



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Special Board Meeting**

**Tuesday, May 04, 2021
10:00 a.m.**

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

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL BOARD MEETING
Tuesday, May 4, 2021 @ 10:00 a.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

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:
<https://admin.southtexascollege.edu/president/agendas/live.html>.

- Anyone wishing to make Public Comments as provided in the public hearing agenda is asked to sign up prior to the meeting, and they will be called into the Board Room individually when it is their turn to make comments.

I. Call Meeting to Order

II. Determination of Quorum

III. Consideration and Action on Agenda Items

1. 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 3 - 15
2. Review and Action as Necessary on Presidential Search 16 - 17

IV. Announcements

A. Next Meeting:

- Tuesday, May 18, 2021
 - 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
- Tuesday, May 25, 2021
 - 5:30 p.m. – Regular Board Meeting

**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.

The Facilities Committee's recommendation for Board approval of this item was originally scheduled for presentation on April 27, 2021, but was mistakenly omitted from the posted agenda for that meeting. It is now presented here for the Board's review and action as necessary.

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.

The architect recommended providing a roof coating system for the following buildings:

Mid Valley Campus		
Building Letter	Building Name	Year of Roof Installation
Building D	Workforce Center	2004
Building E	Library (partial roof)	2004
Building F	Student Union (previously Student Services-partial roof)	2004
Building G	North Academic	2004

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 Center	2004
Building E	South Academic	2004
Building F	Cultural Arts Center	2004
Building G	Student Services (partial roof)	2004
Building H	Student 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	Estimated Budget	Highest Ranked Proposal Base Bid	Alternate #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 Amount		\$1,780,000

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.

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 Board-approved criteria and weights in their review and ranking of these proposals.

Recommendation:

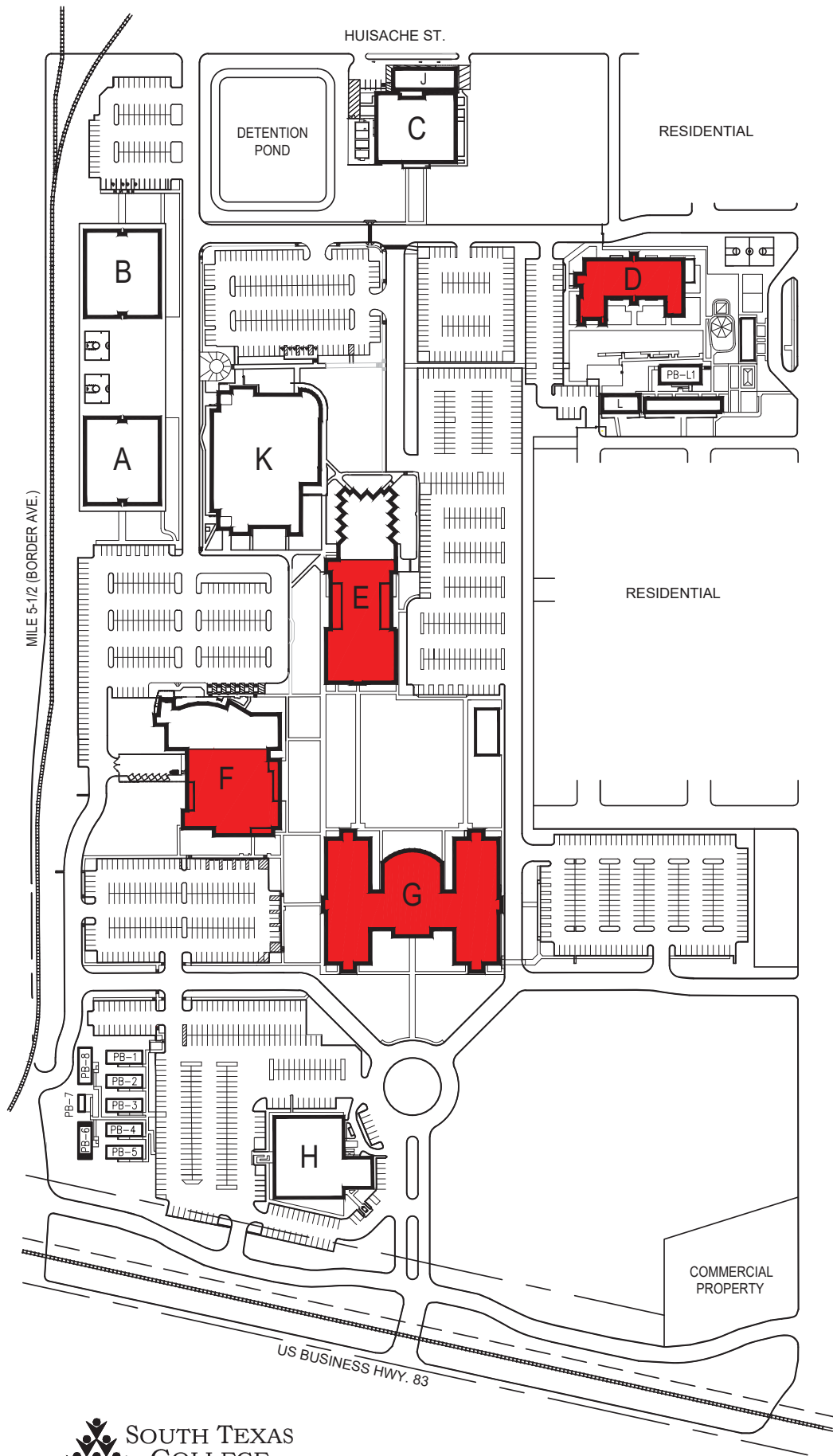
It is recommended that the Board of Trustees of South Texas College approve and authorize contracting construction services with Argio in the amount of \$756,295 for the Mid Valley Campus, American Roofing USA in the amount of \$266,000 for the Nursing and Allied Health Campus, and Sechrist-Hall Company 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:

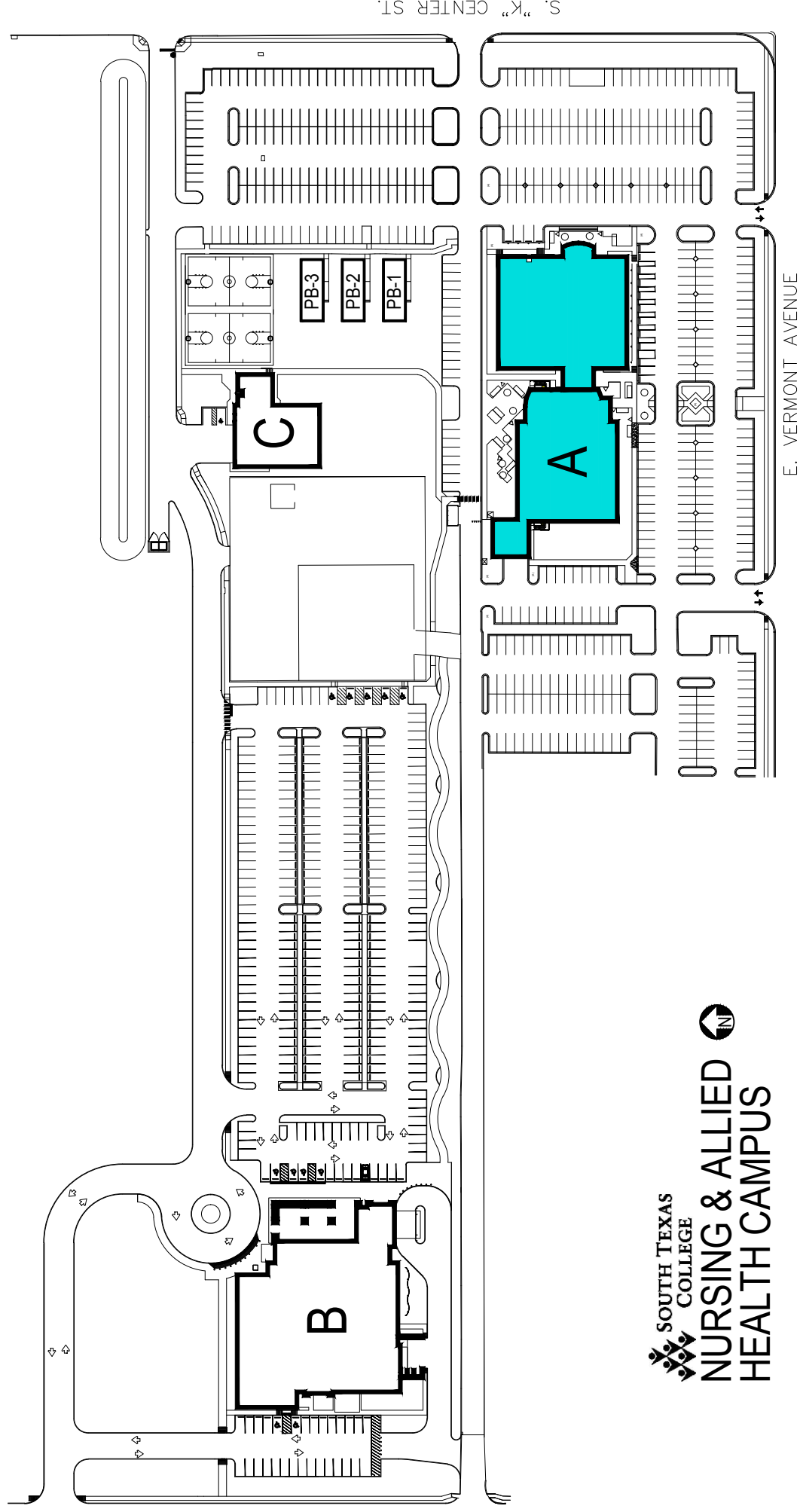
David C. Plummer, M.B.A., Ed.D.
Interim President



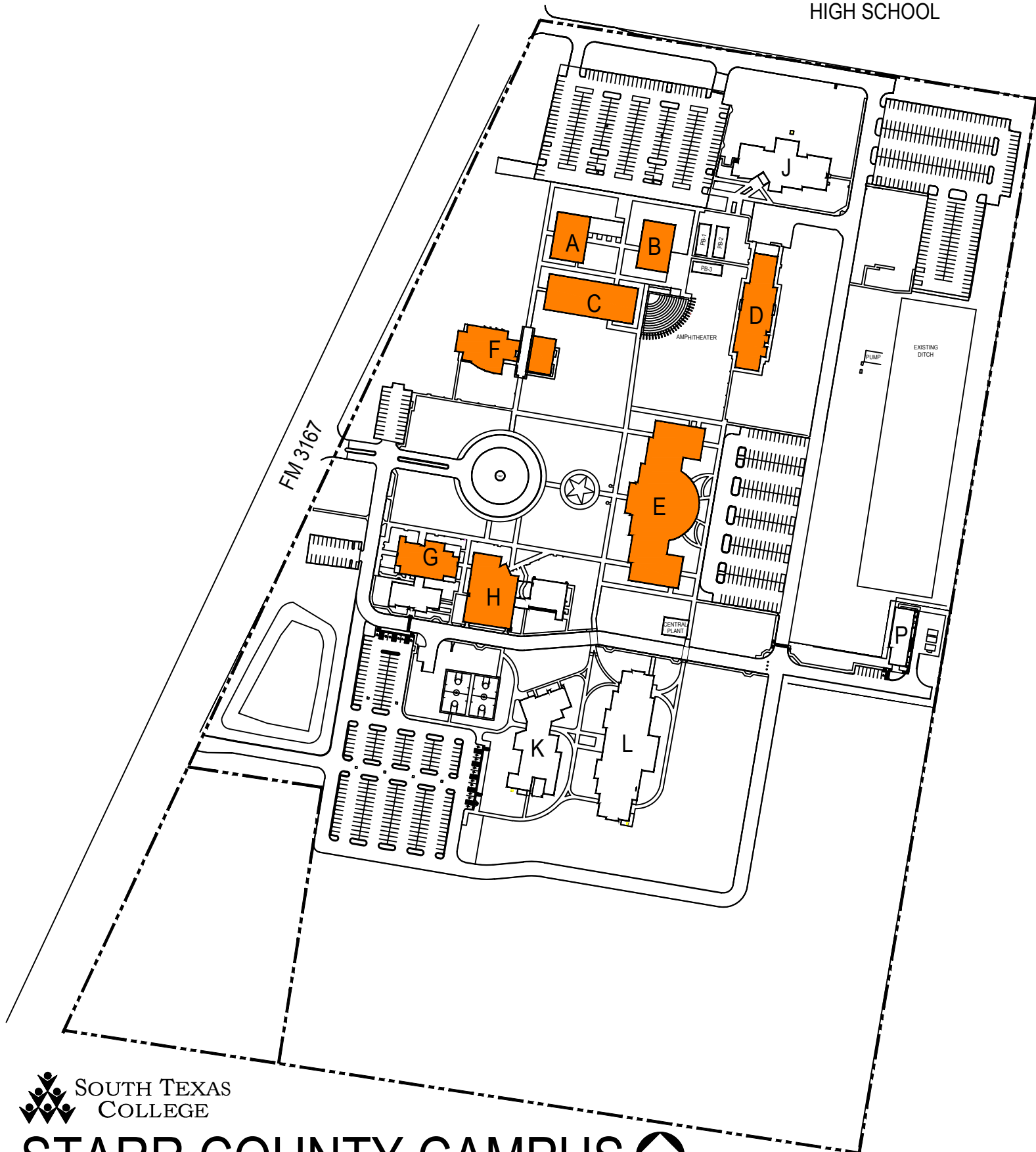
SOUTH TEXAS
COLLEGE

MID VALLEY CAMPUS





HIGH SCHOOL



STARR COUNTY CAMPUS 

**SOUTH TEXAS COLLEGE
DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS
PROJECT NO. 20-21-1024**

VENDOR		American Contracting USA, Inc.	ARIGO Roofing & 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	Rogelio Escobedo	J. Carlos Coronado
#	Description	Proposed	Proposed	Proposed
Base Proposal				
1	Nursing and Allied Health Campus	\$ 263,000.00	\$ 316,194.00	\$ 302,245.00
2	Mid Valley Campus	\$ 836,000.00	\$ 746,149.00	\$ 959,777.00
3	Starr County Campus	\$ 863,000.00	\$ 840,675.00	\$ 853,055.00
Unit Price for Additional Repairs				
4	Unit Price No. 1 - Nursing and Allied Health Campus	\$16.00/SF	\$10.00/SF	\$24.00/SF
5	Unit Price No. 2 - Mid Valley Campus	\$12.00/SF	\$12.00/SF	\$35.00/SF
6	Unit Price No. 3 - Starr County Campus	\$8.00/LF	\$5.00/LF	\$10.15/LF
Delivery Schedule and Bid Bond				
7	Begin Work Within	10 Working Days	10 Working Days	15 Working Days
8	Completion of the Work Within	210 Calendar Days	180 Calendar Days	180 Calendar Days
9	Bid Bond Provided	Yes	Yes	Yes
Alternate No. 1 - Provide & Install Fall-Thru Protection at Existing Roof Hatches				
10	Alternate No. 1 - Nursing and Allied Health Campus	\$ 3,000.00	\$ 2,029.00	\$ 2,500.00
11	Additional Working Days	0 days	0 days	0 days
12	Alternate No. 1 - Mid Valley Campus	\$ 15,000.00	\$ 10,146.00	\$ 9,000.00
13	Additional Working Days	0 days	0 days	0 days
14	Alternate No. 1 - Starr County Campus	\$ 12,000.00	\$ 14,205.00	\$ 9,000.00
15	Additional Working Days	0 days	0 days	0 days
Alternate No. 2 - Building A Roof Recovery as drawn and noted on drawings				
16	Alternate No. 2 - Starr County Campus	\$ 136,000.00	\$ 146,879.00	\$ 110,695.00
17	Additional Working Days	45 days	30 days	15 days
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
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**

VENDOR	American Contracting USA, Inc.	ARIGO Roofing & 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	Rogelio Escobedo	J. Carlos Coronado
#	Description	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

The Director of Purchasing has reviewed all the responses and evaluations completed.

**SOUTH TEXAS COLLEGE
DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -
NURSING AND ALLIED HEALTH CAMPUS - PROJECT NO. 20-21-1024
EVALUATION SUMMARY**

VENDOR		American Contracting USA, Inc.		Argio Roofing & 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	
1	The Respondent's price proposal. (up to 45 points)	45	45	37.62	37.62	39.27	39.27
		45		37.62		39.27	
		45		37.62		39.27	
		45		37.62		39.27	
		45		37.62		39.27	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.7	8	8.5	9	8.7
		9		9		9	
		8.5		8.5		8.5	
		9		9		9	
		8		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	8.4	8	8.4	9	8.3
		8		9		8	
		8.5		8.5		8.5	
		8.5		8.5		8	
		8		8		8	
4	The Respondent's safety record. (up to 5 points)	3.5	3.6	4	3.9	4	4.3
		4		4		5	
		3.5		4		4.5	
		4		4		4	
		3		3.5		4	
5	The Respondent's proposed personnel. (up to 8 points)	7	7	6	7.1	7	7.3
		7		8		8	
		7		7.5		7.5	
		7		7		7	
		7		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 point)	8	8	7	7.6	8	8
		8		8		8	
		8		8		8	
		8		8		8	
		8		7		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	4.5	4.7	5	5.2	5	5.1
		5		5.5		5	
		5		5		5	
		5		5.5		5.5	
		4		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	6.05	6.05	7	7	6.82	6.82
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
TOTAL EVALUATION POINTS		91.45		85.32		87.79	
RANKING		1		3		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.

SOUTH TEXAS COLLEGE
DISTRIC WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -
MID VALLEY CAMPUS - PROJECT NO. 20-21-1024
EVALUATION SUMMARY

VENDOR		American Contracting USA, Inc.		Argio Roofing & 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	
1	The Respondent's price proposal. (up to 45 points)	39.99	39.99	45	45	35.13	35.13
		39.99		45		35.13	
		39.99		45		35.13	
		39.99		45		35.13	
		39.99		45		35.13	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.7	8	8.5	9	8.7
		9		9		9	
		8.5		8.5		8.5	
		9		9		9	
		8		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	8.4	8	8.4	9	8.3
		8		9		8	
		8.5		8.5		8.5	
		8.5		8.5		8	
		8		8		8	
4	The Respondent's safety record. (up to 5 points)	3.5	3.6	4	3.9	4	4.3
		4		4		5	
		3.5		4		4.5	
		4		4		4	
		3		3.5		4	
5	The Respondent's proposed personnel. (up to 8 points)	7	7	6	7.1	7	7.3
		7		8		8	
		7		7.5		7.5	
		7		7		7	
		7		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 point)	8	8	7	7.6	8	8
		8		8		8	
		8		8		8	
		8		8		8	
		8		7		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	4.5	4.7	5	5.2	5	5.1
		5		5.5		5	
		5		5		5	
		5		5.5		5.5	
		4		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	6.05	6.05	7	7	6.82	6.82
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
TOTAL EVALUATION POINTS		86.44		92.7		83.65	
RANKING		2		1		3	


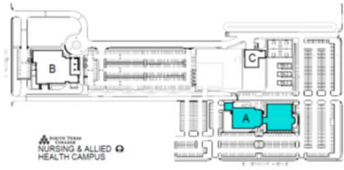

The Director of Purchasing has reviewed all the responses and evaluations completed.

**SOUTH TEXAS COLLEGE
DISTRICT WIDE DEFERRED MAINTENANCE OF DISTRICT WIDE ROOFS -
STARR COUNTY CAMPUS - PROJECT NO. 20-21-1024
EVALUATION SUMMARY**

VENDOR		American Contracting USA, Inc.		Argio Roofing & 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		Rogelio Escobedo		J. Carlos Coronado	
1	The Respondent's price proposal. (up to 45 points)	43.96	43.96	45	45	44.62	44.62
		43.96		45		44.62	
		43.96		45		44.62	
		43.96		45		44.62	
		43.96		45		44.62	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.7	8	8.5	9	8.7
		9		9		9	
		8.5		8.5		8.5	
		9		9		9	
		8		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	9	8.4	8	8.4	9	8.3
		8		9		8	
		8.5		8.5		8.5	
		8.5		8.5		8	
		8		8		8	
4	The Respondent's safety record. (up to 5 points)	3.5	3.6	4	3.9	4	4.3
		4		4		5	
		3.5		4		4.5	
		4		4		4	
		3		3.5		4	
5	The Respondent's proposed personnel. (up to 8 points)	7	7	6	7.1	7	7.3
		7		8		8	
		7		7.5		7.5	
		7		7		7	
		7		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 point)	8	8	7	7.6	8	8
		8		8		8	
		8		8		8	
		8		8		8	
		8		7		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	4.5	4.7	5	5.2	5	5.1
		5		5.5		5	
		5		5		5	
		5		5.5		5.5	
		4		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	6.05	6.05	7	7	6.82	6.82
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
		6.05		7		6.82	
TOTAL EVALUATION POINTS		90.41		92.7		93.14	
RANKING		3		2		1	

The Director of Purchasing has reviewed all the responses and evaluations completed.

Project Fact Sheet 4/5/2021

Project Name:		District Wide - Deferred Maintenance of Roofs		Project No.		2019-030R									
Funding Source(s):		Renewals & Replacements Fund		Original Budget		Revised Budget		Actual Expenditures To Date		Variance of Revised Budget vs. Actual Expenditures To Date		Variance of Original Budget vs. Actual Expenditures To Date			
				Construction:		\$1,880,000		\$1,780,000		\$0		\$1,780,000		\$1,880,000	
				Design:		188,000		154,400		86,051		68,349		101,949	
				Miscellaneous:		15,000		15,000		-		15,000		15,000	
				FFE:		0		0		-		-		0	
				Technology:		0		0		0		0		0	
				Total:		\$ 2,083,000		\$ 1,949,400		\$86,051		\$ 1,863,349		\$ 1,996,949	
Architect:		BEAM Professionals, a PBK Company		Board Approval of Schematic Design		8/25/2020									
Contractor:		TBD													
STC FPC Project Manager:		Martin Villarreal		Substantial Completion		TBD		Board Acceptance		TBD					
				Final Completion		TBD		Board Acceptance		TBD					
Project Description				Project Scope											
Maintenance of 13 roofs for various buildings at Mid Valley Campus, Nursing and Allied Health Campus, and Starr County Campus due to roofs reaching their life expectancy of 20 years.				Workforce Center Building D, Library Building E, Student Union Building F, North Academic Building G, at Mid Valley Campus , NAH West & Simulation Center Building B at Nursing and Allied Health Campus, and Administration/Bookstore Building A, Center for Learning Excellence Building B, North Academic Building C, Workforce Center Building D, South Academic Building E, Cultural Arts Center Building F, Student Services Building G, Student Activities Center Building H at Starr County Campus.											
Projected Timeline															
Board Approval of Architect		Board Approval of Schematic Design		Board Approval of Contractor		Construction Start Date		Substantial Completion Date		Final Completion Date		FFE Completion of Move In			
5/30/2019		8/25/2020		4/27/2021		5/26/2021		11/26/2021		12/26/2021		N/A			
Project Calendar of Expenditures by Fiscal Year															
Fiscal Year		Construction		Design		Misc.		FFE		Tech		Project Total			
2019-20		\$0.00		\$14,000.00		\$ -		\$ -		\$ -		\$14,000.00			
2020-21		\$0.00		\$72,051.00								\$72,051.00			
Project Total		\$0.00		\$86,051.00		\$ -		\$ -		\$ -		\$86,051.00			
Current Agenda Item															
4/13/2021: Review and Recommend Action 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															
<div><div><p>MID VALLEY CAMPUS</p></div><div><p>NURSING & ALLIED HEALTH CAMPUS</p></div><div><p>STARR COUNTY CAMPUS</p></div></div>															

Review and Action as Necessary on Presidential Search

South Texas College has engaged the Association of Community College Trustees (ACCT) and Dr. William Holda to assist with the presidential search process.

Presidential Search Process

- February 23, 2021 - the Board of Trustees authorized the formation of the Search Committee, with Mr. Paul R. Rodriguez, South Texas College Trustee serving as the Search Committee Chair. The roster of the Search Committee is included in this packet.
- March 2 – 3, 2021 – Dr. Holda moderated a series of public forum sessions to hear from the stakeholders of South Texas College. ACCT also conducted an online survey open to the public, also seeking feedback.
- March 5, 2021 – The Search Committee reviewed a draft Presidential Profile based upon the feedback provided during public forums and via the online survey. The draft was revised based upon the insights of the Search Committee.
- March 9, 2021 – The Board of Trustees reviewed the Presidential Profile and authorized its publication, to publicly start the solicitation of candidates.
- April 16 – 17, 2021 – The Search Committee met to review the applications submitted by all candidates, and recommended candidates for interviews by the Search Committee.
- April 29 – 30, 2021 – the Search Committee conducted a first round of interviews, and recommended an unranked short list for consideration by the Board of Trustees.

The Board is now asked to review the unranked short list of candidates as recommended by the Search Committee, and to take formal action as necessary on next steps in this process.

Additionally, the Board is asked to authorize action as necessary on the following issues:

In-Depth Summary Reference Reports

The agreement with ACCT includes the provision of In-Depth Summary Reference Reports on up to three final candidates.

- The Board may wish to authorize ACCT to conduct these reports.
- Reports on additional candidates may be requested, as a billing rate of \$1,300 per candidate.

Timeline for Next Steps in the Presidential Search Process

The Board is asked to set the agenda for the next steps of the Search Process, including the timeline and activities.

Further Consultant Participation

Dr. William Holda has offered to provide services beyond the scope of his engagement through the ACCT agreement.

In discussion with the Board, Dr. Holda has considered a proposal for the Board to undertake a round of private virtual interviews with semi-finalist candidates before narrowing the field to finalist candidates. Dr. Holda could support the Board in this round of virtual interviews for a flat cost of \$1,000.

Dr. Holda has also offered to assist with the finalist interview process at a cost not to exceed \$3,000 plus travel expenses.

The Board is asked to authorize staff to negotiate an agreement for these extra services, at a cost not to exceed \$4,000 plus travel expenses.

Expenses for In-Person Travel by Candidates

Should the Board wish to schedule in-person interviews with candidates, ACCT recommends that the Board consider covering travel costs up front or through reimbursement for each candidate plus their spouse/significant other. Such expenses are not normally provided for under College travel policies and procedures, and the Board is asked for formal action as necessary to provide an exemption to standard practices to allow for such expenses.

Travel Expenses for candidates and spouses may include but are not limited to:

- Airfare booked through the College's travel agency or by the candidate
- Hotel accommodations related to travel to and from in-person interviews
- Car rental
- Incidental expenses, such as baggage fees, parking fees, cab/Uber/Lyft fees
- Per diem expenses
- Expenses related to lunches and dinners provided to candidates and/or spouses
- Expenses related to providing spouses with tour of the region during candidate visits with stakeholders

Recommendation:

It is recommended that the Board of Trustees of South Texas College approve and authorize action as necessary related to the ongoing presidential search.

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 related to the ongoing presidential search.

Approval Recommended:

Ms. Rose Benavidez
Board Chair