

**South Texas College**  
**Board of Trustees**  
**Finance, Audit, and Human Resources Committee**  
**Ann Richards Administration Building Board Room**  
**Pecan Campus, McAllen, Texas**  
**Monday, May 17, 2021 @ 3:00 p.m.**

**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.”

- I. Approval of April 13, 2021 Finance, Audit, and Human Resources Committee Minutes..... 1-16
- II. Review and Action as Necessary on Award of Proposals, Purchases, Renewals, and Interlocal Agreement..... 17-63
- III. Review and Action as Necessary on One-Time Payment for Regular and Temporary Full-Time Employees..... 64-65
- IV. Review and Discussion of Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2021 - 2022 with Comparison to FY 2020 – 2021 Approved Budget..... 66-86
- V. Review and Recommend Action to Close Three Bank Accounts ..... 87
- VI. Discussion and Action as Necessary on Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council for FY 2021 Summer Session ..... 88-105

**Approval of April 13, 2021 Finance, Audit, and Human Resources Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of April 13, 2021 are presented for Committee approval.

**South Texas College  
Board of Trustees  
Finance, Audit, and Human Resources Committee  
Ann Richards Administration Building Board Room  
Pecan Campus, McAllen, Texas  
Tuesday, April 13, 2021 @ 5:30 p.m.**

**Minutes**

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, April 13, 2021 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 7:00 p.m. with Mr. Rene Guajardo presiding.

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

Other Trustees Present: Ms. Rose Benavidez, Mrs. Victoria Cantú, and Mr. Danny Guzman

Members absent: None

Also present: Dr. David Plummer, Mrs. Mary Elizondo, Dr. Anahid Petrosian, Ms. Myriam Lopez, Mrs. Rebecca Cavazos, Mr. George McCaleb, Dr. Rebecca De Leon, Dr. Jesus Campos, Chief Ruben Suarez, Mr. Khalil Abdullah, Ms. Alina Cantu, Mr. Tom Logan, and Mr. Andrew Fish.

**Approval of March 9 2021 Finance, Audit, and Human Resources  
Committee Minutes**

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Minutes for the Finance, Audit, and Human Resources Committee Meeting of March 9, 2021 were approved as written. The motion carried.

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

Approval of the following award of proposals, purchases, and renewals will be requested at the April 27, 2021 Board meeting.

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

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommend for Board approval at the April 27, 2021 Board meeting the award of proposals, purchases, and renewals as listed below:

**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;
- 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)
<b>Auto Haus of McAllen</b> (McAllen, TX)	<b>Boggus Motor Sales II, LLC.</b> (McAllen, TX)
<b>Brownsville Sports Center, Inc.</b> (Brownsville, TX)	<b>Charles Clark Chevrolet, Co.</b> (McAllen, TX)
<b>Firestone Complete Auto Care</b> (McAllen, TX)	<b>Municipal Fire Apparatus Specialists, LLC.</b> (McAllen, TX)
<b>Pan American Auto, LLC.</b> (McAllen, TX)	<b>Rush Truck Centers of Texas, LP. / dba Rush Truck Center, Pharr</b> (Pharr, TX)
<b>Scott's Tire Center</b> (Mission, TX)	<b>Spikes Motors</b> (Mission, TX)
<b>Stutz Auto Service, Inc.</b> (McAllen, TX)	<b>Tellus Equipment Solutions, LLC.</b> (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
A	<b>Clarus Glassboard, LLC. / Gateway Printing and Office Supply, Inc.</b> (Fort Worth, TX/Edinburg, TX)	\$13,474.33
B	<b>Exemplis Corporation / Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$18,792.70
C	<b>Krueger International, Inc. / Gateway Printing and Office Supply, Inc.</b> (Green Bay, WI/Edinburg, TX)	\$24,688.66
D	<b>National Office Furniture, Inc. / Gateway Printing and Office Supply, Inc.</b> (Jasper, IN/Edinburg, TX)	\$9,389.70
E	<b>The Hon Company / Gateway Printing and Office Supply, Inc.</b> (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) Ground Maintenance (Renewal):** renew the ground maintenance contract with **TLC Total Lawn Care, LLC.** (Weslaco, TX), for the period beginning July 26, 2021 through July 25, 2022, at an estimated amount of \$448,035.84 for mowing, tree trimming, shredding services, irrigation inspections, and without exceeding an estimated amount of \$175,000.00 for various plants, replacement plants, and landscaping as needed, and without exceeding and estimated amount of \$50,000.00 for sprinkler system repairs as needed, at a total estimated amount of \$673,035.84;
- 9) 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;
- 10) 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)
<b>AMP Personnel Services, LLP.</b> (McAllen, TX)	<b>Elite Employment Services, LLC.</b> (Pharr, TX)
<b>Express Employment Professionals</b> (McAllen, TX)	<b>Extra Extras, Inc.</b> (Weslaco, TX)
<b>Fewell Professional Services, LLC. / dba FPS Staffing</b> (Harlingen, TX)	<b>Link Staffing Services</b> (McAllen, TX)
<b>Manpower Group US, Inc.</b> (McAllen, TX)	<b>Onin Staffing</b> (McAllen, TX)
<b>R&amp;D Contracting, Inc. / dba R&amp;D Personnel</b> (McAllen, TX)	<b>Region Staffing</b> (Pharr, TX)
<b>Select Staff</b> (Edinburg, TX)	<b>Temps Plus Staffing Services, LLC.</b> (McAllen, TX)
<b>Texas Staffing Pros, LLC.</b> (McAllen, TX)	

**11)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)**

**12)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;

**13)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 was \$1,983,767.63.

During the discussion, trustees brought up questions regarding the costs related to the renewal of ground maintenance services included within item #8. Administration responded to the questions, including reporting that an internal study indicated that the annual cost to perform these same services in-house would be approximately \$1.1 – 1.2 million dollars.

The Committee voted on the motion, which included all recommended award of proposals, purchases, and renewals, and the motion carried.

## **Review and Recommend Action 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 will be requested at the April 27, 2021 Board meeting.

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 was 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 would remain at \$103,212.00. The monthly collection fee of approximately \$8,601.00 would be reduced from taxes collected during the month and the remaining funds would be 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.

<b>Ten Year History of Fees for Hidalgo County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
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

<b>Ten Year History of Fees for Hidalgo County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
2018 - 2019	\$103,212.00	0%	\$63,236,679.08
2017 – 2018	\$103,212.00	5%	\$62,624,834.26
Continued...			
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 would be reduced monthly from taxes collected during the month. Funds for these expenditures would 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 was provided in the packet for the Committee’s review and information.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., 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. The motion carried.

**Review and Recommend Action 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 will be requested at the April 27, 2021 Board meeting.

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 was 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 was estimated to be \$147,763.59. Ms. Maria Ameida Salinas, Tax Assessor-Collector for Starr County, advised the College that the annual fee for tax year 2021 would remain at 3.5% of the College’s total tax collections. The annual fee for Fiscal Year 2022 was 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 would 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.

<b>Ten Year History of Fees for Starr County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
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
Continued...			
2017 – 2018	\$147,862.05*	68.24%	\$3,933,751.72
2016 – 2017	\$87,886.00	0%	\$3,494,095.10

<b>Ten Year History of Fees for Starr County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
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 would be reduced monthly from taxes collected during the month. Funds for these expenditures would 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 was provided in the packet for the Committee’s review and information.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., 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. The motion carried.

**Review and Recommend Action to Approve and Implement a Late Cancellation Fee for Dual Credit Sections Assigned to be Taught by South Texas College Faculty**

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships reviewed 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 would 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 had increased over the years, where in Fall 2020, 270 STC Faculty were assigned to teach 620 sections at high school campuses.

There would 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 would only applied to sections that were assigned to be taught by STC faculty.

Cancellation Dates by Semester: The last day school districts could 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 would 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 was 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.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommended Board approval to implement 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 motion carried.

### **Presentation and Action as Necessary on Acceptance of South Texas College Chief Executive Officer Reporting Requirements for 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 Reporting Requirements for Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) will be requested at the April 27, 2021 Board meeting.

Purpose – Under the Texas Education Code (TEC), Section 51.253(a), the institution's Title IX Coordinator was 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 only included incidents submitted by employees and does not include incidents submitted by students or others. Therefore, this was 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 did not meet the required reporting criteria in the Texas Education Code were 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.

On April 13, 2021, the Interim President presented 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 included 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 were modeled following guidance provided by the Texas Higher Education Coordinating Board.

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

Enclosed Documents – The items below were provided 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, attended the Committee Meeting to address any questions by the Committee.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., the Finance, Audit, and Human Resources Committee recommended Board approval of the acceptance of South Texas College Chief Executive Officer Reporting Requirements for Sexual Harassment, Sexual Assault, Dating Violence, and Stalking Incidents Under Texas Education Code, Section 51.253(c) as presented. The motion carried.

### **Update on Transportation Services Operation Plan for FY 2020 - 2021**

Update of Transportation Services Operation Plan for FY 2020 - 2021 was presented.

Purpose – Transportation Services were currently in operation to serve students from Hidalgo and Starr Counties.

Justification – An update on the Transportation Services Operation Plan for FY 2020 - 2021 was provided and included the ridership trend for the period of September 1, 2020 through February 28, 2021 and consideration of operations for Summer 2021.

Background - As a result of the pandemic, face-to-face classes on campus were significantly reduced and employee's presence on campus was also reduced due to a rotational work schedule implemented in order to reduce the density on campus. South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) were allowed the opportunity to make any necessary adjustments to the Transportation Services agreement as a result of the pandemic. The Interlocal Agreements were negotiated separately for the Fall 2020 and Spring 2021 Semesters.

#### **Fall 2020 and Spring 2021 Semesters**

On August 25, 2020 and on November 24, 2020, the Board of Trustees approved and authorized the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the LRGVDC for the Fall 2020 and the Spring 2021 semesters, respectively.

For the Fall 2020 semester, the agreement included the following:

- LRGVDC agreed to fund all the costs for routes to the Starr County Campus (Green Lines – Roma 1, and 2 and Mid Valley Campus (Purple Line), totaling \$258,140.
- The College covered the costs for the Yellow Line routes operated by the College connecting the Pecan Campus, Technology Campus, and Nursing and Allied Health Campus to be reimbursed by CARES Act Funds carried over from FY2020 and federal/state grant contributions received from LRGVDC with a net cost of \$23,303.

For the Spring 2021 semester, the agreement continued the Fall’s operation except for the following:

- LRGVDC eliminated Green Line 2 service.
- LRGVDC modified and reduced the routes of the Purple Line.
- STC maintained and continued operating the Yellow Line service and federal/state grant contributions were received from LRGVDC to assist with the cost, resulting in a net cost of \$69,481.

The table below provides the estimated total cost for the Fall 2020 and Spring 2021 semesters for LRGVDC and South Texas College:

Fiscal Year 2020 - 2021	LRGVDC	STC		
	Operating Cost for the Green and Purple Line	Operating Cost for the Yellow Line	Grant Contribution	Net Cost
Fall 2020	\$258,140	\$99,547	\$76,244	\$23,303
Spring 2021	319,278	146,143	76,662	69,481
<b>Total</b>	<b>\$577,418</b>	<b>\$245,690</b>	<b>\$152,906</b>	<b>\$92,784</b>

**Ridership Activity – September through February**

The table below reflects the ridership count provided by the LRGVDC for the Purple Line and Green Lines and the College’s ridership for the Yellow Line for the months of September through February:

Ridership Activity for South Texas College September through February			
Transportation Routes	FY 2019	FY 2020	FY 2021
<b>LRGVDC</b>			
Starr (Green Line 1& 2)	8,929	6,822	687
Starr (Green Line Route 60/ Roma)	3,822	3,968	51
Mid Valley (Purple Line)	4,869	3,809	38
<b>STC</b>			
Circulator (Yellow Line)	15,787	12,188	361
<b>Total</b>	<b>33,407</b>	<b>26,787</b>	<b>776</b>

\*Green Line(Starr/Pecan) is traditionally comprised of two exact routes. As of 11/16/20, Green Line has consisted of one route. \*\*Purple Line (MV/NAH) was suspended as of 10/12/20.

The ridership numbers represented each trip taken between locations. As an example, a trip from the Pecan Campus to the Technology campus and returning to the Pecan Campus would be recorded as two (2) in the ridership report.

**Summer 2021 Agreement**

College Administration was working with the LRGVDC to determine whether the current terms would be extended for FY 2021 Summer Session or whether the terms would be modified. The final terms for the Summer 2021 agreement, which covered the period of June 1, 2021 through August 31, 2021, had not been provided to the College by the LRGVDC. The final Summer 2021 agreement would be included in the April 27, 2021 Board meeting for consideration, if received from the LRGVDC.

The table below reflects the ridership count provided by the LRGVDC for the Purple Line and Green Lines and the College’s ridership for the Yellow Line for the months of June through August:

<b>Ridership Activity for South Texas College June through August</b>			
<b>Transportation Routes</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
<b>LRGVDC</b>			No Service Provided
Starr (Green Line 1)	3,164	1,722	
Starr (Route 60/Roma)	856	751	
Mid Valley (Purple Line)	695	604	
<b>STC</b>			
Circulator (Yellow Line)	2,646	1,280	
<b>Total</b>	<b>7,361</b>	<b>4,357</b>	

Reviewers – Vice President for Finance and Administrative Services, Chief of Police for Department of Public Safety, and Comptroller reviewed the information being presented.

Enclosed Documents – The Shuttle Bus Lines Map was provided in the packet for the Committee’s review and information.

Mary Elizondo, Vice President of Finance and Administrative Services, Ruben Suarez, Chief of Police for the Department of Public Safety, and Alina Cantu, Public Safety and Transportation Services Manager attended the Committee Meeting to address any questions by the Committee.

This information was provided to the Finance, Audit, and Human Resources Committee for review and discussion, and feedback to staff, and no action was requested at this time.

### **Presentation on Internal Audit Function’s Purpose and Concepts**

Mr. Khalil Abdullah, (Internal Auditor, CAE) was scheduled to present general information on the College’s Internal Audit Function.

Due to timing conflicts, Mr. Abdullah was asked to postpone his presentation and invited to return to a subsequent committee meeting.

No action was required from the Committee.

### **Review and Discussion on the South Texas College Education Foundation**

Dr. David Plummer, Interim President, was scheduled to review and discuss the South Texas College Education Foundation with the Committee.

Mr. Paul R. Rodriguez advised that this issue might be better addressed once a new President was formally appointed by the Board. Mr. Rodriguez recommended that the Committee postpone this discussion. The Committee agreed, and the discussion was postponed.

No action was requested.

### **Adjournment**

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 7:56 p.m.

I certify that the foregoing are the true and correct Minutes of the April 13, 2021 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

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Mr. Rene Guajardo  
Committee Chair

**Review and Action as Necessary on Award of Proposals, Purchases, Renewals, and Interlocal Agreement**

Approval of the following award of proposals, purchases, renewals, and interlocal agreement will be requested at the May 25, 2021 Board meeting.

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

- A. Award of Proposals**
- B. Purchases and Renewals**
  - a. Instructional Item**
  - b. Non-Instructional Items**
  - c. Technology Item**
- C. Interlocal Agreement**

**A. Award of Proposals**

**1) Audio Visual Equipment for Classroom Upgrades (Award)**

Award the proposal for audio visual equipment for classroom upgrades to **SKC Communication Products, LLC**. (Richardson, TX), at a total amount of \$120,869.08.

Purpose – Educational Technologies is requesting to purchase audio visual equipment for eleven (11) classroom upgrades at the Mid Valley, Pecan, Starr County, and Technology campuses. The purchase will include some of the following items: displays, switchers, transformers, amplifiers, receivers, cables, and hardware.

<b>Mid Valley Campus</b>		<b>Pecan Campus</b>	
Center for Learning Excellence Bldg A Room 104		South Academic Bldg J Room 3.208	
Center for Learning Excellence Bldg A Room 108		South Academic Bldg J Room 1.714	
Center of Learning Excellence Bldg A Room 110			
<b>Starr County Campus</b>		<b>Technology Campus</b>	
South Academic Bldg E Room 1.304		Institute for Advanced Manufacturing Bldg E Room 1.907	
South Academic Bldg E Room 1.310			
South Academic Bldg E Room 1.210			
South Academic Bldg E Room 1.202			
South Academic Bldg E Room 1.106			

Justification and Benefit – The upgrades will provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and the community. It is necessary to update or replace outdated/obsolete equipment to provide better services to our students,

faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments.

Background – Proposal documents were advertised on March 24, 2021 and March 31, 2021 and issued to fifteen (15) vendors. Six (6) responses were received on April 13, 2021 and reviewed by Educational Technologies, Information Technology, and the Purchasing Department.

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

**2) Audio Visual Equipment for Classroom Upgrades II (Award)**

Award the proposal for audio visual equipment for classroom upgrades II, at a total amount of \$53,381.37. The vendors are as follows:

<b>Project No.</b>	<b>Project Name</b>	<b>Vendor</b>	<b>Amount</b>
1	Pecan Campus – Business and Science Bldg G Room 109 (Science Lab)	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$9,325.09
2	Technology Campus – Building E Room 1.511 Precision Manufacturing Lab	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$5,977.82
3	Starr County Campus – Building J Room 108 Computer Lab	<b>Audio Visual Aids</b> (San Antonio, TX)	\$11,220.69
4	Starr County Campus – Building D Room 116 Large Classroom/Conference Space	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$26,857.77
<b>Total</b>			<b>\$53,381.37</b>

Purpose – Educational Technologies is requesting to purchase audio visual equipment for classroom upgrades for the Pecan, Starr County, and Technology campuses. The purchase will include some of the following items: displays, switchers, transformers, amplifiers, receivers, cables, and hardware.

Justification and Benefit – The upgrades will provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and the community. It is necessary to update or replace outdated/obsolete equipment to provide better services to our students, faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments.

Background – Proposal documents were advertised on March 24, 2021 and March 31, 2021 and issued to fourteen (14) vendors. Five (5) responses were received on April 13, 2021 and

reviewed by Educational Technologies, Information Technology, and the Purchasing Department.

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

**3) Audio Visual Equipment – Digital Signage, Parts, and Supplies (Award)**

Award the proposal for audio visual equipment – digital signage, parts, and supplies, at a total amount of \$55,128.87. The vendors are as follows:

<b>Project No.</b>	<b>Project Name</b>	<b>Vendor</b>	<b>Amount</b>
1	Boardroom Upgrade	<b>Audio Visual Aids (San Antonio, TX)</b>	\$14,683.00
2	College Wide Replacement Screens	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$8,626.25
3	Interactive Display for Starr County Campus Bldg E Room 2.602	<b>Howard Technology Solutions</b> (Ellisville, MS)	\$4,810.00
4	Digital Signage Equipment for Starr County Campus	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$766.98
5	College Wide Interactive Classroom Display Upgrades	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$26,242.64
<b>Total</b>			<b>\$55,128.87</b>

Purpose – Educational Technologies is requesting to purchase audio visual equipment – digital signage, parts, and supplies for new installations and to upgrade existing equipment throughout the College district. This upgrade will provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and the community.

Justification and Benefit – The equipment, parts, and supplies are necessary to update or replace outdated and obsolete audio visual equipment and digital signage. It will provide better services for our student, faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environment.

Background – Proposal documents were advertised on March 24, 2021 and March 31, 2021 and issued to fifteen (15) vendors. Three (3) responses were received on April 14, 2021 and were reviewed by Educational Technologies, Information Technology, and the Purchasing Department.

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

#### **4) Medical Office Skills Training (Award)**

Award the proposal for medical office skills training to **Practice Management Institute** (San Antonio, TX), for the period beginning July 1, 2021 through June 30, 2022 with two one-year options to renew, at no charge to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission.

Purpose – Continuing, Professional, and Workforce Education is requesting to contract for medical office skill training that will allow the College to expand training for medical office staff in areas such as managing front office staff, billing and coding, record retention, and anything else that will help make a medical office more efficient.

Justification and Benefit – Continuing Education does not have the trainers to provide this type of training, so this contract will allow the department to meet this need and expand its customer base.

Background – Proposal documents were advertised on March 24, 2021 and March 31, 2021 and issued to three (3) vendors. Two (2) responses were received on April 15, 2021 and reviewed by Continuing, Professional, and Workforce Education, Office of Industry Training and Economic Development, and the Purchasing Department.

#### **5) Small Business Skills Training (Award)**

Award the proposal for small business skills training to **Leadership Empowerment Group, LLC**. (Mercedes, TX), for the period beginning July 1, 2021 through June 30, 2022 with two one-year options to renew, at no charge to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission.

Purpose – Continuing, Professional, and Workforce Education is requesting a contract for small business skills training that will allow the College to recruit new businesses, expand its services and provide small businesses with training such as managing a business, communication skills, and handling difficult customers. It includes some of the following programs: Executive Leadership Academy, Teacher Leadership Academy, Workforce Training, Industry Specific Training, Conflict Management, Organizational Skills, Business Etiquette, Customer Service, Communication Skills, etc.

Justification and Benefit – Continuing Education does not have the trainers to conduct outreach to small businesses and provide them with training opportunities, so this contract will benefit not only Continuing Education by helping the department to expand its customer base, but also many small businesses that are part of the community.

Background – Proposal documents were advertised on March 24, 2021 and March 31, 2021 and issued to five (5) vendors. One (1) response was received on April 15, 2021 and reviewed by Continuing, Professional, and Workforce Education, Office of Industry Training and Economic Development, and the Purchasing Department.

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

**6) Online Tutoring Service Agreement (Purchase)**

Purchase an additional online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning May 26, 2021 through August 31, 2021, at a total amount of \$69,000.00 for three thousand (3,000) services hours.

Purpose – The Centers for Learning Excellence is requesting to purchase additional hours for the online tutoring services, which are utilized by students through the College district.

Justification and Benefit – The service agreement will include online tutoring and retention services in English, Math, Developmental English, Developmental Math, Developmental Reading, History, Economics, Philosophy, Education, Business, Political Science, Nursing, Psychology, Spanish, Allied Health, Biology, Chemistry, Physics, Sociology, and many other subjects. These services supplement and enhance the services provided at the College’s Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location, and, in some cases, providing tutors for subjects in which it is difficult to find qualified tutors locally. These tutoring services provide new, enhanced features such as audio and video tutoring capabilities, data and analytics dashboards, and the ability to schedule appointments and select and rate tutors. The provision of online tutoring services in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for students regardless of their location on or off campus. Usage of the online tutoring service has increased during this academic year, and approximately 2/3 of the hours purchased have already been used. The Centers for Learning Excellence is seeking to purchase additional hours to continue providing this service to students for the rest of the academic year.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2020 – 2021.

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

**7) Furniture (Purchase)**

Purchase furniture from OMNIA Partners, Sourcewell, and The Interlocal Purchasing System (TIPS) purchasing cooperatives, and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$177,971.08. The vendors are as follows:

#	Vendors	Amount
A	<b>Computer Comforts, Inc.</b> (Kemah, TX)	\$14,591.30
B	<b>Cramer, LLC. /Gateway Printing and Office Supply, Inc.</b> (Kansas City, MO/Edinburg, TX)	\$35,499.75
C	<b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc.</b> (Emigsville, PA/Edinburg, TX)	\$1,208.40

#	Vendors	Amount
D	<b>Diversified Metal Fabricators, Inc./Gateway Printing and Office Supply, Inc.</b> (Smithville, MO/Edinburg, TX)	\$24,640.58
E	<b>Environamics, Inc. / Gateway Printing and Office Supply, Inc.</b> (Charlotte, NC/Edinburg, TX)	\$18,147.60
F	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$5,953.42
G	<b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Green Bay, WI/Edinburg, TX)	\$76,238.17
H	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$1,691.86
Furniture Total		\$177,971.08

The purchases can be summarized as follows:

- Computer Comforts, Inc. (Kemah, TX)
  - ⇒ Mid Valley Campus
    - 10 Mobile glass boards for the Centers for Learning Excellence
- Cramer, LLC. /Gateway Printing and Office Supply, Inc. (Kansas City, MO/Edinburg, TX)
  - ⇒ Pecan Campus
    - 72 Students stools and 3 faulty/staff stools for the Division of Math and Science
- Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (Emigsville, PA/Edinburg, TX)
  - ⇒ Pecan Campus
    - 4 Storage shelving units for the Kinesiology Program
- Diversified Metal Fabricators, Inc./Gateway Printing and Office Supply, Inc. (Smithville, MO/Edinburg, TX)
  - ⇒ Pecan Campus
    - 30 Science lab tables for the Division of Math and Science
- Environamics, Inc./Gateway Printing and Office Supply, Inc. (Charlotte, NC/Edinburg, TX)
  - ⇒ Nursing and Allied Health Campus
    - Mobile Walls for the Center for Learning Excellence
- Exemplis Corporation/Gateway Printing and Office Supply, Inc. (Cypress, CA/Edinburg, TX)
  - ⇒ Pecan Campus
    - 2 Faculty/Staff chairs for the Division of Social and Behavioral Sciences

- 9 Faculty/Staff chairs for the Centers for Learning Excellence
- Krueger International, Inc./Gateway Printing and Office Supply, Inc. (Green Bay, WI/Edinburg, TX)
  - ⇒ Pecan Campus
    - 2 Faculty/Staff guest chairs and 1 table for the Division of Social and Behavioral Sciences
    - 9 Chairs for Valley Scholars-Student Services
  - ⇒ Mid Valley Campus
    - 66 Student lab chairs and 33 lab tables for the Division of Nursing and Allied Health
  - ⇒ Nursing and Allied Health Campus
    - 2 Tables for the Centers for Learning Excellence
    - 16 Student Chairs for the Division of Nursing
    - 1 Faculty/Staff desk and chair for the Centers for Learning Excellence
  - ⇒ Technology Campus
    - 1 Faculty/Staff round table for the Architectural and Engineering Design Technician Program
    - 1 Table for the Centers for Learning Excellence
- The Hon Company/Gateway Printing and Office Supply, Inc. (Muscatine, IA/Edinburg, TX)
  - ⇒ Mid Valley Campus
    - 1 Faculty/Staff bookcase for the Centers for Learning Excellence
  - ⇒ Pecan Campus
    - 2 Faculty/Staff Bookcases for the Centers for Learning Excellence
    - 1 Storage Cabinet for the Library Public Services

Fund for these expenditures are budgeted in the requesting department budgets for FY 2020 - 2021 as follows: Architectural and Engineering Design Technician, Associate Degree Nursing, Centers for Learning Excellence, Division Nursing and Allied Health, Division of Social and Behavioral Sciences, Library Public Services, Nursing and Allied Health Student Services Renovation-FFE, Pecan Business and Science Bldg G Classroom Renovation, Pecan Plaza West Bldg C Kinesiology Renovation, and Valley Scholars-Student Services.

#### **8) Network Cabling and Equipment Installation Services (Renewal)**

Renew the network cabling and equipment installation services contracts for the period beginning July 26, 2021 through July 25, 2022, at an estimated amount of \$70,000.00. The amount is based on prior year trends and will be expensed as needed. The vendors are as follows:

- **BridgeNet Communications** (Donna, TX)
- **Network Cabling Services, Inc.** (Houston, TX)
- **Telepro Communications** (Mission, TX)

Purpose – Information Technology and the Office of Public Safety are requesting to renew the network cabling and equipment installation services for the internet connections and for installation of surveillance cameras district wide as needed. Several vendors are needed due to the various needs by the departments and vendor availability of supplies, pricing, installation services availability, and product/service warranty.

Justification and Benefit – These services are needed to install data cabling in new facilities and renovated areas or to install additional data lines in existing classrooms and offices. It will also include the installation and data connections for new or replaced surveillance cameras through the College district.

Background – The Board awarded the contract for network cabling and equipment installation services at the June 23, 2020 Board of Trustees meeting for one year with two one-year annual renewals. The first renewal period begins on July 26, 2021 and ends July 25, 2022.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/23/20	7/26/20 – 7/26/21	2 – one year options
1 <sup>st</sup> Renewal	5/25/21		7/26/21 – 7/25/22

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

## **B. Purchases and Renewals (B-c. Technology Item)**

### **9) Computers, Laptops, and Tablet (Purchase)**

Purchase of computers, laptops, and a tablet from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$237,840.16.

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

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

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

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

The purchases can be summarized as follows:

- Student Computers
  - ⇒ 139 Computers for Learning Commons and Open Labs
  - ⇒ 4 Computers for Clinical Simulation
  - ⇒ 6 Computers for Cybersecurity Program
- Staff Computers
  - ⇒ 1 Computer for Learning Outcomes
  - ⇒ 1 Computer for Academic Advancement
  - ⇒ 1 Computer for Bachelors of Science in Nursing
  - ⇒ 5 Computers for Library Public Services
- Student Laptops
  - ⇒ 5 Laptops for Counseling and Student Access Services
  - ⇒ 10 Laptops for Clinical Simulation
- Faculty Laptops
  - ⇒ 2 Laptops for Respiratory Therapy Program
  - ⇒ 2 Laptops for Computer Science Program
  - ⇒ 4 Laptops for Educational Technologies
  - ⇒ 1 Laptop for Cybersecurity Program
- Staff Laptops
  - ⇒ 1 Laptop for Dual Credit Programs
  - ⇒ 1 Laptop for Respiratory Therapy Program
  - ⇒ 6 Laptops for Library Acquisition
  - ⇒ 2 Laptops for Medical Health Service Management
  - ⇒ 1 Laptop for Academic Advancement
  - ⇒ 10 Laptops for Distance Learning
  - ⇒ 7 Laptops for Educational Technologies
  - ⇒ 1 Laptop for Safety and Security
- Staff Tablet
  - ⇒ 1 Tablet for Music Program

Funds for these expenditures are budgeted in the requesting department budgets for FY 2020 - 2021 as follows: Learning Commons and Open Labs, Clinical Simulation, Cybersecurity, Learning Outcomes, Academic Advancement, Bachelors of Science in Nursing, Library Public Services, Counseling and Student Access Services, Respiratory Therapy, Computer Science, Educational Technologies-Maintenance and Replacement, Dual Credit Programs, Library Acquisition, Medical Health Service Management, Distance Learning, Safety and Security, Educational Technologies, and Music.

### **C. Interlocal Agreement**

#### **10) State Records Inquiry Access Agreement (Purchase/Renewal)**

Enter into a state records inquiry access interlocal agreement with the **Texas Department of Public Safety** (Austin, TX), a state agency/sole source vendor, for the period beginning January 4, 2021 through December 31, 2021, at an estimated amount of \$10,000.00.

Purpose – The Office of Human Resources and Department of Public Safety are requesting to enter into an interlocal agreement to access driving records (Motor Vehicle Records) as required as part of their day to day operation for compliance with Policy 6426: Authorization to Drive College-Owned Vehicles.

In addition, the College is updating the account contact information therefore, a new agreement is required by the Texas Department of Public Safety to continue accessing their records.

Justification and Benefit – The access is needed to verify driving records for faculty and staff driving College owned vehicles, including gators. In order to be authorized to drive a South Texas College vehicle or drive any vehicle, whether owned by the College or on behalf of the College, the employee's driving record is authorized, accessed, and evaluated using standard criteria as listed in policy to ensure continued eligibility to drive a college vehicle. This verification process has been conducted since inception of the College and driving records are verified annually.

Funds for this expenditure are budgeted in the Office of Human Resources and Department of Public Safety budgets for FY 2020 – 2021.

#### **Recommendation:**

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 25, 2021 Board meeting the award of proposals, purchases, renewals, and interlocal agreement as listed below:

#### **A. Award of Proposals**

#### **B. Purchases and Renewals**

- a. Instructional Item**
- b. Non-Instructional Items**
- c. Technology Item**

#### **C. Interlocal Agreement**

#### **A. Award of Proposals**

- 1) Audio Visual Equipment for Classroom Upgrades (Award):** award the proposal for audio visual equipment for classroom upgrades to **SKC Communication Products, LLC.** (Richardson, TX), at a total amount of \$120,869.08;

- 2) Audio Visual Equipment for Classroom Upgrades II (Award):** award the proposal for audio visual equipment for classroom upgrades II, at a total amount of \$53,381.37. The vendors are as follows:

<b>Project No.</b>	<b>Project Name</b>	<b>Vendor</b>	<b>Amount</b>
1	Pecan Campus – Business and Science Bldg G Room 109 (Science Lab)	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$9,325.09
2	Technology Campus – Building E Room 1.511 Precision Manufacturing Lab	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$5,977.82
3	Starr County Campus – Building J Room 108 Computer Lab	<b>Audio Visual Aids</b> (San Antonio, TX)	\$11,220.69
4	Starr County Campus – Building D Room 116 Large Classroom/Conference Space	<b>Pro Sound, Inc./ dba Pro Sound &amp; Video</b> (Pensacola, FL)	\$26,857.77
<b>Total</b>			<b>\$53,381.37</b>

- 3) Audio Visual Equipment – Digital Signage, Parts, and Supplies (Award):** award the proposal for audio visual equipment – digital signage, parts, and supplies, at a total amount of \$55,128.87. The vendors are as follows:

<b>Project No.</b>	<b>Project Name</b>	<b>Vendor</b>	<b>Amount</b>
1	Boardroom Upgrade	<b>Audio Visual Aids (San Antonio, TX)</b>	\$14,683.00
2	College Wide Replacement Screens	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$8,626.25
3	Interactive Display for Starr County Campus Bldg E Room 2.602	<b>Howard Technology Solutions</b> (Ellisville, MS)	\$4,810.00
4	Digital Signage Equipment for Starr County Campus	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$766.98
5	College Wide Interactive Classroom Display Upgrades	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$26,242.64
<b>Total</b>			<b>\$55,128.87</b>

- 4) Medical Office Skills Training (Award):** award the proposal for medical office skills training to **Practice Management Institute** (San Antonio, TX), for the period beginning July 1, 2021 through June 30, 2022 with two one-year options to renew, at no charge to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission;
- 5) Small Business Skills Training (Award):** award the proposal for small business skills training to **Leadership Empowerment Group, LLC.** (Mercedes, TX), for the period beginning July 1, 2021 through June 30, 2022 with two one-year options to renew, at no charge to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission;

**B. Purchases and Renewal (B-a. Instructional Item)**

- 6) Online Tutoring Service Agreement (Purchase):** purchase an additional online tutoring service agreement from **Upswing International, Inc.** (Austin, TX), a sole source vendor, for the period beginning May 26, 2021 through August 31, 2021, at a total amount of \$69,000.00 for three thousand (3,000) services hours;

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

- 7) Furniture (Purchase):** purchase furniture from OMNIA Partners, Sourcewell, and The Interlocal Purchasing System (TIPS) purchasing cooperatives, and the State of Texas Multiple Award Schedule (TXMAS) approved vendors, at a total amount of \$177,971.08. The vendors are as follows:

#	Vendors	Amount
A	<b>Computer Comforts, Inc.</b> (Kemah, TX)	\$14,591.30
B	<b>Cramer, LLC. /Gateway Printing and Office Supply, Inc.</b> (Kansas City, MO/Edinburg, TX)	\$35,499.75
C	<b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc.</b> (Emigsville, PA/Edinburg, TX)	\$1,208.40
D	<b>Diversified Metal Fabricators, Inc./Gateway Printing and Office Supply, Inc.</b> (Smithville, MO/Edinburg, TX)	\$24,640.58
E	<b>Environamics, Inc./Gateway Printing and Office Supply, Inc.</b> (Charlotte, NC/Edinburg, TX)	\$18,147.60
F	<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc.</b> (Cypress, CA/Edinburg, TX)	\$5,953.42
G	<b>Krueger International, Inc./Gateway Printing and Office Supply, Inc.</b> (Green Bay, WI/Edinburg, TX)	\$76,238.17
H	<b>The Hon Company/Gateway Printing and Office Supply, Inc.</b> (Muscatine, IA/Edinburg, TX)	\$1,691.86
Furniture Total		\$177,971.08

**8) Network Cabling and Equipment Installation Services (Renewal):** renew the network cabling and equipment installation services contracts for the period beginning July 26, 2021 through July 25, 2022, at an estimated amount of \$70,000.00. The amount is based on prior year trends and will be expensed as needed. The vendors are as follows:

- **BridgeNet Communications** (Donna, TX)
- **Network Cabling Services, Inc.** (Houston, TX)
- **Telepro Communications** (Mission, TX)

**B. Purchases and Renewals (B-c. Technology Item)**

**9) Computers, Laptops, and Tablet (Purchase):** purchase computers, laptops, and tablet from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$237,840.16.

**C. Interlocal Agreement**

**10) State Records Inquiry Access Agreement (Purchase/Renewal):** enter into a state records inquiry access interlocal agreement with the **Texas Department of Public Safety** (Austin, TX), a state agency/sole source vendor, for the period beginning January 4, 2021 through December 31, 2021, at an estimated amount of \$10,000.00.

Recommend Action - The total for all award of proposals, purchases, renewals, and interlocal agreement is \$794,190.56.

**SOUTH TEXAS COLLEGE**  
**1. AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES**  
**PROJECT NO. 20-21-1035**

NAME		Audio Visual Aids	Audio Visual Technologies, Inc. (AVTG)	Howard Technology Solutions A Division of Howard Industries, Inc.	Netsync Network Solutions	SKC Communication Products, LLC.	Visions of Video							
ADDRESS		2903 N Flores St	12502 Exchange Dr Ste 404	36 Howard Dr	1224 E Jasmine Ave Ste B	1910 Firman Dr Ste 120	9030 Balboa Blvd							
CITY/STATE/ZIP		San Antonio, TX 78212	Stafford, TX 77477	Ellisville, MS 39437	McAllen, TX 78501	Richardson, TX 75081	Northridge, CA 91325							
PHONE		800-422-1282	281-240-2100	601-425-3181	866-974-5959	214-570-2844	818-891-6161							
FAX			281-240-2250	601-399-5077	713-664-9964	800-454-4752	818-891-1518							
CONTACT		Ernest Mendez	Delana Pena	Darlene Parker	Angela Melone	Chris Laing	Daisy German							
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	11	98" Class HDR 4K UHD Smart LED Display QB98R	\$ 7,049.00	\$77,539.00	\$ 7,297.00	\$80,267.00	\$ 7,401.00	\$81,411.00	\$ 7,700.00	\$84,700.00	\$ 7,180.86	\$78,989.46		
1	11	98" Class HDR 4K UHD Smart LED Display *QB98T (Alternate Item)											\$ 6,860.58	\$75,466.38
2	8	65" Class HDR 4K UHD Commercial Smart LED Display	\$ 992.00	\$ 7,936.00	\$ 1,010.00	\$ 8,080.00	\$ 980.00	\$ 7,840.00	\$ 1,066.40	\$ 8,531.20	\$ 946.13	\$ 7,569.04	\$ 967.30	\$ 7,738.40
3	11	X-Large Fusion Micro-Adjustable Tilt Wall Mount	\$ 251.22	\$ 2,763.42	\$ 228.00	\$ 2,508.00	\$ 238.00	\$ 2,618.00	\$ 254.60	\$ 2,800.60	\$ 231.76	\$ 2,549.36	\$ 237.18	\$ 2,608.98
4	8	Speed-Connect Above Tile Suspended Ceiling Kit	\$ 71.43	\$ 571.44	\$ 87.00	\$ 696.00	\$ 87.00	\$ 696.00	\$ 95.90	\$ 767.20	\$ 83.56	\$ 668.48	\$ 87.83	\$ 702.64
5	8	18"-24" Adjustable Extension Column	\$ 102.70	\$ 821.60	\$ 88.00	\$ 704.00	\$ 88.00	\$ 704.00	\$ 97.30	\$ 778.40	\$ 84.78	\$ 678.24	\$ 81.08	\$ 648.64
6	2	12"-18" Adjustable Extension Column	\$ 94.59	\$ 189.18	\$ 81.00	\$ 162.00	\$ 80.00	\$ 160.00	\$ 89.60	\$ 179.20	\$ 78.07	\$ 156.14	\$ 81.08	\$ 162.16
7	8	Large Flat Panel Ceiling Mount	\$ 251.22	\$ 2,009.76	\$ 228.00	\$ 1,824.00	\$ 238.00	\$ 1,904.00	\$ 247.00	\$ 1,976.00	\$ 231.76	\$ 1,854.08	\$ 235.88	\$ 1,887.04
8	19	Universal Flat Panel Mount Hardware Kit	\$ 10.41	\$ 197.79	\$ 10.00	\$ 190.00	\$ 9.00	\$ 171.00	\$ 21.60	\$ 410.40	\$ 8.23	\$ 156.37	\$ 13.66	\$ 259.54
9	5	Eight Input HDCP-Compliant Scaling Presentation Switcher with DTP Extension	\$ 2,250.00	\$11,250.00	\$ 2,250.00	\$11,250.00	\$ 2,159.00	\$10,795.00	\$ 2,349.00	\$11,745.00	\$ 2,166.75	\$10,833.75		
10	15	Profile Enclosure and 70/100 V Transformer (pair)	\$ 310.98	\$ 4,664.70	\$ 283.00	\$ 4,245.00	\$ 272.00	\$ 4,080.00	\$ 295.80	\$ 4,437.00	\$ 272.85	\$ 4,092.75		
11	4	Four Output DTP Distribution Amplifiers	\$ 1,583.33	\$ 6,333.32	\$ 1,806.00	\$ 7,224.00	\$ 1,732.00	\$ 6,928.00	\$ 1,885.00	\$ 7,540.00	\$ 1,738.75	\$ 6,955.00		
12	19	Long Distance DTP Receiver for HDMI	\$ 292.68	\$ 5,560.92	\$ 267.00	\$ 5,073.00	\$ 259.00	\$ 4,921.00	\$ 278.40	\$ 5,289.60	\$ 256.80	\$ 4,879.20		
13	19	Ultra-Flexible Premium High-Speed HDMI Cables	\$ 52.86	\$ 1,004.34	\$ 44.00	\$ 836.00	\$ 40.00	\$ 760.00	\$ 42.90	\$ 815.10	\$ 39.59	\$ 752.21		
14	10	150ft Plenum, Shielded Cat5e Cable, Yellow	\$ 102.57	\$ 1,025.70	\$ 40.00	\$ 400.00	\$ 28.00	\$ 280.00	\$ 179.20	\$ 1,792.00	\$ 73.50	\$ 735.00		
15	1	Clear RJ45 8P8C CAT5E SH (Added Item)							\$ 112.50	\$ 112.50				
16	1	Shipping and Handling	\$ 610.00	\$ 610.00	\$ 2,121.36	\$ 2,121.36	\$ 1,050.00	\$ 1,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL AMOUNT PROPOSED</b>			\$ 122,477.17		\$ 125,580.36		\$ 124,318.00		\$ 131,874.20		\$ 120,869.08		\$ 89,473.78	
<b>TOTAL EVALUATION POINTS</b>			95.84		94.42		95.21		91.72		96.7		79.81	
<b>RANKING</b>			2		4		3		5		1		6	

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**  
**1. AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES**  
**PROJECT NO. 20-21-1035 -- EVALUATION SUMMARY**

VENDOR		Audio Visual Aids		Audio Visual Technologies, Inc. (AVTG)		Howard Technology Solutions - A Division of Howard Industries, Inc.		Netsync Network Solutions		SKC Communication Products, LLC.		Visions of Video	
ADDRESS		2905 N Flores St		12502 Exchange Dr Ste 404		36 Howard Dr		1224 E Jasmine Ave Ste B		1910 Firman Dr Ste 120		9030 Balboa Blvd	
CITY/STATE/ZIP		San Antonio, TX 78212		Stafford, TX 77477		Ellisville, MS 39437		McAllen, TX 78501		Richardson, TX 75081		Northridge, CA 91325	
PHONE		800-422-1282		281-240-2100		601-425-3181		866-974-5959		214-570-2844		818-891-6161	
FAX				281-240-2250		601-399-5077		713-664-9964		800-454-4752		818-891-1518	
CONTACT		Ernest Mendez		Delana Pena		Darlene Parker		Angela Melone		Chris Laing		Daisy German	
1	The purchase price. (up to 50 points)	49.34	49.34	48.12	48.12	48.61	48.61	45.82	45.82	50	50	37.01	37.01
		49.34		48.12		48.61		45.82		50		37.01	
		49.34		48.12		48.61		45.82		50		37.01	
		49.34		48.12		48.61		45.82		50		37.01	
		49.34		48.12		48.61		45.82		50		37.01	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9.4	8	9.1	9	9.3	8	8.8	8	9.2	7	8.8
		10		10		10		10		10		10	
		10		10		10		9		10		10	
		9		9		9		8		9		9	
		9		8.5		8.5		9		9		8	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.2	17	17.2	17	17.4	17	17.2	17	17.4	17	16.8
		18		18		18		18		18		18	
		18		18		18		18		18		16	
		16		16		17		16		17		16	
		17		17		17		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	17	17	17	17	17	17	17	16.4	17	17.2	17	15.2
		18		18		18		18		18		18	
		18		18		18		15		18		10	
		15		15		15		15		16		14	
		17		17		17		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	2	2	3	2.9	3	2.5	3	2.9	2	2
		3		2		3		3		2		2	
		3		2		3		2		3		2	
		3		2		3		2		3		2	
		2.5		2		2.5		2.5		2.5		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1	0	0	1	1	0	0	0	0
		0		1		0		1		0		0	
		0		1		0		1		0		0	
		0		1		0		1		0		0	
		0		1		0		1		0		0	
<b>TOTAL EVALUATION POINTS</b>		95.84		94.42		95.21		91.72		96.7		79.81	
<b>RANKING</b>		2		4		3		5		1		6	

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**  
**1. PROPOSAL CRITERIA - PRODUCT ONLY**

	Product Only		
	Points	Score Key	
<b>1 Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	50		
<b>2 Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects)	10	8-10 5-7 2-4 0-1	Excellent Acceptable Marginal Poor/No Response
<b>3 Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	18	14-18 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>4 Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Delivery Time Frame of product(s) b. Meet or exceed the specifications	18	14-18 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>5 Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	3	3 2 1 0	Excellent Acceptable/New Vendor Marginal Poor/No Response
<b>6 Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0	Yes No
<b>7 Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services</b> a. Annual Maintenance Cost b. Annual Escalation Increase			Up to 5 points will be used from the purchase price if applicable
<b>8 Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment			Up to 5 points will be used from the purchase price if applicable
<b>Total Points</b>	<b>100</b>		

**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

**SOUTH TEXAS COLLEGE**  
**2. AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II**  
**PROJECT NO. 20-21-1036**

NAME		Audio Visual Aids	Audio Visual Technologies Group, Inc. (AVTG)	Howard Technology Solutions - A Division of Howard Industries, Inc.	Netsync Network Solutions	Pro Sound, Inc./ dba Pro Sound & Video	
ADDRESS		2903 N Flores St	12502 Exchange Dr Ste 404	36 Howard Dr	1224 E Jasmine Ave Ste B	8812 Grow Dr	
CITY/STATE/ZIP		San Antonio, TX 78212	Stafford, TX 77477	Ellisville, MS 39437	McAllen, TX 78501	Pensacola, FL 32514	
PHONE		800-422-1282	281-240-2100	604-425-3181	866-974-5959	850-476-7600	
FAX			281-240-2250	601-399-5077	713-664-9964	850-476-0600	
CONTACT		Ernest Mendez	Delana Pena	Darlene Parker	Angela Melone	Brian Smith	
#	Qty	Description	Proposed	Proposed	Proposed	Proposed	
1	1	Project #1 - Upgrade for Pecan Campus Building G Room 109 Science Lab	\$ 11,915.75	\$ 10,373.75	\$ 11,841.00	\$ 11,925.20	\$ 11,047.77
<b>Project #1 Total</b>			\$ 11,915.75	\$ 10,373.75	\$ 11,841.00	\$ 11,925.20	\$ 11,047.77
<b>***Project #1 Total Without Line #18</b>			\$ 10,110.19	\$ 10,190.75	\$ 10,109.00	\$ 10,040.20	\$ 9,325.09
<b>TOTAL EVALUATION POINTS</b>			92.81	90.65	92.52	93.93	96.2
<b>RANKING</b>			3	5	4	2	1
<b>***Note: Line #18 of the project equipment list was removed due to an incorrect vendor price which would affect the evaluation purchase price points.</b>							
2	1	Project #2 - Upgrade for Technology Campus Building E Room 1.511 Precision Manufacturing Lab	\$ 6,494.06	\$ 6,556.25	\$ 6,838.00	\$ 6,443.50	\$ 5,977.82
<b>Project #2 Total</b>			\$ 6,494.06	\$ 6,556.25	\$ 6,838.00	\$ 6,443.50	\$ 5,977.82
<b>TOTAL EVALUATION POINTS</b>			92.72	89.48	90.11	93.48	95.6
<b>RANKING</b>			3	5	4	2	1
3	1	Project # 3 - Upgrade for Starr County Campus Building J Room 108 Computer Lab	\$ 11,220.69	\$ 12,230.75	\$ 11,896.00	\$ 12,022.60	\$ 11,667.77
<b>Project #3 Total</b>			\$ 11,220.69	\$ 12,230.75	\$ 11,896.00	\$ 12,022.60	\$ 11,667.77
<b>TOTAL EVALUATION POINTS</b>			96.9	90.77	93.36	94.36	94.28
<b>RANKING</b>			1	5	4	2	3
4	1	Project # 4 - Upgrade for Starr County Campus Building D Room 116 Large Classroom/Conference Space	\$ 29,165.05	\$ 28,810.85	\$ 27,316.00	\$ 30,271.70	\$ 26,857.77
<b>Project #4 Total</b>			\$ 29,165.05	\$ 28,810.85	\$ 27,316.00	\$ 30,271.70	\$ 26,857.77
<b>TOTAL EVALUATION POINTS</b>			92.74	91.51	95.56	92.06	96.2
<b>RANKING</b>			3	5	2	4	1

**SOUTH TEXAS COLLEGE**  
**2. AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II**  
**PROJECT NO. 20-21-1036**

<b>NAME</b>		Audio Visual Aids	Audio Visual Technologies Group, Inc. (AVTG)	Howard Technology Solutions - A Division of Howard Industries, Inc.	Netsync Network Solutions	Pro Sound, Inc./ dba Pro Sound & Video
<b>ADDRESS</b>		2903 N Flores St	12502 Exchange Dr Ste 404	36 Howard Dr	1224 E Jasmine Ave Ste B	8812 Grow Dr
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212	Stafford, TX 77477	Ellisville, MS 39437	McAllen, TX 78501	Pensacola, FL 32514
<b>PHONE</b>		800-422-1282	281-240-2100	604-425-3181	866-974-5959	850-476-7600
<b>FAX</b>			281-240-2250	601-399-5077	713-664-9964	850-476-0600
<b>CONTACT</b>		Ernest Mendez	Delana Pena	Darlene Parker	Angela Melone	Brian Smith
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>
<b>Project Summary</b>						
<b>Project #1</b>						\$ 9,325.09
<b>Project #2</b>						\$ 5,977.82
<b>Project #3</b>		\$ 11,220.69				
<b>Project #4</b>						\$ 26,857.77

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  
AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II - PROJECT #1  
PROJECT NO. 20-21-1036 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Audio Visual Technologies Group, Inc. (AVTG)		Howard Technology Solutions - A Division of Howard Industries, Inc.		Netsync Network Solutions		Pro Sound, Inc./ dba Pro Sound & Video	
<b>ADDRESS</b>		2905 N Flores St		12502 Exchange Dr Ste 404		36 Howard Dr		1224 E Jasmine Ave Ste B		8812 Grow Dr	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78213		Stafford, TX 77477		Ellisville, MS 39437		McAllen, TX 78501		Pensacola, FL 32514	
<b>PHONE</b>		800-422-1282		281-240-2100		604-425-3181		866-974-5959		850-476-7600	
<b>FAX</b>				281-240-2250		601-399-5077		713-664-9964		850-476-0600	
<b>CONTACT</b>		Ernest Mendez		Delana Pena		Darlene Parker		Angela Melone		Brian Smith	
1	The purchase price. (up to 50 points)	46.11	46.11	45.75	45.75	46.12	46.12	46.43	46.43	50	50
		46.11		45.75		46.12		46.43		50	
		46.11		45.75		46.12		46.43		50	
		46.11		45.75		46.12		46.43		50	
		46.11		45.75		46.12		46.43		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9.4	9	9.1	9	9.3	9	9.2	9	9.2
		10		10		10		10		10	
		10		10		10		9		9	
		9		8		9		9		9	
		9		8.5		8.5		9		8	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.4	17	17	17	17.3	17	17.4	17	17.4
		18		18		18		18		18	
		18		18		17		17		17	
		17		16		16.5		17		17	
		17		16		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	17	17	17	16.8	17	16.9	17	17	17	17
		18		18		18		18		18	
		17		17		16		16		16	
		16		16		16.5		17		17	
		17		16		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	2	2	3	2.9	3	2.9	2	2.6
		3		2		3		3		3	
		3		2		3		3		3	
		3		2		3		3		3	
		2.5		2		2.5		2.5		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0	1	1	0	0
		0		0		0		0		0	
		0		0		0		1		0	
		0		0		0		1		0	
		0		0		0		1		0	
<b>TOTAL EVALUATION POINTS</b>		92.81		90.65		92.52		93.93		96.2	
<b>RANKING</b>		3		5		4		2		1	

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  
AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II - PROJECT #2  
PROJECT NO. 20-21-1036 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids	Audio Visual Technologies Group, Inc. (AVTG)	Howard Technology Solutions - A Division of Howard Industries, Inc.	Netsync Network Solutions	Pro Sound, Inc./ dba Pro Sound & Video					
<b>ADDRESS</b>		2905 N Flores St	12502 Exchange Dr Ste 404	36 Howard Dr	1224 E Jasmine Ave Ste B	8812 Grow Dr					
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78213	Stafford, TX 77477	Ellisville, MS 39437	McAllen, TX 78501	Pensacola, FL 32514					
<b>PHONE</b>		800-422-1282	281-240-2100	604-425-3181	866-974-5959	850-476-7600					
<b>FAX</b>			281-240-2250	601-399-5077	713-664-9964	850-476-0600					
<b>CONTACT</b>		Ernest Mendez	Delana Pena	Darlene Parker	Angela Melone	Brian Smith					
1	The purchase price. (up to 50 points)	46.02	46.02	45.58	45.58	43.71	43.71	46.38	46.38	50	50
		46.02		45.58		43.71		46.38		50	
		46.02		45.58		43.71		46.38		50	
		46.02		45.58		43.71		46.38		50	
		46.02		45.58		43.71		46.38		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9.2	9	8.9	9	9.1	9	9.2	9	9.2
		10		10		10		10		10	
		10		10		10		9		10	
		8		7		8		9		9	
		9		8.5		8.5		9		8	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.4	17	16.6	17	17.3	17	17.2	17	17.2
		18		18		18		18		18	
		18		18		18		18		18	
		17		14		17		16		16	
		17		16		16.5		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	17	17.2	17	16.4	17	17.1	17	17	17	16.8
		18		18		18		18		18	
		17		17		17		17		16	
		17		14		17		16		16	
		17		16		16.5		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	2	2	3	2.9	3	2.7	2	2.4
		3		2		3		3		3	
		3		2		3		3		3	
		3		2		3		2		2	
		2.5		2		2.5		2.5		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0	1	1	0	0
		0		0		0		1		0	
		0		0		0		1		0	
		0		0		0		1		0	
		0		0		0		1		0	
<b>TOTAL EVALUATION POINTS</b>		92.72	89.48	90.11	93.48	95.6					
<b>RANKING</b>		3	5	4	2	1					

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  
AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II - PROJECT #3  
PROJECT NO. 20-21-1036 -- EVALUATION SUMMARY**

VENDOR		Audio Visual Aids	Audio Visual Technologies Group, Inc. (AVTG)	Howard Technology Solutions - A Division of Howard Industries, Inc.	Netsync Network Solutions	Pro Sound, Inc./ dba Pro Sound & Video
ADDRESS		2905 N Flores St	12502 Exchange Dr Ste 404	36 Howard Dr	1224 E Jasmine Ave Ste B	8812 Grow Dr
CITY/STATE/ZIP		San Antonio, TX 78213	Stafford, TX 77477	Ellisville, MS 39437	McAllen, TX 78501	Pensacola, FL 32514
PHONE		800-422-1282	281-240-2100	604-425-3181	866-974-5959	850-476-7600
FAX			281-240-2250	601-399-5077	713-664-9964	850-476-0600
CONTACT		Ernest Mendez	Delana Pena	Darlene Parker	Angela Melone	Brian Smith
1	The purchase price. (up to 50 points)	50	45.87	47.16	46.66	48.08
		50	45.87	47.16	46.66	48.08
		50	45.87	47.16	46.66	48.08
		50	45.87	47.16	46.66	48.08
		50	45.87	47.16	46.66	48.08
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9	9	9	9
		10	10	10	10	10
		10	10	10	9	10
		9	8	8	9	9
		9	8.5	8.5	9	8
3	The quality of the vendor's goods or services. (up to 18 points)	17	17	17	17	17
		18	18	18	18	18
		18	18	18	18	18
		17	16	16	17	17
		17	16	16.5	17	17
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	17	17	17	17	17
		18	18	18	18	18
		17	17	17	17	16
		17	16	17	17	17
		17	16	16.5	17	17
5	The vendor's past relationship with the College. (up to 3 points)	3	2	3	3	2
		3	2	3	3	3
		3	2	3	3	3
		3	2	3	3	3
		2.5	2	2.5	2.5	2
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	1	0
		0	0	0	1	0
		0	0	0	1	0
		0	0	0	1	0
		0	0	0	1	0
<b>TOTAL EVALUATION POINTS</b>		96.9	90.77	93.36	94.36	94.28
<b>RANKING</b>		1	5	4	2	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  
AUDIO VISUAL EQUIPMENT FOR CLASSROOM UPGRADES II - PROJECT #4  
PROJECT NO. 20-21-1036 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Audio Visual Technologies Group, Inc. (AVTG)		Howard Technology Solutions - A Division of Howard Industries, Inc.		Netsync Network Solutions		Pro Sound, Inc./ dba Pro Sound & Video	
<b>ADDRESS</b>		2905 N Flores St		12502 Exchange Dr Ste 404		36 Howard Dr		1224 E Jasmine Ave Ste B		8812 Grow Dr	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78213		Stafford, TX 77477		Ellisville, MS 39437		McAllen, TX 78501		Pensacola, FL 32514	
<b>PHONE</b>		800-422-1282		281-240-2100		604-425-3181		866-974-5959		850-476-7600	
<b>FAX</b>				281-240-2250		601-399-5077		713-664-9964		850-476-0600	
<b>CONTACT</b>		Ernest Mendez		Delana Pena		Darlene Parker		Angela Melone		Brian Smith	
1	The purchase price. (up to 50 points)	46.04	46.04	46.61	46.61	49.16	49.16	44.36	44.36	50	50
		46.04		46.61		49.16		44.36		50	
		46.04		46.61		49.16		44.36		50	
		46.04		46.61		49.16		44.36		50	
		46.04		46.61		49.16		44.36		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	9	9.2	9	9.1	9	9.3	9	9.2	9	9.2
		10		10		10		10			
		10		10		9		9			
		8		8		9		9			
		9		8.5		8.5		9		8	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.4	17	17	17	17.1	17	17.4	17	17.4
		18		18		18		18			
		18		18		18		18			
		17		16		17		17			
		17		16		16.5		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	17	17.2	17	16.8	17	17.1	17	17.2	17	17
		18		18		18		18			
		17		17		17		17			
		17		16		17		17			
		17		16		16.5		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	2	2	3	2.9	3	2.9	2	2.6
		3		2		3		3			
		3		2		3		3			
		3		2		3		3			
		2.5		2		2.5		2.5		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0	1	1	0	0
		0		0		0		1			
		0		0		0		1			
		0		0		0		1			
		0		0		0		1		0	
<b>TOTAL EVALUATION POINTS</b>		92.74		91.51		95.56		92.06		96.2	
<b>RANKING</b>		3		5		2		4		1	

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**  
**2. PROPOSAL CRITERIA - PRODUCT ONLY**

		Product Only	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	50	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects)	10	8-10 5-7 2-4 0-1 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	18	14-18 9-13 4-8 0-3 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Delivery Time Frame of product(s) b. Meet or exceed the specifications	18	14-18 9-13 4-8 0-3 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	3	3 2 1 0 <b>Excellent</b> <b>Acceptable/New Vendor</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>6</b>	<b>Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0 <b>Yes</b> <b>No</b>
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services</b> a. Annual Maintenance Cost b. Annual Escalation Increase		Up to 5 points will be used from the purchase price if applicable
<b>8</b>	<b>Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment		Up to 5 points will be used from the purchase price if applicable
<b>Total Points</b>		<b>100</b>	

**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

**SOUTH TEXAS COLLEGE**  
**3. AUDIO VISUAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 20-21-1037**

NAME		Audio Visual Aids	Howard Technology Solutions		SKC Communication Products, LLC.			
ADDRESS		2903 N Flores St	36 Howard Dr		1910 Firman Dr Ste 120			
CITY/STATE/ZIP		San Antonio, TX 78212	Ellisville, MS 39437		Richardson, TX 75081			
PHONE		800-422-1282	601-425-3181		214-570-2844			
FAX			601-399-5077		800-454-4752			
CONTACT		Ernest Mendez	Jessica Hayes		Chris Laing			
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>Project #1 Boardroom Upgrade</b>								
1	1	Pro Laser Projector WUXGA 9000L W/Lens Black***	\$ 6,009.00	\$ 6,009.00	\$ 6,586.00	\$ 6,586.00	\$ 7,417.57	\$ 7,417.57
1	1	Epson ELPLM15 Middle Throw Lens	\$ 879.00	\$ 879.00				
2	1	Ceiling Visualizer	\$ 7,795.00	\$ 7,795.00	\$ 7,659.00	\$ 7,659.00	\$ 7,475.02	\$ 7,475.02
3	1	Shipping and Handling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Project #1 Total</b>			\$ 14,683.00		\$ 14,245.00		\$ 14,892.59	
<b>TOTAL EVALUATION POINTS</b>			95.27		71.69		95.21	
<b>RANKING</b>			1		3		2	
<b>***Note: The lowest price for item #1 did not include the lens as specified.</b>								
<b>Project #2 College Wide Replacement Screens</b>								
1	12	Draper Access M screen guts roller, fabric and dowel 84"x84" matt white no black borders (1 3/4 Diameter) (No Case)	\$ 539.00	\$ 6,468.00	\$ 452.00	\$ 5,424.00	\$ 441.16	\$ 5,293.92
2	6	Draper Access M Screen 115" Diagonal Matt White Black Borders Thin Roller (1 3/4 Diameter) (No Case)	\$ 589.00	\$ 3,534.00	\$ 495.00	\$ 2,970.00	\$ 482.84	\$ 2,897.04
3	1	Shipping and Handling	\$ -	\$ -	\$ 435.29	\$ 435.29	\$ 435.29	\$ 435.29
<b>Project #2 Total</b>			\$ 10,002.00		\$ 8,829.29		\$ 8,626.25	
<b>TOTAL EVALUATION POINTS</b>			89.42		96.15		97	
<b>RANKING</b>			3		2		1	
<b>Project #3 Interactive Display for Starr County Campus Bldg E Room 2.602</b>								
1	1	86" RS+ Series Interactive Touch Display	\$ 3,519.00	\$ 3,519.00	\$ 3,617.00	\$ 3,617.00	\$ 5,295.43	\$ 5,295.43
2	1	i7-7500U - 8GB - 256 SATA3 SSD OPS Computer	\$ 999.00	\$ 999.00	\$ 1,013.00	\$ 1,013.00	\$ 1,443.43	\$ 1,443.43
3	1	X-Large Fusion Micro-Adjustable Fixed Wall Display Mount	\$ 219.00	\$ 219.00	\$ 180.00	\$ 180.00	\$ 175.04	\$ 175.04
4	1	Shipping and Handling	\$ 40.00	\$ 40.00	\$ -	\$ -	\$ -	\$ -
<b>Project #3 Total</b>			\$ 4,777.00		\$ 4,810.00		\$ 6,913.90	
<b>TOTAL EVALUATION POINTS</b>			96.3		96.95		81.54	
<b>RANKING</b>			2		1		3	
<b>Project #4 Digital Signage Equipment for Starr County Campus</b>								
1	1	Full-Rack Width, 1U AAP Mounting Frame	\$ 122.00	\$ 122.00	\$ 98.00	\$ 98.00	\$ 96.30	\$ 96.30
2	1	Power Controller	\$ 170.00	\$ 170.00	\$ 160.00	\$ 160.00	\$ 184.74	\$ 184.74
3	1	Comprehensive Standard Series DisplayPort to HDMI High Speed Cable (6')	\$ 18.00	\$ 18.00	\$ 15.00	\$ 15.00	\$ 13.38	\$ 13.38

**SOUTH TEXAS COLLEGE**  
**3. AUDIO VISUAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 20-21-1037**

NAME			Audio Visual Aids		Howard Technology Solutions		SKC Communication Products, LLC.	
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
4	1	Comprehensive Pro AV/IT High-Speed HDMI Cable with ProGrip Connectors (Jet Black, 12')	\$ 46.00	\$ 46.00	\$ 32.00	\$ 32.00	\$ 31.99	\$ 31.99
5	1	Large THINSTALL Dual Swing Arm Wall Display Mount - 25" Extension	\$ 381.00	\$ 381.00	\$ 354.00	\$ 354.00	\$ 351.91	\$ 351.91
6	1	Knock-Down, Rack-Shelf, Ear Panels	\$ 45.00	\$ 45.00	\$ 34.00	\$ 34.00	\$ 30.33	\$ 30.33
7	1	17.5 Knock-Down Rack Shelf Rack Bottom	\$ 42.00	\$ 42.00	\$ 33.00	\$ 33.00	\$ 28.99	\$ 28.99
8	3	C2G CAT6 Snagless Shielded Patch Cable 3' Purple	\$ 5.00	\$ 15.00	\$ 4.00	\$ 12.00	\$ 3.53	\$ 10.59
9	1	C2G CAT 6 Shield (STP) Ethernet Network Patch Cable Green 10Ft	\$ 8.00	\$ 8.00	\$ 6.00	\$ 6.00	\$ 6.25	\$ 6.25
10	1	C2G CAT 6 Shield (STP) Ethernet Network Patch Cable Blue 10Ft	\$ 8.00	\$ 8.00	\$ 6.00	\$ 6.00	\$ 6.25	\$ 6.25
11	1	StarTech.com 10 ft Standard Laptop Power Cord - NEMA 1-15P to C7	\$ 8.00	\$ 8.00	\$ 7.00	\$ 7.00	\$ 6.25	\$ 6.25
12	1	Shipping and Handling	\$ 40.00	\$ 40.00	\$ 150.00	\$ 150.00	\$ -	\$ -
<b>Project #4 Total</b>			\$ 903.00		\$ 907.00		\$ 766.98	
<b>TOTAL EVALUATION POINTS</b>			88.76		89.58		97	
<b>RANKING</b>			3		2		1	
<b>Project #5 College Wide Interactive Classroom Display Upgrades</b>								
24	15	SMART Podium™ 624	No Bid		\$ 1,755.00	\$ 26,325.00	\$ 1,722.80	\$ 25,842.00
25	15	8ft 16 AWG Outlet Saver Power Extension Cord (NEMA 5-15P to NEMA 5-15R) (TAA Compliant)			\$ 7.00	\$ 105.00	\$ 6.85	\$ 102.75
26	15	5m USB 2.0 A/B Cable - Black (16.4ft)			\$ 5.00	\$ 75.00	\$ 12.66	\$ 189.90
27	15	Velocity™ DVI-D™ Male to HDMI® Female Inline Adapter			\$ 8.00	\$ 120.00	\$ 6.89	\$ 103.35
28	1	DVI Male to HD15 VGA Female Video Adapter			\$ 5.00	\$ 5.00	\$ 4.64	\$ 4.64
29	1	Shipping and Handling			\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
<b>Project #5 Total</b>							\$ 27,630.00	
<b>TOTAL EVALUATION POINTS</b>					94.78		97	
<b>RANKING</b>					2		1	
<b>Project Summary</b>								
<b>Project #1</b>			\$ 14,683.00					
<b>Project #2</b>							\$ 8,626.25	
<b>Project #3</b>					\$ 4,810.00			
<b>Project #4</b>							\$ 766.98	
<b>Project #5</b>							\$ 26,242.64	

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**  
**3. AUDIO VIUSAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 1 - BOARDROOM UPGRADE**  
**PROJECT NO. 20-21-1037 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Howard Technology Solutions		SKC Communication Products, LLC.	
<b>ADDRESS</b>		2905 N Flores St		36 Howard Dr		1910 Firman Dr Ste 120	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212		Ellisville, MS 39437		Richardson, TX 75081	
<b>PHONE</b>		800-422-1282		601-425-3181		214-570-2844	
<b>FAX</b>				601-399-5077		800-454-4752	
<b>CONTACT</b>		Ernest Mendez		Jessica Hayes		Chris Laing	
1	The purchase price. (up to 50 points)	48.97	48.97	24.39	24.39	48.21	48.21
		48.97		24.39		48.21	
		48.97		24.39		48.21	
		48.97		24.39		48.21	
		48.97		24.39		48.21	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.4	10	9.6	10	9.3
		9		9		8	
		10		10		10	
		9		10		10	
		9		9		8.5	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	3	2.9	3	2.9
		3		3		3	
		3		3		3	
		3		3		3	
		2.5		2.5		2.5	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
		0		0		0	
		0		0		0	
<b>TOTAL EVALUATION POINTS</b>		95.27		71.69		95.21	
<b>RANKING</b>		1		3		2	

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**  
**3. AUDIO VIUSAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 2 - COLLEGE WIDE REPLACEMENT SCREENS**  
**PROJECT NO. 20-21-1037 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Howard Technology Solutions		SKC Communication Products, LLC.	
<b>ADDRESS</b>		2905 N Flores St		36 Howard Dr		1910 Firman Dr Ste 120	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212		Ellisville, MS 39437		Richardson, TX 75081	
<b>PHONE</b>		800-422-1282		601-425-3181		214-570-2844	
<b>FAX</b>				601-399-5077		800-454-4752	
<b>CONTACT</b>		Ernest Mendez		Jessica Hayes		Chris Laing	
1	The purchase price. (up to 50 points)	43.12	43.12	48.85	48.85	50	50
		43.12		48.85		50	
		43.12		48.85		50	
		43.12		48.85		50	
		43.12		48.85		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.4	10	9.6	10	9.3
		9		9		8	
		10		10		10	
		9		10		10	
		9		9		8.5	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	3	2.9	3	2.9
		3		3		3	
		3		3		3	
		3		3		3	
		2.5		2.5		2.5	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
		0		0		0	
		0		0		0	
<b>TOTAL EVALUATION POINTS</b>		89.42		96.15		97	
<b>RANKING</b>		3		2		1	

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**  
**3. AUDIO VIUSAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 3 - INTERACTIVE DISPLAY FOR STARR COUNTY CAMPUS E-2.602**  
**PROJECT NO. 20-21-1037 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Howard Technology Solutions		SKC Communication Products, LLC.	
<b>ADDRESS</b>		2905 N Flores St		36 Howard Dr		1910 Firman Dr Ste 120	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212		Ellisville, MS 39437		Richardson, TX 75081	
<b>PHONE</b>		800-422-1282		601-425-3181		214-570-2844	
<b>FAX</b>				601-399-5077		800-454-4752	
<b>CONTACT</b>		Ernest Mendez		Jessica Hayes		Chris Laing	
1	The purchase price. (up to 50 points)	50	50	49.65	49.65	34.54	34.54
		50		49.65		34.54	
		50		49.65		34.54	
		50		49.65		34.54	
		50		49.65		34.54	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.4	10	9.6	10	9.3
		9		9		8	
		10		10		10	
		9		10		10	
		9		9		8.5	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	3	2.9	3	2.9
		3		3		3	
		3		3		3	
		3		3		3	
		2.5		2.5		2.5	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
		0		0		0	
		0		0		0	
<b>TOTAL EVALUATION POINTS</b>		96.3		96.95		81.54	
<b>RANKING</b>		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**  
**3. AUDIO VIUSAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 4 - DIGITAL SIGNAGE EQUIPMENT FOR STARR COUNTY CAMPUS**  
**PROJECT NO. 20-21-1037 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids		Howard Technology Solutions		SKC Communication Products, LLC.	
<b>ADDRESS</b>		2905 N Flores St		36 Howard Dr		1910 Firman Dr Ste 120	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212		Ellisville, MS 39437		Richardson, TX 75081	
<b>PHONE</b>		800-422-1282		601-425-3181		214-570-2844	
<b>FAX</b>				601-399-5077		800-454-4752	
<b>CONTACT</b>		Ernest Mendez		Jessica Hayes		Chris Laing	
1	The purchase price. (up to 50 points)	42.46	42.46	42.28	42.28	50	50
		42.46		42.28		50	
		42.46		42.28		50	
		42.46		42.28		50	
		42.46		42.28		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.4	10	9.6	10	9.3
		9		9		8	
		10		10		10	
		9		10		10	
		9		9		8.5	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17	18	17.4	18	17.4
		17		17		17	
		18		18		18	
		15		17		17	
		17		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	3	2.9	3	2.9
		3		3		3	
		3		3		3	
		3		3		3	
		2.5		2.5		2.5	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
		0		0		0	
		0		0		0	
<b>TOTAL EVALUATION POINTS</b>		88.76		89.58		97	
<b>RANKING</b>		3		2		1	

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**  
**3. AUDIO VIUSAL EQUIPMENT - DIGITAL SIGNAGE, PARTS AND SUPPLIES**  
**PROJECT NO. 5 - COLLEGE WIDE INTERACTIVE CLASSROOM DISPLAY UPGRADES**  
**PROJECT NO. 20-21-1037 -- EVALUATION SUMMARY**

<b>VENDOR</b>		Howard Technology Solutions		SKC Communication Products, LLC.	
<b>ADDRESS</b>		36 Howard Dr		1910 Firman Dr Ste 120	
<b>CITY/STATE/ZIP</b>		Ellisville, MS 39437		Richardson, TX 75081	
<b>PHONE</b>		601-425-3181		214-570-2844	
<b>FAX</b>		601-399-5077		800-454-4752	
<b>CONTACT</b>		Jessica Hayes		Chris Laing	
1	The purchase price. (up to 50 points)	47.48	47.48	50	50
		47.48		50	
		47.48		50	
		47.48		50	
		47.48		50	
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.6	10	9.3
		9		8	
		10		10	
		10		10	
		9		8.5	
3	The quality of the vendor's goods or services. (up to 18 points)	18	17.4	18	17.4
		17		17	
		18		18	
		17		17	
		17		17	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 18 points)	18	17.4	18	17.4
		17		17	
		18		18	
		17		17	
		17		17	
5	The vendor's past relationship with the College. (up to 3 points)	3	2.9	3	2.9
		3		3	
		3		3	
		3		3	
		2.5		2.5	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
		0		0	
		0		0	
<b>TOTAL EVALUATION POINTS</b>		94.78		97	
<b>RANKING</b>		2		1	

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**  
**3. PROPOSAL CRITERIA - PRODUCT ONLY**

	Product Only		
	Points	Score Key	
<b>1 Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	50		
<b>2 Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects)	10	8-10 5-7 2-4 0-1	Excellent Acceptable Marginal Poor/No Response
<b>3 Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	18	14-18 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>4 Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Delivery Time Frame of product(s) b. Meet or exceed the specifications	18	14-18 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>5 Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	3	3 2 1 0	Excellent Acceptable/New Vendor Marginal Poor/No Response
<b>6 Criterion 6: The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0	Yes No
<b>7 Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services</b> a. Annual Maintenance Cost b. Annual Escalation Increase			Up to 5 points will be used from the purchase price if applicable
<b>8 Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment			Up to 5 points will be used from the purchase price if applicable
<b>Total Points</b>	<b>100</b>		

**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

**SOUTH TEXAS COLLEGE**  
**4. MEDICAL OFFICE SKILLS TRAINING**  
**PROJECT NO. 20-21-1033**

<b>NAME</b>		ed2go, Cengage Learning, Inc.	Practice Management Institute
<b>ADDRESS</b>		41923 Second St	8242 Vicar
<b>CITY/STATE/ZIP</b>		Temecula, CA 92590	San Antonio, TX 78218
<b>PHONE</b>		951-972-3643	800-259-5562
<b>FAX</b>			210-691-8972
<b>CONTACT</b>		Cory Eyler	Michael Moore
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>
1	Medical Office Skills Training Includes: Basic, Intermediate, and Advanced Trainings and Certification Programs	Discount based on Monthly Enrollments: 10+ = 10% off wholesale 20+ = 12% off wholesale 30+ = 15% off wholesale 40+ = 20% off wholesale ***** Wholesale courses priced between - \$65.00-\$3,595.00	Live or Online Courses: 2-Hour Course Fee: \$295.00; Less College Fee \$206.50 ***** 3-Hour Courses - \$199.00; Less College Fee: \$139.30 ***** 6-Hour Courses - \$299.00; Less College Fee: \$209.30 ***** Five nationally-recognized certificate and certification programs priced between \$795.00 - \$2,095.00 geared to key roles within the practice setting
<b>Escalation</b>			
2nd Year		0%	N/A
3rd Year		0%	N/A
<b>TOTAL EVALUATION POINTS</b>		77.81	97.98
<b>RANKING</b>		2	1

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**  
**4. MEDICAL OFFICE SKILLS TRAINING**  
**PROJECT NO. 20-21-1033**  
**EVALUATION SUMMARY**

<b>VENDOR</b>		ed2go, Cengage Learning, Inc.		Practice Management Institute	
<b>ADDRESS</b>		41923 Second St		8242 Vicar	
<b>CITY/STATE/ZIP</b>		Temecula, CA 92590		San Antonio, TX 78218	
<b>PHONE</b>		951-972-3643		800-259-5562	
<b>FAX</b>				210-691-8972	
<b>CONTACT</b>		Cory Eyler		Michael Moore	
1	The purchase price. (up to 40 points)	20	20	40	40
		20		40	
		20		40	
2	The reputation of the vendor and the vendor's goods or services. (up to 18 points)	17	17.66	17	17.66
		18		18	
		18		18	
3	The quality of the vendor's goods or services. (up to 18 points)	17	17.66	17	17.66
		18		18	
		18		18	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 15 points)	14	14.66	14	14.66
		15		15	
		15		15	
5	The vendor's past relationship with the College. (up to 3 points)	2.5	2.83	3	3
		3		3	
		3		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	0	0
		0		0	
		0		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	5	5	5	5
		5		5	
		5		5	
<b>TOTAL EVALUATION POINTS</b>		77.81		97.98	
<b>RANKING</b>		2		1	

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**  
**4. PROPOSAL CRITERIA - SERVICE ONLY**

		Service Only	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	<b>40</b>	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	<b>18</b>	15-18 10-14 5-9 0-4 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	<b>18</b>	15-18 10-14 5-9 0-4 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	<b>15</b>	12-15 7-11 3-6 0-2 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	<b>3</b>	3 2 1 0 <b>Excellent</b> <b>Acceptable/New Vendor</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>6</b>	<b>Criterion 6: The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses</b> a. Provided the Certification	<b>1</b>	1 0 <b>Yes</b> <b>No</b>
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and</b> a. Annual Escalation Increase b. Annual Maintenance Cost	<b>5</b>	5 3-4 1-2 0 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>8</b>	<b>Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business		Up to 5 points will be used from the purchase price if applicable
<b>Total Points</b>		<b>100</b>	

**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

**SOUTH TEXAS COLLEGE  
5. SMALL BUSINESS SKILLS TRAINING  
PROJECT NO. 20-21-1034**

<b>NAME</b>		Leadership Empowerment Group, LLC.
<b>ADDRESS</b>		805 S Missouri Ave
<b>CITY/STATE/ZIP</b>		Mercedes, TX 78570
<b>PHONE</b>		956-565-2425
<b>FAX</b>		956-565-2570
<b>CONTACT</b>		Barbara Baggerly-Hinojosa
<b>#</b>	<b>Description</b>	<b>Proposed</b>
1	Small Business Skills Training Period: 7/1/21 - 6/30/22	\$125 per student for 8 hour class/training session \$250 per student for 16 hour class/training session
<b>Escalation</b>		
2nd Year		0%
3rd Year		0%
<b>TOTAL EVALUATION POINTS</b>		96.65
<b>RANKING</b>		1

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  
5. SMALL BUSINESS SKILLS TRAINING  
PROJECT NO. 20-21-1034  
EVALUATION SUMMARY**

<b>VENDOR</b>		Leadership Empowerment Group, LLC.	
<b>ADDRESS</b>		805 S Missouri Ave	
<b>CITY/STATE/ZIP</b>		Mercedes, TX 78570	
<b>PHONE</b>		956-565-2425	
<b>FAX</b>		956-565-2570	
<b>CONTACT</b>		Barbara Baggerly-Hinojosa	
1	The purchase price. (up to 40 points)	40	40
		40	
		40	
2	The reputation of the vendor and the vendor's goods or services. (up to 18 points)	16	17.33
		18	
		18	
3	The quality of the vendor's goods or services. (up to 18 points)	16	17.33
		18	
		18	
4	The extent to which the vendor's goods or services meet the College's needs. (up to 15 points)	14	13.66
		15	
		12	
5	The vendor's past relationship with the College. (up to 3 points)	3	3
		3	
		3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	1	1
		1	
		1	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	5	4.33
		5	
		3	
<b>TOTAL EVALUATION POINTS</b>		96.65	
<b>RANKING</b>		1	

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**  
**5. PROPOSAL CRITERIA - SERVICE ONLY**

		Service Only	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	<b>40</b>	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	<b>18</b>	15-18 10-14 5-9 0-4 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	<b>18</b>	15-18 10-14 5-9 0-4 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	<b>15</b>	12-15 7-11 3-6 0-2 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	<b>3</b>	3 2 1 0 <b>Excellent</b> <b>Acceptable/New Vendor</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>6</b>	<b>Criterion 6: The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses</b> a. Provided the Certification	<b>1</b>	1 0 <b>Yes</b> <b>No</b>
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services; and</b> a. Annual Escalation Increase b. Annual Maintenance Cost	<b>5</b>	5 3-4 1-2 0 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>8</b>	<b>Criterion 8: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business		Up to 5 points will be used from the purchase price if applicable

**Total Points**

**100**

**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

**SOUTH TEXAS COLLEGE**  
**6. ONLINE TUTORING SERVICE AGREEMENT**

<b>NAME</b>		Upswing International, Inc.		
<b>ADDRESS</b>		210 Barton Springs Rd Ste 10		
<b>CITY/STATE/ZIP</b>		Austin, TX 78704		
<b>PHONE</b>		844-879-8779		
<b>CONTACT</b>		Nina Baltierra		
#	Qty	Description	Unit Price	Extension
1	1	Professional Upswing Tutoring Hours 24/7 Service with Professional Coaches Hours: 3,000 Period: 5/26/21 - 8/31/21	\$ 69,000.00	\$ 69,000.00
<b>TOTAL AMOUNT</b>			\$	69,000.00

**SOUTH TEXAS COLLEGE  
7. DISTRICT WIDE FURNITURE REQUEST  
MAY 25, 2021**

#	Qty	Description	Unit Price	Extension	Requesting Department
<b>Computer Comforts, Inc. (TIPS)</b>					
1	10	30D table	\$1,324.13	\$13,241.30	Centers for Learning Excellence - Lynell Williams
	1	Shipping estimate for factory assembled tables	\$1,350.00	\$1,350.00	The mobile double-sided white boards will be used
					for the supplement instruction, workshops, and
					trainings at the Mid Valley Campus
<b>Computer Comforts, Inc. Total</b>				<b>\$14,591.30</b>	
<b>Cramer, LLC./Gateway Printing and Office Supply, Inc. (TIPS)</b>					
1	72	RPSD2.282 Fusion Fit R+ Desk Height Chair, Small Back	\$414.70	\$29,858.40	Pecan Campus Business and Science Bldg G Classroom
	3	RPMM2.282 Fusion R+ Mid Height Stool, Medium Back, No Arms	\$505.45	\$1,516.35	Renovation - Dr. David C. Plummer
					Stools are needed for the Pecan Campus G Science Lab
					classrooms
2	1	Labor to receive, inspect, deliver, install and remove debris	\$4,125.00	\$4,125.00	
<b>Cramer, LLC. Total</b>				<b>\$35,499.75</b>	
<b>Datum Filing Systems, Inc./Gateway Printing and Office Supply, Inc. (TIPS)</b>					
1	4	1530KH heavy Duty Plus Trakslider Top Shelf 30"W x 15"D	\$ 25.26	\$ 101.04	Pecan Campus - Pecan Plaza West Bldg C Kinesiology
	16	1530TH Unslotted Heavy Duty Plus Shelf 30"W x 15"D	\$ 25.26	\$ 404.16	Renovation - Dr. David C. Plummer
	8	7615LO Open "L" Open L Upright 15"D x 76 1/4"	\$ 43.95	\$ 351.60	Shelves will be used by the Kinesiology Program
	40	Heavy Duty Plus Shelf Support	\$ 4.29	\$ 171.60	to store various equipment used for student instruction
2	1	Labor to receive, inspect, deliver, install and remove debris	\$ 180.00	\$ 180.00	
<b>Datum Filing Systems, Inc. Total</b>				<b>\$ 1,208.40</b>	
<b>Diversified Metal Fabricators, Inc./Gateway Printing and Office Supply, Inc. (TIPS)</b>					
1	30	P7606M30SC Table Fixed Height	\$680.00	\$20,400.00	Pecan Campus Business and Science Bldg G Classroom
	1	Freight	\$1,990.58	\$1,990.58	Renovation - Dr. David C. Plummer
					Science Lab Tables needed for the Pecan Campus G
					classrooms
2	1	Labor to receive, inspect, deliver, install and remove debris	\$2,250.00	\$2,250.00	
<b>Diversified Metal Fabricators, Inc. Total</b>				<b>\$24,640.58</b>	
<b>Environamics, Inc./Gateway Printing and Office Supply, Inc. (TXMAS)</b>					
1	1	25 Linear Feet Walls	\$ 12,547.00	\$ 12,547.00	Centers for Learning Excellence - Lynell Williams
	1	Freight	\$ 1,113.00	\$ 1,113.00	The walls to be used at the Nursing and Allied Health Campus for the
					newly renovated Centers for Learning Excellence to support various
					student activities
2	1	Labor to receive, inspect, deliver, install and remove debris	\$ 4,487.60	\$ 4,487.60	
<b>Environamics, Inc. Total</b>				<b>\$ 18,147.60</b>	
<b>Exemplis Corporation/Gateway Printing and Office Supply, Inc. (OMNIA Partners)</b>					
1	2	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$486.22	\$972.44	Division of Social and Behavioral Sciences - Dr. Eric Reittinger
					To replace old faculty and staff chairs
2	5	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$486.22	\$2,431.10	Centers for Learning Excellence - Lynell Williams
					Faculty/Staff chairs will be used at the Centers for Learning Excellence
					circulation desk area at the Pecan Campus

**SOUTH TEXAS COLLEGE**  
**7. DISTRICT WIDE FURNITURE REQUEST**  
**MAY 25, 2021**

#	Qty	Description	Unit Price	Extension	Requesting Department
3	4	40Y.A17 TR2 Sit On It Task Enhanced Synchro Control Chair	\$486.22	\$1,944.88	Centers for Learning Excellence - Lynell Williams Faculty/Staff chairs will be used at the Centers for Learning Excellence at the Starr County Campus
4	1	Labor to receive, inspect, deliver, install and remove debris	\$605.00	\$605.00	
<b>Exemplis Corporation Total</b>				<b>\$5,953.42</b>	
<b>Krueger International, Inc./Gateway Printing &amp; Office Supply, Inc. (Sourcewell)</b>					
1	1	BR3FX-74P Barron 36" Round Table	\$711.66	\$711.66	Architectural and Engineering Design Technology Program - Laura Salas Round table to engage one-to-one with students
2	2	RAPWAUS Rapture Four-Leg Arm Chair, Uph Seat/Poly	\$253.46	\$506.92	Division of Social and Behavioral Sciences - Dr. Eric Reittinger To replace old chairs at the Dean's Office
3	9	C-2- Strive 4-Leg Armchair	\$262.16	\$2,359.44	Valley Scholars-Student Services - Dr. Anahid Petrosian Chairs needed to replace old and out of warranty chairs at the Pecan Campus Bldg X Valley Scholars Office
4	24	TGNAPB- black torsion on the go armless chair	\$388.26	\$9,318.24	Division of Nursing and Allied Health - Dr. Jayson Valerio
	12	HUN2460-74P- black tables, flip-to/nesting. rect,	\$714.96	\$8,579.52	Tables and Chairs are needed in the Nursing labs at Mid Valley Campus for a more flexible setup and keeping students safe
5	42	TGNAPB- black torsion on the go armless chairs	\$385.05	\$16,172.10	Associate Degree Nursing Program - Mariano Acevedo
	21	HUN2460-74P- tables, flip-top/nesting	\$722.67	\$15,176.07	Tables and Chairs are needed in the Nursing labs at Mid Valley Campus to allow for a more flexible setup and keeping students safe
	1	KI62-JR39- Impress Task, Pedestal Base-T-arms	\$511.53	\$511.53	
	1	Upcharge per Unit	\$38.13	\$38.13	
6	1	BR35FX-74P Barron Fixed Leg, Round, LX Base, 74P	\$929.74	\$929.74	Division of Social and Behavioral Sciences - Dr. Eric Reittinger Round table will replace old table in the Dean's Office
7	2	Custom 24X36 Workup Elec. Ht. Adjust. Table	\$1,490.60	\$2,981.20	Centers for Learning Excellence - Lynell Williams
	1	Per Order Charge for Set Up Fee	\$50.00	\$50.00	Tables will be used as printer stations at the Nursing and Allied Health Campus Centers for Learning Excellence
8	1	24x48 Workup Ht Adjust Table	\$1,502.20	\$1,502.20	Centers for Learning Excellence - Lynell Williams
	1	Custom 24x36 Workup Elec. Ht Adjust. Table	\$1,490.60	\$1,490.60	These height adjustable tables will replace the old and new unsightly circulation desk in the Centers for Learning Excellence at the Technology Campus
	1	Per Order Charge for Set Up Fee	\$50.00	\$50.00	
9	16	SWNAU Strive High Density Armless Chair, Uph Seat	\$158.92	\$2,542.72	Nursing and Allied Health Student Services
	16	Upcharge per Unit	\$9.35	\$149.60	Renovation-FFE - Dr. David C. Plummer Chairs are needed for newly renovated Student Services area at Nursing and Allied Health Campus Bldg A

**SOUTH TEXAS COLLEGE**  
**7. DISTRICT WIDE FURNITURE REQUEST**  
**MAY 25, 2021**

#	Qty	Description	Unit Price	Extension	Requesting Department
10	1	SLLAU Strive 4-leg loop Armchair, Uph Seat	\$262.16	\$262.16	Centers for Learning Excellence - Lynell Williams
	1	7D/D3066-74P-F 700 series Desk, Full modesty panel	\$726.74	\$726.74	Desk and Chair will be used at the Nursing and Allied Health
	1	7D/R2448-74P-F 700 series Desk, return,	\$528.38	\$528.38	Campus Centers for Learning Excellence
	1	S7P/1530WBBF 700 Series Files Support Ped-Box/Box/	\$530.70	\$530.70	
	1	S7P/1524WFF 700 Series Files Supporting Ped-File/	\$460.52	\$460.52	
11	1	Labor to receive, inspect, deliver, install and remove debris	\$10,660.00	\$10,660.00	
		<b>Krueger International, Inc. Total</b>		<b>\$76,238.17</b>	
<b>The Hon Company/Gateway Printing and Office Supply, Inc. (OMNIA Partners)</b>					
1	2	HS72ABC Brigade Bookshelf 5-shelf 12-5/8D x 34-1/2W x 71H	\$238.16	\$476.32	Centers for Learning Excellence - Lynell Williams
					Bookcases to be used at the Pecan Campus
					Centers for Learning Excellence to store binders and files
2	1	HS72ABC Brigade Bookshelf 5-shelf 12-5/8D x 34-1/2W x 71H	\$238.42	\$238.42	Centers for Learning Excellence - Lynell Williams
					Bookcases to be used at the Mid Valley Campus
					Centers for Learning Excellence to store binders and files
3	1	Storage Cabinet 24D x 36W x 72H	\$577.12	\$577.12	Library Public Services - Lisa Walters
					Storage cabinet is need to store and secure office supplies,
					equipment, and other items
4	1	Labor to receive, inspect, deliver, install and remove debris	\$400.00	\$400.00	
		<b>The Hon Company Total</b>		<b>\$1,691.86</b>	
		<b>Furniture Total</b>		<b>\$177,971.08</b>	



Purchasing and Distribution Services **8a**  
3201 W. Pecan Blvd., McAllen, TX 78501

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

P.O. Box 9701, McAllen, TX 78502-9701  
[www.SouthTexasCollege.edu](http://www.SouthTexasCollege.edu)

April 23, 2021

BridgeNet Communications  
Attn: Mr. Marco Ramirez  
1314 Stites Road  
Donna, TX 78537

Dear Mr. Ramirez:

On June 23, 2020, South Texas College awarded a contract to BridgeNet Communications, for Network Cabling and Equipment Installation Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from July 26, 2021 through July 25, 2022 with a 5% escalation.

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

Sincerely,

Rebecca R. Cavazos  
Director of Purchasing

Renewal of contract accepted through July 25, 2022 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Date: \_\_\_\_\_



8b  
Purchasing and Distribution Services  
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[www.SouthTexasCollege.edu](http://www.SouthTexasCollege.edu)

April 23, 2021

Network Cabling Services, Inc.  
Attn: Mr. Mark Veltri  
12626 Fuqua St.  
Houston, TX 77034

Dear Mr. Veltri:

On June 23, 2020, South Texas College awarded a contract to Network Cabling Service, Inc. for Network Cabling and Equipment Installation Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from July 26, 2021 through July 25, 2022 with a 3% escalation.

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

Sincerely,

Rebecca R. Cavazos  
Director of Purchasing

Renewal of contract accepted through July 25, 2022 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Date: \_\_\_\_\_



8c

Purchasing and Distribution Services  
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[www.SouthTexasCollege.edu](http://www.SouthTexasCollege.edu)

April 23, 2021

Telepro Communications, LLC.  
Attn: Mr. Daniel Backhaus  
12005 North Bryan Road  
Mission, TX 78573

Dear Mr. Backhaus:

On June 23, 2020, South Texas College awarded a contract to Telepro Communications, LLC. for Network Cabling and Equipment Installation Services. The award allowed for two one-year renewal options on the contract if the terms and conditions remain the same. We are currently in the last few months of the first year of the contract and would like to renew for an additional one-year period. The first renewal period will be from July 26, 2021 through July 25, 2022 with a 5% escalation.

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

Sincerely,

Rebecca R. Cavazos  
Director of Purchasing

Renewal of contract accepted through July 25, 2022 with no change in terms and conditions as per the South Texas College bid previously submitted.

Authorized Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Date: \_\_\_\_\_

**SOUTH TEXAS COLLEGE**  
**9. DISTRICT WIDE TECHNOLOGY REQUEST**  
**MAY 25, 2021**

#	Qty	Description	Unit Price	Extension	Requesting Department
<b>COMPUTERS</b>					
1	1	Computer 5080 Tower XCTO, i7-10700 Processor, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, Warranty	\$ 780.82	\$ 780.82	Yolanda Jaramillo - Learning Outcomes New system for dept staff
2	1	Computer 5080 Tower XCTO, i7-10700 Processor, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, Warranty	\$ 780.82	\$ 780.82	Anahid Petrosian - Academic Advancement New system for dept staff
3	119	Computer 5080 Tower XCTO, i7-10700 Processor, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, 20" Monitor, Warranty	\$ 922.81	\$ 109,814.39	Arturo Solano - Learning Commons and Open Labs Replacement of out-of-warranty systems for student lab
4	20	Computer 5080 Tower Micro XCTO, i7-10700 Processor, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, 20" Monitor, Cable Lock, Stand, Warranty	\$ 1,002.93	\$ 20,058.60	Arturo Solano - Learning Commons and Open Labs Replacement of out-of-warranty systems for student lab
5	4	Computer 7480 All-In-One XCTO, Intel Core i7-10700, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, Warranty	\$ 1,616.35	\$ 6,465.40	Ruben Torres - Clinical Simulation Replacement of out-of-warranty systems for student lab
6	1	Computer 5080 Tower XCTO, i7-10700 Processor, 16GB Memory, 512GB Hard Drive, Intel Integrated Graphics, 22" Monitor, Warranty	\$ 780.82	\$ 780.82	Christie Candelaria - Bachelors of Science in Nursing Replacement of non-working system for dept staff
7	6	Precision 3640 Tower, Intel Core i7-10700 Processor, 64GB Memory, M.2 NVMe SSD 1TB, 22" Monitor, Warranty	\$ 3,304.04	\$ 19,824.24	Francisco Salinas - Cybersecurity Program Replacement of outdated systems for student lab
8	5	Precision 36440 Tower, Intel Core i7-10700K Processor, 32GB Memory, 512 GB Hard Drive, Nvidia GeForce RTX 3080, Warranty	\$ 2,180.31	\$ 10,901.55	Lisa Walters - Library Public Services New systems for dept staff
<b>COMPUTER TOTAL</b>				<b>\$ 169,406.64</b>	
<b>LAPTOPS</b>					
9	5	Laptop Latitude 5420 BTX Base, Intel Core i5-1145G7, 8GB Memory, 256GB Hard Drive, Intel Iris Xe Graphics, Warranty	\$ 883.16	\$ 4,415.80	Santa Pena - Counseling & Student Access Services New systems for students
10	10	Laptop Latitude 5420 BTX Base, Intel Core i5-1145G7, 8GB Memory, 256GB Hard Drive, Intel Iris Xe Graphics, Warranty	\$ 883.16	\$ 8,831.60	Ruben Torres - Clinical Simulation Replacement of obsolete systems for student lab
11	1	Laptop Latitude Bundle 5420 BTX Base, Intel Core i5-1145G7, 8GB Memory, 256GB Hard Drive, Intel UHD 620 Graphics, Docking Station, Keyboard and Mouse, Warranty	\$ 1,125.50	\$ 1,125.50	Rebecca De Leon - Dual Credit Programs Replacement of out-of-warranty system for dept staff
12	1	Laptop Latitude Bundle 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Docking Station, Keyboard and Mouse, Warranty	\$ 1,125.50	\$ 1,125.50	Gabriel Pena - Respiratory Therapy Program Replacement of outdated system for dept staff
13	2	Laptop Latitude Bundle 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Docking Station, Keyboard and Mouse, Warranty	\$ 1,125.50	\$ 2,251.00	Gabriel Pena - Respiratory Therapy Program Replacement of outdated systems for dept faculty

**SOUTH TEXAS COLLEGE**  
**9. DISTRICT WIDE TECHNOLOGY REQUEST**  
**MAY 25, 2021**

#	Qty	Description	Unit Price	Extension	Requesting Department
14	2	Laptop Precision Workstation 5550 CTO, Intel Core Processor i7-107050H, 64GB Memory, 512GB Hard Drive, Docking Station, Warranty	\$ 2,458.46	\$ 4,916.92	Lisa Walters - Library Acquisition New systems for dept staff
15	2	Laptop Latitude 5320 BTX Base, Intel Core Processor i5-1135G7, 8GB Memory 256GB Hard Drive, Dell Active Pen, Adapter, Warranty	\$ 1,175.51	\$ 2,351.02	Hilaire Saint Pierre - Medical Health Service Management Program New systems for dept staff
16	2	Laptop Latitude 5320 BTX Base; 11th Generation Intel Core i7-1185G7, 16GB Memory, 512GB Solid State Drive, Active Pen, Adapter, Briefcase, Warranty	\$ 1,507.77	\$ 3,015.54	Saeed Molki - Computer Science Program New systems for dept faculty
17	1	Laptop Latitude Bundle 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Docking Station, Keyboard and Mouse, Warranty	\$ 1,125.50	\$ 1,125.50	Anahid Petrosian - Academic Advancement Replacement of outdated system for dept staff
18	5	Laptop Latitude Bundle 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Docking Station, Keyboard and Mouse, Warranty	\$ 1,125.50	\$ 5,627.50	Rachel Sale - Distance Learning Replacement of outdated systems for dept staff
19	5	Apple 13 inch MacBook Pro with Touch Bar, Magic Keyboard, Magic Mouse Docking Station, 3-year AppleCare Warranty	\$ 2,274.29	\$ 11,371.45	Rachel Sale - Distance Learning Replacement of outdated systems for dept staff
20	4	Laptop Latitude 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Mouse, Carrying Case, Warranty	\$ 923.27	\$ 3,693.08	Maria Evans - Educational Technologies Maintenance & Replacement Replacement of out-of-warranty systems for dept faculty
21	4	Laptop Latitude 5420 BTX Base, Intel Core i5-10210U, 256GB Hard Drive, 8GB Memory, Intel UHD 620 Graphics, Mouse, Carrying Case, Warranty	\$ 923.27	\$ 3,693.08	Maria Evans - Educational Technologies Maintenance & Replacement Replacement of out-of-warranty systems for dept staff
22	1	Laptop Latitude 5420 BTX Base, Intel Core i5-1145G7, 8GB Memory, 256GB Hard Drive, Intel Iris Xe Graphics, Docking Station, Warranty	\$ 1,101.45	\$ 1,101.45	Ruben Suarez - Safety and Security New system for dept staff
23	3	Laptop Latitude 7210 2-in-1, Intel Core i5-10310U, 16GB Memory, 512GB Hard Drive, Keyboard, Pen, Adapter, Sleeve, (1) 34" Curved Monitor, Warranty	\$ 2,265.33	\$ 6,795.99	Marie Evans - Educational Technologies New systems for dept staff
24	4	Laptop Latitude 5420 BTX Base, Intel Core i5-1145G7, 8GB Memory, 256GB Hard Drive, Intel Iris Xe Graphics, Warranty	\$ 1,018.30	\$ 4,073.20	Lisa Walters - Library Acquisition New systems for dept staff
25	1	Alienware Laptop M15 R4, Intel Core i7-10870H, 16GB Memory 256GB Hard Drive, NVIDIA GeForce RTX, Warranty	\$ 2,291.39	\$ 2,291.39	Francisco Salinas - Cybersecurity Program New system for dept faculty
<b>LAPTOP TOTAL</b>				<b>\$ 67,805.52</b>	
<b>TABLET</b>					
26	1	Apple 10.9 inch iPad Air Wi-Fi 64 GB-Space Gray 3-year AppleCare Warranty	\$ 628.00	\$ 628.00	William Buhidar - Music Program New system for dept staff
<b>TABLET TOTAL</b>				<b>\$ 628.00</b>	
<b>COMPUTER/LAPTOP/TABLET TOTAL</b>				<b>\$ 237,840.16</b>	

**SOUTH TEXAS COLLEGE**  
**10. STATE RECORDS INQUIRY ACCESS AGREEMENT**

<b>NAME</b>			Texas Department of Public Safety	
<b>ADDRESS</b>			P O Box 4087	
<b>CITY/STATE/ZIP</b>			Austin, TX 78773	
<b>PHONE</b>			512-424-7813	
<b>CONTACT</b>			Lorinda Eccles	
#	Qty	Description	Unit Price	Extension
1	1	State Records Inquiry Access Period: 1/4/2021 - 12/31/2021	\$ 10,000.00	\$ 10,000.00
<b>TOTAL AMOUNT</b>			\$	10,000.00

### **Review and Action as Necessary on One-Time Payment for Regular and Temporary Full-Time Employees**

Approval of a one-time payment for regular and temporary full-time employees will be requested at the May 25, 2021 Board meeting.

Purpose – To provide a one-time payment to regular and temporary full-time employees active on May 3, 2021 and who received a paycheck in calendar year 2020. Employees in the Unrestricted and Auxiliary Funds are eligible for the one-time payment. Employees in the Restricted Fund are eligible for the one-time payment if permitted and paid by the funding Grantor. Part-time employees are not eligible.

Justification – The payment to eligible full-time employees would be issued in appreciation and acknowledgement from the College Board and College Leadership for the extraordinary contribution made by faculty and staff under the most challenging circumstances resulting from the COVID-19 pandemic.

Background – In FY 2021, a salary increase was not proposed or granted to College employees due to the anticipated reduction in revenues including state appropriation, tuition and fees, and property taxes, resulting from the COVID-19 pandemic. In response to the pandemic, faculty and staff delivered new instruction methods for students and safety protocols and COVID-19 related policies and procedures for students and employees.

Although reductions in revenues were anticipated in FY 2021, trends have been positive which will result in sufficient revenue levels to cover the cost of the one-time payment. A FY 2021 budget amendment is necessary and will be proposed and presented to the Board of Trustees in June. The payment will be issued in June to eligible employees.

The total estimated cost for the one-time payment to the Unrestricted Fund and Auxiliary Fund full-time eligible employees, including employer matching benefits costs, is as follows:

	Scenario 1 \$500	Scenario 2 \$1,000
Total one-time Payment	\$741,000	\$1,482,000
Benefits	\$112,262	\$224,523
<b>Subtotal Unrestricted Fund</b>	<b>\$853,262</b>	<b>\$1,706,523</b>
Total one-time Payment	\$10,000	\$20,000
Benefits	\$1,515	\$3,030
<b>Subtotal Auxiliary Fund</b>	<b>\$11,515</b>	<b>\$23,030</b>
<b>Grand Total</b>	<b>\$864,777</b>	<b>\$1,729,553</b>

Requirements of eligibility are as follows:

- Full-time regular and temporary employees with an active position on May 3, 2021, and who received a paycheck in calendar year 2020.
- The employees in the Unrestricted Fund, Auxiliary Fund, and Restricted Fund (as permitted by the Grantor) categories will be eligible for the one-time payment:
  - Executive
  - Administrative
  - Professional/Technical Support Full-Time Exempt
  - Professional/Technical Support Full-Time Non-Exempt
  - Classified
  - Faculty (Including Full-Time Lecturers)
- Part-time employees in the following categories will not be eligible for the one-time payment:
  - Adjunct Faculty
  - Direct Wage
  - Dual Credit Faculty
  - Trainers
  - Work Study

Retiring faculty will have the option to opt-out from receiving this one-time payment to avoid delaying final retirement contributions.

Funding Source – The Unrestricted Fund, Auxiliary Fund, and Restricted Fund revenues will be utilized to fund this one-time payment to full-time eligible employees, as applicable. If approved, a budget amendment will be presented to the Board of Trustees for approval and the payment will be issued in June.

Reviewers – Cabinet members have reviewed this information and recommend the proposed payment.

Dr. David Plummer, Interim President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Committee meeting to address any questions by the Committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 25, 2021 Board meeting, one of the scenarios for the one-time payment for full-time regular and temporary employees as presented.

**Review and Discussion of Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2021 - 2022 with Comparison to FY 2020 – 2021 Approved Budget**

Enclosed is the Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2021 - 2022 with Comparison to the FY 2020 - 2021 approved budget for your information and review.

This is a preliminary plan for the next fiscal year that includes the following assumptions:

**Revenues:**

- State appropriations are expected to decrease \$26,648 in FY 2021 - 2022. The projected decrease is mainly due to the decrease in the Higher Education Group Insurance (HEGI) Reimbursement revenue being offset by the increase in state contact hour appropriation revenue and the increases in other state appropriation revenues consisting of Optional Retirement Plan (ORP) and Teacher Retirement System (TRS). The decrease in HEGI Reimbursement revenue is due to the removal of the supplemental (reimbursement) appropriation that was requested in the Legislative Appropriations Request (LAR) in August 2020. The state contact hour appropriation revenue is based on the state allocation schedules and other state revenues are based on projected funding for eligible employees.

<b>State Appropriations</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
State Contact Hour Appropriation	\$37,954,853	\$40,708,445	\$2,753,592
Other State Appropriation-ORP	524,004	533,768	9,764
Other State Appropriation-TRS	2,155,023	2,195,178	40,155
Other State Appropriation-HEGI	6,159,713	6,159,713	-
Other State Appropriation-HEGI (Reimbursement)	2,830,159	-	(2,830,159)
Hazlewood Reimbursement	45,000	45,000	-
<b>Total State Appropriation</b>	<b>\$49,668,752</b>	<b>\$49,642,104</b>	<b>\$(26,648)</b>

- Tuition for FY 2021 - 2022 is based on projected enrollment of 14,597 traditional students, a 10% decrease from Fall 2020, and 12,281 dual enrollment tuition free students for Fall 2021. The tuition rates did not change from their FY 2020 – 2021 levels. In total, tuition revenue is projected to decrease \$291,986 in FY 2021 - 2022.

<b>Tuition</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Academic & Differential Tuition-Net TPEG	\$26,696,844	\$26,404,858	\$(291,986)
Continuing Ed/ITED-Net TPEG	3,004,456	3,004,456	-
<b>Total Tuition</b>	<b>\$29,701,300</b>	<b>\$29,409,314</b>	<b>\$(291,986)</b>

- Fees for FY 2021 - 2022 are based on projected enrollment of 14,597 traditional students, a 10% decrease from Fall 2020, and 12,281 dual enrollment tuition free students for Fall 2021. The projections include the Board approved changes to the American Welding Society Certification Testing and Material fee and the Welding and Other Course Fees fee. The mandatory, course, library, installment, parking, incidental, testing and other program specific fee rates did not change from their FY 2020 – 2021 levels. The projections indicate a decrease in fees revenue of \$628,663 in FY 2021 - 2022.

<b>Fees</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Total Fees	\$23,345,146	\$22,716,483	\$(628,663)

- M&O Property Tax revenue for FY 2021 - 2022 is expected to increase \$8,966,223, due to an anticipated increase in tax collections.

<b>M&amp;O Property Taxes</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Total M&O Property Taxes	\$49,306,802	\$58,273,025	\$8,966,223

- Other revenue is expected to increase \$928,230 in FY 2021 - 2022. The projected increase is mainly due to increased revenue in the Dual Credit Cost Reimbursement being partially offset by the decrease in the Dual Credit Academy Participation Fee and testing commissions.

<b>Other Revenues</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Dual Credit Cost Reimbursement	\$4,008,795	\$5,000,000	\$991,205
Dual Credit Academy Participation Fee	408,825	350,000	(58,825)
Interest	1,200,000	1,200,000	-
Administrative Costs and Shuttle System Contribution	678,717	678,717	-
Testing Commissions	5,100	950	(4,150)
Conferences-Continuing, Professional, and Workforce Education	64,742	64,742	-
<b>Total Other Revenues</b>	<b>\$6,366,179</b>	<b>\$7,294,409</b>	<b>\$928,230</b>

- The HEERF Lost Revenue of \$8,115,242 is expected in FY 2021 – 2022. The addition is due to the Higher Education Emergency Relief Fund (HEERF) Lost Revenue. The HEERF Lost Revenue represents the revenues expected by the College but were reduced or eliminated as a result of the COVID-19 pandemic. The HEERF Lost Revenue is funded from the HEERF II Institutional Portion allocated to the College.

<b>HEERF Lost Revenue</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Total HEERF Lost Revenue	\$ -	\$8,115,242	\$8,115,242

- Carryover Allocations are projected to decrease \$2,128,432 in FY 2021 - 2022. The decrease resulted from the decrease of \$723,088 in Capital Purchases allocation, the decrease of \$328,007 in the Waived Fee Allocation, the decrease of \$2,000,000 in the Filled Positions allocation, the decrease of \$1,500,000 in the In Person-Hybrid Class Faculty Pay allocation, and the decrease of \$1,000,000 in the Lecturer Positions allocation being partially offset by the increase in the Unexpended Construction Plant Transfer of \$1,000,000, the addition of the Position Restoration allocation of \$422,663, and the addition of the Eligible Employee One-Time Payment allocation of \$2,000,000.

<b>Carryover Allocations</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Unexpended Construction Plant Transfer	\$2,000,000	\$3,000,000	\$1,000,000
Continuing, Professional, and Workforce Education	450,000	450,000	-
Capital Purchases	723,088	-	(723,088)
Contingency Fund	2,000,000	2,000,000	-
Developmental Studies Book Royalties	4,813	4,813	-
Waived Fee Allocation	328,007	-	(328,007)
Filled Positions	2,000,000	-	(2,000,000)
In Person-Hybrid Class Faculty Pay	1,500,000	-	(1,500,000)
Lecturer Positions	1,000,000	-	(1,000,000)
Position Restoration	-	422,663	422,663
One-Time Payment	-	2,000,000	2,000,000
<b>Total Carryover Allocations</b>	<b>\$10,005,908</b>	<b>\$7,877,476</b>	<b>\$(2,128,432)</b>

**Expenditures, Transfers and Reserves:**

- The Salary expenditures budget for FY 2021 - 2022 is proposed to increase by \$1,781,410. The increase is due to the increase in funding for the faculty instructional pools in the amount of \$1,071,669, the one-time payment to eligible full-time faculty and staff in the amount of \$1,538,462, and the funding for the frozen Instructional Lab Assistant positions in the amount of \$325,125 being partially offset by the removal of the In Person-Hybrid Class Faculty Pay Pool (Pandemic Related) in the amount of \$1,153,846. No new positions or salary adjustments/reclassifications are proposed for FY 2021 – 2022.

	<b>Changes to FY 2021 - 2022 Salary Budget</b>	<b>Amount</b>
1.	Proposed Faculty Instructional Pool Funding Increase	\$1,071,669
2.	Proposed One-Time Payment (Eligible Full-Time Faculty and Staff)	1,538,462
3.	Proposed Frozen Instructional Lab Assistant Funding	325,125
4.	Proposed Removal of In Person-Hybrid Class Faculty Pay Pool (Pandemic Related)	(1,153,846)
	<b>Total</b>	<b>\$1,781,410</b>

Additional modifications to salary expenditures including reductions may be necessary prior to final approval of the Staffing Plan by the Board and based on revised revenue projections and subject to the availability of funding and Board approval of the final budget.

- The Benefits expenditures budget for FY 2021 - 2022 is proposed to increase by \$2,576,669 primarily due to an increase in on-behalf retirement and insurance expenditures, and the additional funding for the faculty instructional pools, one-time payment to eligible full-time faculty and staff, funding for the frozen Instructional Lab Assistant positions, and the removal of the In Person-Hybrid Class Faculty Pay pool.
- The Operating expenditures budget for FY 2021 - 2022 is proposed to increase by \$4,509,508 based on the needs of the College's departments.
- The Travel expenditures budget for FY 2021 - 2022 is proposed to decrease by \$6,000. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.
- The Capital Outlay expenditures budget for FY 2021 - 2022 is proposed to decrease by \$212,704 based on the needs of the College's departments.
- The Transfers and Reserves budget for FY 2021 - 2022 is proposed to increase by \$6,285,083. The increase is primarily due to the increase in the Transfer to the Unexpended Plant Fund of \$1,000,000 and the addition of the HEERF Fund Balance Reserve of \$8,115,242 being partially offset by the removal of the HEGI Reserve in the amount of \$2,830,159. The HEGI reserve was contingent on the receipt of the additional funding that was requested by the College as a supplemental appropriation in the Legislative Appropriations Request (LAR) in August 2020.

In total, expenditures, transfers and reserves will increase as follows:

<b>Expenditures, Transfers &amp; Reserves</b>	<b>FY 2020 - 2021</b>	<b>FY 2021 - 2022</b>	<b>Increase/ (Decrease)</b>
Salaries	\$95,603,721	\$97,385,131	\$1,781,410
Benefits	27,466,307	30,042,976	2,576,669
Operating	33,946,190	38,455,698	4,509,508
Travel	2,235,954	2,229,954	(6,000)
Capital Outlay	1,446,175	1,233,471	(212,704)
<b>Total Expenditures</b>	<b>160,698,347</b>	<b>169,347,230</b>	<b>8,648,883</b>
Transfers & Reserves			
Transfer to Unexpended Plant Fund	2,000,000	3,000,000	1,000,000
Transfer to Office of ITED	865,581	865,581	-
Contingency Fund	2,000,000	2,000,000	-
HEERF Fund Balance Reserve	-	8,115,242	8,115,242
HEGI Reserve	2,830,159	-	(2,830,159)
<b>Total Transfers &amp; Reserves</b>	<b>7,695,740</b>	<b>13,980,823</b>	<b>6,285,083</b>
<b>Total Expenditures, Transfers &amp; Reserves</b>	<b>\$168,394,087</b>	<b>\$183,328,053</b>	<b>\$14,933,966</b>

The Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2021 - 2022 with Comparison to the FY 2020 - 2021 approved budget follows in the packet for the Committee's review and information. In order to balance the unrestricted fund budget, the College will continue to monitor trends, update projections and adjust revenues and expenditures as needed.

Additional changes may be required to the budget revenue and expenditure projections, prior to final presentation to the Board based on revised revenue projections.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will present the Preliminary Summary of Unrestricted Projected Budget for FY 2021 – 2022 at the May 17, 2021 Finance, Audit, and Human Resources Committee meeting and will address any questions by the committee.

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

**South Texas College**

**Unrestricted Fund**

**Preliminary FY 2021 - 2022 (Next Year) Budget Summary with Comparison to FY 2020 - 2021 (Current Year)**

**As of May 13, 2021**

<b>Summary of Revenues and Carryover Allocations</b>	<b>FY 2020 - 2021 Budget (Approved)</b>	<b>FY 2021 - 2022 Budget (Preliminary)</b>	<b>% of Total Revenues</b>	<b>Difference FY 2021 Approved to FY 2022 Preliminary</b>
State Contact Hour Appropriation	\$ 37,954,853	\$ 40,708,445	22.21%	\$ 2,753,592
<i>Other State Appropriation-ORP</i>	524,004	533,768	0.29%	9,764
<i>Other State Appropriation-TRS</i>	2,155,023	2,195,178	1.20%	40,155
<i>Other State Appropriation-HEGI</i>	6,159,713	6,159,713	3.36%	-
<i>Other State Appropriation-HEGI-(Reimbursement)</i>	2,830,159	-	0.00%	(2,830,159)
<i>Other State Appropriation-Hazlewood Reimbursement</i>	45,000	45,000	0.02%	-
Other State Appropriations Subtotal	11,713,899	8,933,659	4.85%	(2,780,240)
<b>Total State Appropriations</b>	<b>49,668,752</b>	<b>49,642,104</b>	<b>27.08%</b>	<b>(26,648)</b>
<i>Academic &amp; Differential Tuition-Net TPEG</i>	26,696,844	26,404,858	14.40%	(291,986)
<i>Continuing Ed/ITED-Net TPEG</i>	3,004,456	3,004,456	1.64%	-
<b>Total Tuition-Net of TPEG</b>	<b>29,701,300</b>	<b>29,409,314</b>	<b>16.04%</b>	<b>(291,986)</b>
<b>Total Fees</b>	<b>23,345,146</b>	<b>22,716,483</b>	<b>12.39%</b>	<b>(628,663)</b>
<b>Total M&amp;O Property Taxes</b>	<b>49,306,802</b>	<b>58,273,025</b>	<b>31.79%</b>	<b>8,966,223</b>
<b>Total Other Revenues</b>	<b>6,366,179</b>	<b>7,294,409</b>	<b>3.98%</b>	<b>928,230</b>
<b>Total HEERF Lost Revenue</b>	<b>-</b>	<b>8,115,242</b>	<b>4.43%</b>	<b>8,115,242</b>
<b>Total Carryover Allocations</b>	<b>10,005,908</b>	<b>7,877,476</b>	<b>4.30%</b>	<b>(2,128,432)</b>
<b>Total Revenues and Carryover Allocations</b>	<b>\$ 168,394,087</b>	<b>\$ 183,328,053</b>	<b>100.01%</b>	<b>\$ 14,933,966</b>

<b>Summary of Expenditures</b>	<b>FY 2020 - 2021 Budget (Approved)</b>	<b>FY 2021 - 2022 Budget (Preliminary)</b>	<b>% of Total Expenditures</b>	<b>Difference FY 2021 Approved to FY 2022 Preliminary</b>
<b>Total Salaries</b>	<b>\$ 95,603,721</b>	<b>\$ 97,385,131</b>	<b>53.12%</b>	<b>\$ 1,781,410</b>
<b>Total Benefits</b>	<b>27,466,307</b>	<b>30,042,976</b>	<b>16.37%</b>	<b>2,576,669</b>
<b>Total Operating</b>	<b>33,946,190</b>	<b>38,455,698</b>	<b>20.98%</b>	<b>4,509,508</b>
<b>Total Travel</b>	<b>2,235,954</b>	<b>2,229,954</b>	<b>1.22%</b>	<b>(6,000)</b>
<b>Total Capital Outlay</b>	<b>1,446,175</b>	<b>1,233,471</b>	<b>0.67%</b>	<b>(212,704)</b>
<b>Total Expenditures</b>	<b>\$ 160,698,347</b>	<b>\$ 169,347,230</b>	<b>92.36%</b>	<b>\$ 8,648,883</b>
<b>Transfers &amp; Reserves</b>				
Transfer to Unexpended Plant Fund	2,000,000	3,000,000	1.64%	1,000,000
Transfer to Office of ITED	865,581	865,581	0.47%	-
Contingency Fund	2,000,000	2,000,000	1.09%	-
HEERF Fund Balance Reserve	-	8,115,242	4.44%	8,115,242
HEGI Reserve	2,830,159	-	0.00%	(2,830,159)
<b>Total Transfers &amp; Reserves</b>	<b>7,695,740</b>	<b>13,980,823</b>	<b>7.64%</b>	<b>6,285,083</b>
<b>Total Expenditures, Transfers &amp; Reserves</b>	<b>\$ 168,394,087</b>	<b>\$ 183,328,053</b>	<b>100.00%</b>	<b>\$ 14,933,966</b>

<b>Revenues and Carryover Allocations over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
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\* Based on a flat enrollment from FY 2020 - 2021.



SOUTH TEXAS  
COLLEGE

# Preliminary Unrestricted Budget Summary for FY 2021 - 2022

MAY 17, 2021

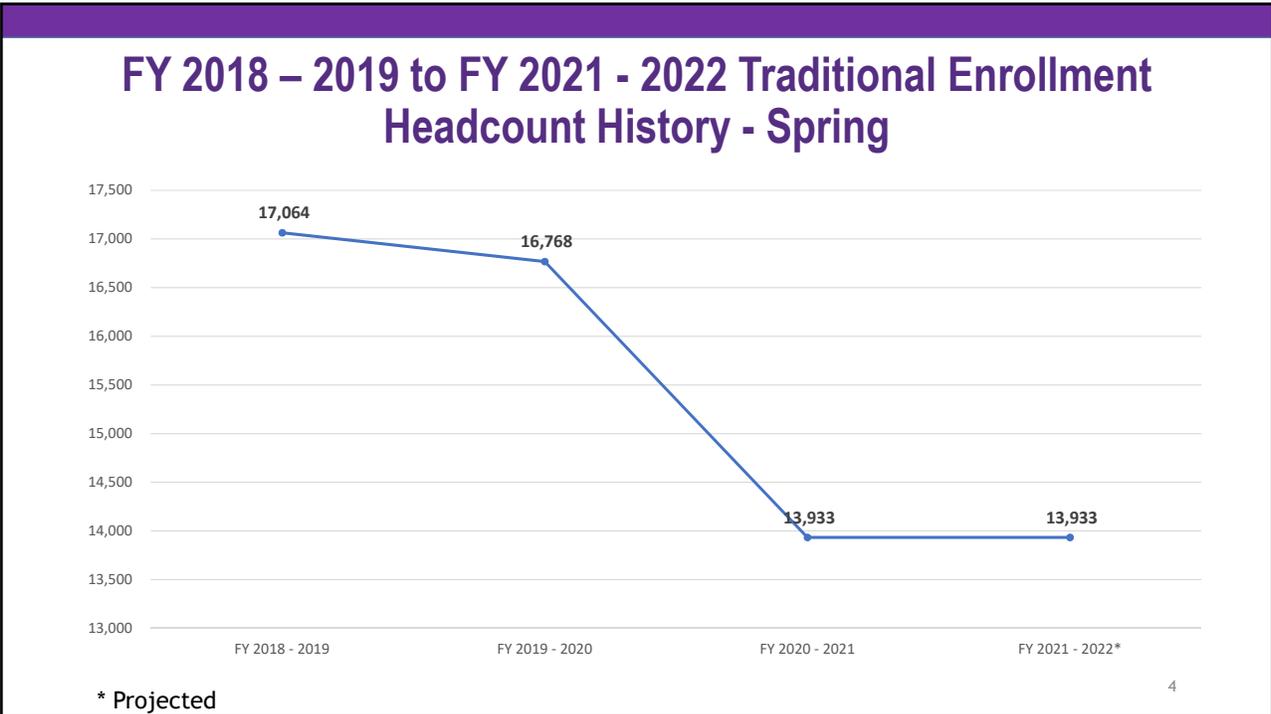
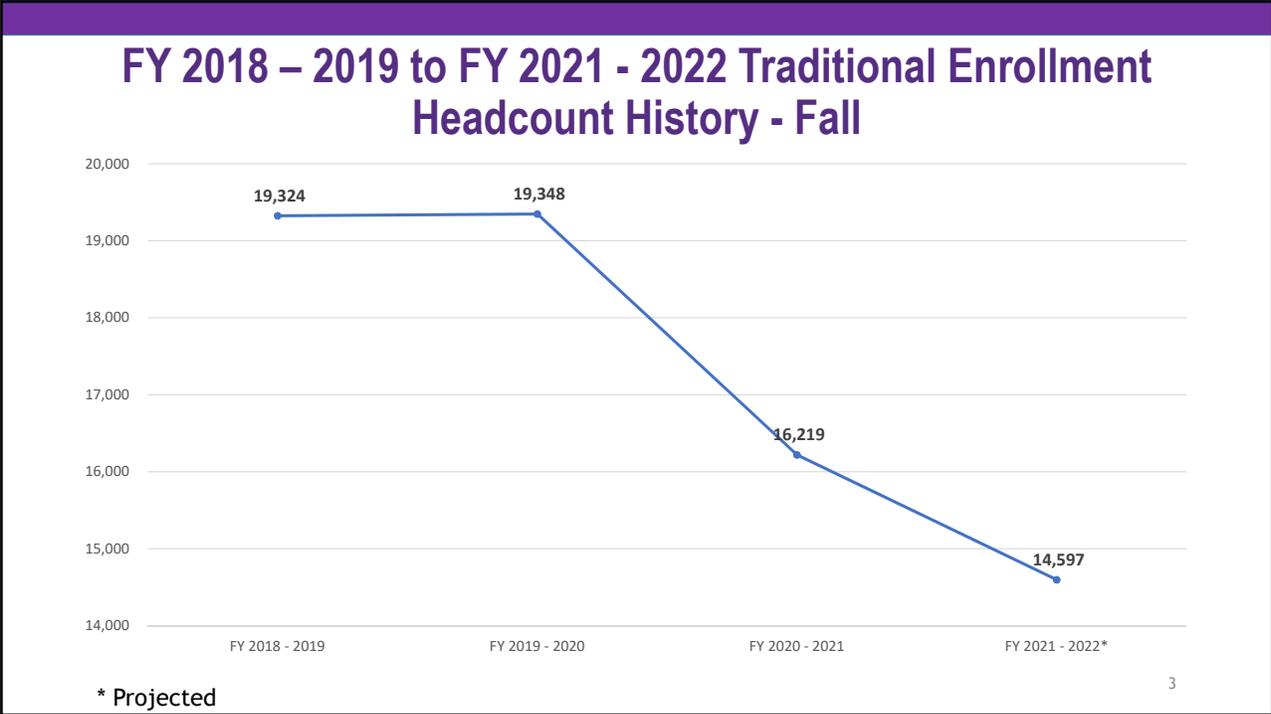
MARIA G. ELIZONDO, MBA, CPA, CFE, CGMA  
VICE PRESIDENT FOR FINANCE AND ADMINISTRATIVE SERVICES

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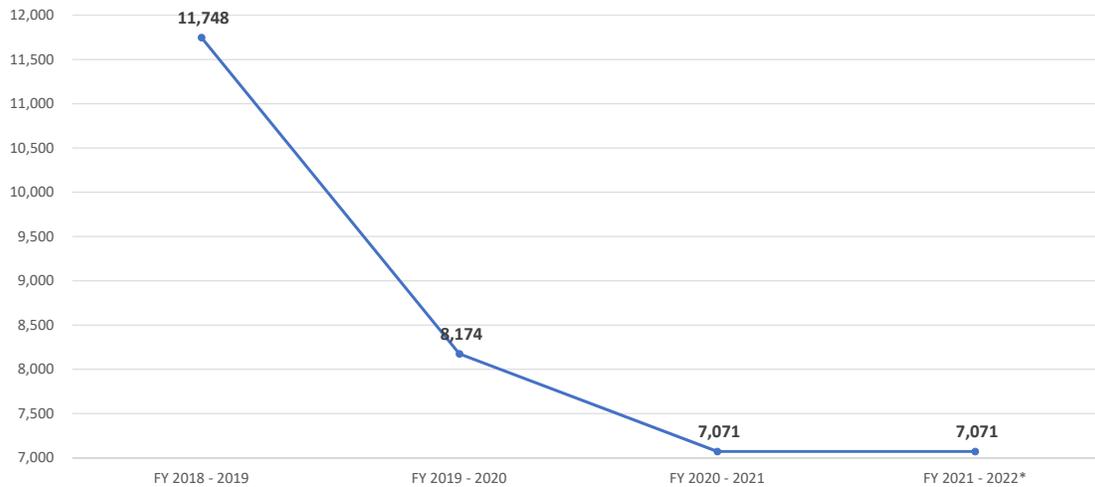
## FY 2021 - 2022 Traditional and Dual Credit Enrollment Headcount Projection

Term	FY 2020 - 2021 Traditional (Actual and Projected)	FY 2021 - 2022 Traditional Projected	Enrollment Decrease (from FY 2020 - 2021)	% Reduction
Fall	16,219	14,597	1,622	-10%
Spring	13,933	13,933	-	0%
Summer*	7,071	7,071	-	0%
<b>Total</b>	<b>37,223</b>	<b>37,223</b>	-	<b>0%</b>
Term	FY 2020 - 2021 Dual Credit (Actual and Projected)	FY 2021 - 2022 Dual Credit Projected	Enrollment Decrease (from FY 2020 - 2021)	% Reduction
Fall	12,281	12,281	-	0%
Spring	12,986	12,986	-	0%
Summer*	6,622	6,662	-	0%
<b>Total</b>	<b>31,889</b>	<b>31,889</b>	-	<b>0%</b>

\* Projected - FY 2020 - 2021 Summer Headcount



## FY 2018 – 2019 to FY 2021 - 2022 Traditional Enrollment Headcount History - Summer



\* Projected

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## Preliminary Unrestricted Revenues FY 2021 - 2022

Summary of Revenues	FY 2020 - 2021 Budget (Approved)	FY 2021 - 2022 Budget (Proposed)*	Increase/ (Decrease)
State Contact Hour Appropriation	\$37,954,853	\$40,708,445	\$2,753,592
<i>Other State Appropriations:</i>			
Optional Retirement Plan	524,004	533,768	9,764
Teacher Retirement System	2,155,023	2,195,178	40,155
Higher Education Group Insurance	6,159,713	6,159,713	-
Higher Education Group Insurance-(Reimbursement)	2,830,159	-	(2,830,159)
Hazlewood Reimbursement	45,000	45,000	-
Other State Appropriations Subtotal	11,713,899	8,933,659	(2,780,240)
<b>Total State Appropriations</b>	<b>49,668,752</b>	<b>49,642,104</b>	<b>(26,648)</b>
<b>Total Tuition-Net of TPEG</b>	<b>29,701,300</b>	<b>29,409,314</b>	<b>(291,986)</b>
<b>Total Fees</b>	<b>23,345,146</b>	<b>22,716,483</b>	<b>(628,663)</b>
<b>Total M&amp;O Property Taxes</b>	<b>49,306,802</b>	<b>58,273,025</b>	<b>8,966,223</b>
<b>Total Other Revenues</b>	<b>6,366,179</b>	<b>7,294,409</b>	<b>928,230</b>
<b>Total HEERF Lost Revenue</b>	<b>-</b>	<b>8,115,242</b>	<b>8,115,242</b>
<b>Total Carryover Allocations</b>	<b>10,005,908</b>	<b>7,877,476</b>	<b>(2,128,432)</b>
<b>Total Revenues</b>	<b>\$168,394,087</b>	<b>\$183,328,053</b>	<b>\$14,933,966</b>

\* Based on 10% enrollment reduction for Fall.

## Preliminary Unrestricted Expenditures FY 2021 - 2022

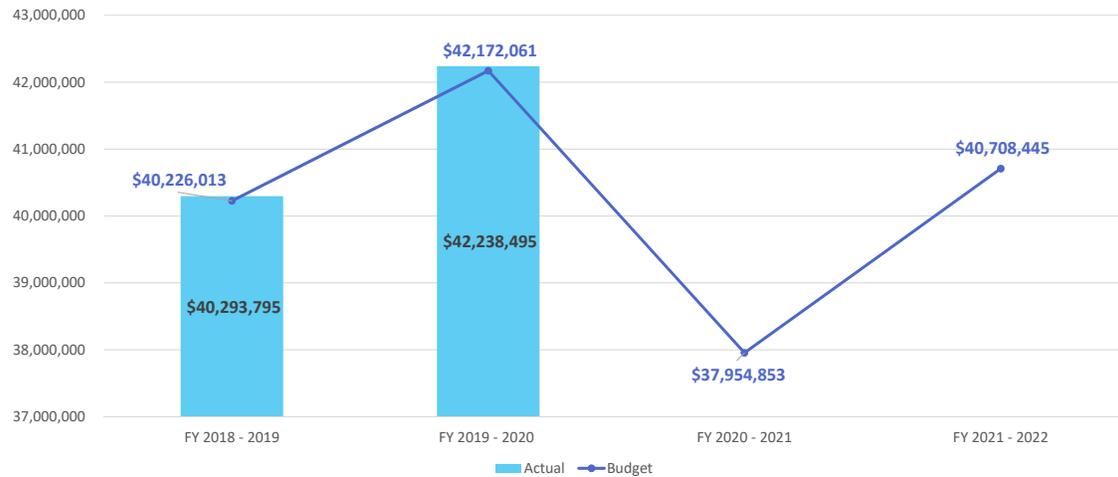
Summary of Expenditures	FY 2020 - 2021 Budget (Approved)	FY 2021 - 2022 Budget (Proposed)*	Increase/ (Decrease)
Total Salaries	\$95,603,721	\$97,385,131	\$1,781,410
Total Benefits	27,466,307	30,042,976	2,576,669
Total Operating	33,946,190	38,455,698	4,509,508
Total Travel	2,235,954	2,229,954	(6,000)
Total Capital Outlay	1,446,175	1,233,471	(212,704)
<b>Total Expenditures</b>	<b>\$160,698,347</b>	<b>\$169,347,230</b>	<b>\$8,648,883</b>
<b>Transfers &amp; Reserves</b>			
Transfer to Plant Funds	2,000,000	3,000,000	1,000,000
Transfer to Office of ITED	865,581	865,581	-
Contingency Fund	2,000,000	2,000,000	-
HEERF Fund Balance Reserve	-	8,115,242	8,115,242
HEGI Reserve	2,830,159	-	(2,830,159)
<b>Total Transfers &amp; Reserves</b>	<b>7,695,740</b>	<b>13,980,823</b>	<b>6,285,083</b>
<b>Total Expenditures, Transfers &amp; Reserves</b>	<b>\$168,394,087</b>	<b>\$183,328,053</b>	<b>\$14,933,966</b>
<b>Revenues over Expenditures</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>

\* Based on 10% enrollment reduction for Fall term.

## FY 2021 - 2022 State Contact Hour Appropriation Changes

Appropriation Category	Revenue Increase/(Decrease)
State Contact Hour Appropriation	\$2,753,592

## FY 2018 – 2019 to FY 2021 - 2022 State Contact Hour Appropriation History

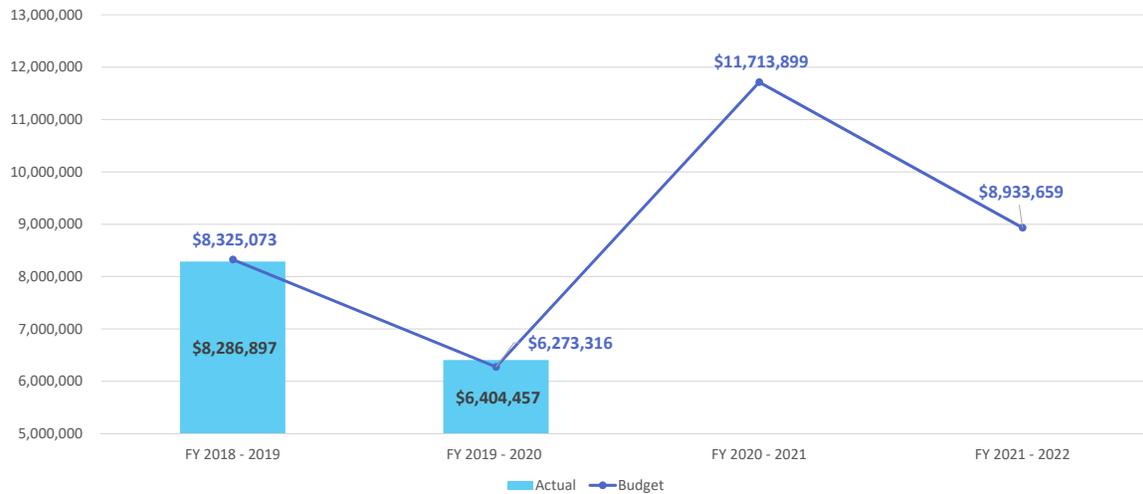


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## FY 2021 - 2022 State On-Behalf Appropriation Changes

Appropriation Category	Revenue Increase/(Decrease)
<b>Other State Appropriation:</b>	
Optional Retirement Program	9,764
Teacher Retirement System	40,155
Higher Education Employees Group Insurance - (Reimbursement)	(2,830,159)
<b>Total Other State Appropriation Changes</b>	<b>\$(2,780,240)</b>
Expenditure Category	Revenue Increase/(Decrease)
<b>Benefits</b>	
Retirement-ORP Eligible	9,764
Retirement-TRS Eligible	40,155
<b>Transfers &amp; Reserves</b>	
HEGI Reserve	(2,830,159)
<b>Total Other State Appropriation Changes</b>	<b>\$(2,780,240)</b>

## FY 2018 – 2019 to FY 2021 - 2022 State On-Behalf Appropriation History

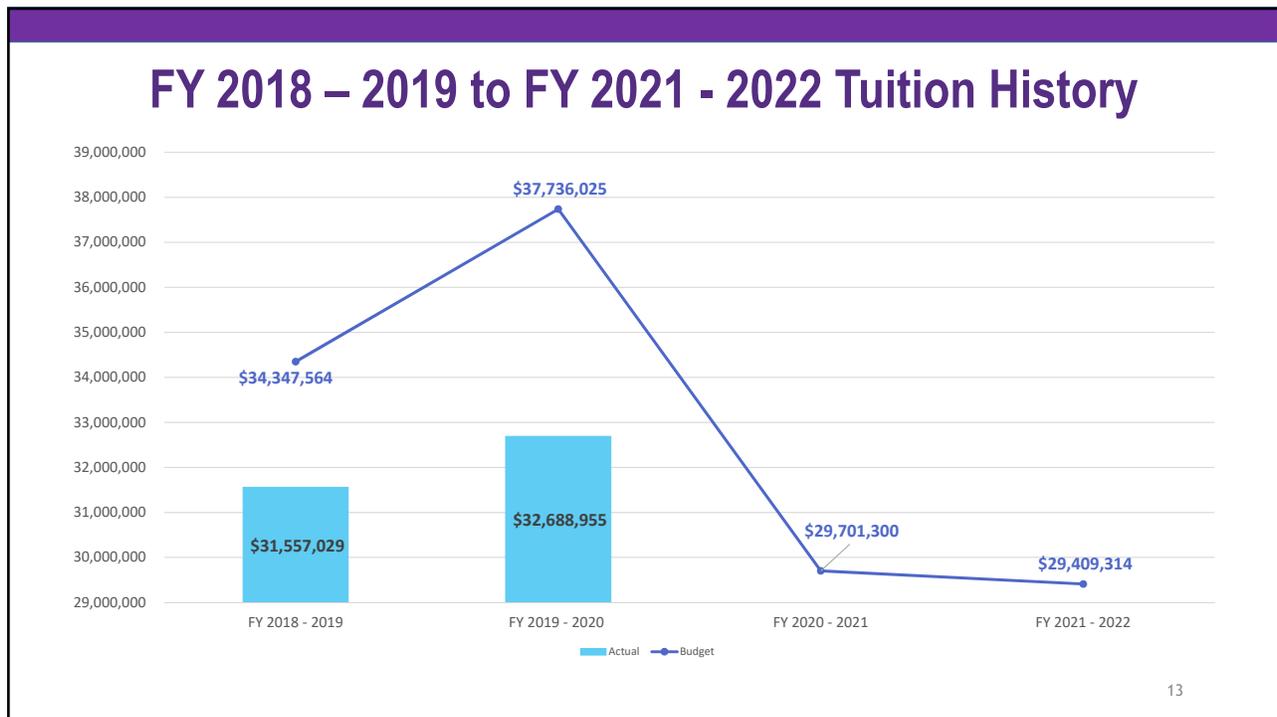


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## FY 2021 - 2022 Tuition Changes

Tuition Category	Revenue Increase/(Decrease)
Academic Tuition Decrease Due to Trend and 10% Enrollment Reduction (Fall)	\$(1,026,044)
Differential Tuition Increase Due to Trend and 10% Enrollment Reduction (Fall)	182,983
Bachelor of Applied Science in Organizational Leadership Increase Due to Trend and 10% Enrollment Reduction (Fall)	526,010
Continuing, Professional, and Workforce Education (CPWE) Increase	-
Texas Public Education Grants (TPEG)	25,065
<b>Total Tuition Changes-Net of TPEG</b>	<b>\$(291,986)</b>

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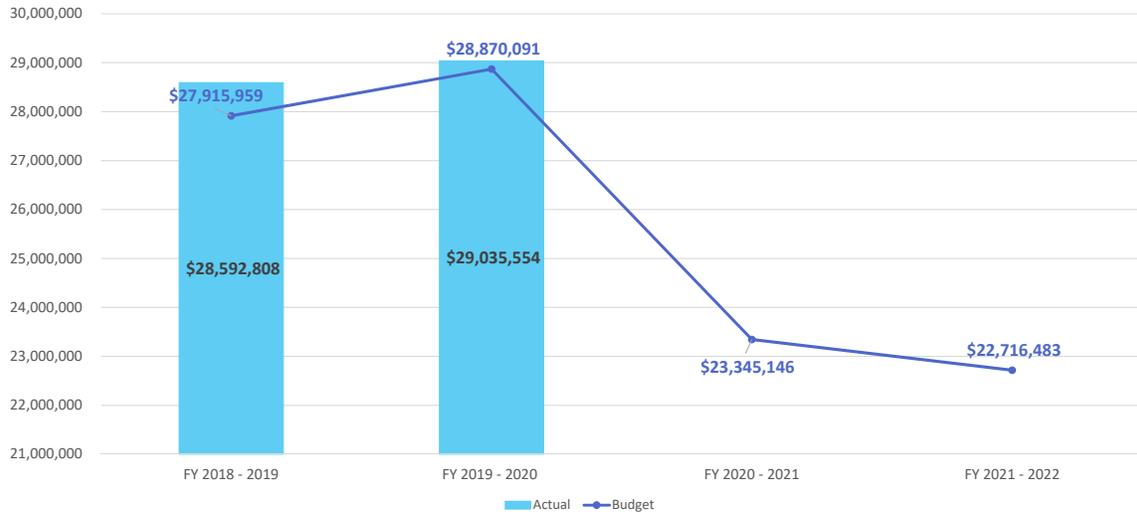


### FY 2021 - 2022 Fee Changes

Fee Category	Revenue Increase/(Decrease)
Fee Decrease Due to Trend and 10% Enrollment Reduction (Fall) Revenue projection also includes fee rate changes:	
American Welding Society Certification Testing (Recovery of Costs)	\$(628,663)
Welding and Other Course Fees Certification (\$150)	
<b>Total Fee Changes</b>	<b>\$(628,663)</b>

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## FY 2018 – 2019 to FY 2021 - 2022 Fee History



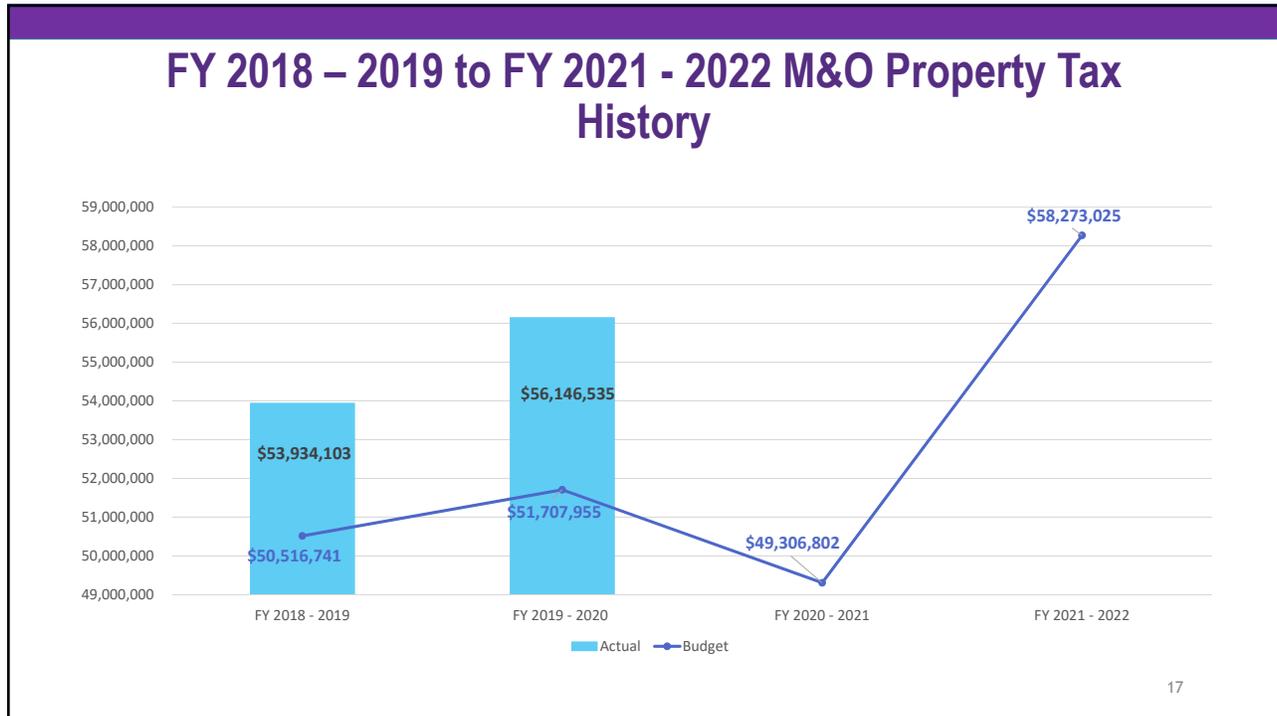
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## FY 2021 - 2022 M&O Property Tax Changes

M&O Property Taxes	Revenue Increase/(Decrease)
M&O Tax Collections, Delinquent Tax, and Penalties and Interest*	\$8,966,223

\* Based on increased collection revenues

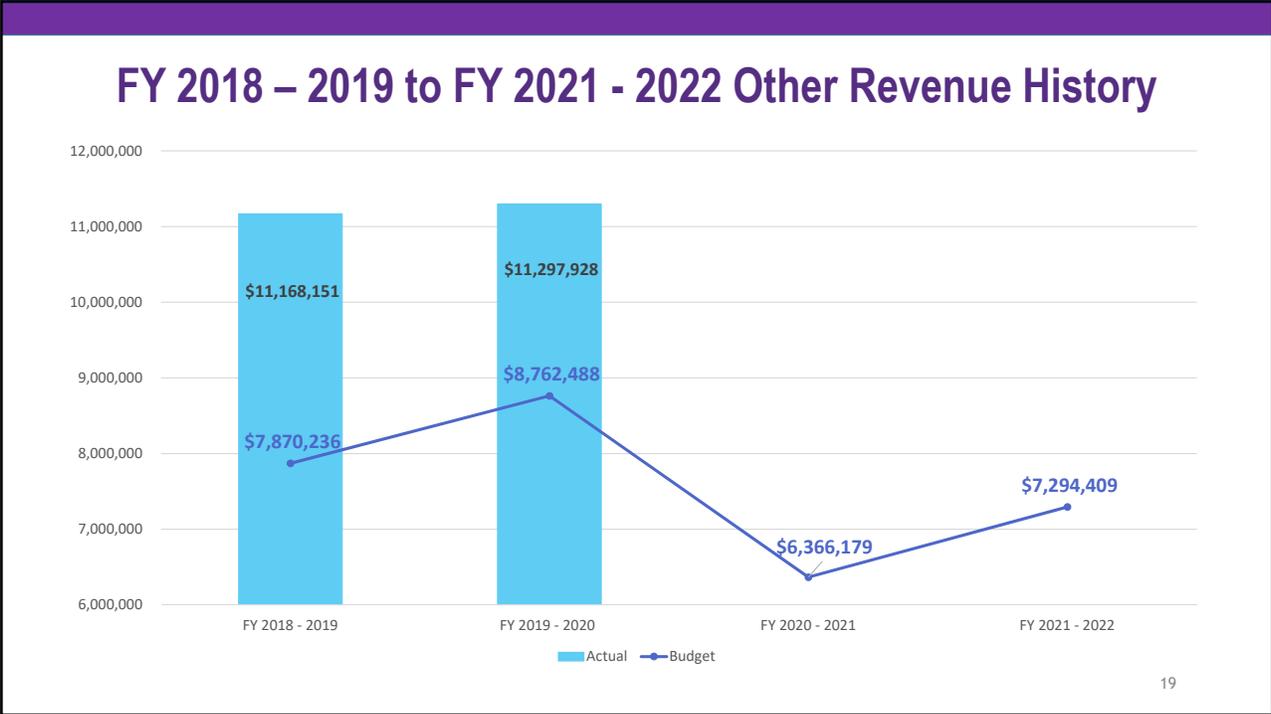
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### FY 2021 - 2022 Other Revenue Changes

Other Revenue Category	Revenue Increase/(Decrease)
Dual Credit Enrollment Cost Reimbursement Increase	\$991,205
Dual Credit Academy Participation Fee Reduction	(58,825)
Interest	-
Administrative Costs	-
Testing Commissions Reduction	(4,150)
Conferences-Continuing, Professional, and Workforce Education	-
<b>Total Other Revenue Changes</b>	<b>\$928,230</b>

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### FY 2021 - 2022 HEERF Lost Revenue

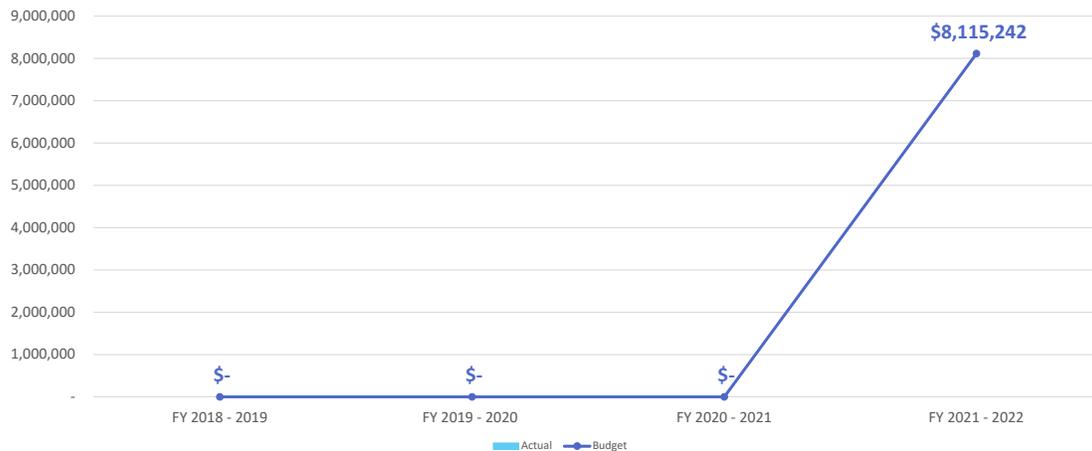
HEERF Lost Revenue Category	Revenue Increase/(Decrease)
HEERF Lost Revenue	\$8,115,242

Expenditure Category	Revenue Increase/(Decrease)
HEERF Fund Balance Reserve	\$8,115,242

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## FY 2018 – 2019 to FY 2021 - 2022 HEERF Lost Revenue History



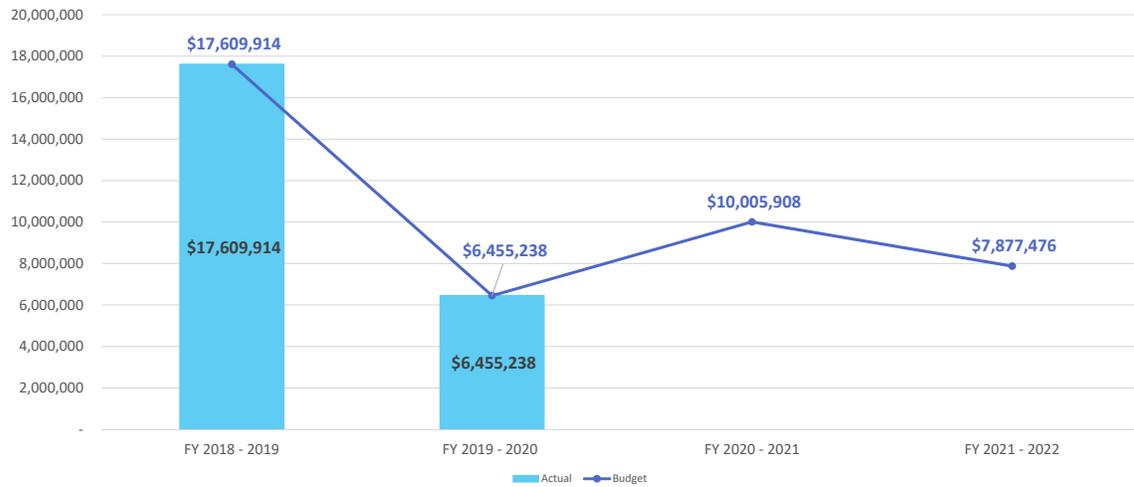
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## FY 2021 - 2022 Carryover Allocations Revenue Changes

Carryover Allocation Category	Revenue Increase/(Decrease)
Contingency Fund	\$-
Unexpended Construction Plant Fund	1,000,000
Capital Purchases	(723,088)
Developmental Studies Book Royalties	-
Waived Fee Allocation (Electronic Distance Learning) Reduction*	(328,007)
Filled Positions Reduction*	(2,000,000)
In Person-Hybrid Class Faculty Pay Reduction*	(1,500,000)
Lecturer Positions	(1,000,000)
Position Restoration	422,663
One-Time Payment	2,000,000
<b>Total Carryover Allocations Revenue Changes</b>	<b>\$(2,128,432)</b>

\* Carryover Allocations to fund salary and benefits not used in FY 2020 - 2021. Current year revenue and HEERF funding used.

## FY 2018 – 2019 to FY 2021 - 2022 Carryover Allocations Revenue History



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## FY 2021 - 2022 Salary Expenditure Changes

Expenditure Category	Expenditure Increase/(Decrease)
Salaries Increase Proposals:	\$-
Instructional Pool Funding Increase	1,071,669
One-Time Payment (Eligible Full-Time Faculty and Staff)	1,538,462
Frozen Lab Assistant Restoration Funding	325,125
Removal of In Person-Hybrid Class Faculty Pay Pool	(1,153,846)
<b>Salaries Increase Total</b>	<b>\$1,781,410</b>

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## FY 2021 - 2022 Expenditure Changes

Expenditure Category	Expenditure Increase/(Decrease)
Salaries Increase Total	\$1,781,410
Benefits Increase Due to Increase in On-Behalf Expenditures and Additional Salary Expenditures	2,576,669
Operating Increase Due to Requests from Financial Managers	4,509,508
Travel Reduction Due to Requests from Financial Managers	(6,000)
Capital Reduction Due to Requests from Financial Managers	(212,704)
<b>Total Expenditure Changes</b>	<b>\$8,648,883</b>

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## FY 2021 - 2022 Transfers & Reserves Changes

Transfers & Reserves Category	Expenditure Increase/(Decrease)
Transfer to Unexpended Plant Fund	\$1,000,000
HEERF Fund Balance Reserve	8,115,242
HEGI Reserve	(2,830,159)
<b>Total Transfers &amp; Reserves</b>	<b>\$6,285,083</b>

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## FY 2021 - 2022 Revenues over Expenditures

Summary of Revenues and Expenditures	Budgeted Amount
Total Revenue	\$183,328,053
Total Expenditures, Transfers & Reserves	183,328,053
Revenues over Expenditures	\$-

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## Preliminary Unrestricted Revenues FY 2021 - 2022

Summary of Revenues	FY 2020 - 2021 Budget (Approved)	FY 2021 - 2022 Budget (Proposed)*	Increase/ (Decrease)
State Contact Hour Appropriation	\$37,954,853	\$40,708,445	\$2,753,592
<i>Other State Appropriations:</i>			
<i>Optional Retirement Plan</i>	524,004	533,768	9,764
<i>Teacher Retirement System</i>	2,155,023	2,195,178	40,155
<i>Higher Education Group Insurance</i>	6,159,713	6,159,713	-
<i>Higher Education Group Insurance-(Reimbursement)</i>	2,830,159	-	(2,830,159)
<i>Hazlewood Reimbursement</i>	45,000	45,000	-
Other State Appropriations Subtotal	11,713,899	8,933,659	(2,780,240)
<b>Total State Appropriations</b>	<b>49,668,752</b>	<b>49,642,104</b>	<b>(26,648)</b>
<b>Total Tuition-Net of TPEG</b>	<b>29,701,300</b>	<b>29,409,314</b>	<b>(291,986)</b>
<b>Total Fees</b>	<b>23,345,146</b>	<b>22,716,483</b>	<b>(628,663)</b>
<b>Total M&amp;O Property Taxes</b>	<b>49,306,802</b>	<b>58,273,025</b>	<b>8,966,223</b>
<b>Total Other Revenues</b>	<b>6,366,179</b>	<b>7,294,409</b>	<b>928,230</b>
<b>Total HEERF Lost Revenue</b>	<b>-</b>	<b>8,115,242</b>	<b>8,115,242</b>
<b>Total Carryover Allocations</b>	<b>10,005,908</b>	<b>7,877,476</b>	<b>(2,128,432)</b>
<b>Total Revenues</b>	<b>\$168,394,087</b>	<b>\$183,328,053</b>	<b>\$14,933,966</b>

\* Based on 10% enrollment reduction for Fall.

## Preliminary Unrestricted Expenditures FY 2021 - 2022

Summary of Expenditures	FY 2020 - 2021 Budget (Approved)	FY 2021 - 2022 Budget (Proposed)*	Increase/ (Decrease)
Total Salaries	\$95,603,721	\$97,385,131	\$1,781,410
Total Benefits	27,466,307	30,042,976	2,576,669
Total Operating	33,946,190	38,455,698	4,509,508
Total Travel	2,235,954	2,229,954	(6,000)
Total Capital Outlay	1,446,175	1,233,471	(212,704)
<b>Total Expenditures</b>	<b>\$160,698,347</b>	<b>\$169,347,230</b>	<b>\$8,648,883</b>
<b>Transfers &amp; Reserves</b>			
Transfer to Plant Funds	2,000,000	3,000,000	1,000,000
Transfer to Office of ITED	865,581	865,581	-
Contingency Fund	2,000,000	2,000,000	-
HEERF Fund Balance Reserve	-	8,115,242	8,115,242
HEGI Reserve	2,830,159	-	(2,830,159)
<b>Total Transfers &amp; Reserves</b>	<b>7,695,740</b>	<b>13,980,823</b>	<b>6,285,083</b>
<b>Total Expenditures, Transfers &amp; Reserves</b>	<b>\$168,394,087</b>	<b>\$183,328,053</b>	<b>\$14,933,966</b>
<b>Revenues over Expenditures</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>

\* Based on 10% enrollment reduction for Fall term.

# THANK YOU

## Questions?



### **Review and Recommend Action to Close Three Bank Accounts**

Approval to close three bank accounts with the College's depository bank, BBVA, will be requested at the May 25, 2021 Board meeting.

Purpose – To close the three bank accounts listed below.

Financial Institution	Account Number	Primary Account Holder	Account Name
BBVA	6720987978	South Texas College	LT Bonds Series 2014
BBVA	6731734028	South Texas College	LT Bonds Series 2015
BBVA	6734303834	South Texas College	Operating Reserve

Justification – The LT Bonds Series 2014 and the LT Bonds Series 2015 bank accounts were established with bond proceeds used to pay for bond construction projects. The Operating Reserve bank account was established to comply with the Depository Services Contract, which required that the College maintain a non-interest bearing bank account with a balance of \$20,000,000.

All proceeds from the bonds have been expended and the current Depository Service Contract does not require the College to maintain a separate non-interest bearing bank account.

Background – The LT Bonds Series 2014 Checking Account was established on February 21, 2014, the LT Bonds Series 2015 Checking Account was established on July 30, 2015, and the Operating Reserve Checking Account was established on December 1, 2015.

Bond construction projects have been completed and bond funds have been expended. The funds totaling \$20,000,000 deposited in the Operating Reserve Checking Account have been transferred to the E&G Fund I Checking Account.

The three bank accounts, LT Bonds Series 2014, LT Bonds Series 2015, and the Operating Reserve Checking Accounts are inactive and have a zero balance.

Reviewers – The Vice President for Finance and Administrative Services and the Comptroller have reviewed the information being presented.

Dr. David Plummer, Interim President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Committee meeting to address any questions by the Committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 25, 2021 Board meeting, to close three bank accounts with the College's depository bank, BBVA, as presented.

**Discussion and Action as Necessary on Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council for FY 2021 Summer Session**

Approval of the Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2021 Summer Session, a three-month period of June 1, 2021, through August 31, 2021, will be requested at the May 25, 2021 Board meeting.

Purpose – The Interlocal Agreement for Transportation Services between STC and the LRGVDC for FY 2021 Summer Session is needed to provide transportation services to STC students.

Justification – The Interlocal Agreement is intended to establish an intercampus bus route to serve all the College’s campuses. The bus routes will benefit students, faculty, and staff of South Texas College and thereby serve the goals of both organizations by facilitating access to the College and its educational programs and increasing the use of public transportation in the area.

Background - As a result of the pandemic, face-to-face classes on campus were significantly reduced and employee’s presence on campus was also reduced due to a rotational work schedule implemented in order to reduce the density on campus. Both parties were allowed the opportunity to make any necessary adjustments as a result of the pandemic, therefore, Interlocal Agreements were negotiated separately for the Fall 2020 and the Spring 2021 Semesters.

Information regarding the FY 2021 Summer Session Transportation Services and Agreement are presented below.

**Summer Session Ridership Count History**

The table below reflects the ridership count history provided by the LRGVDC for the Purple Line and Green Lines and the College’s ridership count history for the Yellow Line for the months of June through August:

<b>Transportation Route</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
LRGVDC			No Service Provided – Furloughed due to the pandemic
Starr (Green Line 1 & 2)	3,164	1,722	
Starr (Green Line Route 60/Roma)	856	751	
Mid Valley (Purple Line)	695	604	
STC			
Circulator (Yellow Line)	3,046	1,280	
<b>Total</b>	<b>7,761</b>	<b>4,357</b>	

**Summer 2021 Session**

College staff worked with the LRGVDC to extend the current agreement to cover the FY 2021 Summer Session running from June 1, 2021 through August 31, 2021. The LRGVDC has agreed to continue to fund the cost for the Green Line Route 60 (Roma); however, they will not fund the Green Line 1, which connects the Starr County Campus to the Pecan Campus.

**LRGVDC Proposed Agreement for FY 2021 Summer Session**

For Summer Session, the agreement includes the following:

- The LRGVDC will continue to fund the cost for Green Line Route 60 (Roma).
  - The College will remit payment to the LRGVDC for the operating cost of the Green Line 1 (Starr County Campus to Pecan Campus) in the amount of \$17,285.
  - Green Line (Starr) - 2 was eliminated by the LRGVDC.
  - Purple Line (Mid Valley) was eliminated by the LRGVDC.
  - The College will cover the costs for the Yellow Line (Circular) routes operated by the College connecting the Pecan Campus, Technology Campus, and Nursing and Allied Health Campus to be reimbursed by CARES Act Funds carried over in the amount of \$142.04 from FY 2020 and federal/state grant contributions received from the LRGVDC, totaling a net cost of \$36,181.01
- ⇒ On January 20, 2020, the CARES Act awarded \$297,624.00 of which, as of today, May 13, 2021, the outstanding balance is \$142.04.

The following table illustrates the transportation services the College has provided by semesters and routes:

Routes	Fall 2020	Spring 2021 (Current)	Summer 2021 (Proposed)
Green Line (Starr) - 1	✓ (LRGVDC)	✓ (LRGVDC)	✓ (STC)
Green Line (Starr) - 2	✓ (LRGVDC)*	X	X
Green Line Route 60 (Roma)	✓ (LRGVDC)	✓ (LRGVDC)	✓ (LRGVDC)
Purple Line (Mid-Valley)	✓ (LRGVDC)**	X	X
Yellow Line (Circulator)	✓ (STC)	✓ (STC)	✓ (STC)
<b>Total Net Cost to South Texas College</b>	<b>\$23,304</b>	<b>\$69,481</b>	<b>\$53,466</b>

\*Green Line (Starr/Pecan) is traditionally comprised of two routes. As of 11/16/20, Green Line has consisted of one route. \*\*Purple Line (MV/NAH) was suspended as of 10/12/20.

Funded by – (LRGVDC) or (STC)

The table below contains estimated costs for FY 2021 Summer Session for the LRGVDC and South Texas College:

	<b>Amount</b>
<b>Total Operating Cost for Services</b>	<b>\$130,550</b>
Contributions:	
State/Federal Operating	\$(63,272)
LRGVDC-Green Line Route 60 (Roma)	(13,812)
<b>Total Contributions</b>	<b>\$77,084</b>
<b>Total Net Cost to STC</b>	<b>\$53,466</b>
STC Direct Expenditures – Yellow Line	\$36,181
STC Payment to LRGVDC – Green Line	17,285
<b>Total Net Cost to South Texas College</b>	<b>\$53,466</b>

The cost by transportation routes for FY 2021 Summer Session are as follows:

<b>Transportation Routes</b>	<b>Total Operating Cost for System</b>	<b>Contributions</b>	<b>Total Cost to LRGVDC</b>	<b>STC Payment to LRGVDC</b>	<b>STC Direct Expenditures</b>
Starr (Green-1)	29,939	12,654	0	17,285	0
Starr (Green-Roma)	23,940	10,128	13,812	0	0
Circular (Yellow)	76,671	40,490	0	0	36,181
<b>Total</b>	<b>\$130,550</b>	<b>\$63,272</b>	<b>\$13,812</b>	<b>\$17,285</b>	<b>\$36,181</b>

Not included in the table above are in-kind costs associated with vehicle insurance, utilities, and depreciation estimated at \$19,784.

An update regarding the LRGVDC transportation services costs and contribution for the Fall 2021 Semester will be presented to the Finance, Audit, and Human Resources Committee in July 2021.

Funding Source - Funds for this expenditure are budgeted in the Student Transportation Services budget for FY 2020 - 2021.

Reviewers – The Interlocal Agreement was reviewed by Tom Logan, Director of Valley Metro at the LRGVDC, Vice President for Finance and Administrative Services, Chief of Police for Department of Public Safety, Comptroller, Contract Manager, and by the College’s Legal Counsel. The FY 2021 Summer Session Interlocal Agreement is still pending final approval by the LRGVDC.

Enclosed Documents – A copy of the draft FY 2021 Summer Session Interlocal Agreement follows in the packet for the Committee’s information and review. Appendix A is also enclosed to reflect the total cost per route for Fall 2020 and Spring 2021 semesters. The Transportation Services PowerPoint presentation follows in the packet for the Committee’s review.

Tom Logan from the LRGVDC, Mary Elizondo, Vice President for Finance and Administrative Services, Ruben Suarez, Chief of Police for the Department of Public Safety, and Alina Cantu, Public Safety and Transportation Services Manager, will be present at the Committee Meeting to address any questions by the Committee.

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 25, 2021 Board meeting, the Interlocal Agreement for Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for FY 2021 Summer Session, a three-month period of June 1, 2021, through August 31, 2021, as presented, and contingent upon approval by the LRGVDC.

**INTERLOCAL AGREEMENT FOR TRANSPORTATION SERVICES  
BETWEEN SOUTH TEXAS COLLEGE AND  
THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL**

**I. INTRODUCTION**

This Interlocal Agreement for Transportation Services (“Agreement”) entered into to be effective as of **June 1, 2021**, is between South Texas College, a political subdivision of the State of Texas (“College”), and the Lower Rio Grande Valley Development Council, a voluntary association of local governments in Cameron, Hidalgo, Starr, and Willacy Counties (“LRGVDC”). This Agreement is made pursuant to chapter 791 of the Texas Government Code (the “Interlocal Cooperation Act”), as amended.

**RECITALS**

WHEREAS, the College currently owns **eight (8) six (6)** transportation buses to serve its students’ transportation needs to and from College campuses through the Circulator (Yellow) transportation routes;

WHEREAS, LRGVDC owns and operates a regional public transportation system;

WHEREAS, the College and LRGVDC wish to join efforts to establish a more efficient and economical bus transportation service which will connect the campuses of the College for the benefit of College students, staff and faculty; and

WHEREAS, the transportation service will advance the objective of improving access to the College’s educational programs by increasing public transportation use in the Lower Rio Grande Valley;

NOW THEREFORE, in consideration of the promises and of the mutual covenants contained herein, the parties agree as follows:

**II. ROLE OF THE LRGVDC (for Mid Valley (Purple) and Starr (Green) transportation routes)**

LRGVDC shall have the following responsibilities:

1. Provide bus routes to serve the Mid Valley and Starr County campuses during the College’s business days and hours of service according to the attached schedule on Exhibit A;
2. Operate and maintain its public transit system in compliance with regulations and guidelines of the LRGVDC, the Texas Department of Transportation (“TxDOT”) and the Federal Transit Administration (“FTA”) as referenced in the attached LRGVDC Federal Transit Administration Certification and Assurances on Exhibit B;
3. Comply with Title VI (Circular 4702.1B “Title VI Requirements and Guidelines) of the Civil Rights Act of 1964 in accordance with Federal Transit Administration (FTA) grant recipient requirements;
4. Provide certifications and assurances that it will abide by all federal rules and regulations when using FTA funds in connection with this Agreement;
5. Ensure that College students, faculty and staff have access to bus transportation services provided hereunder free of charge upon presentation of an official identification card upon boarding;
6. Track all trips by College students, faculty and staff;
7. Provide College with monthly ridership participation reports within ten (10) working days after the last day of the month for which ridership participation is being reported;
8. Develop initiatives in coordination with the College to ensure that all reasonable efforts are undertaken to increase use of the transportation services;
9. Lease three (3) buses to the College which will be operated and maintained by the College to perform its obligations under this Agreement; and
10. Maintain primary liability (within the limits of the Texas Tort Claims Act) and property insurance coverage on all its buses operating the Purple and Green Line routes, in compliance with TxDOT and

FTA requirements, and upon request, supply evidence of insurance coverage to the College.

### III. ROLE OF COLLEGE

The College shall have the following responsibilities:

1. Operate and maintain ~~eight (8)~~ **six (6)** buses owned by the College and three (3) buses leased from LRGVDC, as listed on Exhibit C, for the Circulator (Yellow) transportation routes during the College's business days and hours of service according to the attached schedule on Exhibit A;
2. Promote ridership by College students, faculty and staff (promotion efforts will include publicizing the service through newsletters, email notifications, signage at special events and semester registration, and other means the College determines would be effective at increasing participation and raising awareness of the service);
3. Designate boarding locations at each campus with appropriate signage at each of its campus stop locations;
4. Maintain primary liability (within the limits of the Texas Tort Claims Act) and property insurance coverage on all its buses, including buses being leased to the College, in compliance with TxDOT and FTA requirements, and upon request, supply evidence of such insurance coverage to LRGVDC; and
5. Operate and maintain its public transit system in compliance with regulations and guidelines of the LRGVDC and the Texas Department of Transportation ("TxDOT").
6. **Report transportation data to the National Transit Database (NTD) as required**

### IV. CONTRACT AMOUNT AND COMPENSATION

#### A. Expense Reimbursement and Payment

On a ~~monthly~~ ~~quarterly~~ ~~annual~~ basis **during the term of this Agreement**, the College will submit to LRGVDC reimbursement vouchers with supporting documentation **showing for** its operating costs and maintenance expenses arising from **the** operation of the Circulator (Yellow) transportation routes. LRGVDC shall remit payment to the College for fifty (50) percent of the total operating costs and eighty (80) percent of the total maintenance expenses incurred by the College **in the operation of the Circulator (Yellow) transportation routes**. (LRGVDC acknowledges that the total amount of the reimbursement payments to the College pursuant to this Agreement for the operation of the Circulator (Yellow) transportation routes is estimated to be \$40,490.00.) Each monthly report will be on College letterhead and approved and signed by an individual with the authority to request payment.

Prior to the implementation of the foregoing **partial** reimbursement structure, using any funds still available from the \$297,624.00 which LRGVDC received from the Corona Virus Aid, Relief and Economic Security (CARES) Act (the "Act") and allocated for payment to the College for the purposes contemplated in this Agreement, LRGVDC **shall agree to** allocate from such funds and pay to the College an amount sufficient to cover all of the College's operating costs and maintenance expenditures which qualify for reimbursement under the Act. The College will submit to LRGVDC monthly expenditure reimbursement vouchers and will be reimbursed for one hundred (100) percent of its operating costs and maintenance expenses **in connection with the operation of the Circulator (Yellow) transportation routes** during the term of this Agreement until the CARES funds are completely expended, following which the **partial reimbursement payment** structure and reporting requirements described above shall go into effect. Each monthly report will be submitted on College letterhead and approved and signed by an individual with the authority to request payment.

**As consideration for the services to be provided by LRGVDC under this agreement, the College will remit payment to LRGVDC in the amount of \$17,285 for the Green Line route between Starr County Campus and Pecan Campus during the Summer 2021 semester.**

~~LRGVDC agrees that during the term hereof, the College shall have no obligation to make any monetary contribution to LRGVDC as consideration for the services to be provided by LRGVDC under this Agreement.~~

## **~~B. Match/In-Kind Report~~**

~~“Match/In Kind Report” refers to a written report which describes and provides supporting details concerning the value of the personnel services provided by the College in performing its obligations under this Agreement. The amount of the “in kind” contribution will be calculated and reported as: a) the College employee’s gross hourly compensation multiplied by the actual hours dedicated by the employee to perform work essential to the implementation and operation of the transportation services hereunder, and (b) the College’s actual operation and maintenance expenses incurred in connection with operation of the transportation services.~~

~~The College will submit to LRGVDC Match/In-Kind Reports and supporting documentation no later than thirty (30) ~~fifty (50)~~ days after the end of each fiscal year quarter ~~monthly~~ (November, February, May, and ~~June, July, and~~ August). The Reports will contain the following supporting documentation:~~

- ~~1. Documentation of any activity claimed as a Match/In-Kind contribution. All expenses claimed as Match/In-Kind must be incurred after the effective date of this Agreement.~~
- ~~2. For staff time, the College must provide signed documentation that the individual staff person worked the period of time stated in the Report. All time must be matched to an officially signed or electronic College employee approved timesheet.~~
- ~~3. Documentation that the Match/In-Kind contribution is drawn from local funds and that the expenditure is not credited or allocated to any other program or project for which a matching expenditure is required and is eligible to be applied as a matching contribution. The source must be identified.~~

## **V. TERM**

The term of this Agreement begins on **June 1, 2021** and expires on **August 31, 2021**. This Agreement may be renewed for two additional one-year periods by mutual written agreement of the parties.

## **VI. TERMINATION**

In the event of a material breach of this Agreement by one of the parties, the non-breaching party, without waiving any other remedy, may terminate this Agreement upon ten (10) days advance written notice of termination to the breaching party setting forth the nature of the material breach. The termination will not be effective if the material breach is fully cured prior to the ten (10) day period.

The Agreement may be terminated with or without cause by the College or LRGVDC upon the giving of at least thirty (30) days’ prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. In the event of such termination, it is understood and agreed that only the amounts due to the College for transportation services provided and expenses incurred to the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement.

## **VII. COOPERATION**

The parties understand and agree that the services described in this Agreement depend upon timely and open communications between the parties. In this regard, communication of issues, changes, or problems that arise should occur as early as possible. Each party agrees to work cooperatively and in good faith in a manner that ensures timely resolution of issues.

## **VIII. NOTICES**

Except as otherwise specifically provided in this Agreement, all notices, consents, approvals, demands,

requests or other communications provided for or permitted under this Agreement will be in writing and will be deemed to have been duly given or served when delivered by hand delivery, email or fax or deposited in the U.S. Mail by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

If to College: South Texas College  
3201 W. Pecan Blvd.  
McAllen, TX 78501  
Attention: Lt. Ruben Suarez, Acting Chief of Police  
Phone: 956-872-2300  
Email: rsuarez8@southtexascollege.edu

*With copy to:* South Texas College  
3201 W. Pecan Blvd.  
McAllen, TX 78501  
Attention: Mary G. Elizondo, VP for Finance & Administrative Services  
Phone: 956-872-3559  
Email: marye@southtexascollege.edu

If to LRGVDC: Lower Rio Grande Valley Development Council  
301 W. Railroad  
Weslaco, TX 78596  
Attention: Manuel Cruz, Executive Director for LRGVDC  
Phone: 956-682-3481  
Email: mcruz@lrgvdc.org

*With copy to:* Lower Rio Grande Valley Development Council  
510 S Pleasantview Dr.  
Weslaco, TX 78596  
Attention: Tom Logan, Director for Valley Metro  
Phone: 956-969-5761  
Email: tlogan@lrgvdc.org

## **IX. GENERAL PROVISIONS**

### **A. Special Provisions**

1. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of Texas. Venue for any action under this Agreement shall be Hidalgo County, Texas.
2. This Agreement may not be assigned except upon written approval by LRGVDC and College.
3. In case any provision in this Agreement shall, for any reason, be held invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had not been included herein.
4. No joint venture or partnership is formed as a result of this Agreement. No employees, agents, or subcontractors of one party shall be deemed, or represent themselves to be, employees or agents of the other party. All transportation services provided by LRGVDC are on an independent contractor basis.
5. This Agreement may be amended or modified only by a written instrument executed by both parties.
6. This Agreement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof.
7. Neither party will be liable for failure or delay in performance of its obligations hereunder to the extent caused by circumstances beyond its reasonable control.
8. The College will maintain records of all documents and materials related to the performance of its obligations under this Agreement. The College agrees to allow LRGVDC to inspect and evaluate the work performed and any records under this Agreement.
9. LRGVDC shall be responsible for and provide, at its sole expense, adequate equipment inspections,

- preventative maintenance, fuel for the Mid Valley (Purple) and Starr (Green) shuttle buses.
10. The College shall be responsible for and provide preventative maintenance with respect to the Circulator (Yellow) shuttle buses, and the College shall provide preventative maintenance reports to LRGVDC.
  11. The College may place advertising wraps on buses subject to their removal upon termination of the Agreement.
  12. The Valley Metro logo and the LRGVDC name will be included on the exterior of buses used in service and owned by Valley Metro and operated by the College for the Circulator (Yellow) transportation routes.
  13. At the College's request, Valley Metro shall provide, at its expense, training to the College's staff regarding FTA and TxDOT requirements and expectations under this Agreement.
  14. The College will designate a person as its lead representative in connection with this Agreement as well as an additional person who will serve as the backup to the lead representative. Designated representatives will meet periodically for the purpose of exchanging updates, requesting information, providing technical assistance, and engaging in oversight of compliance with the terms and conditions of this Agreement.
  15. LRGVDC will perform all grant management activities regarding this Agreement, including submission of a grant application to FTA for project funds, fiscal management, periodic reporting to FTA and triennial review reporting.
  16. LRGVDC will perform periodic oversight and compliance of College activities for Circulator (Yellow) Line & Park and Ride transportation routes to ensure that the service is operated as public transportation and that all elements of this Agreement are followed. This will include, without limitation, inspections of buses, inspections of facilities, safety & security reviews, drug and alcohol reviews, annual reviews, report generation, and similar activities.
  17. LRGVDC will claim the College's ridership, mileage, hours, and other statistical numbers in its reports and will publicize, market, and otherwise include the College's services as part of its public transportation network.
  18. LRGVDC will institute a complaint process to record and address customer complaints, including discrimination complaints.
  19. The College will record and submit any complaints to an LRGVDC representative within 24 hours from the receipt of such complaint.
  20. For the duration of this Agreement, LRGVDC shall, at no additional cost to the College, lease three buses to the College to be operated in the Circulator (Yellow) transportation routes. The responsibility for the maintenance and operation costs thereof are elsewhere provided for in this Agreement.

**B. Circulator (Yellow) Transportation Routes**

1. The College will operate the Circulator (Yellow) transportation routes as public transportation for the benefit of the College community. In this regard, it is acknowledged that if space is available, a person who is not a College student, faculty or staff, may be provided ridership, but only from and to an official College campus location, consistent with 49 United States Code (USC), Chapter 53, as described in Exhibit A.
2. The College will use its own staff and buses to provide public transportation services for the Circulator (Yellow) transportation routes. College staff will at all times remain employees of the College.
3. Buses must be parked in a safe and secure location. LRGVDC maintenance staff will have access to the buses to ensure that buses are properly maintained and operating in good conditions.
4. The College will provide service reports for Circulator (Yellow) shuttles.
5. The College will maintain auto primary liability on all College-owned buses and leased buses within the limits of the Texas Tort Claims Act.

**C. Maintenance - Starr (Green) and Mid Valley (Purple) Transportation Routes**

1. LRGVDC will provide maintenance services with its own staff for buses used in connection with this Agreement. These maintenance activities will adhere to the *LRGVDC Vehicle Maintenance Plan* and will include:
  - a. Responding to road calls;

- b. Providing routine preventive maintenance according to the manufacturer's specified maintenance schedule and FTA standards;
- c. Detailing/cleaning buses once a week;
- d. Providing tire replacement service according to the manufacturer's schedule;
- e. Providing brake maintenance according to the manufacturer's schedule;
- f. Providing out-of-cycle repairs as necessary;
- g. Coordinating warranty work according to manufacturer guidelines;
- h. Keeping an inventory of all tools, equipment, parts, materials, and supplies;
- i. Keeping maintenance records of all activities, including work orders;
- j. Ensuring that all maintenance activities are safe and secure; and
- k. Adhering to the maintenance plan.

If a major repair or other repair is needed in connection with any equipment used to provide services for the Mid Valley (Purple) or Starr (Green) bus lines that will exceed the established maintenance budget, LRGVDC will present the College a plan of action to address the repair, including the cost and timeline for repair.

- 2. LRGVDC will perform periodic oversight of the College activities to ensure that the service is operated as public transportation and that all elements of this Agreement are followed. This includes, without limitation, inspections of buses, inspections of facilities, safety and security reviews, annual reviews, report generation, and similar activities.

**D. Warranties**

- 1. The College warrants that (a) the transportation services are necessary and authorized for activities that are properly within its statutory functions and programs; (b) it has the authority to contract for the services under authority granted in § 130.022, 130.010, and 130.084, *Texas Education Code*, and Chapter 791, *Texas Government Code*; (3) it has all necessary legal authority and has received all necessary approvals to execute and deliver this Agreement; and (4) the officer signing this Agreement on its behalf is authorized by its governing body to sign this Agreement.
- 2. LRGVDC warrants that (1) it has authority to perform the services under authority granted in Chapter 791, *Texas Government Code*; (2) it has all necessary legal authority and has received all necessary approvals to execute and deliver this Agreement; and (3) the officer signing this Agreement on its behalf is authorized by its governing body to sign this Agreement.

**E. Capital**

- 1. LRGVDC will initiate the process of procuring capital improvements under this Agreement upon request of the College.

**The undersigned acknowledge that they have read and understand this Agreement and agree to be bound by its terms and conditions.**

**South Texas College**

**Lower Rio Grande Valley Development Council**

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

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**Manuel Cruz**  
**Executive Director**

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**Date**

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**Date**

**EXHIBIT A**

**COLLEGE'S BUSINESS DAYS AND HOURS OF SERVICE**

## Appendix A

### Interlocal Agreement for the Jag Express Intercampus Transportation Services between LRGVDC and STC for Fall 2020 and Spring 2021 Semesters

#### Fall 2020 Semester

On August 25, 2020, the Board of Trustees approved and authorized the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fall 2020 Semester, a four-month period from September 1, 2020, through December 31, 2020.

For the Fall 2020 semester, the agreement included the following:

- LRGVDC funded all the costs for routes to the Starr County Campus (Green Lines) and Mid Valley Campus (Purple Line), totaling \$258,140.
- The College covered the costs for the Yellow Line routes operated by the College connecting the Pecan Campus, Technology Campus, and Nursing and Allied Health Campus to be reimbursed by CARES Act Funds carried over from FY 2020 and federal/state grant contributions received from LRGVDC with a net cost of \$23,303.

The total costs for LRGVDC and South Texas College for the Fall 2020 semester are as follows:

Transportation Routes	LRGVDC	South Texas College		
	Operating Cost for System	Operating Cost for System	CARES Act & Grant Contribution	Net Cost
Starr (Green)	\$195,121	\$ -	\$ -	\$ -
Mid Valley (Purple)	63,019	-	-	-
Circulator (Yellow)	-	99,547	76,244	23,303
<b>Total</b>	<b>\$258,140</b>	<b>\$99,547</b>	<b>\$76,244</b>	<b>\$23,303</b>

## Appendix A

### Interlocal Agreement for the Jag Express Intercampus Transportation Services between LRGVDC and STC for Fall 2020 and Spring 2021 Semesters

#### Spring 2021 Semester – Current Agreement

On November 24, 2020, the Board of Trustees approved and authorized the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fall 2020 Semester, a five-month period from January 1, 2021 through May 31, 2021.

For the Spring 2021 semester, the agreement included the following:

- LRGVDC funded all costs for Green Line 1, Green Line – Roma, and Purple Line for the Spring semester only.
- LRGVDC continued Green Line 1 service.
- LRGVDC continued Green Line Route 60 (Roma) service.
- LRGVDC eliminated Green Line 2 service.
- LRGVDC continued the Purple Line Service with modified routes.
- STC will maintain and continued operating the Yellow Line service and federal/state grant contributions will be received from LRGVDC to assist with the cost.

The estimated total costs for LRGVDC and South Texas College for the Spring 2021 semester is as follows:

	LRGVDC	South Texas College		
Transportation Routes	Operating Cost for System - Approximate	Operating Cost for System	Grant Contribution	Net Cost
Starr (Green)	\$168,821	\$ -	\$ -	\$ -
Mid Valley (Purple)	77,944	-	-	-
Circulator (Yellow)	-	\$146,143	76,662	69,481
<b>Total</b>	<b>\$246,765</b>	<b>\$146,143</b>	<b>\$76,662</b>	<b>\$69,481</b>

## Appendix A

### Interlocal Agreement for the Jag Express Intercampus Transportation Services between LRGVDC and STC for Fall 2020 and Spring 2021 Semesters

The table below provides an estimated total cost for the Fall 2020 and Spring 2021 semesters for LRGVDC and South Texas College:

	Amount
<b>Total Operating Cost for Services</b>	<b>\$750,595</b>
Contributions:	
State/Federal Operating	(365,866)
City of Weslaco and Weslaco EDC Contribution	(59,514)
LRGVDC-Green & Purple Lines	(232,431)
<b>Total Contributions</b>	<b>\$657,811</b>
<b>Total Net Cost to STC – Yellow Line Only</b>	<b>\$92,784</b>
STC Direct Expenditures	92,784
STC Payment to LRGVDC	0
<b>Total Net Cost to South Texas College</b>	<b>\$92,784</b>

The cost by transportation routes for Fall 2020 and Spring 2021 semesters are as follows:

Transportation Routes	Total Operating Cost for System	Contributions	Total Cost to LRGVDC	STC Direct Expenditures	STC Payment to LRGVDC
Mid Valley (Purple)	\$ 140,963	\$118,743	\$22,220	\$0	\$0
Starr (Green)	363,942	153,731	210,211	0	0
Circular (Yellow)	245,690	152,906	0	92,784	0
Park & Ride	0	0	0	0	0
<b>Total</b>	<b>\$ 750,595</b>	<b>\$425,380</b>	<b>\$ 232,431</b>	<b>\$92,784</b>	<b>\$0</b>

The Transportation Services Operation Plan for Summer 2021 semester was not included in the Spring 2021 LRGVDC agreement.



**SOUTH TEXAS  
COLLEGE**

# JAG EXPRESS OPERATION RECOMMENDATION FOR SUMMER 2021

**FINANCE, AUDIT & HUMAN RESOURCES COMMITTEE  
MEETING**

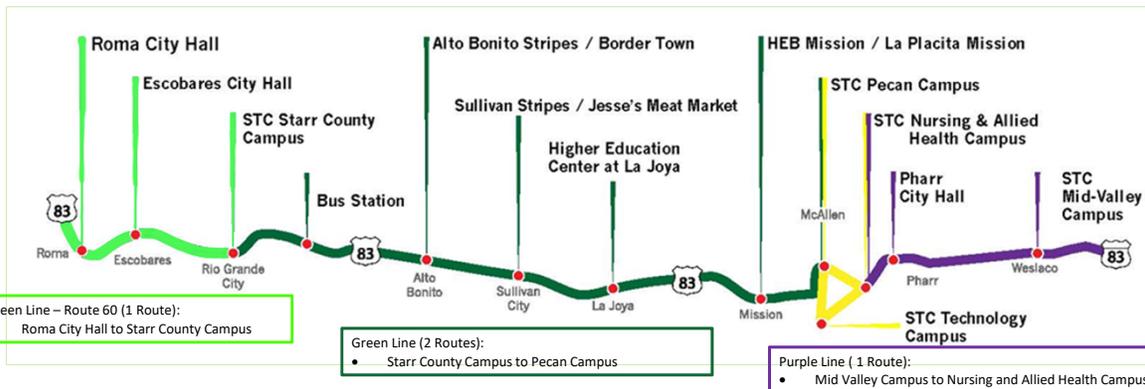
**MAY 17, 2021**

**PRESENTED BY:**

**MARY G. ELIZONDO**

Vice President For Finance And Administrative Services,  
MBA, CPA, CFE, CGMA, Title IX Coordinator

## SERVICE MAP



## RIDERSHIP ACTIVITY FOR JUNE THROUGH AUGUST

The table below reflects the ridership count provided by the LRGVDC for the Purple Line and Green Lines and the College's ridership for the Yellow Line for the months of June through August:

Transportation Route	FY 2018	FY 2019	FY 2020
LRGVDC			No Service Provided – Furloughed due to pandemic
Starr (Green Line 1 & 2)	3,164	1,722	
Starr (Green Line Route 60/Roma)	856	751	
Mid Valley (Purple Line)	695	604	
STC			
Circulator (Yellow Line)	3,046	1,280	
<b>Total</b>	<b>7,761</b>	<b>4,357</b>	

## SERVICE COMPARISON

The table below reflects the different levels of service the college has recently received.

Transportation Route	Fall 2020	Spring 2021	Summer 2021
LRGVDC			
Green Line (Starr) - 1	✓ (LRGVDC)	✓ (LRGVDC)	✓ (STC)
Green Line (Starr) - 2*	✓ (LRGVDC)*	X	X
Green Line (Roma)	✓ (LRGVDC)	✓ (LRGVDC)	✓ (LRGVDC)
Purple Line (Mid Valley)**	✓ (LRGVDC)**	X	X
STC			
Circulator (Yellow Line)	✓ (STC)	✓ (STC)	✓ (STC)
Total Net Cost to STC	\$23,304	\$69,481	\$53,466

\*Green Line(Starr/Pecan) is traditionally comprised of two routes. As of 11/16/20, Green Line has consisted of one route. \*\*Purple Line (MV/NAH) was suspended as of 10/12/20. Funded by – (LRGVDC) or (STC)

## ESTIMATED COSTS FOR FY 2021 SUMMER SESSION

The table below are estimated costs for FY 2021 Summer Session for LRGVDC and South Texas College.

<b>Total Operating Cost for Services</b>	<b>\$130,550</b>
Contributions:	
State/Federal Operating	\$(63,272)
LRGVDC – Green Line Route 60 (Roma) & Purple Lines	(13,812)
<b>Total Contributions</b>	<b>\$77,084</b>
<b>Total Net Cost to STC</b>	<b>\$53,466</b>
STC Direct Expenditures – Yellow Line	\$36,181
STC Payment to LRGVDC – Green line I	17,285
<b>Total Net Cost to South Texas College</b>	<b>\$53,466</b>

## COST OF SERVICES BREAKDOWN BY ROUTE

The cost by transportation routes for FY 2021 Summer Session are as follows:

Transportation Routes	Total Operating Cost	Contributions	Total Cost to LRGVDC	STC Payment to LRGVDC	STC Direct Expenditures
Starr (Green -I)	29,939	12,654	0	17,285	0
Starr (Green-Roma)	23,940	10,128	13,812	0	0
Circular (Yellow)	76,671	40,490	0	0	36,181
<b>Total</b>	<b>\$155,426</b>	<b>\$88,148</b>	<b>\$13,812</b>	<b>\$17,285</b>	<b>\$36,181</b>

## COST OF SERVICES BREAKDOWN FY 2020 – FY 2021

The table below provides the estimated total cost for the Fall 2020, Spring 2021, and Summer 2021 semesters for LRGVDC and South Texas College:

Fiscal Year 2020 - 2021	LRGVDC	STC		
	Operating Cost for the Green and Purple Line	Operating Cost for the Yellow Line	Grant Contribution	Net Cost
Fall 2020	\$258,140	\$99,547	\$76,244	\$23,303
Spring 2021	\$246,765	\$146,143	\$76,662	\$69,481
Summer 2021	Only Includes (Green – Roma) and Purple Line \$48,816	Includes Green Line - I \$106,610	\$53,144	\$53,466
<b>Total</b>	<b>\$553,721</b>	<b>\$352,300</b>	<b>\$206,050</b>	<b>\$146,250</b>

Thank You