



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Tuesday, December 14, 2021
5:30 p.m.**

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

Online Board Packet

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, December 14, 2021 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

AGENDA

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

COVID-19 Public Health / Attendance Measures

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

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Update by the College President**
- VI. Presentations..... 5 - 13**
 - 1. Presentation of the South Texas College Faculty Spotlight for Academic Year 2020-2021
 - 2. Faculty Senate Board Update
- VII. Consideration and Action on Consent Agenda**
 - 1. Approval of Board Meeting Minutes 14 - 57
 - a. November 23, 2021 Regular Board Meeting
 - 2. Approval and Authorization to Accept Grant Awards and Agreements .. 58 - 59
 - 1. The Texas Workforce Commission, Skills for Small Business Fund Grant in the amount of \$210,000
 - 2. Hispanic Association of Colleges and Universities (HACU), Grow with Google Hispanic Serving Institutions Career Readiness Program in the amount of \$25,000
 - 3. Texas Higher Education Coordinating Board (THECB), Work-Study Student Mentorship Program Allocation in the amount of \$84,699
 - 4. Additional Grant(s) Received/Pending Official Award

VIII. Consideration and Action on New Agenda Items

- 1. Review and Action as Necessary on Redistricting Plan for the South Texas College’s Single Member Districts Using the 2020 United States Census and Resolution 2022-002 Directing Legal Counsel to Seek Approval of Redistricting Plan from the United States Department of Justice..... 60 - 70

IX. Consideration and Action on Committee Items

A. Education and Workforce Development Committee Items

- 1. Review of Presentations to the Education and Workforce Development Committee: 71 - 72
 - a. Presentation on Division of Business, Public Safety & Technology
 - b. Presentation on Division of Nursing and Allied Health

B. Finance, Audit, and Human Resources Committee Items

- 1. Review and Action as Necessary Regarding the Fiscal Year 2021 Financial Audit..... 73
- 2. Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee 74
 - a. Approval of Award of Proposals, Purchases, and Renewals..... 75 - 83
 - A. Award of Proposals
 - 1) Audio Visual Equipment for Classroom Upgrades (Award)
 - 2) Audio Visual Equipment for Classroom Upgrades – II (Award)
 - 3) Mid Valley Campus Bldg G Analog to Digital Upgrade – Phase I (Award)
 - B. Purchases and Renewals (B-a. Non-Instructional Items)
 - 4) Financial Advisor Services and Continuing Disclosure Services (Renewal)
 - 5) Investment Advisory Services (Renewal)
 - B. Purchases and Renewals (B-b. Technology Items)
 - 6) Computers and Laptops (Purchase)
 - 7) Network Equipment and Office Phones (Purchase)
 - 8) Service for Mobile Devices (Purchase)
 - b. Approval of 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties 84 - 95
 - c. Approval of Appraisal District Allocated Cost Payments for Hidalgo and Starr Counties 95 - 100
 - d. Approval of Proposed Revisions to Student Tuition and Fees Schedule for FY 2021 – 2022..... 101 - 102

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 - d. Approval to Contract Construction Services for the Regional Center for Public Safety Excellence Additional Chiller Installation 145 - 151
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2. Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects 157 - 164

X. Consideration and Approval of Checks and Financial Reports 165 – 166

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A. Next Meetings:

- Tuesday, January 18, 2022
 - 3:30 p.m. – Education and Workforce Development Committee
 - 4:30 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, January 25, 2022
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Saturday, December 18, 2021 through Tuesday, January 4, 2022 in observance of Winter Break.
- The College will be closed on Monday, January 17, 2022 in observance of Martin Luther King, Jr. Day
- Classes for the Spring 2022 Semester will begin on Tuesday, January 18, 2022!

Presentations

1. Presentation of the South Texas College Faculty Spotlight for Academic Year 2020-2021

Faculty are integral to the fulfillment of the vision and mission of South Texas College. To recognize the College's outstanding faculty members for their commitment and contributions to excellence in teaching and learning, student success, and leadership, the Faculty Spotlight has been published annually, since Academic Year 2011-2012, under the leadership of Dr. Anahid Petrosian, Interim Vice President for Academic Affairs.

Each year, the Division of Academic Affairs solicits nominations of faculty for various awards which are then reviewed by committees of their peers. Recipients of the following awards are featured in the Faculty Spotlight:

- Faculty of the Year
- eFaculty of the Year
- Distinguished Teaching and Learning Award Recipients
- Faculty Spotlight Profiles
- National Institute for Staff and Organizational Development (NISOD) Excellence Awards Recipients
- League of Excellence Award Recipients

The publication also recognizes faculty who have earned an adjustment to Academic Classification, Honors Faculty, and faculty who have retired from South Texas College within that academic year.

A copy of the South Texas College Faculty Spotlight for Academic Year 2020 – 2021 is included with the Board Packet, under separate cover.

2. Faculty Senate Board Update

Dr. Sylvia Flores, Faculty Senate President and Associate Professor of Sociology, will present an update on the Faculty Senate.

The Faculty Senate Update will include an overview of the organizational background and structure serving the faculty of South Texas College, as well as its goals and accomplishments to maintain open and effective communication and advocacy on behalf of all faculty.

These items are presented for the Board of Trustees' information. No action is required from the Board of Trustees.



South Texas College Faculty Spotlight Publication

Presentation for
South Texas College Board of Trustees
Tuesday, December 14, 2021

Presenter:
Dr. Anahid Petrosian, Chief Academic Officer for Academic Affairs

Background

- ❖ **Established**
 - Idea for the publication was conceived in **2010** and since then it has been published annually
- ❖ **Purpose**
 - Showcase Faculty Recognition and Achievements
 - Provide a framework to shine a “**spotlight**” on faculty accomplishments during the past academic year
 - ✓ Teaching Effectiveness
 - ✓ College Service
 - ✓ Community Service
 - ✓ Professional Activities
 - ✓ Scholarly Pursuits



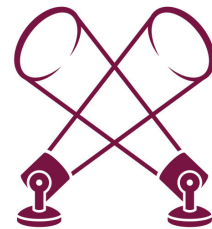
Featured in the Faculty Spotlight

- ❖ Faculty of the Year
- ❖ eFaculty of the Year
- ❖ Distinguished Teaching and Learning Award Recipients
- ❖ Faculty Awarded Academic Classification
- ❖ Faculty Spotlight Profiles
- ❖ National Institute for Staff and Organizational Development (NISOD) Excellence Awards Recipients
- ❖ League of Excellence Award Recipients
- ❖ Honors Faculty
- ❖ Recognition of Faculty Retirees



Contributing Departments

- ❖ **Office of the Vice President for Academic Affairs**
 - Lisa Aleman, Project Manager
 - Michelle Grava, Graphic Designer
- ❖ **Public Relations and Marketing**
 - Ben Briones, Chief Photographer
- ❖ **Office of Professional and Organizational Development**
 - Jessica Galloso, Associate Dean
 - Erika Leal, Professional Development Manager
 - Crista Hirmas, Instructional Coach



Distribution Plan

❖ Internal Communications

- Campus Administrators
- Division Deans
- Faculty/Staff Email

❖ External Communications

- Dual Credit Partners
- South Texas College Donors & Stakeholders

❖ Feature Content for Public Relations & Marketing



Thank you for your Support!



Faculty Senate Board Update December 2021

*Dr. Sylvia Flores, Faculty Senate President
December 14, 2021*



Outline

- Background
- Faculty Senate Organizational Structure
- Faculty Senate Webpage and Resources
- Faculty Senate President Goals
- Faculty Senate Accomplishments
- Executive Committee Meetings with VPAA



Background

- Faculty Senate (FS) Constitution and By-Laws were approved in **June 1999**
- Instructional Divisions are represented by Senators in the Faculty Senate in proportion to **the number of full-time Faculty in the Division**
- FS regular meetings take place once a month on the 4th Tuesday from **4 p.m. to 5:30 p.m.**



Faculty Senate Organization Structure

Executive Committee

- Sylvia Flores, **President**
- Tim Weber, **Vice President**
- Aaron Wilson, **President-Elect**
- Mark R. Murray, **Parliamentarian**
- Annie Parker, **Secretary**

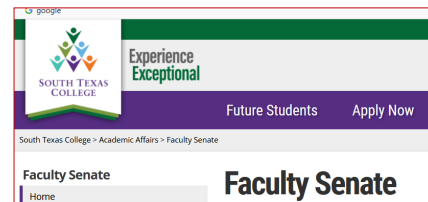
Number of Senators per Division	
Business, Public Safety, and Technology	5
Liberal Arts	6
Math Science, and Information Technology	5
Nursing and Allied Health	5
Social and Behavioral Sciences	4
Bachelor Programs	1
Total	26

Faculty Senate Webpage

Faculty Senate has a College webpage:

<https://academicaffairs.southtexascollege.edu/facsenate/>

- FS Constitution
- FS Minutes and Agendas
- Resolutions
- Faculty Senator Information
- Newsletters
- Other important Resources



FS President's Goals

Goals for 2021-2022

- **Open Line of Communication**
 - *Q and A Sessions*
 - *Executive Reports*
 - *Invite Administration Guest Speakers*
 - *Newsletters*
 - *Podcast*
- **Rebranding**
 - *Web page update*
 - *Creating an email address for FS*
 - *Updating the Constitution*
 - *Creation of Chatroom*

Faculty Senate Accomplishments

2021 Accomplishments

- Fall 2021 **Faculty Senate Retreat** and Establishment of Goals
- **Stakeholder Meetings in Support of Students**
 - Student Excused Makeup Work - Addressed
 - **Students Support Committee**
 - Period Poverty & Food Insecurity - Snacks Room
 - Cloths Insecurity & COVID Support System
- **Prison Education Program**
- **Texas Community College Teachers Association** – FS President Involvement
- **Texas Transfer Advisory Committee** Participation

Regular Meetings

FS Executive Committee and VPAA

Agenda Items

- **Pay Raise** (Lab and Step Increase Stipends)
- **HR Contracts** & Salary Dates protocol
- **Faculty Pay Dates**
- **Student Make-Up Work** Procedures
- **Guest Speaker Forms**



Questions?

Thank you

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) November 23, 2021 Regular Board Meeting

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and adopts the Minutes for the November 23, 2021 Regular Board Meeting as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, November 23, 2021 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, November 23, 2021 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:41 p.m. with Ms. Rose Benavidez presiding.

Ms. Benavidez announced that specific precautions had been taken due to the COVID-19 / novel coronavirus, including social distancing recommendations.

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

Members absent: Mr. Gary Gurwitz and Mr. Rene Guajardo

Also present: Dr. Ricardo J. Solis, Dr. David Plummer, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mrs. Rebecca Cavazos, Mr. Rick De La Garza, Mr. George McCaleb, Mr. Khalil Abdullah, Mr. Robert Cuellar, Ms. Sara Lozano, Ms. Erika Rodriguez, Ms. Sandra Garcia, Dr. Jesus Campos, Ms. Katarina Bugariu, Ms. Olivia De La Rose, Ms. Lynda Lopez, Mr. Martin Villarreal, Mr. Sam Saldana, Mrs. Laura Requena, Mr. Jose Gomez, Mr. Jorge Perez, Dr. Scott Rizzo, Ms. Mary McGee, Mr. Javier Villalobos, Mr. Jose Guerrero, and Mr. Andrew T. Fish.

Determination of a Quorum

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

Invocation

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, said the invocation.

Public Comments

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

Update by the College President

Dr. Ricardo J. Solis, College President, provided the Board with an update on ongoing and upcoming activities at South Texas College, including:

1. A pending agreement with Hidalgo County to provide generous support of the nursing program, including funds to hire additional faculty;
2. An update on efforts to address the food services needs at each campus, as students return for in-person enrollment;
3. Discussions with UTRGV for partnerships supporting greater support of advanced manufacturing programs in the region; and
4. An upcoming series of Employee Appreciation Luncheons scheduled for each South Texas College campus.

Presentations

1. Update on December 12, 2021 Commencement Ceremonies

On October 26, 2021, the Board authorized leasing the Bert Ogden Arena in Edinburg for the Sunday, December 12, 2021 Commencement Ceremonies. This will be the first time that the College holds its ceremonies at this facility.

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Services, provided a brief update on the logistics and planning for the College's three commencement ceremonies, scheduled for 9:00 a.m., 12:00 p.m., and 3:00 p.m. Additional information and materials would be provided closer to the date of the ceremonies.

2. Presentation on Texas Association of School Boards (TASB) Policy Management Services for South Texas College Board of Trustees

Dr. Scott Rizzo, Texas Association of School Boards (TASB) Policy Specialist, provided a presentation to the Board of Trustees on the TASB's Policy Management Services that would be implemented in three phases beginning on November 1, 2021.

Purpose – The TASB Policy Management Services presentation would provide the South Texas College Board of Trustees with an overview of TASB Policy Management Services.

Justification – The College entered into an interlocal agreement with TASB on March 31, 2020, for Policy Management Services. Throughout FY 2022 and FY 2023, current College board policies would be reviewed, retired, and transitioned into the TASB

formatted policies. TASB would then provide a comprehensive, current, and legally sound Policy Manual.

As part of the transition process into TASB formatted policies, approved revisions would be incorporated as necessary to the new College Policy Manual, which would be comprised of the following Policy Sections:

- A. Basic District Foundations
- B. Local Governance
- C. Business and Support Services
- D. Personnel
- E. Instruction
- F. Students
- G. Community and Governmental Relations

The transition process would take place in three phases over a period of approximately 18 months, as outlined below:

Phase	Policy Section	Date
Phase I	Sections A, B, and G	November 1, 2021 - February 22, 2022
Phase II	Sections E and F	February 1, 2022 - June 28, 2022
Phase III	Sections C and D	June 1, 2022 - November 22, 2022

Background – TASB provides the College with an opportunity to strengthen the current policy management process. The Policy Manual under TASB would continue to adhere to the College's vision, mission, and core values for the continued commitment of excellence. College staff have completed training on the transition of the College's Policy Manual into TASB formatted policies.

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

These items were presented for the Board of Trustees' information. No action was required from the Board of Trustees.

Approval of Board Meeting Minutes

The following Board Meeting Minutes were submitted for approval:

- 1) October 26, 2021 Regular Board Meeting

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and adopted the Minutes for the October 26, 2021 Regular Board Meeting as presented. The motion carried.

Approval and Authorization to Accept Grant Awards and Agreements

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

- 1. US Institute of Museum and Library Services, Texas State Library and Archives Commission, (TSLAC), Texas Supports Libraries Grant in the amount of \$63,556.00**

Funding from this award would help to provide mobile hotspots for part-time or full-time students who complete the Federal Student Aid (FAFSA), obtain a Blackboard Orientation Certification, a Library Orientation Certification, and have a minimum cumulative 2.25 Grade Point Average (GPA). The funding period was from December 1, 2021 to August 31, 2022.

This grant aligned with Strategic Goal #4, Foster Student Success, by providing support structures that promote persistence and educational attainment.

- 2. Texas Higher Education Coordinating Board, Texas Reskilling and Upskilling through Education (TRUE) Institutional Capacity Grant Program, Governor's Emergency Education Relief (GEER) Fund, subaward in the amount of \$469,010.60**

Funding from this grant in partnership with Texas State Technical College would help support 232 students to receive training through the Department of Continuing, Professional and Workforce Education and the Institute of Advanced Manufacturing. Training for students will be provided through new, existing, and redesigned programs focused on developing skills in targeted occupations. The funding period was from October 15, 2021 to September 30, 2022.

This grant aligned to Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with high demand, high value workforce and education training programs.

3. Lumina Foundation, Prioritizing Adult Community College Enrollment (PACCE) Grant, in the amount of \$75,000.00

Funding from this grant would help transition the General Equivalency Diploma (GED) program to an online platform. Students would be offered the opportunity to co-enroll in the online GED courses and industry recognized certification programs. The funding period was from November 1, 2021 to April 30, 2023.

This grant aligned to Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with high demand, high value workforce and education training programs.

Summary of Grant Award Funding

The presented grants would provide up to \$607,566.60 in funding for the college to provide services and opportunities throughout the region.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized accepting the following grant awards, including the use of related funds and execution of related agreements as necessary for by each grant, contingent upon official award as appropriate:

- a. US Institute of Museum and Library Services, Texas State Library and Archives Commission, (TSLAC), Texas Supports Libraries Grant in the amount of \$63,556.00
- b. Texas Higher Education Coordinating Board, Texas Reskilling and Upskilling through Education (TRUE) Institutional Capacity Grant Program, Governor's Emergency Education Relief (GEER) Fund, subaward in the amount of \$469,010.60
- c. Lumina Foundation, Prioritizing Adult Community College Enrollment (PACCE) Grant, in the amount of \$75,000.00

The motion carried.

Approval of Resolution #2022-006 and Ballot Casting Votes for Members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2022 - 2023

Approval of a Resolution and Ballot casting votes for members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2022 - 2023 was requested.

The Appraisal District Board of Directors consists of six (6) members: five (5) voting members who are appointed by vote and one (1) nonvoting member, which is the County Tax Assessor/Collector, Mr. Pablo "Paul" Villarreal, Jr.

At the September 28, 2021 Special Board meeting, the Board of Trustees approved a nomination of all currently serving directors by written resolution.

Since that time, eight (8) candidates were declared by Mr. Rolando Garza, Chief Appraiser, and the South Texas College Board of Trustees was asked to cast their votes by written resolution prior to December 15, 2021. South Texas College was allowed 365 votes. Votes can be cast for one candidate or distributed among any number of candidates. A voting unit can only cast its votes for candidates named on the ballot. There is no provision for write-in candidates.

The eight candidates declared by the Chief Appraiser were:

- Eddy Betancourt
- Albert Cardenas
- Juan Raul (Johnny) Cisneros
- Pete Garcia
- Richard A. Garza
- Joe Olivarez
- Amador Requenez
- Rodgers Paul Truitt

The Supporting Documentation and Resolution #2022-006 were provided in the packet.

Upon a motion by Mr. Danny Guzman and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and adopted Resolution #2022-006 casting their votes on the official ballot for the members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2022 - 2023 as follows:

- | | |
|--------------------|-----------|
| • Eddy Betancourt | 50 Votes |
| • Albert Cardenas | 100 Votes |
| • Richard A. Garza | 50 Votes |
| • Joe Olivarez | 100 Votes |
| • Amador Requenez | 50 Votes |

The motion carried.

Review of Presentation to the Education and Workforce Development Committee:

The following item was presented to the Education and Workforce Development Committee on Tuesday, November 9, 2021:

a. Committee Approval for the Development of the Proposed Associate of Applied Science Degree and Certificate Programs for Surveying and Geospatial Technology

The Education and Workforce Development Committee was asked to approve development of an Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology.

Committee and Board approval would be necessary to offer the programs once developed. Due to the nature of this new program and its difference from current programs offered by the College, an extended, two-phase institutional approval process is required:

- Phase I is the request for approval to initiate the development of the program. If approval to develop this program is granted by the required entities, up to and including the Education and Workforce Development Committee, Phase II of the process would begin.
- During Phase II, an Advisory Committee will be formally established that will guide the development of an appropriate curriculum that meets the business and industry workforce needs. Phase II includes the request to approve the program as proposed by the Advisory Committee and will follow the same approval channels including Education and Workforce Development Committee and South Texas College Board of Trustees, as well as the state and accrediting bodies.

The proposed program offers detailed instruction on land, route, control, and engineering design surveying, focusing on learning the legal principles of boundary location, evaluating property corners, describing the land, calculating land areas, and mapping the collected data of the natural and built environment. The program will prepare students for the use of modern surveying and mapping technologies such as Geographic Information Systems (GIS) and Global Positioning Systems (GPS) to collect, map, and analyze geographic data for projects in the Architectural, Engineering, and Construction (AEC) industry.

Students graduating from the proposed Certificate in Surveying and Geospatial Technology will have an opportunity to be certified in the Level I Site Layout credential from the National Center for Construction Education & Research (NCCER). Students that graduate with the associate degree will have an opportunity to be certified in the Level II Site Layout credential. Furthermore, students that complete the associate degree and accumulate two years of experience working under a Registered Professional Land Surveyor will have the opportunity to qualify for the Surveyor in Training (SIT) exam for the Texas Board of Professional Engineers and Land Surveyors.

The program developers have researched and compiled job projection and wage data from Economic Modeling Specialists, Inc, conducted a student survey, and accumulated letters of support from industry partners to document program and student demand.

The following pages contain the Program Development Packet, which includes:

- Program Development Approval Checklist
- Program Development Approval Checklist
- Curriculum Department Review
- Program Development Checklist
- Program Summary
- Enrollment Management Plan
- Student Survey Summary
- Proposed Curriculum & Course Descriptions
- Instructional Costs and Projected Revenues
- Supporting Documents:
 - Proposed Advisory Committee Membership
 - Letters of Support

Dr. Anahid Petrosian, Vice President for Academic Affairs, introduced Ms. Christina Cavazos, Director for Curriculum, and Ms. Laura Salas, Chair for the Architectural and Engineering Design Technology department to review the proposal and respond to questions.

The Education and Workforce Development Committee approved Phase I so faculty could move forward to Phase II of the program development process for an Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology as presented.

No Board action was needed for the development of these programs, though Committee and Board approval would be necessary to offer the programs once developed.

Review and Action as Necessary on Consent Agenda Item from the Education and Workforce Development Committee

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

Administration believed that all questions raised during the Committee discussion of Consent Agenda item were resolved to the Committee's satisfaction at the meeting, and the item was

presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

Trustees were invited to identify any item that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages. No items were identified for individual deliberation.

The Education and Workforce Development Committee recommended Board action on the following item as presented.

- a. Approval to Offer the Proposed Associate of Arts Degree in Early Childhood Education in Fall 2022

Upon a motion by Mrs. Victoria Cantú and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized item a of the Education and Workforce Development Committee Consent agenda as presented. The motion carried.

Consent Agenda Item:

- a. **Approval to Offer the Proposed Associate of Arts Degree in Early Childhood Education in Fall 2022**

The Board of Trustees was asked to approve offering an Associate of Arts Degree in Early Childhood Education in Fall 2022.

The proposed Associate of Arts Degree in Early Childhood Education would prepare students who are interested in pursuing a Bachelor of Science in Early Childhood Education, or related field, and help qualify graduates for career opportunities in public and private daycare centers as teachers or managers, teacher assistants in the public-school system, entry level positions in state/federally funded programs (Head Start and Early Head Start) and community-based programs.

Students graduating with an Associate of Arts in Early Childhood Education would have a well-rounded education that prepares them for success when transferring to other four-year institutions.

For the College, offering this degree would pave the way for potential articulation agreements with local and regional universities, providing graduates with a pathway to pursue further academic training.

The program developers researched and compiled data from transfer universities and conducted a student survey to document program and student demand.

The Program Development Packet included:

- Program Development Approval Checklist

- Program Development Process and Review
- Program Development Checklist
- Program Development Summary
- Enrollment Management Plan
- Student Survey
- Proposed Curriculum & Course Descriptions
- Instructional Costs and Projected Revenues

The Education and Workforce Development Committee recommended Board approval to offer an Associate of Arts Degree program in Early Childhood Education in Fall 2022 as presented.

This item was approved by the Board as part of consent agenda action.

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

The following item was presented to the Finance, Audit, and Human Resources Committee on Tuesday, November 9, 2021:

a. Update on Portable Air Purifiers

George McCaleb, Director of Facilities Operations and Maintenance provided an update on the portable air purifiers proposals that were received.

Purpose – Facilities Operations and Maintenance and the Purchasing Department requested additional time to complete the evaluation of the proposals received for the portable air purifiers.

Justification and Benefit – A total of twelve (12) proposals were received on October 29, 2021 and various types of units were proposed. The staff requested additional time to review and to thoroughly evaluate the proposed units.

Facilities Operations and Maintenance planned to purchase one (1) of each of the various manufacturer's units submitted by the vendors and will test the air quality in the rooms where the units are placed. An external tester would also be contracted and a report would be provided to staff with additional data, which would be considered when the units requested are evaluated.

Background – Request for Proposals were advertised on October 13, 2021 and October 20, 2021 and issued to twenty-five (25) vendors. Twelve (12) responses were received on October 29, 2021.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, George McCaleb, Director of Operations and Maintenance, and Becky Cavazos, Director of Purchasing attended the Committee meeting to address any questions by the Committee members.

An update would be provided to the Board of Trustees at the December 2021 Regular Board Meeting.

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

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

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

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

Trustees were invited to identify any item that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages. No items were identified for individual deliberation.

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

- a. Review and Action as Necessary on Award of Proposals, Purchases, and Renewals
- b. Review and Recommend Action to Revise Policy #4152: Documentation of Official Transcripts for All Employees
- c. Review and Recommend Action to Revise Purchasing Policies
 - Policy #5220: Contractors: Consultant Services, Professional Services and Honoraria
 - Policy #5225: Authorization for the President to Award Contracts After Informal Bidding for Expenditures Up to \$10,000 and Purchasing Procedures for Personal Property and Public Works
 - Policy #5226: Contracts

d. Review and Recommend Action on Annual Investment Report for FY 2020 – 2021

While there was no individual deliberation of these items, Dr. Alejo Salinas, Jr. recommended that policies #4152, 5225, and 5226 be revised to include the prefatory statement in their respective Purpose section: “This policy establishes....” in place of the statement “To establish the policy....”

Upon a motion by Mr. Danny Guzman and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved items a – d of the Finance, Audit, and Human Resources Committee Consent agenda as presented, and with the revisions suggested by Dr. Salinas. The motion carried.

Consent Agenda Item:

a. Approval of Award of Proposals, Purchases, and Renewals

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

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

The Finance, Audit, and Human Resources Committee recommended Board approval at the November 23, 2021 Board meeting the award of proposals, purchases, and renewals as listed below:

A. Award of Proposals

- 1) **Purchase of Clinical Skills Manikins (Award):** award the proposal for the purchase of clinical skills manikins to **DiaMedical USA Equipment, LLC.** (West Blooming, MI), at a total amount of \$90,957.10;
- 2) **Regional Center for Public Safety Excellence Site Improvements and Leveling of Portable Buildings (Reject):** reject the proposals for the Regional Center for Public Safety Excellence site improvements and leveling for portable buildings, since all four (4) proposals received were over the approved budget;

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

- 3) **Electronic Databases and Individual Serial Subscriptions Agreement (Purchase):** purchase an electronic databases and individual serial subscriptions agreement from **Elsevier BV** (New York, NY), a sole source vendor, for the period beginning January 1, 2022 through December 31, 2024, at an estimated total amount of \$96,140.38, which will be paid in three (3) annual payments;

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

- 4) **Merchant Services (Renewal):** renew the merchant services contract with **PNC Bank Merchant Services provided by First Data Merchant Services, LLC.** (McAllen, TX), for the period beginning December 1, 2021 through November 30,

2022, at an estimated total annual amount of \$196,000.00, which is based on prior year expenditures;

- 5) Signs, Banners, and Related Products (Renewal):** renew the signs, banners, and related products contracts for the period beginning February 1, 2022 through January 31, 2023, at an estimated total amount of \$50,000.00, which is based on prior year expenditures. The vendors are as follows:
- **Ana C. Tobias / Satori Display** (McAllen, TX)
 - **FedEx Office and Print Services, Inc.** (Plano, TX)
 - **Huntington Sky Production, Ltd./ dba Fastsigns** (McAllen, TX)
 - **Imprezos Pro Uniforms, LLC.** (Pharr, TX)

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

- 6) Mobile Devices and Service (Purchase):** purchase mobile devices and service from **T-Mobile USA, Inc.** (Cincinnati, OH), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning January 1, 2022 through August 31, 2022, at an estimated total amount of \$15,986.08. The monthly service subscription for sixty-two (62) devices is \$32.23 per device;
- 7) Mobile Hotspot Services (Renewal):** renew the mobile hotspot services with **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning January 1, 2022 through April 30, 2022, at an estimated total amount of \$52,480.00. The monthly subscription cost per device is \$40.00.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

b. Approval to Revise Policy #4152: Documentation of Official Transcripts for All Employees

Approval to revise Policy #4152: Documentation of Official Transcripts for All Employees was requested.

Purpose – The proposed revisions to the policy to improved process efficiency by granting an extension for submitting the official transcripts without signatures.

Justification – The request for the revisions to the policy were necessary to align the policy to the current practice as all extensions have been granted by the chain of command.

The key revisions to the policy were as follows:

1. Remove the signature approval by the chain of command for extending deadline to submit the official transcript. Currently, the chain of command must approve all extensions for the employees.

2. Update the name of the accrediting agency from the Southern Association for Colleges and Schools (SACS) to the Southern Association for Colleges and Schools Commission on Colleges (SACSCOC).

Background - South Texas College originally adopted Policy #4152: Documentation of Official Transcripts for All Employees on November 9, 1995 and then amended on August 21, 2003.

Reviewers – The revised policies were reviewed by Administrative staff, Vice Presidents, and College’s legal counsel.

Enclosed Documents - The revised policy were provided in the packet for the Board’s information and review.

The additions to the policies were highlighted in yellow and the deletions were designated with a red strikeout.

Mary Elizondo, Vice President for Finance and Administrative Services attended the November 6, 2021 Committee Meeting to address questions by the Committee.

The Finance, Audit and Human Resources Committee recommended Board approval to revise Policy #4152: Documentation of Official Transcripts for All Employees as presented and which supersedes any previously adopted Board policy as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:
c. Approval to Revise Purchasing Policies

Approval to revise Policy #5220: Contractors: Consultant Services, Professional Services and Honoraria, Policy #5225: Authorization for the President to Award Contracts After Informal Bidding for Expenditures Up to \$10,000 and Purchasing Procedures for Personal Property and Public Works, and Policy #5226: Contracts was requested.

Purpose - The proposed policy revisions updated the current policies to agree with Policy 5210: Purchasing, and to comply with current practices.

Justification – The request for the key revisions to the policies were necessary for the following reasons:

- a. Revise Policy #5220: Contractors: Consultant Services, Professional Services and Honoraria
 - To update the dollar amount as practiced in procedure.

- To include the definitions of Consultant Services, Honoraria, and Professional Services.

b. Revise Policy #5226: Contracts

- To update the dollar amounts as stated in Policy 5210: Purchasing.

A summary of changes necessary to align with Policy #5210: Purchasing are as follows:

Contracts	Current	Proposed
Personal Property	Under \$25,000	Less than \$50,000
Construction, maintenance, repair or renovation of any building	Under \$15,000	Less than \$50,000
Change Order - Construction	Current	Proposed
Capital improvement	\$5,000 or less	Less than \$10,000
Capital improvement causing a significant delay	Exceeding \$5,000	At or above \$10,000

c. Revise Policy #5225: Authorization for the President to Award Contracts After Informal Bidding for Expenditures Up to \$10,000 and Purchasing Procedures for Personal Property and Public Works

- To update the dollar amounts as stated in Policy 5210: Purchasing.
- To include the definition of Public Works.
- To authorize the President to appoint a Designee.
- Change title to Authorization for the President to Award Contracts After Informal Bidding for Expenditures **Less Than \$50,000** ~~Up to \$10,000~~ and Purchasing Procedures for Personal Property and Public Works

A summary of changes necessary to align with Policy #5210: Purchasing are as follows:

Policy 5210			Policy 5225	
Purchasing			Authorization for the President to Award Contracts After Informal Bidding for Expenditures Less Than Up to \$10,000 \$50,000 and Purchasing Procedures for Personal Property and Public Works	
Levels	Amounts	Description	Current	Proposed
Level I	Less than \$10,000	Under \$1K, quotations may be verbally accepted. \$1K to under \$10K, require at least one written quote.		
Level II	\$10,000 to less than \$50,000	At least 3 written quotations.	In excess of \$1,000 and not more than \$10,000	\$10,000 to less than \$50,000
Level III	At or above \$50,000	RFP, RFQ, ITB, RFO Requires Board of Trustees authorization to award the bid.	In excess of \$10,000	At or above \$50,000

Background - South Texas College originally adopted Policy #5220, Policy #5225, and Policy #5226 on November 9, 1995. Policy #5220 was amended in October 29, 2019 and Policy #5225 on July 29, 1999.

Reviewers -The revised policies were reviewed by the Administrative staff and Vice Presidents.

Enclosed Documents - The revised policies were provided in the packet for the Board’s review and information. Policy #5200: Purchasing Authority, and Policy #5210: Purchasing, are also included for reference.

Initial additions to the policies were highlighted in yellow and deletions were marked with a red strikethrough.

Mary Elizondo, Vice President for Finance and Administrative Services will be present at the Committee Meeting to address questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed policy revisions as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

d. Approval of Annual Investment Report for FY 2020 – 2021

Approval of the Annual Investment Report for FY 2020 - 2021 was requested.

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

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

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

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

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the November 9, 2021 Committee meeting to address any questions by the Committee.

The Finance, Audit and Human Resources Committee recommended Board approval of the Annual Investment Report for FY 2020 – 2021, as presented.

This item was approved by the Board as part of consent agenda action.

Review and Action as Necessary on Purchase and Installation of LED Lights

The Board was asked to approve the award of a proposal for the purchase and installation of LED lights to **Facility Solutions Group** (Harlingen, TX), at a total amount of \$137,503.00.

Purpose – Facilities Operations and Maintenance requested the purchase and installation of one hundred thirty-nine (139) LED lights which would replace existing lights at the Pecan Campus and Pecan Plaza.

Facilities Operations and Maintenance identified parking lots district wide that had high electricity consumption and were replacing the light fixtures with LED lighting in a multiple phased approach. The return on investment was 15 ½ months.

Justification and Benefit – The replacement of lights was necessary to maintain properly lighted parking lots for the safety of our students, faculty, and staff. LED lights reduce energy consumption and have a longer life than current lights. The quality of the light was better light, lights were quiet, and safer for the environment.

Background – Proposals documents were advertised on October 13, 2021 and October 20, 2021 and issued to fifteen (15) vendors. Five (5) responses were received on October 28, 2021 and reviewed by Facilities Operations and Maintenance, Facilities Planning and Construction, and the Purchasing Department.

Funds for this expenditure were budgeted in the District Wide Exterior Lighting Upgrade budget for FY 2021 – 2022.

The Finance, Audit, and Human Resources Committee asked clarifying questions about the placement of LED lighting and the return on investment for project. The responses were incorporated into the narrative above.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized the award of a proposal for the purchase and installation of LED lights to **Facility Solutions Group** (Harlingen, TX), at a total amount of \$137,503.00 as presented. The motion carried.

Review and Action as Necessary on Renewal of Business Skills Training Services

The Board was asked to approve renewal of the business skills training services contracts for the period beginning February 1, 2022 through January 31, 2023 as follows:

Vendor	Course Rates	STC Commission	Courses
Leadership Empowerment Group (Mercedes, TX)	Full Day - \$2,000 Half Day - \$1,000 ***** Materials Included		Leadership: Executive, Nurse, Teacher, Parent Student, Business, and Etiquette Written Communication, Oral Communication, Customer Service, Organizational Skills, CPR, Conflict Management, Sexual Harassment, Strategic Planning, etc.

Vendor	Course Rates	STC Commission	Courses
World-Class Training (Brownsville, TX)	\$300 per hour Minimum – Half Day ***** Materials Included	\$18 per instructional hour	Communication, Human Resources, Leadership, Management/Supervisory, Self-Management, Technical Skills, Office Support, Business Writing, Customer Services, etc.

Purpose – The Office of Continuing, Professional, and Workforce Education requested approval to renew the contracts for business skills training services to serve the community and College.

The Leadership Empowerment Group and World-Class Training provide trainings to private businesses through the South Texas College Office of Continuing, Professional, and Workforce Education. The number of participants in trainings/classes held, have ranged from five (5) to sixty-two (62), but most were less than fifty (50). Some of the types of contracted businesses had been restaurants, medical offices, an insurance agency, and a CPA firm.

Justification and Benefit – The business skills training services provide the development of skills used in corporate and business workplace settings. These trainings would be provided to staff of client firms through Continuing, Professional, and Workforce Education. The contract renewal for each vendor would be based upon the services provided, pricing, and availability to provide require services.

If the contract with Leadership Empowerment Group was renewed, the South Texas College Continuing, Education, and Professional Workforce Education team would be responsible for registration and other administrative duties. The College would then receive a thirty (30) percent service fee based upon tuition for this administrative service. The College had used their services to a limited expense and this recovery of charge had been accessed and collected in the past.

Background – The Board awarded the contracts for business skills training services at the January 28, 2020 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins February 1, 2022 and ends January 31, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	1/28/20	2/1/20 – 1/31/21	2 – one year options
1 st Renewal	11/24/20		2/1/21 – 1/31/22
2 nd Renewal	11/23/21		2/1/22 – 1/31/23

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

The Finance, Audit, and Human Resources Committee asked clarifying questions about the vendors recommended for renewal under this item. The responses were incorporated into the narrative above.

Upon a motion by Mr. Danny Guzman and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized renewal of the business skills training services contracts for the period beginning February 1, 2022 through January 31, 2023 with Leadership Empowerment Group and with World-Class Training as presented. The motion carried.

Review and Action as Necessary on Renewal of HEP Grant Consultant

The Board was asked to renew the High School Equivalency Program (HEP) grant consultant contract with **Leadership Empowerment Group** (Mercedes, TX), for the period beginning February 1, 2022 through January 31, 2023, at a total amount of \$31,751.57.

Purpose – Continuing, Professional, and Workforce Education requested approval to renew the consultant to develop and conduct a longitudinal study to evaluate the impact of a four (4) year needs-based service delivery model. These services were required under the United States Department of Education and Texas Higher Education Coordinating Board grant. This grant was accepted at the August 27, 2019 Board of Trustees meeting.

The consultant under the HEP grant would serve as the external evaluator for the grant as required by Department of Education. The consultant would:

- Conduct a longitudinal study over the course of the grant to examine student success, increased retention, engagement, satisfaction, attainment, training and employment. The longitudinal study consists of a correlational research study that involves looking at variables over an extended period of time;
- Survey students to gather data for statistical multivariate analysis;
- Modify procedures and processes based on the results of the study;
- Conduct training for staff to increase student success and retention in the program, based on the results from the study.

Justification and Benefit – The services would require gathering cognitive and noncognitive data for statistical multivariate analysis with the ultimate goal of serving a total of five hundred (500) migrant and seasonal farmworkers that would result in increased educational attainment by providing students with a high school equivalency, and in some cases, an industry recognized certification, certificate, or degree.

The data that would be collected for the statistical multivariate analysis includes data involving more than one type of measurement or observation as follows:

Cognitive Data	Noncognitive Data
Pass rates for GED preparation courses	Sociodemographic background
Pass rate of GED tests	Affects
Attainment rates of GED credential	Attitudes
Pass rates of College Success Skills course	Interest
Pass rate of Job Readiness Skills course	Satisfaction
Pass rate of first credit-bearing course	Interpersonal competence

Cognitive Data	Noncognitive Data
Pass rates of industry recognized certification program	Financial Aid
Job placement rate	
Postsecondary matriculation rate	
Military enrollment rate	

Background – The Board awarded the contract for HEP grant consultant at the January 26, 2021 Board of Trustees meeting for one year with three one-year annual renewals. The first renewal period begins February 1, 2022 and ends January 31, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	1/26/21	2/1/21 – 1/31/22	3 – one year options
1 st Renewal	11/23/21		2/1/22 – 1/31/23

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

Funds for this expenditure were budgeted in the High School Equivalency Program (HEP) – United States Department of Education grant budget for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

The Finance, Audit, and Human Resources Committee asked clarifying questions about the services to be provided and data to be collected under this agreement. The responses have been incorporated into the narrative above.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized renewal of the High School Equivalency Program (HEP) grant consultant contract with **Leadership Empowerment Group** (Mercedes, TX), for the period beginning February 1, 2022 through January 31, 2023, at a total amount of \$31,751.57 as presented. The motion carried.

Review and Action as Necessary to Purchase Additional Promotional T-Shirts for Student Outreach

The Board was asked to approve the purchase of promotional t-shirts for student outreach for the period beginning December 1, 2021 through August 31, 2022, at an estimated total amount of \$87,000.00, from the previously approved vendors awarded contracts at the August 24, 2021 Board of Trustees meeting.

On August 28, 2021, the Board of Trustees awarded the promotional t-shirts for student outreach contracts in the amount of \$13,000.00 for the Office of Public Relations to the vendors listed below:

Vendor	Vendor
Ad-Wear & Specialty of Texas, Inc. (Houston, TX)	AuthenticPromotions.com (Carmichael, CA)
Exclusive Decals & Screenprinting (Alton, TX)	Imprezos Pro Uniforms, LLC. (Pharr, TX)

Purpose – The Office of Public Relations and Marketing requested approval for the purchase of additional promotional t-shirts for various community events and to promote South Texas College. The department foresees that the purchase would increase the College’s engagement efforts to meet enrollment goals.

Justification and Benefit – The requesting department provided a list of a few South Texas College events below:

- Increase community engagement during and after the pandemic to meet the enrollment goals and maintain brand awareness
- College t-shirts instill college pride among our community, parents, business members, and educators
- Youth t-shirts are distributed among elementary school students to promote a college-attending culture
- T-shirts are used to create awareness of South Texas College throughout community events and College mascot Jerry the Jaguar appearances
- During general marketing projects including social media and student photo shoots, t-shirts are used as an incentive for student participation and engagement
- And many more College/community events

Funds for this expenditure were budgeted in the Office of Public Relations and Marketing budget for FY2021 – 2022.

Mary Elizondo, Vice President for Finance and Administrative Services, and Becky Cavazos, Director of Purchasing, attended the Board meeting to address any questions by the Board members.

This item was not presented to the Finance, Audit, and Human Resources Committee, since the Office of Public Relations and Marketing has recently re-evaluated their initiatives and added additional upcoming events.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized purchase of promotional t-shirts for student outreach for the period beginning December 1, 2021 through August 31, 2022, at an estimated total amount of \$87,000.00, with the previously approved vendors of **Ad-Wear & Specialty of Texas, Inc.** (Houston, TX), **AuthenticPromotions.com** (Carmichael, CA), **Exclusive Decals & Screenprinting** (Alton, TX), and **Imprezos Pro Uniforms, LLC.** (Pharr, TX) as presented. The motion carried.

Review and Acceptance of Internal Audit Report in the Area of Teacher Retirement System of Texas (TRS)

Mr. Khalil Abdullah, Internal Auditor, attended the Committee meeting to discuss the results provided in the Teacher Retirement System of Texas (TRS) audit report.

The Finance, Audit, and Human Resources Committee reviewed the report, but was not asked to recommend Board action.

The Internal Audit Report was provided in the packet for the Board's review.

Upon a motion by Mr. Paul R. Rodriguez and a second by Dr. Alejo Salinas, Jr., The Board of Trustees of South Texas College accepted the Teacher Retirement System of Texas (TRS) audit report as presented. The motion carried.

Discussion and Action as Necessary on Use of the Department of Education Higher Education Emergency Relief Fund (HEERF) and Unrestricted Fund for a One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment to Eligible Regular and Full-Time Temporary and Part-Time Employees

Approval on Use of the Department of Education Higher Education Emergency Relief Fund (HEERF) and Unrestricted Fund for a One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment to Eligible Regular and Full-Time Temporary and Part-Time Employees was requested.

Purpose – To provide a salary payment to regular and full-time temporary and part-time employees on December 16, 2021, or January 28, 2022, as applicable. Employees paid from the Unrestricted, Auxiliary, and Restricted Funds are eligible for the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment, which will be funded by the HEERF and Unrestricted Fund.

Justification – The proposed one-time payment to eligible regular and full-time temporary and part-time employees would be issued as an incentive to retain employees in light of the workplace hazardous conditions associated with COVID-19 upon returning to work on-campus and for completion of customized COVID-19 training. In addition, Department Leads must complete a departmental risk assessment and associated response strategies considering the COVID-19 workplace hazards, as applicable.

Background – On March 23, 2020, due to the COVID-19 pandemic and hazardous conditions, all College employees, with the exception of employees designated as essential, transitioned to work from home. Faculty teaching face-to-face classes transitioned their classes to an on-line platform and continued instruction for the Spring 2020 semester. Employees designated as essential continued to come to campus to operate the College's instruction and

administrative functions while complying with newly developed College safety protocols and communication measures and federal and state mandates.

During the period of May 1, 2020, through August 31, 2021, staff first returned to work on-campus on a rotational basis and then transitioned to return to work on-campus as scheduled before the COVID-19 pandemic. Faculty provided instruction both on-campus and on-line.

In the Fall 2021 semester, most faculty also returned to work on campus since face-to-face instruction was increased from 20% to approximately 40% of all classes.

In an effort to mitigate the risk of contracting or spreading the COVID-19 virus as faculty and staff returned to campus, safety protocols and communication measures were developed and implemented, which included daily deep sanitization of offices and classrooms, reporting and monitoring processes, and informational webpage and notices.

All of the above-mentioned measures were undertaken to address concerns and provide assurance of the safest workplace and learning environment possible.

Department of Education

In an effort to provide an incentive to retain employees in light of the hazardous conditions associated with COVID-19, Administration requested and received approval from the Department of Education to grant a One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment funded by HEERF. The payment made serve as an incentive to retain employees who complete the customized COVID-19 training and the completion of a departmental risk assessment, considering the COVID-19 hazards, by Department Leads.

According to the Department of Education, however, HEERF funds may not be used to fund a payroll payment for senior management employees.

The Texas Association of School Boards (TASB) and Three-Part Test

Guidance was also requested from the Texas Association of School Boards (TASB) who indicated that the College should consider the public purpose and Texas Constitutional restrictions of the salary payment to eligible employees, as indicated below.

To comply with the appropriate use of public funds, Administration considered the Texas Constitution Article III, Sections 51 and 52, that does not preclude the state or a political subdivision from making an expenditure of public money that benefits a private person or entity if the appropriate governing body follows a two-part test by:

- (1) determining in good faith that the expenditure serves a public purpose; and
- (2) placing sufficient controls on the transaction to ensure that the public purpose is carried out.

In addition, the three-part test created by the Texas Supreme Court was considered by Administration to determine if the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment accomplished a public purpose. The three-part test requires governmental bodies, including political subdivisions to:

- (1) ensure that the predominant purpose is to accomplish a public purpose, not to benefit private parties;
- (2) retain public control over the funds to ensure that the public purpose is accomplished and to protect the public's investment; and
- (3) ensure that the political subdivision receives a return benefit.

When a college faces a determination about an expenditure that either was not anticipated in the adoption of the budget or otherwise presents a question about the public purpose of the use of funds, the best practice is to place the proposed expenditure on a board agenda for board approval after consideration of the three-part test and amend the budget as necessary.

The following information was presented for the Board of Trustees' consideration in determining and meeting the public purpose of this expenditure using the three-part test:

- The predominant purpose of the expenditure is to retain employees in light of the hazardous conditions associated with COVID-19 upon returning to work on-campus and for completion of a customized COVID-19 training. In addition, Department Leads must complete a departmental risk assessment and associated response strategies, as applicable.
- The control of the funds is accomplished through the implementation of controlled measures that the employees completed the required customized COVID-19 training and the Departmental Leads completed the risk assessment and associated response strategies.
- The return benefit encompasses the public purpose of the employee's safety while on campus and College's ability to safely continue to serve the educational needs of the community.

One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment

The One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment and employers payroll taxes for regular and full-time temporary and part-time employees who were not considered senior management would be funded by HEERF. Senior management's one-time salary payment and employers payroll taxes would be funded from the Unrestricted Fund. In addition, the one-time salary payments and employers payroll taxes for thirty-two (32) employees who had not returned to work on campus would be funded by the Unrestricted Fund.

The proposed payment for eligible regular and full-time temporary employees was \$2,500 and the proposed payment for part-time employees is \$1,500. The payment would be funded by HEERF and totals to \$4,153,765.

Funded by HEERF				
Regular and Full-Time Temporary Employees \$2,500 Part-Time Employees \$1,500				
Eligible Employees	Employees Count	Payment Amount	Employers Payroll Taxes	Total
Regular and Full-Time Temporary Employees	1,448	\$3,620,000	\$276,930	\$3,896,930
Part-Time Employees	382	573,000	43,835	616,835
Total	1,830	\$4,193,000	\$320,765	\$4,513,765

A budget amendment to fund this cost from the Restricted Fund was provided in the packet for the Board’s consideration.

The proposed payment for eligible regular full-time senior management employees and other eligible employees is \$2,500. The payment would be funded by the College’s Unrestricted Fund and totals to \$231,448.

Funded by Unrestricted Fund				
Regular Employees \$2,500				
Eligible Employees	Employees Count	Payment Amount	Employers Payroll Taxes	Total
Senior Management	54	\$135,000	\$10,328	\$145,328
Other Eligible Employees	32	80,000	6,120	86,120
Total	86	\$215,000	\$16,448	\$231,448

Other eligible employees including those employees currently not working on campus such as those telecommuting due to Office of Human Resources approved accommodations or Departmental Leads’ approval, or on Family and Medical Leave Act (FMLA), or on military leave were eligible to receive the one-time salary payment upon their return to work on campus.

A budget amendment to fund this cost from the Unrestricted Fund was provided in the packet for the Board’s consideration.

Eligibility Requirements

Employees may receive the one-time payment on December 16, 2021 or January 28, 2022 based on the following eligibility requirements:

- **Payment on December 16, 2021**
 - Regular and full-time temporary and part-time employees with an active assignment on November 23, 2021 and on December 3, 2021, and
 - Completion of the customized COVID-19 training by December 3, 2021, and

- Completion and submission of the risk assessment and associated response strategies considering the COVID-19 workplace hazards by the Department Leads by December 3, 2021.
- **Payment on January 28, 2022**
 - Regular and full-time temporary and part-time employees with an active assignment on November 23, 2021 and on January 14, 2022, and
 - Completion of the customized COVID-19 training by January 14, 2022, and
 - Completion and submission of the risk assessment and associated response strategies considering the COVID-19 workplace hazards by the Department Leads by January 14, 2022.

Employees currently not working on campus such as, those telecommuting due to Office of Human Resources approved accommodations or Departmental Leads' approval, or on Family and Medical Leave Act (FMLA), or on military leave would be eligible to receive the one-time salary payment upon their return to work on campus.

Employees in the Unrestricted Fund, Auxiliary Fund, and Restricted Fund in the following categories would be eligible for the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment:

- Executive
- Administrative
- Professional/Technical Support Full-Time Exempt
- Professional/Technical Support Full-Time Non-Exempt
- Classified
- Faculty (Including Full-Time Lecturers)
- Adjunct Faculty
- Direct Wage
- Trainers
- Work-Study

Part-time employees in the following category would not be eligible for the one-time payment:

- Dual Credit Faculty (High School Employees)

Funding Source – The HEERF and Unrestricted Fund would be utilized to fund this One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment to Regular and Full-Time Temporary and Part-Time eligible employees. If this payment was approved, a FY 2021 - 2022 budget amendment was necessary and was provided in the packet as a separate agenda item for the Board's consideration and approval.

Reviewers – The One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment has been reviewed by College's Legal Counsel and Cabinet members.

Dr. Ricardo Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, attended the Board meeting to address any questions by the Board.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized the Use of the Department of

Education Higher Education Emergency Relief Fund (HEERF) and Unrestricted Fund for a One-Time Return to Campus Safety COVID-19 Training and Response Strategies Payment to Eligible Regular and Full-Time Temporary and Part-Time Employees and subject to Board approval of the FY 2021 – 2022 Budget Amendment as presented. The motion carried.

Discussion and Action as Necessary on Proposed Budget Amendment for FY 2021 - 2022

Approval of a proposed budget amendment for FY 2021 – 2022 was requested.

As a result of the proposed One-Time Return to Campus Safety COVID-19 Training and Response Strategies Payment, a budget amendment was requested. The total budgeted revenues and expenditures for the Unrestricted and Restricted Funds for fiscal year 2021 – 2022 will increase as follows:

**Fiscal Year 2021 - 2022
 Budgeted Revenues and Expenditures**

Fund	Exh.	Original Budget	Proposed Amendment	Amended Budget
Unrestricted Fund	A	\$182,717,923	\$231,448	\$182,949,371
Restricted Fund	B	176,195,958	-	176,195,958

The budget amendment details and presentation were provided in the packet for the Board’s information and review.

The budget amendment was proposed as follows:

1. Budget Amendment – Increase Unrestricted Fund Revenues

A budget amendment was proposed to increase the Unrestricted Fund Revenues by \$231,448 as follows:

**Fiscal Year 2021 - 2022
 Summary of Unrestricted Fund Revenues Adjustment**

Revenue Source	Proposed Amendment
Total Carryover Allocations	\$231,448
Total Adjustments	\$231,448

**Fiscal Year 2021 - 2022
 Unrestricted Fund Carryover Allocations**

Revenue Source	Original Budget	Proposed Amendment	Amended Budget
One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment	\$ -	\$231,448	\$231,448

Carryover Allocations revenue was proposed to increase by \$231,448 from the FY 2021 – 2022 budgeted amount due to the addition of the new One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment Carryover Allocation. The One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment Carryover Allocation would fund the total projected cost of a payment to regular and full-time temporary who meet the payment eligibility requirements and will not be funded by the Higher Education Emergency Relief Fund (HEERF).

In total, the Unrestricted Fund Revenues were proposed to increase by \$231,448.

2. Budget Amendment – Increase Unrestricted Fund Expenditures

A budget amendment was proposed to increase the Unrestricted Fund Expenditures by \$231,448.

**Fiscal Year 2021 - 2022
 Summary of Unrestricted Fund Expenditures Adjustments**

Expenditures	Proposed Amendment
Total Salaries	\$215,000
Total Benefits	16,448
Total Adjustments	\$231,448

**Fiscal Year 2021 - 2022
 Unrestricted Fund Salaries, Benefits, and Operating Expenditures**

Expenditures	Original Budget	Proposed Amendment	Amended Budget
Total Salaries	\$97,238,273	\$215,000	\$97,453,273
Total Benefits	30,477,694	16,448	30,464,142

A budget amendment was proposed to increase the Unrestricted Fund Expenditures by \$231,448 due to the issuance of the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment to eligible regular and full-time temporary for completing a customized COVID-19 training and for retention purposes. The Salaries and Benefits expenditure budgets were proposed to increase by \$215,000 and \$16,448, respectively. The increase in the expenditure budgets was the projected total cost of the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment for employees not funded by the Higher Education Emergency Relief Fund (HEERF).

In total, the Unrestricted Fund Expenditures were proposed to increase by \$231,448.

3. Budget Amendment – Reallocate Restricted Fund Expenditures

A budget amendment was proposed to reallocate the Restricted Fund Expenditures by \$4,513,765 as follows:

**Fiscal Year 2021 - 2022
 Summary of Restricted Fund Expenditures Adjustments**

Expenditures	Proposed Amendment
Total Salaries	\$4,193,000
Total Benefits	320,765
Total Operating	(4,513,765)
Total Adjustments	\$ -

**Fiscal Year 2021 - 2022
 Restricted Fund Salaries, Benefits, and Operating Expenditures**

Expenditures	Original Budget	Proposed Amendment	Amended Budget
Total Salaries	\$3,071,940	\$4,193,000	\$7,264,940
Total Benefits	903,232	320,765	1,223,997
Total Operating	33,458,380	(4,513,765)	28,944,616

A budget amendment was proposed to reallocate the Restricted Fund Expenditures by \$4,513,765 due to the issuance of the One-Time Return to Campus Safety COVID-19 Training and Response Strategies Payment to eligible regular and full-time temporary and part-time employees for completing a customized COVID-19 training and for retention purposes. The proposed budget amendment would reallocate funds from the Operating expenditure budget to the Salaries and Benefits expenditure budgets. The Salaries and Benefits expenditure budgets were proposed to increase by \$4,193,000 and \$320,765 respectively. The Operating expenditure budget was proposed to decrease by \$4,513,765. The proposed reallocations to the salary, benefit, and operating expenditure budgets would occur in the HEERF II Institutional Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) fund.

In total, the Restricted Fund Expenditures were proposed to remain unchanged from their FY 2021 – 2022 level.

The budget amendment details and presentation were provided in the packet for the Board’s information and review.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the Proposed Budget Amendment for FY 2021 – 2022.

Upon a motion by Mr. Danny Guzman and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized the proposed budget amendment for FY 2021 – 2022 as presented. The motion carried.

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

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

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

Trustees were invited to identify any item that should be removed from the Consent Agenda for further discussion. Otherwise, the Board was asked to formally act on the full consent agenda, according to the details and recommended action presented for each item in the following pages. No items were identified for individual deliberation.

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

- a. Review and Recommend Action on Schematic Design of the Starr County Campus Workforce Center Building D Welding Lab Expansion
- b. Review and Recommend Action on Authorization to Proceed with Solicitation of Construction Services for the Starr County Campus Workforce Center Building D Welding Lab Expansion
- c. Review and Recommend Action on Contracting Construction Services for the District Wide Flooring Replacements Phase I at Pecan Campus, Mid Valley Campus, and Starr County Campus
- d. Review and Recommend Action on Approval of Final Completion for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations
- e. Review and Recommend Action on Approval of Architectural Fee Adjustment for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations
- f. Review and Recommend Action on Approval of Substantial Completion and Final Completion for the Regional Center for Public Safety Excellence Drainage Improvements Phase II

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved items a – f of the Facilities Committee Consent agenda as presented. The motion carried.

Consent Agenda Item:

a. Approval of Schematic Design of the Starr County Campus Workforce Center Building D Welding Lab Expansion

Approval of schematic design prepared by Gignac & Associates, LLP for the Starr County Campus Workforce Center Building D Welding Lab Expansion project was requested.

Purpose

Schematic design was the first phase of basic design services provided by the project design team. In this phase, the design team prepares schematic drawings based on the Owner's project program and design meetings with staff. The approval of this phase was necessary to establish the basis on which the project design team was given authorization to proceed with design development and construction document phases.

Scheduling Priority

This project was submitted by the Business, Public Safety, and Technology Division in 2019, and was reviewed by the Facilities Planning & Construction department, the Welding Program, the Coordinated Operations Council, Administration, the Facilities Committee, and the Board of Trustees. It was scheduled as an educational space improvement to provide more welding stations for the existing Welding Lab.

Justification

The College's Welding Program at Starr County Campus experienced a growth in enrollment and needed more space to accommodate demand. The current Welding Lab contained twenty (20) existing welding stations.

Once schematic design was approved, Gignac & Associates, LLP would proceed to prepare all necessary design development drawings and specifications in preparation for the construction documents phase using STC design standards as well as all applicable codes and ordinances. Construction documents would then be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 10, 2019, the Board of Trustees approved contracting architectural services with Gignac & Associates, LLP for this project to include ten (10) additional welding stations and 1000 square feet of additional space. On June 22, 2021, the Board approved the revised scope of work to include twenty-two (22) additional welding stations in lieu of the originally planned ten (10) stations. The approved revision also includes a storage room and work areas, and a revised estimated construction budget of \$372,960. The architect has worked with College staff to develop a schematic design to meet the current Welding Program needs.

The scope of work was as follows:

Program Scope

- Additional 22 welding stations
- Total 42 welding stations

- Material storage room
- 655 square feet of renovated space
- 2,110 square feet of expansion space

Funding Source

Funds for the Starr County Campus Workforce Center Building D Welding Lab Expansion Project 2022-006C were budgeted in the Unexpended Construction Plant Fund for available use in fiscal year 2021-2022. The total construction budget was \$372,960, which included \$17,760 for contingency. The architect estimated that the construction cost based on the current schematic design was within the construction budget.

Reviewers

The proposed schematic design was reviewed by staff from the Welding Program, Facilities Planning & Construction, and Facilities Operations & Maintenance departments, and the Coordinated Operations Council.

Enclosed Documents

Gignac & Associates, LLP developed a schematic presentation describing the proposed design. The packet included drawings of the site plan, a floor plan, exterior views, and fact sheet.

Presenters

Gignac & Associates, LLP developed a schematic presentation describing the proposed design. Representatives from Gignac & Associates, LLP attended the Facilities Committee meeting to present the schematic design of the project.

The Facilities Committee recommended Board approval of the proposed schematic design of the Starr County Campus Workforce Center Building D Welding Lab Expansion project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

b. Approval to Proceed with Solicitation of Construction Services for the Starr County Campus Workforce Center Building D Welding Lab Expansion

Approval of authorization to proceed with the solicitation of construction services for the Starr County Campus Workforce Center Building D Welding Lab Expansion project was requested.

Construction services were necessary to construct the expansion to the Welding Lab in Workforce Center Building D. If solicitation was approved, documents would be issued for solicitation of construction proposals. Once received, construction proposals would be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 10, 2019, the Board approved contracting architectural services with Gignac & Associates, LLP to design the Welding Lab expansion. On June 22, 2021, the Board approved the use of Unexpended Plant funds previously earmarked for the proposed Workforce Program projects at the Starr County Campus which included the expansion of the existing welding lab in the Workforce Center Building D.

Gignac & Associates, LLP estimated the cost of the expansion to be within the construction budget. The total project budget is \$598,480 which included funds for construction, design, miscellaneous, FFE, and technology costs.

Starr County Campus Workforce Center Building D Welding Lab Expansion Total Project Budget	
Budget Item	Budget Amount
Construction	\$372,960
Design	35,520
Miscellaneous	15,000
FFE	165,000
Technology	10,000
Total Project Budget	\$598,480

Gignac & Associates, LLP would begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the solicitation for construction services of the welding lab expansion project.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Starr County Campus Workforce Center Building D Welding Lab Expansion project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

**c. Approval to Contract Construction Services for the District Wide
Flooring Replacements Phase I at Pecan Campus, Mid Valley Campus,
and Starr County Campus**

Approval to contract construction services for the District Wide Flooring Replacements Phase I at Pecan Campus, Mid Valley Campus, and Starr County Campus Project was requested.

Purpose

The procurement of a contractor would provide construction services necessary for the first phase of flooring replacements district-wide.

Scheduling Priority

This project was part of the Deferred Maintenance plan developed by the Facilities Operations & Maintenance and Facilities Planning & Construction departments. The project was reviewed by the Facilities Planning & Construction and Facilities Operations and Maintenance departments, the President’s Cabinet, and the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as a routine improvement to replace flooring in buildings district wide as necessary.

Background

On June 22, 2021, the Board approved the priority schedule for the District Wide Flooring Replacements, and the color selection for the first phase. The first phase included the following locations:

District Wide Flooring Replacements Phase I		
Campus	Buildings	Floor / Sq. Ft.
Pecan Campus	South Academic Building J	1 st Floor – 23,547 sq. ft. 2 nd Floor – 23,364 sq. ft. 3 rd Floor – 13,317 sq. ft.
Mid Valley Campus	Student Union Building F	8,413 sq. ft.
Starr County Campus	Student Activities Center Building H	7,442 sq. ft.
Phase I Total		76,083 sq. ft.

The flooring in these buildings had been in place for 17 years and had considerable wear. The scope of work at each location included carpeting replacements. In addition, areas at the Starr County Campus Student Activities Center Building H location also included the installation of luxury vinyl tiles (LVT) to replace the existing vinyl composition tiles (VCT) and sealed concrete flooring.

Solicitation of competitive sealed proposals for this project began on September 22, 2021. A total of fifteen (15) sets of construction documents were issued to vendors. A total of six (6) proposals were received on October 21, 2021. The Request for Proposals allows for multiple contract awards. The proposals were evaluated individually by campus.

Timeline for Solicitation of Competitive Sealed Proposals	
September 22, 2021	Solicitation of competitive sealed proposals began.
October 21, 2021	Six (6) proposals were received.

Proposed Contractors

College staff reviewed and evaluated the competitive sealed proposals and recommended the contractors as listed below:

Campus	Highest Ranked Contractor	Highest Ranked Proposal Bid
Pecan Campus South Academic Building J	Diaz Floors & Interiors	\$242,990
Mid Valley Campus Student Union Building F	Diaz Floors & Interiors	40,740
Starr County Campus Student Activities Center Building H	Terra Fuerte Construction, LLC	56,000
Total Amount		\$339,730

Funding Source

Funds for the District Wide Flooring Replacements Phase I Project 2022-032R were budgeted in the FY 2021-2022 Renewals & Replacements Fund in the amount of \$500,000 for construction. An amount of \$17,330 was expended from this budget to replace rubber flooring in the weight room at the Mid Valley Campus Kinesiology and Recreational Center Building C, due to materials ordered in FY 2020-2021 year arriving in FY 2021-2022.

District Wide Flooring Replacements Phase I Construction Budget and Variance	
Item	Amount
Construction Budget	\$500,000
Previous Expenditure	17,330
Total Bid Proposals Amount	339,730
Variance	\$142,940

Reviewers

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

Enclosed Documents

Site plans of the projects were provided. The evaluation team members completed evaluations for the firms and prepared the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with Diaz Floors & Interiors in the amount of \$242,990 for the Pecan Campus South Academic Building J, Diaz Floors & Interiors in the amount of \$40,740 for the Mid Valley Campus Student Union Building F, and Terra Fuerte Construction, LLC in the amount of \$56,000 for the Starr County Campus Student Activities Center Building H, for the District Wide Flooring Replacements Phase I Project as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:
**d. Approval of Final Completion for the Pecan Plaza West Building C
 Kinesiology Storage and Restroom Renovations**

Approval of final completion of the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations was requested.

Project	Completion Recommended	Date Received
1. Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project No. 2020-002C Architect: Alvarado Architects & Associates, Inc. Contractor: Tri-Gen Construction, LLC	Final Completion Recommended	October 25, 2021

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

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that final completion and release of final payment for this project with Tri-Gen Construction, LLC be approved. The original cost approved for this project was \$175,000.

The following table summarizes the current budget status:

On October 25, 2021, Alvarado Architects & Associates, Inc. verified that all punch list items

Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$175,000.00	\$175,000.00	(\$6,847.09)	\$168,152.91	\$153,845.10	\$14,307.81

were completed.

Enclosed Documents

A copy of the final completion letter and photos were provided for the Board’s review and information.

The Facilities Committee recommended Board approval of final completion of the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations and release of final payment in the amount of \$14,307.81 as presented.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

e. Approval of Architectural Fee Adjustment for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations

Approval to amend the current architectural agreement with Alvarado Architects & Associates, Inc. (AAA) to adjust the architectural fee based on the final construction cost for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations project was requested.

Purpose

Authorization was requested to amend the current architectural agreement with AAA to adjust their architectural fee based on the final construction cost for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations project.

Scheduling Priority

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

Justification

The Architect was compensated based on a percentage of the Construction Budget, and compensation adjustments could be necessary once the construction costs were finalized.

Background

The current architectural agreement with AAA for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations project stated a fee adjustment was required if the final construction cost exceeded or was lower than the Owner's original budget for the Cost of Work.

However, phases that have already been completed are not affected by the fee adjustment as per the Owner/Architect Agreement. These completed phases, which amount to \$8,784.00, are schematic design, design development, construction documents, and bidding & negotiation. The fee adjustment would only affect the construction administration phase.

The original construction budget for the project was \$122,000, with a negotiated fee at 9%, totaling \$10,980. On March 30, 2021, the Board of Trustees approved contracting construction services with Tri-Gen Construction, LLC in the amount of \$175,000 for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations project. The total project cost was \$168,152.91, which included a deductive amount of \$6,847.09 for all previously approved change orders.

The Architect requested a fee increase of \$830.75, which resulted in an adjusted fee of \$11,810.75. The total revised fee, including the reimbursable expenses of \$907.50, was \$12,718.25.

The fee information is summarized below:

Original Fee:	\$10,980.00
Fee Increase:	830.75
Subtotal:	\$11,810.75
Reimbursable Expenses:	907.50
Total Revised Fee	\$12,718.25

Board approval was necessary to amend the current architectural agreement with AAA to a revised fixed fee of \$12,718.25. No additional costs were anticipated for this project.

Funding Source

Funds for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Project 2020-002C were budgeted in the FY 2021-2022 Unexpended Construction Plant Fund.

The design budget for this project was \$15,915. The total revised fee was within the budgeted amount.

Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations Design Budget	
Budget Item	Budget Amount
Design Budget	\$15,915.00
Total Revised Fee	12,718.25
Design Budget Variance	\$3,196.75

Enclosed Documents

A detailed breakdown of the fee adjustment was enclosed.

The Facilities Committee recommended Board approval to amend the current architectural agreement with AAA for the Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations project to a revised fixed fee of \$12,718.25.

This item was approved by the Board as part of consent agenda action.

Consent Agenda Item:

**f. Approval of Substantial and Final Completion of the Regional Center
for Public Safety Excellence Drainage Improvements Phase II**

Approval of substantial and final completion of the Regional Center for Public Safety Excellence Drainage Improvements Phase II was requested.

Project		Completion Recommended	Date Received
1.	Regional Center for Public Safety Excellence Drainage Improvements Phase II Project No. 2020-022C	Substantial Completion	October 20, 2021
	Engineer: Perez Consulting Engineers, LLC Contractor: McAllen Multi Service	Final Completion Recommended	October 25, 2021

This project was initiated in 2019 as a Renewals & Replacements project. It was reviewed by the Facilities Operations & Maintenance, and Facilities Planning & Construction departments, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. It was scheduled as an exterior improvement to provide drainage improvements at the site.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It was recommended that substantial and final completion and release of final payment for this project with McAllen Multi Service be approved. The original cost approved for this project was in the amount of \$113,500.

The following table summarizes the current budget status:

Regional Center for Public Safety Excellence Drainage Improvements Phase II					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Final Project Cost	Previous Amount Paid	Remaining Balance
\$300,000.00	\$113,500.00	\$0	\$113,500.00	\$33,715.50	\$79,784.50

On October 19, 2021, Perez Consulting Engineers, LLC inspected the site to confirm that all punch list items were completed. On October 25, 2021, the engineer issued a letter recommending final completion and release of final payment to the contractor.

Enclosed Documents

A copy of the Substantial Completion Certificate, the Final Completion Letter, and photos was provided for the Board’s review and information.

The Facilities Committee recommended Board approval of substantial and final completion of the Regional Center for Public Safety Excellence Drainage Improvements Phase II as presented.

This item was approved by the Board as part of consent agenda action.

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

The Facilities Planning and Construction staff provided a design and construction update. This update summarized the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza were available to respond to questions and address concerns of the committee.

Consideration and Approval of Checks and Financial Reports

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

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

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

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

Announcements

A. Next Meetings:

- Tuesday, December 7, 2021
 - 3:30 p.m. – Education and Workforce Development Committee
 - 4:30 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, December 14, 2021
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed from Thursday, November 25 2021, through Sunday, November 28, 2021, in observance of Thanksgiving.
- The December Commencement Ceremonies will be held on Sunday, December 12, 2021 at the Bert Ogden Arena.
- The College will be closed on Saturday, December 18, 2021 through Tuesday, January 4, 2022 in observance of Winter Break.

Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 6:56 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, November 23, 2021 Regular Board Meeting of the South Texas College Board of Trustees.

X _____

Mrs. Victoria Cantú

Board Secretary

Approval and Authorization to Accept Grant Awards and Agreements

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

1. The Texas Workforce Commission, Skills for Small Business Grant in the amount of \$210,000

South Texas College's Department of Continuing, Professional, and Workforce Education and the Institute for Advanced Manufacturing will utilize these funds to provide training for employees of small businesses to upgrade employment skills. Courses in accounting, computers, strategic management, front office medical skills, Health Insurance Portability and Accountability Act (HIPAA) regulations, OSHA and customer service will be offered. The program will cover tuition and fees for course offerings provided by South Texas College up to \$1,800.00 in a 12-month period for a new employee and up to \$900.00 for an existing employee. The funding period is from January 1, 2022 to December 31, 2022.

This grant aligns to Strategic Direction #1, Lead Community Engagement, by aligning educational opportunities with community and workforce needs through training that will help employees increase their economic and social mobility.

2. Hispanic Association of Colleges and Universities (HACU), Grow with Google Hispanic Serving Institutions Career Readiness Program in the amount of \$25,000

The Grow with Google HSI Career Readiness award offers a semester-long in-person and online digital skills program to help dual and traditional students prepare for critical steps in their career journey and increase their economic potential. Students will have an opportunity to join interactive video and in-person lessons, participate in activities that help them master key digital and real-world skills, and meet with peers or career counselors for follow-up discussions. Funds will be utilized for part-time staff to meet with faculty and develop an implementation plan, incentive gift cards for students, and promotional and marketing efforts. The funding period for this grant is from December 1, 2021 to August 31, 2022.

This grant aligns to Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with emerging technologies and changing needs in the job market. The Division of Student Affairs and Enrollment Management will oversee the grant and implementation of the Career Readiness Program.

3. Texas Higher Education Coordinating Board (THECB), Work-Study Student Mentorship Program Allocation in the amount of \$84,699

Funding through this award is for work-study student mentors to work with high school students at college and career centers located at high schools in the college's service area and South Texas College campuses. Mentorship activities will promote the development of a college-going culture and improvement to the retention and completion rates of college students. The funding period for this grant is from September 1, 2021 to August 31, 2022.

This grant is aligned to Strategic Goal #4, Foster Student Success, by providing opportunities for students to participate in a Work-Study Student Mentorship Program.

4. Any Additional Grants Pending Official Award

Summary of Grant Award Funding

The presented grants will provide up to \$319,699 in funding for the college to provide services and opportunities throughout the region.

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes accepting the following grant awards, including the use of related funds and execution of related agreements as necessary for by each grant, contingent upon official award as appropriate:

1. The Texas Workforce Commission, Skills for Small Business Fund Grant in the amount of \$210,000
2. Hispanic Association of Colleges and Universities (HACU), Grow with Google Hispanic Serving Institutions Career Readiness Program in the amount of \$25,000
3. Texas Higher Education Coordinating Board (THECB), Work-Study Student Mentorship Program Allocation in the amount of \$84,699

Approval Recommended:

Dr. Ricardo J. Solis
President

Review and Action as Necessary on Redistricting Plan for the South Texas College's Single Member Districts Using the 2020 United States Census and Resolution 2022-002 Directing Legal Counsel to Seek Approval of Redistricting Plan from the United States Department of Justice

Mr. Rolando L. Rios of Rolando L. Rios and Associates, PLLC, will provide the Board with a presentation on the 2021 redistricting plan for South Texas College's Single Member Districts based on the 2020 census data.

Mr. Rios will discuss with the Board recommendations for redistricting of STC's Single Member Districts. The law requires that the total deviation in population for each single member district not exceed 10%. Any deviation above 10% requires redistricting.

Currently, the total deviation for STC's seven single member districts is 26.92%, thus redistricting is necessary.

At the September 28, 2021 Regular Board Meeting, Mr. Rios presented Demonstration Plan A. Based upon feedback from the trustees, he has developed Demonstration Plan B for the Board's review. This revised plan includes more clarity about the proposed boundary changes and impact on affected districts.

Mr. Rios will Demonstration Plan B, which offers a solution to equalize the population of the College's single member districts. He will be able to show the effects of changes to the individual single member districts border. This will allow the Board to review Mr. Rios's recommendation and proposed changes as necessary to meet redistricting requirements.

Mr. Rios will review the population growth in Hidalgo and Starr counties with population analysis and voting precinct data by STC's Single Member Districts.

Demonstration Plan B, prepared by Mr. Rios, proposes minimal changes to boundary lines to keep the single member districts in compliance with federal law. The Board will have the final decision to modify single member district boundaries as necessary to be in compliance with federal law.

The proposed changes to South Texas College's Single Member Districts in Demonstration Plan 'B' are as follows:

- Single Member District 1 – No change proposed
- Single Member District 2 – One change proposed:
 - ceding Voting Precincts 94 and 204, both of which are bound on the west by Inspiration Drive, to Single Member District 3

- Single Member District 3 – Two changes proposed:
 - gaining Voting Precincts 94 and 204, both of which are bound on the west by Inspiration Drive, from Single Member District 2; and
 - ceding Voting Precincts 25 and 147, both of which are bound on the east by Veterans Blvd., to Single Member District 6.
- Single Member District 4 – No change proposed
- Single Member District 5 – One change proposed:
 - ceding Voting Precincts 39 and 156, which are bound on the north by 495 and Expressway 83, respectively, to Single Member District 6
- Single Member District 6 – Two changes proposed:
 - gaining Voting Precincts 25 and 147, both of which are bound on the east by Veterans Blvd., from Single Member District 3.
 - gaining Voting Precincts 39 and 156, which are bound on the north by 495 and Expressway 83, respectively, from Single Member District 5
- Single Member District 7 – No change proposed

The packet includes:

- the 2020 Redistricting Final Report, based on 2020 US Census Data,
- a map detailing South Texas College Trustees Districts – Plan B, and
- Resolution 2022-002 to adopt Plan B and authorize its submission to the US Department of Justice.

Mr. Rios will be available at the December 14, 2021 Regular Board Meeting to further review the proposed plan and discuss further options with the Board of Trustees.

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes Resolution 2022-002 to adopt Plan B and authorize its submission to the U.S. Department of Justice as presented.

Approval Recommended:

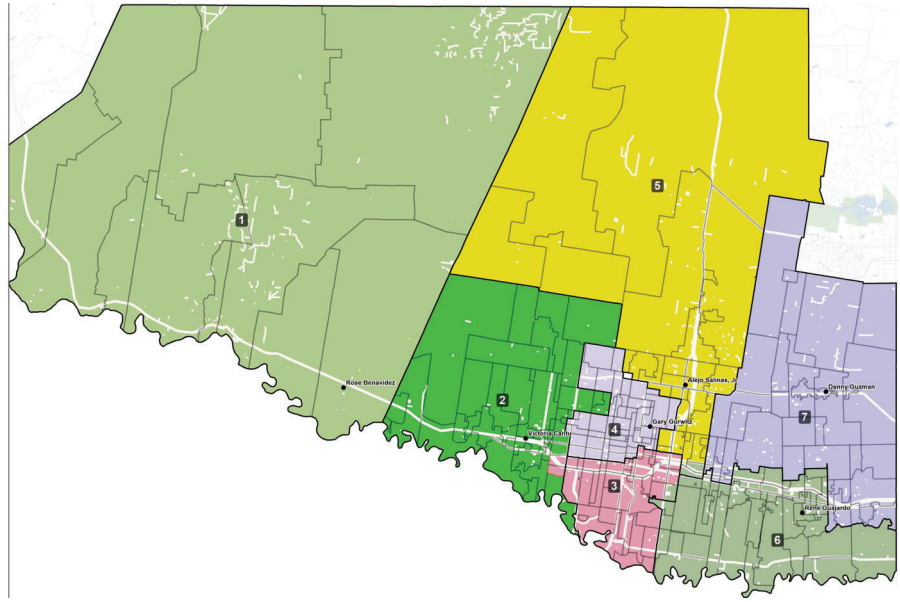
Dr. Ricardo J. Solis
President



2020 Redistricting

Plan B Report

2020 US Census Data





South Texas College District

Rolando L. Rios
Attorney at Law

2020 US Census DEMONSTRATION PLAN B

Dist		Tot Pop Ext.
1	2020 Census Data	65,920
2	2020 Census Data	150,752
3	2020 Census Data	140,581
4	2020 Census Data	144,300
5	2020 Census Data	152,139
6	2020 Census Data	138,468
7	2020 Census Data	144,531
Total 2020 Census:		870,771
Ideal 2020 Population =		145,129 Ideal

Estimated Deviation :	High	152,139
	Low	-138,468
		13,671
Projected Deviation*:		9.42%

* Deviations exceeding 10% will require redistricting

NOTE: Population deviation is below 10% and therefore, constitutional

2020 Census Data

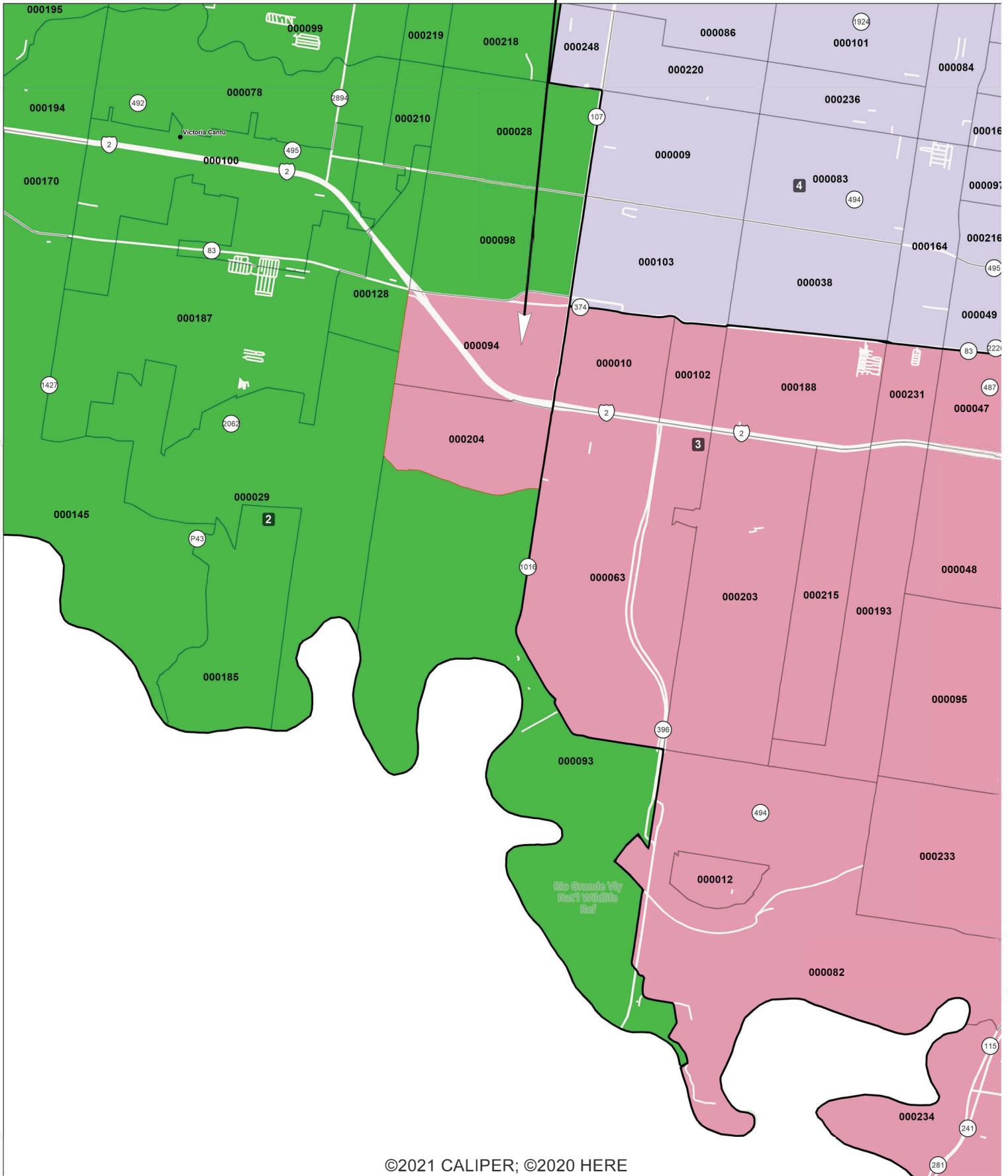
Dist	pop	Hisp pop	% Hisp pop	Blk pop	% Blk pop	Comb Min*
1	65,920	64,393	97.68%	66	0.10%	97.78%
2	150,752	143,538	95.21%	385	0.26%	95.47%
3	140,581	129,488	92.11%	570	0.41%	92.51%
4	144,300	121,633	84.29%	1,387	0.96%	85.25%
5	152,139	140,404	92.29%	1,598	1.05%	93.34%
6	138,468	127,734	92.25%	457	0.33%	92.58%
7	144,531	137,195	94.92%	350	0.24%	95.17%

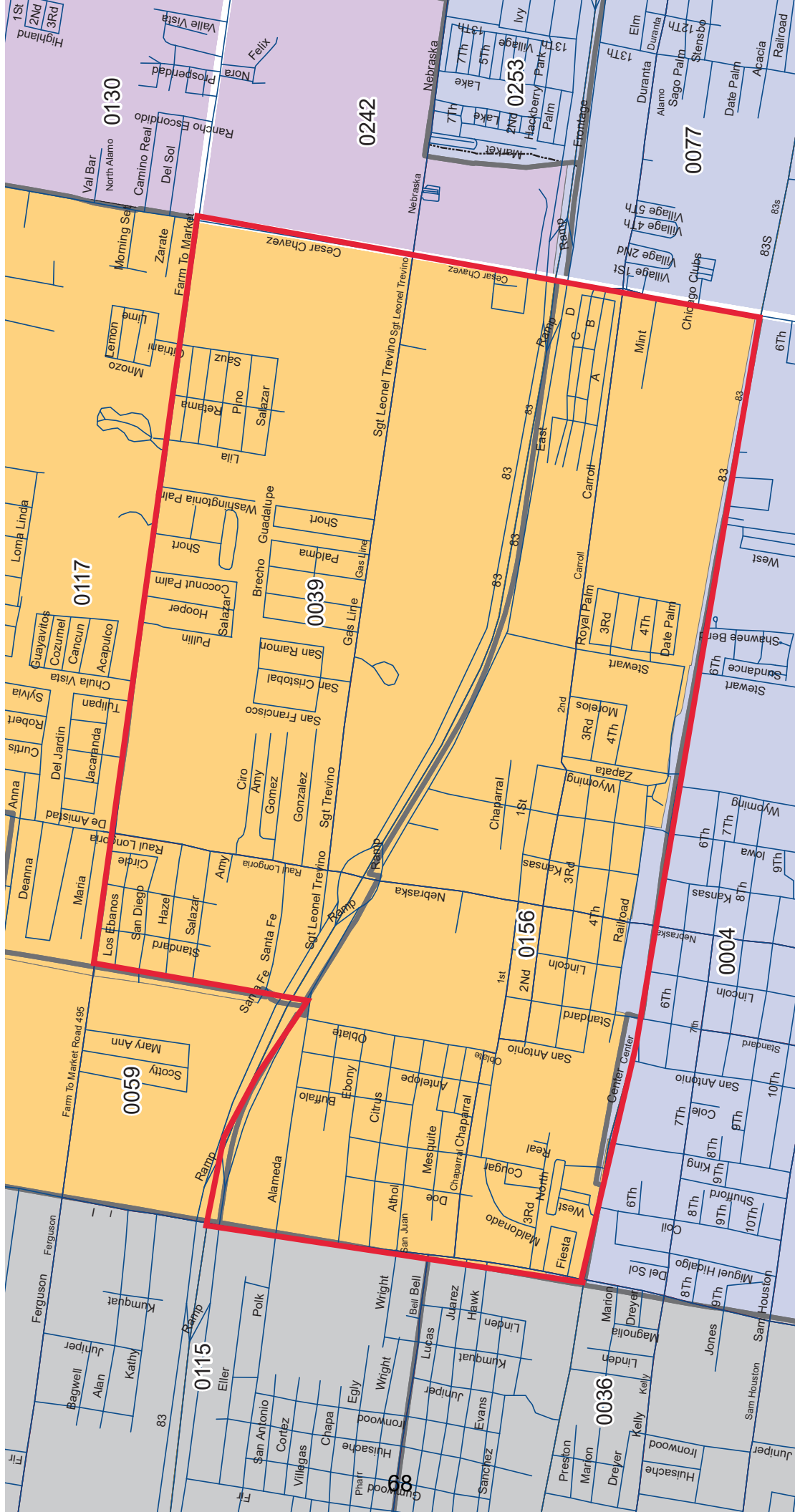
Total = 936,691

*Comb Min = Combine Minority

STC Plan B change one:

Move two voting precincts (94 & 204) from d2 into d3





COUTNY OF HIDALGO §

STATE OF TEXAS §

RESOLUTION 2022-002 OF SOUTH TEXAS COLLEGE TRUSTEES TO ADOPT PLAN B

WHEREAS the 2020 United States Census data indicates that SOUTH TEXAS COLLEGE TRUSTEE DISTRICTS do not comply with the constitutional one person one vote rule;²

WHEREAS, SOUTH TEXAS COLLEGE TRUSTEE have considered the following criteria in equalizing the population in each trustee district:

1. Districts are of equal population size given the limitations imposed by the 14th Amendment of the United States Constitution and 42 USC § 1983. No more than a 10% top to bottom deviation.
2. Districts must comply with Sections 2 of the Federal Voting Rights act, 42 USC § 1973, as amended and the Texas State Equal Rights Provisions.
3. Population must be equalized using the latest US Census Data before elections can be legally conducted.
4. Districts are comprised of compact and contiguous geographic areas given the limitations imposed by the non-compactness of the jurisdiction. (COMAPCTNESS and CONTIGUOUSNESS FACTORS)
5. Other considerations include:
 - a. identifiable geographic features for boundaries;
 - b. integrity of political subdivisions and communities;
 - c. protection of incumbency;

WHEREAS SOUTH TEXAS COLLEGE TRUSTEES wishes to comply with the federal and state laws protecting the citizens right to vote;

WHEREAS, it is the considered judgment of the SOUTH TEXAS COLLEGE TRUSTEES that **Plan B** is in the best interest of the community;

IT IS THEREFORE RESOLVED THAT THE SOUTH TEXAS COLLEGE TRUSTEES adopts the attached **Plan B** (Attached map shows proposed changes) as the new trustee districts for use in all elections after this date; the county elections administrator is directed to adopt these changes for use in future elections; and

IT IS THEREFORE FURTHER RESOLVED THAT the SOUTH TEXAS COLLEGE TRUSTEES authorize redistricting counsel to make minor modifications to the adopted **Plan B** should the State Legislative Redistricting process require such modifications and subject to approval by the trustees; and

IT IS FURTHER RESOLVED THAT redistricting counsel is directed to submit this plan to the U.S.

Department of Justice for approval, if necessary, as soon as appropriate;

PASSED AND APPROVED this 14th day of December, 2021

Board President

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Secretary

Review of Presentations to the Education and Workforce Development Committee:

1. Presentation on Division of Business, Public Safety & Technology

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, coordinated a series of presentations highlighting each of the Academic Divisions of South Texas College.

In December 2021, Dr. Petrosian invited Mrs. Sara Lozano, Dean of Business, Public Safety, & Technology. Dr. Petrosian introduced Dean Lozano, who presented on the departments and activities within her division

Dean Lozano presented the background and organizational chart of the Division of Business, Public Safety, & Technology, covering the establishment and growth of the division over time.

This division incorporates courses and majors within the categories of Business, Public Safety, and Technology, and is a critical component of South Texas College's workforce training and economic development role within the region.

Dean Lozano also reviewed the division's faculty and staff. She then provided a review of enrollment and graduation rates across the division. Division-wide, 147 faculty, including 25 Dual Credit faculty, and 24 staff supported 704 course sections this Fall.

The presentation included enrollment figures for Fall 2020 and Fall 2021, as well as college-wide headcount for declared majors within each field of study in the division, and a comparison of graduate counts for Academic Year 2020 and Academic Year 2021 for each associate degree included within the division.

Dean Lozano provided a review of recently developed educational pathways for Law Enforcement, including partnerships and programs that offer credentialed law enforcement personnel the opportunity to earn college credit for prior training, and accelerate their progress in degree programs available at South Texas College.

The presentation then covered special projects, including the incorporation of simulation technology, drone piloting, and workforce program facility expansions.

Finally, Dean Lozano reviewed many of the accreditations, certifications, and special partnerships that support these fantastic programs.

2. Presentation on Division of Nursing and Allied Health

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, coordinated a series of presentations highlighting each of the Academic Divisions of South Texas College.

In December 2021, Dr. Petrosian invited Dr. Jayson Valerio, Dean of Nursing & Allied Health. Dr. Petrosian introduced Dr. Valerio, who presented on the departments and activities within his division

Dr. Valerio presented the background and organizational chart of the Division of Nursing & Allied Health, covering the establishment and growth of the division over time.

This division incorporates courses and majors within the Nursing Field, including Patient Care Technician, Vocational Nursing, Associate Degree Nursing, and Baccalaureate Degree Nursing, as well as Allied Health fields. These programs are a critical component of South Texas College's role developing and improving the healthcare professionals that serve the region.

Dr. Valerio also reviewed the various rigorous and prestigious accreditations held by programs within this division, each of which is a marker of the rigorous standards and quality of the curriculum, faculty, and staff. Dr. Valerio then reviewed the division's faculty and staff. He then provided a review of enrollment and graduation rates across the division. Division-wide, 100 faculty and 16 staff supported 456 course sections this Fall.

The presentation included enrollment figures for Fall 2020 and Fall 2021, as well as college-wide headcount for declared majors within each field of study in the division, and a comparison of graduate counts for Academic Year 2020 and Academic Year 2021 for each associate degree included within the division.

Dr. Valerio provided a review of the many achievements and accomplishments attained by the programs within his division, and the various community, education, and industry partnerships connecting South Texas College to the communities we serve.

Next, Dr. Valerio discussed the workforce pathways developed for nursing and allied health fields. These provided an opportunity for individuals to pursue relatively fast entry into a career field, with a short-term certification program. Upon successful completion, they can then use that success as a stepping stone toward pursuit of longer-term career and academic programs.

Dr. Valerio concluded the presentation with a review of new programs being developed to further address high-demand programs, and a push for the development of new support for high school graduates to enter STC certificate degree programs.

No action is requested. This information is presented to the Board of Trustees for discussion and feedback.

Review and Action as Necessary Regarding the Fiscal Year 2021 Financial Audit

On December 7, 2021, Ms. Esmeralda Yniguez from Carr, Riggs & Ingram, LLC, reviewed the status of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2021 and 2020 with the Committee and responded to questions from the South Texas College Board of Trustees Finance, Audit, and Human Resources Committee.

Ms. Yniguez reported an “unmodified” opinion on each area audited.

The external financial auditors presented on the FY 2021 net position, revenues and expenditures, and on tuition, fees, and student enrollment trends.

No action was taken at the Committee meeting.

A draft of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2021 and 2020 is included under separate cover.

The Fiscal Year 2021 Financial Audit will be presented at the December 14, 2021 Board Meeting for acceptance by the Board.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College accepts the Fiscal Year 2021 Financial Audit as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

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

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

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

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

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented. The only revisions since Committee review is that the allocation of laptops purchased under consent agenda item a, #6 has been revised, without any change to the total cost or the number of devices being purchased.

- a. Approval of Award of Proposals, Purchases, and Renewals
- b. Approval of 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties
- c. Approval of Appraisal District Allocated Cost Payments for Hidalgo and Starr Counties
- d. Approval of Proposed Revisions to Student Tuition and Fees Schedule for FY 2021 – 2022

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items a – d of the Finance, Audit, and Human Resources Committee Consent agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Award of Proposals, Purchases, and Renewals

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

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

A. Award of Proposals

1) Audio Visual Equipment for Classroom Upgrades (Award)

Award the proposal for audio visual equipment for classroom upgrades, at a total amount of \$120,952.97. The vendors are as follows:

Project	Vendor	Amount
Project #1- College Wide Equipment	Audio Visual Aids (San Antonio, TX)	\$104,199.12
Project #2- College Wide Podiums	AISYS Consulting, LLC. (McAllen, TX)	\$16,753.85

Purpose – Educational Technologies is requesting to purchase audio visual equipment for classroom upgrades at the Starr County, Technology, Mid Valley, Nursing and Allied Health, and Pecan campuses. The purchase will include some of the following items: displays, switchers, smart podiums, cables, and hardware. Below is the list of classrooms being upgraded by campus:

Display Upgrades		Smart Podium Upgrades	
Pecan M-152	Pecan T-1.502	Mid Valley G-115	Mid Valley G-158
Technology B-221	Technology B-102	Nursing and Allied Health A-204	Nursing and Allied Health A-306
Mid Valley G-106	Mid Valley G-115	Pecan J-1.216	Pecan T- 1.502
Mid Valley G-158	Mid Valley G-173	Technology A-201	Technology A-202
Mid Valley G-180	Starr County E-1.116	Starr County E- 1.116	Starr County E- 2.406

Justification and Benefit – The audio visual equipment for classroom upgrades will provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and community. The purchase of the displays, switchers, smart podiums, cables, and hardware are needed to update or replace outdated/obsolete equipment that will provide better services to our faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments.

Background – Proposals documents were advertised on October 27, 2021 and November 3, 2021 and issued to thirteen (13) vendors. Four (4) responses were received on November 12, 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 2021 – 2022.

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 \$62,745.53. The vendors are as follows:

Project	Vendor	Amount
Project #1- College Wide Equipment	SKC Communication Products, LLC. (Richardson, TX)	\$46,365.53
Project #2- College Wide Podiums	AISYS Consulting, LLC. (McAllen, TX)	\$16,380.00

Purpose – Educational Technologies is requesting to purchase audio visual equipment for classroom upgrades at the Starr County, Technology, Mid Valley, Nursing and Allied Health, and Pecan campuses. The purchase will include some of the following items: smart podiums, webcams, document cameras, microphones, table top light stands, switchers, cables, and hardware.

Justification and Benefit – The audio visual equipment for classroom upgrades will provide state-of-the-art resources that will enhance learning experiences for students, faculty, staff, and community. The purchase of the smart podiums, webcams, document cameras, microphones, table top light stands, switchers, cables, and hardware are needed to update or replace outdated/obsolete equipment that will provide better services to our faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments.

Background – Proposals documents were advertised on November 3, 2021 and November 10, 2021 and issued to twenty five (25) vendors. Four (4) responses were received on November 18, 2021 and reviewed by Educational Technologies, Information Technology, and the Purchasing Department.

Funds for this expenditure are budgeted through a grant from the Department of Education – Higher Education Emergency Relief Funds (HEERF) for FY 2021 – 2022.

3) Mid Valley Campus Bldg G Analog to Digital Upgrade – Phase I (Award)

Award the proposal for the Mid Valley Campus building G analog to digital upgrade – phase I to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$350,772.30.

Purpose – The Educational Technology project is a continuation of the ongoing yearly initiative to upgrade outdated analog audio visual equipment in classrooms/labs in pre-bond buildings to meet the new digital standard developed for the most recent bond construction. The upgrade to the equipment will allow the audio visual systems in the Mid Valley campus classrooms to support the digital video signals that are now standard on most new devices. This upgrade will improve faculty instruction and student success by enabling expanded use of podiums, projectors, laptops, tablets and other digital equipment. This project does not require any new construction or renovation of the existing building only replacement of outdated analog audio visual equipment.

Justification and Benefit – This project will upgrade twelve (12) classroom spaces and one (1) auditorium at the Mid Valley campus to the college digital audio visual standard to support the digital video signals provided by modern computing and presentation devices. The upgrade also includes sharper and higher resolution projected images and improved sound quality for instruction and student presentations.

Background – Proposals documents were advertised on October 20, 2021 and October 27, 2021 and issued to eleven (11) vendors. One (1) response was received on November 4, 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 2021 – 2022.

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

4) Financial Advisor Services and Continuing Disclosure Services (Renewal)

Renew the financial advisor services and continuing disclosure services contract with **Estrada Hinojosa & Company, Inc.** (Edinburg, TX), for the period beginning March 1, 2022 through February 28, 2023.

Purpose – The Business Office is requesting to renew the Financial Advisor Services which are needed to provide independent and professional advice regarding the authorization and issuance of indebtedness in various amounts and forms, and in connection with the authorization, sale, issuance and delivery of such indebtedness, and other financial matters, such as, credit rating advisability, assist in the negotiation of Paying Agent/Registrar, provide copies of the changes in law, and provide advice and assistance with regard to exercising any call and/or refunding of any outstanding debt instruments.

The Continuing Disclosure Services consists of important information about municipal bonds that arises after the initiative issuance. This information generally reflects the financial health and operating condition of the state or local government as it changes over time, or the occurrence of specific events that can have an impact on key features of the bonds. In addition, these disclosures are made available to investors and the public by the Municipal Securities Rulemaking Board (MSRB).

Justification and Benefit – The Financial Advisor Services and Continuing Disclosure Services are necessary and provided on an as needed basis.

Background – The Board awarded the contract for financial advisor services and continuing disclosure services at the February 23, 2021 Board of Trustees meeting for two year with two one-year annual renewals. The first renewal period begins March 1, 2022 and ends February 28, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	2/23/21	3/1/21 – 2/28/22	2 – one year options
1 st Renewal	12/14/21		3/1/22 – 2/28/23

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

The fees for the services provided by the financial advisor are netted against the bond proceeds received at time of a bond issuance. The fees for the continuing disclosure services are funded by the Unrestricted Fund.

Compensation

In consideration for the services rendered by Estrada Hinojosa, the fee for each issue of a debt instrument will be as follows:

Base Fee - Any Issue - \$ 3,750

Plus	\$6.50	Per	1,000 up to	\$500,000	or	\$7,000	for	\$500,000	Bonds
Plus	6.00	Per	1,000 next	500,000	or	10,000	for	1,000,000	Bonds
Plus	3.50	Per	1,000 next	1,500,000	or	15,250	for	2,500,000	Bonds
Plus	2.50	Per	1,000 next	2,500,000	or	21,500	for	5,000,000	Bonds
Plus	2.00	Per	1,000 next	5,000,000	or	31,500	for	10,000,000	Bonds
Plus	1.50	per	1,000 for anything over \$10,000,000						

Note: "Bonds" = par plus premium minus discount.

Using the above fee schedule, Estrada Hinojosa’s fee for a \$20 million bond issue would be \$46,500, and the fee for a \$30 million bond issue would be \$61,500.

Refunding Issues - Fees for Advance Issues shall be the amount shown plus a 20% additional charge (\$55,800 for a \$20 million issue, and \$73,800 for a \$30 million issue).

The fee will be calculated on the above schedule and will also include costs and expenses, where applicable, incurred on behalf of the College for the following items:

- Computer structuring fees, not to exceed \$10,000

- Messenger, overnight delivery, market data technology photocopying, postage, and telephone, not to exceed \$3,500
- Preparation of the Notice of Sale, Official Statement, and Uniform Bid Form, not to exceed \$8,500
- Printing of the Notice of Sale, Official Statement, and Uniform Bid Form, at cost
- Bond Counsel fees, at cost
- Bond rating and/or credit enhancement fees, at cost
- Personal meetings with bond rating agencies and/or credit enhancement providers, at cost
- Preparation and printing of physical securities, at cost
- Reports of independent auditors or consultants, at cost
- Travel expenses of College and Company personnel, at cost

5) Investment Advisory Services (Renewal)

Renew the investment advisory services contract with **Valley View Consulting, LLC.** (Huddleston, VA) for the period beginning April 1, 2022 through March 31, 2023, at an estimated amount of \$68,000.00.

Purpose – The Business Office is requesting to renew the contract for investment advisor services which provides the College with professional advice related to investments, yield rate, risks, accuracy, and completeness of College’s investment policy and other important information on an as needed basis. They will act as a strategic investment planner for the College and develop an investment portfolio plan that is diversified and consistent with the College’s investment policy, objectives and guidelines, and Texas State Law.

Justification and Benefit – In order to properly and safely expand into new types of investments and maximize the yield rate on the College’s investment, administration recommended that the services of an investment advisor provide professional guidance regarding the College’s investment portfolio.

The firm augments the College’s effort to be fiscally responsible and minimize risk in its investment activities. The investment advisor stays abreast of investment markets and provides the investment options to the College for review by the Finance and Human Resources Committee and approval by the Board of Trustees, as applicable.

Background – The Board awarded the contract for investment advisory services at the February 26, 2019 Board of Trustees meeting for two year with two one-year annual renewals. The last renewal period begins April 1, 2022 and ends March 31, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	2/26/19	4/1/19 – 3/31/21	2 – one year options
1 st Renewal	12/15/20		4/1/21 – 3/31/22
2 nd Renewal	12/14/21		4/1/22 – 3/31/23

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

Funds for this expenditure are budgeted in the Investment Advisor budget for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

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

6) Computers and Laptops (Purchase)

Purchase of computers and laptops 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 \$283,928.01.

All purchase requests for computers and laptops 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:

- Staff Computers
 - ⇒ 7 Computers for Office of Public Relations and Marketing
- Student Lab Laptops
 - ⇒ 5 Laptops for Heating, Ventilation, Air Conditioning, and Refrigeration Program
- Staff Laptops
 - ⇒ 2 Laptops for Admissions and Records Department
 - ⇒ 60 Laptops for Information Technology
 - ⇒ 2 Laptops for Centers for Learning Excellence
 - ⇒ 4 Laptops for Accountability, Risk, and Compliance,
- Faculty Laptops
 - ⇒ 1 Laptop for Occupational Therapy Program
 - ⇒ 1 Laptop for Health Administrative Services Program
 - ⇒ 1 Laptop for Business Administration Program

- Grant Staff Computers
 - ⇒ 2 Computers for Accountability, Risk, and Compliance Department

- Grant Staff Laptops
 - ⇒ 14 Laptops for Facilities, Planning, and Construction
 - ⇒ 1 Laptop for Accountability, Risk, and Compliance Department
 - ⇒ 43 Laptops for Business Office

Funds for these expenditures are budgeted in the requesting department budgets for FY 2021 - 2022 as follows: Public Relations and Marketing Department, Heating, Ventilation, Air Conditioning, and Refrigeration, Admissions and Records Department, Occupational Therapy Program, Health Administrative Services, Informational Technology, Centers for Learning Excellence, Business Administration, Accountability, Risk, and Compliance, and Higher Education Emergency Relief Funds (HEERF) Grant.

7) Network Equipment and Office Phones (Purchase)

Purchase network equipment and office phones from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$125,434.80.

Purpose – Information Technology is requesting to purchase voice gateways, network switches, and office phones to replace end of life, failing, and out of support equipment district wide. It will include ten (10) voice gateways, twenty five (25) network switches with fifty (50) small form-factor pluggable connecting modules, and three hundred (300) faculty and staff office phones.

Justification and Benefit – The network switches replacements are necessary to provide network connectivity to various buildings district wide as well as to connect security cameras for surveillance.

The Cisco voice gateways is used to provide voice services and office phones are used for daily communication with faculty, staff, and students.

Funds for this expenditure are budgeted in the Systems and Networking budget for FY 2021 – 2022.

8) Service for Mobile Devices (Purchase)

Purchase service for mobile devices from **T-Mobile USA, Inc.** (Cincinnati, OH), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning January 1, 2022 through July 31, 2022, at an estimated total amount of \$55,951.28. The monthly service subscription cost for two hundred forty eight (248) mobile devices is \$32.23 per device.

Purpose – Library Public Services is requesting to purchase two-hundred forty-eight (248) mobile service and devices which will be utilized by students throughout the district. These devices will provide internet service using cellular towers which will provide students reliable connectivity to successfully complete their coursework and to various STC services.

Justification and Benefit – The COVID-19 pandemic increased the College’s reliance on online and hybrid instruction as a safe option for teaching and learning. This in turn has increased the need for students to access STC services from home. Many students do not have access to reliable internet when taking online or hybrid courses. These devices will provide reliable broadband internet service and additional resources including, connectivity to cell towers in Mexico at no extra cost and access to online courses. Additionally, these devices will be customized to provide students with access to resources and tools to support student success. Resources include: library resources, CLE tutoring, Blackboard, Office365, course specific materials, Teams, Jag Mobile, student services, mental health, RAVE Guardian, and more. Based on data, students receiving a hotspot have achieved a higher-grade point average and higher pass rate and we will compare the success of the students with a general hotspot to those with an customizable device.

Funds for this expenditure are budgeted in the Institute of Museum and Library Services (IMLS) and Texas State Library Archives Commission (TSLAC) for FY 2021 – 2022.

Recommendation:

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

A. Award of Proposals

- 1) **Audio Visual Equipment for Classroom Upgrades (Award):** award the proposal for audio visual equipment for classroom upgrades, at a total amount of \$120,952.97. The vendors are as follows:

Project	Vendor	Amount
Project #1	Audio Visual Aids (San Antonio, TX)	\$104,199.12
Project #2	AISYS Consulting, LLC. (McAllen, TX)	\$16,753.85

- 2) **Audio Visual Equipment for Classroom Upgrades – II (Award):** award the proposal for audio visual equipment classroom upgrades – II, at a total amount of \$62,745.53. The vendors are as follows:

Project	Vendor	Amount
Project #1	SKC Communication Products, LLC. (Richardson, TX)	\$46,365.53
Project #2	AISYS Consulting, LLC. (McAllen, TX)	\$16,380.00

- 3) **Mid Valley Campus Bldg G Analog to Digital Upgrade – Phase I (Award):** award the proposal for the Mid Valley Campus Bldg G analog to digital upgrade – phase I to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$350,772.30;

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

- 4) Financial Advisor Services and Continuing Disclosure Services (Renewal):** renew the financial advisor services and continuing disclosure services contract with **Estrada Hinojosa & Company, Inc.** (Edinburg, TX), for the period beginning March 1, 2022 through February 28, 2023;
- 5) Investment Advisory Services (Renewal):** renew the investment advisory services contract with **Valley View Consulting, LLC.** (Huddleston, VA), for the period beginning April 1, 2022 through March 31, 2023, at a total estimated amount of \$68,000.00;

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

- 6) Computers and Laptops (Purchase):** purchase computers and laptops 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 \$283,928.01;
- 7) Network Equipment and Office Phones (Purchase):** purchase network equipment and office phones from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$125,434.80;
- 8) Service for Mobile Devices (Purchase):** purchase service for mobile devices from **T-Mobile USA, Inc.** (Cincinnati, OH), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning January 1, 2022 through July 31, 2022, at an estimated total amount of \$55,951.28. The monthly service subscription for two hundred forty eight (248) mobile devices is \$32.23 per device.

Recommend Action - The total for all award of proposals, purchases, and renewals is \$1,067,784.89.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes all award of proposals, purchases, and renewals totaling \$1,067,784.89 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

b. Approval of 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties

Approval of the 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties is requested.

Purpose – The Hidalgo County Tax Assessor-Collector and the Starr County Tax Assessor-Collector have provided the 2021 Tax Roll Totals for approval by the College’s governing body.

Justification - The 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties requires approval from the governing body in order to be in compliance with Section 26.09 Item (e) of the Property Tax Code, which reads:

“The assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. The appraisal roll with amounts of tax entered as approved by the governing body constitutes the unit’s tax roll.”

Background - Mr. Pablo “Paul” Villarreal, Jr., RTA, Assessor-Collector of Hidalgo County, and Ms. Maria Amedia Salinas, TAC, Assessor-Collector of Starr County, have entered in the appraisal roll the amount of tax determined as provided by Section 26.09 Item (e) of the Property Tax Code and have submitted to South Texas College the tax roll/tax levy totaling \$75,733,436.67.

The tax rolls for Tax Year 2020 and 2021 are as follows:

<u>Tax Year</u>	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2021	\$71,315,412.72	\$4,418,023.95	\$75,733,436.67
2020	66,982,283.00	4,108,455.73	71,090,738.73
Increase/(Decrease)	<u>\$ 4,333,129.72</u>	<u>\$309,568.22</u>	<u>\$ 4,642,697.94</u>

Enclosed Documents - The 2021 Tax Roll Totals documents from each county follows in the packet for the Board’s information and review. The letters have been revised to correctly address Dr. Ricardo J. Solis as President of South Texas College.

The Finance, Audit, and Human Resources Committee recommended Board approval of the 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the 2021 Tax Roll/Tax Levy for Hidalgo and Starr Counties as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

South Texas College
2021 Tax Roll/Tax Levy
Fiscal Year 2021 - 2022

	Hidalgo County	Starr County	Total
Land	\$ 20,322,359,580.00	\$ 1,855,260,203.00	\$ 22,177,619,783.00
Improvements	29,473,097,724.00	1,128,790,405.00	30,601,888,129.00
Personal Property	4,772,348,927.00	1,406,811,420.00	6,179,160,347.00
Minerals & Utility Rolls	138,680,044.00	174,808,560.00	313,488,604.00
Gross - Total Market Value	\$ 54,706,486,275.00	\$ 4,565,670,588.00	\$ 59,272,156,863.00
Total Homestead Cap Adjustment	841,145,227.00	54,828,079.00	895,973,306.00
AG Exclusion	4,245,818,713.00	1,182,533,769.00	5,428,352,482.00
Total Assessed	\$ 49,619,522,335.00	\$ 3,328,308,740.00	\$ 52,947,831,075.00
Less Exemptions:			
Abatement		685,807,548.00	685,807,548.00
Total Exempt Property	6,027,456,271.00	133,070,295.00	6,160,526,566.00
Vet Full Exemption	363,969,040.00	6,205,929.00	370,174,969.00
Disable Veteran (Part)	42,766,785.00	2,048,260.00	44,815,045.00
House Bill 366	50,503.00	368,330.00	418,833.00
Freeport	354,568,672.00	-	354,568,672.00
Pollution	45,612,657.00	3,221,270.00	48,833,927.00
Community Housing Development Organizations (CHDO) Exemption	6,923,588.00	-	6,923,588.00
Solar	520,816.00	-	520,816.00
Total Full Exemptions	52,620,084.00	6,253,250.00	58,873,334.00
First Responder Surviving Spouse	1,960,061.00	-	1,960,061.00
Total Exemptions	\$ 6,896,448,477.00	\$ 836,974,882.00	\$ 7,733,423,359.00
2021 Taxable Value	42,723,073,858.00	2,491,333,858.00	45,214,407,716.00
2021 Tax Levy	\$ 73,270,071.67	\$ 4,498,198.37	\$ 77,768,270.03
Taxable Value	\$ 42,723,073,858.00	\$ 3,177,141,406.00	45,900,215,264.00
Taxable Value-Abatement	-	(685,807,548.00)	(685,807,548.00)
2021 Taxable Value	\$ 42,723,073,858.00	\$ 2,491,333,858.00	\$ 45,214,407,716.00
Frozen Taxable	(4,690,171,434.00)	(158,319,018.00)	(4,848,490,452.00)
Net Taxable Value	\$ 38,032,902,424.00	\$ 2,333,014,840.00	\$ 40,365,917,264.00
Tax Rate	0.1715	0.1715	0.1715
Tax Rate (Abatement)	-	0.1400	0.1400
Levy (Before Frozen Levy Loss)	\$ 65,226,427.66	\$ 4,217,149.83	\$ 69,443,577.49
Unfrozen Levy Amount	8,043,644.38	271,517.12	8,315,161.50
Levy Loss due to Freeze	(2,030,330.08)	(70,642.99)	(2,100,973.07)
Frozen Levy Amount	6,013,314.30	200,874.13	6,214,188.43
Late Rendition Amount	75,582.32	-	75,582.32
Correction by the Appraisal Modification Roll	72.31	-	72.31
Adjustments	32.63	-	32.63
Rounding	(16.50)	-	(16.50)
Total Levy Amount	\$ 71,315,412.72	\$ 4,418,023.95	\$ 75,733,436.67
Percentages			
M&O 0.1400 / 0.1715 = 81.63%	\$ 58,216,663.44	\$ 3,430,199.49	\$ 61,646,862.93
I&S 0.0315 / 0.1715 = 18.37%	13,098,749.28	987,824.46	14,086,573.74
Total	\$ 71,315,412.72	\$ 4,418,023.95	\$ 75,733,436.67

Office of Tax Assessor-Collector

COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. PCC.



November 1, 2021

Dr. Ricardo J. Solis
South Texas College
P.O. Box 9701
McAllen, TX. 78502

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

Dear Dr. Solis,

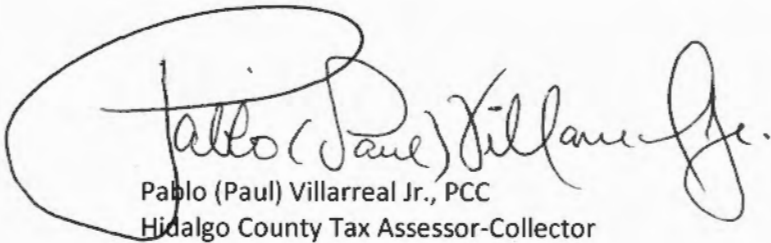
Enclosed please find the 2021 Tax Roll Totals for your district.

Be advised these totals do not include totals for accounts currently under protest. Those totals will be added once the protests are resolved.

Please place this item on the agenda of your next meeting for approval by your governing body, as per Section 26.09(e), of the Texas Property Tax Code.

Should you have any questions in regards, do contact our office.

Sincerely,



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

Xc: Hon. Maria Arcilia Duran, CPA
Hidalgo County Auditor



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

SOUTH TEXAS COLLEGE

ENTITY

The Following information is furnished as requested.

NOTE: IT IS IMPORTANT YOU COMPLETE EACH SECTION SEPARATELY.

Itemized 2021 Tax Rate (per \$100 valuation):

(A) Maintenance and Operation (M and O) \$ 0.1400

(B) Debt Service (I and S) \$ 0.0315

Total TAX RATE (A + B) FOR 2021 \$ 0.1715

Total TAX LEVY FOR 2021 \$ 71,315,412.72

No-New-Revenue Rate 2021 \$ 0.1668

Voter-Approval Rate 2021 \$ 0.1803

Average Residential Value 2021 \$ 123,436

10/21/2021

DATE



SIGNATURE

HIDALGO COUNTY TAX ASSESSOR-COLLECTOR

TITLE

PLEASE RETURN AS SOON AS POSSIBLE TO:

HIDALGO COUNTY APPRAISAL DISTRICT

Attn: Lydia Elizondo, Finance/Personnel Director

PO BOX 208

EDINBURG, TX 78540-0208

FAX: (956) 289-2120

ENTITY South Texas College
 JURISDICTION 55

2021

EXEMPT VALUE (EXXV)		TOTAL PARCELS	345,710
AG EXCLUSION	4,245,818,713	TOTAL MARKET VALUE	54,706,486,275
HS CAPPED AMOUNT	841,145,227	TOTAL EXEMPT PROPERTY	- 11,983,412,417
ABATED AMOUNT		TAXABLE VALUE	= 42,723,073,858
FREEPORT VALUE	354,568,672	TAX RATE PER \$100	* 0.1715
HB366 VALUE	50,503	LEVY (Before Frozen Levy Loss)	= 73,270,071.67
POLLUTION VALUE	45,612,657	LEVY LOSS DUE TO FREEZE	- 2,030,330.08
CHDO EXEMPTION	6,923,588	2525D	+ 72.31
PRO CHARITABLE ORG	1,238,011	LATE RENDITION	+ 75,582.32
PRO CHARITBLE FUNCT	2,104,681	LEVY	= 71,315,396.22
VETERAN FULL EXEMP	363,969,040	TOTAL LEVY (From TC502)	= 71,315,412.72
HOMESTEAD OVER 65 HOMESTEAD EXEMPTION OVER 65 HOMESTEAD SURVIVING SPOUSE		VARIANCE	+/- -16.50
DISABLED			
VETERAN EXEMPTIONS	42,766,785		
SURVIVING SPOUSE 1ST RESPONDER	1,960,061		
PRORATED EXXV	5,943,284,557		
PRORATED EXXA			
PRO MISC EXEMPTS	32,488,629		
PRO YOUTH ASSOC	668,255		
SOLAR EXEMPTION	520,816		
PRO SCHOOLS	26,117,889		
EXEMPT	52,620,084		
PRO NON PROFIT	20,340,933		
CHARITABLE ORG			
VET CHARITABLE HS DP			
PRORATED EXXL	1,213,316		
TOTAL EXEMPT PROPERTY	11,983,412,417		

CERTIFIED TAX ROLL AS OF OCTOBER 1, 2021

TAX ASSESSMENT ROLLS OF SOUTH TEXAS COLLEGE FOR THE YEAR 2021 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	320,700	49,934,137,348	38,440,898,364	2,030,330.08	63,895,898.10
PERSONAL PROPERTY	25,010	4,772,348,927	4,282,175,494	.00	7,419,514.52
MOBILE HOME PROPERTY	0	0	0	.00	.00
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	345,710	54,706,486,275	42,723,073,858	2,030,330.08	71,315,412.72

RATE OF TAXATION ASSESSMENT RATIO 100%
 TOTAL TAX RATE 00.171500

BY:  PABLO (PAUL) VILLARREAL JR., PCC
 TAX ASSESSOR - COLLECTOR HIDALGO COUNTY

Jurisdiction: 55 SOUTH TEXAS COLLEGE

Total Parcels:	345,710	Tax Rate:	0.1715000	Opt Hom:	0.0000000
Market Value:	54,706,486,275	State Hom:	0	Opt O65:	0
		State O65:	0	Opt Disabled:	0
		Disabled:	0		

AG Exclusion Count:	18,115	AG Exclusion Amt:	4,245,818,713
Timber Exclusion Count:	0	Timber Exclusion Amt:	0
HS Capped Count:	74,684	HS Capped Amt:	841,145,227
Assessed Value:	49,619,522,335		

Exempt Count/Amt:	306	52,620,084	Pro Charitable Functions Count/Amt:	8	2,104,681
Pollution Control Count/Amt:	25	45,612,657	Prorated-Excl Count/Amt:	3	1,213,316
Pro Non Profit Count/Amt:	97	20,340,933	Pro Charitable Org Count/Amt:	15	1,238,011
Hb366 Count/Amt:	211	50,503	Surviving Spouse First Responder Count/Amt:	8	1,960,061
Freeport Count/Amt:	190	354,568,672	Chdo Count/Amt:	21	6,923,588
Prorated-Exxy Count/Amt:	8,443	5,943,284,557	Solar Exemption Count/Amt:	16	520,816
100% Exempt Vet Count/Amt:	2,391	363,969,040	Pro Misc Exempts Count/Amt:	24	32,488,629
Pro Youth Associations Count/Amt:	1	668,255	Pro Schools Count/Amt:	15	26,117,889

State Homestead Count:	128,946	State Homestead Amt:	0
Local Homestead Count:	0	Local Homestead Amt:	0
State Over 65 Count:	45,170	State Over 65 Amt:	0
Local Over 65 Count:	0	Local Over 65 Amt:	0
Surviving Spouse Count:	2,517	Surviving Spouse Amt:	0
State Disabled Count:	0	State Disabled Amt:	0
Local Disabled Count:	5,034	Local Disabled Amt:	0
Total VET Count:	4,011	Total VET Amt:	42,766,785
*VET Surviving Spouse Count:	227	*VET Surviving Spouse Amt:	2,137,088
*included in the Total VET Count/Amt			

Partial Exempt Values:	42,766,785
Taxable Value:	42,723,073,858
Total Levy Amt:	71,315,412.72
2525D Count:	5
Late Rendition Penalty Count:	9,888
Frozen Account Count:	50,736
Frozen Homesite Value:	4,901,267,062
Frozen Taxable Value:	4,690,171,434
Unfrozen Levy Amt:	8,043,644.38
Frozen Levy Amt:	6,013,314.30
Frozen Levy Loss Amt:	2,030,330.08
Total Non-Exempt Parcel Count:	345,404

2525D Amt:	72.31
Late Rendition Penalty Amt:	75,582.32

COUNTY OF



STARR

AMEIDA SALINAS

Tax Assessor-Collector

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

COUNTY COURT HOUSE

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

December 8th, 2021

Dr. Ricardo J. Solis, President
South Texas College
P.O. Box 9701
McAllen, Texas 78502

Dear Dr. Solis:

Enclosed please find the 2021 Tax Roll totals for your district.

Please place this item on the agenda of your next meeting for approval by your governing body, as per Section 26.09(e), of the Texas Property Tax Code.

Should you have any questions in regards, do contact our office.

Sincerely,

Maria Ameida Salinas
Starr County Tax Assessor/Collector



COUNTY OF STARR
MA. AMEIDA SALINAS
TAX ASSESSOR-COLLECTOR

COUNTY OF



STARR

AMEIDA SALINAS

Tax Assessor-Collector

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

COUNTY COURT HOUSE

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

2021 Starr County Tax Levy

Entity	Tax Levy
Starr County	\$ 12,027,290.02
FM/FC	\$ 5,314,887.84
Drainage Dist.	\$ 419,544.97
Starr Co. Mem Hos.	\$ 6,516,679.12
South Texas College	\$ 4,418,023.95
City Of Escobares	\$ 195,386.69
Totals	\$ 28,891,812.59


 Ameida Salinas, Starr County TAC



COUNTY OF STARR
 MA. AMEIDA SALINAS
 TAX ASSESSOR-COLLECTOR

2021 CERTIFIED TOTALS

Property Count: 83,080

62 - SO TEXAS COLLEGE
ARB Approved Totals

7/20/2021

4:33:20PM

Land		Value			
Homesite:		253,778,592			
Non Homesite:		350,466,920			
Ag Market:		1,251,014,691			
Timber Market:		0	Total Land	(+)	1,855,260,203
Improvement		Value			
Homesite:		809,510,801			
Non Homesite:		319,279,804	Total Improvements	(+)	1,128,790,405
Non Real		Count	Value		
Personal Property:	3,852		1,406,811,420		
Mineral Property:	30,684		174,808,560		
Autos:	0		0		
			Total Non Real	(+)	1,581,619,980
			Market Value	=	4,565,670,588
Ag	Non Exempt	Exempt			
Total Productivity Market:	1,250,998,131	16,560			
Ag Use:	68,464,362	720	Productivity Loss	(-)	1,182,533,769
Timber Use:	0	0	Appraised Value	=	3,383,136,819
Productivity Loss:	1,182,533,769	15,840			
			Homestead Cap	(-)	54,828,079
			Assessed Value	=	3,328,308,740
			Total Exemptions Amount (Breakdown on Next Page)	(-)	836,974,882
			Net Taxable	=	2,491,333,858

Freeze	Assessed	Taxable	Actual Tax	Colling	Count		
DP	35,694,886	34,573,265	41,454.81	42,679.90	866		
OV65	126,083,111	123,745,753	159,464.43	163,446.63	2,952		
Total	161,757,997	158,319,018	200,919.24	206,126.53	3,818	Freeze Taxable	(-) 158,319,018
Tax Rate	0.171800						
						Freeze Adjusted Taxable	= 2,333,014,840

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 4,209,038.74 = 2,333,014,840 * (0.171800 / 100) + 200,919.24

Certified Estimate of Market Value: 4,565,670,588
 Certified Estimate of Taxable Value: 2,491,333,858

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2021 CERTIFIED TOTALS

Property Count: 83,080

62 - SO TEXAS COLLEGE
ARB Approved Totals

7/20/2021

4:33:53PM

Exemption Breakdown

Exemption	Count	Local	State	Total
AB	13	685,807,548	0	685,807,548
DP	1,000	0	0	0
DV1	31	0	165,000	165,000
DV2	19	0	147,480	147,480
DV3	19	0	176,470	176,470
DV4	144	0	1,547,310	1,547,310
DV4S	1	0	12,000	12,000
DVHS	87	0	6,205,929	6,205,929
EX	461	0	6,253,250	6,253,250
EX-XU	1	0	491,150	491,150
EX-XV	1,388	0	132,579,145	132,579,145
EX366	7,799	0	368,330	368,330
HS	12,596	0	0	0
OV65	3,649	0	0	0
OV65S	16	0	0	0
PC	3	3,221,270	0	3,221,270
Totals		689,028,818	147,946,064	836,974,882

Consent Agenda:

c. Approval of Appraisal District Allocated Cost Payments for Hidalgo and Starr Counties

Approval to process payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for allocated cost, as described below, is requested.

Purpose – The Hidalgo County Appraisal District and the Starr County Appraisal District perform property valuation assessments for taxes imposed during the tax year. The College’s allocated cost for property valuation services is provided annually.

Justification - The Hidalgo County Appraisal District and the Starr County Appraisal District are considered a sole source and the College and other taxing entities are required to use their services to determine the assessed valuation of properties.

Background - Each year the chief appraiser prepares a proposed budget for the operations of the appraisal district for the following tax year. The County’s Appraiser submits copies of the budget to each taxing unit participating in the district and an estimate of the amount of the budget that will be allocated to each taxing unit.

Texas Property Tax Code Chapter 6 Section 6.06 (d) Appraisal District Budget and Financing indicates that the cost is allocated as follows: “Each taxing unit participating in the district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed in the district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the district by each participating unit for that year.”

Each taxing unit pays its allocation in four equal payments.

The Tax Year 2021 estimated allocations, per the District’s budgets, are \$737,436.00 for Hidalgo County Appraisal District and \$131,023.50 for Starr County Appraisal District, for a total of \$868,459.50. The first quarterly invoice is due by December 31, 2021 for Starr County and by February 3, 2022 for Hidalgo County.

The Tax Year 2021 allocations changed from the Tax Year 2020 allocations as follows:

<u>Tax Year</u>	<u>Hidalgo County</u>	<u>Starr County</u>	<u>Total</u>
2021	\$737,436.00	\$131,023.50	\$868,459.50
2020	696,794.00	131,044.82	827,838.82
Increase/(Decrease)	<u>\$ 40,642.00</u>	<u>\$ (21.32)</u>	<u>\$ 40,620.68</u>

The changes are based on the new year budgets of each Appraisal District.

The Hidalgo County Appraisal District Budget increased by \$595,702 from \$9,922,776 to \$10,518,478 and the Starr County Appraisal District Budget remained the same at \$1,747,264.

Funding Source – Funds for these expenditures are budgeted in the Hidalgo Appraisal/Collection Fee budget and the Starr Appraisal/Collection Fee budget for FY 2021-2022.

Enclosed Documents – The 2022 allocation payments for Tax Year 2021 follow in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the payments to the Hidalgo County Appraisal District and the Starr County Appraisal District for the allocated cost as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**2022 PROJECTED
ENTITY ASSESSMENT**

ENTITY:	2021 Tax Levied	2021 Percent	2021 Official Assessment	2022 Official Assessment	2022 Quarterly Pmt
<u>Cities:</u>					
Alamo	\$4,358,898	0.43%	\$ 42,154.00	\$ 45,073.00	\$ 11,268.25
Alton	\$2,549,579	0.25%	\$ 23,574.00	\$ 26,364.00	\$ 6,591.00
Donna	\$7,563,288	0.74%	\$ 58,169.00	\$ 78,208.00	\$ 19,552.00
Edcouch	\$575,296	0.06%	\$ 5,942.00	\$ 5,949.00	\$ 1,487.25
Edinburg	\$36,773,969	3.62%	\$ 354,040.00	\$ 380,261.00	\$ 95,065.25
Elsa	\$1,537,757	0.15%	\$ 16,935.00	\$ 15,901.00	\$ 3,975.25
Granjeno	\$25,869	0.003%	\$ 228.00	\$ 267.00	\$ 66.75
Hidalgo	\$2,583,559	0.25%	\$ 24,803.00	\$ 26,715.00	\$ 6,678.75
La Joya	\$1,106,033	0.11%	\$ 9,957.00	\$ 11,437.00	\$ 2,859.25
La Villa	\$619,039	0.06%	\$ 5,915.00	\$ 6,402.00	\$ 1,600.50
McAllen	\$53,036,057	5.21%	\$ 529,550.00	\$ 548,419.00	\$ 137,104.75
Mercedes	\$5,295,642	0.52%	\$ 51,943.00	\$ 54,759.00	\$ 13,689.75
Mission	\$25,552,721	2.51%	\$ 250,016.00	\$ 264,227.00	\$ 66,056.75
Palmview	\$3,107,561	0.31%	\$ 29,011.00	\$ 32,134.00	\$ 8,033.50
Penitas	\$1,472,827	0.14%	\$ 13,961.00	\$ 15,230.00	\$ 3,807.50
Progreso	\$923,102	0.09%	\$ 8,645.00	\$ 9,546.00	\$ 2,386.50
Pharr	\$25,143,252	2.47%	\$ 248,711.00	\$ 259,994.00	\$ 64,998.50
San Juan	\$9,088,384	0.89%	\$ 85,080.00	\$ 93,978.00	\$ 23,494.50
Sullivan City	\$639,883	0.06%	\$ 5,578.00	\$ 6,617.00	\$ 1,654.25
Weslaco	\$14,176,268	1.39%	\$ 140,793.00	\$ 146,590.00	\$ 36,647.50
Entity Totals	196,128,984	19.28%	\$ 1,905,005.00	\$ 2,028,071.00	\$ 507,017.75
<u>Schools:</u>					
Donna	\$20,198,602	1.99%	\$ 192,477.00	\$ 208,863.00	\$ 52,215.75
Edcouch-Elsa	\$5,015,917	0.49%	\$ 49,690.00	\$ 51,867.00	\$ 12,966.75
Edinburg	\$88,342,425	8.68%	\$ 855,673.00	\$ 913,504.00	\$ 228,376.00
Hidalgo	\$6,984,990	0.69%	\$ 76,588.00	\$ 72,228.00	\$ 18,057.00
La Joya	\$38,367,742	3.77%	\$ 364,900.00	\$ 396,741.00	\$ 99,185.25
La Villa	\$1,790,962	0.18%	\$ 17,412.00	\$ 18,520.00	\$ 4,630.00
Lyford	\$158,326	0.02%	\$ 1,270.00	\$ 1,637.00	\$ 409.25
McAllen	\$90,489,805	8.90%	\$ 919,474.00	\$ 935,708.00	\$ 233,927.00
Mercedes	\$8,796,046	0.86%	\$ 86,280.00	\$ 90,955.00	\$ 22,738.75
Mission	\$28,363,668	2.79%	\$ 291,701.00	\$ 293,294.00	\$ 73,323.50
Monte Alto	\$2,085,506	0.21%	\$ 18,467.00	\$ 21,565.00	\$ 5,391.25
PSJA	\$66,168,839	6.50%	\$ 664,055.00	\$ 684,218.00	\$ 171,054.50
Progreso	\$2,652,277	0.26%	\$ 25,033.00	\$ 27,426.00	\$ 6,856.50
Sharyland	\$42,944,037	4.22%	\$ 457,725.00	\$ 444,062.00	\$ 111,015.50
So Tx College	\$71,315,413	7.01%	\$ 696,794.00	\$ 737,436.00	\$ 184,359.00
South Texas ISD	\$21,215,812	2.09%	\$ 206,138.00	\$ 219,382.00	\$ 54,845.50
Valley View	\$10,182,717	1.00%	\$ 98,906.00	\$ 105,294.00	\$ 26,323.50
Weslaco	\$26,211,702	2.58%	\$ 267,037.00	\$ 271,041.00	\$ 67,760.25
Entity Total	531,284,785	52.23%	\$ 5,289,620.00	\$ 5,493,741.00	\$ 1,373,435.25
GRAND TOTALS	1,017,213,212	99%	\$ 9,922,776.00	\$ 10,518,478.00	\$ 2,629,619.50
BUDGET TOTAL			\$ 9,922,776.00	\$ 10,518,478.00	\$ 2,629,619.50

**2022 PROJECTED
ENTITY ASSESSMENT**

ENTITY:	2021 Tax Levied	2021 Percent	2021 Official Assessment	2022 Official Assessment	2022 Quarterly Pmt
Hidalgo County	\$235,088,870	23.11%	\$ 2,292,102.00	\$ 2,430,934.00	\$ 607,733.50
Drainage Dist.#1	\$52,011,015	5.11%	\$ 409,720.00	\$ 537,819.00	\$ 134,454.75
Entity Totals	287,099,884	27.57%	\$ 2,701,822.00	\$ 2,968,753.00	\$ 742,188.25

Fire Districts:

EMS District #1	\$214,671	0.02%	\$ 2,035.00	\$ 2,219.00	\$ 554.75
EMS District #2	\$386,169	0.04%	\$ 3,630.00	\$ 3,993.00	\$ 998.25
EMS District #3	\$494,006	0.05%	\$ 5,120.00	\$ 5,108.00	\$ 1,277.00
EMS District #4	\$258,545	0.03%	\$ 2,434.00	\$ 2,674.00	\$ 668.50
Entity Totals	1,353,390	0.13%	\$ 13,219.00	\$ 13,994.00	\$ 3,498.50

Irrigation Districts:

Donna #1	715,476	0.07%	\$ 7,018.00	\$ 7,399.00	\$ 1,849.75
Delta Lake	561,644	0.06%	\$ 5,456.00	\$ 5,807.00	\$ 1,451.75
Kennedy Co GCD	1,130	0.0001%	\$ 11.00	\$ 12.00	\$ 3.00
Brush Country GCD	449	0.00004%	\$ 5.00	\$ 4.00	\$ 1.00
Red Sands GCD	67,469	0.01%	\$ 620.00	\$ 697.00	\$ 174.25
Entity Totals	1,346,168	0.14%	\$ 13,110.00	\$ 13,919.00	\$ 3,479.75



Starr County Appraisal District

100 N. FM 3167, STE 300
Rio Grande City, Texas 78582
Phone: 956-487-5613 Fax: 956-487-8555

BOARD OF DIRECTORS

Raul Pena III, Chairman
Daria "Dr. B" Babineaux, Secretary
Eloy Garza, Member
Eleazar Velasquez, Member
Clarissa B. Alvarez, Member

Rosalva Guerra
Chief Appraiser

November 1, 2021

Dr. Ricardo J. Solis, President
South Texas College
3201 W. Pecan
McAllen, Texas 78501

Dear Dr. Solis:

In accordance with section 6.06 of the Texas Property Code, I am hereby submitting a payment schedule for 2022 based on the 2022 budget and your tax levy for 2021 – 2022.

Total allocation for the year 2022 is	<u>\$131,023.50</u>
First quarter installment for 2022 due 12/31/2021	\$32,755.87
Second quarter installment for 2022 due 3/31/2022	\$32,755.87
Third quarter installment for 2022 due 6/30/2022	\$32,755.88
Fourth quarter installment for 2022 due 9/30/2022	\$32,755.88

Please remit all payments to Starr County Appraisal District, 100 N. FM 3167 STE 300, Rio Grande City, Texas 78582. If you may have any questions, please feel free to contact me at the office. Your full cooperation in this matter is greatly appreciated.

Respectfully,

A handwritten signature in black ink, appearing to read "Rosalva Guerra", is written over a horizontal line.

Rosalva Guerra, RPA, CTA, CCA
Starr County Appraisal District Chief Appraiser

RG: mrl
xc: Mr. Jesus Ramirez, Attorney
xc: Ms. Rose Benavides, Chairperson
xc: Ms. Maricarmen Ramirez, Accts. Payable
xc: Ms. Yvette M. Ortiz, Business Office

Consent Agenda:

d. Approval of Proposed Revisions to Student Tuition and Fees Schedule for FY 2021 – 2022

Approval of proposed revisions to the Student Tuition and Fees Schedule for FY 2021 - 2022 is requested.

Purpose – To revise the Student Tuition and Fees Schedule for FY 2021 - 2022 in order to remove the In-District, Out-of-District, and Non-Resident tuition rates in the Workforce/Continuing Education Tuition and Fees section and adding a \$7.00 per hour or variable tuition rate regardless of residency.

Justification – The departments of Continuing, Professional and Workforce Education and the Institute for Advanced Manufacturing have been unable to implement the different tuition rates due to the Banner computer system being unable to automatically apply the correct tuition rate based on student residency, therefore revisions are being proposed.

Background - On June 22, 2021, the Board approved the Student Tuition and Fees Schedule for FY 2021 - 2022, which included the Workforce/Continuing Education In-District, Out-of-District, and Non-Resident tuition rates.

The Workforce/Continuing Education Tuition and Fees changes are as follows:

	Board Approved FY 2019-2020	Board Approved FY 2020-2021	Proposed Changes FY 2021-2022
Workforce/Continuing Education Tuition and Fees:			
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition	6.00 or variable tuition including zero	Deleted	7.00 or variable tuition including zero
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (In-District)		7.00 or variable tuition including zero	Deleted
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (Out-of-District)		8.00 or variable tuition including zero	Deleted
Workforce/Continuing Education Non-Credit Tuition per contact hour or variable tuition including zero tuition (Non-Resident)		18.00 or variable tuition including zero	Deleted

Reviewers - The proposed revisions for the Workforce/Continuing Education tuition rates in the Student Tuition and Fees Schedule for FY 2021 – 2022 have been reviewed by staff and President's Cabinet.

Dr. Ricardo J. Solis, President, and Olivia de la Rosa, Director of Continuing, Professional and Workforce Education, attended the Committee meeting to address questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed revision for the Workforce/Continuing Education tuition rates in the Student Tuition and Fees Schedule for FY 2021 – 2022 as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed revision for the Workforce/Continuing Education tuition rates in the Student Tuition and Fees Schedule for FY 2021 – 2022 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

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

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

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

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

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

- a. Approval to Contract Architectural Services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion
- b. Approval to Contract Architectural Services for the Technology Campus Exterior Solar Panel Structures
- c. Approval to Contract Construction Services for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement
- d. Approval to Contract Construction Services for the Regional Center for Public Safety Excellence Additional Chiller Installation
- e. Approval of Proposed Change Order for the District Wide Deferred Maintenance of Roofs at the Starr County Campus

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approve and authorize items a – e of the Finance, Audit, and Human Resources Committee Consent agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval to Contract Architectural Services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion

Approval to contract architectural services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion is requested.

Purpose

Architectural services are necessary for design and construction administration services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Scheduling Priority

This project has been requested by the Division of Nursing & Allied Health. It has been reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. This project is scheduled as an educational space improvement to provide lab space for instruction and demonstration.

Background

On June 22, 2021, the Board approved the proposed Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion as part of the College's FY 2021-2022 Capital Improvement Projects. The project consists of constructing an expansion to the existing Occupational Therapy Kitchen Lab to provide adequate space and equipment for instruction and occupational therapy training.

- Design and construction of the expansion
- Addition of cabinet millwork, shelving, and sinks
- Existing Kitchen Lab A303 expanded to allow more counter space for instructional stations and more floor space for teaching students to use assisted devices (wheel chairs and walkers)
- Hand washing station in Neuromat Lab A304.
- Bathroom (A304) to be part of the kitchen expansion.
- Media Lab (A308) remove computer counter and add storage shelving.
- Approximate square feet of the proposed space: 923 s.f.

On September 28, 2021, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on October 20, 2021, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of twenty (20) firms received a copy of the Request for Qualifications (RFQ) and a total of four (4) firms submitted their responses on November 11, 2021.

Timeline for Solicitation of Statements of Qualifications	
October 20, 2021	Solicitation of statements of qualifications began.
November 11, 2021	Four (4) statements of qualifications were received.

Highest Ranked Vendor

Based on the evaluations of the qualifications, **Negrete & Kolar Architects, LLP** was the highest ranked firm.

The project budget is \$73,500 and itemized in the table below:

Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion Total Project Budget	
Budget Item	Project Total
Construction	\$60,000
Design	6,000
Miscellaneous	1,500
FFE	3,000
Contingency 5%	3,000
Total Project Budget	\$73,500

Funding Source

Funds for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion Project 2022-004C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund.

Reviewers

The proposals have been reviewed by College staff from the Division of Business, Public Safety, & Technology, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing departments.

Enclosed Documents

A presentation of the proposed project is enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural services with Negrete & Kolar Architects, LLP for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes contracting architectural services with Negrete & Kolar Architects, LLP for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

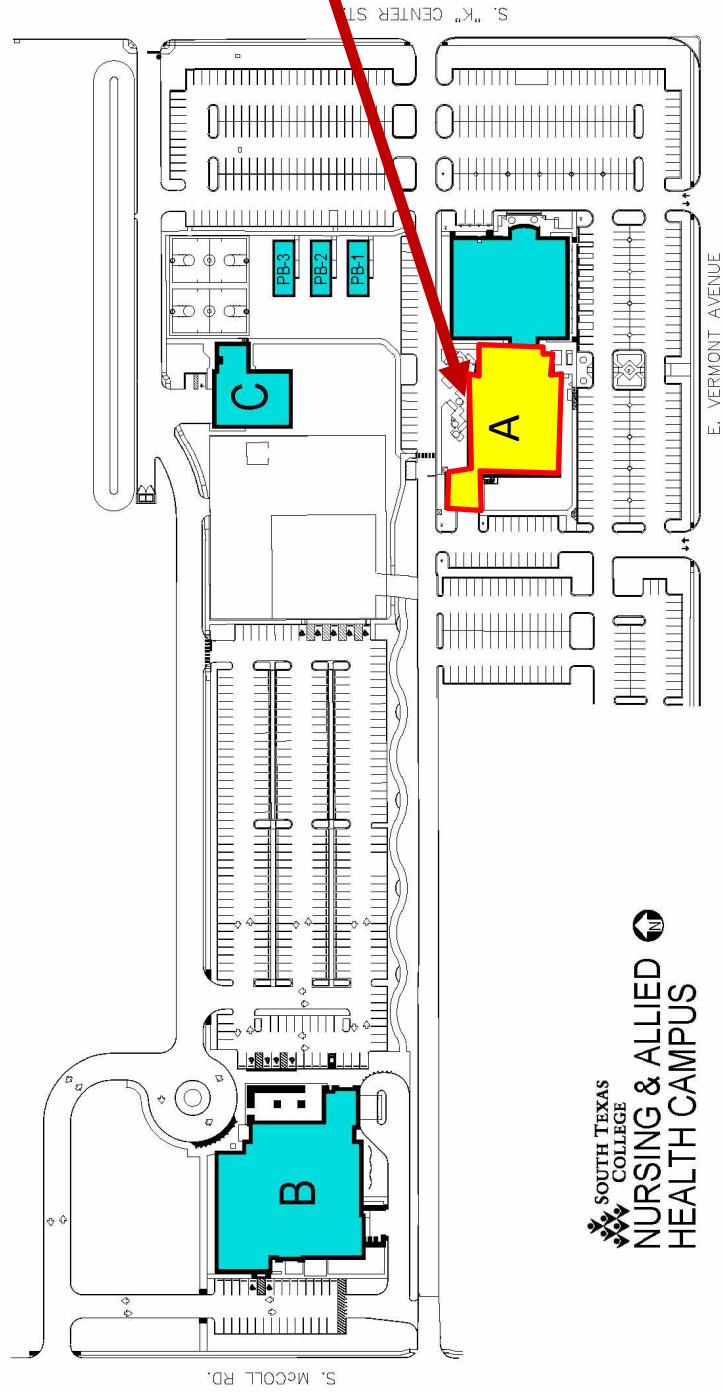


Nursing and Allied Health Campus
NAH East - Building A
Occupational Therapy Program
Kitchen Lab Expansion
CIP 2022-004



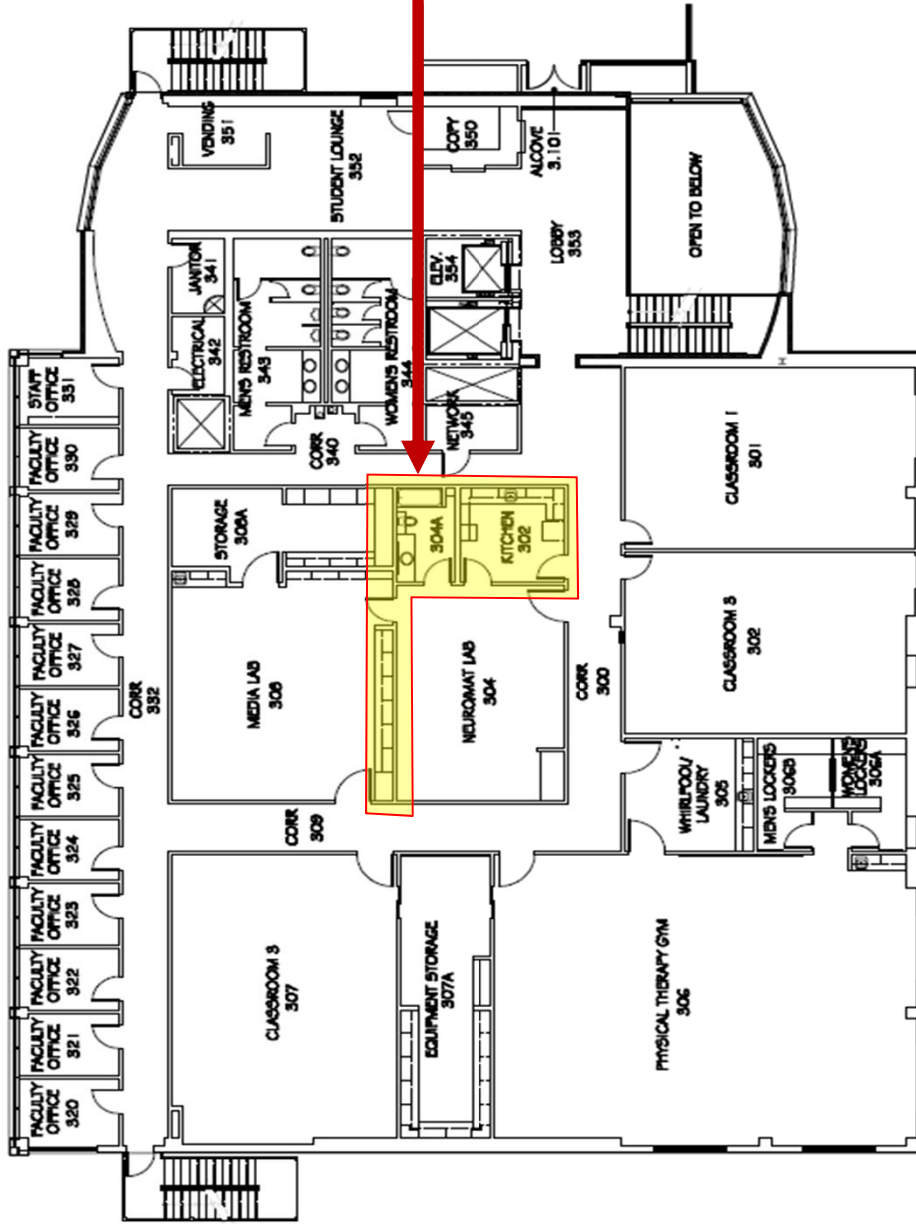
**SOUTH TEXAS
COLLEGE**

Occupational Therapy Program Kitchen Expansion



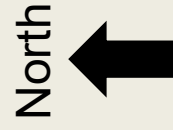
PROJECT
LOCATION

Occupational Therapy Program Kitchen Expansion

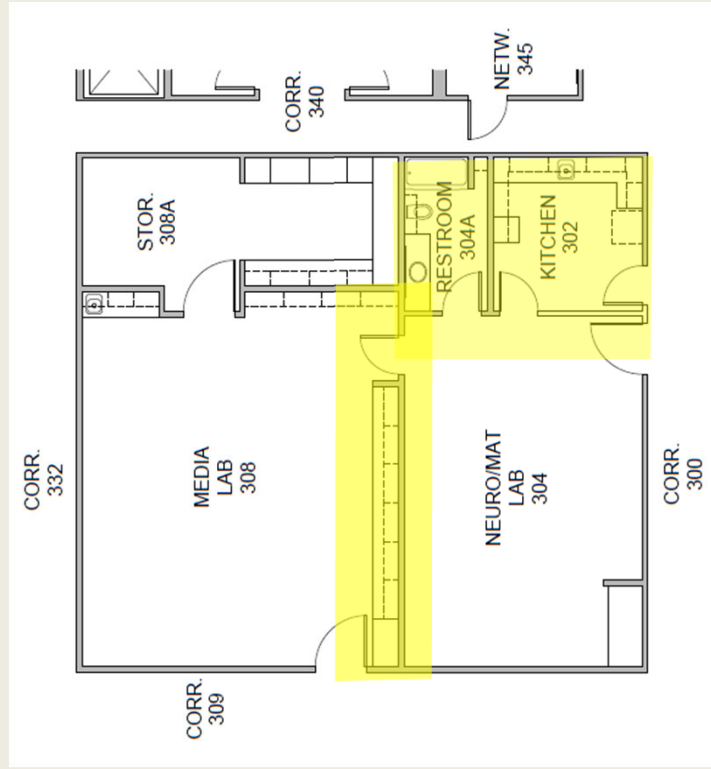


**PROJECT
LOCATION**

**THIRD FLOOR
ROOMS 302, 304,
304A, & 308**

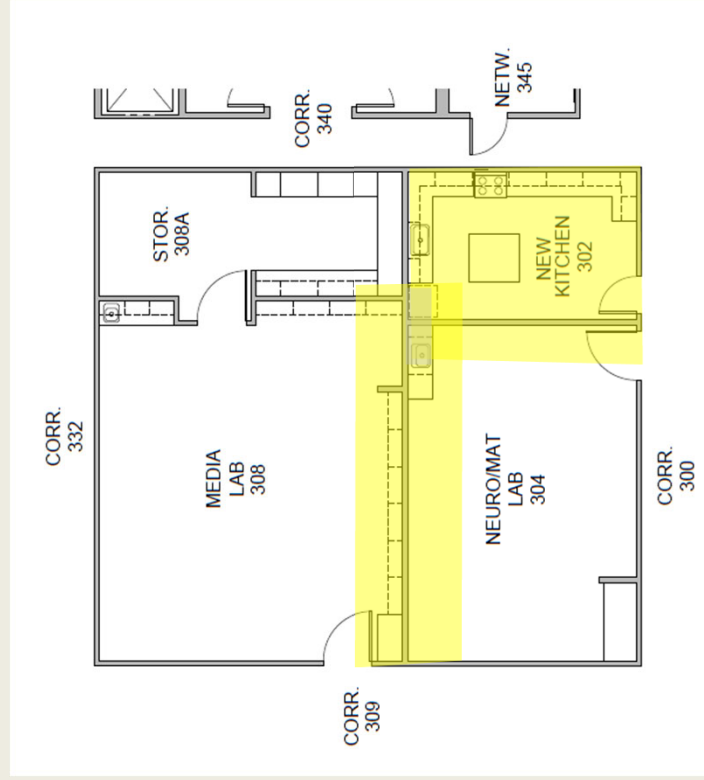


Occupational Therapy Program Kitchen Expansion Proposed Layout



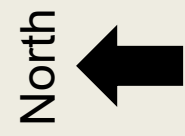
Existing Layout

ROOMS 302, 304,
304A, & 308



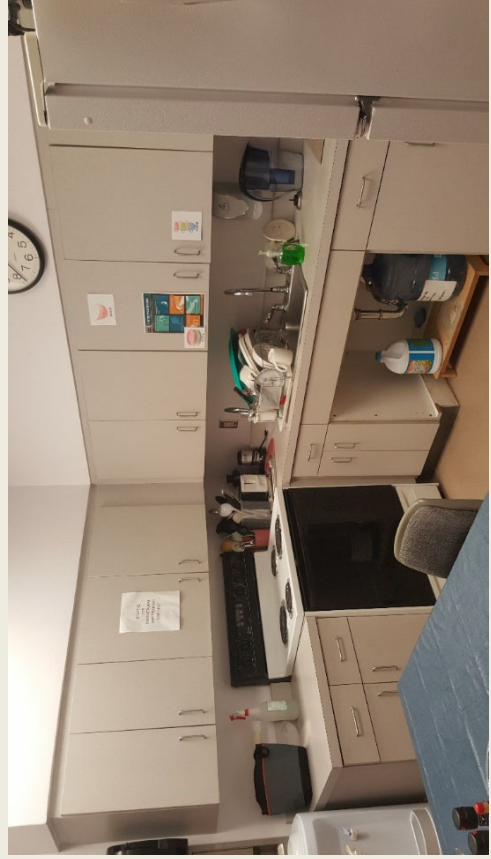
Proposed Layout

ROOMS 302, 304, 308



Occupational Therapy Program Kitchen Expansion

Interior Photos



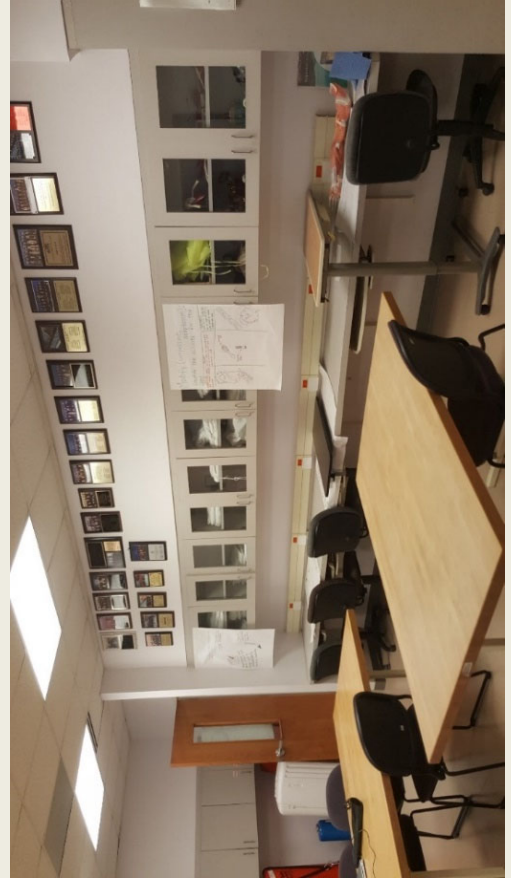
Existing Room 302

Occupational Therapy Program Kitchen Expansion Interior Photos



Existing Rooms 304 & 304A

Occupational Therapy Program Kitchen Expansion Interior Photos



Existing Room 308

Occupational Therapy Program Kitchen Expansion

Project Scope and Budget



Requested By

Occupational Therapy Assistant Program

Scope of work

- Existing Kitchen Lab A302 expanded to allow more counter space for instructional stations and more floor space for teaching students to use assisted devices (wheel chairs and walkers)
- Hand washing station in Neuromat Lab A304.
- Bathroom (A304) to be part of the kitchen expansion.
- Media Lab (A308) remove computer counter and add storage shelving.

Total Renovated Square Feet = 923 sq. ft.

Estimated Construction Cost per Square Foot = \$65/sq ft

Estimated Total Project Budget

Construction	\$ 63,000
Design	6,000
Miscellaneous	1,500
FFE	3,000
Total Project Budget	\$ 73,500

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.
ADDRESS	1314 E 22nd St	3700 N 10th St	204 E Stubbs St	200 S 10th St Ste 1500
CITY/STATE/ZIP	Mission, TX 78572	McAllen, TX 78504	Edinburg, TX 78539	McAllen, TX 78501
PHONE	956-239-2438	956-686-0100	512-461-8810	956-702-8880
CONTACT	Jose Carlos Garcia III	Raymond Gignac	David Negrete	Saul Maldonado
3.1 Statement of Interest				
3.1.1 Statement of Interest for Project	Stated that they are interested in establishing & maintaining a professional relationship with STC. Indicated that their specialized experience is in adaptive reuse of educational related spaces including the reorganization of mechanical, electrical systems, other life safety systems and specialized data.	Pointed out their expertise in designing culinary spaces, kitchens, cafeterias, and nutritional education centers and meeting their clients needs and goals for these educational facilities. Highlighted their availability & commitment to their projects in their entirety and their clients.	Indicated their qualifications demonstrates a long resume of conversion, repurpose and renovation of facilities.	Stated they are fully committed and prepared to offer STC a solid team of experts with comprehensive architectural and engineering design that will combine their knowledge and experience to deliver valuable, cost effective, and quality driven professional services.
3.1.2 History and Statistics of Firm	- Established in 2014 - Principal's experience spans 30 years and includes leadership roles on multi-million-dollar projects - Principal's credentials include State of Texas licensed; State of Texas Registered Architectural Firm; member of the American Institute of Architects; former Board of Trustee, President & Member for Mission CISD	- Offices in Corpus Christi, Harlingen, and McAllen - Established in 1988 - Over 400 successful educational projects	- Offices in Austin and Edinburg - Principal has 30+ years experience - Established in 2003	- Established in 2008 - 97 Employees
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated they have unique qualifications working on commercial kitchens for professional arenas, local area restaurants, including UTRGV's teaching kitchens for its educational facilities	Pointed out the teams has a vast amount of experience designing labs, mechanical areas, covered walkways and areas, storage and classrooms for educational and public agencies.	Pointed out their extended 10-year history with Trinity MEP Engineering & Chanin Engineering (Structural) as their design team members and with whom they have collaborated with for conversions projects and other new projects for a variety of public institutions.	Stated they have a distinct advantage over many other architectural firms in that they provide project turn-key options including complete project development, design, construction and completion.
3.1.4 Statement of Availability and Commitment	Stated they are ready and available to staff any size project for South Texas College as they have access to an enhanced team of drafters and project managers.	Stated they will commit all named Principals and professionals for the duration of the project.	Indicated the firm will commit to having the principal and staff available according to the schedules determined.	Stated they have 97 employees that are readily available to provide quality professional services to STC.

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.
3.2 Prime Firm				
3.2.1 Resumes of Principals and Key Members	Included resumes for the following: - Charlie Garcia III, Managing Partner - Olga N. Garcia, Owner Executive Director - Charlie Garcia, Sr., Construction Manager Draftsman & Assistants: - Herman Mendez, Senior Project Manager - Leeroy Flores, Project Manager - Olga N. Garcia, Principal Executive Director	Included resumes for the following staff: - Raymond Gignac, Principal-In-Charge - Rolando Garza, Senior Project Architect - Carolyn James, Senior Interior Designer/ Space Planner - Nicholas Gignac, Architectural Designer - Juan Mujica, Project Manager - Ana Salas-Luksa, Assistant Project Manager - Hector Guevara - Production Support/Architectural Intern	Included resumes for the following staff: - David N. Negrete, Principal Partner - Andres L. Mata, Jr., Project Manager - Esteban Zamora, Project Designer - Bruce W. Menke, Project Manager - Jason T. George, Architect/ Project Manager	Included resumes for the following staff: - Saul D. Maldonado, Principal in Charge - Adan A. Alvarez, Jr, Senior Architect/ Project Manager - Luz Maria Ibarra Cantu, Architectural Assistant Project Manager - Samuel D. Maldonado, Project Surveyor - Ricardo A. Leal, Project Engineer/Construction Manager
3.2.2 Project Assignments and Lines of Authority	Lines of authority and communication start with the Owner and the Project Architect. The Architect of Record leads the Design Team through Schematic Design & on thru Owner occupancy until project is complete and serves as a single point of contact for the Owner and CG5's Consultants.	Lines of authority and assignments within firm are shown in an organization chart that includes seven staff members.	Lines of authority are indicated in an organization chart. Indicate that all team members will, at some point, dedicate 100% of time to project.	Duties and time assignments for firm staff are summarized in a table.
3.2.3 Prime Firm proximity and meeting availability	Indicated they are located in Mission, TX and has access to offices in McAllen, Weslaco, and San Antonio. Their main area of services is the RGV.	Indicated they are located in McAllen, TX, 2.9 miles from STC's Pecan campus and will be very accessible for meeting throughout the entire project.	Indicated their main project office is located in Edinburg and is within 12 miles of the work site.	Firm is 2.4 miles from STC.
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	Indicated that the firm is not or has not ever been involved in any litigation.	Provided information regarding litigation. Noted that none of the claims will have any impact on their ability to provide architectural services under this contract.	Indicated that the firm is not involved in any litigation.	Indicated that the firm is not involved in any litigation.

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.
3.3 Project Team				
3.3.1 Organization chart with Role of Prime Firm and each consultants firm	Included organization chart which showing prime firm and its (5) employees and the following consultants: - CLH Engineering (Civil & Instructional) a role summary has been included - VME Engineering LLC (MEP) a role summary has been included - MEG Engineers (Geotechnical)	Included organization chart showing prime firm and the following consultants: - Chanin Engineering - Structural - DBR Engineering - MEP - Perez Consulting Engineers - Civil	Included organizational chart showing prime firm and the following consultant: - Trinity MEP Engineering - MEP - Chanin Engineering - Structural	Included organizational chart and indicated they will not be subcontracting any portion of the work.
3.4 Representative Projects				
3.4.1 Minimum of 5 projects firm has worked on	- PSJA ISD Elvis J Ballew Parking Lot & Interior Renovations including Cosmetology Lab (\$873,000) - PSJA ISD Franklin Elementary Roof Renovations (\$600,000) - La Joya ISD Guillermo Flores Elementary Roof and Interior Renovations (\$1.1 Million) - La Joya ISD Rosendo Benavides Elementary Roof and Interior Renovations (\$1.6 Million) - La Joya ISD Kika De La Garza Elementary Roof & Interior Renovations (\$750,000)	- Del Mar College - Emerging Technology Expansion (\$8 million) - PSJA ISD - Collegiate Academy Campus Re-purpose: Agricultural Science CTE Facilities (\$27.2 Million) - La Joya ISD- Nutritional Education & Foods Storage Facility (\$6.75 Million) La Joya ISD- Juarez-Lincoln High School & CTE Labs (\$57.3 Million) - La Joya ISD- Collegiate Academy- Culinary CTE Facilities (\$27.2 Million) - Corpus Christi ISD- Veterans Memorial High School, Welding Labs, & CATE Shops (\$93,204,494)	- UTRGV - Dietetics Lab Renovation (\$280,000) - UTRGV - El Comedor Food Services- Brownsville (\$534,000) - UTRGV- MASS Administration (\$2,345,000) - McAllen ISD - Nikki Rowe High School - Cafeteria Renovation (\$1,100,000) - Austin Community College - Culinary Arts Program (\$10,673,647)	- Texas State Technical College -Building 20H1 Renovation - P.B.E. HVAC Technology (\$519,449) - Texas State Technical College - Engineering - Phase II (\$3,750,000) - Texas State Technical College - Building 200D Renovation (\$1,993,000) - Texas State Technical College Engineering Technology Center- Phase I (\$4,418,666) -The University of Texas System - UTRGV at Starr County (\$5,207,784)
3.5 References				
3.5.1 References for five (5) projects	- PSJA ISD - La Joya ISD	- City of Weslaco - Region One ESC - Del Mar College - PSJA ISD	- UT-Rio Grande Valley - City of Edinburg - Edinburg CISD - Lower Rio Grande Valley Development Council - Washington Alliance Capitol, LLC.	- Texas State Technical College - MD Anderson Center - Tropical Texas Behavioral Health - San Jacinto College - Edinburg CISD

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.
3.6 Project Execution				
3.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	Stated that they are committed to their clients' success and believe that one point of contact allows quality control from and successful project completion from beginning to end.	Provided very detailed project approach process.	Provided a project timeline that covers key events of entire project.	Stated they are experienced in Architectural and Engineering master planning, programming, design, and construction administration.
3.6.2 Willingness and ability to expedite services. Ability to supplement production.	Stated that their Architect, Charlie Garcia III's is experienced with enhanced and expedited project scheduling which, for example, allowed them to successfully complete Vanguard Academy Educational Facility with 15 classrooms (\$1.5 Million) within months.	Indicated they are able to adjust schedules and fast-track projects to meet owner deadlines.	Indicated that they are involved in a limited amount of major long-term project delivery programs and their staff is fully capable of undertaking the projects assigned.	Stated they are willing and able to expedite services and construction administration, if needed.
TOTAL EVALUATION POINTS	528.4	552.80	554.20	549.40
RANKING	4	2	1	3

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

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS EAST BUILDING A
OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.				
ADDRESS	1314 E 22nd St	3700 N 10th St	204 E Stubbs St	200 S 10th St Ste 1500				
CITY/STATE/ZIP	Mission, TX 78572	McAllen, TX 78504	Edinburg, TX 78539	McAllen, TX 78501				
PHONE	956-239-2438	956-686-0100	512-461-8810	956-702-8880				
CONTACT	Jose Carlos Garcia III	Raymond Gignac	David Negrete	Saul Maldonado				
3.1 Statement of Interest (up to 100 points)								
3.1.1 Statement of interest on project	80	88.00	96	91.00	90	91.20	75	88.20
3.1.2 Firm History including credentials	93		93		93			
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	90		90		90			
3.1.4 Availability and commitment of firm and its principal(s) and key professionals	85		85		90			
	92		91		93			
3.2 Prime Firm (up to 100 points)								
3.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	75	86.40	96	91.00	96	91.60	85	90.60
3.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s).	92		90		90			
3.2.3 Prime Firm proximity and meeting availability	92		89		89			
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	80		90		90			
	93		90		93			
3.3 Project Team (up to 100 points)								
3.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included. --Identify the consultant and provide a brief history about the consultant --Describe the consultant's proposed role in the project and its related project experience --List a project(s) that the prime firm and the consultant have worked together on during the last five years --Provide a statement of the consultant's availability for the projects(s) --Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the projects(s)	75	87.40	96	92.20	96	93.00	90	92.00
	94		92		95			
	95		93		95			
	80		90		85			
	93		90		94			
3.4 Representative Projects (up to 100 points)								
3.4.1 Specific data on five (5) projects the prime firm provided or is providing professional services in an educational setting --Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project architect; Project designer; Names of consultant firms and their expertise.	96	91.80	96	93.60	96	95.00	96	94.00
	92		91		93			
	98		97		97			
	80		90		95			
	93		94		94			

**SOUTH TEXAS COLLEGE
 ARCHITECTURAL SERVICES - DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS EAST BUILDING A
 OCCUPATIONAL THERAPY KITCHEN LAB EXPANSION
 PROJECT NO. 21-22-1022**

VENDOR	CG5 Architect	Gignac & Associates, LLP.	Negrete & Kolar Architects, LLP.	SAMES, Inc.				
3.5 Five References (up to 100 points)								
3.5.1 Provide references for five (5) projects, other than STC. The references shall include the following current information: Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address.	90	88.20	95	92.20	90	91.00	90	93.60
	91		92		94		95	
	92		92		89		94	
	75		90		90		95	
	93		92		92		94	
3.6 Project Execution (up to 100 points)								
3.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out. 3.6.2 Provide information as part of submission response to assure that Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands.	75	86.60	95	92.80	95	92.40	90	91.00
	92		91		95		91	
	88		90		89		90	
	85		95		90		90	
	93		93		93		94	
TOTAL EVALUATION POINTS	528.40	552.80	554.20	549.40				
RANKING	4	2	1	3				

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

Project Fact Sheet

12/1/2021

Project Name: Nursing Allied Health Campus - East Building A Occupational Therapy Kitchen Expansion			Project No. 2022-004C	
Funding Source(s): Unexpended Plant Fund				
		FY 21-22		
	<u>Total Project</u>		<u>FY 21-22</u>	<u>Variance of</u>
	<u>Budget</u>	<u>Project Budget</u>	<u>Actual</u>	<u>Project Budget</u>
			<u>Expenditures</u>	<u>vs. Actual</u>
			<u>Expenditures</u>	<u>Expenditures</u>
Construction:	\$ 63,000.00	\$ 63,000.00		\$ 63,000.00
Design:	6,000.00	6,000.00		\$ 6,000.00
Miscellaneous:	1,500.00	1,500.00		\$ 1,500.00
FFE:	3,000.00	3,000.00		\$ 3,000.00
Technology:	-	-	-	-
Total:	\$ 73,500.00	\$ 73,500.00	\$ -	\$ 73,500.00
				<u>Total Actual</u>
				<u>Expenditures To</u>
				<u>Date</u>
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

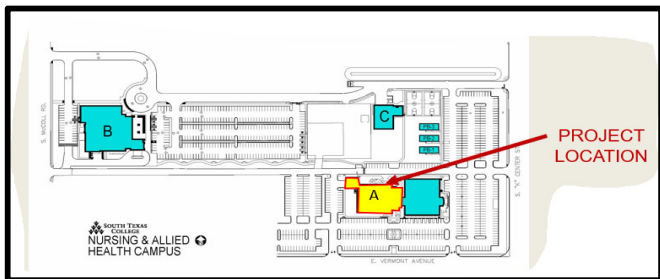
Project Team		Board Status		
Approval to Solicit Architect/Engineer:	9/28/2021	<u>Board Approval of Schematic Design</u>	TBD	
Architect/Engineer:	TBD			
Contractor:	TBD			
STC FPC Project Manager:	Samuel Saldana	<u>Substantial Completion</u>	TBD	<u>Board Acceptance</u> TBD
		<u>Final Completion</u>	TBD	<u>Board Acceptance</u> TBD
Project Description		Project Scope		
Expansion of the Occupational Therapy Kitchen		Expansion of the Occupational Therapy Kitchen, removal of existing training restroom, additional plumbing and storage shelving.		

Projected Timeline						
Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Substantial Completion Date	Final Completion Date	FFE Completion of Move In
12/14/2021	3/29/2022	5/24/2022	6/21/2022	9/2/2022	10/2/2022	N/A

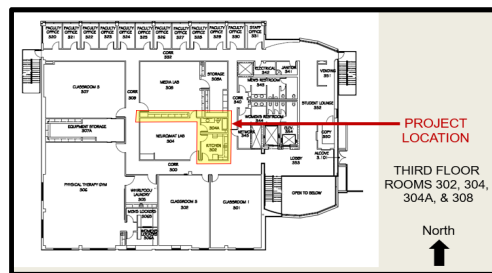
Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total
2021-22	-	-	-	-	-	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Current Agenda Item

12/07/21 Facilities Committee: Review and Recommend Action on Contracting Architectural Services for the Nursing & Allied Health Campus East Building A Occupational Therapy Kitchen Lab Expansion.




Project Location



Proposed Location

FPC Project Manager 

FPC Asst. Director 

FPC Director 

Consent Agenda:

b. Approval to Contract Architectural Services for the Technology Campus Exterior Solar Panel Structures

Approval to contract architectural services for the Technology Campus Exterior Solar Panel Structures project is requested.

Purpose

Architectural services are necessary for design and construction administration services for the Technology Campus Exterior Solar Panel Structures project. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Scheduling Priority

This project has been requested by the Construction and Building Technologies Program. It has been reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. This project is scheduled as an educational space improvement to provide a structure for instruction and demonstration.

Background

On June 22, 2021, the Board approved the proposed Technology Campus Exterior Solar Panel Structures as part of the College’s FY 2021-2022 Capital Improvement Projects. The project consists of constructing two standalone structures to provide a space for instruction and training of installing solar panels.

- Design and construction of the two (2) structures
- Each structure to hold twelve (12) solar panels each, for a total of twenty-four (24)
- Approximate square feet of the proposed spaces: 840 s.f.

On September 28, 2021, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on October 20, 2021, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of seventeen (17) firms received a copy of the RFQ and a total of two (2) firms submitted their responses on November 11, 2021.

Timeline for Solicitation of Statements of Qualifications	
October 20, 2021	Solicitation of statements of qualifications began.
November 11, 2021	Two (2) statements of qualifications were received.

Highest Ranked Vendor

Based on the evaluations of the qualifications, **SAMES, Inc.** was the highest ranked firm.

The project budget is \$103,100 and itemized in the table below:

Technology Campus Exterior Solar Panel Structures Total Project Budget	
Budget Item	Project Total
Construction	\$88,200
Design	8,400
Miscellaneous	6,500
Total Project Budget	\$103,100

Funding Source

Funds for the Technology Campus Exterior Solar Panel Structures Project 2022-008C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund.

Reviewers

The proposals have been reviewed by College staff from the Division of Business, Public Safety, & Technology, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing departments.

Enclosed Documents

A presentation of the proposed project is enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural services with SAMES, Inc. for the Technology Campus Exterior Solar Panel Structures project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes contracting architectural services with SAMES, Inc. for the Technology Campus Exterior Solar Panel Structures project as presented.

Approval Recommended:

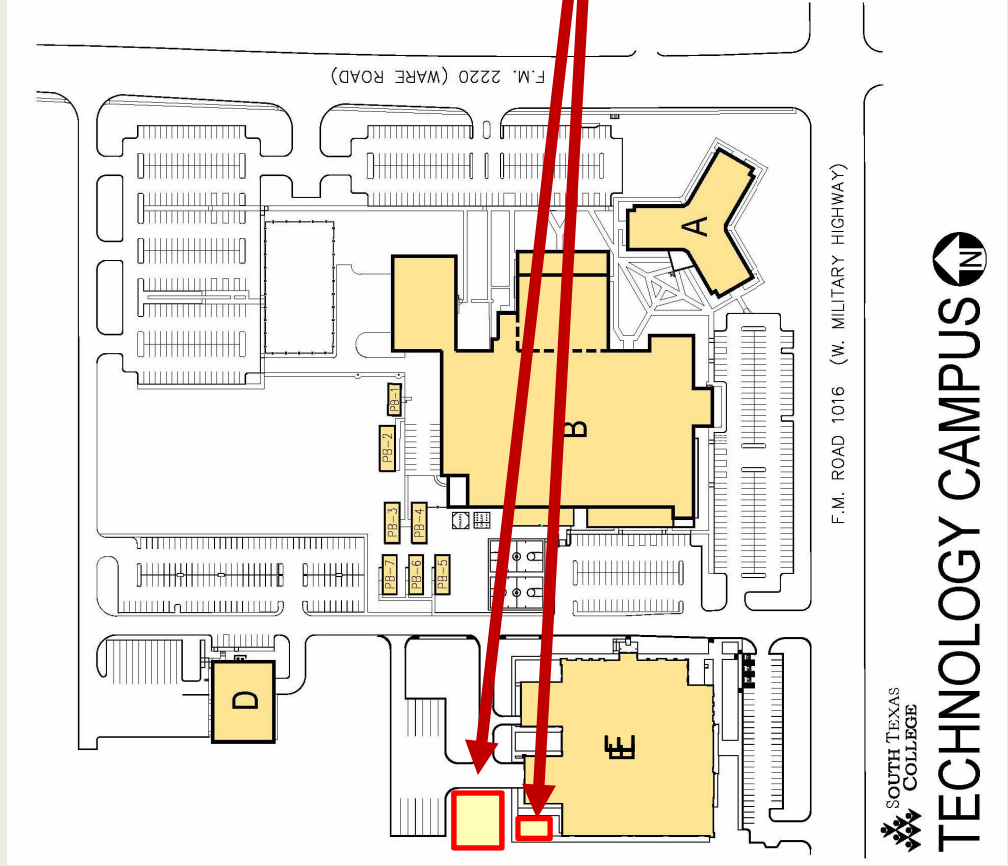
Dr. Ricardo J. Solis
President



Technology Campus
Institute for Advanced Manufacturing Building E
Solar Panel Structure
CIP 2022-008

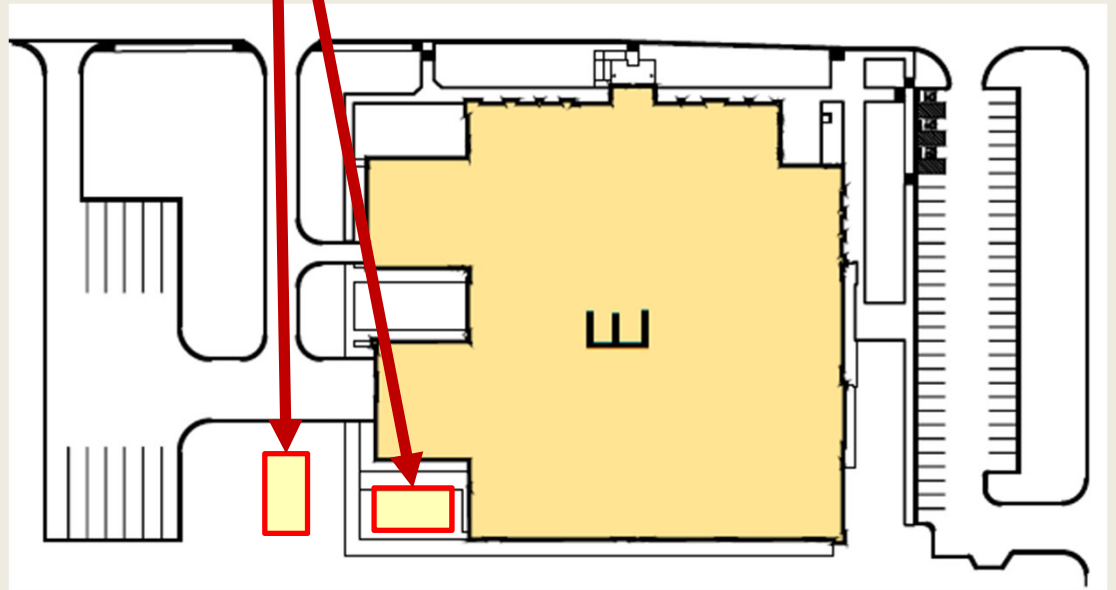


Solar Panel Structure Proposed Project Site

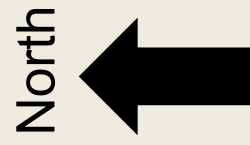


**PROPOSED
PROJECT
LOCATION**
Institute for Advanced
Manufacturing
Building E

Solar Panel Structure Proposed Project Locations



PROPOSED
PROJECT
LOCATIONS



Solar Panel Structure Exterior Photo



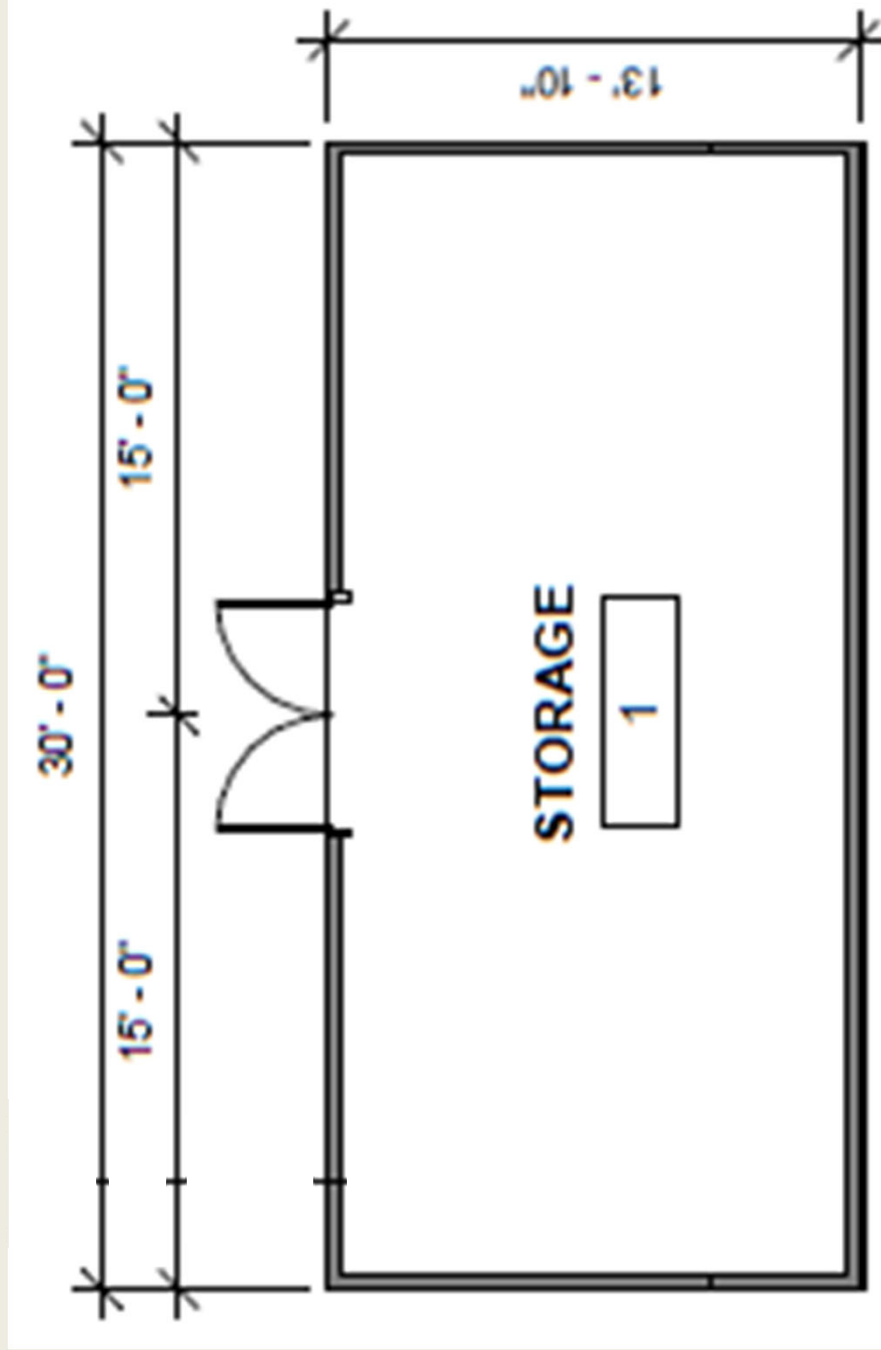
Existing Site – Location 1

Solar Panel Structure Exterior Photo



Existing Site Photo – Location 2

Solar Panel Structure Proposed Floor Plan



**Proposed
Floor Plan**

Solar Panel Structure Proposed Elevation Views



Front

Side



Rear

Side



Proposed Structures

Solar Panel Structure Proposed Locations



Requested By

Construction and Building Technologies Program

Scope of Work

1. Two free-standing structures used to instruct students on the installation of solar panels, and a storage space for solar panels
2. Free standing structures:
 - Wood frame on concrete blocks
 - Asphalt shingle roof
 - Safety railing all around elevated areas

Total Renovated Square Feet = 840 sq. ft.

Estimated Construction Cost per Square Foot = \$100/sq ft

Estimated Total Project Budget

Construction	\$ 88,200
Design	8,400
Miscellaneous	6,500
Total Project Budget	\$ 103,100

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS EXTERIOR SOLAR PANEL STRUCTURES
PROJECT NO. 21-22-1023**

VENDOR	CG5 Architect	SAMES, Inc.
ADDRESS	1314 E 22nd St	200 S 10th St Ste 1500
CITY/STATE/ZIP	Mission, TX 78572	McAllen, TX 78501
PHONE	956-239-2438	956-702-8880
CONTACT	Jose Carlos Garcia, III	Saul D. Maldonado
3.1 Statement of Interest		
3.1.1 Statement of Interest for Project	Stated that they are interested in establishing & maintaining a professional relationship with STC. Indicated that their services include professional level design layout and electrical services for the STC solar panel project, including coordination services with Electrical Service Providers and STC Personnel.	Stated they are fully committed and prepared to offer STC a solid team of experts with comprehensive architectural and engineering design that will combine their knowledge and experience to deliver valuable, cost effective, and quality driven professional services.
3.1.2 History and Statistics of Firm	- Established in 2014 - Principal's experience spans 30 years and includes leadership roles on multi-million-dollar projects - Principal's credentials include State of Texas licensed; State of Texas Registered Architectural Firm; member of the American Institute of Architects; former Board of Trustee, President & Member for Mission CISD	- Established in 2008 - 97 Employees
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated they have unique qualifications working on commercial kitchens for professional arenas, local area restaurants, including UTRGV's teaching kitchens for its educational facilities	Stated they have a distinct advantage over many other architectural firms in that they provide project turn-key options including complete project development, design, construction and completion.
3.1.4 Statement of Availability and Commitment	Stated they are ready and available to staff any size project for South Texas College as they have access to an enhanced team of drafters and project managers.	Stated they have 97 employees that are readily available to provide quality professional services to STC.

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS EXTERIOR SOLAR PANEL STRUCTURES
PROJECT NO. 21-22-1023**

VENDOR	CG5 Architect	SAMES, Inc.
3.2 Prime Firm		
3.2.1 Resumes of Principals and Key Members	<p>Included resumes for the following:</p> <ul style="list-style-type: none"> - Charlie Garcia III, Managing Partner - Olga N. Garcia, Owner Executive Director - Charlie Garcia, Sr., Construction Manager <p>Draftsman & Assistants:</p> <ul style="list-style-type: none"> - Herman Mendez, Senior Project Manager - Leeroy Flores, Project Manager - Olga N. Garcia, Principal Executive Director 	<p>Included resumes for the following staff:</p> <ul style="list-style-type: none"> - Saul D. Maldonado, Principal in Charge - Adan A. Alvarez, Jr, Senior Architect/ Project Manager - Luz Maria Ibarra Cantu, Architectural Assistant Project Manager - Samuel D. Maldonado, Project Surveyor - Ricardo A. Leal, Project Engineer/Construction Manager
3.2.2 Project Assignments and Lines of Authority	<p>Lines of authority and communication start with the Owner and the Project Architect. The Architect of Record leads the Design Team through Schematic Design & on thru Owner occupancy until project is complete and serves as a single point of contact for the Owner and CG5's Consultants.</p>	<p>Duties and time assignments for firm staff are summarized in a table.</p>
3.2.3 Prime Firm proximity and meeting availability	<p>Indicated they are located in Mission, TX and has access to offices in McAllen, Weslaco, and San Antonio. Their main area of services is the RGV.</p>	<p>Firm is 2.4 miles from STC.</p>
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	<p>Indicated that the firm is not or has not ever been involved in any litigation.</p>	<p>Indicated that the firm is not involved in any litigation.</p>
3.3 Project Team		
3.3.1 Organization chart with Role of Prime Firm and each consultants firm	<p>Included organization chart which showing prime firm and its (5) employees and the following consultants:</p> <ul style="list-style-type: none"> - CLH Engineering (Civil & Instructional) a role summary has been included - VME Engineering LLC (MEP) a role summary has been included - MEG Engineers (Geotechnical) 	<p>Included organizational chart and indicated they will not be subcontracting any portion of the work.</p>

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS EXTERIOR SOLAR PANEL STRUCTURES
PROJECT NO. 21-22-1023**

VENDOR	CG5 Architect	SAMES, Inc.
3.4 Representative Projects		
3.4.1 Minimum of 5 projects firm has worked on	<ul style="list-style-type: none"> - PSJA ISD Elvis J. Ballew Parking Lot & Interior Renovations including Cosmetology Lab (\$873,000) - PSJA ISD Franklin Elementary Roof Renovations (\$600,000) - La Joya ISD Guillermo Flores Elementary Roof and Interior Renovations (\$1.1 Million) - La Joya ISD Rosendo Benavides Elementary Roof and Interior Renovations (\$1.6 Million) - La Joya ISD Kika De La Garza Elementary Roof & Interior Renovations (\$750,000) 	<ul style="list-style-type: none"> - Texas State Technical College - Building 20H1 Renovation - P.B.E. HVAC Technology (\$519,449) - Texas State Technical College - Engineering - Phase II (\$3,750,000) - Texas State Technical College - Building 200D Renovation (\$1,993,000) - Texas State Technical College Engineering Technology Center- Phase I (\$4,418,666) -The University of Texas System - UTRGV at Starr County (\$5,207,784)
3.5 References		
3.5.1 References for five (5) projects	<ul style="list-style-type: none"> - PSJA ISD - La Joya ISD 	<ul style="list-style-type: none"> - Texas State Technical College - MD Anderson Center - Tropical Texas Behavioral Health - San Jacinto College - Edinburg CISD
3.6 Project Execution		
3.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	Stated that they are committed to their clients' success and believe that one point of contact allows quality control from and successful project completion from beginning to end.	Stated they are experienced in Architectural and Engineering master planning, programming, design, and construction administration.
3.6.2 Willingness and ability to expedite services. Ability to supplement production.	Stated that their Architect, Charlie Garcia III's is experienced with enhanced and expedited project scheduling which, for example, allowed them to successfully complete Vanguard Academy Educational Facility with 15 classrooms (\$1.5 Million) within months.	Stated they are willing and able to expedite services and construction administration, if needed.
TOTAL EVALUATION POINTS	530.8	557.00
RANKING	2	1

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

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS EXTERIOR SOLAR PANEL STRUCTURES
PROJECT NO. 21-22-1023**


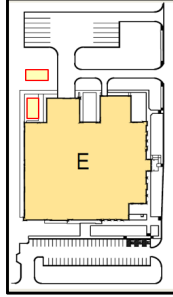




VENDOR	CG5 Architect	SAMES, Inc.	
ADDRESS	1314 E 22nd St	200 S 10th St Ste 1500	
CITY/STATE/ZIP	Mission, TX 78572	McAllen, TX 78501	
PHONE	956-239-2438	956-702-8880	
CONTACT	Jose Carlos Garcia, III	Saul D. Maldonado	
3.1 Statement of Interest (up to 100 points)			
3.1.1 Statement of interest on project	90	95	92.20
3.1.2 Firm History including credentials	90	90	
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	93	93	
3.1.4 Availability and commitment of firm and its principal(s) and key professionals	85	90	
	92	93	
3.2 Prime Firm (up to 100 points)			
3.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	90	97	93.60
3.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s).	92	93	
3.2.3 Prime Firm proximity and meeting availability	92	94	
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	80	90	
	93	94	
3.3 Project Team (up to 100 points)			
3.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included.	85	94	92.80
--Identify the consultant and provide a brief history about the consultant	95	93	
--Describe the consultant's proposed role in the project and its related project experience	94	94	
--List a project(s) that the prime firm and the consultant have worked together on during the last five years	80	90	
--Provide a statement of the consultant's availability for the projects(s)	93	93	

**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS EXTERIOR SOLAR PANEL STRUCTURES
PROJECT NO. 21-22-1023**

VENDOR	CG5 Architect		SAMES, Inc.	
3.4 Representative Projects (up to 100 points)				
3.4.1 Specific data on five (5) projects the prime firm provided or is providing professional services in an educational setting --Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project architect; Project designer; Names of consultant firms and their expertise.	78	88.20	83	91.80
	98		94	
	92		94	
	80		95	
	93		93	
3.5 Five References (up to 100 points)				
3.5.1 Provide references for five (5) projects, other than STC. The references shall include the following current information: Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address.	75	85.20	90	93.60
	92		94	
	91		95	
	75		95	
	93		94	
3.6 Project Execution (up to 100 points)				
3.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out. 3.6.2 Provide information as part of submission response to assure that Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands.	85	88.60	95	93.00
	88		90	
	92		96	
	85		90	
	93		94	
TOTAL EVALUATION POINTS	530.80		557.00	
RANKING	2		1	

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

Project Fact Sheet
11/30/2021

Project Name: Technology Campus - Solar Panel Structures		Project No. 2022-008C				
Funding Source Unexpended Plant Fund						
		FY 21-22				
	Total Project Budget	Project Budget	FY 21-22 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		
Construction:	\$ 88,200.00	\$ 88,200.00	\$ -	\$ 88,200.00		
Design:	8,400.00	8,400.00	-	8,400.00		
Miscellaneous:	6,500.00	6,500.00	-	6,500.00		
FFE:	-	-	-	-		
Technology:	-	-	-	-		
Total:	\$ 103,100.00	\$ 103,100.00	\$ -	\$ 103,100.00		
Project Team		Board Status				
Approval to Solicit Architect/Engineer:	9/28/2021	Board Approval of Schematic Design	TBD			
Architect/Engineer:	TBD					
Contractor:	TBD					
STC FPC Project Manager:	Samuel Saldana	Substantial Completion	TBD	Board Acceptance TBD		
		Final Completion	TBD	Board Acceptance TBD		
Project Description		Project Scope				
Need two structures simulating a residential roof to train students how to install Solar Panels on a roof.		Design and Construction of Solar Panel Structures. Two free standing structures to be use to instruct students on the installation of solar panels, and a storage space for solar panels.				
Projected Timeline						
Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Substantial Completion Date	Final Completion Date	FFE Completion of Move In
12/14/2021	3/29/2022	5/24/2022	6/21/2022	9/2/2022	10/2/2022	N/A
Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Misc.	FFE	Tech	Project Total
2021-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Agenda Item						
12/07/21 Facilities Committee: Review and Recommend Action on Contracting Architectural Services for the Technology Campus Solar Panel Structures						
						

FPC Project Manager



FPC Asst. Director



FPC Director



Consent Agenda:

c. Approval to Contract Construction Services for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement

Approval to contract construction services for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement Project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement Project.

Scheduling Priority

This project was initiated in 2020 to maintain the safety conditions and code compliance of emergency evacuation routes. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the Facilities Committee, and the Board of Trustees. It is scheduled as a routine improvement to repair and replace exterior stairs that are in a deteriorated condition, and is considered a priority project.

Background

On January 26, 2021, the Board approved contracting engineering services with Chanin Engineering, LLC to evaluate the condition of the stairs on the north side and west side of Building A, make recommendations for repairing or replacing the stairs, and develop construction documents. On May 25, 2021, the Board accepted the assessment report as prepared by the engineer, and authorized the development of construction documents and the solicitation of construction services for this project.

Solicitation of competitive sealed proposals for this project began on October 13, 2021. A total of five (5) sets of construction documents were issued to vendors. A total of two (2) proposals were received on October 28, 2021.

Timeline for Solicitation of Competitive Sealed Proposals	
October 13, 2021	Solicitation of competitive sealed proposals began.
October 28, 2021	Two (2) proposals were received.

Highest Ranked Vendor

College staff reviewed and evaluated the competitive sealed proposal and recommend **5 Star GC Construction, LLC**. as the highest ranked in the amount of \$305,000.

Funding Source

Source of Funding	Original Construction Budget	Highest Ranked Proposal 5 Star GC Construction, LLC.	Original Budget Variance
Renewals & Replacements Fund	\$250,000	\$305,000	(\$55,000)
Total Amount	\$250,000	\$305,000	(\$55,000)

Funds for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement Project 2021-011R are budgeted in the FY 2021-2022 Renewals & Replacements Fund in the amount of \$250,000 for construction.

Reviewers

The proposals have been reviewed by Chanin Engineering, LLC and College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

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

The Facilities Committee recommended Board approval to contract construction services with 5 Star GC Construction, LLC. in the amount of \$305,000 for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement Project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes contracting construction services with 5 Star GC Construction, LLC. in the amount of \$305,000 for the Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement Project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



Dr. Ramiro R. Casso Nursing and Allied Health Campus

East Building A Exterior Stairs Repairs and Replacement

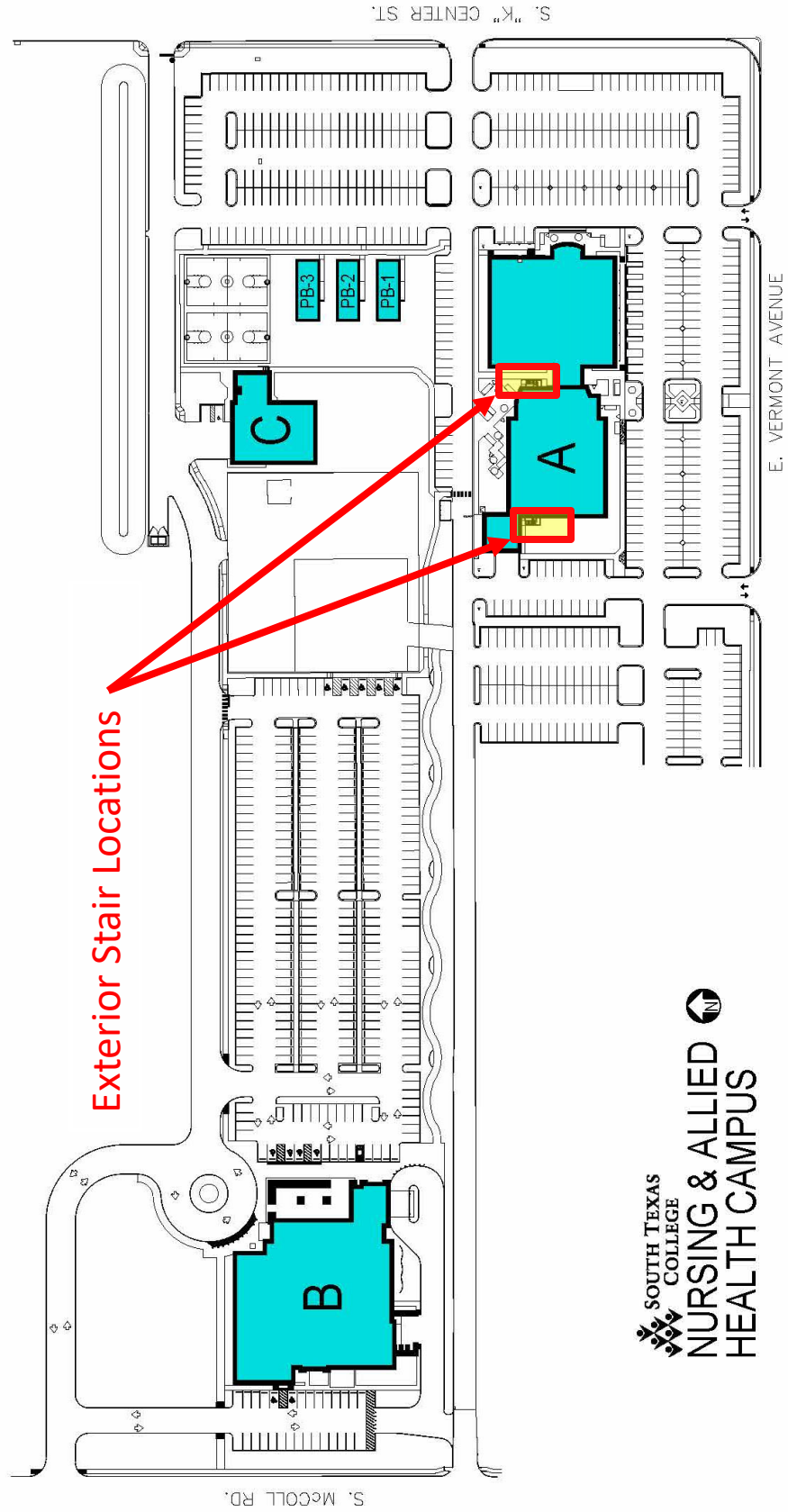


**SOUTH TEXAS
COLLEGE**

NAHC East Building A Exterior Stairs Repairs and Replacement



Exterior Stair Locations



**SOUTH TEXAS COLLEGE
DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A STAIR REPAIRS AND REPLACEMENT
PROJECT NO. 21-22-1009**

NAME		5 Star GC Construction, LLC.	McAllen Multi Service
ADDRESS		3209 Melody Ln	P O Box 4428
CITY/STATE/ZIP		Mission, TX 78574	McAllen, TX 78502
PHONE		956-867-5040	956-322-9777
FAX		956-599-9055	
CONTACT		Alan Oakley	Gabriel Carrillo
#	Description	Proposed	Proposed
1	Base Bid: Dr. Ramiro R. Casso - Nursing Allied Health Campus East Building A Stair Repairs and Replacement	\$ 305,000.00	\$ 386,000.00
2	Alternate 1: All steel members and connections to be painted using a rust-inhibitive paint, color to match existing.	\$ (15,000.00)	\$ -
3	Bid Bond	Yes	Yes
4	Begin Work Within	10 Working Days	30 Working Days
5	Completion of Work Within	120 Calendar Days	180 Calendar Days
TOTAL AMOUNT PROPOSED		\$ 305,000.00	\$ 386,000.00
TOTAL EVALUATION POINTS		93.8	7748
RANKING		1	2

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


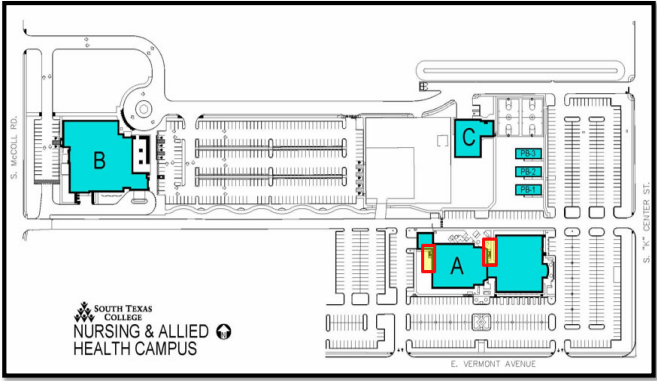
**SOUTH TEXAS COLLEGE
DR. RAMIRO R. CASSO - NURSING AND ALLIED HEALTH CAMPUS
EAST BUILDING A STAIR REPAIRS AND REPLACEMENT
PROJECT NO. 21-22-1009
EVALUATION SUMMARY**

VENDOR		5 Star GC Construction, LLC.		McAllen Multi Service	
ADDRESS		3209 Melody Ln		P O Box 4428	
CITY/STATE/ZIP		Mission, TX 78574		McAllen, TX 78502	
PHONE		956-867-5040		956-322-9777	
FAX		956-599-9055			
CONTACT		Alan Oakley		Gabriel Carrillo	
1	The Respondent's price proposal. (up to 45 points)	45	45	33.55	33.55
		45		33.55	
		45		33.55	
		45		33.55	
		45		33.55	
2	The Respondent's experience and reputation. (up to 10 points)	9	8.9	7.5	8.6
		9.5		9	
		8		8	
		9		9	
		9		9.5	
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	8.8	8	8.5
		9.5		9	
		8		8	
		9		8	
		9		9.5	
4	The Respondent's safety record (up to 5 points)	4	4.1	4.5	4.3
		4.5		4	
		4		4.5	
		4		4	
		4		4.5	
5	The Respondent's proposed personnel. (up to 8 points)	7	7.1	5	5.9
		7.5		6	
		7		6	
		7		6	
		7		6.5	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 points)	8	7.8	7.5	7.6
		8		8	
		8		7.5	
		8		8	
		7		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5.1	4	4.7
		5.5		5	
		5		5	
		5		4.5	
		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	4.33	4.33
		7		4.33	
		7		4.33	
		7		4.33	
		7		4.33	
TOTAL EVALUATION POINTS		93.8		77.48	
RANKING		1		2	

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

Project Fact Sheet

11/29/2021

Project Name: NAHC - Building A Stair Repairs and Replacement			Project No.: 2021-011R			
Funding Source(s): Renewals & Replacements Fund						
	FY 20-21			FY 21-22		
		<u>Variance of Project Budget vs. Actual Expenditures</u>			<u>Variance of Revised Budget vs. Actual Expenditures</u>	
	<u>Project Budget</u>	<u>Actual Expenditures</u>		<u>*Revised Budget</u>	<u>Actual Expenditures</u>	<u>Total Actual Expenditures To Date</u>
Construction:	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 250,000.00	\$ -	\$ -
Design	15,000.00	9,600.00	5,400.00	28,000.00	-	9,600.00
Miscellaneous:	4,000.00	-	4,000.00	15,000.00	183.12	183.12
FFE:	-	-	-	-	-	-
Technology:	-	-	-	-	-	-
Total:	\$ 169,000.00	\$ 9,600.00	\$ 159,400.00	\$ 293,000.00	\$ 183.12	\$ 9,783.12
*Budget revised due to structural engineer assessment. Engineer assessment fee of \$3,000 added to design cost of \$25,000, which is 10% of construction budget, for a total of \$28,000.						
Project Team			Board Status			
Approval to Solicit Architect/Engineer:	10/27/2020	<u>Board Approval of Assessment Report</u> 5/25/2021	<u>Contract</u>		<u>Actual</u>	
Architect/Engineer:	Chanin Engineering		<u>Vendor</u>	<u>Amount</u>	<u>Expenditures</u>	<u>Variance</u>
Contractor:	TBD		Chanin Engineering	\$ 15,000.00	\$ 9,600.00	\$ 5,400.00
STC FPC Project Manager: Samuel Saldana			<u>Board Acceptance</u>		TBD	
			<u>Board Acceptance</u>		TBD	
Project Description			Project Scope			
Repair west existing exterior stairs for Building A due to rust damage and deterioration and replace the north existing stairs.			Structural engineer evaluated the stairs and made a recommendation to repair the west exterior stairs and replace the north exterior stairs.			
Projected Timeline						
Board Approval of Architect/Engineer	Board Approval of Assessment Report	Board Approval of Contractor	Construction Start Date	Substantial Completion Date	Final Completion Date	FFE Completion of Move In
1/26/2021	5/25/2021	12/14/2021	1/29/2022	7/15/2022	8/15/2022	N/A
Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2020-21	-	9,600.00		-	-	\$ 9,600.00
2021-22		-	183.12		-	\$ 183.12
Project Total	\$ -	\$ 9,600.00	\$ 183.12	\$ -	\$ -	\$ 9,783.12
Current Agenda Item						
12/07/21 Facilities Committee: Review and Recommend Action on Contracting Construction Services for the Nursing & Allied Health Campus East Building A Exterior Stairs Repairs and Replacement						
						

FPC Project Manager



FPC Asst. Director



FPC Director



Consent Agenda:

d. Approval to Contract Construction Services for the Regional Center for Public Safety Excellence Additional Chiller Installation

Approval to contract construction services for the Regional Center for Public Safety Excellence (RCPSE) Additional Chiller Installation Project is requested.

Purpose

The procurement of a contractor will provide for construction services necessary for the Regional Center for Public Safety Excellence Additional Chiller Installation Project.

Scheduling Priority

This is a Capital Improvement Project requested by the Facilities Operations & Maintenance department to provide an additional chiller for redundancy of the air conditioning system at the RCPSE, and was reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments. It is scheduled as a non-educational space improvement to provide redundancy to maintain a properly operating air conditioning system in case of the existing chiller becoming inoperative.

Background

On January 26, 2021, the Board of Trustees approved contracting design services with Halff Associates, Inc. for this project. Halff Associates, Inc. prepared plans and specifications needed for the solicitation of construction proposals. On August 24, 2021, the Board authorized the rejection of construction proposals due to the proposals being significantly over the project construction budget. College staff worked with the engineer to modify the scope in an effort to reduce project costs and issued a new solicitation for construction services.

Solicitation of competitive sealed proposals for this project began on October 27, 2021. A total of six (6) sets of construction documents were issued to vendors and plan rooms. A total of three (3) proposals were received on November 16, 2021.

Timeline for Solicitation of Competitive Sealed Proposals	
October 27, 2021	Solicitation of competitive sealed proposals began.
November 16, 2021	Three (3) proposals were received.

Highest Ranked Vendor

College staff reviewed and evaluated the competitive sealed proposal and recommend **Johnson Controls** as the highest ranked in the amount of \$199,345.40.

Funding Source

Source of Funding	Original Construction Budget	Highest Ranked Proposal Johnson Controls	Original Budget Variance
Unexpended Construction Plant Fund	\$150,000.00	\$199,345.40	(\$49,345.40)
Total Amount	\$150,000.00	\$199,345.40	(\$49,345.40)

Funds for the Regional Center for Public Safety Excellence Additional Chiller Installation Project 2019-019C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund in the amount of \$150,000 for construction.

Reviewers

The proposals have been reviewed by Halff Associates, Inc. and College staff from the Facilities Planning & Construction, Maintenance & Operations, and Purchasing departments.

Enclosed Documents

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

The Facilities Committee recommended Board approval to contract construction services with Johnson Controls in the amount of \$199,345.40 for the Regional Center for Public Safety Excellence Additional Chiller Installation Project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes contracting construction services with Johnson Controls in the amount of \$199,345.40 for the Regional Center for Public Safety Excellence Additional Chiller Installation Project as presented.

Approval Recommended:

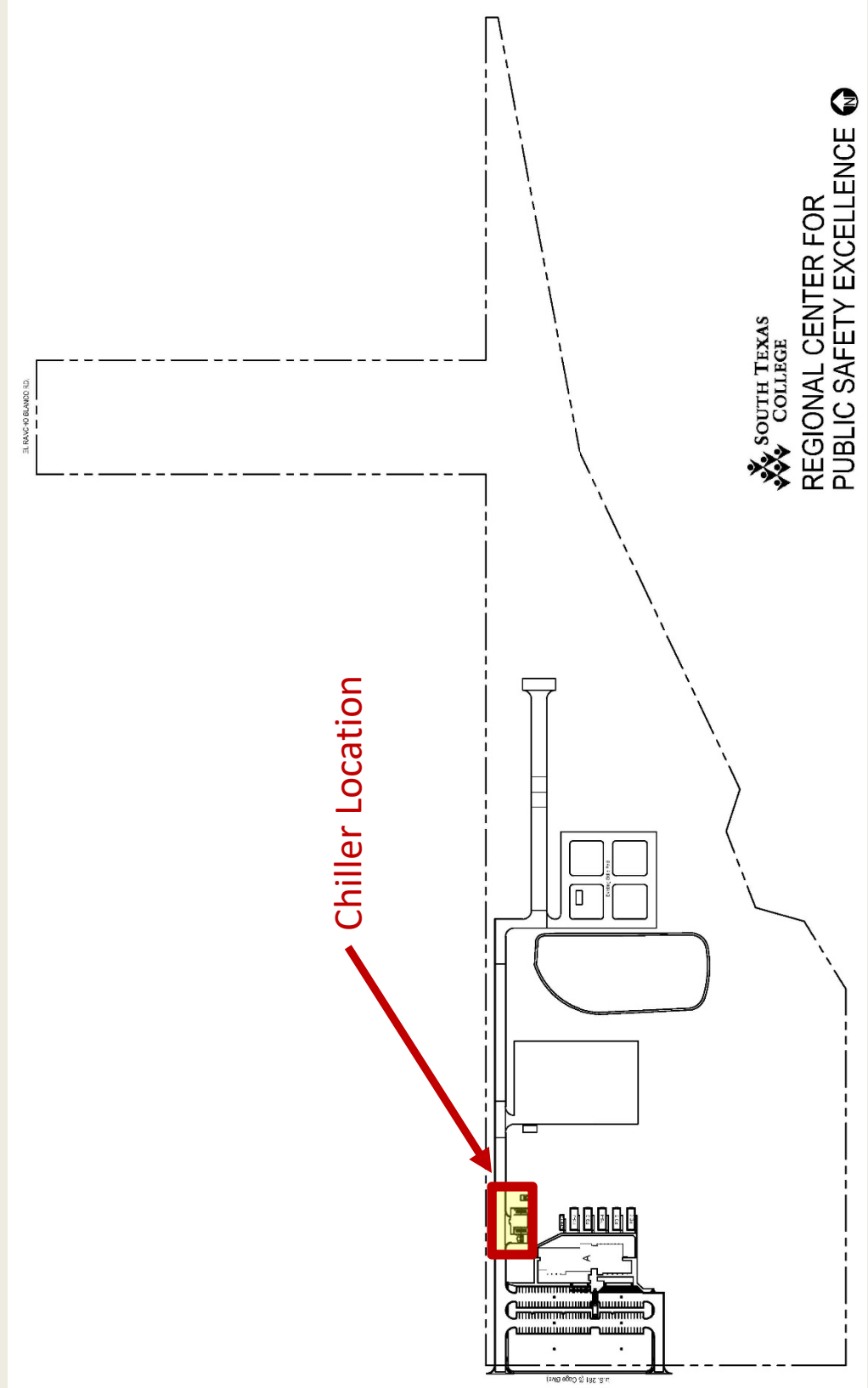
Dr. Ricardo J. Solis
President



**Regional Center for Public Safety
Excellence
Additional Chiller Installation
CIP 2019-019C**



Additional Chiller Installation Proposed Project Site



**SOUTH TEXAS COLLEGE
RE-BID REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE
CHILLER INSTALLATION
PROJECT NO. 21-22-1015**

NAME	Central Air & Heating Services, Inc.	Johnson Controls	Texas Chiller Systems, LLC.
ADDRESS	3028 Wilson Rd	1200 E Hackberry Ave Ste A	1219 Safari
CITY/STATE/ZIP	Harlingen, TX 78552	McAllen, TX 78501	San Antonio, TX 78216
PHONE	956-428-4509	956-451-5470	210-650-9972
FAX		956-428-1591	210-650-9973
CONTACT	Jeff Matz	Omar Rodriguez	Mike Andreason
#	Description	Proposed	Proposed
1	Base Bid: Regional Center for Public Safety Excellence Chiller Installation	\$ 263,000.00	\$ 199,345.40
2	Bid Bond	Yes	Yes
3	Begin Work Within	7 Working Days	30 Working Days
4	Completion of Work Within	150 Calendar Days	45 Calendar Days
TOTAL AMOUNT PROPOSED		\$ 263,000.00	\$ 199,345.40
TOTAL EVALUATION POINTS		76.54	92.1
RANKING		2	1

***The vendor did not sign required documents, therefore not evaluated.

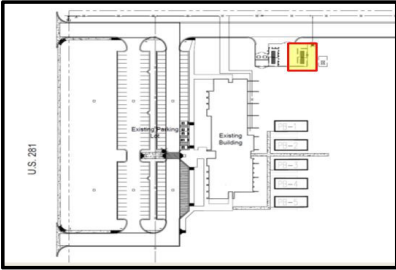

The Director of Purchasing has reviewed all the responses and evaluations completed.

**SOUTH TEXAS COLLEGE
RE-BID REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE
CHILLER INSTALLATION
PROJECT NO. 21-22-1015
EVALUATION SUMMARY**

VENDOR		Central Air & Heating Services, Inc.		Johnson Controls	
ADDRESS		3028 Wilson Rd		1200 E Hackberry Ave Ste A	
CITY/STATE/ZIP		Harlingen, TX 78552		McAllen, TX 78501	
PHONE		956-428-4509		956-451-5470	
FAX				956-428-1591	
CONTACT		Jeff Matz		Omar Rodriguez	
1	The Respondent's price proposal. (up to 45 points)	34.1	34.1	45	45
		34.1		45	
		34.1		45	
		34.1		45	
		34.1		45	
2	The Respondent's experience and reputation. (up to 10 points)	8	7.4	8.5	7.9
		6		6	
		8		9	
		8		8.5	
		7		7.5	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8.3	8.5	8.7
		8		8	
		8		9	
		8.5		9	
		9		9	
4	The Respondent's safety record (up to 5 points)	4	4	4.5	4.2
		4		4	
		4		5	
		4		4	
		4		3.5	
5	The Respondent's proposed personnel. (up to 8 points)	7	7	7	6.6
		8		6	
		6		7	
		7		7	
		7		6	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 points)	8	7.5	8	7.9
		7		7	
		7		8	
		8		8.5	
		7.5		8	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4.9	5	4.8
		4		4	
		5		5	
		5		5	
		5.5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	3.34	3.34	7	7
		3.34		7	
		3.34		7	
		3.34		7	
		3.34		7	
TOTAL EVALUATION POINTS		76.54		92.1	
RANKING		2		1	

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

Project Fact Sheet
11/30/2021

Project Name: RCPSE - Chiller Installation		Project No. 2019-019C																				
Funding Source(s): Unexpended Plant Fund																						
	FY 18-19 <u>Variance of</u> FY 18-19 Actual <u>Project Budget</u> <u>vs. Actual</u> Project Budget Expenditures Expenditures		*FY 20-21 <u>Variance of</u> FY 20-21 Actual <u>Project Budget</u> <u>vs. Actual</u> Project Budget Expenditures Expenditures		FY 21-22 <u>Variance of</u> FY 21-22 Actual <u>Project Budget</u> <u>vs. Actual</u> Project Budget Expenditures Expenditures		Total Actual Expenditures To Date															
Construction:	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 150,000.00	\$ -	\$ -													
Design	15,000.00	-	15,000.00	15,000.00	11,250.00	3,750.00	3,750.00	-	3,750.00	11,250.00												
Miscellaneous:	5,000.00	-	5,000.00	5,000.00	748.34	4,251.66	4,500.00	194.57	4,305.43	942.91												
FFE:	-	-	-	-	-	-	-	-	-	-												
Technology:	-	-	-	-	-	-	-	-	-	-												
Total:	\$ 170,000.00	\$ -	\$ 170,000.00	\$ 170,000.00	\$ 11,998.34	\$ 158,001.66	\$ 158,250.00	\$ 194.57	\$ 158,055.43	\$ 12,192.91												
				*Budget was not included in the FY19-20 Unexpended Fund ; Maintenance was exploring scope of work as an in-house project.		Original total design estimate of \$15,000 includes: 10% for design services @ \$15,000.																
Project Team				Board Status																		
Approval to Solicit Architect/Engineer: 11/11/2020				Board Approval of Schematic Design N/A			<table border="1"> <thead> <tr> <th>Vendor</th> <th>Contract Amount</th> <th>Actual Expenditures</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Half & Associates</td> <td>\$ 15,000.00</td> <td>\$ 11,250.00</td> <td>\$ 3,750.00</td> </tr> <tr> <td>TBD</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> </tr> </tbody> </table>				Vendor	Contract Amount	Actual Expenditures	Variance	Half & Associates	\$ 15,000.00	\$ 11,250.00	\$ 3,750.00	TBD	\$ -	\$ -	\$ -
Vendor	Contract Amount	Actual Expenditures	Variance																			
Half & Associates	\$ 15,000.00	\$ 11,250.00	\$ 3,750.00																			
TBD	\$ -	\$ -	\$ -																			
Architect/Engineer: Half & Associates, Inc.				Substantial Completion TBD			Board Acceptance TBD															
Contractor: TBD				Final Completion TBD			Board Acceptance TBD															
STC FPC Project Manager: Martin Villarreal																						
Project Description				Project Scope																		
Design and installation of chilled water lines to the existing chiller.				Design and installation of chilled water lines to the existing chiller to utilize the relocated chiller for redundancy.																		
Projected Timeline																						
Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Substantial Completion Date	Final Completion Date	FFE Completion of Move In																
1/26/2021	N/A	12/14/2021	1/10/2022	3/10/2022	4/10/2022	N/A																
Project Calendar of Expenditures by Fiscal Year																						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total																
2018-19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -																
2020-21	-	11,250.00	-	748.34	-	\$ 11,998.34																
2021-22	-	-	-	194.57	-	\$ 194.57																
Project Total	\$ -	\$ 11,250.00	\$ -	\$ 942.91	\$ -	\$ 12,192.91																
Current Agenda Item																						
12/07/21 Facilities Committee: Review and Recommend Action on Contracting Construction Services for the Regional Center for Public Safety Excellence Additional Chiller Installation																						
																						

FPC Project Manager Martin Villarreal

FPC Asst. Director Rita Geller

FPC Director RMA

Consent Agenda:

e. Approval of Proposed Change Order for the District Wide Deferred Maintenance of Roofs at the Starr County Campus

Approval of a proposed change order with Sechrist-Hall Company for the District Wide Deferred Maintenance of Roofs at the Starr County Campus project is requested.

Purpose

The purpose of this change order is to request authorization to begin work on the proposed modifications to the construction scope.

Justification

Modifications to the scope and the completion date are required due to necessary changes in scope and unavoidable delays.

Scheduling Priority

This renewals & replacements project is part of the district wide deferred maintenance plan, and has been reviewed by the Facilities Planning & Construction department, the President's Cabinet, the Facilities Committee, and the Board of Trustees. It is scheduled as a non-educational space improvement to perform deferred maintenance of the roofs at the Starr County Campus.

Background

On April 27, 2021, the Board approved contracting construction services with Sechrist-Hall Company for the District Wide Deferred Maintenance of Roofs at the Starr County Campus. A change order to the construction contract is needed for additional costs and time associated with scope modifications that include an additional thirteen (13) retrofit drains.

The project contains a Contingency Allowance of \$41,035.00. Changes to the scope which increase the construction costs are able to be deducted from the Contingency Allowance.

Modifications to scope associated with Change Order #1, which will be deducted from the Contingency Allowance in the amount of \$11,895.00, are listed as follows:

- An additional thirteen (13) retrofit drains are necessary at the following buildings:
 - Building E Five (5) retrofit drains
 - Building F Six (6) retrofit drains
 - Building H Two (2) retrofit drains
- Total \$11,895.00

The scope modifications totaling \$11,895.00 will be applied to the Contingency Allowance of \$41,035.00, leaving a remaining balance of \$29,140.00. The unused Contingency Allowance will remain in the project budget.

The contract cost will not be affected by this change order because the cost increases associated with the scope modifications are within the contingency allowance in the project budget.

The contractor has requested additional days due to the modifications to the scope.

Original Substantial Completion Date..... January 9, 2022
 Additional Days Requested per Change Order #1..... Forty-two (42) days
 Revised Substantial Completion Date per Change Order #1 February 20, 2022

Below is a description of the proposed change order item.

District Wide Deferred Maintenance of Roofs at the Starr County Campus			
Proposed Change Order No.	Item Description and Justification	Cost	Days
1	<u>Contingency Allowance</u>	41,035.00	
	• Increases to cost, deducted from Contingency Allowance		
	○ An additional thirteen (13) retrofit drains	(11,895.00)	6 days
	• Material days	0.00	27 days
	• Rain days	0.00	9 days
	<u>Subtotal</u>	(11,895.00)	
	<u>Remaining Contingency Allowance, to remain in construction budget</u>	29,140.00	
Net Effect of Proposed Change Order No. 1 to Contract Amount		\$0.00	42 days

Below is a table summarizing the construction budget and the change order proposal.

District Wide Deferred Maintenance of Roofs at the Starr County Campus Construction Budget with Change Order Proposal	
Construction Contract Amount	\$862,055.00
Net Effect of Change Order No. 1 to Contract Amount	0.00
Revised Construction Contract Amount	\$862,055.00

Funding Source

Funds for District Wide Deferred Maintenance of Roofs at the Starr County Campus Project 2019-030R are budgeted in the FY 2021-2022 Renewals & Replacements Fund.

Enclosed Documents

The proposed change order #1 is enclosed.

The Facilities Committee recommended Board approval of the proposed change order with Sechrist-Hall Company for scope modifications in the amount of \$11,895.00 which will be deducted from the Contingency Allowance, resulting in no net effect on the contract amount, and adding forty-two (42) additional days for the District Wide Deferred Maintenance of Roofs at the Starr County Campus project as presented.

It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed change order with Sechrist-Hall Company for scope modifications in the amount of \$11,895.00 which will be deducted from the Contingency Allowance, resulting in no net effect on the contract amount, and adding forty-two (42) additional days for the District Wide Deferred Maintenance of Roofs at the Starr County Campus project as presented..

Approval Recommended:

Dr. Ricardo J. Solis
President



Change Order

PROJECT: *(Name and address)*
 Deferred Maintenance of District Wide
 Roofs - Starr County
 142 FM 3167
 Rio Grande City, TX 78582

CONTRACT INFORMATION:
 Contract For: General Construction

 Date: June 1, 2021

CHANGE ORDER INFORMATION:
 Change Order Number: 001

 Date: November 24, 2021

OWNER: *(Name and address)*
 South Texas College
 3200 W. Pecan Blvd.
 Bldg N, Suite 179
 McAllen, TX 78501

ARCHITECT: *(Name and address)*
 BEAM Professionals
 6316 N. 10th Street, Bldg A, Suite 1
 McAllen, TX 78504

CONTRACTOR: *(Name and address)*
 Sechrist-Hall Company
 2826 W. Expway 83
 Harlingen, TX 78552

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- | | |
|---|---------------|
| 1) Allowance Amount: | \$41,035.00 |
| 2) Building E: (5) Additional Retrofits; Building F: (6) Additional Retrofits; Building H: (2) Additional Retrofits | (\$11,895.00) |
| 6) Allowance Balance: | \$29,140.00 |

The original Contract Sum was	\$ 862,055.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 862,055.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 862,055.00

The Contract Time will be increased by Forty-Two (42) days.
 The new date of Substantial Completion will be February 20, 2022.

- 1) (6) Six Additional Days for (13) Thirteen Roof Retrofits Total.
- 2) (27) Twenty-Seven Additional Days or Material Delays.
- 3) (2) Two Additional Days for Inclement Weather for September.
- 4) (3) Three Additional Days for Inclement Weather for October.
- 5) (4) Four Additional Days for Inclement Weather for November.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

BEAM Professionals
 ARCHITECT *(Firm name)*

Sechrist-Hall Company
 CONTRACTOR *(Firm name)*

South Texas College
 OWNER *(Firm name)*

 SIGNATURE

 SIGNATURE

 SIGNATURE

 PRINTED NAME AND TITLE

 PRINTED NAME AND TITLE

Ricardo J. Solis, President
 PRINTED NAME AND TITLE

 DATE

 DATE

 DATE

Project Fact Sheet
12/3/2021

Project Name: District Wide - Deferred Maintenance of District Wide Roofs			Project No. 2019-030R							
Funding Source(s): Renewals & Replacements Fund										
	FY 19-20		FY 20-21			FY 21-22				
	<u>FY 19-20</u>	<u>Variance of</u>	<u>FY 20-21</u>	<u>Variance of</u>	<u>FY 21-22</u>	<u>Variance of</u>				
	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Project Budget</u>	<u>Total Actual</u>	
	<u>Actual</u>	<u>vs. Actual</u>	<u>Actual</u>	<u>vs. Actual</u>	<u>Actual</u>	<u>vs. Actual</u>	<u>Actual</u>	<u>vs. Actual</u>	<u>Expenditures</u>	
	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>To Date</u>	
Construction:	\$ 1,880,000.00	\$ -	1,880,000.00	\$ 1,780,000.00	\$ 94,484.15	1,685,515.85	\$ 1,668,850.00	\$ 722,449.74	946,400.26	\$ 816,933.89
Design:	188,000.00	14,000.00	174,000.00	154,400.00	81,921.00	72,479.00	109,746.00	987.00	108,759.00	96,908.00
Miscellaneous:	15,000.00	-	15,000.00	15,000.00	328.21	14,671.79	15,109.00	-	15,109.00	328.21
FFE:	-	-	-	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-	-	-	-
Total:	\$ 2,083,000.00	\$ 14,000.00	\$ 2,069,000.00	\$ 1,949,400.00	\$ 176,733.36	\$ 1,772,666.64	\$ 1,793,705.00	\$ 723,436.74	\$ 1,070,268.26	\$ 914,170.10

Original total design estimate of \$188,000 includes: 5.25% for design services @ \$98,700.

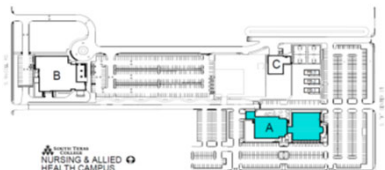
Project Team		Board Status					
Approval to Solicit Architect/Engineer:	1/29/2019	Board Approval of Schematic Design	8/25/2020	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	BEAM Professionals, a PBK Company			BEAM Professionals	\$ 98,700.00	\$ 96,908.00	\$ 1,792.00
Contractor:	Argio Roofing (Mid Valley Campus) American Contracting USA (Nursing & Allied Health Campus) Sechrist-Hall (Starr County Campus)			Argio Roofing (Mid Valley Campus)	\$ 756,295.00	\$ 540,139.04	\$ 216,155.96
		Substantial Completion	TBD	Board Acceptance	TBD		
STC FPC Project Manager	Martin Villarreal	Final Completion	TBD	Board Acceptance	TBD		

Project Description	Project Scope
Maintenance of 13 roofs for various buildings at Mid Valley Campus, Nursing and Allied Health Campus, and Starr County Campus due to roofs reaching their life expectancy of 20 years	Provide roof coating system at Mid Valley Campus-Workforce Center Building D, Library Building E, Student Union Building F, North Academic Building G; Nursing Allied Health Campus-NAH West & Simulation Center Building B; and Starr County Campus-Administration/Bookstore Building A, Center for Learning Excellence Building B, North Academic Building C, Workforce Center Building D, South Academic Building E, Cultural Arts Center Building F, Student Services Building G, and Student Activities Center Building H.

Projected Timeline						
Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Substantial Completion Date	Final Completion Date	FFE Completion of Move In
5/30/2019	8/25/2020	4/27/2021	6/15/2021	1/4/2022	2/4/2022	N/A

Projected Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total
2018-19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019-20	-	14,000.00	-	-	-	14,000.00
2020-21	94,484.15	81,921.00	328.21	-	-	176,733.36
2021-22	722,449.74	987.00	-	-	-	723,436.74
Project Total	\$ 816,933.89	\$ 96,908.00	\$ 328.21	\$ -	\$ -	\$ 914,170.10

Current Agenda Item
N/A



FPC Project Manager *Martin Villarreal*

FPC Asst. Director *Rita Geller*

FPC Director *RDA*

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

The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza will be present to respond to questions and address concerns of the committee.

South Texas College
Monthly Construction Report
Fiscal Year 2021 - 2022
As of December 3, 2021

Total Project Budget Summary	FY22 Unexpended Plant Fund	FY22 Renewals & Replacements Fund
Total Construction Project Budget	\$ 12,639,709	\$ 6,590,868
Previously Approved Projects from September - November 2021	(5,846,295)	(2,860,813)
Proposed Projects for the Month of December 2021	(170,000)	(169,000)
Total Project Budget Balance	\$ 6,623,414	\$ 3,561,055

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
Board Approved on September 28, 2021			
2022-036C	Technology Campus Advanced Technical Careers Building B Welding Lab Expansion	\$ 127,500	\$ -
2016-018C	Pecan Campus Library Building F Renovation and Expansion	3,778,000	-
2022-008C	Technology Campus Exterior Solar Panel Structure	103,100	-
2022-004C	Nursing and Allied Health Campus East Building A Occupational Therapy Kitchen Lab Expansion	73,500	-
2022-010C	Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting	342,000	-
2022-015C	Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure	381,250	-
2020-017R	Pecan Campus Resurfacing of East Drive	-	92,000
2020-019R	Pecan Campus South Academic Building J Generator Replacement	-	76,250
2016-019R	Nursing and Allied Health Campus NAH East Building A Generator Replacement	-	422,000
Total Board Approved on September 28, 2021		\$ 4,805,350	\$ 590,250
Board Approved on October 26, 2021			
2022-038R	Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas	\$ -	\$ 985,700
2022-013C	Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation	114,600	-
2022-012C	Mid Valley Campus Workforce Center Building D Automotive Lab Expansion	208,350	-
2022-014C	Mid Valley Campus Workforce Center Building D HVAC-R Labs Expansion and Renovation	124,000	-

South Texas College
Monthly Construction Report
Fiscal Year 2021 - 2022
As of December 3, 2021

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
2022-002C	Mid Valley Campus Learning Excellence Building A Culinary Arts Labs Renovation	110,745	-
2022-005C	Starr County Campus Workforce Center Building D Automotive Lab Expansion	243,100	-
2022-007C	Starr County Campus North Academic Building C HVAC-R Labs Expansion and Renovation	31,700	-
2022-007C	Pecan Plaza West Building C Kinesiology Storage and Restroom Renovations - CO	55,000	-
2019-030R	District Wide Deferred Maintenance of Roofs at the Mid Valley Campus	-	573,872
2019-030R	District Wide Deferred Maintenance of Roofs at the Nursing and Allied Health Campus	-	206,991
2020-008C	Pecan Campus Business and Science Building G Conversion of Two (2) Classrooms to Geology Labs Project - CO	14,450	-
Total Board Approved on October 26, 2021		\$ 901,945	\$ 1,766,563
Board Approved on November 23, 2021			
2022-006C	Starr County Campus Workforce Center Building D Welding Lab Expansion - CO	\$ 139,000	\$ -
2022-032R	District Wide Flooring Replacements Phase I at Pecan Campus, Mid Valley Campus, and Starr County Campus - CO	-	504,000
Total Board Approved on November 23, 2021		\$ 139,000	\$ 504,000
Pending Board Approval on December 14, 2021			
2021-011R	Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement - CO	\$ -	\$ 169,000
2019-019C	Regional Center for Public Safety Excellence Additional Chiller Installation - CO	170,000	-
Total Pending Board Approval on December 14, 2021		\$ 170,000	\$ 169,000
Current Total Project Budget		\$ 6,016,295	\$ 3,029,813

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)

Project Status

FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
Pecan Campus																				
1	Business and Science Building G Classroom Renovation	SS									●	\$ 179,677	\$ 177,495	\$ 2,182	\$ 14,450	High	N/A	EGV Architects	Tri-Gen Construction	
2	Student Services Building K Renovations	TBD	●									\$ 26,200	\$ -	\$ 26,200	\$ 26,200	Low	TBD	Approval of Schematic Design	TBD	N/A
3	Library Building F Renovation and Expansion	DV			●							\$ 4,289,187	\$ 485,785	\$ 3,803,402	\$ 3,778,000	High	April 2022	Approval of Solicitation for Construction Services	ERO Architects	TBD
4	New Continuing Education Building	TBD	●									\$ 398,160	\$ -	\$ 398,160	\$ 398,160	Low	TBD	TBD	TBD	TBD
Pecan Campus Subtotal												\$ 4,893,224	\$ 663,280	\$ 4,229,944	\$ 4,216,810					
Pecan Plaza																				
8	West Building C Kinesiology Renovation	MV									●	\$ 207,841	\$ 178,004	\$ 29,837	\$ 55,000	High	November 2021	Approval of Final Completion	Alvarado Architects & Assoc.	Tri-Gen Construction
9	East Building B Dance Studio Improvements	SS	●									\$ 51,250	\$ -	\$ 51,250	\$ 51,250	Low	TBD	TBD	TBD	TBD
10	Human Resources Building A Renovation	RG									●	\$ 15,108	\$ 24,240	\$ (9,132)	\$ 5,000	Medium	N/A	N/A	N/A	O&M
Pecan Plaza Subtotal												\$ 274,199	\$ 202,244	\$ 71,955	\$ 111,250					
Mid-Valley Campus																				
11	Workforce Center Building D Welding Expansion	MV			●							\$ 114,600	\$ -	\$ 114,600	\$ 114,600	High	February 2022	Approval of Schematic Design	PBK Architects	TBD
12	Workforce Center Building D Automotive Lab Expansion	MV			●							\$ 208,350	\$ -	\$ 208,350	\$ 208,350	High	February 2022	Approval of Schematic Design	PBK Architects	TBD
13	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 124,000	\$ -	\$ 124,000	\$ 124,000	High	February 2022	Approval of Schematic Design	PBK Architects	TBD
14	Center for Learning Excellence Building A Renovation of Existing Cafeteria to Culinary Arts Instructional Kitchen	MV			●							\$ 110,745	\$ 283	\$ 110,462	\$ 110,745	High	February 2022	Approval of Schematic Design	Boultinghouse Simpson Gates Architects	TBD
Mid Valley Campus Subtotal												\$ 557,695	\$ 283	\$ 557,412	\$ 557,695					
Technology Campus																				
15	Emerging Technologies Building A & Advanced Technical Careers Building B Renovation (Master Plan Only)	SS									●	\$ 172,195	\$ 59,320	\$ 112,875	\$ 127,500	High	N/A	EGV Architects	TBD	
16	Advanced Technical Careers Building B Automotive Lab Exhaust System	MV	●									\$ 200,500	\$ -	\$ 200,500	\$ 200,500	Low	TBD	TBD	TBD	TBD
17	Exterior Solar Panels Structure	SS			●							\$ 103,100	\$ 183	\$ 102,917	\$ 103,100	High	January 2021	Approval of Architectural Services	TBD	TBD
Technology Campus Subtotal												\$ 475,795	\$ 59,504	\$ 416,291	\$ 431,100					

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)

Project Status

FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor
Nursing and Allied Health Campus Subtotal																			
18	East Building A Student Services Renovation	SS									●	\$ 425	\$ 327,633	\$ (327,208)	\$ 425	Completed	N/A	Gignac & Associates, LLP	Holchemont
19	East Building A Occupational Therpay Kitchen Lab Expansion	SS		●								\$ 73,500	\$ 183	\$ 73,317	\$ 73,500	High	January 2021	Approval of Architectural Services	TBD
Nursing and Allied Health Campus Subtotal												\$ 73,925	\$ 327,816	\$ (253,891)	\$ 73,925				
Starr County Campus																			
20	Workforce Center Building D Welding Expansion	MV			●							\$ 139,000	\$ 820	\$ 138,180	\$ 139,000	High	November 2021	Approval of Schematic Design	Gignac & Associates, LLP
21	Workforce Building D Automotive Expansion	MV			●							\$ 243,100	\$ -	\$ 243,100	\$ 243,100	High	February 2022	Approval of Schematic Design	Able City, LLC
22	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 31,700	\$ -	\$ 31,700	\$ 31,700	High	February 2022	Approval of Schematic Design	Able City, LLC
Starr County Campus Subtotal												\$ 413,800	\$ 820	\$ 412,980	\$ 413,800				
Regional Center for Public Safety Excellence																			
23	Target Range	DV			●							\$ 870,627	\$ 61,519	\$ 809,108	\$ 815,000	Low	January 2022	Approval of Schematic Design	PBK Architects
24	Canopy for Safety Training Vehicles	DV			●							\$ 79,924	\$ 160	\$ 79,764	\$ 79,833	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP
25	Canopy for Students/Instructors	DV			●							\$ 67,424	\$ 160	\$ 67,264	\$ 67,333	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP
26	Chiller Installation	MV				●						\$ 170,000	\$ 12,193	\$ 157,807	\$ 158,250	High	December 2021	Approval of Construction Services	Half Associates, Inc
27	Fire Training Area	DV			●							\$ 97,524	\$ 160	\$ 97,364	\$ 97,433	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP
28	Site Drainage Improvements	DV								●		\$ 230,885	\$ 159,479	\$ 71,406	\$ 179,380	High	N/A	Perez Consulting Engineers	McAllen Multi Service
29	Perimeter Fencing	SS		●								\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD
30	Skills Pad and EVOC Lighting	SS		●								\$ 342,000	\$ -	\$ 342,000	\$ 342,000	High	February 2022	Approval of Architectural Services	TBD
31	Two-Story Residential Fire Training Structure	SS		●								\$ 381,250	\$ -	\$ 381,250	\$ 381,250	Medium	February 2022	Approval of Architectural Services	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 2,432,634	\$ 233,670	\$ 2,198,964	\$ 2,313,479				

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)

Project Status

FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor
District Wide																			
32	Fence Enclosures	MV									●	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Low	N/A	N/A	Maldonado Nursery
33	Outdoor Furniture	HTM		●								\$ 25,000	\$ -	\$ 25,000	\$ 25,000	Low	N/A	N/A	TBD
34	Land	N/A	N/A									\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	N/A	N/A	N/A	N/A
35	Renovation and Contingencies	N/A	N/A									\$ 948,750	\$ -	\$ 948,750	\$ 948,750	N/A	N/A	N/A	TBD
36	Campus Master Plan	TBD	●									\$ 375,000	\$ -	\$ 375,000	\$ 375,000	N/A	N/A	TBD	N/A
37	Automatic Doors Phase IV	SS					●					\$ 67,568	\$ 6,176	\$ 61,392	\$ 62,000	High	November 2021	Approval of Substantial Completion	Ethos Engineering, LLC R.E. Friedrichs Company
38	Facility Signage	DV	●									\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	N/A	N/A	TBD
39	Removal of Existing Trees	TBD	●									\$ 25,900	\$ -	\$ 25,900	\$ 25,900	Low	N/A	N/A	TBD
District Wide Subtotal												\$ 4,527,218	\$ 6,176	\$ 4,521,042	\$ 4,521,650				
Totals			12	3	6	0	8	1	0	0	6	\$ 13,648,490	\$ 1,493,793	\$ 12,154,697	\$ 12,639,709				

South Texas College
Renewal and Replacement Projects
Project Status

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	FY 2021 - 2022		Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/ Engineering Firm	Contractor	
									Final Completion	Move In									
Pecan Campus																			
1	Ann Richards Building A Data Cabling Infrastructure Replacement	RC					•				\$ 80,000	\$ -	\$ 80,000	\$ 80,000	High	TBD	TBD	TBD	TBD
2	Art Building B Data Cabling Infrastructure Replacement	RC					•				\$ 40,000	\$ -	\$ 40,000	\$ 40,000	High	TBD	TBD	TBD	TBD
3	Student Activities Building H Data Cabling Infrastructure Replacement	RC	•								\$ 150,000	\$ -	\$ 150,000	\$ 150,000	High	TBD	TBD	TBD	TBD
4	Information Technology Building M Generator Replacement	SS					•				\$ 169,254	\$ 13,448	\$ 155,806	\$ 156,000	High	March 2022	Approval of Substantial Completion	Half Associates, Inc	Metro Electric, Inc.
5	Reseeding and Regrading of Athletic Fields	DV	•								\$ 125,000	\$ -	\$ 125,000	\$ 125,000	High	TBD	TBD	TBD	TBD
6	Stucco Repainting	SS		•							\$ 150,000	\$ -	\$ 150,000	\$ 150,000	High	TBD	TBD	TBD	TBD
7	Resurfacing of East Drive	SS	•								\$ 92,000	\$ -	\$ 92,000	\$ 92,000	High	TBD	TBD	TBD	TBD
8	Sylvia Esterline Center for Learning Excellence Building C to Business and Science Building G Cabling Infrastructure Replacement	RC					•				\$ 25,000	\$ -	\$ 25,000	\$ 25,000	High	TBD	TBD	TBD	TBD
9	South Academic Building J Generator Replacement	SS		•							\$ 76,250	\$ -	\$ 76,250	\$ 76,250	High	March 2022	Approval of Engineering Services	TBD	TBD
Pecan Campus Subtotal											\$ 907,504	\$ 13,448	\$ 894,056	\$ 894,250					
Pecan Plaza																			
10	Stucco Repainting	SS		•							\$ 30,500	\$ -	\$ 30,500	\$ 30,500	High	TBD	TBD	TBD	TBD
Pecan Plaza Subtotal											\$ 30,500	\$ -	\$ 30,500	\$ 30,500					
Mid Valley Campus																			
11	Roofing Deferred Maintenance	MV					•				\$ 805,309	\$ 582,494	\$ 222,815	\$ 573,872	High	January 2022	Approval of Substantial Completion	Beam Professionals	Argio Roofing
12	North Academic Building G Analog to Digital Conversion	RC	•								\$ 562,000	\$ -	\$ 562,000	\$ 562,000	Low	TBD	TBD	TBD	TBD
13	Stucco Repainting and Exterior Upgrades	SS	•								\$ 200,000	\$ -	\$ 200,000	\$ 200,000	Low	TBD	TBD	TBD	TBD
Mid Valley Campus Subtotal											\$ 1,567,309	\$ 582,494	\$ 984,815	\$ 1,335,872					
Dr. Ramiro R. Casso Nursing & Allied Health Campus																			
14	NAH East Building A Westside Window Waterproofing	RC	•								\$ 65,000	\$ -	\$ 65,000	\$ 65,000	Low	TBD	TBD	TBD	TBD
15	NAH East Building A Westside Elevators Refurbishment	RC/O&M				•					\$ 200,000	\$ -	\$ 200,000	\$ 200,000	Medium	January 2022	Approval of Construction Services	N/A	Oracle Elevator
16	NAH East Building A Roofing Deferred Maintenance	MV					•				\$ 286,077	\$ 178,513	\$ 107,564	\$ 206,991	High	January 2022	Approval of Substantial Completion	BEAM Professionals	American Contracting USA
17	NAH East Building A Exterior Stair Repairs and Replacement	SS				•					\$ 283,000	\$ 12,183	\$ 270,817	\$ 280,000	High	December 2021	Approval of Construction Services	Chanin Engineering, LLC	TBD
18	NAH East Building A Generator Replacements	SS	•								\$ 422,000	\$ -	\$ 422,000	\$ 422,000	Low	TBD	TBD	TBD	TBD
Nursing and Allied Health Campus Subtotal											\$ 1,256,077	\$ 190,696	\$ 1,065,381	\$ 1,173,991					

South Texas College
Renewal and Replacement Projects
Project Status

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	FY 2021 - 2022		Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
									Final Completion	Move In										
Starr County Campus																				
19	Stucco Repainting	SS	●									\$ 223,000	\$ -	\$ 223,000	\$ 223,000	High	TBD	TBD	TBD	TBD
20	Roofing Deferred Maintenance	MV				●						\$ 702,320	\$ 153,175	\$ 549,145	\$ 661,255	High	February 2022	Approval of Substantial Completion	Beam Professionals	Sechrist Hall
21	Administration/Bookstore Building A Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
22	Center for Learning Excellence Building B Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
23	North Academic Building C Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
Starr County Campus Subtotal												\$ 1,105,320	\$ 153,175	\$ 952,145	\$ 1,064,255					
District Wide																				
24	Renewals & Replacements	N/A	N/A									\$ 484,135	\$ -	\$ 484,135	\$ 151,000	N/A	N/A		N/A	N/A
25	Fire Alarm Panel Replacement/Upgrade	RC/O&M	●									\$ 201,963	\$ -	\$ 201,963	\$ 182,500	Low	TBD		N/A	TBD
26	Interior LED Lighting Upgrade	RC/O&M	●									\$ 577,945	\$ -	\$ 577,945	\$ 110,000	Low	TBD		N/A	TBD
27	Ext. Walkway LED Lighting Upgrade	RC/O&M	●									\$ 98,443	\$ -	\$ 98,443	\$ 49,000	Low	TBD		N/A	TBD
28	Building Automation Systems Upgrade	RC/O&M	●									\$ 174,048	\$ -	\$ 174,048	\$ 76,500	Low	TBD		N/A	TBD
29	Flooring Replacement	DV/HTM				●						\$ 756,380	\$ 17,490	\$ 738,890	\$ 504,000	Medium	November 2021	Approval of Construction Services	N/A	TBD
30	HVAC Replacement and Upgrade	RC/O&M	●									\$ 829,910	\$ -	\$ 829,910	\$ 660,000	Low	TBD		N/A	TBD
31	Exterior Lighting Upgrade	RC/O&M	●									\$ 324,912	\$ -	\$ 324,912	\$ 279,000	Low	TBD		N/A	TBD
32	Water Tower Logo Replacements	DV		●								\$ 80,000	\$ -	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
District Wide Subtotal												\$ 3,527,736	\$ 17,490	\$ 3,510,246	\$ 2,092,000					
Totals		0	14	0	0	3	3	0	0	0	0	\$ 8,394,446	\$ 957,303	\$ 7,437,143	\$ 6,590,868					

Consideration and Approval of Checks and Financial Reports

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

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **November 2021**, and will respond to questions posed by the Board.

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

It is recommended that the Board of Trustees of South Texas College approve the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of November 2021.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consideration and Approval of Checks and Financial Reports

The Checks and the Financial Reports presented for approval are included in the Board Packet under SEPARATE COVER:

- 1) Release of Checks for \$25,000.00 - \$125,000.00
Released Prior to Board Approval for November 2021.
- 2) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for November 2021.
- 3) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for November 2021.
- 4) Release of Construction Fund Checks for November 2021.
- 5) Quarterly Investment Report and Money Market Accounts for November 2021.
- 6) Summary of Revenues for November 2021.
- 7) Summary of State Appropriations Revenue for November 2021.
- 8) Summary of Property Tax Revenue for November 2021.
- 9) Summary of Expenditures by Classification for November 2021.
- 10) Summary of Expenditures by Function for November 2021.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for November 2021.
- 12) Summary of Grant Revenues and Expenditures for November 2021.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.

Announcements

A. Next Meetings:

- Tuesday, January 18, 2022
 - 3:30 p.m. – Education and Workforce Development Committee
 - 4:30 p.m. – Facilities Committee
 - 5:30 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, January 25, 2022
 - 5:30 p.m. – Regular Board Meeting

A. Other Announcements:

- The College will be closed on Saturday, December 18, 2021 through Tuesday, January 4, 2022 in observance of Winter Break.
- The College will be closed on Monday, January 17, 2022 in observance of Martin Luther King, Jr. Day
- Classes for the Spring 2022 Semester will begin on Tuesday, January 18, 2022!