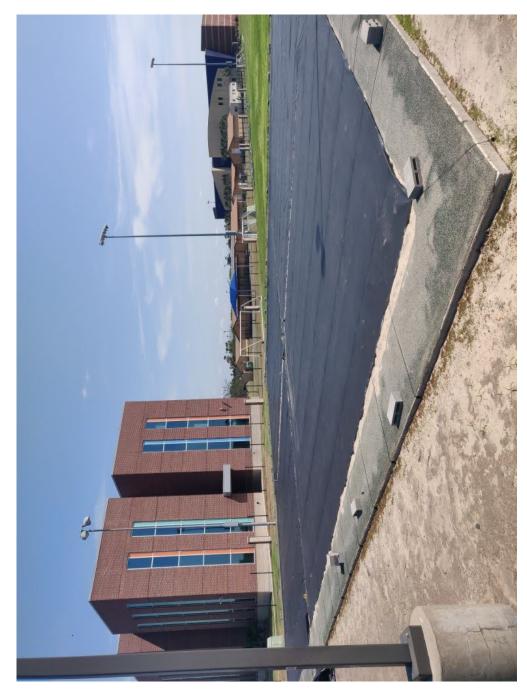
Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize final completion and release of final payment of \$14,795 to Limon Masonry, LLC for the Pecan Campus Volleyball Courts Sand Replacement project as presented.

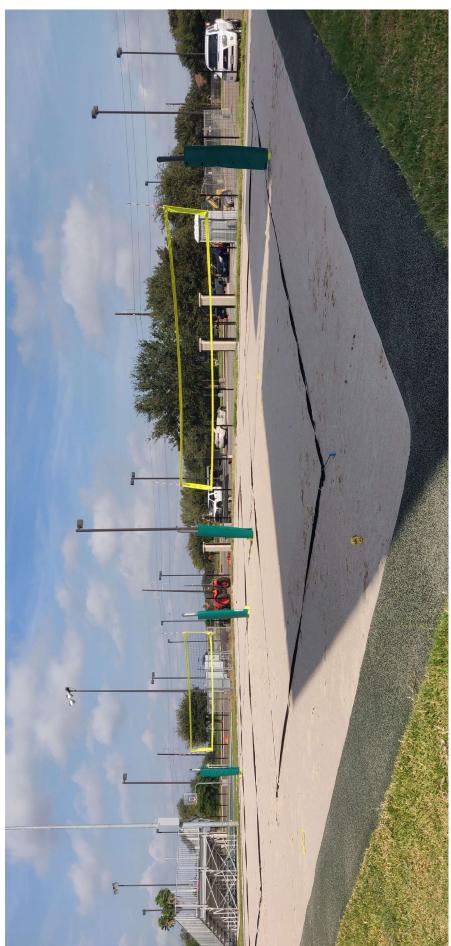
The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes final completion and release of final payment of \$14,795 to Limon Masonry, LLC for the Pecan Campus Volleyball Courts Sand Replacement project as presented.

Approval Recommended:

Pecan Campus Sand Volleyball Courts Sand Replacement









1-5-2021

Mr. Rick de la Garza Director of Facilities Planning and Construction South Texas College P.O. Box 9701 McAllen, Tx. 78502-9701

Re: Final Completion for STC Pecan Campus Building M Office and Workspace Renovation #19-20-1029

Mr. De la Garza,

As of January 5th, 2021, with one exception, Noble Texas Builders has completed construction and has addressed all punch list items for the South Texas College Information Technology Building M Office and Workspace Renovation project. The one exception is the matching of a very small amount of new VCT flooring in the existing corridors in front of the two entrances. This VCT flooring is still pending.

To the best of my knowledge, the work has been performed in accordance with the Contract Documents and I recommend final acceptance.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,

NOHME, AIA

John Gates, AIA Boultinghouse Simpson Gates Architects

cc: ncl/file



Project Fact Sheet 4/7/2021

Project Name:	Pecan Campus - Sand V	olleyball Courts Sand Repla	cement		Project No.	2019-004C1	
			Original Budget	<u>Original</u> Budget	<u>Revised Actual</u> Combined Expenditures	Variance of Revised Budget vs. Actual Expenditures To	Variance of Original Budget vs. Actual
Funding Source(s):	Unexpended Plant Fund	Construction: Design: Miscellaneous: FFE: Technology: Total :	FY 19-20 \$ 15,282.00 1,200.00 3,800.00 - \$ 20,282.00	FY 20-21	Budget To Date \$ 58,282.00 \$ 43,380.00 2,200.00 6,800.00 4,250.00 4,356.11 - - \$ 64,732.00 \$ 54,536.11	Date 0 \$ 14,902.00 0 (4,600.00) 7 (106.17) - -	Expenditures To Date \$ 14,902.00 (4,600.00) (106.17) -
				• • • • • •		,	
Architect: Contractor:	Alvarado Architects & Associates, Inc. Limon Masonry, LLC	Board Approval of Schematic Design	N/A				
STC FPC Project Manager:	David Valdez	Substantial Completion	10/6/2020		Board Acceptance 10/20/2020		
		Change Order #2 Completion	3/5/2021 3/31/2021		Board Acceptance TBD		
		rinar completion	3/31/2021				
Project De Removal and Replacement o		Project includes the removal a	-	f the sand mater	Project Scope ial within the existing sand volley	'ball courts.	
			Projected Tim	neline			
Board Approval of Architect N/A	Board Approval of Schematic Design N/A	Board Approval of Contractor 6/23/2020		n Start Date /2020	Substantial Completion Date 10/6/2020	Final Completion Date 3/31/2021	FFE Completion of Move In N/A
, and the second s	i y x		endar of Expendi			5/51/2021	
Fiscal Year	Construction	Design		isc.	FFE		Project Total
2018-19 2019-20	\$ - \$ 15,282.00	\$ - \$ 6,800.00	\$ \$	- 1,299.17	\$ - \$ -	\$ - \$ -	\$ - \$ 23,381.17
2020-21	\$ 28,098.00		\$	3,057.00		\$ -	\$ 31,155.00
Project Total	\$ 43,380.00	\$ 6,800.00	\$	4,356.17	\$	- \$ -	\$ 54,536.17
			Current Agend	a Item			
04/13/21 Facilities Committee: R	eview and Recommend Action o	n Approval of Final Completion of th	e Pecan Campus San	d Volleyball Courts S	and Replacement		

Consent Agenda:

h. Review and Action as Necessary on Renewal of Lease Agreement with City of Edinburg

Approval of the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department Training facility by South Texas College is requested.

Purpose

Authorization is requested to renew the current facility lease agreement for use by the fire science program.

Justification

The continuation of the lease of this facility is needed to continue to accommodate fire science programs being offered by South Texas College.

Background

At the June 25, 2019 Board meeting, the Board approved the initial facility lease agreement with the City of Edinburg for the period of September 1, 2019 to May 31, 2020 with the option to renew for three successive terms. The Board approved the first renewal at the April 28, 2020 Board meeting. Staff from the fire science program has expressed interest in continuing to lease this space. Staff recommends approval of the second renewal of the facility lease agreement for use starting September 1, 2021 to May 31, 2022.

Facility	Initial Term	Optional Renewal Periods	Le	ase Cost	
City of Edinburg Fire Department Training Facility	9/1/19 – 5/31/20	9/1/20-5/31/21 9/1/21-5/31/22 9/1/22-5/31/23	Up to academic materials u		per plus

Funding Source

Funds for these expenditures are budgeted in the Facilities Lease budget for FY 2020-2021.

The Facilities Committee recommended Board approval of the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2021 to May 31, 2022 as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2021 to May 31, 2022 as presented.

April 27, 2021 Regular Board Meeting Page 59, Revised 04/23/2021 @ 9:31 AM

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

The Board of Trustees of Trustees of South Texas College approves and authorizes the renewal of the facility lease agreement with the City of Edinburg for use of the Edinburg Fire Department by South Texas College for the period of September 1, 2021 to May 31, 2022 as presented.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President

Review and Action as Necessary on Approval of Proposed Change Order for the Nursing and Allied Health Campus and Starr County Campus Student Services Renovations

Approval of a proposed change order with Holchemont, LTD for the Nursing and Allied Health Campus (NAHC) and Starr County Campus Student Services Renovations projects is requested.

On April 13, 2021, the Facilities Committee recommended approval of the proposed Change Order #4; however, there have been some adjustments to the related costs. Because of these changes, totaling \$83.60, this item has been pulled from the *consent agenda* discussion, and is provided here for the Board's discussion and action as needed.

At the Committee meeting, Change Order #4 was presented as an overall deduction of \$6,155.80. The new cost impact of Change Order #4 will be a deduction of \$6,072.20.

Purpose

The purpose of the change order is to request authorization to modify the scope and increase the number of days to complete the projects.

Justification

Modification to the scope and the completion date is required due to necessary changes in scope and unavoidable delays.

Scheduling Priority

Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation

This project was requested due to the space made available when the Student Enrollment Center was expanded as part of the 2013 Bond Construction Program. The Admissions area was vacated and the Cashiers department planned to use the available space. In addition, due to the Cashiers department relocation, a Veterans Affairs area was to be created in the vacated Cashiers space. The initial planning was provided as part of the Bond Construction Program. The project has been reviewed by the FPC department, the President's Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project is scheduled as a non-educational space improvement to enhance Student Services and Cashiers areas to make more efficient and effective use of space.

Nursing Allied Health Campus East Building A Student Services Renovation

This project was originally submitted in 2017 and expanded in 2018 by the Student Services department to include the entire Student Services and Cashiers areas. The project has been reviewed by the FPC department, the President's Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project is scheduled as a non-educational space improvement to provide more April 27, 2021 Regular Board Meeting Page 61, Revised 04/23/2021 @ 9:31 AM

efficient and effective use of space for the Student Services areas and Cashiers area. The existing Student Services area has been in operation since 2005, and staff would like to provide a one-stop shop for the enrollment process and provide renovation improvements to meet the College's current space design standards that have been implemented at the Pecan, Mid Valley, and Starr County Campuses. In addition, the current state standards for ADA testing require revised accommodations which have also been incorporated into the design.

Background

On July 28, 2020, the Board approved contracting construction services with Holchemont, LTD for both projects for a total amount of \$400,000. On January 26, 2021, the Board approved change orders #1 and #2 for these projects, which increased the cost by \$5,665 and extended the completion days by eight (8) days. On February 23, 2021, the Board approved change order #3, which extended the completion days by forty-seven (47) days, and had no change to the cost.

Change Order #4

Modifications to scope associated with change order #4 will increase the costs by \$3,544.20 and are listed as follows:

Both Campuses

• The installation of office signage

Nursing and Allied Health Campus

- The installation of additional electrical and data receptacles in the Testing Area
- The installation of additional plastic laminate and modifications to the Cashiers Area counter

Starr County Campus

• The installation of recessed electrical and data work in the Cashiers Area

Modifications to scope associated with change order #4 will decrease the costs by \$9,700.00 and are listed as follows:

Starr County Campus

• The non-installation of overhead doors at the Cashiers Area

The contractor has requested additional days due to the modifications to the scope, and for the delays due to the winter storm and the delivery of the bullet resistant window.

The contractor has requested 35 additional days due to delays listed below:

- Time to work on additional scope of work......15 Days
- Delay in delivery of materials for bullet resistant window at Starr 15 Days

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Original Substantial Completion Date......December 26, 2020

New Substantial Completion Date per proposed Change Order #4...... March 26, 2021

The projects reached substantial completion on March 10, 2021. Recommendations for acceptance of Substantial Completion for the Nursing and Allied Health Campus (NAHC) and Starr County Campus Student Services Renovations projects will be requested under separate agenda items.

Change order #4 decreases the total cost by \$6,072.20, and an additional 35 days added to the substantial completion date. Below is a table with a description of the proposed Change Order #4.

Ν	Nursing and Allied Health Campus and Starr County Campus Student Services Renovations				
Proposed Change Order No.	Item Description	Cost	Days		
4	 Increases to cost The installation of office signage Additional electrical and data receptacles Additional plastic laminate and modifications to counter Recessed electrical and data work Contractor's Overhead and Profit (10%) Subtotal 	\$1,894.00 280.00 288.00 836.00 <u>329.80</u> \$3,627.80	5 4 3 <u>0</u> 15		
	 <u>Decreases to cost</u> <u>Removal of overhead doors from scope</u> Subtotal 	<u>(\$9,700.00)</u> (\$9,700.00)	<u>0</u> 0		
	 <u>No Cost Items</u> Winter storm delay <u>Bullet resistant window delivery delay</u> Subtotal 	No Cost <u>No Cost</u> No Cost	5 <u>15</u> 20		
Total Prop	osed Change Order No. 4	(\$6,072.20)	35 days		

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Funding Source

Funds for the Nursing & Allied Health Campus East Building A Student Services Renovation Project 2019-006C and Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation Project 2018-020C are budgeted in the Unexpended Construction Plant Fund for available use in fiscal year 2020-2021.

The construction budget for the Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation is \$188,000, and the construction budget for the Nursing Allied Health Campus East Building A Student Services Renovation is \$247,000. The total combined construction budget is \$435,000. The total construction costs between the two renovation projects are combined since the projects were awarded as one contract to the contractor, Holchemont, LTD. The contractor's current contract approved by the Board including previous Change Orders #1, #2, and #3 is \$405,665.

Below is a summary of the combined construction budget for the projects.

Nursing and Allied Health Campus and Starr County Campus Student Services Renovations Construction Budget	
Budget	Amount
Starr Student Services Construction Budget	\$188,000
NAHC Student Services Construction Budget 247,000	
Total Construction Budget Amount \$435,000	

At the April Facilities Committee Meeting, the proposed change order was listed at \$6,155.80, but has been revised to \$6,072.20 resulting in a difference of \$83.60. Below is the revised current construction contract amount if the proposed Change Order #4 is approved.

Nursing and Allied Health Campus and Starr County Campus Student Services Renovations Proposed Construction Contract Changes		
Item	Change Orders	Amount
Approved Construction Contract		\$400,000.00
Previously Approved Change Orders #1, 2, and 3	5,665.00	
Current Change Order #4	(6,072.20)	
Subtotal of Change Orders		(407.20)
Current Construction Contract Amount		\$399,592.80

Below is the variance of the construction budget if the proposed Change Order #4 is approved.

Nursing and Allied Health Campus and Starr County Campus Student Services Renovations Construction Budget Variance	
Budget Amount	
Total Construction Budget \$435,000	
Current Construction Contract Amount 399,592.	
Variance \$35,407	

Enclosed Documents

The proposed change order #4 is enclosed.

The Facilities Committee recommended Board approval of the proposed change order with Holchemont, LTD for a total decrease in cost of \$6,155.80, which has subsequently been reduced to \$6,072.20, and thirty-five (35) additional days for the Nursing and Allied Health Campus (NAHC) and Starr County Campus Student Services Renovations projects as presented.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize the proposed change order with Holchemont, LTD for a total decrease in cost of \$6,072.20 and thirty-five (35) additional days for the Nursing and Allied Health Campus (NAHC) and Starr County Campus Student Services Renovations projects as presented.

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

The Board of Trustees of Trustees of South Texas College approves and authorizes the proposed change order with Holchemont, LTD for a total decrease in cost of \$6,072.20 and thirty-five (35) additional days for the Nursing and Allied Health Campus (NAHC) and Starr County Campus Student Services Renovations projects as presented.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President

AFT AIA Document G701 - 2017

Change Order

PROJECT: (Name and address) 19.18 STC NAH Campus & Starr County Campus Student Services	CONTRACT INFORMATION: Contract For: General Construction	CHANGE ORDER INFORMATION: Change Order Number: 004
Renovations McAllen, TX and Rio Grande City, TX	Date: Sept. 9, 2020	Date: April 5, 2021
OWNER: (Name and address) South Texas College (STC) 3200 W. Pecan Blvd.	ARCHITECT: (Name and address) Gignac & Associates 3700 N. 10th Street, Suite 205	CONTRACTOR: (<i>Name and address</i>) Holchemont, LTD 900 N. Main St.
McAllen, TX 78501	McAllen, TX 78501	McAllen, TX 78501
	A/C.	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.) STARR - PR-06 PCO-06 - Credit for overhead coiling doors -\$9,700.00 STARR - PR-07 PCO-07 - Additional electrical raceway at island millwork \$836.00

NAH - PR-02 PCO-07 - Additional receptacle and data box at Testing Room \$280.00 NAH - Millwork revisions at cashier's windows \$288.00

Office Signage \$1,894.00

Sub-total adds = \$3,298.00 O&P at 10% = \$329.80 Sub-total credits = -\$9,700.00

TOTAL CHANGE ORDER AMOUNT = CREDIT \$6,072.20

Additional days:	
Office Signage	5
Recessed power / data power strip	3
Additional receptacle / data at testing area	4
Add'l p-lam / modification to Cashier	3
Winter storm - STC closed	5
Bullet resistant glazing delivery delay	15
Total additional days	35 calendar days

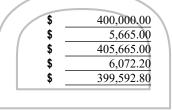
The original Contract Sum was

The net change by previously authorized Change Orders The Contract Sum prior to this Change Order was The Contract Sum will be decreased by this Change Order in the amount of The new Contract Sum including this Change Order will be

The Contract Time will be increased by thirty-five (35) days. The new date of Substantial Completion will be March 26, 2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

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NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Gignac & Associates

ARCHITECT (Firm name)

Holchemont, LTD CONTRACTOR (Firm name) South Texas College (STC) OWNER (Firm name)

SIGNATURE

Raymond Gignac, AIAPrincipal
PRINTED NAME AND TITLE

February 26, 2021

SIGNATURE

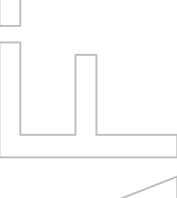
Michael Montalvo, Manager
PRINTED NAME AND TITLE

DATE

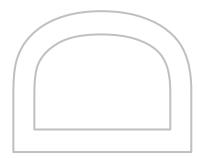
SIGNATURE

College President
PRINTED NAME AND TITLE

DATE







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Review and Action as Necessary on Contracting Construction Services for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus

Approval to contract construction services for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus Project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the deferred maintenance of the roofs district-wide.

Scheduling Priority

This renewals & replacements project is part of the district wide deferred maintenance plan, and has been reviewed by the Facilities Planning & Construction department, the President's Cabinet, the Facilities Committee, and the Board of Trustees. It is scheduled as a non-educational space improvement to perform deferred maintenance of the roofs at the Mid Valley, Dr. Ramiro R. Casso Nursing and Allied Health, and Starr County Campuses.

Background

On May 30, 2019, the Board approved contracting design services with BEAM Professionals, a PBK Company. The architect evaluated the existing roofs, provided recommendations to the Board, and prepared construction documents accordingly.

Mid Valley Campus			
Building Letter Building Name		Year of Roof Installation	
Building D	Workforce Center	2004	
Building E Library (partial roof) 2004		2004	
Building FStudent Union (previously Student Services- partial roof)2004		2004	
Building G	North Academic	2004	

The architect recommended providing a roof coating system for the following buildings:

Dr. Ramiro R. Casso Nursing and Allied Health Campus		
Building Letter	Building Name	Year of Roof Installation
Building A	NAH East	2000 and 2004

Starr County Campus		
Building Letter Building Name		Year of Roof Installation
Building A	Administration/Bookstore	1998
Building B	Center for Learning Excellence	1998
Building C	North Academic	1998
Building D	Workforce Center2004	
Building E	ding E South Academic 2004	
Building F	Cultural Arts Center	2004
Building G	Student Services (partial roof)	2004
Building H	Building HStudent Activities Center (partial roof)2004	

The selected roofs for this project have been in place between 17 and 23 years. On August 25, 2020, the Board approved the architect's recommendations for the deferred maintenance of the roofs, and authorized the solicitation of construction services for this project.

Solicitation of competitive sealed proposals for this project began on January 27, 2021. A total of seven (7) sets of construction documents were issued to vendors and plan rooms. A total of three (3) proposals were received on February 18, 2021. The Request for Proposals allows for multiple contract awards. The proposals were evaluated individually by campus.

Timeline for Solicitation of Competitive Sealed Proposals		
January 27, 2021	Solicitation of competitive sealed proposals began.	
February 18, 2021	Three (3) proposals were received.	

Proposed Contractors and Alternate #1

College staff reviewed and evaluated the competitive sealed proposals and recommend Argio Roofing & Construction LLC (Argio) as the highest ranked in the amount of \$756,295 for the Mid Valley Campus, American Roofing USA as the highest ranked in the amount of \$266,000 for the Nursing and Allied Health Campus, and Sechrist-Hall Company. as the highest ranked in the amount of \$862,055 for the Starr County Campus. The recommended proposals include the base bid and pricing for Alternate #1, which calls for safety railing at the roof hatches to meet current building codes. The contractors' bid proposals are listed below:

Campus	Highest Ranked Contractor		Highest Ranked Proposal Base Bid	Alternat e #1	Total Bid Proposal	Variance
Mid Valley Campus	Argio Roofing & Construction	\$860,000	\$746,149	\$10,146	\$756,295	\$103,705
Nursing and Allied Health Campus	American Contracting USA	150,000	263,000	3,000	266,000	(116,000)
Starr County Campus	Sechrist-Hall Company	770,000	853,055	9,000	862,055	(92,055)
Total Amount		\$1,780,000	\$1,862,204	\$22,146	1,884,350	(\$104,350)

Funding Source

Funds for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus Project 2019-030R are budgeted in the FY 2020-2021 Renewals & Replacements Fund in the amount of \$1,780,000 for construction. Additional funds in the Renewals & Replacements Fund are available to cover the deficit.

Source of Funding	Campus	Estimated Budget					
Renewals & Replacements Fund	Mid Valley Campus	\$860,000					
Renewals & Replacements Fund	Nursing and Allied Health Campus	150,000					
Renewals & Replacements Fund	Starr County Campus	770,000					
Total .	Total Amount						

Alternate #1

Staff requested for the contractor's proposals to include an alternate for safety railing around the existing roof hatches for fall protection. The safety railings are required as part of the new 2018 International Building Code (IBC) and Occupational Safety and Health Administration (OSHA) requirements which went into effect in 2021. Staff recommends including the Alternate#1 proposals as part of the contractor's bids.

Reviewers

The proposals have been reviewed by College staff from BEAM Professionals, Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

April 27, 2021 Regular Board Meeting Page 68, Revised 04/23/2021 @ 9:31 AM

Enclosed Documents

Site plans of the projects are enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Argio in the amount of \$756,295 for the Mid Valley Campus, American Roofing USA in the amount of \$266,000 for the Nursing and Allied Health Campus, and Sechrist-Hall Company in the amount of \$862,055 for the Starr County Campus, for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus, Project as presented.

There was discussion at the Committee meeting whether the College had an option to go with the lowest bidder when it was not the best value proposal. Legal counsel advised that the College is obligated to selected the best value proposal, as determined by the Board-approved evaluation criteria and weights. Staff evaluators used this Boardapproved criteria and weights in their review and ranking of these proposals.

To allow further discussion as needed, this item has been removed from the consent agenda portion of the Board's review of Facilities Committee recommendations.

Recommendation:

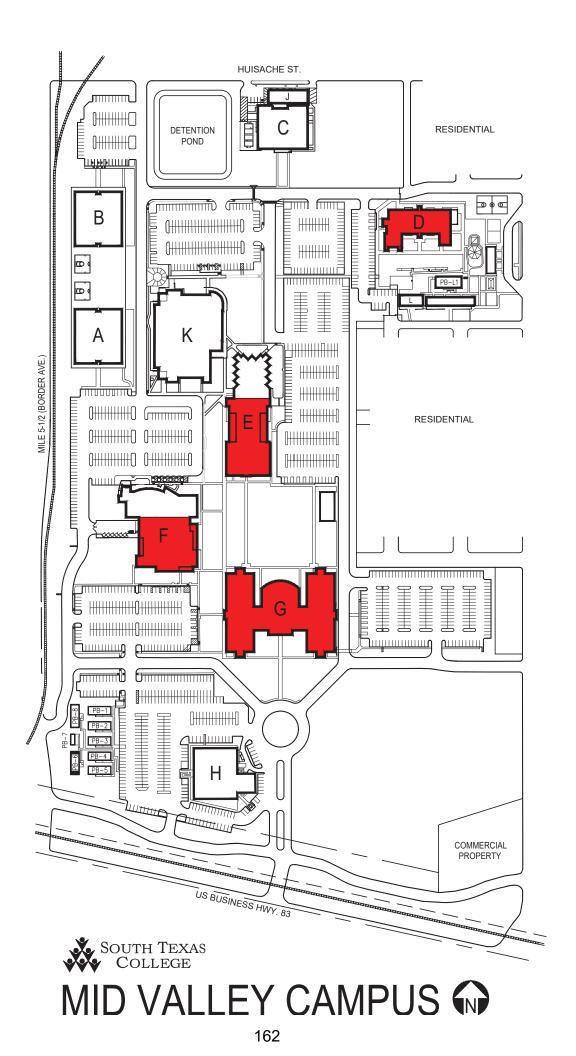
It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Argio in the amount of \$756,295 for the Mid Valley Campus, American Roofing USA in the amount of \$266,000 for the Nursing and Allied Health Campus, and Sechrist-Hall Company in the amount of \$862,055 for the Starr County Campus, for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus, Project as presented.

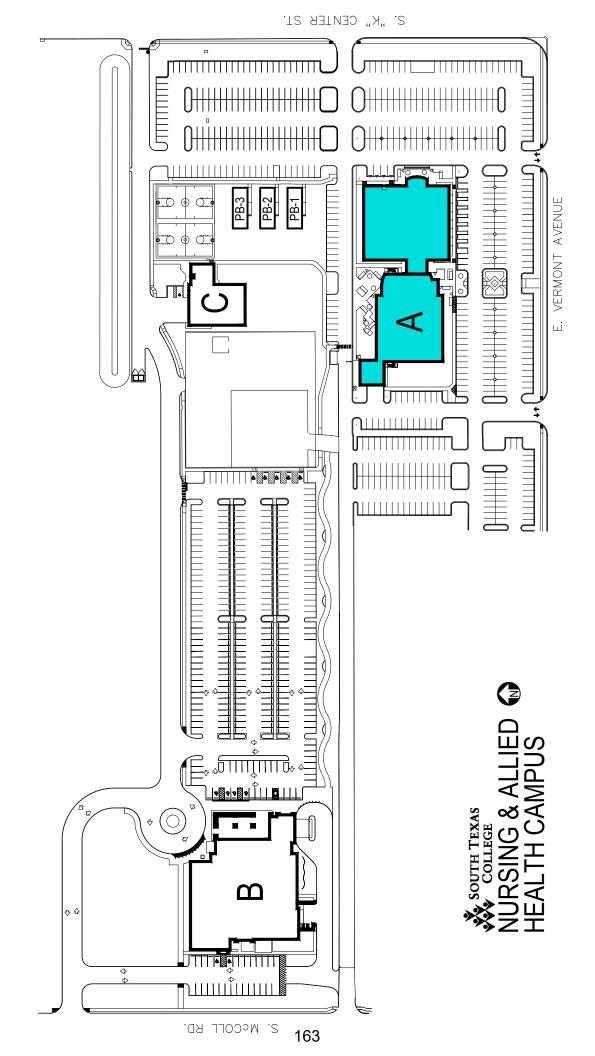
The Following Minute Order is proposed for consideration by the Board of Trustees:

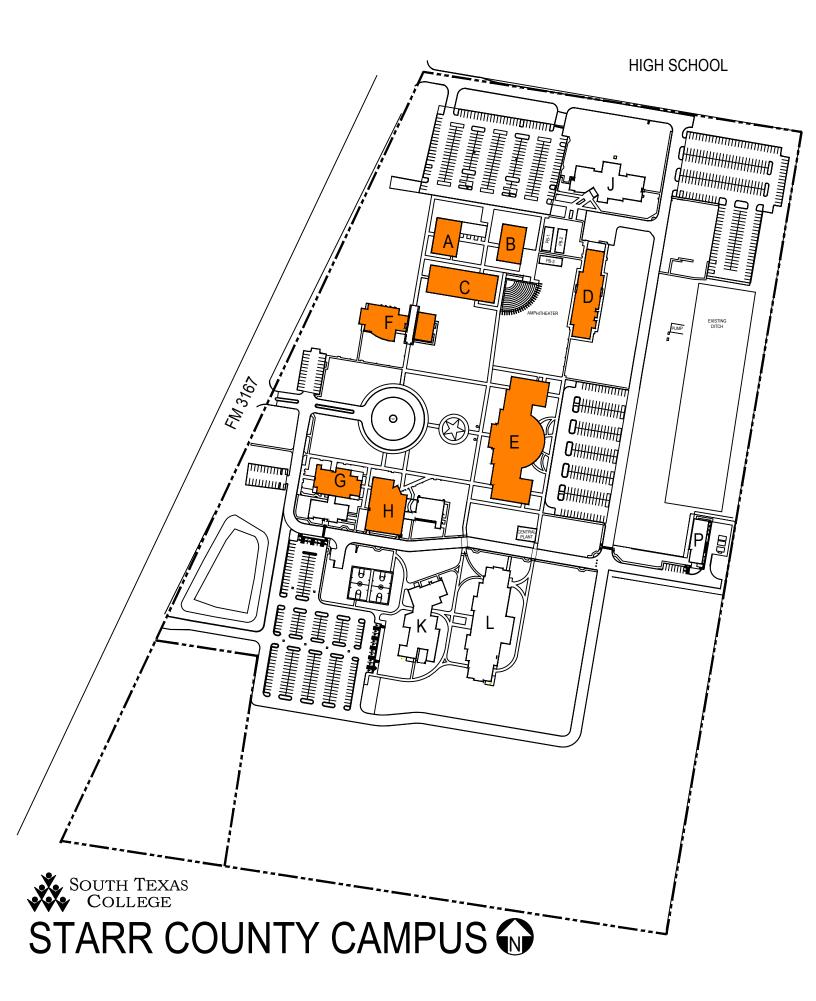
The Board of Trustees of Trustees of South Texas College approves and authorizes contracting construction services with Argio in the amount of \$756,295 for the Mid Valley Campus, American Roofing USA in the amount of \$266,000 for the Nursing and Allied Health Campus, and Sechrist-Hall Company in the amount of \$862,055 for the Starr County Campus, for the Deferred Maintenance of District Wide Roofs at Mid Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, and Starr County Campus Project as presented.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President







SOUTH TEXAS COLLEGE DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS PROJECT NO. 20-21-1024

VENDOR Contracting USA, Inc. Construction, LLC. Sechrist-Hall Company ADDRESS 1606 \$S Reynolds St 29729 Norman Rd 2826 W Expvay 83 CITY/STATE/ZIP Rio Hondo, TX 78583 Rio Hondo, TX 78583 Rio Hondo, TX 78583 Rio Hondo, TX 78583 PHONE (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507 (956) 748-9507			American	ARIGO Roofing &			
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Alternate No. 3 - Building B Roof Recovery as drawn and noted on drawings 18 Alternate No. 3 - Starr County Campus \$ 116,000.00 \$ 138,679.00 \$ 112,490.00 19 Additional Working Days 45 days 30 days 15 days Alternate No. 4 - Building C Roof Recovery as drawn and noted on drawings 20 Alternate No. 4 - Starr County Campus \$ 253,000.00 \$ 248,140.00 \$ 204,560.00	17	Additional Working Days			· · · · · · · · · · · · · · · · · · ·		
18 Alternate No. 3 - Starr County Campus \$ 116,000.00 \$ 138,679.00 \$ 112,490.00 19 Additional Working Days 45 days 30 days 15 days Alternate No. 4 - Building C Roof Recovery as drawn and noted on drawings 20 Alternate No. 4 - Starr County Campus \$ 253,000.00 \$ 248,140.00 \$ 204,560.00	Alte	rnate No. 3 - Building B Roof Recoverv as					
19 Additional Working Days 45 days 30 days 15 days Alternate No. 4 - Building C Roof Recovery as drawn and noted on drawings 20 Alternate No. 4 - Starr County Campus \$ 253,000.00 \$ 248,140.00 \$ 204,560.00					\$ 112 490 00		
Alternate No. 4 - Building C Roof Recovery as drawn and noted on drawings 20 Alternate No. 4 - Starr County Campus \$ 253,000.00 \$ 248,140.00 \$ 204,560.00	19	Additional Working Days	· · · · · · · · · · · · · · · · · · ·				
20 Alternate No. 4 - Starr County Campus \$ 253,000.00 \$ 248,140.00 \$ 204,560.00	Alte	rnate No. 4 - Building C Roof Recovery as					
					\$ 204,560.00		
	21	Additional Working Days	90 days	30 days	25 days		

SOUTH TEXAS COLLEGE DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS PROJECT NO. 20-21-1024

	American	ARIGO Roofing &	a 11. mm		
VENDOR	Contracting USA, Inc.	Construction, LLC.	Sechrist-Hall Company		
ADDRESS	1606 S Reynolds St	29729 Norman Rd	2826 W Expway 83		
CITY/STATE/ZIP	Rio Hondo, TX 78583	Rio Hondo, TX 78583	Harlingen, TX 78552		
PHONE	(956) 748-4030	(956) 748-9507	(956) 423-7086		
CONTACT	Leticia Barcenas	Rogerio Escobedo	J. Carlos Coronado		
# Description	Proposed	Proposed	Proposed		
Summary Total: Base Proposal and Alternate	No. 1				
Base Proposal with Alternate No. 1 - Nursing and Allied Health Campus	\$ 266,000.00	\$ 318,223.00	\$ 304,745.00		
TOTAL EVALUATION POINTS	91.45	85.32	87.79		
RANKING	1	3	2		
Base Proposal with Alternate No. 1 - Mid Valley Campus	\$ 851,000.00	\$ 756,295.00	\$ 968,777.00		
TOTAL EVALUATION POINTS	86.44	92.7	83.65		
RANKING	2	1	3		
Base Proposal with Alternate No. 1 - Starr County Campus	\$ 875,000.00	\$ 854,880.00	\$ 862,055.00		
TOTAL EVALUATION POINTS	90.41	92.7	93.4		
RANKING	3	2	1		

		EVALU	ATION SUM	IANI				
	VENDOR		Contracting ., Inc.		oofing & tion, LLC.	Sechrist-Ha	ll Company	
	ADDRESS	1606 S R	eynolds St	29729 N	orman Rd	2826 W E	xpway 83	
	CITY/STATE/ZIP	Rio Hondo	, TX 78583	Rio Hondo	, TX 78583	Harlingen,	TX 78552	
	PHONE		48-4030		48-9507	(956) 42		
	CONTACT		Barcenas		Escobedo	J. Carlos		
	CONTACT	45	Darcenas	37.62	Liscobedo	39.27	Corollado	
		45		37.62	+	39.27		
1	The Respondent's price proposal.	45	45	37.62	37.62	39.27	39.27	
	(up to 45 points)	45		37.62	ł	39.27		
		45		37.62	ł	39.27		
		9		8		9		
	The Respondent's experience and	9		9		9		
2	reputation.	8.5	8.7	8.5	8.5	8.5	8.7	
	(up to 10 points)	9		9]	9		
		8		8		8		
		9		8		9		
	The quality of the Respondent's goods			9	ļ	8		
3	or services.	8.5	8.4	8.5	8.4	8.5	8.3	
	(up to 10 points)	8.5		8.5		8		
		8		8		8		
		3.5		4		4		
	The Respondent's safety record. (up	4	2.6	4	2.0	5	4.2	
4	to 5 points)	3.5	3.6	4	3.9	4.5	4.3	
		4		4	+	4		
		3 7		3.5		4		
		7	- 7	6	7.1	7		
5	The Respondent's proposed	7		8 7.5		8 7.5	7.3	
5	personnel. (up to 8 points)	7	,	7.5		7.5	1.5	
		7		7	+	7		
		8		7		8		
	The Respondent's financial capability	8		8	+	8		
6	in relation to the size and scope of the	8	8	8	7.6	8	8	
	project. (up to 9 point)	8		8	t	8		
	(up to y point)	8		7	†	8		
		4.5		5		5		
	The Respondent's organization and	5		5.5		5		
7	approach to the project.	5	4.7	5	5.2	5	5.1	
	(up to 6 points)	5		5.5	-	5.5		
		4		5		5		
		6.05		7	ļ	6.82		
6	The Respondent's time frame for	6.05		7	_	6.82	6.07	
8	completing the project. (up to 7 points)	6.05	6.05	7	7	6.82	6.82	
	(up to / points)	6.05		7	ł	6.82		
	l	6.05		7		6.82		
TC	OTAL EVALUATION POINTS	91	.45	85	.32	87.79		
RA	ANKING		1		3	2	2	
-								

SOUTH TEXAS COLLEGE DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -NURSING AND ALLIED HEALTH CAMPUS - PROJECT NO. 20-21-1024 EVALUATION SUMMARY

			LUATION SUN					
	VENDOR		ntracting USA, nc.		oofing & tion, LLC.	Sechrist-Ha	ll Company	
	ADDRESS	1606 S R	eynolds St	29729 N	orman Rd	2826 W E	xpway 83	
	CITY/STATE/ZIP	Rio Hondo	o, TX 78583	Rio Hondo	, TX 78583	Harlingen,	TX 78552	
	PHONE	(956) 7	48-4030	(956) 74	48-9507	(956) 42	23-7086	
	CONTACT		Barcenas	Rogerio	Escobedo	J. Carlos	Coronado	
		39.99		45		35.13		
		39.99		45		35.13		
1	The Respondent's price proposal. (up to 45 points)	39.99	39.99	45	45	35.13	35.13	
	(up to 45 points)	39.99		45		35.13		
		39.99		45		35.13		
		9		8		9		
	The Personal ant's experience and	9		9		9		
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.7	8.5	8.5	8.5	8.7	
	reparation: (up to re points)	9		9		9		
		8		8		8		
		9		8		9		
	The quality of the Respondent's	8		9		8		
3	8	8.5	8.4	8.5	8.4	8.5	8.3	
	(up to 10 points)	8.5		8.5		8		
		8		8		8		
		3.5		4		4		
	The Respondent's safety record. (up to 5 points)	4		4		5		
4		3.5	3.6	4	3.9	4.5	4.3	
		4		4		4		
		3		3.5		4		
		7	_	6		7		
	The Respondent's proposed	7	_	8		8		
5	personnel. (up to 8 points)	7	7	7.5	7.1	7.5	7.3	
		7	_	7		7		
		7		7		7	<u> </u>	
	The Respondent's financial	8	_	7		8		
	capability in relation to the size and	8		8		8		
6	scope of the project.	8	8	8	7.6	8	8	
	(up to 9 point)	8	_	8		8		
		8		7		8		
		4.5	-	5		5		
7	The Respondent's organization and approach to the project.	5	4.7	5.5	5.2	5	5 1	
/	(up to 6 points)	5	4./	5 5.5	5.2	5	5.1	
	(ap to 0 points)	5	-	5.5		5.5		
				5 7		5		
		6.05 6.05	-	7		6.82 6.82		
8	The Respondent's time frame for completing the project.	6.05	6.05	7	7	6.82	6.82	
0	(up to 7 points)	6.05	0.05	7		6.82	0.02	
		6.05	-	7		6.82		
тс	DTAL EVALUATION POINTS		5.44		2.7	83.65		
RA	NKING		2		1	3	3	

SOUTH TEXAS COLLEGE DISTRIC WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -MID VALLEY CAMPUS - PROJECT NO. 20-21-1024 EVALUATION SUMMARY

-									
	VENDOR		ntracting USA, nc.		oofing & tion, LLC.	Sechrist-Ha	ll Company		
	ADDRESS	1606 S R	eynolds St	29729 N	orman Rd	2826 W E	xpway 83		
	CITY/STATE/ZIP	Rio Hondo	o, TX 78583	Rio Hondo	, TX 78583	Harlingen,	TX 78552		
	PHONE	(956) 7	48-4030	(956) 74	48-9507	(956) 42	23-7086		
	CONTACT		Barcenas		Escobedo		Coronado		
		43.96	Bureenus	45	Licobedo	44.62	Coronado		
		43.96		45	-	44.62			
1	The Respondent's price proposal.	43.96	43.96	45	45	44.62	44.62		
	(up to 45 points)	43.96		45		44.62			
		43.96		45		44.62			
		9		8		9			
		9		9		9			
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.7	8.5	8.5	8.5	8.7		
	reputation. (up to 10 points)	9		9		9			
		8		8		8			
		9		8		9			
		8		9		8			
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	8.4	8.5	8.4	8.5	8.3		
	services. (up to 10 points)	8.5		8.5		8			
		8		8		8			
		3.5		4		4			
		4		4	1	5			
4	The Respondent's safety record.	3.5	3.6	4	3.9	4.5	4.3		
	(up to 5 points)	4		4		4			
		3		3.5		4			
		7		6		7			
		7		8		8			
5	The Respondent's proposed personnel.	7	7	7.5	7.1	7.5	7.3		
	(up to 8 points)	7		7		7			
		7		7		7			
		8		7		8			
	The Respondent's financial capability in	8		8		8			
6	relation to the size and scope of the	8	8	8	7.6	8	8		
	project. (up to 9 point)	8		8		8			
		8		7		8			
		4.5		5		5			
	The Respondent's organization and	5]	5.5		5			
7	approach to the project.	5	4.7	5	5.2	5	5.1		
	(up to 6 points)	5]	5.5		5.5			
		4		5		5			
		6.05		7		6.82			
	The Respondent's time frame for	6.05		7		6.82			
8	completing the project.	6.05	6.05	7	7	6.82	6.82		
	(up to 7 points)	6.05		7		6.82			
		6.05		7		6.82			
тс	TAL EVALUATION POINTS	90	0.41	92	2.7	93.14			
R A	NKING		3		2				
14/1	United		5		-				

SOUTH TEXAS COLLEGE DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -STARR COUNTY CAMPUS - PROJECT NO. 20-21-1024 EVALUATION SUMMARY



Project Fact Sheet 4/5/2021

	District Wide - I	Deferred Main	tenance of Roofs			Project No.	2019-030R	
				Original Budget	Revised Budget	<u>Actual</u> Expenditures To Date	Variance of Revised Budget vs. Actual Expenditures To Date	Variance of Original Budget vs. Actual Expenditures To Date
Funding Source(s):	Renewals & Repla	cements Fund	Construction: Design: Miscellaneous: FFE: Technology: Total:	\$1,880,000 188,000 15,000 0 0	\$1,780,000 154,400 15,000 0 0	\$0 86,051 - - 0	\$1,780,000 68,349 15,000 - 0	\$1,880,000 101,949 15,000 0 \$ 1,996,949
Architect: Contractor:	BEAM Professionals, a PBK Company TBD		Board Approval of Schematic Design	8/25/2020				
STC FPC Project Manager:	Martin Villarreal		<u>Substantial</u> <u>Completion</u>	TBD	<u>Board</u> <u>Acceptance</u> Board	TBD		
			Final Completion	TBD	Acceptance	TBD		
Proje	ct Description				Project Scope	•		
	1	1	county campus.	Projected Timel	ne			
	Schematic Design	of Contractor	Construction Start Date	Substantial Completion Date			FFE Complet	ion of Move In
5/30/2019	8/25/2020	4/27/2021				6/2021	1	N/A
Fiscal Vear	Construction	Design					Project Total	
				\$ -			rioject lotal	\$14,000.00
2020-21	\$0.00	\$72,051.00						
	\$0.00	COC 0E1 00						
Bit Project Description Board Approval of computed to approval								
Project Total	<i></i>	\$86,051.00			\$-			
4/13/2021: Review and Recomm	<u>.</u>		Current Age	nda Item		d Valley Campus, Dr. Ra	amiro R. Casso Nursing and A	\$86,051.00

Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the Board.

South Texas College Monthly Construction Report Fiscal Year 2020 - 2021 As of April 5, 2021

Total Project Budget Summary	Unex	FY21 pended Plant Fund		FY21 enewals & placements
Total Construction Project Budget	\$	10,982,474	•	4,883,890
Previously Approved Projects for September - March 2021		(3,374,482)		(471,919)
Proposed Project(s) for the Month of April 2021		(976,100)		-
Total Project Budget Balance	\$	6,631,892	\$	4,411,971

Project	Project Name	Total Project I	Budget/Actual*
Reference #		CIP Fund	R&R Fund
Board Approve	d on September 22, 2020		
2020-008C	Pecan Campus Business and Science Building G Classroom Conversion of Two (2) Classrooms to Geology Labs - CO	\$ 267,700	\$-
2020-002C	Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations	142,538	-
2019-047R	Mid Valley Campus Drainage Improvements Phase I - CO	-	302,919
2018-019R	Asphalt Resurfacing for the Northwest Drive - CO	-	92,971
Total Board Ap	proved on September 22, 2020	\$ 410,238	\$ 302,919
Board Approve	d on October 27, 2020		
2021-011R	Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement	\$ -	\$ 169,000
2019-019C	Regional Center for Public Safety Excellence Additional Chiller Installation Project - CO	170,000	-
2020-019C	District Wide Automatic Door Openers Phase IV	95,120	-
2020-022C	Regional Center for Public Safety Excellence Site Drainage Improvements Conditions	356,255	-
Total Board Ap	proved on October 27, 2020	\$ 265,120	\$ 169,000
Board Approve	d on November 24, 2020		
2019-015C	Regional Center for Public Safety Excellence Indoor Shooting Range - CO	\$ 291,972	\$-
Total Board Ap	proved on November 24, 2020	\$ 291,972	\$-

South Texas College Monthly Construction Report Fiscal Year 2020 - 2021 As of April 5, 2021

Project	Project Name	Total Project	Budg	get/Actual*	
Reference #		CIP Fund		R&R Fund	
Board Approve	d on January 26, 2021				
2016-014C1	Pecan Campus Sand Volleyball Court Sand Replacement - CO	\$ 44,450	\$	-	
2019-009C	Mid Valley Campus Student Union Bldg F. Renovation of Cashiers and Career & Employer Services Areas - CO	308,666	\$	-	
Total Board Ap	proved on January 26, 2021	\$ 353,116	\$	-	
Board Approve	d on February 23, 2021				
2016-018C	Pecan Campus Library Building F Renovation and Expansion - CO	\$ 1,442,266	\$	-	
2019-006C	Nursing and Allied Health Campus East Building A Student Services Renovation - CO	375,270	\$	-	
2018-020C	Starr County Campus Student Services Building G Cashiers and Veterans Affairs Areas Renovation - CO	236,500	\$	-	
Total Board Ap	proved on February 23, 2021	\$ 2,054,036	\$	-	
Pending Board	Approval on April 27, 2021				
2019-016C	Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles	\$ 285,500	\$	-	
2019-017C	Regional Center for Public Safety Excellence Canopy for Students and Instructors	247,000		-	
2019-020C	Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G.) Fire Training Area	443,600	0 -		
Total Pending I	Board Approval on April 27, 2021	\$ 976,100	\$	-	
Current Total	Project Budget	\$ 4,350,582	\$	471,919	

* Actuals costs will be updated as project progresses.

CO - Carry over project from previous year.

South Texas College Unexpended Plant Fund - Capital Improvement Projects (CIP) Project Status FY 2020 - 2021

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance FY202	1 Budget	Priority Status	Upcoming Boa	rd Meeting Item	Architect/ Engineering Firm	Contractor
									Pec	an Campus								A		
	isiness and Science Building G assroom Renovation	SS					•					\$ 275,003	\$ 9,702	\$ 265,301 \$	267,700	High	TBD	Approval of Substantial Completion	EGV Architects	Tri-Gen Constrcution
2 Sa	and Volleyball Courts	DV					•					\$ 113,008	\$ 91,879	\$ 21,129 \$	-	High	N/A		Alvarado Architects & Assoc.	NM Contracting, LLC (Terminated
	nd Volleyball Courts - Sand eplacement	DV							•			\$ 43,711	\$ 51,479	\$ (7,768) \$	44,450	High	April 2021	Approval of Final Completion	Alvarado Architects & Assoc.	Limon Masonry
	orary Building F Renovation d Expansion	DV			•							\$ 1,572,047	\$ 265,116	\$ 1,306,931 \$ 1,	,442,266	High	January 2022	Approval of Construction Documennts	ERO Architects	TBD
5 M	ormation Technology Building Office and Work Space enovation	MV									•	\$ 624,445	\$ 558,140	\$ 66,305 \$	499,435	Completed	N/A		Boultinghouse Simpson Gates Architects	Noble Texas Builders
	udent Activities Center Building Cafeteria Renovation	MV									•	\$ 957,600	\$ 720,789	\$ 236,811 \$	195,627	Completed	N/A		EGV Architects	Noble Texas Builders
	udent Services Building K enovations	TBD	•									\$ 26,200	\$-	\$ 26,200 \$	26,200	Medium	June 2021	Approval of Schematic Design	TBD	N/A
	ew Continuing Education illding	RC	•									\$ 398,160	\$-	\$ 398,160 \$	398,160	Low	TBD	TBD	TBD	TBD
Pecan	Campus Subtotal											\$ 4,010,174	\$ 1,697,104	\$ 2,313,070 \$ 2,	,873,838					
									Pe	can Plaza										
	est Building C Kinesiology enovation	MV					•					\$ 36,909	\$ 6,739	\$ 30,170 \$	142,538	High	TBD	Approval of Substantial Completion	Alvarado Architects & Assoc.	Tri-Gen Constrcution
	iman Resources Building A enovation	RG					•					\$ 141,000	\$-	\$ 141,000 \$	141,000	Medium	N/A		N/A	O&M
	iman Resources Building A try Court Yard Improvements	DV					•					\$ 16,000	\$-	\$ 16,000 \$	16,000	High	N/A		N/A	Limon Masonry
ecan	Plaza Subtotal											\$ 193,909	\$ 6,739	\$ 187,170 \$	299,538					
									Mid-V	alley Camp	us									
12 Stu Re	udent Union Building F enovation	SS									•	\$ 389,224	\$ 312,140	\$ 77,084 \$	308,666	Completed	N/A		ROFA Architects	Noble Texas Builders
3 Bu	enter for Learning Excellence illding A Renovation of Space Supplemental Instruction	DV		•								\$ 224,200	\$ 2,008	\$ 222,192 \$	223,200	High	TBD	TBD	The Warren Group Architects	TBD
/lid Va	alley Campus Subtotal											\$ 613,424	\$ 314,148	\$ 299,276 \$	531,866					
-									Techn	ology Camp	ous									
4 A 8	nerging Technologies Building & Advanced Technical Careers ilding B Renovation	SS			•							\$ 151,320	\$ 6,670	\$ 144,650 \$	150,500	High	September 2021	Approval of Master Plan	EGV Architects	TBD
	ology Campus Subtotal											\$ 151,320	\$ 6,670	\$ 144,650 \$	150,500					

South Texas College Unexpended Plant Fund - Capital Improvement Projects (CIP) Project Status FY 2020 - 2021

Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move in	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2021 Budget	Priority Status	Upcoming Boa	rd Meeting Item	Architect/ Engineering Firm	Contractor
		L.	l				Nursi	ng and Allie	ed Health Ca	mpus Subto	otal				1				
15 East Building A Student Services Renovation	SS						•				\$ 396,616	\$ 248,930	\$ 147,686	\$ 375,270	High	April 2021	Approval of Final Completion	Gignac Architects	Holchemont
16 West Entry Campus Sign	DV									•	\$ 80,353	\$ 62,007	\$ 18,346	\$ 60,000	Completed	N/A		N/A	Limon Masonry
Nursing and Allied Health Campus	Subtotal										\$ 476,969	\$ 310,938	\$ 166,031	\$ 435,270					
								Starr 0	County Cam	pus									
17 Student Services Building G Renovation	SS						•				\$ 247,380	\$ 186,528	\$ 60,852	\$ 236,500	High	April 2021	Approval of Final Completion	Gignac Architects	Holchemont
18 Workforce Center Building D Welding Expansion	MV		•								\$ 230,820	\$ 820	\$ 230,000	\$ 230,000	Low	June 2021	Approval of Schematic Design	Gignac Architects	TBD
Starr County Campus Subtotal											\$ 478,200	\$ 187,349	\$ 290,851	\$ 466,500					
							Regio	nal Center f	or Public Sa	fety Excelle	nce								
19 Shooting Range (Previously Target Range)	DV			•							\$ 296,092	\$ 14,780	\$ 281,312	\$ 291,972	High	May 2021	Approval of Schematic Design	PBK Architects	TBD
20 Canopy for Safety Training Vehicles	TBD	•									\$ 285,500	\$-	\$ 285,500	\$ 285,500	Low	April 2021	Approval for Solicitation of Architects	TBD	TBD
21 Canopy for Students/Instructors	TBD	•									\$ 247,000	\$-	\$ 247,000	\$ 247,000	Low	April 2021	Approval for Solicitation of Architects	TBD	TBD
22 Fire Training Area	TBD	•									\$ 443,600	\$-	\$ 443,600	\$ 443,600	Low	April 2021	Approval for Solicitation of Architects	TBD	TBD
23 Site Drainage Improvements	RG			•							\$ 380,885	\$ 40,375	\$ 340,510	\$ 356,255	High	April 2021	Approval of Construction Services	Perez Consulting Engineers	TBD
24 Chiller Installation	MV			•							\$ 170,000	\$-	\$ 170,000	\$ 170,000	High	June 2021	Approval of Construction Services	Halff Associates, Inc	TBD
25 Cityscape Remediation	RG									•	\$ 129,500	\$ 103,535	\$ 25,965	\$ 129,500	Completed	N/A		Perez Consulting Engineers	Noble Texas Builders
Regional Center for Public Safety I	Excellence Su	ıbtotal									\$ 1,952,577	\$ 158,691	\$ 1,793,886	\$ 1,923,827					
								ligher Educ	ation Cente	r La Joya									
Exterior Building and Wayfinding 26 Signage (Wayfinding Signage Only)	DV									•	\$ 59,144	\$ 31,463	\$ 27,681	\$ 36,400	Completed	N/A		N/A	Innerface Architectural Signage/Cast Con
Higher Education Center La Joya S	Subtotal										\$ 59,144	\$ 31,463	\$ 27,681	\$ 36,400					

South Texas College Unexpended Plant Fund - Capital Improvement Projects (CIP) Project Status FY 2020 - 2021

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project	Amount Paid	Total Project Balance	FY2021 Budget	Priority Status	Upcoming Bo	pard Meeting Item	Architect/ Engineering Firm	Contractor
									Di	strict Wide										
27 Land		N/A	N/A									\$ 3,000,000 \$	-	\$ 3,000,000	\$ 3,000,000	N/A	N/A		N/A	N/A
28 Renovat	ation and Contingencies	N/A	N/A									\$ 659,296 \$	9,110	\$ 650,186	\$ 659,296	N/A	N/A		N/A	TBD
29 Outdoor	r Furniture	TBD		•								\$ 25,000 \$	-	\$ 25,000	\$ 25,000	N/A	N/A		N/A	TBD
30 Facility S	Signage	DV				•						\$ 49,632 \$	-	\$ 49,632	\$ 49,632	N/A	N/A		N/A	TBD
31 Remova	al of Existing Trees	TBD									•	\$ 24,687 \$	-	\$ 24,687	\$ 24,687	N/A	N/A		N/A	TBD
32 Automat	atic Doors Phase IV	RG			•							\$ 95,120 \$	-	\$ 95,120	\$ 95,120	Medium	July 2021	Approval of Construction Services	TBD	TBD
33 Campus	s Master Plan	TBD	•									\$ 375,000 \$	-	\$ 375,000	\$ 375,000	N/A	N/A		TBD	N/A
34 Fence E	Enclosures	MV			•							\$ 36,000 \$	-	\$ 36,000	\$ 36,000	Low	N/A		N/A	TBD
District Wid	de Subtotal											\$ 4,264,735 \$	9,110	\$ 4,255,625	\$ 4,264,735					
Totals			12	3	6	0	8	1	0	0	7	\$ 12,200,452 \$	2,722,212	\$ 9,478,240	\$ 10,982,474					

South Texas College Renewal and Replacement Projects Project Status FY 2020 - 2021

	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Mov Completion	ve In C	Completed	Total P Bud		mount Paid	Total Project Balance	FY2021 Budget	Priority Status	Upcoming Boa	ard Meeting Item	Architect/ Engineering Firm	Contractor
# Projects																				
								Pecan Campu	us									Ammanual of		
Information Technology Building M 1 Generator Replacement				•							\$2	80,000 \$	820	\$ 279,180	\$-	Low	July 2021	Approval of Construction Services	Halff Associates, Inc	TBD
Pecan Campus Subtotal											\$ 2	80,000 \$	820	\$ 279,180	\$-					
								Mid Valley Cam	npus											
2 Resurfacing Northwest Drive	SS									•	\$ 1	28,132 \$	132,254	\$ (4,122) \$ 92,971	Completed	N/A		PCE Consultants	McAllen Multi Services
3 Drainage Improvements Phase I	SS									•	\$4	59,202 \$	408,754	\$ 50,448	\$ 302,919	Completed	N/A		PCE Consultants	McAllen Multi Services
4 Roofing Replacement	MV				•						\$ 9	51,000 \$	37,377	\$ 913,623	\$ 947,123	High	April 2021	Approval of Construction Services	Beam Professionals	TBD
Mid Valley Campus Subtotal											\$ 1,5	38,334 \$	578,385	\$ 959,949	\$ 1,343,013					
							_	Technology Carr	npus		_				_		_	_		_
5 Advanced Technical Careers Building B Concrete Floor Repairs	DV									•	\$ 1	26,870 \$	120,613	\$ 6,257	\$ 20,000	Completed	N/A		CLH Engineering	5 Star Construction
Technology Campus Subtotal											\$1	26,870 \$	120,613	\$ 6,257	\$ 20,000					
						Dr.	Ramiro R. C	asso Nursing & A	Allied He	ealth Car	npus									
6 NAH East Building A Westside Elevators Refurbishment	RC/O&M					•					\$ 1	59,000 \$	-	\$ 159,000	\$ 159,000	Medium	TBD	Approval of Substantial Completion	N/A	Oracle Elevator
7 NAH East Building A Roofing Replacement	MV				•						\$ 1	66,077 \$	10,768	\$ 155,309	\$ 165,108	High	April 2021	Approval of Construction Services	BEAM Professionals	TBD
8 NAH East Building A Data Cabling Infrastructure Replacement	RC/O&M									•	\$ 1	61,677 \$	146,677	\$ 15,000	\$ 15,000	Completed	N/A		N/A	TBD
9 NAH East Building A Exterior Stair Repairs and Replacement	RG			•							\$ 1	69,000 \$	-	\$ 169,000	\$ 169,000	High	September 2021	Approval of Construction Services	Chanin Engineering, LLC	TBD
Nursing and Allied Health Campus Subtota	I										\$6	55,754 \$	157,445	\$ 498,309	\$ 508,108					
								Starr County Can	mpus											
10 Roofing Replacement	MV				•						\$8	32,323 \$	38,235	\$ 794,088	\$ 824,569	High	April 2021	Approval of Construction Services	Beam Professionals	TBD
Starr County Campus Subtotal											\$ 8	32,323 \$	38,235	\$ 794,088	\$ 824,569					

South Texas College Renewal and Replacement Projects Project Status FY 2020 - 2021

	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2021 Budget	Priority Status	Upcoming Boa	ard Meeting Item E	Architect/ ngineering Firm	Contractor
# Projects								District	Wide						_				
11 Irrigation System Controls Upgrade	RC/O&M				٠						\$ 143,685	\$-	\$ 143,685	\$ 71,200	Low	TBD		N/A	Aqua Tech
12 Fire Alarm Panel Replacement/Upgrade	RC/O&M				•						\$ 182,500	\$-	\$ 182,500	\$ 182,500	Low	TBD		N/A	TBD
13 Interior LED Lighting Upgrade	RC/O&M				•						\$ 219,950	\$ 96,639	\$ 123,311	\$ 110,000	Low	TBD		N/A	TBD
14 Ext. Walkway LED Lighting Upgrade Ph I	RC/O&M				•						\$ 49,000	\$-	\$ 49,000	\$ 49,000	Low	TBD		N/A	TBD
15 Interior Controls Upgrade	RC/O&M				•						\$ 76,500	\$ 25,923	\$ 50,577	\$ 76,500	Low	TBD		N/A	TBD
16 Floor Replacement	RG			•							\$ 532,042	\$-	\$ 532,042	\$ 504,000	Medium	August 2021	Update on Flooring Conditions	N/A	TBD
17 HVAC Upgrades	MV/O&M				•						\$ 660,000	\$-	\$ 660,000	\$ 660,000	Low	TBD		N/A	TBD
18 Exterior Lighting Upgrade	RC/O&M				•						\$ 279,000	\$ -	\$ 279,000	\$ 279,000	Low	TBD		N/A	TBD
19 Keyless Entry Access Upgrades	RC/O&M				•						\$ 39,626	\$ 8,702	\$ 30,924	\$ 25,000	Low	TBD		N/A	ADI
20 Renewals & Replacements	N/A	N/A									\$ 151,000	\$ 2,445	\$ 148,555	\$ 151,000	N/A	N/A		N/A	N/A
21 Water Tower Logo Replacments	RG		●								\$ 80,000	\$-	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
District Wide Subtotal											\$ 2,413,303	\$ 133,708	\$ 2,279,595	\$ 2,188,200					
Totals	0	0	0	2	11	1	0	0	0	4	\$ 5,846,584	\$ 1,029,206	\$ 4,817,378	\$ 4,883,890					

Review and Action as Necessary on Regional Center for Public Safety Excellence Cityscape Agreement

Legal counsel will provide an update on the Regional Center for Public Safety Excellence Cityscape Agreement.

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary regarding the Regional Center for Public Safety Excellence Cityscape Agreement.

The Following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of Trustees of South Texas College approves and authorizes action as necessary regarding the Regional Center for Public Safety Excellence Cityscape Agreement.

Approval Recommended:

David C. Plummer, M.B.A., Ed.D. Interim President

Consideration and Approval of Checks and Financial Reports

Board action is requested to approve the checks for release and the financial reports for the month of March 2021. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **March 2021**, and will respond to questions posed by the Board.

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

Recommendation:

It is recommended that the Board of Trustees approve and authorize the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of March 2021.

The following Minute Order is proposed for consideration by the Board of Trustees: The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of March 2021.

Approval Recommended:

David Plummer, M.B.A., Ed.D. Interim President

Consideration and Approval of Checks and Financial Reports

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

- 1) Release of Checks for \$25,000.00 \$125,000.00 Released Prior to Board Approval for March 2021.
- 2) Release of Checks for \$125,000.00 and Above Board of Trustees Approval Required for March 2021.
- 3) Release of Checks for \$125,000.00 and Above Released Prior to Board Approval for March 2021.
- 4) Release of Construction Fund Checks for March 2021.
- 5) Quarterly Investment Report and Money Market Accounts for March 2021.
- 6) Summary of Revenues for March 2021.
- 7) Summary of State Appropriations Revenue for March 2021.
- 8) Summary of Property Tax Revenue for March 2021.
- 9) Summary of Expenditures by Classification for March 2021.
- 10)Summary of Expenditures by Function for March 2021.
- 11)Summary of Auxiliary Fund Revenues and Expenditures for March 2021.
- 12)Summary of Grant Revenues and Expenditures for March 2021.
- 13)Summary of Bid Solicitations.
- 14)Summary of Purchase Orders.



President's Report

March 28, 2021 – April 24, 2021

<u>Week of March 28 – April 3, 2021</u>

- Review and Discussion of Board Actions and Recommendations of March 30, 2021 Meeting
- Continued Review and Discussion of Dual Credit Programs Interlocal Agreement (IA) with Partnering School Districts
- Review and Discussion of Dual Enrollment Course Deadline for Partnering School Districts
- Discussion of Next Steps for Establishment of STC Foundation
- Review and Discussion of STC Excellence Webpage Content
- Discussion of Date for Employees Working From Home to Return to Work on Campuses
- Met with Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, Daniel Ramirez, Director of Public Relations and Marketing, and Cynthia Blanco, Director of Records and Registrar to receive an update on commencement ceremony preparations and logistics.
- Participated in a virtual meeting with Chief Andy Harvey, City of Pharr Police Department to review and discuss the renewal of the Memorandum of Understanding between STC and the City of Pharr regarding the use of TCOLE license to conduce training required for the operation of the Police Academy/Peace Officer Certification.
- Met with Dr. Mario Salinas, Edinburg CISD Superintendent and his leadership team at the Nursing and Allied Health Campus to discuss enrollment for their current senior class. Dr. Salinas and staff were also provided a presentation of nursing and allied health programs and tour of the facility by Dr. Jayson Valerio, Dean for Nursing and Allied Heath.
- Met with Daniel Ramirez, Director of Public Relations and Marketing, Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Miguel Carranza, Associate Dean of Student Financial Services, Testing and Veteran Affairs to discuss and review the new "Power Up" campaign providing eligible students with HEERF Emergency Aid funds.
- Participated in the Commission on Accreditation for Respiratory Care Reaffirmation virtual site visit. Official report regarding their findings is expected this summer.
- Participated in virtual meeting with Mary Elizondo, Vice President for Finance and Administrative Services, Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, Patricia Mayland, Assistant to the Chief Operating Officer and Senior Vice President/Health Science Center and Vice Chancellor for Texas A&M University System, and Greg Hartman, Senior Vice President and COO of the Texas A&M Health Science Center to discuss possible opportunity and partnership for the expansion of nursing and allied health programs.
- Participated in conference call with Dr. Jose Gonzalez, McAllen ISD Superintendent to discuss enrollment of the senior class from the district.
- Participated in a conference call with Congressman Vicente Gonzalez to discuss possible federal funding to assist in the construction of the indoor shooting range at the Regional Center for Public Safety Excellence.

<u>Week of April 4 – April 10, 2021</u>

- Update and Discussion on Summer Marketing Program, "Power Up"
- Review and Discussion of Revision and Deletion of Policies
 - Revise Policy #4123: Drug free Workplace and Campus
 - Delete Policy #6320: Prohibition of Drugs and Alcohol on Campus



President's Report

March 28, 2021 – April 24, 2021

- Review and Discussion of Job Description and Duties for Positions
 - Starfish Administrator
 - Quality Enhancement Plan (QEP) Director
- Review and Discussion of Submittal of Performance Appraisal Reports
- Discussion of Late Fee for Cancellation of Dual Credit Sections Assigned to STC Faculty
- Participated in the *CEO Roundtable: Presidential Actions to Advance Transfer Students*, hosted by the Texas Pathways Institute. Meeting discussion focused on key actions to improve transfer outcomes in the following domains: institutional strategy, internal communications, financial and human capital investments, and external partnerships.
- Participated in a virtual meeting hosted the Texas Association of Community Colleges (TACC), to discuss federal COVID-19 relief funds and the TRUE initiative.
- Participated in a virtual meeting with Hidalgo County Judge, Richard Cortez to discuss partnership opportunity between College and County for expansion of health care programs.
- Met with Commissioner Everardo Villarreal, Hidalgo County Precinct #3 to discuss proposed trade training programs for the City of Mission/Precinct 3 area. Olivia De La Rosa, Director of Professional and Workforce Education and Victoria Cantu, STC Board Chair, Ms. Rose Benavidez, STC Board Trustee/Secretary, Mrs. Victoria Cantu, and Andrew Fish, Administrative Specialist for Board Relations participated in the meeting.
- Coordinated the agenda and back-up material for the April 13, 2021 Board Committee meetings.

<u>Week of April 11 – April 17, 2021</u>

- Review and Discussion of April 13, 2021 Board Committee Actions and Recommendations
- Student Enrollment Update Summer and Fall 2021
- Discussion of Hosting the 2022 National Summit for Dual Credit Programs
- Review and Discussion of Possible Changes to Public Relations and Marketing Department
 - Director of Public Relations and Marketing Job Description
 - Organizational Chart
- Discussion of Effective Communication Strategies for Marketing to Students
- Participated in virtual meeting with Sarita Brown, President for Excelencia in Education to discuss president's affiliation with Excelencia's network of Presidents for Latino Success, the College's efforts to accelerate Latino student success, and potential collaboration opportunities with Excelencia.
- Participated in virtual meeting with Mayor Ambrosio Hernandez, City of Pharr to discuss a potential partnership with Lone Star Bank.
- Participated in virtual meeting with Mr. Rene Ramirez, Pathfinder Public Affairs to discuss scope of services for the College for proposed projects.
- Participated in virtual meeting with Dr. Gregory Rodriguez, Edcouch Elsa Superintendent to discuss enrollment of the senior class from the district.
- Participated in a conference call with Hidalgo County Judge Richard Cortez and U.S. Senator John Cornyn's staff regarding availability of federal funding to assist the College in expanding its' nursing and allied health programs and development of an indoor shooting range at the Regional Center for Public Safety Excellence.



President's Report

March 28, 2021 – April 24, 2021

<u>Week of April 18 – April 24, 2021</u>

- Met with Sara Lozano, Dean for Business, Public Safety, and Technology, Jose Moroles, Director of Regional Center for Public Safety Excellence, Ricardo De La Garza, Director of Facilities, Planning, and Construction to discuss the development of a timeline for the construction of the indoor firing range at the Regional Center for Public Safety Excellence.
- Met with Daniel Ramirez, Director of Public Relations and Marketing and Ray Pedraza, Assistant Director of Public Relations and Marketing to discuss possibility of funding temporary positions through end of current fiscal year to aid in the development and production of materials to support Fall enrollment.
- Participated in a virtual meeting with Dr. Jorge Arredondo, PSJA ISD Superintendent and Matthew Hebbard, Vice President for Student Affairs and Enrollment Management to discuss enrollment of the senior class from the district.
- Met with Dr. Jose Gonzalez, McAllen ISD Superintendent and his leadership team at the Nursing and Allied Health Campus to discuss enrollment for their current senior class. Dr. Salinas and staff were also provided a presentation of nursing and allied health programs and tour of the facility by Dr. Jayson Valerio, Dean for Nursing and Allied Heath.
- Participated in virtual meeting hosted by the Hidalgo County Judge's Office regarding an update on COVID vaccination in the county and discuss the demand and distribution of vaccines.
- Met with various staff from the Student Affairs and Enrollment Management Division, Public Relations and Marketing Department, and Academic Affairs Division to review the live component for the upcoming Spring 2021 Commencement Exercises.
- Coordinated the agenda and back-up material for the April 27, 2021 Board meeting.

Announcements

- A. Next Meetings:
 - <u>Tuesday, May 4, 2021</u>
 > 10:00 a.m. Board Work Session
 - <u>Tuesday, May 18, 2021</u>
 - > 3:30 p.m. Education and Workforce Development Committee
 - ➢ 4:30 p.m. − Facilities Committee
 - > 5:30 p.m. Finance, Audit, and Human Resources Committee
 - <u>Tuesday, May 25, 2021</u>
 > 5:30 p.m. Regular Board Meeting
- B. Other Announcements:
 - The Spring 2021 Commencement Ceremony will be held live on Saturday, May 15 and broadcast to graduates participating from home.
 - The College will be closed on Monday, May 31, 2021 in observance of Memorial Day.

The following document was provided as a handout at the meeting.

SOUTH TEXAS COLLEGE DUAL USER VIRTUAL REALITY WELDING TRAINING SIMULATOR II PROJECT NO. 20-21-1045

	NAME	Airgas USA, LLC.	Alamo Iron Works	Technical Laboratory Systems, Inc.
	ADDRESS	201 N 23rd St	2771 Robindale Rd	P O Box 218609
	CITY/STATE/ZIP	McAllen, TX 78501	Brownsville, TX 78526	Houston, TX 77218
	PHONE	(956) 686-7622	(956) 243-8718	(800) 455-1088
	FAX			(281) 391-1113
	CONTACT	Roel J. Davila	Robert N. Garcia	Warner Brown
#	Description	Proposed	Proposed	Proposed
1	Dual User Virtual Reality Welding Training Simulator - Delivered with skid packaging	\$ 59,875.00	\$ 58,344.20	\$ 63,940.00
1	Dual User Virtual Reality Welding Training Simulator - Delivered with crate packaging	\$ 62,200.00	\$ 60,996.45	
2	Training Options	Manufacturer: Two (2) days of free training in Ohio w/travel expenses at purchaser's expense. ************************************	Manufacturer: Two (2) days of free training in Ohio w/travel expenses at purchaser's expense. ************************************	Included
3	Preventive Maintenance	None	No Preventative Maintenance	One (1) year on-site warranty
4	Additional Options	Oxy/Fuel Module Upgrade Kit - Two (2) required at \$2,590 each	Oxy/Fuel Cutting Upgrade Kit at \$2,575	Oxy/Fuel Upgrade Kit at \$2,860
ТО	TAL AMOUNT PROPOSED	\$ 59,875.00	\$ 58,344.20	\$ 63,940.00
TO	TAL EVALUATION POINTS	94.83	97.65	91.38
RA	NKING	2	1	3

The Director of Purchasing has reviewed all the responses and evaluations completed.

*The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE DUAL USER VIRTUAL REALITY WELDING TRAINING SIMULATOR II PROJECT NO. 20-21-1045 EVALUATION SUMMARY

	VENDOR	Airgas U	SA, LLC.	Alamo Ir	on Works		Laboratory ns, Inc.	
	ADDRESS	201 N	23rd St	2771 Rob	oindale Rd	P O Boy	x 218609	
	CITY/STATE/ZIP	McAllen,	TX 78501	Brownsvill	e, TX 78526	Houston,	TX 77218	
	PHONE	(956) 6	82-6844	(956) 2	43-8718	(800) 4	55-1088	
	FAX					(281) 3	91-1113	
	CONTACT	Roel J.	Davila	Robert 1	N. Garcia	Warner	r Brown	
		43.84		45		41.06		
1	The purchase price. (up to 45 points)	43.84	43.84	45	45	41.06	41.06	
		43.84		45		41.06		
	The reputation of the vendor and of the vendor's	15		14		14		
2	goods or services.	11	13.66	15	14.66	12	13.66	
	(up to 15 points)	15		15		15		
		16		16		16		
3	The quality of vendor's goods or services. (up to 16 points)	14	15.33	15	15.66	14	15.33	
		16		16		16	Ī	
	The extent to which the goods or services meet	19		19		19		
4	the districts needs.	18	19	19	19.33	16	18.33	
	(up to 20 points)	20		20		20		
		3		3		3		
5	The Vendor's past relationship with the district. (up to 3 points)	3	3	3	3	3	3	
		3		3		3	Ī	
	The impact on the ability of the district to comply	0		0		0		
6	with laws relating to historically underutilized	0	0	0	0	0	0	
	businesses. (up to 1 point)	0		0		0	1	
то	FAL EVALUATION POINTS	94	.83	97	.65	91.38		
	NKING		2		1	3		

The Director of Purchasing has reviewed all the responses and evaluations completed. *The proposal criteria follows in the packet for further explanation of each criteria.

SOUTH TEXAS COLLEGE **PROPOSAL CRITERIA - PRODUCT AND SERVICE**

			Produc	ct and Service
		Points		Score Key
1	Criterion 1: The purchase price a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	45		
2	 Criterion 2: The reputation of the vendor and of the vendor's goods or services a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications 	15	13-15 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
3	Criterion 3: The quality of the vendor's goods or service a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	16	13-16 8-12 3-7 0-2	Excellent Acceptable Marginal Poor/No Response
4	 Criterion 4: The extent to which the goods or services meet the district's needs a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications 	20	16-20 11-15 6-10 0-5	Excellent Acceptable Marginal Poor/No Response
5	Criterion 5: The vendor's past relationship with the district a. Quality of Past Performances with STC ****New Vendors will receive two points	3	3 2 1 0	Excellent Acceptable/New Vendo Marginal Poor/No Response
6	Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses a. Provided the Certification	1	1 0	Yes No
7	Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and a. Annual Escalation Increase b. Annual Maintenance Cost			Up to 5 points will be used from the purchase price if applicable
8	Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals a. Financial Standing b. Potential or Pending Sale of Business c . SAS 70 d. Red Flag Rules e. Gramm-Leach-Bliley Act Total Points	100		Up to 5 points will be used from the purchase price if applicable

Definitions of evaluation terms:

Excellent - respondent provided information which fully addressed or exceeded the requirements Acceptable - respondent provided information which addressed most but not all of the requirements Marginal - respondent provided minimal information on requirements

Poor/No response - respondent provided inadequate responses to requirements or did not respond