



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, January 25, 2022  
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, January 25, 2022 @ 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..... 6**
  - 1. Recognition of Intramural Flag Football Team
  - 2. Expression of Appreciation to Trustees for Their Service and Contributions to South Texas College
  - 3. Review of December 2021 Commencement Ceremonies
- VII. Consideration and Action on Consent Agenda**
  - 1. Approval of Board Meeting Minutes ..... 7 - 35
    - a. December 14, 2021 Regular Board Meeting
  - 2. Approval and Authorization to Accept Grant Awards and Agreements .. 36 - 38
    - 1. Region One Education Service Center Agreement with South Texas College for the Texas Workforce Commission, Adult Education and Family Literacy Grant in the amount of \$11,904.75.
    - 2. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Child Development Associates Credential Program in the amount of \$37,450.00.
    - 3. Texas Higher Education Coordinating Board, Accelerating Credentials and Purpose and Values Grant in the amount of \$289,720.00

4. Texas Workforce Commission, Apprenticeship Expansion Program in the amount of \$329,462.00
5. Texas Higher Education Coordinating Board, Texas Reskilling Support Program Round-3, in the amount of \$112,500.00
6. Additional Grant(s) Received/Pending Official Award

**VIII. Consideration and Action on New Agenda Items**

1. Approval of Order Calling for May 7, 2022 Election of STC Trustees for Single-Member Trustee District #3 and Single-Member Trustee District #4 ..... 39 - 42

**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: ..... 43 - 46
  - a. Presentation on the Professor Emeritus Academic Classification at South Texas College
  - b. Presentation on the National Summit for Dual Credit Programs
  - c. Report on the Office of Industry Training and Economic Development - Maquila Training Program

**B. Finance, Audit, and Human Resources Committee Items**

1. Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee ..... 47
  - a. Approval of Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 – 2022 ..... 48 - 57
  - b. Approval of Award of Proposals, Rejection of Proposal, Purchases, and Renewals Totaling \$652,274.27 ..... 58 - 67
    - A. Award of Proposals
      - 1) Campus Dining and Food Truck Services (Award)
      - 2) Campus Dining and Food Truck Services – II (Award)
      - 3) DHSI Awareness Marketing Campaign Services (Award)
      - 4) Purchase of Financial Wellness Student Toolkits (Award)
      - 5) Virtual Reality Law Enforcement Training Simulators (Award)
    - B. Rejection of Proposal
      - 6) Purchase of Heavy-Duty Trucks (Reject)
    - C. Purchases and Renewals (C-a Instructional Items)
      - 7) Instructional Equipment and Accessories (Purchase)
      - 8) Case Management Services (Renewal)

- C. Purchases and Renewals (C-b. Technology Items)
  - 9) Computers, Laptops, and Tablets (Purchase)
  - 10) On-Demand Subscription Services (Renewal)
  - 11) Online Tutoring Service Agreement (Purchase)
  - 12) Red Hat Licenses Maintenance and Support Agreement (Renewal)
  - 13) Support Services Agreement (Renewal)
- c. Acceptance of South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021 ..... 68 - 81
- d. Ratification of COVID-19 Testing Services Agreement ..... 82 - 83
- 2. Discussion and Action as Necessary on Purchase of Portable Air Purifiers ..... 84 - 88

C. Facilities Committee Items

- 1. Review and Action as Necessary on Consent Agenda Items from the Facilities Committee..... 89 - 90
  - a. Approval to Contract Engineering Services for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting ..... 91 - 102
  - b. Approval to Contract Architectural Services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure ..... 103 - 118
  - c. Approval of Schematic Design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation.. 119 - 126
  - d. Authorization to Proceed with Solicitation of Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation ..... 127 - 128
  - e. Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area..... 129 - 140
  - f. Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area..... 141 - 142
  - g. Approval of Substantial Completion for the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus ..... 143 - 150
- 2. Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects..... 151 - 159

**X. Consideration and Approval of Checks and Financial Reports ..... 160 - 161**

**XI. Announcements ..... 162**

A. Next Meetings:

- Tuesday, February 8, 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, February 22, 2022
  - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Friday, February 11, 2022 to conduct its Spring 2022 College Wide Professional and Organizational Development Day.
- The South Texas College / NACEP Dual Credit Summit will be held from Sunday, February 27 – Tuesday, March 1, 2022 at the South Padre Island Convention Center.
- The College will be closed on Monday, March 14, 2021 through Sunday, March 20, 2022 in observance of Spring Break.

## **Presentations**

### **1. Recognition of Intramural Flag Football Team**

South Texas College is proud to recognize its intramural football team, the King Fish, for bringing home the first place victory and national Champion title at the National Intramural and Recreational Sports Association (NIRSA) National Flag Football Championship.

The King Fish played against colleges and universities from across the nation in the tournament, including victories against Rochester Institute of Technology, Texas Southern University, Trinity University, George Southern, University of Maryland, and Georgia College, who had defeated our team in 2020.

Dr. Ricardo J. Solis, College President, has invited the King Fish to be recognized at the Board meeting, for representing South Texas College as national champions.

### **2. Expression of Appreciation to Trustees for Their Service and Contributions to South Texas College**

Dr. Ricardo J. Solis, College President, will present an expression of appreciation to the Board of Trustees on the behalf of faculty, staff, and students of South Texas College.

The past year has been full of challenges and has provided exciting new opportunities for South Texas College. The College faculty, staff, and students extend their appreciation for the steadfast leadership and tremendous support of its Board of Trustees during such momentous times.

### **3. Review of December 2021 Commencement Ceremonies**

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will present on the December 2022 Commencement Ceremonies, held for the first time at the Bert Ogden Arena in Edinburg Texas.

Mr. Hebbard will review the ceremonies and the experiences and lessons learned using this new venue. Mr. Hebbard will then discuss preparations to return to the Bert Ogden Arena for the Spring 2022 commencement ceremonies.

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

## **Approval of Board Meeting Minutes**

The following Board Meeting Minutes are submitted for approval:

- 1) December 14, 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 December 14, 2021 Regular Board Meeting as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

**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**

**Minutes**

**Call Meeting to Order:**

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, December 14, 2021 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:40 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., Mrs. Victoria Cantú, Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: None

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. Robert Cuellar, Ms. Katarina Bugariu, Ms. Lynda Lopez, Mr. Ben Briones, Mr. Martin Villarreal, Mr. Sam Saldana, Ms. Jessica Galloso, Ms. Erika Leal, Ms. Christa Hirmas, Dr. Sylvia Flores, Dr. Aaron Wilson, Ms. Lisa Aleman, Dr. Virginia Champion, Ms. Esmeralda Yniguez, Ms. Aashna Khatwani, Mr. Angel Magallanes, Mr. Rolando Rios, Mr. Kyle Hunter, Ms. Israel Rivas, and Mr. Andrew T. Fish.

**Determination of a Quorum**

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

**Invocation**

Mrs. Lynda Lopez, Executive Director of Public Relations and Marketing, 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. The December 2021 graduation saw the College's return to in-person ceremonies after a series of virtual ceremonies during the COVID-19 pandemic. Dr. Solis thanked the trustees, all of whom attended the ceremonies, and reflected on the great experience.
2. The partnership with Trancasa to launch a South Texas College Commercial Trucking Institute, which provides commercial drivers license training, is well under way. Administration is now looking at opportunities to scale the program to meet incredible demand.
3. Dr. Solis expects an announcement soon on new funding to support an expansion of the College's nursing program, including the opportunity to hire more faculty and thereby increase enrollment.

## 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.

Dr. Anahid Petrosian, Chief Academic Officer, presented the Faculty Spotlight and spoke on the importance of this recognition in appreciation of our excellent faculty. This is also shared with community stakeholders, as a way to highlight the quality and commitment of our educators.

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

## **2. Faculty Senate Board Update**

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

The Faculty Senate Update included 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.

Dr. Flores spoke of the progress the Faculty Senate has made during the recent term, including opening lines of communication with administration. She also shared the Faculty Senate priorities for upcoming terms.

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) November 23, 2021 Regular Board Meeting

Mrs. Victoria Cantú noted that the Minutes as presented did not indicate whether she was in attendance or absent at that meeting, and should be amended to note her attendance.

Upon a motion by Mr. Rene Guajardo and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approves and adopts the Minutes for the November 23, 2021 Regular Board Meeting as amended. 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. 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 would 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 would be offered. The program would 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 was from January 1, 2022 to December 31, 2022.

This grant aligned 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 would 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 was from December 1, 2021 to August 31, 2022.

This grant aligned 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 would 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 was 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 would 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 was from September 1, 2021 to August 31, 2022.

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

**Summary of Grant Award Funding**

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

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

The motion carried.

**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, provided 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 discussed his recommendations for redistricting of STC's Single Member Districts. The law required that the total deviation in population for each single member district not exceed 10%. Any deviation above 10% required redistricting.

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

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

Mr. Rios presented Demonstration Plan B, which offered a solution to equalize the population of the College's single member districts. He was able to show the effects of changes to the individual single member districts border. This allowed the Board to review Mr. Rios's recommendation and propose changes as necessary to meet redistricting requirements.

Mr. Rios reviewed 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, proposed minimal changes to boundary lines to keep the single member districts in compliance with federal law. The Board retained 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' were 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 included:

- 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 presented at the December 14, 2021 Regular Board Meeting and reviewed the proposed plan and discuss further options with the Board of Trustees.

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 Resolution 2022-002 to adopt Plan B and authorize its submission to the U.S. Department of Justice as presented. The motion carried.

## **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 was requested. This information was 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 was provided under separate cover.

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

Upon a motion by Mr. Rene Guajardo and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College accepted the Fiscal Year 2021 Financial Audit as presented. The motion carried.

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

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

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

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

The Finance, Audit, and Human Resources Committee recommended Board action on the following items as presented. The only revisions since Committee review was that the allocation of laptops purchased under consent agenda item a, #6 was 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

Mr. Paul R. Rodriguez asked that item a-4, for the renewal of financial advisor services and continuing disclosure services, be removed from the consent agenda for separate deliberation.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approve and authorize items a – d of the Finance, Audit, and Human Resources Committee Consent agenda, except for item a-4 as identified, and otherwise as presented. The motion carried.

### **Consent Agenda:**

#### **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 has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends approval as follows:

The Finance, Audit, and Human Resources Committee recommended 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	<b>Audio Visual Aids</b> (San Antonio, TX)	\$104,199.12
Project #2	<b>AISYS Consulting, LLC.</b> (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	<b>SKC Communication Products, LLC.</b> (Richardson, TX)	\$46,365.53
Project #2	<b>AISYS Consulting, LLC.</b> (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 was \$1,067,784.89.

This item, with the exception of #4 for the renewal of financial advisor and continuing disclosure services, was approved by the Board as part of consent agenda action.

**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 was 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 were 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 were provided in the packet for the Board’s information and review. The letters were 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.

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

**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, was 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 was provided annually.

Justification - The Hidalgo County Appraisal District and the Starr County Appraisal District were considered a sole source and the College and other taxing entities were 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 was 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 were 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 were 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 were provided 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.

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

**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 was 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 were 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 were 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 were as follows:

	Board Approved FY 2019-2020	Board Approved FY 2020-2021	Proposed Changes FY 2021-2022
<b>Workforce/Continuing Education Tuition and Fees:</b>			
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 were 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.

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

**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 items were resolved to the Committee's satisfaction at the meeting, and the items were presented here substantially as recommended by the Committee, for approval by the Board of Trustees.

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

The 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

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Board of Trustees of South Texas College approved and authorized items a – e of the Finance, Audit, and Human Resources Committee Consent agenda as presented. The motion carried.

### **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 was requested.



**Purpose**

Architectural services were 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 included, but was not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

**Scheduling Priority**

This project was requested by the Division of Nursing & Allied Health. It was reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. This project was 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 consisted 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.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
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 was \$73,500 and itemized in the table below:

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

**Funding Source**

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

**Reviewers**

The proposals were 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 was provided. The evaluation team members completed evaluations for the firms and provided a 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.

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

**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 was requested.

**Purpose**

Architectural services were necessary for design and construction administration services for the Technology Campus Exterior Solar Panel Structures project. The design scope of work

included, but was not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

**Scheduling Priority**

This project was requested by the Construction and Building Technologies Program. It was reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. This project was 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 consisted 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.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
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 was \$103,100 and itemized in the table below:

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

**Funding Source**

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

### **Reviewers**

The proposals were 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 was enclosed. The evaluation team members completed evaluations for the firms and provided a scoring and ranking summary.

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

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

## **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 was requested.

#### **Purpose**

The procurement of a contractor would 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 was reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the Facilities Committee, and the Board of Trustees. It was scheduled as a routine improvement to repair and replace exterior stairs that were in a deteriorated condition, and was 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.

<b>Timeline for Solicitation of Competitive Sealed Proposals</b>	
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 recommended **5 Star GC Construction, LLC.** as the highest ranked in the amount of \$305,000.

**Funding Source**

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

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

**Reviewers**

The proposals were 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 was provided. The evaluation team members completed evaluations for the firms and provided a scoring and ranking summary.

The Facilities Committee recommended Board approval to contract construction services with 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.

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

**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 was requested.

**Purpose**

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

**Scheduling Priority**

This was 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 was 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.

<b>Timeline for Solicitation of Competitive Sealed Proposals</b>	
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 recommended **Johnson Controls** as the highest ranked in the amount of \$199,345.40.

**Funding Source**

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

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

**Reviewers**

The proposals were 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 was provided. The evaluation team members completed evaluations for the firms and provided a scoring and ranking summary.

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

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

**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 was requested.

**Purpose**

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

**Justification**

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

**Scheduling Priority**

This renewals & replacements project was 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 was 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 was needed for additional costs and time associated with scope modifications that include an additional thirteen (13) retrofit drains.

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

Modifications to scope associated with Change Order #1, which would be deducted from the Contingency Allowance in the amount of \$11,895.00, were 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 would be applied to the Contingency Allowance of \$41,035.00, leaving a remaining balance of \$29,140.00. The unused Contingency Allowance would remain in the project budget.

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

The contractor 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.



<b>District Wide Deferred Maintenance of Roofs at the Starr County Campus</b>			
<b>Proposed Change Order No.</b>	<b>Item Description and Justification</b>	<b>Cost</b>	<b>Days</b>
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	
<b>Net Effect of Proposed Change Order No. 1 to Contract Amount</b>		\$0.00	42 days

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

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

**Funding Source**

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

**Enclosed Documents**

The proposed change order #1 was included in the packet.

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.

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 the 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 November 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 **November 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 Dr. Alejo Salinas, Jr., 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 November 2021. The motion carried.

### **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

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!

### **Adjournment**

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 6:36 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, December 14, 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. Region One Education Service Center Agreement with South Texas College for the Texas Workforce Commission, Adult Education and Family Literacy Grant in the amount of \$11,904.75**

The agreement for this award was approved by the STC Board of Trustees in September 2021 for the amount of \$238,095.00. The \$11,904.75 did not include the administrative costs that were also awarded, bringing the amount of the total award to \$249,999.75. The training will provide Adult Basic Education and Adult Secondary Education instructional services in Phlebotomy, Electrocardiography, Educational Aide, Structural Welding, and Medical Office Specialist. The funding period for this grant is from October 1, 2021 to June 30, 2022.

This award aligns with Strategic Directions #1, Lead Community Engagement, by advancing mutually beneficial community and educational partnerships with Region One Education Service Center.

### **2. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Child Development Associates Credential Program up to the amount of \$37,450.00**

This grant provides funding for Child Development Associates Credential (CDA) courses for employees of Child Care Service Vendors in Starr, Hidalgo, and Willacy Counties. These funds will be used for tuition, fees, and other material such as textbooks for up to 30 candidates for the fall and spring 2023 semester. If more participants express an interest in the CDA program, Workforce Solutions would allow the college to request additional funds. This funding period for this grant is from October 1, 2022 to September 30, 2023.

This award aligned to Strategic Direction #2, Access and Success, through coordinated efforts with Workforce Solutions to outreach prospective students to enroll at South Texas College in a Child Development Program.

### **3. The Texas Higher Education Coordinating Board, Accelerating Credentials of Purpose and Value Grant in the amount of \$289,720.00**

This grant will help the college to develop non-credit training programs that lead to industry-recognized certifications, convert to semester credit hours, and align with target and demand occupations. The Departments of Continuing Professional and Workforce Education and

Industry Training and Economic Development will help develop and convert to online format six noncredit Digital Skills training programs that include Web Developer, Mobile App Developer, FANUC Robot Operator, Electro-Mechanical Devices, Digital Fundamentals, and Programmable Logic Controller Occupations. All training programs align with industry-recognized certifications, credit programs, and regional target/demand occupations. The funding period for this grant is from January 15, 2022 to September 30 2022.

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

**4. Texas Workforce Commission, Apprenticeship Texas Expansion Program in the amount of \$329,462.00**

This grant will allow participants the opportunity to work towards a nationally recognized credential and facilitate their efforts towards gaining the experience and skills needed to prepare for occupations in construction, advanced manufacturing, food, and travel industry leading to jobs and careers. The Apprenticeship Expansion project is a collaborative effort between five to six employers in the Residential Building Construction, Metalworking Machinery Manufacturing, Restaurant, and Traveler Accommodation industry. The funding period for this grant is from February 1, 2022 to January 31, 2023.

This award aligns with Strategic Direction #3, Creating Educational Opportunities for Students, by aligning programs with high demand, high-value workforce and education training programs.

**5. Texas Higher Education Coordinating Board, Texas Reskilling Support Program, Round-3, in the amount of \$112,500.00**

This grant will support 75 students who have previously completed postsecondary education credits and who are near completion and wish to re-enroll in an accredited postsecondary institution. This program will help increase postsecondary credential attainment and assist eligible students with tuition and fees to help complete their program. The funding period for this grant is from January 21, 2022 to September 30, 2022.

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

**6. Any Additional Grants Pending Official Award**

### **Summary of Grant Award Funding**

The presented grants will provide up to \$668,536.75 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. Region One Education Service Center Agreement with South Texas College for the Texas Workforce Commission, Adult Education and Family Literacy Grant in the amount of \$11,904.75.
2. Lower Rio Grande Valley Workforce Development Board - Workforce Solutions, Child Development Associates Credential Program in the amount of \$37,450.00.
3. Texas Higher Education Coordinating Board, Accelerating Credentials and Purpose and Values Grant in the amount of \$289,720.00
4. Texas Workforce Commission, Apprenticeship Expansion Program in the amount of \$329,462.00
5. Texas Higher Education Coordinating Board, Texas Reskilling Support Program Round-3, in the amount of \$112,500.00

### **Approval Recommended:**

**Dr. Ricardo J. Solis President**

**Approval of Order Calling for May 7, 2022 Election of STC Trustees for Single-Member Trustee District #3 and Single-Member Trustee District #4**

Approval of the Order Calling for the May 7, 2022 Election of an STC Trustee for single-member trustee District #3 and single-member trustee District #4 is requested.

The Order Calling for the General Election of Board members for single-member trustee District #3 and single-member trustee District #4 is provided in the packet for the Board's review. The election must be called by February 18, 2022 in order to proceed with the Saturday, May 7, 2022 election.

The proposed Order references Exhibits A and B, which are still being developed by the Hidalgo County Elections Department. These will identify the times, dates, and locations of Early Voting Polling Places and Election Day Polling Places. Voters who live within single-member districts #3 or #4 will be able to vote at any polling location administered by the Hidalgo County Elections Department throughout the county.

The proposed order authorized Dr. Ricardo J. Solis as College President to act as necessary to contract with Hidalgo County. This will allow the College to coordinate with the Hidalgo County Elections Department to approve polling places for early voting and election day.

The College will have the opportunity to make further amendments to the Order as needed in response to concurrent elections and coordination with the Hidalgo County Elections Department.

Other entities will have until February 18, 2022 to call any elections for May 7, 2022. Should this occur, the authorization of the College President to adjust polling locations, dates, and times will help the College coordinate as needed with these entities. Once this election is Ordered, the Board will have further opportunity to amend the Order should the need arise.

**Enclosed Documents:**

The Election Order Calling for the May 7, 2022 Election of an STC Trustee for single-member trustee District #3 and single-member trustee District #4 as presented is included in the packet, and any further revisions provided by legal counsel will be distributed at the 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 authorizes the Election Order Calling for the May 7, 2022 Election of an STC Trustee for single-member trustee District #3 and single-member trustee District #4 as presented is included in the packet, and any further revisions provided by legal counsel will be distributed at the meeting.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

## **ORDER CALLING GENERAL ELECTION**

**IT IS ORDERED BY THE BOARD OF TRUSTEES OF THE SOUTH TEXAS COLLEGE DISTRICT THAT:**

**Section 1. Call of Election; Date; Eligible Electors; and Hours.** A general election shall be held on **Saturday, May 7, 2022**, within and throughout single-member trustee District No. 3 and single-member trustee District No. 4 of the South Texas College District. At this general election, only the resident, qualified electors of single-member trustee District No. 3 shall be entitled to vote for a trustee to represent District No. 3 on the Board of Trustees of the South Texas College District and only the resident, qualified electors of single-member trustee District No. 4 shall be entitled to vote for a trustee to represent District No. 4 on the Board of Trustees of the South Texas College District (the “Election”).

The hours during which the polling places for each voting precinct within each single-member trustee district are to be open at the Election shall be from 7:00 o'clock a.m. to 7:00 o'clock p.m.

**Section 2. Single-Member Trustee Districts; Boundaries Thereof.** The geographical boundaries of single-member trustee District No. 3, and of single-member trustee District No. 4 are designated as follows:

### **SINGLE-MEMBER TRUSTEE DISTRICT NO. 3**

**ALL OF THE TERRITORY** in Hidalgo County, Texas lying within the boundary line that begins at the intersection of the United States-Mexico International boundary and U.S. Highway 281 in Pharr, Texas, then north along U.S. Highway 281 to the Main Floodway, then west north west along the Main Floodway to South Jackson Road, then north along South Jackson Road to West El Rancho Blanco Road, then east along the boundary of Hidalgo County Election Precinct #147 to U.S. Highway 281, then north along U.S. Highway 281 to East Ridge Road, then east along East Ridge Road to South I-Road, then north along South I-Road to E. Sioux road, then west along E. Sioux road to N. Col. Rowe Blvd. in McAllen, Texas, then north along N. Col. Rowe Blvd. to Harvey St., then west along Harvey St. to N. 10<sup>th</sup> St., then south along N. 10<sup>th</sup> St. to Jasmine Avenue, then west along Jasmine Avenue to N. Main St., then south along N. Main St. to e. Hackberry Ave., then west along E. Hackberry Ave. to Bicentennial, then south along Bicentennial to U.S. Business Highway 83, then west along W. Business Highway 83 to Inspiration Road in Mission, Texas, then south along Inspiration Road to the point at which the boundary of Hidalgo County Election Precinct #204 meanders east south east, then along the boundary of Hidalgo County Election Precinct #204 to S. Conway Avenue in Mission, Texas, then south along S. Conway Avenue to Military Highway, then south southwest along Military Highway/Military Road to Stewart Road, then south along the boundary of Hidalgo County Election Precinct #82 to the United States-Mexico International boundary, then meandering westward along the United States-Mexico International boundary to the point of beginning, U.S. Highway 281 in Pharr, Texas, and as more accurately described in the map made part of the redistricting resolution adopted by the Board of Trustees of the South Texas College District on December 14, 2021.



## **SINGLE-MEMBER TRUSTEE DISTRICT NO. 4**

**ALL OF THE TERRITORY** in Hidalgo County, Texas lying within the boundary line that begins at the intersection of West U.S. Highway 83 and Bicentennial in McAllen, Texas then extends north along Bicentennial to East Hackberry Street, then extends east along East Hackberry Street to North Main St., then extends north along North Main St. to Jasmine Avenue, then extends east along Jasmine Avenue to N. 10<sup>th</sup> Street, then extends north along N. 10<sup>th</sup> Street to Harvey Street, then extends east along Harvey Street to N. Col. Rowe Blvd., then extends south along N. Col. Rowe Blvd. to E. La Vista Ave., then extends east along E. La Vista Ave. to North Jackson Road in Pharr, Texas then extends north along North Jackson Road to Owassa Road, then extends east along Owassa Road to U.S. Business Highway 281 then north along U.S. Business Highway 281 to W. Freddy Gonzalez Drive in Edinburg, Texas, then west along W. Freddy Gonzalez Drive to S. McColl Road, then north along S. McColl road to Sprague Street, then west along Sprague Street to N. 10<sup>th</sup> Street, then north along N. 10<sup>th</sup> St. to W. State Highway 107, then west along W. State Highway 107 to Ware Road in McAllen, then north along Ware Road to Monte Christo St. in Mission, Texas, then west along Monte Christo St. to N. Conway Avenue in Mission, Texas, then south along N. Conway Avenue to E. 6 Mile Line Rd., then east along E. 6 Mile Line Rd. to N. Taylor Road, then south along N. Taylor Road to E. 4 Mile Line Rd., then west along E. 4 Mile Line Rd. to N. Conway Avenue, then south on N. Conway Avenue to the point at which the boundary of Hidalgo County Election Precinct #86 turns west, then along the boundary of Hidalgo County Election Precinct #86 to North Trosper Road, then south along North Trosper Road to W. 2 Mile Line Rd., then east along W. 2 Mile Line Rd. to N. Conway Ave, then South on N. Conway Ave. to W. U.S. business Highway 83, then east along W. U.S. business Highway 83 to the point of beginning, Bicentennial in McAllen, Texas, and as more accurately described in the map made part of the redistricting resolution adopted by the Board of Trustees of the South Texas College District on December 14, 2021.

**Section 3. Early Voting Clerk and Deputy Early Voting Clerk(s).** The Early Voting Clerk and the Deputy Early Voting Clerk(s) shall be the following:

Early Voting Clerk: Yvonne Ramón  
Deputy Early Voting Clerk(s): to be appointed by the Early Voting Clerk

The duties of the Early Voting Clerk and the Deputy Early Voting Clerk(s) shall be those prescribed by the Texas Election Code. The early voting clerk's office shall remain open for early voting activities during the hours the polls are required to be open for voting on Election Day.

**Section 4. Early Voting Days, Dates, Hours, And Polling Places:** Early voting by personal appearance shall commence on **Monday, April 25, 2022** and terminate on **Tuesday, May 3, 2022**. The **main early voting polling place** and each **temporary branch early voting polling places**, for early voting by personal appearance, shall be as follows:

### **MAIN EARLY VOTING POLLING PLACE**

Hidalgo County Elections Department Annex Bldg.  
317 N. Closner "Rear"  
Edinburg, Texas

**TEMPORARY BRANCH EARLY VOTING POLLING PLACES**

Any voter who is entitled to vote an early voting ballot by personal appearance may do so at the **main early voting polling place** or at any **temporary branch early voting polling place** throughout Hidalgo County, established. Early voting shall be conducted in accordance with the Texas Election Code during the early voting period, as set forth in Exhibit A, the *Hidalgo County May 7, 2022 Local Entities Election Early Voting Polling Locations Dates and Times*.

**Section 5. Early Voting Clerk; Application for Ballot Voted by Mail.** The mailing and physical address of the Early Voting Clerk for the Election where an application for a ballot to be voted by mail is to be submitted shall be as follows:

STC Early Voting Clerk  
Election Administration  
County of Hidalgo  
P.O. Box 1356  
Edinburg, Texas 78539

**Section 6. Election Day Polling Places** District-wide voting is permitted in Hidalgo County and voters may vote at any designated voting place, as set forth in Exhibit B, the *Hidalgo County May 7, 2022 Local Entities Elections Countywide Polling Places Election Day Locations*.

**Section 7. Notice of Election.** Notice of the Election shall be given in the manner prescribed by the Texas Election Code.

**Section 8. Authorized to Execute.** The Chairperson of the Board of Trustees of South Texas College District is authorized to execute this Order, and the Secretary of the Board of Trustees is authorized to attest the same on behalf of the Board of Trustees of the South Texas College District. The President of South Texas College is authorized to do all other things legal and necessary in connection with the holding and consummation of the Election.

**Section 9. Delegation of Authority to President.** The President of the College is delegated the authority of approving the final precinct voting locations in conjunction with the Hidalgo County Elections Administrator.

**PASSED AND APPROVED** on the 25 day of January, 2022.

**SOUTH TEXAS COLLEGE DISTRICT**

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Ms. Rose Benavidez  
Chair, Board of Trustees

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Mrs. Victoria Cantú  
Secretary, Board of Trustees

## **Review of Presentations to the Education and Workforce Development Committee:**

### **Presentation on the Professor Emeritus Academic Classification at South Texas College**

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, introduced Dr. Rebecca Millán, Associate Professor of English and Chair of the College-Wide Academic Classification Committee. Dr. Millán presented on the Professor Emeritus Academic Classification at South Texas College.

In February 2016, the Board approved the creation of the Professor Emeritus academic classification to recognize retiring faculty who have made significant contributions to the College and community during their service at South Texas College.

To be eligible for the Professor Emeritus recognition, the retiring faculty member must first be nominated by their department one semester before, or not later than one semester after their retirement. Nominees must also have previously been awarded academic classification as: Assistant Professor, Associate Professor, or Full Professor, by the College-wide Academic Classification Committee (CWACC).

Nominations for Professor Emeritus are reviewed and voted upon by the CWACC, who then submits recommendations to the Vice President for Academic Affairs. The total number of emeritus awards in any given year cannot exceed 1% of the total number of full-time regular faculty, as per Policy #3813.

Since the Board approved the Professor Emeritus classification in 2016, five retiring faculty have been recognized with this honor.

Dr. Millán reviewed the classification, and the current South Texas College Professor Emeritus recipients and their benefits, before addressing questions with the Committee.

### **Presentation on the National Summit for Dual Credit Programs**

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships, presented on the National Summit for Dual Credit Programs. The Summit will be held from Sunday, February 27 – Tuesday, March 1, 2022 at the South Padre Island Convention Center, in partnership with the National Alliance of Concurrent Enrollment Partnerships (NACEP).

The Summit is a premiere conference for higher education institutions, school districts, and state/national entities that serve dual credit programs. It will provide South Texas

College and its peers from across the nation with the opportunities to share information and insights on college readiness and successful dual credit programs.

Dr. De Leon provided an overview on special safety protocols in place for the current COVID-19 pandemic resurgence. She also discussed the sessions planned for the Summit, and current registration information.

### **Report on the Office of Industry Training and Economic Development - Maquila Training Program**

South Texas College drives regional and global educational and economic development, as expressed in the institutional Vision and Mission statements:

#### **Vision Statement**

*“South Texas College will be a global model in educational innovation serving as a catalyst to drive regional prosperity, economic development, and the social mobility of those we serve.”*

#### **Mission Statement**

*“South Texas College is a public institution of higher education that provides educational opportunities through excellence in teaching and learning, workforce development, cultural enrichment, community service, and regional and global collaborations.”*

For several years, administration had been developing plans to provide workforce training opportunities for industry partners in Reynosa. Consistent with the focus on driving regional and global prosperity, this training would boost productivity in the maquiladora industry; and, as observed by the Federal Reserve Bank of Dallas, an increase of productivity in maquila output in Reynosa results in a corollary increase in total employment in McAllen and surrounding areas. This program would serve regional interests and provides a model for international collaboration.

In August 2021, Dr. Ricardo J. Solis, College President, informed Texas Commissioner of Higher Education Harrison Keller of the College’s proposed workforce program for industry partners in Reynosa. While these programs fall outside the purview of the Texas Higher Education Coordinating Board, Dr. Keller was generally supportive of the College’s proposal.

In September 2021, Dr. Carlos Margo, Associate Dean of Industry Training and Economic Development, provided an updated presentation to the Education and Workforce Development Committee, and received strong encouragement to complete the development of these programs.

As of January 2022, administration has worked with legal counsel to develop two agreements to support these programs. The agreements have been written to allow flexibility to develop training programs which respond to frequently-changing needs of industry partners.

#### Industry Partner Training Agreement

1. The first agreement would allow the College and an industry partner to identify specific skills and scope of service for a limited workforce training program which will offer South Texas College credentialing to participating students.
  - The Company will pay STC directly for services specific to each program;
  - STC will provide the trainers, materials, and equipment as appropriate for training programs;
  - The Company may provide equipment for on-site training and/or instructional space for delivery of instruction, depending on the program.

#### Trainer Agreement

2. The second agreement would allow the College to recruit and engage trainers, serving as independent contractors, as needed to provide specific technical training to meet the needs of industry partners.
  - Trainers will be engaged for a specific scope, correlated to a specific training contract(s).
  - Trainers will agree to provide on-site instruction as required for a specific training contract(s).

Legal Counsel reviewed both agreements, and was comfortable that they adequately protected the College's interests and support the proposed training programs.

The College was ready to begin working with a pilot cohort of industry partners and to recruit qualified trainers. After an initial series of training programs, the College would review the program and prepare it as necessary to offer training more broadly to interested partners.

#### **Funding for Training Programs**

Because the training would take place outside of the College's taxing district and outside the state and national borders, no public funds, including state appropriations or tax proceeds, would be used to support this program. All program costs would be recouped through training contracts or restricted funds designated specifically for these programs.

Dr. David Plummer, Vice President for Information Services, Planning, Performance, and Strategic Initiatives, Dr. Rodney Rodriguez, Vice President for Institutional Advancement and Economic Development, and Dr. Carlos Margo, Associate Dean for

Industry Training and Economic Development, reviewed this item with the Committee and responded to questions.

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

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

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

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

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

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

- a. Approval of Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 – 2022
- b. Approval of Award of Proposals, Rejection of Proposal, Purchases, and Renewals
- c. Acceptance of South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021
- d. Ratification of COVID-19 Testing Services Agreement

**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 Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 – 2022**

Approval of the Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 - 2022 for a one-year period of September 1, 2021 through August 31, 2022 will be requested at the January 25, 2022 Board meeting.

Purpose – A Second Revision of the Interlocal Agreement for Transportation Services between STC and the LRGVDC for Fiscal Year 2021 – 2022 is needed to reflect the revision of applying in-kind costs as operating expenses as advised by LRGVDC’s staff.

Justification - The Second Revision of the Interlocal Agreement for Transportation Services will address the removal of the use of in-kind costs. These expenses will be reimbursable as operating costs with the exception of vehicle depreciation.

Background – On July 27, 2021, the Board of Trustees approved the Interlocal Agreement for Transportation Services between STC and LRGVDC for Fiscal Year 2021 – 2022, in which the in-kind costs for the Yellow Line were reduced against the payment to the LRGVDC for the Green Line Services. On September 28, 2021, the Board of Trustees approved the Revised Interlocal Agreement which reflects, STC’s in-kind costs as part of the monthly reimbursement STC receives from the LRGVDC. However, on November 3, 2021, LRGVDC notified STC the expenses being claimed as in-kind costs did not qualify as in-kind costs and could be reimbursed as operating costs with the exception of the vehicle depreciation. In the Second Revision of the Interlocal Agreement, the operating expenses identified as in-kind costs will be part of the Yellow Line Services operating cost reimbursable at a 50%.

Although, the in-kind costs are not reimbursable, the in-kind costs allowed to be invoiced as operating expenses are utilities and vehicle insurance. Vehicle depreciation expense in the amount of \$64,107 does not qualify as operating expenses, therefore the total operating cost for the service is reduced from \$741,621 to \$677,514.



The table below reflects the total cost:

<b>Fiscal Year 2021 - 2022</b>	<b>Original Amount</b>	<b>Revised Amount</b>	<b>2<sup>nd</sup> Revision Amount</b>
	<b>Approved 7/2021</b>	<b>Approved 9/2021</b>	<b>Proposed 01/2022</b>
<b>Total Operating Cost for Services</b>	<b>\$659,223</b>	<b>\$741,621</b>	<b>\$677,514</b>
Contributions:			
State/Federal Operating	\$(380,114)	(380,114)	(389,260)
State/Federal In-Kind	0	(82,398)	0
<b>Total Net Cost to STC</b>	<b>\$279,109</b>	<b>\$279,109</b>	<b>\$288,254</b>
STC Direct Expenditures – Yellow Line	\$129,275	129,275	\$138,420
STC Payment to LRGVDC – Green Line 1	2,960	85,358	85,358
STC Payment to LRGVDC – Green Line Route 60 (Roma)	64,476	64,476	64,476
STC In-Kind Expenditures	82,398	0	0
<b>Total Net Cost to South Texas College</b>	<b>\$279,109</b>	<b>279,109</b>	<b>\$288,254</b>

The increase of \$9,145.00 is due to the vehicles insurance and utilities in the total amount of \$18,291 allowed as operating expenses at 50% reimbursement, not at 100% reimbursement.

The cost by transportation routes for Fiscal Year 2021 - 2022 are as follows:

<b>Transportation Routes</b>	<b>Total Operating Cost for System</b>	<b>Contributions</b>	<b>STC Direct Expenditures</b>	<b>STC Payment to LRGVDC</b>
Starr (Green-1)	204,569	119,211	0	85,358
Starr (Green-Roma)	153,519	89,043	0	64,476
Circular (Yellow)	319,426	181,006	138,420	0
<b>Total</b>	<b>\$677,514</b>	<b>\$389,260</b>	<b>\$138,420</b>	<b>\$149,834</b>

Funding Source – Funds for this expenditure are budgeted in the Student Transportation Services budget for Fiscal Year 2021 – 2022.

Reviewers – The Interlocal Agreement for Transportation Services was reviewed by Maribel Contreras, Director of Regional Transit Services at the LRGVDC, and by South Texas College’s Vice President for Finance and Administrative Services, the Chief of Police for Department of Public Safety, the Comptroller, the Contract Manager, and by the College’s Legal Counsel. The revised Fiscal Year 2021 – 2022 Interlocal Agreement for Transportation Services has already been approved by the LRGVDC.

Enclosed Documents – A copy of the Second Revision of the Interlocal Agreement for Transportation Services between STC and LRGVDC for Fiscal Year 2021 - 2022 is provided in the packet for the Board's information and review.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 - 2022 for a one-year period of September 1, 2021 through August 31, 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 Second Revision of the Interlocal Agreement for the Jag Express Intercampus Transportation Services between South Texas College and the Lower Rio Grande Valley Development Council (LRGVDC) for Fiscal Year 2021 - 2022 for a one-year period of September 1, 2021 through August 31, 2022, as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

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

**I. INTRODUCTION**

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

**RECITALS**

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

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

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

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

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

**II. ROLE OF THE LRGVDC for the Starr (Green) transportation route**

LRGVDC shall have the following responsibilities:

1. Provide bus routes to serve the Starr County campus during the College’s business days and hours of service according to the attached schedule on Exhibit A;
2. Operate and maintain its public transit system in compliance with regulations and guidelines of the LRGVDC, the Texas Department of Transportation (“TxDOT”) and the Federal Transit Administration (“FTA”) as referenced in the attached LRGVDC Federal Transit Administration Certification and Assurances on Exhibit B;
3. Comply with Title VI (Circular 4702.1B “Title VI Requirements and Guidelines) of the Civil Rights Act of 1964 in accordance with Federal Transit Administration (FTA) grant recipient requirements;
4. Provide certifications and assurances that it will abide by all federal rules and regulations when using FTA funds in connection with this Agreement;
5. Ensure that College students, faculty and staff have access to bus transportation services provided hereunder free of charge upon presentation of an official identification card upon boarding; The Fast Ride micro-transit service and RGV Metro Express is not included in fare-free boarding.
6. Track all trips by College students, faculty and staff;
7. Provide College with monthly ridership participation reports within ten (10) working days after the last day of the month for which ridership participation is being reported;
8. Develop initiatives in coordination with the College to ensure that all reasonable efforts are undertaken to increase use of the transportation services;
9. Lease three (3) buses to the College which will be operated and maintained by the College to perform

- its obligations under this Agreement;
10. Maintain primary liability (within the limits of the Texas Tort Claims Act) and property insurance coverage on all its buses operating Green Line routes, in compliance with TxDOT and FTA requirements, and upon request, supply evidence of insurance coverage to the College; and
  11. Calculate and provide the College with a good faith estimate of the total operating costs and the total maintenance expenses for the operation of the Green Line (Route 1) and the Green Line (Route 60) for the Fall 2021, Spring 2022 and Summer 2022 semesters.

### III. ROLE OF COLLEGE

The College shall have the following responsibilities:

1. Operate and maintain six (6) buses owned by the College and three (3) buses leased from LRGVDC, as listed on Exhibit C, for the Circulator (Yellow) transportation routes during the College's business days and hours of service according to the attached schedule on Exhibit A;
2. Promote ridership by College students, faculty and staff (promotion efforts will include publicizing the service through newsletters, email notifications, signage at special events and semester registration, and other means the College determines would be effective at increasing participation and raising awareness of the service);
3. Designate boarding locations at each campus with appropriate signage at each of its campus stop locations;
4. Maintain primary liability (within the limits of the Texas Tort Claims Act) and property insurance coverage on all its buses, including buses being leased to the College, in compliance with TxDOT and FTA requirements, and upon request, supply evidence of such insurance coverage to LRGVDC; and
5. Operate and maintain its public transit system in compliance with regulations and guidelines of the LRGVDC and the Texas Department of Transportation ("TxDOT");
6. Report transportation data to the National Transit Database (NTD) as required; and
7. Pay LRGVDC an amount equal to fifty (50) percent of the total operating costs and twenty (20) percent of the total maintenance expenses, as estimated by LRGVDC, for the operation of the Green Line (Route 1) and the Green Line (Route 60) for the Fall 2021, Spring 2022 and Summer 2022 semesters ("Local Match Payment").

### IV. CONTRACT AMOUNT AND COMPENSATION

#### A. Expense Reimbursement and Payment

On a monthly basis during the term of this Agreement, the College will submit to LRGVDC reimbursement vouchers with supporting documentation showing its operating costs, and maintenance expenses ~~and in-kind~~ costs arising from the operation of the Circulator (Yellow) transportation routes. LRGVDC shall remit payment to the College for fifty (50) percent of the total operating costs and eighty (80) percent of the total maintenance expenses incurred by the College in the operation of the Circulator (Yellow) transportation routes. **The total operating cost for the Circulator (Yellow) transportation routes is estimated to be \$319,426.** LRGVDC acknowledges that the total amount of the reimbursement payments to the College pursuant to this Agreement for the operations and maintenance of the Circulator (Yellow) transportation routes is estimated to be ~~\$181,006 + 171,860~~. ~~LRGVDC shall remit payment to the College for one hundred (100) percent of the total in-kind expenses for the Circulator (Yellow) transportation routes estimated to be \$82,398.~~ Each monthly report will be on College letterhead and approved and signed by an individual with the authority to request payment.

As consideration for the services to be provided by LRGVDC under this Agreement, the College will remit the Local Match Payment to LRGVDC in the amount of \$53,291.47 for the Fall 2021 semester, \$58,697.85 for the Spring 2022 semester and \$37,844.67 for the Summer 2022 semester.

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

~~“Match/In-Kind Report” refers to a written report which describes and provides supporting details concerning the value of the personnel services provided by the College in performing its obligations under this Agreement. The amount of the “in-kind” contribution will be calculated and reported as:~~

- ~~a) the College employee’s gross hourly compensation multiplied by the actual hours dedicated by the employee to perform work essential to the implementation and operation of the transportation services hereunder, and~~
- ~~(b) the College’s actual operation and maintenance expenses incurred in connection with operation of the transportation services.~~

~~The College will submit to LRGVDC Match/In-Kind Reports and supporting documentation no later than forty five (45) days after the end of each month. The Reports will contain the following supporting documentation:~~

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

## **V. TERM**

The term of this Agreement begins on **September 1, 2021** and expires on **August 31, 2022**. This Agreement may be renewed for two additional one-year periods by mutual written agreement of the parties.

## **VI. TERMINATION**

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

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

## **VII. AMENDMENT**

Written amendments, signed by both parties, will be required for any revisions, deletions and/or additions to the Agreement.

Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character (“Force Majeure Event”). If a Force Majeure Event occurs that will delay either party in the performance of its obligations under this Agreement, such party shall promptly notify the other party in writing of such condition and cause thereof no later than ten (10) days after the Force Majeure Event. Provided, however, that if a Force Majeure Event occurs, each party agrees to use its best efforts to mitigate the impact of the occurrence so that the party may continue to carry out its obligations hereunder during the occurrence.

**VIII. COOPERATION**

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

**IX. NOTICES**

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

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

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

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

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

**X. GENERAL PROVISIONS**

## **A. Additional Obligations and Rights**

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

## **B. Circulator (Yellow) Transportation Route**

1. The College will operate the Circulator (Yellow) transportation routes as public transportation for the benefit of the College community. In this regard, it is acknowledged that if space is available, a person who is not a College student, faculty or staff, may be provided ridership, but only from and to an official College campus location, consistent with 49 United States Code (USC), Chapter 53, as described in Exhibit A.
2. The College will use its own staff and six (6) buses owned by the College and three (3) buses leased from LRGVDC, to provide public transportation services for the Circulator (Yellow) transportation routes. College staff will at all times remain employees of the College.
3. Buses must be parked in a safe and secure location. LRGVDC maintenance staff will have access to the buses to ensure that buses are properly maintained and operating in good conditions.
4. The College will provide service reports for Circulator (Yellow) shuttles.
5. The College will maintain auto primary liability on all College-owned buses and leased buses within the limits of the Texas Tort Claims Act.

### **C. Maintenance - Starr (Green Line) Transportation Route**

1. LRGVDC will provide maintenance services with its own staff for buses used in connection with this Agreement. These maintenance activities will adhere to the *LRGVDC Vehicle Maintenance Plan* and will include:
  - a. Responding to road calls;
  - b. Providing routine preventive maintenance according to the manufacturer's specified maintenance schedule and FTA standards;
  - c. Detailing/cleaning buses once a week;
  - d. Providing tire replacement service according to the manufacturer's schedule;
  - e. Providing brake maintenance according to the manufacturer's schedule;
  - f. Providing out-of-cycle repairs as necessary;
  - g. Coordinating warranty work according to manufacturer guidelines;
  - h. Keeping an inventory of all tools, equipment, parts, materials, and supplies;
  - i. Keeping maintenance records of all activities, including work orders;
  - j. Ensuring that all maintenance activities are safe and secure; and
  - k. Adhering to the maintenance plan.

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

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

### **D. Warranties**

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

### **E. Capital**

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

### **F. Miscellaneous**

1. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of Texas. Venue for any action under this Agreement shall be Hidalgo County, Texas.
2. This Agreement may not be assigned except upon written approval by LRGVDC and College.
3. In case any provision in this Agreement shall, for any reason, be held invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had not been included



herein.

4. No joint venture or partnership is formed as a result of this Agreement. No employees, agents, or subcontractors of one party shall be deemed, or represent themselves to be, employees or agents of the other party. All transportation services provided by LRGVDC are on an independent contractor basis.
5. This Agreement may be amended or modified only by a written instrument executed by both parties.
6. This Agreement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof.
7. The College will maintain records of all documents and materials related to the performance of its obligations under this Agreement. The College agrees to allow LRGVDC to inspect and evaluate the work performed and any records under this Agreement.

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

**South Texas College**

**Lower Rio Grande Valley Development Council**

\_\_\_\_\_  
**Ricardo Solis, M.B.A., Ph. D.**  
**President**

\_\_\_\_\_  
**Manuel Cruz**  
**Executive Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

**Consent Agenda:**

**b. Approval of Award of Proposals, Rejection of Proposal, Purchases, and Renewals Totaling \$652,274.27**

Approval of the following award of proposals, rejection of proposal, purchases, and renewals will be requested at the January 25, 2022 Board meeting.

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

**A. Award of Proposals**

**1) Campus Dining and Food Truck Services (Award)**

Award the proposal for campus dining and food truck services to **Pappa’s Pizza, Inc.** (Alton, TX) (New), for the period beginning February 1, 2022 through January 31, 2023 with two one-year options to renew, with a 0% commission. Authorization is also requested to negotiate with this vendor to become a secondary vendor at one or more of the McAllen locations.

Purpose – Facilities Operations and Maintenance and the Purchasing Department are requesting campus dining and food truck services Monday through Friday for the all campuses and center.

Justification and Benefit – Food services must be available for the South Texas College faculty, staff, and students at all campuses. The menu will include some of the following items: pizza, breadsticks, dipping sauces, spaghetti, mac-n-chess, fries, salads, molletes, tortas, breakfast tacos, bagels, yogurt, fruit, oatmeal, coffee, and aguas frescas.

Background – Proposal documents were advertised on November 3, 2021 and November 10, 2021 and issued to twenty-five (25) vendors. Six (6) responses were received on November 19, 2021 which were reviewed by Facilities Operations and Maintenance and the Purchasing Department. There were two (2) vendors that did not complete the required forms and two (2) that were interested in providing catering services only.

**2) Campus Dining and Food Truck Services – II (Award)**

Award the proposal for campus dining and food truck II services for the period beginning February 1, 2022 through January 31, 2023 with two one-year options to renew, with 0% commission. The vendor information is as follows:

Campus	Vendors
Pecan Campus	Primary: <b>Zaycor Management Company</b> (Brownsville, TX) (New) Secondary: <b>Laredo Comidas, LLC./ dba Taco Palenque</b> (McAllen, TX) (New)
Mid Valley Campus	<b>All Affairs and Occasions</b> (Elsa, TX)

Nursing and Allied Health Campus	<b>Cornerstone Catering</b> (Mission, TX)
Technology Campus	<b>Atencion Selecta, LLC.</b> (Edinburg, TX)
Starr County Campus	No vendor submitted to provide services at the Starr County Campus

Authorization is requested to negotiate the recommended location assignment with these vendors as necessary.

Purpose – Facilities Operations and Maintenance and the Purchasing Department is requesting campus dining and food truck services Monday through Friday for the all campuses and center.

Justification and Benefit – Food services must be available for the South Texas College faculty, staff, and students at all campuses. It will include some of the following items: tacos, sandwiches, salads, pizza, burritos, burgers, hotdogs, flautas, oatmeal, sweets, bagels, yogurts, and fruit.

Background – Proposal documents were advertised on November 24, 2021 and December 10, 2021 and issued to forty-eight (48) vendors. Five (5) responses were received on January 7, 2022, which were reviewed by the Facilities Operations and Maintenance and the Purchasing Department.

**3) DHSI Awareness Marketing Campaign Services (Award)**

Award the proposal for the DHSI Awareness Marketing Campaign Services to **25<sup>th</sup> Hour Communication, Inc.** (Westwood, MA) for the period beginning April 1, 2022 through August 31, 2022, at a total amount of \$60,000.00.

Purpose – Information Services, Planning, Performance, and Strategic Initiatives and the Office of Public Relations and Marketing are requesting DHSI awareness marketing campaign services to promote student success programs that are available at the College.

Justification and Benefit – The awareness marketing campaign will concentrate on the Starfish Early Alert System, Center for Learning Excellence Online Tutoring Services, and the Financial Wellness Center. These services are available to students at all campuses and center.

The DHSI grant requirements will be met with this campaign which will create pathways for students by promoting persistence, educational attainment, and personal and professional growth. It will offer opportunities that enable seamless transfer to advanced degrees and emerging workforce needs and accessibility to expanded use of technology-based resources that will lead to financial wellness, education completion, and employment.

Background – Proposal documents were advertised on December 1, 2021 and December 8, 2021 and issued to thirteen (13) vendors. Four (4) responses were received on December 16, 2021, which were reviewed by Information Services, Planning, Performance, and

Strategic Initiatives, Office of Public Relations and Marketing, and the Purchasing Department.

Funds for this expenditure are budgeted in the Developing Hispanic Serving Institutions (DHSI) grant budget for FY 2021 – 2022.

**4) Purchase of Financial Wellness Student Toolkits (Award)**

Award the proposal for the purchase of financial wellness student toolkits from **Inkwell Global Marketing** (Manalapan, NJ) (New), at a total amount of \$39,720.00.

Purpose – Information Services, Planning, Performance, and Strategic Initiatives, Career and Employer Services, and the Office of Public Relations and Marketing are requesting to purchase financial wellness student toolkits for two thousand two hundred fifty (2,250) students participating in financial literacy activities. The grants objective is to increase the student’s ability to effectively manage debt and stay on a path leading to program completion and employment.

Justification and Benefit – The Division of Information Services, Planning, Performance & Strategic Initiatives DHSI Project Coordinator and in collaboration with the Director of Career and Employer Services are requesting these services as a tool to enhance the financial literacy component under the DHSI grant objectives. The toolkits will be a resource to support students’ perception of knowledge gained in financial and economic literacy among Hispanic first-time college students served with financial literacy services. The overall goal of the South Texas College DHSI project is to create pathways for students that promote persistence, educational attainment, and personal and professional growth by offering opportunities that enable seamless transfer to advanced degrees and emerging workforce needs and accessibility to expanded use of technology-based resources that will lead to financial wellness, education completion, and employment.

The financial wellness toolkit will include the following items: a custom t-shirt with a financial quote, a calculator, a magnet with QR code to access online financial literacy courses, a custom box with packaging for students.

Background – Proposal documents were advertised on December 1, 2021 and December 8, 2021 and issued to seven (7) vendors. One (1) response was received on December 16, 2021 which were reviewed by the Center for Learning Excellence, Public Relations and Marketing, and Purchasing Department.

Funds for this expenditure are budgeted in the Developing Hispanic Serving Institutions (DHSI) grant budget for FY 2021 – 2022.

**5) Virtual Reality Law Enforcement Training Simulators (Award)**

Award the proposal for virtual reality law enforcement training simulators to **Street Smarts VR** (New York, NY) (New), at a total amount of \$58,150.00.

Purpose – The Law Enforcement Program in the Division of Business, Public Safety, and Technology is requesting to purchase two (2) virtual reality law enforcement training simulators for student instruction at the Technology Campus Virtual Reality Lab.

Justification and Benefit – The training simulators are necessary to provide industry training safely in the field of law enforcement. The simulators allow for a variety of real-life scenarios that law enforcement professionals face on a daily basis. Additionally, these simulators will be used as a recruitment tool and for potential new students to demo the equipment prior to enrolling in the program.

Background – Proposal documents were advertised on November 24, 2021 and December 1, 2021 and issued to five (5) vendors. Two (2) responses were received on January 7, 2022, which were reviewed by Division of Business, Public Safety, and Technology and the Purchasing Department.

Funds for this expenditure are budgeted in the Carl Perkins grant budget for FY 2021 – 2022.

## **B. Rejection of Proposal**

### **6) Purchase of Heavy-Duty Trucks (Reject)**

Reject the two (2) proposals for the purchase of heavy-duty trucks due to the proposed trucks not meeting the required specifications and available budget.

## **C. Purchases and Renewal (C-a. Instructional Item)**

### **7) Instructional Equipment and Accessories (Purchase)**

Purchase instructional equipment and accessories from **Triangle Engineering, Inc.** (Hanover, MA), a sole source vendor, at a total amount of \$60,426.00.

Purpose – The Welding Program in the Division of Business, Public Safety, and Technology is requesting to purchase instructional equipment and accessories for student instruction at the Technology Campus Accredited Testing Facility.

Justification and Benefit – The equipment includes an abrasive cutter, fixtures, and cutting wheels which is necessary to cut weld specimens from weld coupons for weld testing in accordance to American Welding Society (AWS) standards. Weld coupons are welds performed on sample pieces of metal by students for training purposes. The Welding program performs hundreds of weld tests on coupons each semester to grade the quality of the welds performed by students.

Funds for this expenditure are budgeted in the Welding Certification Courses budget for FY 2021 – 2022.

### **8) Case Management Services (Renewal)**

Renew the case management services with **Valley Initiative for Development and Advancement** (VIDA) (Mercedes, TX), a sole source vendor, for the period beginning January 1, 2022 through December 31, 2022, at a total amount of \$81,000.00.

Purpose – The Office of Enrollment Services is requesting case management and mentoring services for fifty (50) economically disadvantaged students per semester. These services will be conducted in the Spring, Summer, and Fall 2022 semesters.

Justification and Benefit – The services will include financial assistance (books, childcare, transportation, etc.) intensive case management and career counseling to help complete their education and training in high-demand occupations.

A qualifying student will have to meet the following requirements:

- Resident of the Rio Grande Valley
- 18 years or older
- Eligible to work in the United States
- Below federal poverty guidelines, or
- Underemployed with family responsibilities earning less than \$8.50, or
- Underemployed with family responsibilities registered with the Texas Workforce Commission

This is a six (6) week program, which includes one (1) counseling session per week for a total of forty-eight (48) hours per student per semester. An enrolled or qualifying student will automatically roll over to the next semester. Once a student graduates, a new student is accepted into the program.

The vendor has provided services since FY 2018 – 2019.

Funds for this expenditure are budgeted in the Student Case Management Services budget for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

### **C. Purchases and Renewal (C-b. Technology Items)**

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

Purchase of computers, laptops, and tablets 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 \$152,023.61.

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

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

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

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

The purchases can be summarized as follows:

- Student Computers  
⇒ 106 Computers for Learning Commons and Open Labs
- Student Laptop  
⇒ 1 Laptop for Bachelor of Applied Technology and Applied Science
- Student Tablets  
⇒ 2 Tablets for Admin Allowance-Pell (Financial Aid)
- Faculty Laptops  
⇒ 7 Laptops for Information Technology Program  
⇒ 1 Laptop for Respiratory Therapy Program  
⇒ 1 Laptop for Chemistry Program
- Grant Laptops  
⇒ 12 Laptops for Cashiers Office (HEERF Institutional Grant Award)

Funds for these expenditures are budgeted in the requesting department budgets for FY 2021 - 2022 as follows: Learning Commons and Open Labs, Bachelor of Applied Technology and Applied Science, Admin Allowance-Pell (Financial Aid), Cashier's Office, Informational Technology Program, Respiratory Therapy Program, and the Chemistry Program.

#### **10) On-Demand Subscription Services (Renewal)**

Renew the on-demand subscription services with **Ellucian Company, LP.** (Fairfax, VA) through Texas A & M University – Corpus Christi (Corpus Christi, TX), acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning February 1, 2022 through January 31, 2023, at an estimated amount of \$28,218.00.

Purpose – Information Technology is requesting to renew computer based, on-demand training for Banner applications and existing third-party applications that work with the Banner system, which also include Luminis and DegreeWorks.

Justification and Benefit – The computer-based training library is a set of over four thousand (4,000) lessons that can be accessed at any time by the College's Banner users. Lessons cover different Banner modules and provide a better understanding of the functionality of each module. Features include a frequently asked questions section, that provides answers to questions from Banner users at other institutions, exercises, and short quizzes to help users better understand what they have learned.

Funds for this expenditure are budgeted in the Information Technology Project Manager Risk and Security budget for FY 2021 – 2022.

### **11) Online Tutoring Service Agreement (Purchase)**

Purchase an online tutoring service agreement from **Upswing International, Inc.** (Durham, NC), a sole source vendor, for the period beginning January 8, 2022 through August 31, 2022, at a total amount of \$72,000.00, which provides three thousand (3,000) services hours.

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

Justification and Benefit – The service agreement will include online tutoring and retention services in English, Math, Developmental English, Developmental Math, Developmental Reading, History, Economics, Philosophy, Education, Business, Political Science, Nursing, Psychology, Spanish, Allied Health, Biology, Chemistry, Physics, Sociology, and many other subjects. These services supplement and enhance the services provided at the College's Centers for Learning Excellence by allowing students to access services outside of regular operating hours and from any location, and, in some cases, providing tutors for subjects in which it is difficult to find qualified tutors locally. These tutoring services provide new, enhanced features such as audio and video tutoring capabilities, data and analytics dashboards, and the ability to schedule appointments and select and rate tutors. The provision of online tutoring services is in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for students regardless of their location on or off campus. Due to staffing shortages, the demand for services during the Fall 2021 semester has outstripped local capacity, especially for the asynchronous paper review component. This purchase amount is based on anticipated usage under these new conditions for the remainder of fiscal year 2022.

Funds for this expenditure are budgeted in the Centers for Learning Excellence budget for FY 2021 – 2022.

### **12) Red Hat Licenses Maintenance and Support Agreement (Renewal)**

Renew the Red Hat licenses maintenance and support agreement with **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning February 10, 2022 through February 9, 2023, at a total amount of \$70,458.66.



Purpose – Information Technology is requesting to renew the College wide Red Hat licenses maintenance and support agreement for one thousand six hundred seventy-four (1,674) licenses. This renewal will provide one-year support and maintenance to the servers running on Red Hat software.

Justification and Benefit – The support provides critical updates and patches to mitigate security risks along with support for the servers running the Red Hat software. The servers running on Red Hat provides support to applications such as Banner and Jagnet serving the students, faculty, and staff district wide.

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

### **13) Support Services Agreement (Renewal)**

Renew support services agreement with **Ellucian Company, LP.** (Fairfax, VA) through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2021 through August 31, 2022, at an estimated amount of \$30,278.00.

Purpose – Information Technology is requesting to renew the support services advantage plus agreement for the Banner applications and existing third-party applications that work with the Banner system.

Justification and Benefit – The extended support services adds another level of service to the existing maintenance program the College has from Ellucian. This extended plan provides 24/7 support which covers weekends and after normal business hours Monday through Friday. It provides a faster response time and priority case escalation to any Banner related issues that may occur during hours outside of normal business hours.

Funds for this expenditure are budgeted in the Applications Development budget for FY 2021 – 2022.

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

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

- 1) Campus Dining and Food Truck Services (Award):** award the proposal for campus dining and food truck services to **Pappa's Pizza, Inc.** (Alton, TX) (New), for the period beginning February 1, 2022 through January 31, 2023 with two one-year options to renew, with 0% commission. Authorization is also requested to negotiate with this vendor to become a secondary vendor at one or more of the McAllen locations;
- 2) Campus Dining and Food Truck Services – II (Award):** award the proposal for campus dining and food truck services II for the period beginning February 1, 2022

through January 31, 2023 with two one-year options to renew, with 0% commission. The vendor information is as follows:

Campus	Vendors
Pecan Campus	Primary: <b>Zaycor Management Company</b> (Brownsville, TX) (New) Secondary: <b>Laredo Comidas, LLC./ dba Taco Palenque</b> (McAllen, TX) (New)
Mid Valley Campus	<b>All Affairs and Occasions</b> (Elsa, TX)
Nursing and Allied Health Campus	<b>Cornerstone Catering</b> (Mission, TX)
Technology Campus	<b>Atencion Selecta, LLC.</b> (Edinburg, TX)
Starr County Campus	No vendor submitted to provide services at the Starr County Campus

Authorization is requested to negotiate the recommended location assignment with these vendors as necessary;

- 3) **DHSI Awareness Marketing Campaign Services (Award):** award the proposal for the DHSI awareness marketing campaign services to **25<sup>th</sup> Hour Communication, Inc.** (Westwood, MA) for the period beginning April 1, 2022 through August 31, 2022, at a total amount of \$60,000.00;
- 4) **Purchase of Financial Wellness Student Toolkits (Award):** award the proposal for the purchase of financial wellness student toolkits to **Inkwell Global Marketing** (Manalapan, NJ) (New), at a total amount of \$39,720.00;
- 5) **Virtual Reality Law Enforcement Training Simulators (Award):** award the proposal for virtual reality law enforcement training simulators to **Street Smarts VR** (New York, NY) (New), at a total amount of \$58,150.00;

**B. Rejection of Proposal**

- 6) **Purchase of Heavy-Duty Trucks (Reject):** reject the two (2) proposals for the purchase of heavy-duty trucks due to the proposed trucks not meeting the required specifications and available budget;

**C. Purchases and Renewals (C-a Instructional Items)**

- 7) **Instructional Equipment and Accessories (Purchase):** purchase instructional equipment and accessories from **Triangle Engineering, Inc.** (Hanover, MA), a sole source vendor, at a total amount of \$60,426.00;
- 8) **Case Management Services (Renewal):** renew the case management services contract with **Valley Initiative for Development and Advancement (VIDA)** (Mercedes, TX), a sole source vendor, for the period beginning January 1, 2022 through December 31, 2022, at a total amount of \$81,000.00;

**C. Purchases and Renewals (C-b. Technology Items)**

- 9) **Computers, Laptops, and Tablets (Purchase):** purchase computers, laptops, and tablets 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 \$152,023.61;

- 10) On-Demand Subscription Services (Renewal):** renew the on-demand subscription services with **Ellucian Company, LP.** (Fairfax, VA) through Texas A & M University – Corpus Christi (Corpus Christi, TX), acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning February 1, 2022 through January 31, 2023, at an estimated amount of \$28,218.00;
- 11) Online Tutoring Service Agreement (Purchase):** purchase an online tutoring service agreement from **Upswing International, Inc.** (Durham, NC), a sole source vendor, for the period beginning January 8, 2022 through August 31, 2022, at a total amount of \$72,000.00 which provides three thousand (3,000) service hours;
- 12) Red Hat Licenses Maintenance and Support Agreement (Renewal):** renew the Red Hat licenses maintenance and support agreement with **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning February 10, 2022 through February 9, 2023, at a total amount of \$70,458.66;
- 13) Support Services Agreement (Renewal):** renew the support services agreement with **Ellucian Company, LP.** (Fairfax, VA) through Texas A & M University – Corpus Christi (Corpus Christi, TX) acting by and through the State of Texas Department of Information Resources (DIR) for Texas Connection Consortium (TCC), for the period beginning September 1, 2021 through August 31, 2022, at an estimated amount of \$30,278.00.

Recommend Action - The total for all award of proposals, rejection of proposal, purchases, and renewals is \$652,274.27.

**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 award of proposals, rejection of proposal, purchases, and renewals totaling \$652,274.27 as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

**Consent Agenda:**

**c. Acceptance of South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021**

Acceptance of the South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021 is requested.

Purpose - The [Code of Criminal Procedure Article 2.131-2.138](#) requires Chief Administrators of law enforcement agencies to submit the racial profiling reports to their governing body, in addition to the Texas Commission on Law Enforcement (TCOLE).

Justification - During calendar year 2021, the South Texas College Department of Public Safety conducted traffic stops within its jurisdiction in accordance with Texas Education Code section 51.203.

Background - Pursuant to Texas Occupations Code 1701.164, TCOLE is required to collect incident-based data, including racial profiling reports based upon vehicle traffic stops, in accordance with the [Code of Criminal Procedure Article 2.131-2.138](#). Chief Administrators of law enforcement agencies must submit the racial profiling reports to their governing body and TCOLE.

The Code of Criminal Procedure Article 2.132 is shown below:

Title 1. Code Of Criminal Procedure, Chapter 2. General Duties Of Officers, Art. 2.132. Law Enforcement Policy On Racial Profiling.

- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - (A) The Texas Commission on Law Enforcement; and
  - (B) The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Explanation of Report Statistics - Additional information on the Racial Profiling Report is as follows:

- Race or Ethnicity known prior to stop

Traffic stops are conducted when a police officer observes an infraction and pulls over the vehicle to speak with the driver. Since infractions are normally observed when the police officer is behind the vehicle committing the infraction, the police officer is unaware of the ethnicity of the driver until the driver is approached.

The example of how to file a Racial Profiling Report on the Texas Commission on Law Enforcement (TCOLE) website shows a zero in the section to identify traffic

stops in which the officer was aware of the ethnicity of the driver before the traffic stop was made. South Texas College police officers receive training in traffic stops and the racial profiling prohibition. The statistics of those who are stopped by South Texas College Police documents that the ethnicity is in line with the population of the College and the Rio Grande Valley and that there is no racial profiling being conducted.

- Search Conducted

There were no searches conducted during calendar year 2021.

- Street address or approximate location of the stop

Texas state law requires police officers to take action when they observe a danger to the public. The traffic stops on city streets were conducted when the officers observed violations that were a threat to the safety of the public, including driving to endanger and proceeding through red lights when required to stop. The traffic stops are as follows:

Description	Year 2020 Stops Conducted	Year 2021 Stops Conducted
Stops conducted adjacent to campuses on streets paralleling the campus to address safety threats to students	27	32
Stops conducted on entering/ leaving campuses - driving infractions on college property	15	12
Stops conducted on public roadways where violations posted a liable danger to public safety	17	15
<b>Total</b>	<b>59</b>	<b>59</b>

There has been a decrease in traffic stops the last two years as compared to FY 2019 due to less traffic violations on the roadways surrounding the South Texas College campuses due to the on-going pandemic. In addition, the Department of Public Safety focused their efforts on enforcing the COVID-19 safety measures on campus. Traffic stops are being conducted to proactively keep students, faculty, staff, and visitors safe. Ruben Suarez, Chief of Police for the Department of Public Safety, advised that most of the violators are non-students, which confirms the importance of keeping the neighborhood around campus safe. Below is a breakdown of the stops conducted by the different categories as follows:

<b>Description</b>	<b>Year 2020 Stops Conducted</b>	<b>Year 2021 Stops Conducted</b>
Red Light	19	15
Speeding	14	15
Disregard Traffic Signal	1	5
Turned Where Prohibited	1	-
Failure to Stop/ Stop at Sign	3	6
Unsafe Lane Change	2	4
No Class M DL/No DL	1	1
No Turn Signal	1	-
Failure to Yield	2	-
Driving Wrong Way	1	-
Driving on Wrong Side	-	1
Passing School Bus	1	-
Driving w/o Lights when Lights are Required	6	12
Following too Closely	1	-
Verbal	6	-
<b>Total</b>	<b>59</b>	<b>59</b>

Reviewers - The Vice President for Finance and Administrative Services and the Chief of Police for the Department of Public Safety have reviewed the information being presented.

Enclosed Documents - The South Texas College Department of Public Safety Racial Profiling Report for calendar year 2021 and the Comparative Analysis follow in the packet for the Board's information and review.

The state would utilize this report in any investigation of a complaint of racial profiling against a law enforcement agency. The South Texas College Department of Public Safety has received no racial profiling complaints.

Ruben Suarez, South Texas College Chief of Police for the Department of Public Safety, attended the Committee Meeting to respond to questions.

The Finance, Audit, and Human Resources Committee recommended Board acceptance of the South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021 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 accepts the South Texas College Law Enforcement Racial Profiling Report for Calendar Year 2021 as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

# South Texas College Department of Public Safety

## 2021 Racial Profiling Report Comparative Analysis

Traffic Stops			College Students		
Ethnicity	Population	Percentage	Ethnicity	Population	Percentage
Alaska/Native American/Indian	0	0.00%	Alaska/Native American/Indian	23	0.08%
Asian/Pacific Islander	2	3.39%	Asian/Pacific Islander	206	0.71%
Black	0	0.00%	Black	126	0.43%
White	25	42.37%	White	680	2.33%
Hispanic/Latino	32	54.24%	Hispanic/Latino	27,769	95.22%
Other	0	0.00%	Other	359	1.23%
Total	59	100.00%	Total	29163	100.00%

No person has filed a complaint of racial discrimination for a traffic stop since the department's inception in 2012.

Ruben Suarez

Chief of Police for the South Texas College Department of Public Safety



# Racial Profiling Report | Full

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Agency Name: South Texas College Department of Public Safety  
Reporting Date: 01/11/2022  
TCOLE Agency Number: 215006

Chief Administrator: RUBEN SUAREZ

Agency Contact Information:  
Phone: (956) 872-2589  
Email: rsuarez8@southtexascollege.edu

Mailing Address:  
2509 PECAN BLVD  
MCALLEN, TX 78501

This Agency filed a full report

South Texas College Department of Public Safety has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the South Texas College Department of Public Safety from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the South Texas College Department of Public Safety if the individual believes that a peace officer employed by the South Texas College Department of Public Safety has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the South Texas College Department of Public Safety who, after an investigation, is shown to have engaged in racial profiling in violation of the South Texas College Department of Public Safety policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
  - a. the race or ethnicity of the individual detained;
  - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
  - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
  - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
  - e. the location of the stop;
  - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
  - a. the Commission on Law Enforcement; and
  - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The South Texas College Department of Public Safety has satisfied the statutory data audit requirements as prescribed

in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: RENE F. AVENDANO  
Police Sergeant

Date: 01/11/2022

# Total stops: 59

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## Street address or approximate location of the stop

City street	49
US highway	5
County road	0
State highway	0
Private property or other	5

## Was race or ethnicity known prior to stop?

Yes	0
No	59

## Race / Ethnicity

Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	0
White	25
Hispanic / Latino	32

## Gender

<b>Female</b>	<b>24</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	10
Hispanic / Latino	14
<b>Male</b>	<b>35</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	0
White	16
Hispanic / Latino	17

## Reason for stop?

<b>Violation of law</b>	<b>6</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2

Hispanic / Latino	4
<b>Preexisting knowledge</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Moving traffic violation</b>	<b>41</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	0
White	15
Hispanic / Latino	24
<b>Vehicle traffic violation</b>	<b>12</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	8
<b>Was a search conducted?</b>	
<b>Yes</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>No</b>	<b>59</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Reason for Search?</b>	
<b>Consent</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0

Hispanic / Latino	0		
<b>Contraband</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		
<b>Probable</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		
<b>Inventory</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		
<b>Incident to arrest</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		
<b>Was Contraband discovered?</b>			
<b>Yes</b>	<b>0</b>	<b>Did the finding result in arrest?</b>	
		(total should equal previous column)	
Alaska Native / American Indian	0	Yes 0	No 0
Asian / Pacific Islander	0	Yes 0	No 0
Black	0	Yes 0	No 0
White	0	Yes 0	No 0
Hispanic / Latino	0	Yes 0	No 0
<b>No</b>	<b>0</b>		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	0		
Hispanic / Latino	0		

<b>Description of contraband</b>	
<b>Drugs</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Weapons</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Currency</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Alcohol</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Stolen property</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Other</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Result of the stop</b>	
Verbal warning	<b>0</b>

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Written warning</b>	<b>45</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	0
White	22
Hispanic / Latino	21
<b>Citation</b>	<b>14</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3
Hispanic / Latino	11
<b>Written warning and arrest</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Citation and arrest</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Arrest</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Arrest based on</b>	
<b>Violation of Penal Code</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	0
Hispanic / Latino	0
<b>Violation of Traffic Law</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Violation of City Ordinance</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Outstanding Warrant</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0

**Was physical force resulting in bodily injury used during stop?**

<b>Yes</b>	<b>0</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
<b>Resulting in Bodily Injury To:</b>	
Suspect	0
Officer	0
Both	0
<b>No</b>	<b>59</b>
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0



**Number of complaints of racial profiling**

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

**Comparative Analysis**

Use TCOLE's auto generated analysis	<input checked="" type="checkbox"/>
Use Department's submitted analysis	<input type="checkbox"/>

**Optional Narrative**

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement

**Consent Agenda:**

**d. Ratification of COVID-19 Testing Services Agreement**

Ratification of acceptance of COVID-19 testing services agreement with Terrabella Environmental Services, Inc. / dba Terra Labs, Inc. is requested.

Purpose – As the College begins the Spring 2022 semester, the College is faced in responding to a new COVID-19 variant, Omicron and the associated surge in positive cases. With the students, employees, and community’s in mind, and at the direction of the College President, College staff researched and solicited vendors to enter into an agreement to provide COVID-19 testing on the College campuses.

Justification – The College continues to respond and incorporate safety measures to mitigate the spread of the virus. Testing for the virus is a critical component to help reduce the spread of COVID-19. Testing individuals with symptoms or those who may have been exposed to a person with COVID-19 helps identify people who may need medical care in a timely fashion and enables individuals that test positive to isolate themselves and take appropriate safety measures for their health.

Background – On January 19, 2022, the College entered into an agreement with a COVID-19 test provider to administer COVID-19 rapid antigen and polymerase chain reaction (PCR) tests. The test sites are located on the College campuses and will be offered to employees, students, and the public. Hours of operation will be determined by the College and adjusted as necessary. There is no cost to the College, employees, students, or the public for either the rapid antigen test or PCR test.

At the time of publication of the Finance, Audit, and Human Resources Committee packet, the agreement was not finalized. On January 19, 2022, the agreement was finalized, therefore, the ratification of acceptance is requested at the January 25, 2022 Board meeting.

Mary Elizondo, Vice President of Finance and Administrative Services will be present at the Board meeting to address any questions by the Board.

The Finance, Audit, and Human Resources Committee recommended ratification of COVID-19 testing services agreement with Terrabella Environmental Services, Inc. / dba Terra Labs, Inc. 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 ratifies acceptance of the COVID-19 testing services agreement with Terrabella Environmental Services, Inc. / dba Terra Labs, Inc. as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

## **Discussion and Action as Necessary on Purchase of Portable Air Purifiers**

The Board is asked to discuss and take action as necessary on the award of the purchase of portable air purifiers to **Esparza Pest Control & Eco-Logic Systems, Inc.** (Edinburg, TX) (New) and **Abberation, Inc./ dba South Texas Solar Systems** (McAllen, TX), at amounts totaling \$297,000.00 and \$379,800.00, respectively, for a grand total of \$676,800.00, which will include two hundred (200) air purifiers per vendor.

Purpose – Academic Affairs, Student Services and Enrollment Management, Finance and Administrative Services and Information Services, Planning, Performance and Strategic Initiatives are requesting to purchase four hundred (400) air purifiers for classrooms and science labs.

Justification and Benefit – As the Spring 2022 semester begins, this equipment would create a safer environment for students, faculty, and staff and reduce the spread of COVID-19. The two (2) different types of units are necessary to serve the requirements of instructional classrooms and labs.

Background – Proposal documents 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, which were reviewed by Facilities Operations and Maintenance, Facilities Planning and Construction, and the Purchasing Department.

Funds for this expenditure are budgeted in the Higher Education Emergency Relief Fund (HEERF) grant budget for FY 2021 – 2022.

Mary Elizondo, Vice President of Finance and Administrative Services, George McCaleb, Director of Operations and Maintenance and Becky Cavazos, Director of Purchasing, will be present at the Board meeting to address any questions by the Board.

The Finance, Audit, and Human Resources Committee did not make any recommendation on this item, and the Purchase of Portable Air Purifiers is presented here for the Board's consideration and action as necessary.

**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 award of the purchase of portable air purifiers to **Esparza Pest Control & Eco-Logic Systems, Inc.** (Edinburg, TX) (New) and **Abberation, Inc./ dba South Texas Solar Systems** (McAllen, TX), at amounts totaling \$297,000.00 and \$379,800.00, respectively, for a grand total of \$676,800.00, which will include two hundred (200) air purifiers per vendor as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

**SOUTH TEXAS COLLEGE  
PURCHASE OF PORTABLE AIR PURIFIERS  
PROJECT NO. 21-22-1020**

NAME		Aberration, Inc./ dba South Texas Solar Systems		Amalgamated Services, Inc.		Esparza Pest Control & Eco-Logic Systems, Inc.		Green Dream International		Medify Air		MSC Industrial Supply, Co.		Red Barn TK, LLC.		Rio Comfort Mechanical, LLC.		Sanalife Wellness/ North Eastern Industries		Timilon Corporation/ dba Enviroklenz		Vizocom ICT, LLC.		WW Grainger, Inc.		
ADDRESS		405 W Bus 83		21024 S 80th Ave		5602 S Sugar Rd		32 W 8th St Ste 607		1325 SW 30th Ave		75 Maxess Rd		10 Pheasant Hill Rd		1443 N Tower Rd		72 Progress Ave		24301 Walden Ctr Dr Ste 101		860 Jamacha Rd Ste 104		100 Grainger Pkwy		
CITY/STATE/ZIP		McAllen, TX 78501		Frankfort, IL 60423		Edinburg, TX 78539		Erie, PA 16501		Deerfield, FL 33442		Melville, NY 11747		Weston, CT 06883		Alamo, TX 78516		Tyngsboro, MA 01879		Bonita Springs, FL 34134		El Cajon, CA 92019		Lake Forest, IL 60045		
PHONE		956-236-2404		708-289-3138		956-316-0000		814-840-1880		972-762-8691		956-412-6500		203-451-9492		956-227-0787		617-864-2656		239-294-1654		619-350-6980		847-753-5153		
FAX						956-702-0000						956-412-8131		203-557-4215		956-258-5001				619-599-8184		847-983-3299				
CONTACT		James Hiebert		Karen M Riffice		Elma Esparza		Varand Vartanian		Brad Gelsky		David Lugo		John J Egan IV		Mario H Montemayor		Matthew Lima		Levi Kitman		George Attar		Tony Casolari		
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension		
		<b>Proposed Unit</b>	Jade Air Purifier		Medify MA-50		CIMR 2000		Enviroklenz Air System Plus		Medify MA-50		Medify MA-50		Aura Air Rev 1.0		RAP Room Air Purifier		Beyond Gardian Air		Enviroklenz Air System Plus		Medify MA-50		Field Controls Trio Plus	
1	875	Portable Air Filter	\$ 1,899.00	\$ 1,661,625.00	\$ 289.00	\$ 252,875.00	\$ 1,485.00	\$ 1,299,375.00	\$ 599.00	\$ 524,125.00	\$ 276.00	\$ 241,500.00	\$ 277.43	\$ 242,751.25	\$ 424.00	\$ 371,000.00	\$ 1,717.00	\$ 1,502,375.00	\$ 900.00	\$ 787,500.00	\$ 650.00	\$ 568,750.00	\$ 279.45	\$ 244,518.75	\$ 598.91	\$ 524,046.25
2	875	Portable Air Filter Option 2 - Enviroklenz		\$ -	\$ 639.00	\$ 559,125.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
3	875	Shipping and Handling		\$ -	\$ 14.80	\$ 12,950.00		\$ -		\$ -		\$ -		\$ 13.00	\$ 22,750.00		\$ -		\$ -		\$ -	\$ 13.00	\$ 11,375.00		\$ -	
<b>Total Unit Amount</b>			\$ 1,661,625.00		\$ 265,825.00		\$ 1,299,375.00		\$ 524,125.00		\$ 241,500.00		\$ 242,751.25		\$ 393,750.00		\$ 1,502,375.00		\$ 787,500.00		\$ 568,750.00		\$ 255,893.75		\$ 524,046.25	
4	1	Carbon Filter	\$ 79.00	\$ 79.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
5	1	Hepa Filter	\$ 149.00	\$ 149.00	\$61/Medify \$135/Enviroklenz	\$61/Medify \$135/Enviroklenz		\$ -	\$ 125.00	\$ 125.00	\$ 55.99	\$ 55.99	\$ 59.75	\$ 59.75	\$ 69.00	\$ 69.00	\$ 330.00	\$ 330.00	\$ 125.00	\$ 125.00	\$ 79.00	\$ 79.00	\$ 65.00	\$ 65.00	\$ 76.56	\$ 76.56
6	1	Filter Life	Carbon filter lasts one (1) year with 8 hr run time, HEPA RX filter lasts eighteen (18) months with eight (8) hour run time, UV Light lasts eighteen (18) months with eight (8) hour run time						Air cartridge - 6 months HEPA Filter - 2 years						MERV8 Filter - \$25 EA		Replace HEPA and UVC bulb every 12 months, replace cell every 24 months. Cell/UVC = \$300 per Unit		HEPA Filter (2 years) - \$120 EA		4-6 month filter life for 24/7 days					
7	1	UV Light	\$ 46.00	\$ 46.00	\$ 36.00	\$ 36.00	\$ 399.00	\$ 399.00		\$ -		\$ -		\$ -	\$ 367.00	\$ 367.00	\$ 300.00	\$ 300.00	\$ 32.00	\$ 32.00		\$ -	\$ 47.01	\$ 47.01		
8		Light Information	UV Light to be changed every 18-24 Months.		The CIMR 2000 has two (2) cells that need to be replaced every three (3) years at \$399 per cell for a total of \$698,250.		UV-C Bulbs - 2 years								Add a UV light to each air purifier for \$367 per unit. UV-C light has a lifespan of 9,000 hours.		Replace HEPA and UVC bulb every 12 Months, replace cell every 24 months. Cell/UVC = \$300 per Unit.		UVC Bulb Set (2 years) - \$32 EA		UV light are included in the product's lifetime warranty and last for >15,000 hours. UV life is about 8,000 hours under normal conditions.		UVC Air Purifier Replacement Lamp 2pk - \$47.01/2pk			
9	875	Optional - Vendor Installation of Air Purifiers		\$ -		\$ -		\$ -	\$ 15.00	\$ 13,125.00		\$ -		\$ -	\$ 10.00	\$ 8,750.00	Free Installation			\$ -	\$ 9.00	\$ 7,875.00		\$ -		
10	1	Include any other consumable items, if applicable, and the current cost for each:	Carbon Filter, Hepa-RX Filter, UV Germicidal Light ***** 3% Cash Back for Purchase		N/A The UV technology is covered under warranty. As long as the customer uses real Medify replacement filters and follows unit registration for warranty, the units will be replaced for free.		Air cartridge lifespan is 6-9 months and the cost for each filter is \$85								Bipolar								No under writers certification Testing lab in China			
10		No. of Years in Business	14 Years		15 Years		60 Years		12 Years		10 Years		80 Years		1 Year 8 Month/Israel		6 Years		30 Years		9 Years		11 Years		93 Years	
11		Days for Delivery	30-90 days		10 days				7 days		7 days		14 days		4-6 weeks		8 weeks		7-14 days		5 days		10 days		2-3 days	
12		Weight	33 lbs		14 lbs		10 lbs boxed/8.5 lbs on the desk		38 lbs		14 lbs		11 lbs per unit/ packaged at 12.5 lbs		12.1 lbs		125 lbs		34 lbs		38 lbs		14 lbs		26 lbs	
13		Warranty	One (1) Year Full Replacement Three (3) Year Parts		Lifetime		3 Years		5 Years		Lifetime		Lifetime		1 Year		5 Years		5 Years		5 Years		Lifetime		2 Years	
<b>TOTAL AMOUNT PROPOSED</b>			\$ 1,661,625.00		\$ 265,825.00		\$ 1,299,774.00		\$ 537,250.00		\$ 241,500.00		\$ 242,751.25		\$ 393,750.00		\$ 1,511,125.00		\$ 787,800.00		\$ 568,782.00		\$ 263,768.75		\$ 524,046.25	
<b>TOTAL EVALUATION POINTS</b>			85		81.8		85.2		78.8		80.6		82.2		79.8		67.2		80.2		79		81		79	
<b>RANKING</b>			2		4		1		10		6		3		8		11		7		9		5		9	

The Director of Purchasing has reviewed all the responses and evaluations completed.  
\*The proposal criteria follows in the packet for further explanation of each criteria.

**SOUTH TEXAS COLLEGE  
PURCHASE OF PORTABLE AIR PURIFIERS  
PROJECT NO. 21-22-1020  
EVALUATION SUMMARY**

VENDOR		Aberration, Inc./ dba South Texas Solar Systems	Amalgamated Services, Inc.	Esparza Pest Control & Eco-Logic Systems, Inc.	Green Dream International	Medify Air	MSC Industrial Supply Co.	Red Barn TK, LLC.	Rio Comfort Mechanical, LLC.	Sanalife Wellness/ North Eastern Industries	Timilon Corporation/ dba Enviroklenz	Vizocom ICT, LLC.	WW Grainger, Inc.												
ADDRESS		405 W Bus 83	21024 S 80th Ave	5602 S Sugar Rd	32 W 8th St Ste 607	1325 SW 30th Ave	75 Maxess Rd	10 Pheasant Hill Rd	1443 N Tower Rd	72 Progress Ave	24301 Walden Ctr Dr Ste 101	860 Jamacha Rd Ste 104	100 Grainger Pkwy												
CITY/STATE/ZIP		McAllen, TX 78501	Frankfort, IL 60423	Edinburg, TX 78539	Erie, PA 16501	Deerfield, FL 33442	Melville, NY 11747	Weston, CT 06883	Alamo, TX 78516	Tyngsboro, MA 01879	Bonita Springs, FL 34134	El Cajon, CA 92019	Lake Forest, IL 60045												
PHONE		956-236-2404	708-289-3138	956-316-0000	814-840-1880	972-762-8691	956-412-6500	203-451-9492	956-227-0787	617-864-2656	239-294-1654	619-350-6980	847-753-5153												
FAX				956-702-0000			956-412-8131	203-557-4215	956-258-5001			619-599-8184	847-983-3299												
CONTACT		James Hiebert	Karen M Riffice	Elma Esparza	Varand Vartanian	Brad Gelsky	David Lugo	John J Egan IV	Mario H Montemayor	Matthew Lima	Levi Kitman	George Attar	Tony Casolari												
1	The purchase price. (up to 45 points)	35	35	45	45	35	35	40	40	45	45	45	45	35	35	40	40	40	40	45	45	40	40		
		35		45		35		40		45		45		35		40		45		40		45		40	
		35		45		35		40		45		45		35		40		45		40		45		40	
		35		45		35		40		45		45		35		40		45		40		45		40	
		35		45		35		40		45		45		35		40		45		40		45		40	
2	The reputation of the vendor and of the vendor's goods or services. (up to 15 points)	8	9	8	7.6	9	9.4	8	7.8	7	7.4	10	9	7	7.2	7	7	8	7.8	8	8	7	7.8	9	9.2
		9		7		9		8		8		7		8		8		8		8		8			
		8		7		9		8		7		8		8		8		8		8		8			
		10		7		10		7		8		8		8		8		8		8		8			
		10		9		10		8		7		10		7		7		7		9		8		10	
3	The quality of vendor's goods or services. (up to 16 points)	17	17.6	12	11.6	17	17.6	15	13.6	12	11.6	12	11.6	11	10.2	12	10.2	15	14	15	13.6	12	11.6	11	12.2
		18		9		10		9		10		9		8		12		10		9		10			
		17		14		17		13		14		12		10		14		13		15		13		14	
		18		10		18		15		10		10		15		15		15		15		10		12	
		18		13		18		15		13		8		11		14		15		13		14		14	
4	The extent to which the goods or services meet the districts needs. (up to 20 points)	17	17.4	13	11.4	16	17.2	13	12.4	13	11.4	13	11.4	12	11.8	12	10	15	13.6	13	12.4	13	11.4	12	12
		17		9		17		10		9		10		8		12		10		9		10			
		17		13		17		13		13		11		12		13		14		13		12		12	
		18		9		18		14		9		11		9		15		14		9		12		12	
		18		13		18		12		13		13		9		14		12		13		14		14	
5	The Vendor's past relationship with the district. (up to 3 points)	3	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
		3		2		2		2		2		2		2		2		2		2		2			
		3		2		2		2		2		2		2		2		2		2		2		2	
		3		2		2		2		2		2		2		2		2		2		2		2	
		3		2		2		2		2		2		2		2		2		2		2		2	
6	The impact on the ability of the district to comply with laws relating to historically underutilized businesses. (up to 1 point)	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		0		1		0		0		0		0		0		0		0		0		0			
		0		1		0		0		0		0		0		0		0		0		0		0	
		0		1		0		0		0		0		0		0		0		0		0		0	
		0		1		0		0		0		0		0		0		0		0		0		0	
7	The total long-term cost to the College to acquire the vendor's goods or services. (up to 5 points)	3	3	3	3.2	4	3	3	3	3	3.2	3	3.2	4	3.6	3	3	3	2.8	3	3	3	3.2	4	3.6
		3		3		3		3		3		3		3		3		3		3					
		3		3		3		3		3		3		3		3		3		3		3			
		3		3		3		3		3		3		3		3		3		3		3			
		3		4		2		3		4		4		3		2		3		4		4			
<b>TOTAL EVALUATION POINTS</b>		85	81.8	85.2	78.8	80.6	82.2	79.8	67.2	80.2	79	81	79												
<b>RANKING</b>		2	4	1	10	6	3	8	11	7	9	5	9												

The Director of Purchasing has reviewed all the responses and evaluations completed.  
\*The proposal criteria follows in the packet for further explanation of each criteria.

**SOUTH TEXAS COLLEGE  
PROPOSAL CRITERIA - PRODUCT ONLY**

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

**Definitions of evaluation terms:**

- Excellent** - respondent provided information which fully addressed or exceeded the requirements
- Acceptable** - respondent provided information which addressed most but not all of the requirements
- Marginal** - respondent provided minimal information on requirements
- Poor/No response** - respondent provided inadequate responses to requirements or did not respond



## **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 Engineering Services for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting
- b. Approval to Contract Architectural Services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure
- c. Approval of Schematic Design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation
- d. Authorization to Proceed with Solicitation of Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation
- e. Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
- f. Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area
- g. Approval of Substantial Completion for the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health 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 – g 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 Engineering Services for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting**

Approval to contract engineering services for the Regional Center for Public Safety Excellence Skills Pad and Emergency Vehicle Operator Course (EVOC) Lighting is requested.

**Purpose**

Engineering services are necessary for design and construction administration services for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting 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 Regional Center for Public Safety Excellence staff. It has been reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project is scheduled as an educational space improvement to provide lighting for night time training courses at the Skills Pad and EVOC training areas.

**Background**

On June 22, 2021, the Board approved the proposed Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting as part of the College's FY 2021-2022 Capital Improvement Projects. The project consists of constructing light poles to provide lighting around the Skills Pad and EVOC. The lighting would be manually operated, and used only during periods of instruction or when otherwise necessary.

- Design and construction of the light poles

On September 28, 2021, the Board of Trustees approved the solicitation for engineering services. Solicitation for engineering qualifications began on November 24, 2021, for the purpose of selecting an engineering firm to prepare the necessary plans and specifications for this project. A total of eight (8) firms received a copy of the Request for Qualifications (RFQ) and a total of four (4) firms submitted their responses on December 14, 2021.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
November 24, 2021	Solicitation of statements of qualifications began.
December 14, 2021	Four (4) statements of qualifications were received.

**Highest Ranked Vendor**

Based on the evaluations of the qualifications, **DBR Engineering Consultants, Inc.** was the highest ranked firm.

The total project budget is \$342,000 and itemized in the table below:

<b>Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$280,000
Design	28,000
Miscellaneous	20,000
Contingency 5%	14,000
<b>Total Project Budget</b>	<b>\$342,000</b>

**Funding Source**

Funds for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting Project 2022-010C 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 engineering services with DBR Engineering Consultants, Inc. for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting 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 engineering services with DBR Engineering Consultants, Inc. for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting project as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**



# Regional Center for Public Safety Excellence

Skills Pad and EVOC Lighting  
CIP-2022-010



**SOUTH TEXAS  
COLLEGE**

# Skills Pad and EVOC Lighting Master Site Plan Locations



1. 21K+ Education Building
2. JAG Express Drop Off
3. 160+ Parking Spaces
4. Future Phase Campus Boulevard
5. Future 50,000sf Educational Buildings
6. Future 25,000sf Student Services Buildings
7. Future 15,000sf Student Services Buildings
8. Future 15,000sf Physical Plant
9. Skills/Skid Pad Driving Area
10. EVOC Driving Track
11. Cityscape with Simulation Building
12. Multi Story Fire Training Structure
13. Two Story Residential Fire Training Structure
14. Confined Space/ Trench Rescue Training
15. Flashover Training
16. Flammable Liquid and Gas (F.L.A.G) Training Pad
17. Firearm Training Classroom
18. Covered Shooting Range

**Project Locations**



# RCPSE Skills Pad and EVOC Lighting Site Photos - EVOC



Installation of Skills Pad and Emergency Vehicle Operator Course (EVOC) Site Lighting

# RCPSE Skills Pad and EVOC Lighting Site Photos – Skills Pad



Installation of Skills Pad and Emergency Vehicle  
Operator Course (EVOC) Site Lighting



Skills Pad and EVOC Lighting

# Proposed Scope and Budget



## Requested By

RCPSE

## Scope of Work

Installation of Skills Pad and Emergency Vehicle Operator Course (EVOC) site lighting

## Estimated Total Project Budget

Construction	\$ 280,000
Design	28,000
Miscellaneous	20,000
Contingency 5%	14,000
<b>Total Project Budget</b>	<b>\$ 342,000</b>

**SOUTH TEXAS COLLEGE  
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING  
REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE SKILLS PAD AND EMERGENCY VEHICLE OPERATOR COURSE LIGHTING  
PROJECT NO. 21-22-1027**

<b>VENDOR</b>	De La Luz, LLC. / dba A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Sigma HN Engineers, PLLC.
<b>ADDRESS</b>	1004 W Frontage Rd	200 S 10th St Ste 901	1126 S Commerce	701 S 15th St
<b>CITY/STATE/ZIP</b>	Alamo, TX 78516	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78501
<b>PHONE</b>	956-787-3473	956-683-1640	956-230-3435	956-332-3206
<b>CONTACT</b>	Luis E. Madrigal	Hugo Avila	Guillermo Quintanilla	Jesus Gabriel Hinojosa
<b>3.1 Statement of Interest</b>				
<b>3.1.1 Statement of Interest for Project</b>	Stated they have recently opened their focus to include public projects including work for cities, municipalities, and local school districts.	Pointed out the work the firm has completed more than 10 projects over the last seven years for STC. Indicated that they can begin work on new projects immediately.	Indicated the firm's highly qualified team has been providing MEP engineering services to higher education for about 20 years. Emphasized their previous work for STC and therefore their familiarity with the campuses and staff.	The firm emphasized the experience of the two principals within the firm. They indicated that STC would be working directly with the two principals and pointed out that the firm's size would be better able to meet the needs in a cost-effective manner.
<b>3.1.2 History and Statistics of Firm</b>	- Privately Owned since 2012 - Has Certificate of Registration with the Texas Board of Professional Engineers and Land Surveyors	- Providing services since 1972 - 130+ staff member in 6 offices in Texas - Offices in Houston, San Antonio, Austin, McAllen, Dallas, and El Paso	- Founded in 2014 - Headquarters Located in Harlingen, TX - 17 Full Time Employees, 4 Registered Engineers - Honored with Engineer of the Year and Consultant of the Year award	-Established in 2012 -Over 20 Years of combined experience -Completed over 300 projects, 57 of which were for Higher Education
<b>3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project</b>	Stated their team reviews and analyzes the project standard's prioritizing the client vision, budget, and standards. At each phase of the project, the team will provide progress review sets and solicit feedback from the client to ensure that all parties have input and communicate throughout the project.	Stated that are uniquely qualified for this project because of the following: Intimate knowledge of existing systems, Understanding of Existing Challenges, and Experience with STC.	Stated they have successfully executed over 250 projects, and are collaborating with several high profile A/E teams across the State. Indicated that energy efficiency and sustainable designs, as well as client satisfaction have always been our forte, and continue to be our prime focus.	Stated they have gained familiarity with STC over the course of their careers. 26 projects were completed for STC.
<b>3.1.4 Statement of Availability and Commitment</b>	Stated they are committed to work closely with the client to ensure project timelines, project standards, and project deliverables are met.	Indicated that the firm's design team meets each week to discuss project schedules and coordinate the allocation of staff to meet needs of each client.	Indicated that they are available as soon as they are awarded and will make the STC projects their top priority.	Indicated that firm has the resources to perform work immediately for STC. Listed a staff of eight, including the principals. Stated that they will ensure the projects are completed successfully on time and within budget.

**SOUTH TEXAS COLLEGE  
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING  
REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE SKILLS PAD AND EMERGENCY VEHICLE OPERATOR COURSE LIGHTING  
PROJECT NO. 21-22-1027**

VENDOR	De La Luz, LLC. / dba A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Sigma HN Engineers, PLLC.
<b>3.2 Prime Firm</b>				
<b>3.2.1 Resumes of Principals and Key Members</b>	Included resumes for the following staff: - Luis Eduardo Madrigal, PE, Principal Engineer - Amira Madrigal, Engineer-Mechanical & Plumbing - Edgar Garcia, Designer Electrical - Eliud Reyna, Designer- Fire Sprinkler, Alarm, and Low Voltage - Rodolfo Martinez, Designer - Mechanical & Plumbing - Lorena Madrigal, Drafter - MEP	Included resumes for the following staff: - Edward Puentes, PE, Partner in Charge - Hugo H. Avila, Senior Project Manager - Robert Tijerina, Senior Mechanical Engineer - Maximo Antonio Leochico, Senior Plumbing Designer - T. Joey Beltz, Senior Electrical Designer - Maritza Garza, EIT, Senior Mechanical Designer	Included resumes for the following staff: - Rajesh Kapileshwari, PE, LEED AP, Principal - Guillermo Quintanilla, Principal - Cesar Gonzalez, PE, Principal - Mark Power Warren, Commissioning Director	Provided resumes for the two principals: - Jesus Gabriel Hinojosa, PE, LEED AP, Principal - Jose Antonio Nicanor, PE, LEED AP, Principal
<b>3.2.2 Project Assignments and Lines of Authority</b>	Included estimated time percentages for three of their staff members.	Listed the assignments for the above named staff and the time commitment each will devote to the project. The partner in charge will commit 40% of his time to project. The others are indicated at 50% time commitment.	Listed the assignments of each staff member.	Indicated a 100% time commitment from both principles for the project and provided the time commitments from nine staff.
<b>3.2.3 Prime Firm's Proximity and ability to respond to unplanned meetings</b>	Stated they are less than 10 minutes away from the project site.	Stated they are about 6 miles away and approximately 15 minutes away from the project site.	Stated they are available to meet for face-to-face discussions within the hour. Since they have several projects in Hidalgo County, one of the principals or engineers is always in the area.	Stated they are located in downtown McAllen, and only 6 miles away from the Regional Center for Public Safety Excellence Campus.
<b>3.2.4 Litigation that could affect firm's ability provide services</b>	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.
<b>3.3 Project Team</b>				
<b>3.3.1 Organization chart with Role of Prime Firm and basic Services consultants</b>	Indicated that no sub-consultants will be used for this project.	Included organization chart with the staff who will be assigned to project. Indicated that no sub-consultants will be used for this project.	Included organization chart that showed all firm staff and which included the following sub consultants: - Boultinghouse Simpson Gates Architects - Architect - Green Rubiano & Associates - Structural Engineer - Perez Consulting Engineers - Civil Engineer	Organization chart was included showing the primary roll of the two principals and the following sub consultants: - CLH Engineering

**SOUTH TEXAS COLLEGE  
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING  
REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE SKILLS PAD AND EMERGENCY VEHICLE OPERATOR COURSE LIGHTING  
PROJECT NO. 21-22-1027**

VENDOR	De La Luz, LLC. / dba A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Sigma HN Engineers, PLLC.
<b>3.4 Representative Projects</b>				
<b>3.4.1 Minimum of 5 projects firm has worked on</b>	<ul style="list-style-type: none"> <li>- Donna ISD - CTE Welding Laboratory (\$100,000)</li> <li>- Donna ISD - High School Gymnasium HVAC Chill Water Replacement (\$300,000)</li> <li>- Red Sands Detention Facility (\$10,000,000)</li> <li>- South Texas College - Kinesiology Office Remodel Phase I (\$200,000)</li> </ul>	<ul style="list-style-type: none"> <li>- South Texas College - District -Wide Parking Lot Lighting Upgrades (\$800,000)</li> <li>-South Texas College-Regional Center for Public Safety Excellence (\$4.4 Million)</li> <li>- South Texas College - Health/ Kinesiology Sports Field Lighting (\$200,000)</li> <li>- Texas A&amp;M University - Beutel Health Center - Parking Lot Lighting (\$540,000)</li> <li>- UTRGV - Soccer, Track &amp; Field Complex (\$2.4 Million)</li> </ul>	<ul style="list-style-type: none"> <li>- Brownsville ISD - Elementary LED Lighting Upgrades Phase I (\$1,200,000)</li> <li>- Brownsville - 2020 Lighting Upgrades (\$1,579,530)</li> <li>- Cameron County - SECO Lonestar Program Lighting Upgrades (\$794,275)</li> <li>- Harlingen CISD - HHSS HVAC Upgrades PH I and II (\$1,138,480)</li> <li>- Los Fresnos CISD - Lighting Replacement (\$81,500)</li> </ul>	<ul style="list-style-type: none"> <li>- South Texas College - Starr County Health and Science Facility (\$8.5 Million)</li> <li>- South Texas College - Starr County Campus Thermal Plant (\$5.3M)</li> <li>- South Texas College - Starr County Library (\$2.8 Million)</li> <li>- South Texas College - Starr Campus Student Services Expansion (\$1.32 Million)</li> <li>- South Texas College - Starr County Campus Student Activities Expansion (\$1.37 Million)</li> </ul>
<b>3.5 References</b>				
<b>3.5.1 References</b>	<ul style="list-style-type: none"> <li>- Donna ISD</li> <li>- IDEO Designs</li> <li>- Adelantes Architecture</li> <li>- Sonesta Court Estates</li> <li>- GMG Design</li> </ul>	<ul style="list-style-type: none"> <li>- Texas A&amp;M University - McAllen</li> <li>- Texas A&amp;M University - Kingsville</li> <li>- University of Texas Rio Grande Valley</li> <li>- University of Texas at Austin</li> <li>- Texas State Technical College</li> </ul>	<ul style="list-style-type: none"> <li>- Cameron County</li> <li>- Brownsville ISD</li> <li>- Sharyland ISD</li> <li>- Harlingen CISD</li> <li>- Los Fresnos CISD</li> </ul>	<ul style="list-style-type: none"> <li>- La Joya ISD</li> <li>- IDEA Public Schools</li> <li>-Edinburg CISD</li> <li>-Brownsville ISD</li> <li>-Harlingen CISD</li> </ul>
<b>3.6 Project Execution</b>				
<b>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.</b>	Stated they will initiate contact immediately with the key point of contact to establish a timetable for initiation meeting and continue internal preparations.	Stated they believe that their employees must collaborate in order to produce a well coordinated design. Included their detail design approach.	Included a detailed work plan and schedule.	Stated that to complete projects within budget we communicate with our clients and visit the job site to clearly define a scope of work. They prepare an engineering cost estimate and establish a budget. The basic elements of effective budget control allow us to provide quality designs, which minimize unanticipated cost in the construction phase such as change orders.
<b>3.6.2 Willingness and ability to expedite services. Ability to supplement production.</b>	Stated they will make every attempt to keep capacity to 80% to allow for unforeseen concerns and/or professional development time.	Indicated their willing and able to expedite design services. Stated that they do not foresee any need to supplement production capability, but can do so by utilizing staff from other offices.	Reiterated their commitment to the project, including commitment by their sub consultants.	Stated that they are willing and able to expedite services. Pointed to a proven track record for the two principals.
<b>Total Evaluation Points</b>	558.83	577.33	576.00	571.33
<b>Ranking</b>	4	1	2	3

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

SOUTH TEXAS COLLEGE  
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING  
REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE SKILLS PAD AND EMERGENCY VEHICLE OPERATOR COURSE LIGHTING  
PROJECT NO. 21-22-1027  
EVALUATION SUMMARY

VENDOR	De La Luz, LLC. / dba A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Sigma HN Engineers, PLLC.
ADDRESS	1004 W Frontage Rd	200 S 10th St Ste 901	1126 S Commerce	701 S 15th St
CITY/STATE/ZIP	Alamo, TX 78516	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78501
PHONE	956-787-3473	956-683-1640	956-230-3435	956-332-3206
CONTACT	Luis E. Madrigal	Hugo Avila	Guillermo Quintanilla	Jesus Gabriel Hinojosa
<b>3.1 Statement of Interest (up to 100 points)</b>				
3.1.1 Statement of interest on projects	97	98	97	97
3.1.2 Firm History including credentials	96	98	97	97
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	95	95	95	95
3.1.4 Availability and commitment of firm and its principal(s), its consultants and key professionals	94	97	95	95
	95	96	95	95
	91	100	100	100
<b>3.2 Prime Firm (up to 100 points)</b>				
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	96	97	97	97
	95	98	97	96
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).	88	95	90	90
3.2.3 Prime Firm proximity and meeting availability	95	97	96	96
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.	95	95	95	95
	92	100	98	100
<b>3.3 Project Team (up to 100 points)</b>				
3.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included.	95	95	97	98
--Identify the consultant and provide a brief history about the consultant	95	96	97	96
--Describe the consultant's proposed role in the project and its related project experience	90	90	95	92
--List a project(s) that the prime firm and the consultant have worked together on during the last five years	93	95	95	95
--Provide a statement of the consultant's availability for the project(s)	94	95	95	95
--Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the project(s)	90	95	95	98
<b>3.4 Representative Projects (up to 100 points)</b>				
3.4.1 Specific data on 5 projects the prime firm provided or is providing professional services in an educational setting	95	98	96	94
--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	93	98	96	95
	90	95	95	92
	94	97	96	96
	95	97	96	96
	81	100	92	100
<b>3.5 Three References (up to 100 points)</b>				
3.5.1 Provide references for 5 projects, other than STC, listed in response to Part four, 3.4.1. The references shall include:	97	97	97	97
--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	97	97	98	97
	90	90	95	90
	91	95	96	95
	93	95	94	95
	90	95	100	90
<b>3.6 Project Execution (up to 100 points)</b>				
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.	97	98	98	97
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.	96	98	97	96
	90	95	95	90
	93	96	95	95
	95	96	96	96
	90	95	98	90
<b>TOTAL EVALUATION POINTS</b>	558.83	577.33	576.00	571.33
<b>RANKING</b>	4	1	2	3

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

<b>Project Name:</b>	Regional Center for Public Safety Excellence - Skills Pad and EVOC Lighting			<b>Project No.</b>	2022-010C
<b>Funding Source(s):</b>	Unexpended Plant Fund				
	<b>FY 21-22</b>	<b>Variance of</b>			
	<b>FY 21-22</b>	<b>Project Budget</b>			<b>Total Actual</b>
	<b>Actual</b>	<b>vs. Actual</b>			<b>Expenditures To</b>
	<b>Expenditures</b>	<b>Expenditures</b>			<b>Date</b>
Construction:	\$ 280,000.00	\$ 280,000.00			\$ -
Design:	28,000.00	\$ 28,000.00			-
Miscellaneous:	20,000.00	183.12	\$ 19,816.88		183.12
FFE:	-	\$ -			-
Technology:	-	\$ -			-
Contingency:	14,000.00	\$ 14,000.00			-
<b>Total:</b>	<b>\$ 342,000.00</b>	<b>\$ 183.12</b>	<b>\$ 341,816.88</b>		<b>\$ 183.12</b>

<b>Project Team</b>		<b>Board Status</b>					
<b>Approval to Solicit Architect/Engineer:</b>	9/28/2021	<b>Board Approval of Schematic Design</b>	TBD	<b>Vendor</b>	<b>Contract Amount</b>	<b>Actual Expenditures</b>	<b>Variance</b>
<b>Architect/Engineer:</b>	N/A		TBD	\$ -	\$ -	\$ -	
<b>Contractor:</b>	TBD		TBD	\$ -	\$ -	\$ -	
<b>STC FPC Project Manager:</b>	Samuel Saldana	<b>Substantial Completion</b>	TBD	<b>Board Acceptance</b>	TBD		
		<b>Final Completion</b>	TBD	<b>Board Acceptance</b>	TBD		

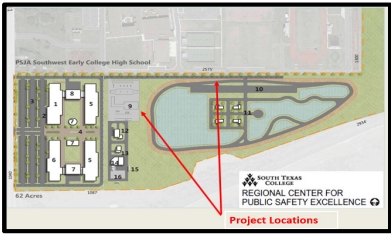
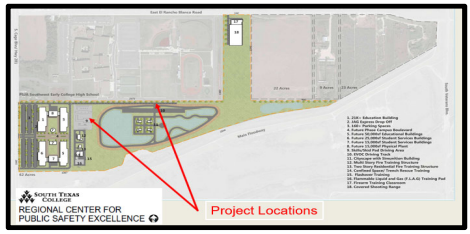
<b>Project Description</b>	<b>Project Scope</b>
Add lighting for night training at the Skills Pad and EVOC training area.	Add lighting for night training at the Skills Pad and EVOC training area.

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
9/28/2021	1/25/2022	N/A	6/28/2022	07/15/2022	10/25/2022	11/22/2022	N/A

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total	
2021-22	\$ -	\$ -	\$ 183.12	\$ -	\$ -	\$ -	\$ 183.12
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 183.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 183.12</b>

**Current Agenda Item**

**01/18/2022 Facilities Committee Meeting: Review and Recommend Action on Contracting Engineering Services for the Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting**



Proposed Location

FPC Project Manager

*[Signature]*

FPC Asst. Director

*[Signature]*

FPC Director

*[Signature]*

**Consent Agenda:**

**b. Approval to Contract Architectural Services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure**

Approval to contract architectural services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project is requested.

**Purpose**

Architectural services are necessary for design and construction administration services for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure 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 Regional Center for Public Safety Excellence staff. It has been reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project is scheduled as an educational space improvement to provide a two-story structure for instruction and training in fire science in a residential setting using fire training elements and live fire props.

**Background**

On June 22, 2021, the Board approved the proposed Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure as part of the College's FY 2021-2022 Capital Improvement Projects. The project consists of constructing a fire training structure for instruction on extinguishing fires in residential structures.

- Design and construction of the two-story structure
- Equipped with live fire props for training
- Approximate square feet: 3,000 s.f.

On September 28, 2021, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on November 24, 2021, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of twenty-two (22) firms received a copy of the Request for Qualifications (RFQ) and a total of five (5) firms submitted their responses on December 14, 2021.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
November 24, 2021	Solicitation of statements of qualifications began.
December 14, 2021	Five (5) statements of qualifications were received.

**Highest Ranked Vendor**

Based on the evaluations of the qualifications, **Martinez Architects** was the highest ranked firm.

The total project budget is \$1,581,250 and itemized in the table below:

<b>Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$1,250,000
Design	125,000
Miscellaneous	31,250
FFE	68,750
Technology	106,250
<b>Total Project Budget</b>	<b>\$1,581,250</b>

**Funding Source**

Funds for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure Project 2022-015C 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 Martinez Architects for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure 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 Martinez Architects for the Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure project as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**





# Regional Center for Public Safety Excellence

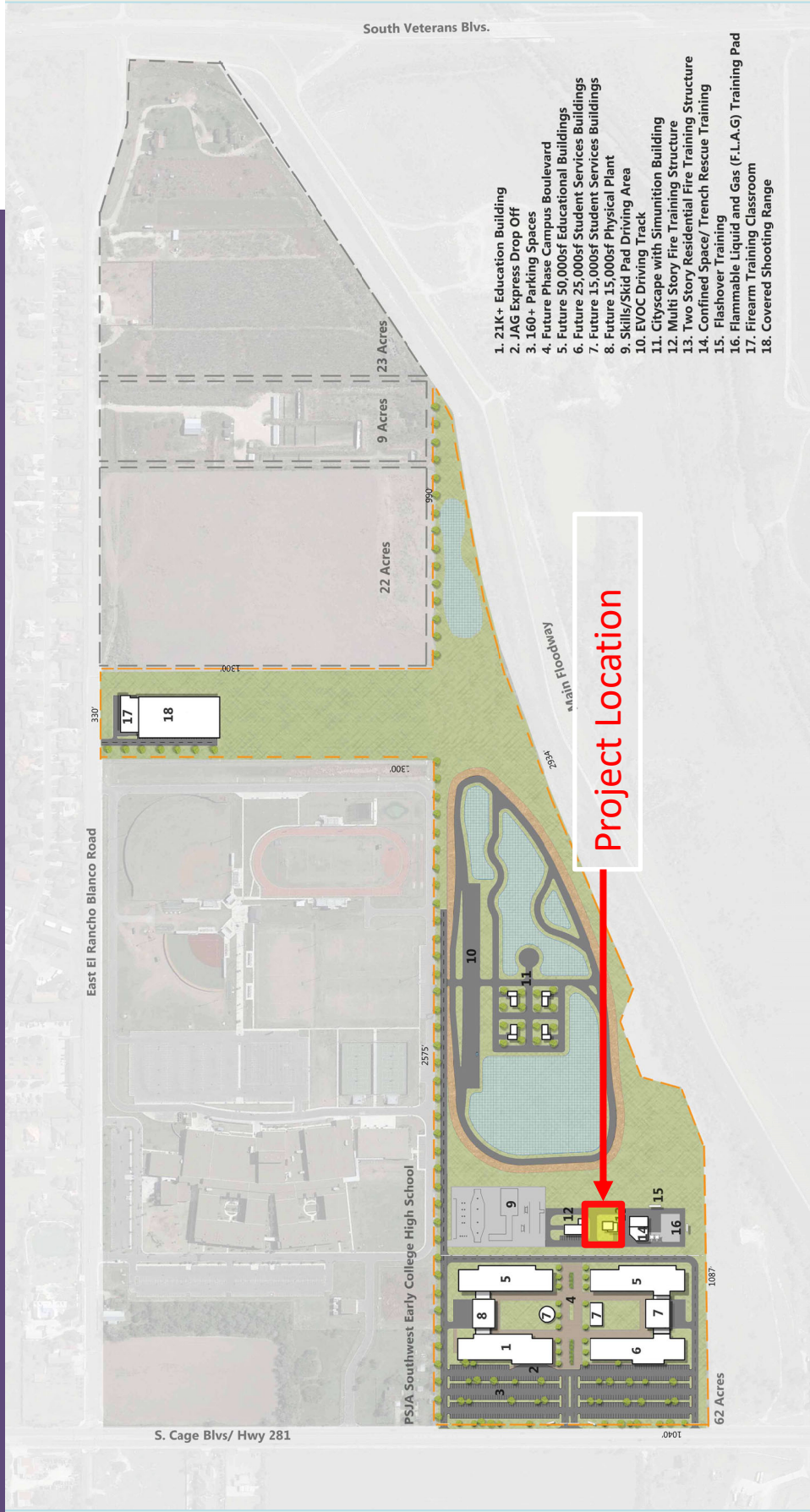
## Two Story Residential Fire Training Structure

CIP-2022-015



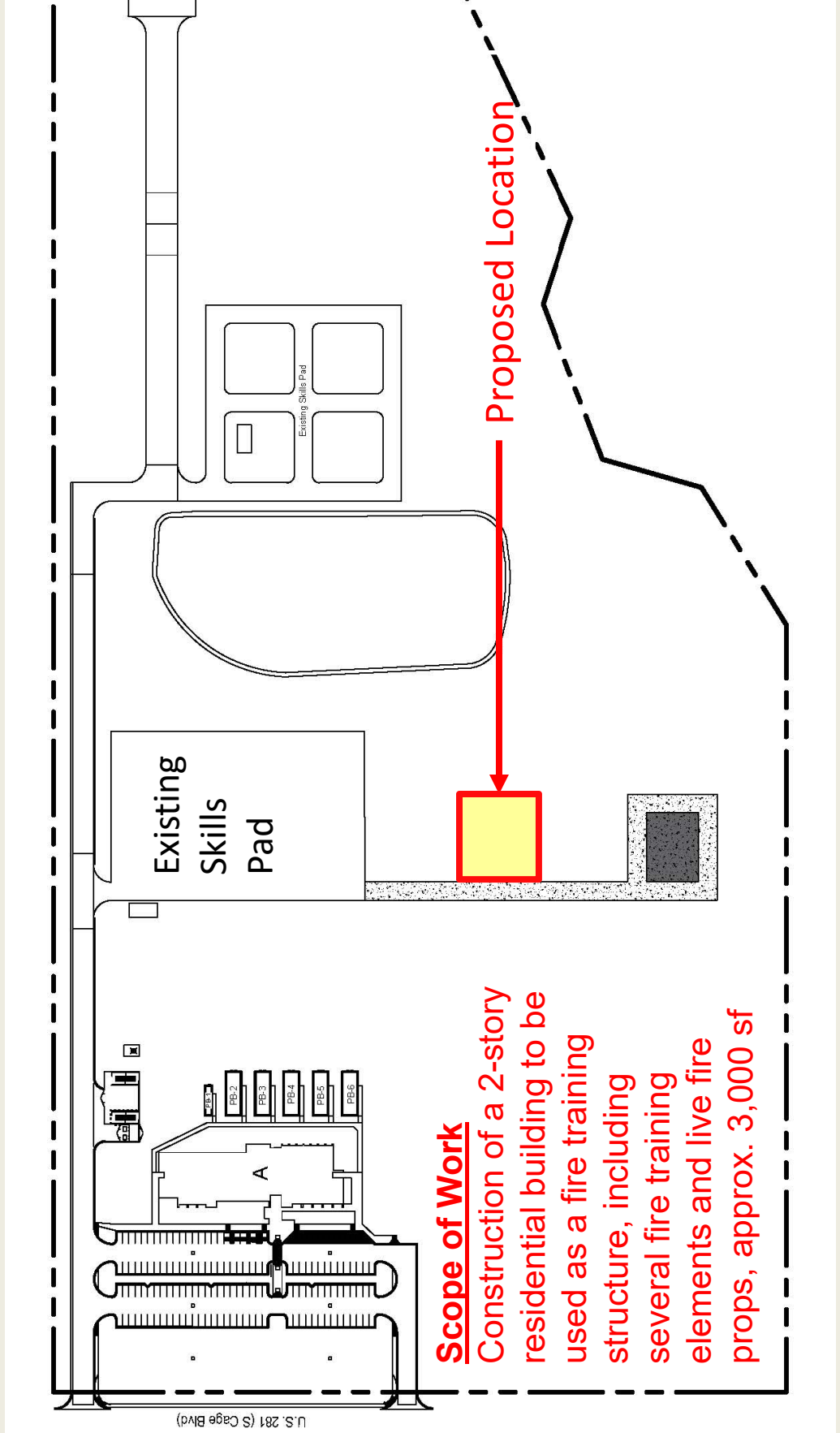
**SOUTH TEXAS  
COLLEGE**

# Two Story Residential Fire Training Structure Proposed Project Site



Master Plan  
Regional Center for Public Safety Excellence

# RCPSE Two-Story Residential Fire Training Structure Proposed Project Location



**Scope of Work**  
 Construction of a 2-story residential building to be used as a fire training structure, including several fire training elements and live fire props, approx. 3,000 sf

U.S. 281 (S. Cage Blvd)

# RCPSE Two-Story Residential Fire Training Structure Building Composition



Two-Story Residential Fire Training Structure Sample

## Exterior

The exterior composition of the fire training buildings will be of reinforced, solid-grouted concrete masonry units (CMU). The walls will be load-bearing supporting the interior floor structures as well as the roof structure.

Additional architectural features will complement the facades of the buildings in correlation to the desired replication. The exposed CMU walls are to be of various block styles for aesthetic purposes such as colored block and split face. All CMU shall be sealed with an approved masonry sealer.

# RCPSE Two-Story Residential Fire Training Structure Building Composition



Example.

## Interiors

The interior environment of the training buildings is to serve functionally for the trainers. To that extent, finishes such as ceilings, floorings, wall surfaces, casework are not used. During a training evolution, the rooms are dark, without light fixtures. Firefighters advance with charged fire hose lines throughout the building.

Floor and roof structures shall be constructed of exposed concrete. All floors shall be sealed with an approved concrete sealer system.

The structural support of the floors will be determined by the structural engineer. Many of the training scenarios will incorporate the use of water. As the amount of water is extensive, all interior floors will be sloped for drainage. Slabs on grade will drain to interior oversized floor drains with removable strainers. Upper floors will drain to multiple exterior scupper and downspouts.

# RCPSE Two-Story Residential Fire Training Structure Building Composition



Example.

## Typical Gas-Fueled Live Fire Training Props

As part of the training environment, the fire training building will be equipped with propane-fueled live fire props.

These computer controlled training units generate interior fires to be extinguished by the firefighters in training.

Each prop is individually controlled by the trainer / Instructor and is equipped with multiple safety elements, such as “dead man’s” shut off switch, integral smoke and heat evacuation, interior room temperature sensors and air samplers.

# Two Story Residential Fire Training Structure

## Proposed Scope & Budget



### Requested By

RCPSE Staff

### Scope of Work

Construction of a 2-story residential building to be used as a fire training structure, including several fire training elements and live fire props.

### Estimated Total Project Budget

Construction	\$ 1,250,000
Design	125,000
Miscellaneous	31,250
FFE	68,750
Technology	<u>106,250</u>
Total Project Budget	\$ <b>1,581,250</b>

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
PROJECT NO. 21-22-1028**

<b>VENDOR</b>	Boultinghouse Simpson Gates Architects	CG5 Architect	Gignac & Associates, LLP.	Martinez Architects	Nassri-Warren Group Architects, Inc./ dbaThe Warren Group Architects, Inc.
<b>ADDRESS</b>	3301 N McColl Rd	1314 E. 22nd St	3700 N 10th St	900 Rockmead Ste 250	804 S Main St
<b>CITY/STATE/ZIP</b>	McAllen, TX 78501	Mission, TX 78572	McAllen, TX 78504	Houston, TX 77339	McAllen, TX 78501
<b>PHONE</b>	956-630-9494	956-239-2438	956-686-0100	281-346-7371	956-994-1900
<b>CONTACT</b>	Danny Boultinghouse	Jose C. Garcia III	Raymond Gignac	Justin Myers	Laura Nassri Warren
<b>3.1 Statement of Interest</b>					
<b>3.1.1 Statement of Interest for Project</b>	Made a statement of the firm's work on numerous renovation services on the STC Pecan Campus for over 19 years and therefore the familiarity of STC's requirements and expectations.	Stated that they are interested in establishing & maintaining a professional relationship with STC.	Pointed out their expertise with state-of-the-art spaces. Indicated that they are uniquely qualified for this project because of their extensive experience in public safety projects, coupled with an extensive knowledge of Texas Architecture.	Stated their Fire Training team is prepared to provide unparalleled service for the success of the project from conception through completion.	Stated they have over 100 years of combined experience delivering successful projects which include new facilities, planning, contract management, assessment, renovations, additions and repurposing of existing facilities under the most challenging scenarios.
<b>3.1.2 History and Statistics of Firm</b>	- Firm established in 1990 - 600+ successful projects and 85% repeat client rate - Three registered architects	- 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	- Established in 2014 - Worked on more than 90 relevant Public Safety and Fire Facility projects - Offices in Houston, San Antonio, and Austin - Strategic Partnerships in McAllen, TX	- Established in 2004 - Office in McAllen - Providing services nationwide
<b>3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project</b>	Stated the firm's philosophy of being "client" oriented as much as "project" oriented.	Stated they have unique qualifications working on commercial kitchens for professional sport arenas, UTRGV teaching kitchens for educational facilities, and local area restaurants.	Pointed out the teams has a vast amount of experience designing public safety facilities nationwide for college and public agencies.	Stated their team consists of two critical partners in the success of the project. First is Mark Graham with G2 Solutions Group and Milnet Architectural Services. Indicated they will rely heavily on Mark during the early design phases.	Indicated that the firm is known state-wide for educational and research facility design.
<b>3.1.4 Statement of Availability and Commitment</b>	Indicated their availability and commitment to the project. Stated that the project architect and project manager would be involved with the project until completed.	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 consultants to the entirety of the project.	Indicated that all members of their team will dedicate all resources necessary to deliver this project on-time and in-budget.	Indicated their commitment to allocate the best members of the staff to STC projects.



**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
PROJECT NO. 21-22-1028**

VENDOR	Boultinghouse Simpson Gates Architects	CG5 Architect	Gignac & Associates, LLP.	Martinez Architects	Nassri-Warren Group Architects, Inc./ dbaThe Warren Group Architects, Inc.
<b>3.2 Prime Firm</b>					
<b>3.2.1 Resumes of Principals and Key Members</b>	Included resumes for the following: - Robert S. Simpson, Principal Architect - John Gates, Architect	Included resumes for the following: - Charlie Garcia III, Managing Partner - Dr. Armando Ocana, Fire Station Design Consultant -Olga N. Garcia, Owner Executive Director - Charlie Garcia, Sr., Construction Manager	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: - Ricardo Martinez - Partner/Project Manager - Justin Myers - Partner/Project Manager - Peter Fonicciello - Designer/Asst. Project Manager	Included resumes for the following staff: - Laura Nassri Warren - President/Principal - Nataanael Perez - Senior Project Manager - Crystal Chavez - Project Manager Miguel A. Lopez - Project Manager - Nicole Reyman - Architectural Intern/ Project Manager
<b>3.2.2 Project Assignments and Lines of Authority</b>	Lines of authority and assignments within firm are shown in an organization chart that includes ten staff members.	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.	Lines of authority and assignments within firm are shown in an organization chart that includes seven staff members.	Duties and time assignments for firm staff is included.	Duties and time assignments for firm staff and staff from consultant firms are summarized in a table.
<b>3.2.3 Prime Firm proximity and meeting availability</b>	Indicated that their local presence give them the opportunity to respond in a timely manner to any planned or unexpected meetings with STC.	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 a 10 minute drive from STC campus and will be very accessible for meeting throughout the entire project.	Stated their office is located in San Antonio, but they are teaming up with Milnet Architecture in McAllen for local architectural support.	Firm is located in McAllen and is about 9 minutes from STC and 14 minutes to the STC Regional Center for Public Safety Excellence.
<b>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</b>	Indicated that the firm is not involved in any litigation.	Indicated that the firm is not or has not ever been involved in any litigation.	Provided information regarding litigation.	Indicated that firm has not been involved in litigation disputes.	Indicated that firm has not been involved in litigation disputes.
<b>3.3 Project Team</b>					
<b>3.3.1 Organization chart with Role of Prime Firm and each consultants firm</b>	Included organization chart which showed the following consultants: - Half Associates - MEP/Civil - Chanin Engineering - Structural	Included organization chart which showing prime firm and its (5) employees and the following consultants: - CLH Engineering - Civil & Structural - VME Engineering LLC - MEP - MEG Engineers - Material and Soil Testing	Included organization chart showing prime firm and the following consultants: - Chanin Engineering - Structural - DBR Engineering - MEP - Perez Consulting Engineers - Civil - G2 Solutions Group - Public Safety Design Specialist	Included organizational chart showing prime firm and the following consultants: - Milnet Architectural Services, PLLC - R. Gutierrez Engineering Corp. - Civil - Evergreen Design Group - Landscape - Matrix Structural Engineers - Structural - DBR Engineering- M/E/P/T - G2 Solutions Group	Included organizational chart showing prime firm and the following consultants: - Chanin Engineering - Structural - MEP Solutions Engineering - MEP

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
PROJECT NO. 21-22-1028**

<b>VENDOR</b>	Boultinghouse Simpson Gates Architects	CG5 Architect	Gignac & Associates, LLP.	Martinez Architects	Nassri-Warren Group Architects, Inc./ dbaThe Warren Group Architects, Inc.
<b>3.4 Representative Projects</b>					
<b>3.4.1 Minimum of 5 projects firm has worked on</b>	<ul style="list-style-type: none"> <li>- City of McAllen - McAllen Public Library and Dewey Park Trails (\$14,300,000)</li> <li>- South Texas College - Building K Renovations Admissions Welcome Center and Entrance (\$411,633)</li> <li>- UTRGV - School Of Medicine (\$4,610,972)</li> <li>- STC - Building D Auditorium Remodel (\$565,802)</li> <li>- UTRGV - Annex Building Renovation (\$2,727,000)</li> <li>- UTRGV - Annex Building Renovation (\$2,727,000)</li> <li>- UTRGV - Bus Canopy Projects</li> </ul>	<ul style="list-style-type: none"> <li>- City of Elsa - Fire Station (\$450,000)</li> <li>-City of Penitas - Fire Station (\$2.6 Million)</li> <li>- City of La Feria - Police Station (\$2.5 Million)</li> <li>- La Joya ISD Guillermo Flores Elementary Roof and Interior Renovations (\$1.1 Million)</li> <li>- La Joya ISD Kika De La Garza Elementary Roof &amp; Interior Renovations (\$750,000)</li> </ul>	<ul style="list-style-type: none"> <li>- City of Eagle Pass - Public Safety Headquarters Complex: Police &amp; Fire (\$10.2 Million)</li> <li>-City of Harlingen - Fire Station No. 4 (\$1.5 Million)</li> <li>- City of Port Aransas - Fire Station (\$15 Million)</li> <li>-City of Palmview - Fire Station, EMS, &amp; Police Station (\$6,662,776)</li> <li>-La Joya ISD - Police Station &amp; Training Facility (\$12.7 Million)</li> <li>- Harrisburg Area Community College - Police &amp; Fire Training Facility (\$11.8 Million)</li> <li>- City of Fort Worth - Public Safety Facility: Police &amp; Fire Training (\$97.5 Million)</li> <li>- Allan Hancock Joint Community College District - Public Safety Complex (\$28 Million)</li> <li>- City of Round Rock - Public Safety Training Center (\$28.7 Million)</li> <li>- City of Roseburg - Police &amp; Fire Training Public Safety Center (\$12.2 Million)</li> <li>- Collin College - Public Safety Facility (\$31.5 Million)</li> </ul>	<ul style="list-style-type: none"> <li>-Travis Co ESD 2 - Pflugerville Fire Training Campus (\$12,000,000)</li> <li>- Lone Star College - Montgomery Fire Training Academy (\$7,800,000)</li> <li>- Cy-Fair FD - Headquarters, Dispatch, EOC &amp; Training (\$23,170,677)</li> <li>- Hays Co ESD 6 - Fire Station 74 and Training Campus (\$6,500,000)</li> <li>- Champions Fire Station #12 &amp; Training Tower (\$3,987,593)</li> </ul>	<ul style="list-style-type: none"> <li>-City of Pharr - Pharr New Fire Station No. 4 (\$2,223,765)</li> <li>- South Texas College - Student Activities and Cafeteria Building (\$6,897,227)</li> <li>- Pharr Research and Development Center (\$3,642,000)</li> <li>- UTRGV - Multi-Disciplinary Medical Research Facility at Doctors Hospital at Renaissance (\$36,000,000)</li> <li>-WSSA - Houston Domiciliary (\$17,531,898)</li> </ul>
<b>3.5 References</b>					
<b>3.5.1 References for five (5) projects</b>	<ul style="list-style-type: none"> <li>- University of Texas Rio Grande Valley</li> <li>- City of McAllen</li> </ul>	<ul style="list-style-type: none"> <li>- City of Elsa</li> <li>- Fire Station Design Consultant</li> <li>- City of La Feria</li> <li>- La Joya ISD</li> </ul>	<ul style="list-style-type: none"> <li>- City of Weslaco</li> <li>- Region One ESC</li> <li>- Del Mar College</li> <li>- PSJA ISD</li> <li>- City of Harlingen</li> </ul>	<ul style="list-style-type: none"> <li>-City of Midland</li> <li>- Cy-Fair FD</li> <li>- North Hays Fire/Rescue</li> <li>- Spring Fire Dept</li> <li>-Champions ESD</li> <li>- Aldine Fire Dept</li> </ul>	<ul style="list-style-type: none"> <li>- City of Pharr</li> <li>- Doctors Hospital at Renaissance</li> <li>- Edinburg CISD</li> <li>- Stanley Black and Decker</li> </ul>

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
PROJECT NO. 21-22-1028**

VENDOR	Boultinghouse Simpson Gates Architects	CG5 Architect	Gignac & Associates, LLP.	Martinez Architects	Nassri-Warren Group Architects, Inc./ dbaThe Warren Group Architects, Inc.
<b>3.6 Project Execution</b>					
<b>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.</b>	Firm did not address this item.	Stated that they are committed to their clients' success.	Provided very detailed project approach process.	Provided a project approach.	Stated they have a central filing system to keep all members and stakeholders involved and always informed. Clients have access to construction reports, videos and photo documentation through a secured access folder anytime.
<b>3.6.2 Willingness and ability to expedite services. Ability to supplement production.</b>	Stated they will take whatever measures required to meet their clients schedules to expedite design services and construction administration for the project.	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.	Stated they are will and able to expedite design services and construction administration for the project.	Stated they are willing and able to expedite design services and construction administration for the project. Their work load is such that they have qualified staff available to assign to our project immediately.
<b>TOTAL EVALUATION POINTS</b>	563.00	545.50	573.00	579.00	559.83
<b>RANKING</b>	3	5	2	1	4

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

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
PROJECT NO. 21-22-1028  
EVALUATION SUMMARY**

<b>VENDOR</b>	Boultinghouse Simpson Gates Architects	CG5 Architect	Gignac & Associates, LLP.	Martinez Architects	Nassri-Warren Group Architects, Inc. / dbaThe Warren Group Architects, Inc.					
<b>ADDRESS</b>	3301 N McColl Rd	1314 E 22nd St	3700 N 10th St	900 Rockmead Ste 250	804 S Main St					
<b>CITY/STATE/ZIP</b>	McAllen, TX 78501	Mission, TX 78572	McAllen, TX 78504	Houston, TX 77339	McAllen, TX 78501					
<b>PHONE</b>	956-630-9494	956-239-2438	956-686-0100	281-346-7371	956-994-1900					
<b>CONTACT</b>	Danny Boultinghouse	Jose C. Garcia III	Raymond Gignac	Justin Myers	Laura N. Warren					
<b>3.1 Statement of Interest (up to 100 points)</b>										
3.1.1 Statement of interest on project	95	93.50	93	90.17	95	96.33	97	97.00	93	94.17
3.1.2 Firm History including credentials	95		93		97		98		96	
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	95		95		95		95		95	
3.1.4 Availability and commitment of firm and its principal(s) and key professionals	90		80		100		100		95	
	90		85		95		95		91	
	96		95		96		97		95	
<b>3.2 Prime Firm (up to 100 points)</b>										
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	95	95.00	90	90.17	96	94.50	97	96.00	85	91.67
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).	97		95		97		98		95	
3.2.3 Prime Firm proximity and meeting availability	95		90		90		95		85	
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	94		88		95		94		100	
	93		85		93		95		90	
	96		93		96		97		95	
<b>3.3 Project Team (up to 100 points)</b>										
3.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included.	96	92.00	90	90.50	98	95.83	97	96.33	90	92.33
--Identify the consultant and provide a brief history about the consultant	95		93		98		98		94	
--Describe the consultant's proposed role in the project and its related project experience	90		90		95		95		90	
--List a project(s) that the prime firm and the consultant have worked together on during the last five years	85		87		95		95		95	
--Provide a statement of the consultant's availability for the projects(s)	91		90		94		96		90	
--Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the projects(s)	95		93		95		97		95	
<b>3.4 Representative Projects (up to 100 points)</b>										
3.4.1 Specific data on five (5) projects the prime firm provided or is providing professional services in an educational setting	92	93.33	93	91.33	96	96.50	97	97.00	90	92.83
--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.	95		95		97		98		97	
	90		90		95		95		90	
	98		86		100		100		95	
	90		90		95		95		90	
	95		94		96		97		95	
<b>3.5 Five References (up to 100 points)</b>										
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.	95	95.67	93	94.00	95	95.00	95	96.83	93	95.17
	99		98		99		99		99	
	90		90		90		90		90	
	100		100		100		100		100	
	95		90		91		95		95	
	95		93		95		97		94	

SOUTH TEXAS COLLEGE  
 ARCHITECTURAL SERVICES - REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENACE  
 TWO STORY RESIDENTIAL FIRE TRAINING STRUCTURE  
 PROJECT NO. 21-22-1028  
 EVALUATION SUMMARY

VENDOR	Boultinghouse Simpson Gates Architects		CG5 Architect		Gignac & Associates, LLP.		Martinez Architects	Nassri-Warren Group Architects, Inc. / dbaThe Warren Group Architects, Inc.		
<b>3.6 Project Execution (up to 100 points)</b>										
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.	95	93.50	95	89.33	96	94.83	96	95.83	95	93.67
	98		95		97		98		97	
	90		85		95		95		95	
	90		80		90		95		90	
	93		88		95		95		90	
	95		93		96		96		95	
<b>TOTAL EVALUATION POINTS</b>	563.00		545.50		573.00		579.00		559.83	
<b>RANKING</b>	3		5		2		1		4	

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



## **Consent Agenda:**

### **c. Approval of Schematic Design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation**

Approval of schematic design by Boultinghouse Simpson Gates Architects for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation project is requested.

#### **Purpose**

Schematic design is 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 is necessary to establish the basis on which the project design team is given authorization to proceed with design development and construction document phases.

#### **Scheduling Priority**

This project has been requested by College management and the Division of Business, Public Safety, & Technology. It has been reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, the Education & Workforce Development Committee, and the Board of Trustees. This project is scheduled as an educational space improvement to provide classroom and lab space for instruction and demonstration.

#### **Justification**

The proposed renovation would allow expansion of the Culinary Arts Program at the Mid Valley Campus. It would create a dedicated area for specialized instruction, and provide opportunities for students from the Mid Valley area and the Lower Valley area to have access to Culinary Arts training.

Once schematic design is approved, Boultinghouse Simpson Gates Architects will 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 will then be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

#### **Background**

On October 26, 2021, the Board of Trustees approved contracting architectural services with Boultinghouse Simpson Gates Architects for this project. The architect has worked with College staff to develop a schematic design to meet the needs of the Culinary Arts Program.

#### **Program Scope**

- Convert existing available spaces to Kitchen Lab and Dining/Catering Area
  - Demolition of existing walls, floors, and ceiling
  - New walls, flooring, ceiling, millwork, lighting, plumbing, air conditioning, and infrastructure

- Kitchen Lab to include space for: 1,320 sf
  - Ranges
  - Refrigerators
  - Freezer
  - Washer/Dryer
  - Kitchen Hood Modification
  - Hand Sinks
  - Dishwasher
  - Shelves
- Dining/Catering Area to include space for: 845 sf
  - Serving Counter
  - Cabinets
  - Dining Tables
- **Total Square Feet** **2,165 sf**

**Funding Source**

Funds for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation Project 2022-002C are budgeted in the Unexpended Construction Plant Fund for available use in Fiscal Year 2021-2022 in the amount of \$357,225 for construction. Boultinghouse Simpson Gates Architects has estimated the construction costs to be \$390,000. Additional funds are available in the FY 2021-2022 Unexpended Construction Plant Fund to cover the estimated shortfall.

The cost increase as compared to the budget is due to the inclusion of a mezzanine above the renovated space, which would provide an area for additional HVAC units which were not initially considered.

<b>Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation</b>	
<b>Construction Budget</b>	<b>Cost</b>
Budgeted Amount	\$357,225
Schematic Design Estimated Amount	390,000
<b>Variance</b>	<b>(\$32,775)</b>

**Reviewers**

The proposed schematic design has been reviewed by Administration, the Culinary Arts Program, Facilities Planning & Construction, and Facilities Operations & Maintenance departments.

**Enclosed Documents**

Boultinghouse Simpson Gates Architects has developed a schematic presentation describing the proposed design. Enclosed are drawings of the site plan, floor plans, and a fact sheet.



**Presenters**

Boultinghouse Simpson Gates Architects has developed a schematic presentation describing the proposed design and will attend the Facilities Committee meeting to present the schematic design of the proposed improvement project.

The Facilities Committee recommended Board approval of the proposed schematic design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation 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 schematic design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation project as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**



# SOUTH TEXAS COLLEGE

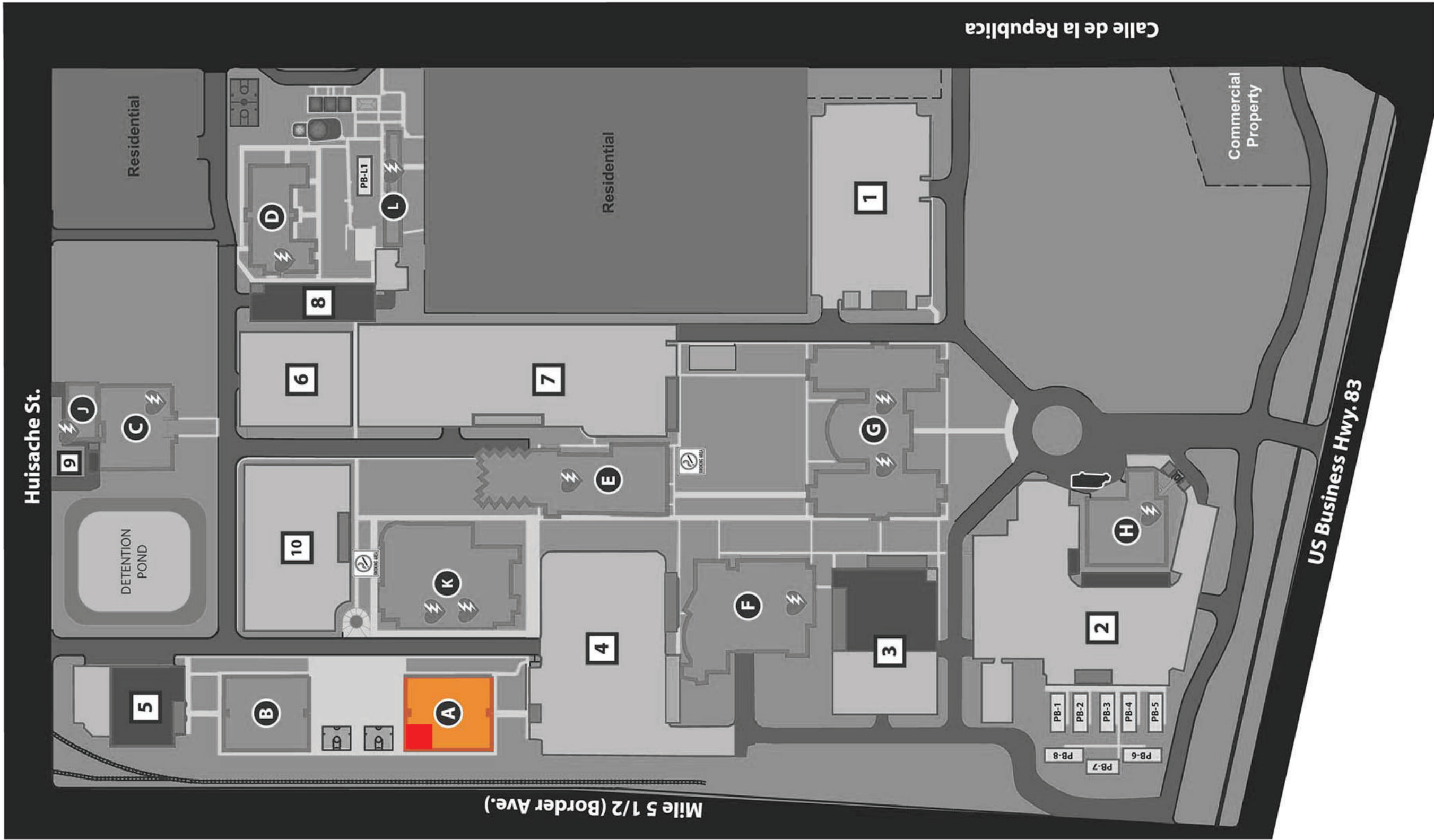
## **CULINARY ARTS RENOVATION**

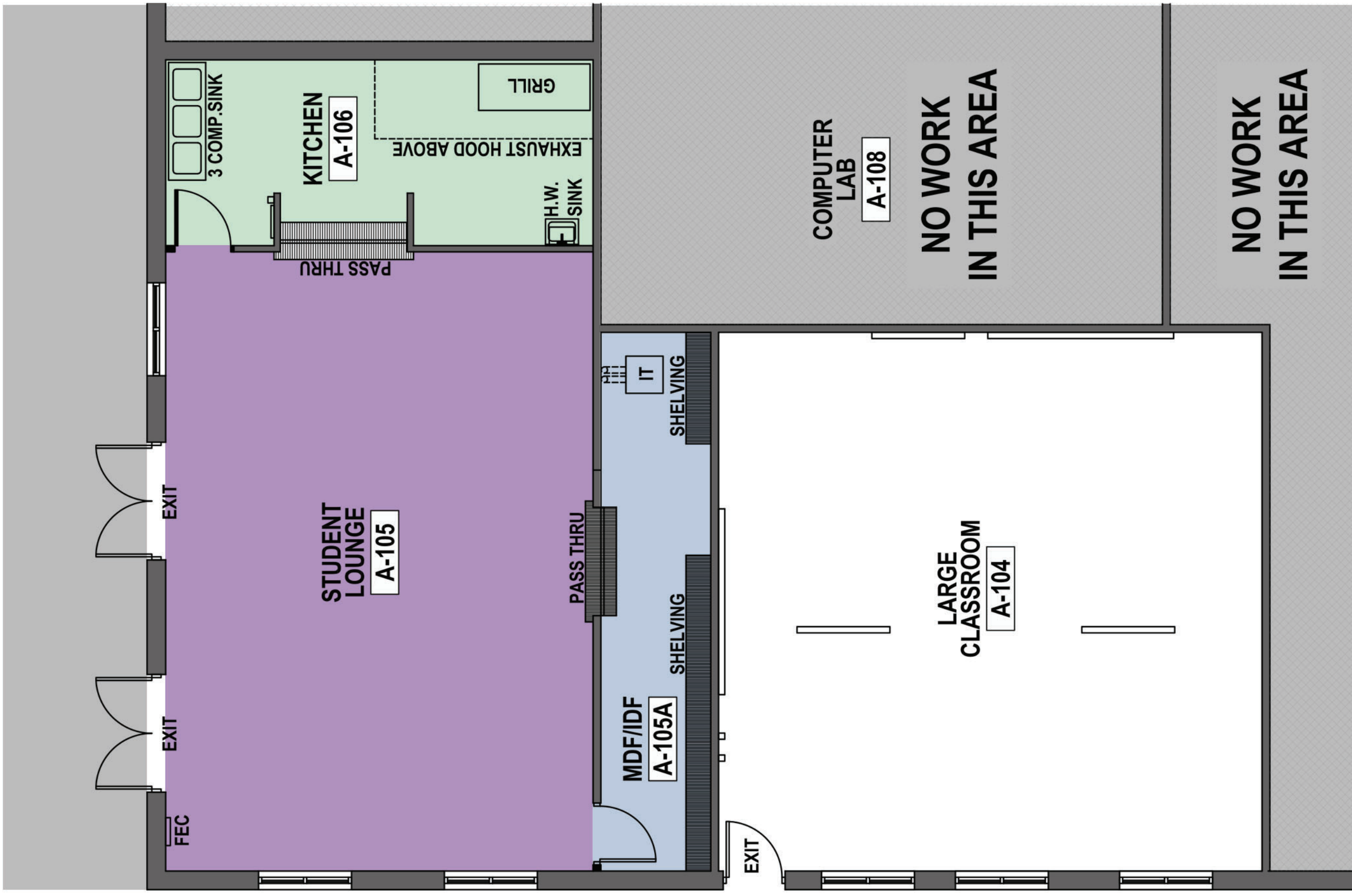
**MID VALLEY CAMPUS**

**CENTER FOR LEARNING EXCELLENCE**

**BUILDING A**



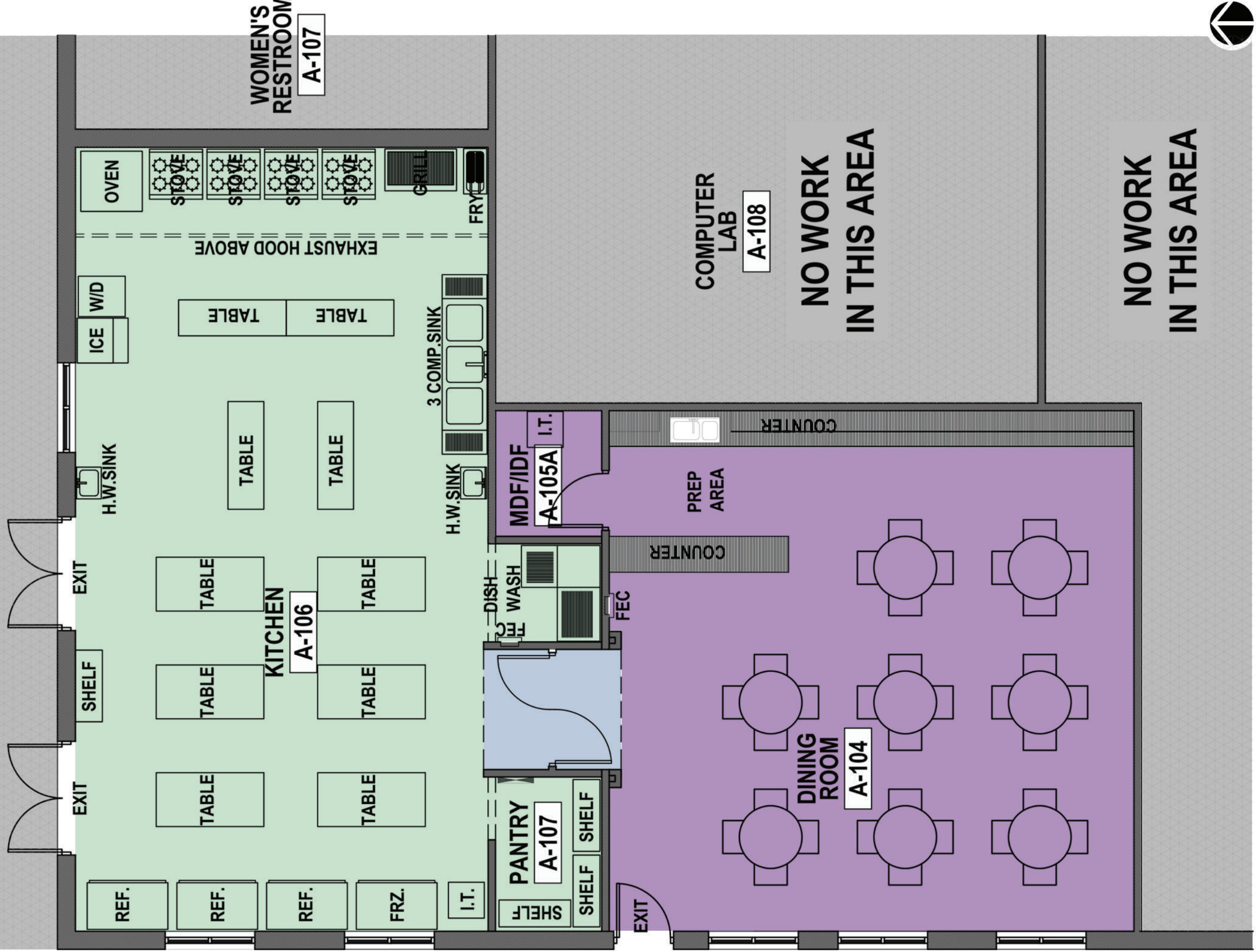




EXISTING PLAN



**NO WORK  
IN THIS AREA**



NORTH

**Project Fact Sheet**  
**1/20/2022**

<b>Project Name:</b>	MVC - Center for Learning Excellence Building A Space Renovation for the Culinary Arts Program					<b>Project No.</b>	2022-002C		
<b>Funding Source(s):</b>	Unexpended Plant Fund								
	<b>Total</b>	<b>FY21-22</b>			<b>FY22-23</b>			<b>Total Actual</b>	
	<b>Project Budget</b>	<b>Project Budget</b>	<b>FY 21-22 Actual Expenditures</b>	<b>Variance of Project Budget vs. Actual Expenditures</b>	<b>Project Budget</b>	<b>FY 22-23 Actual Expenditures</b>	<b>Variance of Project Budget vs. Actual Expenditures</b>	<b>Expenditures To Date</b>	
Construction:	\$ 357,225.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 282,225.00	\$ 282,225.00	\$ -	\$ -	
Design	35,725.00	28,600.00	-	28,600.00	7,125.00	7,125.00	-	-	
Miscellaneous:	7,145.00	7,145.00	282.75	6,862.25	-	-	-	282.75	
FFE:	88,410.00	-	-	-	88,410.00	88,410.00	-	-	
Technology:	25,000.00	-	-	-	25,000.00	25,000.00	-	-	
Contingency 5%:	17,860.00	-	-	-	17,860.00	17,860.00	-	-	
<b>Total:</b>	<b>\$ 531,365.00</b>	<b>\$ 110,745.00</b>	<b>\$ 282.75</b>	<b>\$ 110,462.25</b>	<b>\$ 420,620.00</b>	<b>\$ -</b>	<b>\$ 420,620.00</b>	<b>\$ 282.75</b>	

<b>Project Team</b>				<b>Board Status</b>				
<b>Approval to Solicit Architect/Engineer:</b>	7/27/2021	<b>Board Approval of Schematic Design</b>	TBD	<b>Vendor</b>	<b>Contract Amount</b>	<b>Actual Expenditures</b>	<b>Variance</b>	
<b>Architect/Engineer:</b>	Boultinghouse Simpson Gates Architects		<b>Substantial Completion</b>	TBD	BSG Architects	\$ 33,043.31	-	\$ 33,043.31
<b>Contractor:</b>	TBD			<b>Final Completion</b>	TBD	TBD	\$-	\$-
<b>STC FPC Project Manager:</b>	Martin Villarreal				<b>Board Acceptance</b>	TBD		

<b>Project Description</b>	<b>Project Scope</b>
Design and construction of an existing space for a Kitchen Lab and Dining/Catering Lab for the Culinary Arts Program.	Renovation of existing former cafeteria in Building A, Rm 107. Classroom adjoining (108) would be repurposed for classroom training and exhibits or events.

<b>Projected Timeline</b>							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/27/2021	10/26/2021	1/25/2022	4/26/2022	6/1/2022	10/25/2022	11/22/2022	N/A

<b>Project Calendar of Expenditures by Fiscal Year</b>							
<b>Fiscal Year</b>	<b>Construction</b>	<b>Design</b>	<b>Miscellaneous</b>	<b>FFE</b>	<b>Tech</b>	<b>Project Total</b>	
2021-22	\$ -	\$ -	\$ 282.75	\$ -	\$ -	\$ 282.75	
2022-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 282.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 282.75</b>	

**Current Agenda Item**  
1/18/22 Facilities Committee: Review and Recommend Action on Schematic Design of the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation

**PROJECT LOCATION**

MID VALLEY CAMPUS

**Proposed Layout for Kitchen Area**

North

**Proposed Layout for Dining/Catering Area**

North

FPC Project Manager *Martin Villarreal*      FPC Asst. Director *Rita Geller*      FPC Director *RONA*

**Consent Agenda:**

**d. Authorization to Proceed with Solicitation of Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation**

Approval of authorization to proceed with the solicitation of construction services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation project is requested.

Construction services are necessary to renovate the existing space for Culinary Arts instruction and training. If solicitation is approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

**Background**

On October 26, 2021, the Board approved contracting architectural services with Boultinghouse Simpson Gates Architects (BSGA). BSGA estimates the cost of the proposed renovation to be within the construction budget. The total project budget is \$531,365 which includes funds for construction, design, furniture, fixtures, and equipment (FFE), technology, and miscellaneous costs.

<b>Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Labs Renovation Total Project Budget</b>	
<b>Budget Item</b>	<b>Budget Amount</b>
Construction	\$357,225
Design	35,725
Miscellaneous	7,145
FFE	88,410
Technology	25,000
Contingency 5%	17,860
<b>Total Project Budget</b>	<b>\$531,365</b>

BSGA will 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.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation 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 proceeding with the solicitation of construction services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation project as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**



### **Consent Agenda:**

#### **e. Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area**

Approval of schematic design by Gignac & Associates, LLP. for the Regional Center for Public Safety Excellence (RCPSE) Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects is requested.

#### **Purpose**

Schematic design is 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 is necessary to establish the basis on which the project design team is given authorization to proceed with design development and construction document phases.

#### **Scheduling Priority**

These projects have been requested by RCPSE staff. The projects have been reviewed by the Facilities Planning & Construction department, Administration, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. The canopies for students & instructors and the F.L.A.G. fire training area are scheduled as educational space improvements projects. The canopy to provide protection from the elements and security for safety training vehicles is scheduled as a non-educational space improvement project.

#### **Justification**

The RCPSE staff has requested an enclosed canopy for security and to assist in maintaining the condition of the safety training vehicles. RCPSE staff and students have also requested a covered canopy to provide shade during outdoor instruction. The F.L.A.G. fire training area was included in the long-term Master Plan for the RCPSE to allow for fire science instruction while using live fire portable props.

Once schematic design is approved, Gignac & Associates, LLP. will 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 will then be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

#### **Background**

On July 27, 2021, the Board of Trustees approved contracting architectural services with Gignac & Associates, LLP. for these projects. The architect has worked with College staff to develop a schematic design to meet the needs of the RCPSE staff and Fire Science Program.

**Program Scope**

***Canopy for Safety Training Vehicles***

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

***Canopies for Students and Instructors***

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

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

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

**Funding Source**

Funds for the RCPSE Canopy for Safety Training Vehicles Project 2019-016C, the RCPSE Canopies for Students and Instructors Project 2019-017C, and the RCPSE Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Project 2019-020C are budgeted in the Unexpended Construction Plant Fund for available use in FY 2021-2022. The estimated construction budget amount for all three projects is \$750,000. Gignac & Associates, LLP. has estimated the construction costs to be \$833,173, due to an increase in material costs per square foot. Additional funds are available in the FY 2021-2022 Unexpended Construction Plant Fund to cover the estimated shortfall.

<b>RCPSE Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Construction Budgets and Estimated Costs</b>			
<b>Budget Item</b>	<b>Construction Budget Amount</b>	<b>Schematic Design Estimated Construction Cost</b>	<b>Variance</b>
Canopy for Safety Training Vehicles	\$245,000	\$405,000	(\$160,000)
Canopies for Students and Instructors	205,000	144,000	61,000
Flammable Liquid and Gas (F.L.A.G.) Fire Training Area	300,000	284,173	15,827
<b>Total Construction Budgets</b>	<b>\$750,000</b>	<b>\$833,173</b>	<b>(\$83,173)</b>

**Reviewers**

The proposed schematic designs have been reviewed by Administration, staff and faculty from the RCPSE and Fire Science Program, Facilities Planning & Construction, and Facilities Operations & Maintenance departments.

**Enclosed Documents**

Gignac & Associates, LLP. has developed schematic presentations describing the proposed designs. Enclosed are drawings of the site plan, floor plans, exterior views, and fact sheets.

**Presenters**

Gignac & Associates, LLP. has developed a schematic presentation describing the proposed design. Representatives from Gignac & Associates, LLP. will attend the Facilities Committee meeting to present the schematic design of the proposed improvement projects.

The Facilities Committee recommended Board approval of the proposed schematic design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects 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 schematic design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**



SOUTH TEXAS  
COLLEGE

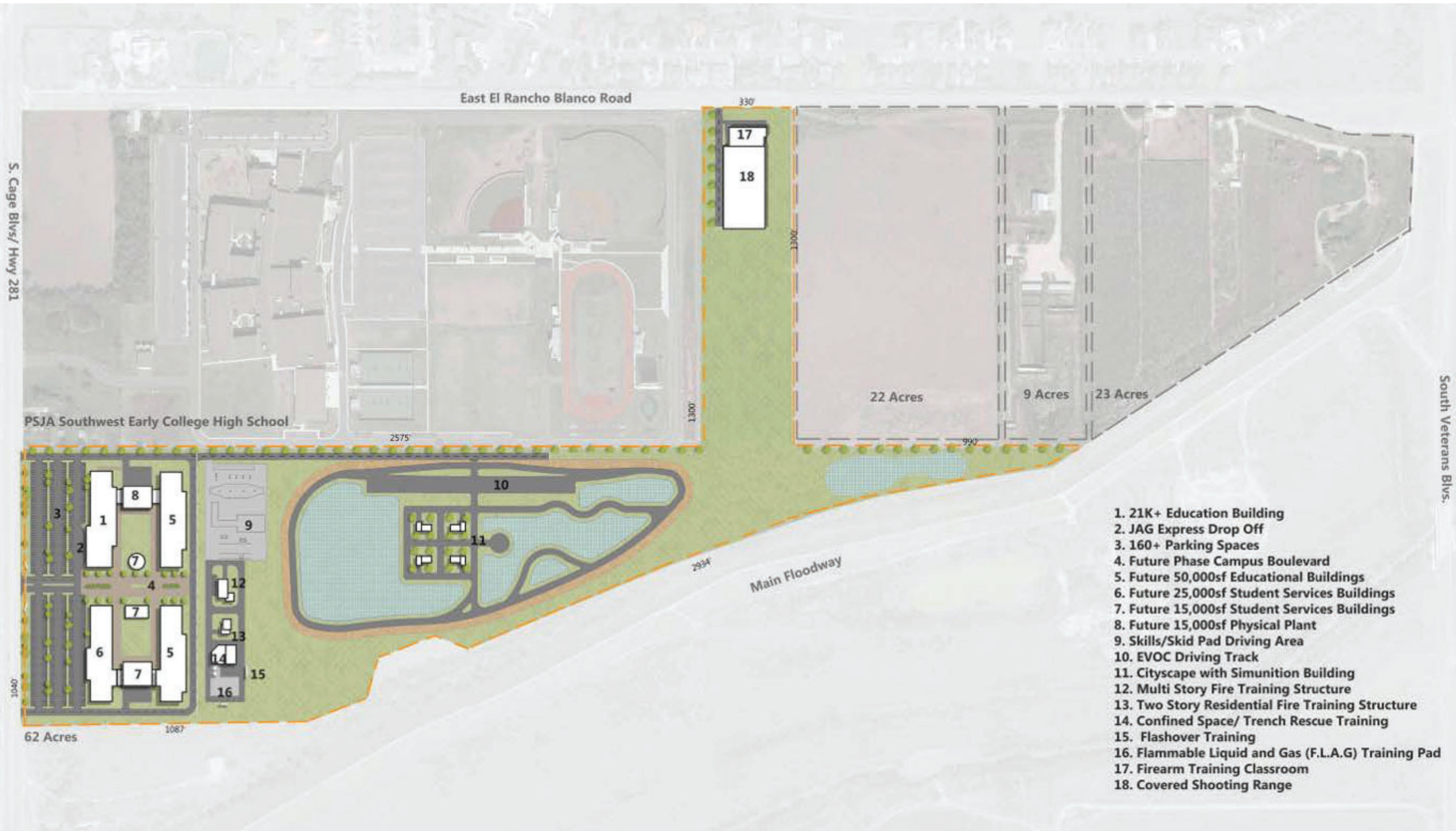
# **SCHEMATIC DESIGN**

## **Regional Center for Public Safety Excellence**

- 1. Canopy for Safety Training Vehicles**
- 2. Canopy for Students & Instructors**
- 3. FLAG / Fire Training Area**

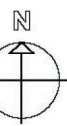
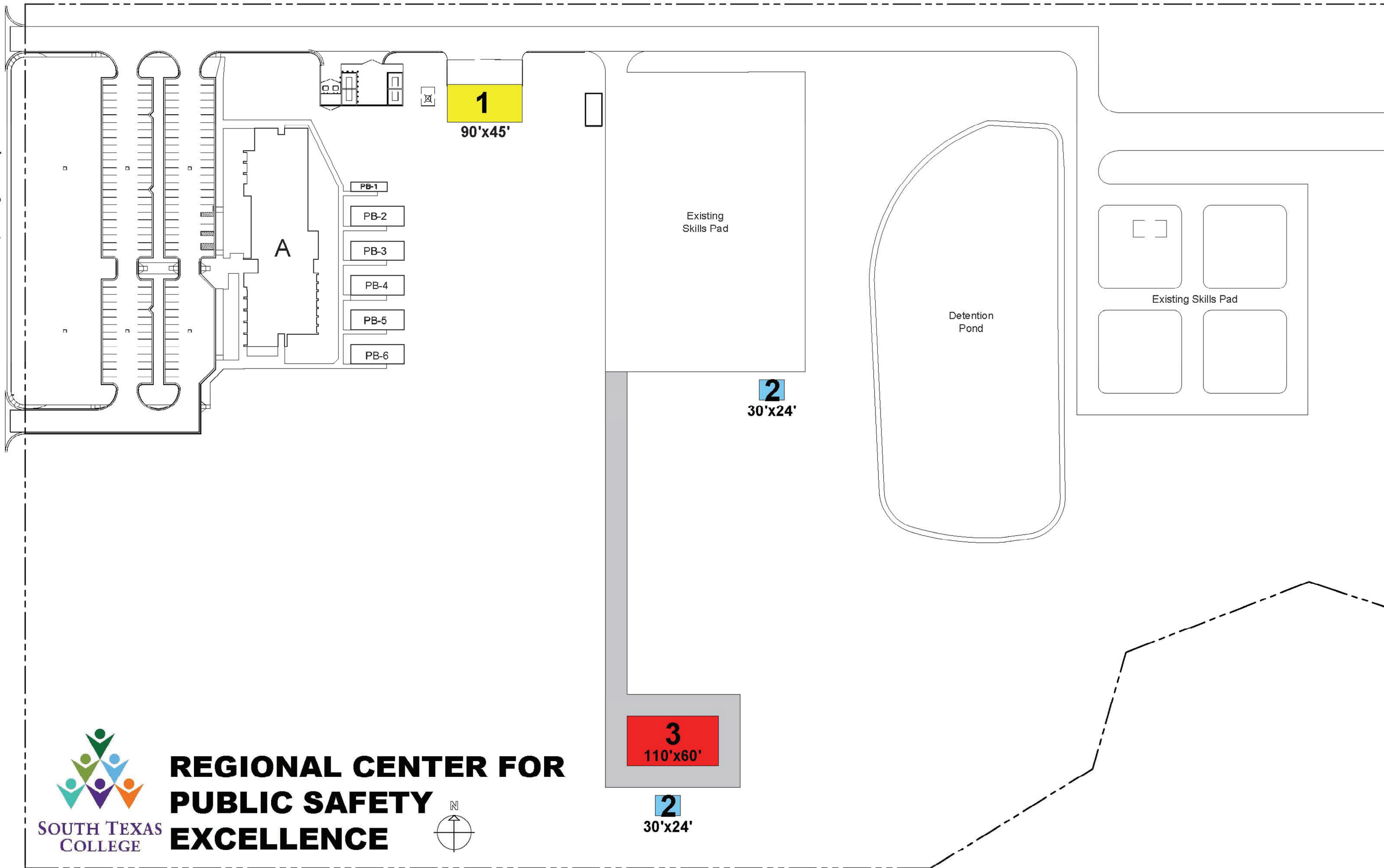
**JANUARY 18, 2022**



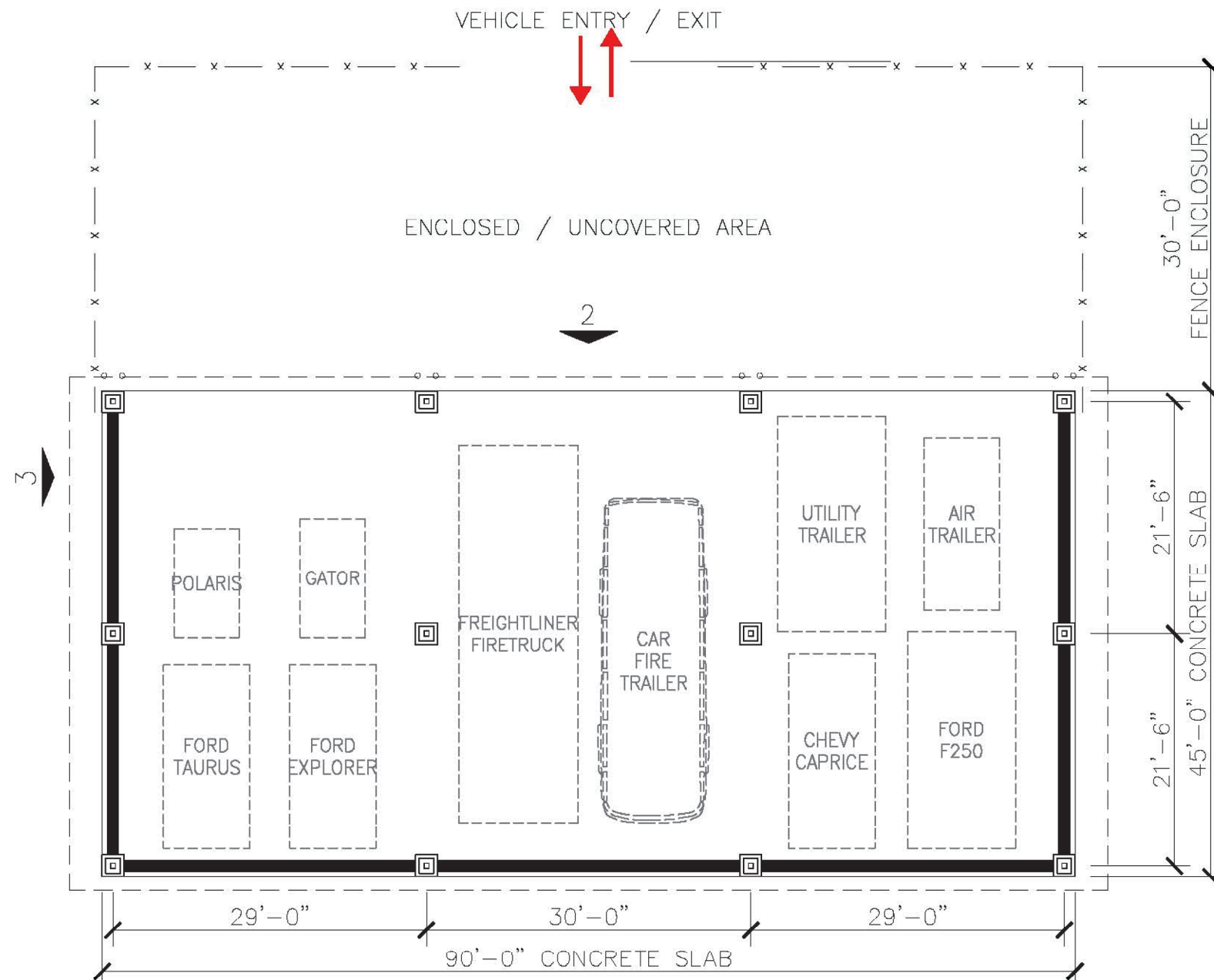


1. 21K+ Education Building
2. JAG Express Drop Off
3. 160+ Parking Spaces
4. Future Phase Campus Boulevard
5. Future 50,000sf Educational Buildings
6. Future 25,000sf Student Services Buildings
7. Future 15,000sf Student Services Buildings
8. Future 15,000sf Physical Plant
9. Skills/Skid Pad Driving Area
10. EVOC Driving Track
11. Cityscape with Simunition Building
12. Multi Story Fire Training Structure
13. Two Story Residential Fire Training Structure
14. Confined Space/ Trench Rescue Training
15. Flashover Training
16. Flammable Liquid and Gas (F.L.A.G) Training Pad
17. Firearm Training Classroom
18. Covered Shooting Range

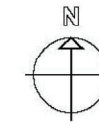
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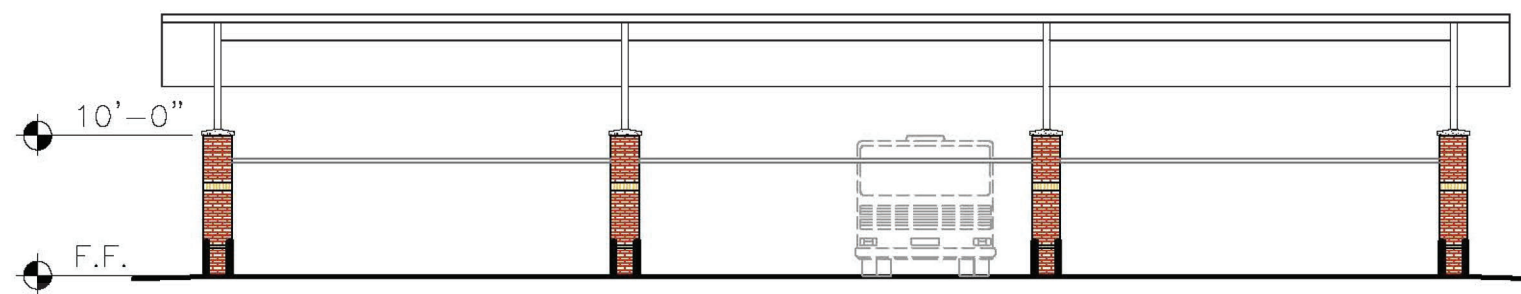
# REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE



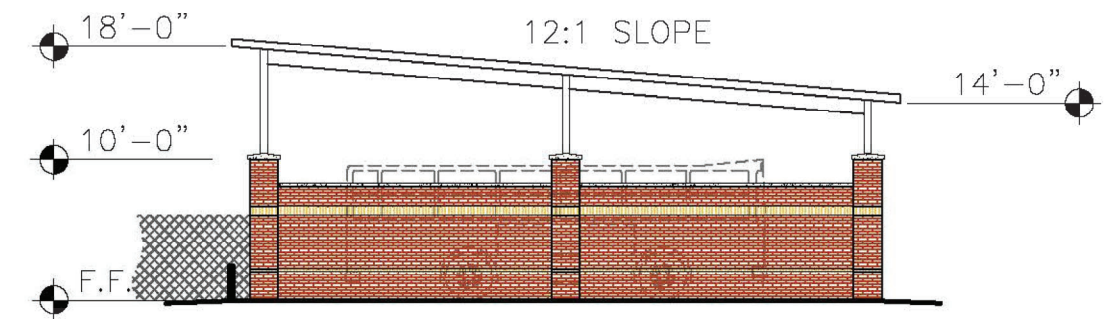
# REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE



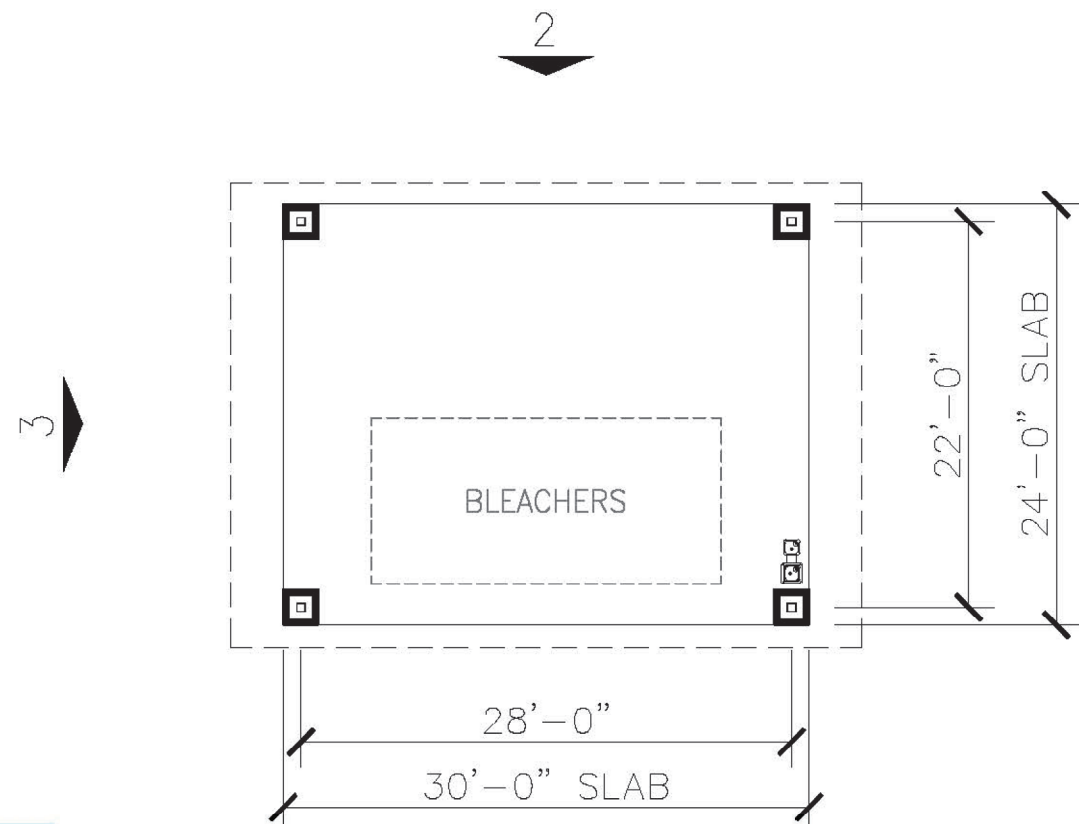
**1. PLAN VIEW OF CANOPY FOR SAFETY TRAINING VEHICLES**



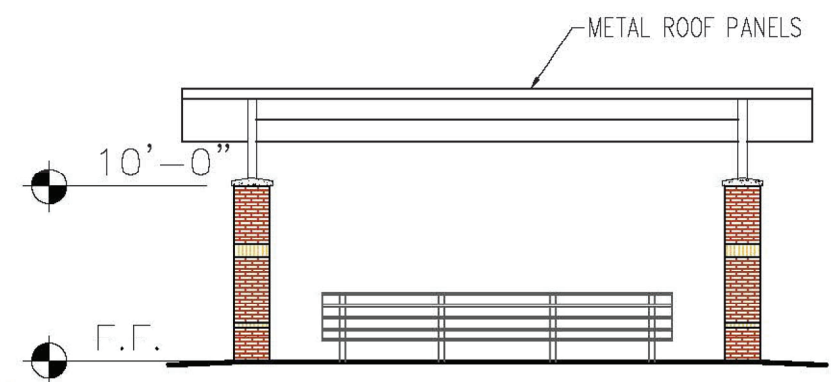
**2. FRONT VIEW**



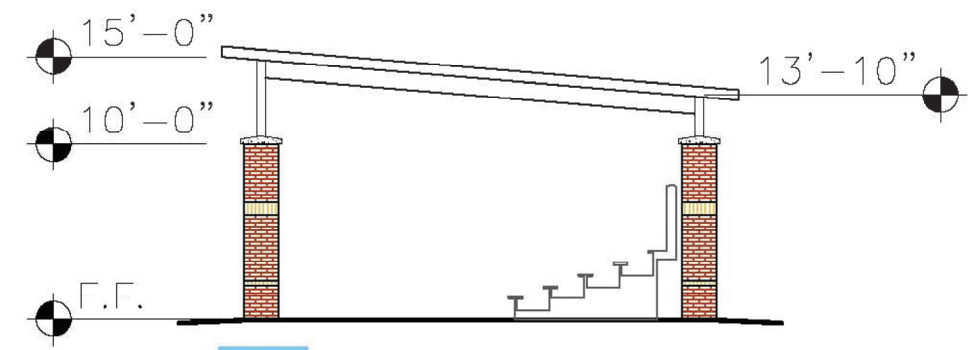
**3. SIDE VIEW**



**1. PLAN VIEW OF CANOPY FOR STUDENTS / INSTRUCTORS**



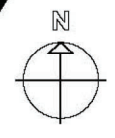
**2. FRONT VIEW**



**3. SIDE VIEW**

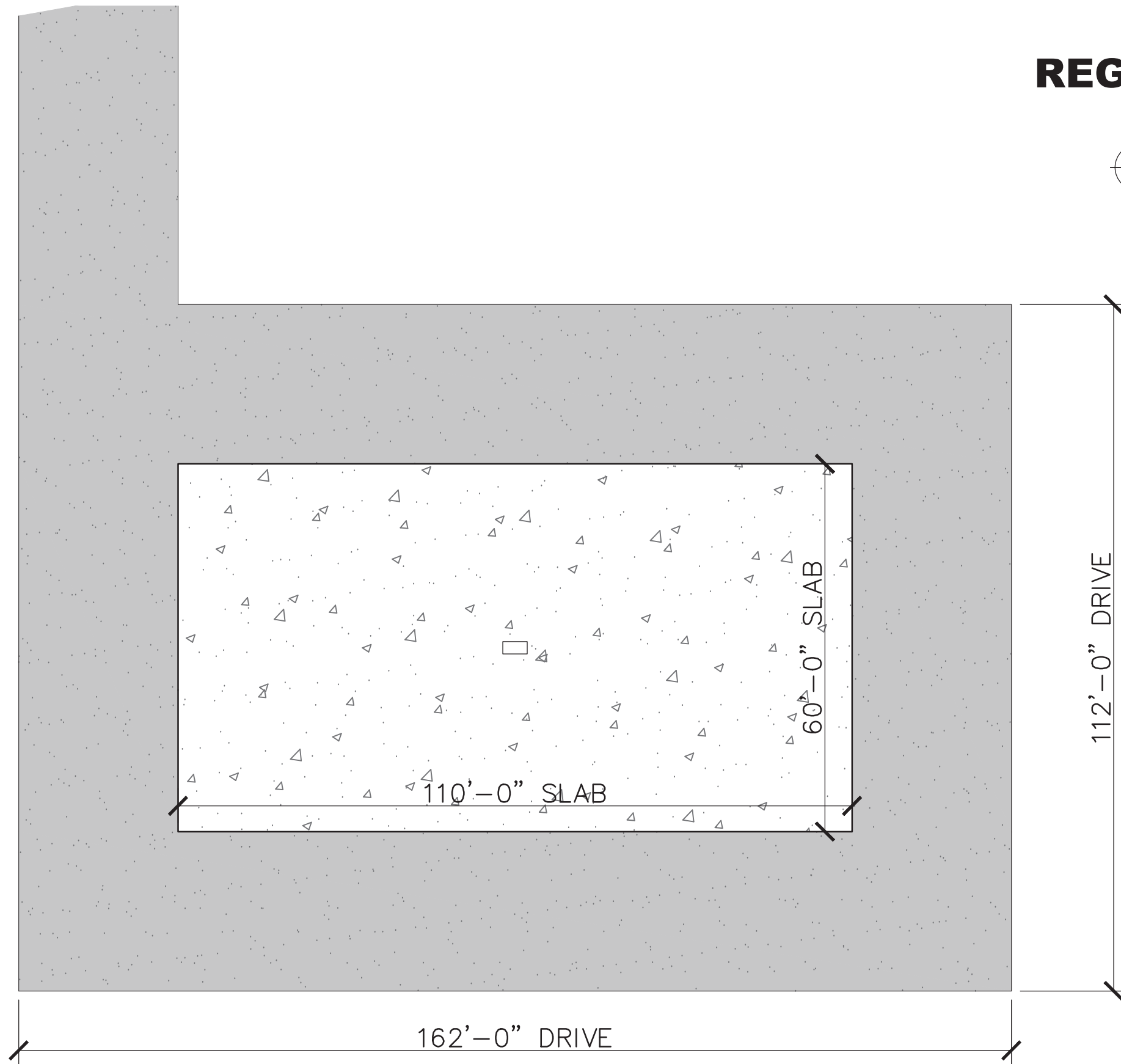
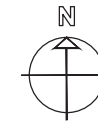


**REGIONAL CENTER FOR  
PUBLIC SAFETY  
EXCELLENCE**

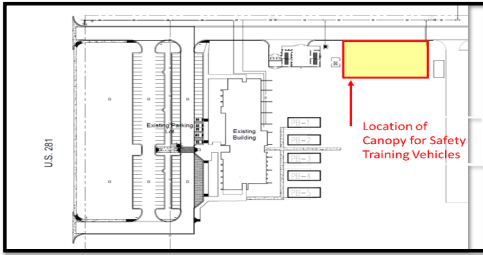
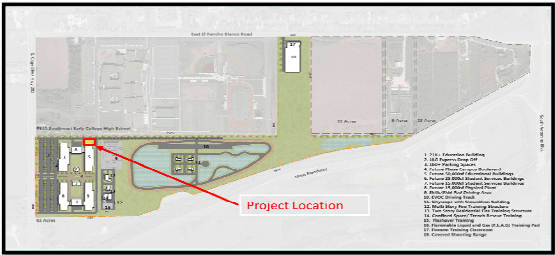




# REGIONAL CENTER FOR PUBLIC SAFETY EXCELLENCE



**1. PLAN VIEW OF FLAG / FIRE TRAINING AREA**

<b>Project Name:</b> RCPSE - Canopy for Safety Training Vehicles		<b>Project No.:</b> 2019-016C						
<b>Funding Source(s):</b> Unexpended Plant Fund								
		<b>FY 19-20</b>		<b>FY 20-21</b>		<b>FY 21-22</b>		
		<b>Variance of</b>		<b>Variance of</b>		<b>Variance of</b>		
	<b>*Revised Total</b>	<b>FY 19-20</b>	<b>Project Budget</b>	<b>FY 20-21</b>	<b>Project Budget</b>	<b>FY 21-22</b>	<b>Project Budget</b>	<b>Total Actual</b>
	<b>Project Budget</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Expenditures To</b>
		<b>Project Budget</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Date</b>
Construction:	\$ 245,000.00	\$ 85,000.00	\$ -	\$ 85,000.00	\$ 245,000.00	\$ -	\$ 245,000.00	\$ -
Design	24,500.00	8,500.00	-	8,500.00	24,500.00	-	24,500.00	-
Miscellaneous:	10,000.00	4,000.00	-	4,000.00	10,000.00	159.67	9,840.33	159.67
FFE:	-	-	-	-	-	-	-	-
Technology:	6,000.00	6,000.00	-	6,000.00	6,000.00	-	6,000.00	-
<b>Total:</b>	<b>\$ 285,500.00</b>	<b>\$ 103,500.00</b>	<b>\$ -</b>	<b>\$ 103,500.00</b>	<b>\$ 285,500.00</b>	<b>\$ 159.67</b>	<b>\$ 285,340.33</b>	<b>\$ 159.67</b>
				*Budget adjusted due to change in scope of work				
<b>Project Team</b>				<b>Board Status</b>				
<b>Approval to Solicit</b>	<b>Architect/Engineer:</b> 4/27/2021			<b>Board Approval</b>	TBD		<b>Contract</b>	<b>Actual</b>
<b>Architect/Engineer:</b>	Gignac Associates			<b>of Schematic</b>			<b>Vendor</b>	<b>Amount</b>
<b>Contractor:</b>	TBD			<b>Design</b>			Gignac	\$ 17,762.50
				<b>Substantial</b>	TBD		TBD	\$ -
<b>STC FPC Project Manager:</b>	David Valdez			<b>Completion</b>			TBD	\$ -
				<b>Final Completion</b>	TBD		<b>Board</b>	<b>Acceptance</b>
							TBD	
<b>Project Description</b>				<b>Project Scope</b>				
Design and construction of a canopy for the safety training vehicles.				Design and construction of a canopy for the safety training vehicles such as the fire truck, public safety vehicles, and fire trainers. The canopy will provide covered protection from the elements and an enclosure for security protection.				
<b>Projected Timeline</b>								
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In	
4/27/2021	7/27/2021	1/25/2022	4/26/2022	5/24/2022	9/20/2022	10/25/2022	N/A	
<b>Project Calendar of Expenditures by Fiscal Year</b>								
<b>Fiscal Year</b>	<b>Construction</b>	<b>Design</b>	<b>Miscellaneous</b>	<b>FFE</b>	<b>Tech</b>	<b>Project Total</b>		
2019-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2020-21	-	-	159.67	-	-	159.67		
2021-22	-	-	-	-	-	-		
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.67</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.67</b>		
<b>Current Agenda Item</b>								
<p><b>01/18/2022 Facilities Committee Meeting:</b> Review and Recommend Action on Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area</p> <p>Review and Recommend Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area</p>								
 <p>Location of Canopy for Safety Training Vehicles</p>				 <p>Project Location</p>				

FPC Project Manager David A. Valdez

FPC Asst. Director Rita Geller

FPC Director RMA

<b>Project Name:</b> RCPSE - Canopies for Students and Instructors		<b>Project No.:</b> 2019-017C							
<b>Funding Source(s):</b> Unexpended Plant Fund									
		<b>FY 19-20</b>		<b>FY 20-21</b>		<b>FY 21-22</b>			
		<b>Variance of</b>		<b>Variance of</b>		<b>Variance of</b>			
	<b>*Revised Total</b>	<b>FY 19-20</b>	<b>Project Budget</b>	<b>FY 20-21</b>	<b>Project Budget</b>	<b>FY 21-22</b>	<b>Project Budget</b>	<b>Total Actual</b>	
	<b>Project Budget</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Actual</b>	<b>vs. Actual</b>	<b>Expenditures To</b>	
	<b>Project Budget</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Date</b>	
Construction:	\$ 205,000.00	\$ 250,000.00	\$ - \$ 250,000.00	\$ 205,000.00	\$ - \$ 205,000.00	\$ 41,000.00	\$ - \$ 41,000.00	\$ -	
Design	20,500.00	25,000.00	- 25,000.00	20,500.00	- 20,500.00	16,500.00	- 16,500.00	-	
Miscellaneous:	10,000.00	4,000.00	- 4,000.00	10,000.00	159.67 9,840.33	9,833.00	- 9,833.00	159.67	
FFE:	5,500.00	-	-	5,500.00	- 5,500.00	-	-	-	
Technology:	6,000.00	6,000.00	- 6,000.00	6,000.00	- 6,000.00	-	-	-	
<b>Total:</b>	<b>\$ 247,000.00</b>	<b>\$ 285,000.00</b>	<b>\$ - \$ 285,000.00</b>	<b>\$ 247,000.00</b>	<b>\$ 159.67 \$ 246,840.33</b>	<b>\$ 67,333.00</b>	<b>\$ - \$ 67,333.00</b>	<b>\$ 159.67</b>	
*Budget adjusted due to change in scope of work									
<b>Project Team</b>					<b>Board Status</b>				
<b>Approval to Solicit Architect/Engineer:</b>	4/27/2021				<b>Board Approval of Schematic Design</b>	TBD	<b>Contract Vendor</b>	<b>Actual Expenditures</b>	<b>Variance</b>
<b>Architect/Engineer:</b>	Gignac Associates						Gignac	\$ 14,862.50	\$ - \$ 14,862.50
<b>Contractor:</b>	TBD				<b>Substantial Completion</b>	TBD	<b>Board Acceptance</b>	TBD	
<b>STC FPC Project Manager:</b>	David Valdez				<b>Final Completion</b>	TBD	<b>Board Acceptance</b>	TBD	
<b>Project Description</b>					<b>Project Scope</b>				
Design and construction of canopies for students and instructors.					Design and construction of two (2) open canopies for students and instructors to conduct class instructions for the EVOC and Fire Training Areas and provide protection from weather conditions.				
<b>Projected Timeline</b>									
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In		
4/27/2021	7/27/2021	1/25/2022	4/26/2022	5/24/2022	9/20/2022	10/25/2022	N/A		
<b>Project Calendar of Expenditures by Fiscal Year</b>									
<b>Fiscal Year</b>	<b>Construction</b>	<b>Design</b>	<b>Miscellaneous</b>	<b>FFE</b>	<b>Tech</b>	<b>Project Total</b>			
2019-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
2020-21	-	-	-	159.67	-	\$ 159.67			
2021-22	-	-	-	-	-	\$ -			
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.67</b>	<b>\$ -</b>	<b>\$ 159.67</b>			
<b>Current Agenda Item</b>									
<b>01/18/2022 Facilities Committee Meeting:</b> Review and Recommend Action on Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area									
Review and Recommend Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area									

FPC Project Manager David Valdez

FPC Asst. Director Rita Collins

FPC Director R. D. ...

**Project Fact Sheet**  
**1/20/2022**

<b>Project Name:</b> RCPSE - Flammable Liquid and Gas (FLAG) Fire Training Area										<b>Project No.:</b> 2019-020C		
<b>Funding Source(s):</b> Unexpended Plant Fund												
		<b>FY 19-20</b>			<b>FY 20-21</b>			<b>FY 21-22</b>				
	<b>*Revised Total Project Budget</b>	<b>Project Budget</b>	<b>Actual Expenditures</b>	<b>Variance of Project Budget vs. Actual Expenditures</b>	<b>Project Budget</b>	<b>Actual Expenditures</b>	<b>Variance of Project Budget vs. Actual Expenditures</b>	<b>Project Budget</b>	<b>Actual Expenditures</b>	<b>Variance of Project Budget vs. Actual Expenditures</b>	<b>Total Actual Expenditures To Date</b>	
Construction:	\$ 300,000.00	\$ 426,000.00	\$ -	\$ 426,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	
Design:	30,000.00	42,600.00	-	42,600.00	30,000.00	-	30,000.00	24,000.00	-	24,000.00	-	
Miscellaneous:	13,600.00	13,500.00	-	13,500.00	13,600.00	159.67	13,440.33	13,433.00	-	13,433.00	159.67	
FFE:	100,000.00	100,000.00	-	100,000.00	100,000.00	-	100,000.00	-	-	-	-	
Technology:	-	-	-	-	-	-	-	-	-	-	-	
<b>Total:</b>	<b>\$ 443,600.00</b>	<b>\$ 582,100.00</b>	<b>\$ -</b>	<b>\$ 582,100.00</b>	<b>\$ 443,600.00</b>	<b>\$ 159.67</b>	<b>\$ 443,440.33</b>	<b>\$ 97,433.00</b>	<b>\$ -</b>	<b>\$ 97,433.00</b>	<b>\$ 159.67</b>	
*Budget adjusted due to change in scope of work												
<b>Project Team</b>						<b>Board Status</b>						
<b>Approval to Solicit Architect/Engineer:</b>	4/27/2021					<b>Board Approval of Schematic Design</b>	TBD					
<b>Architect/Engineer:</b>	Gignac Associates					<b>Substantial Completion</b>	TBD	<b>Board Acceptance</b>	TBD			
<b>Contractor:</b>	TBD					<b>Final Completion</b>	TBD	<b>Board Acceptance</b>	TBD			
<b>STC FPC Project Manager:</b>	David Valdez											
<b>Project Description</b>						<b>Project Scope</b>						
Design and construction of a fire training area for the fire science program.						Design and construction of a concrete pad, associated fire line, and access drive for a new fire training area for the fire science program and to conduct fire training exercises.						
<b>Projected Timeline</b>												
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In					
4/27/2021	7/27/2021	1/25/2022	4/26/2022	5/24/2022	9/20/2022	10/25/2022	N/A					
<b>Project Calendar of Expenditures by Fiscal Year</b>												
<b>Fiscal Year</b>	<b>Construction</b>	<b>Design</b>	<b>Miscellaneous</b>	<b>FFE</b>	<b>Tech</b>	<b>Project Total</b>						
2019-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
2020-21	-	-	159.67	-	-	\$ 159.67						
2021-22	-	-	-	-	-	\$ -						
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.67</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.67</b>						
<b>Current Agenda Item</b>												
<b>01/18/2022 Facilities Committee Meeting:</b> Review and Recommend Action on Approval of Schematic Design of the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area Review and Recommend Action as Necessary on Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area												

FPC Project Manager *David A. Valdez*

FPC Asst. Director *Rita Collier*

FPC Director *RMA*

**Consent Agenda:**

**f. Authorization to Proceed with Solicitation of Construction Services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area**

Approval of authorization to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence (RCPSE) Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects is requested.

Construction services are necessary to construct the canopies and the F.L.A.G. fire training area. If solicitation is approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

**Background**

On July 27, 2021, the Board approved contracting architectural services with Gignac & Associates, LLP. Gignac & Associates, LLP estimates the cost of the proposed projects to be within the construction budgets. The total project budgets are provided in the tables below.

The total project budget for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles is \$285,500 which includes funds for construction, design, miscellaneous, and technology costs.

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

The total project budget for the Regional Center for Public Safety Excellence Canopies for Students and Instructors is \$247,000 which includes funds for construction, design, miscellaneous, and technology costs.

<b>Regional Center for Public Safety Excellence Canopies for Students and Instructors Total Project Budget</b>	
<b>Budget Item</b>	<b>Budget Amount</b>
Construction	\$205,000
Design	20,500

<b>Regional Center for Public Safety Excellence Canopies for Students and Instructors Total Project Budget</b>	
<b>Budget Item</b>	<b>Budget Amount</b>
Miscellaneous	10,000
FFE	5,500
Technology	6,000
<b>Total Project Budget</b>	<b>\$247,000</b>

The total project budget for the Regional Center for Public Safety Excellence Canopies for Students and Instructors is \$443,600 which includes funds for construction, design, miscellaneous, and furniture, fixtures, and equipment (FFE) costs.

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

Gignac & Associates, LLP will 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.

The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects 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 proceeding with the solicitation of construction services for the Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles, Canopies for Students and Instructors, and Flammable Liquid and Gas (F.L.A.G.) Fire Training Area projects as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis**  
**President**

**Consent Agenda:**

**g. Approval of Substantial Completion for the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus**

Approval of substantial completion of the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus is requested.

Project		Completion Recommended	Date Received
1.	District Wide Roofs at Nursing and Allied Health Campus  Architect: BEAM Professionals Contractor: American Roofing USA	Substantial Completion Recommended	January 6, 2022

This renewals & replacements project is part of the district wide deferred maintenance plan, and has been reviewed by the Facilities Planning & Construction department, Administration, the Facilities Committee, and the Board of Trustees. It was scheduled as a non-educational space improvement to perform deferred maintenance of the roofs at the Nursing and Allied Health Campus.

College staff visited the site and developed a construction punch list on January 6, 2022. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by American Roofing USA. The original cost approved for this project was \$266,000.

The following table summarizes the current budget status:

Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$266,000.00	\$266,000.00	(\$21,520.00)	\$244,480.00	\$207,156.05	\$37,323.95

**Enclosed Documents**

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

The Facilities Committee recommended Board approval of substantial completion of the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus 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 substantial completion of the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing and Allied Health Campus as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis  
President**



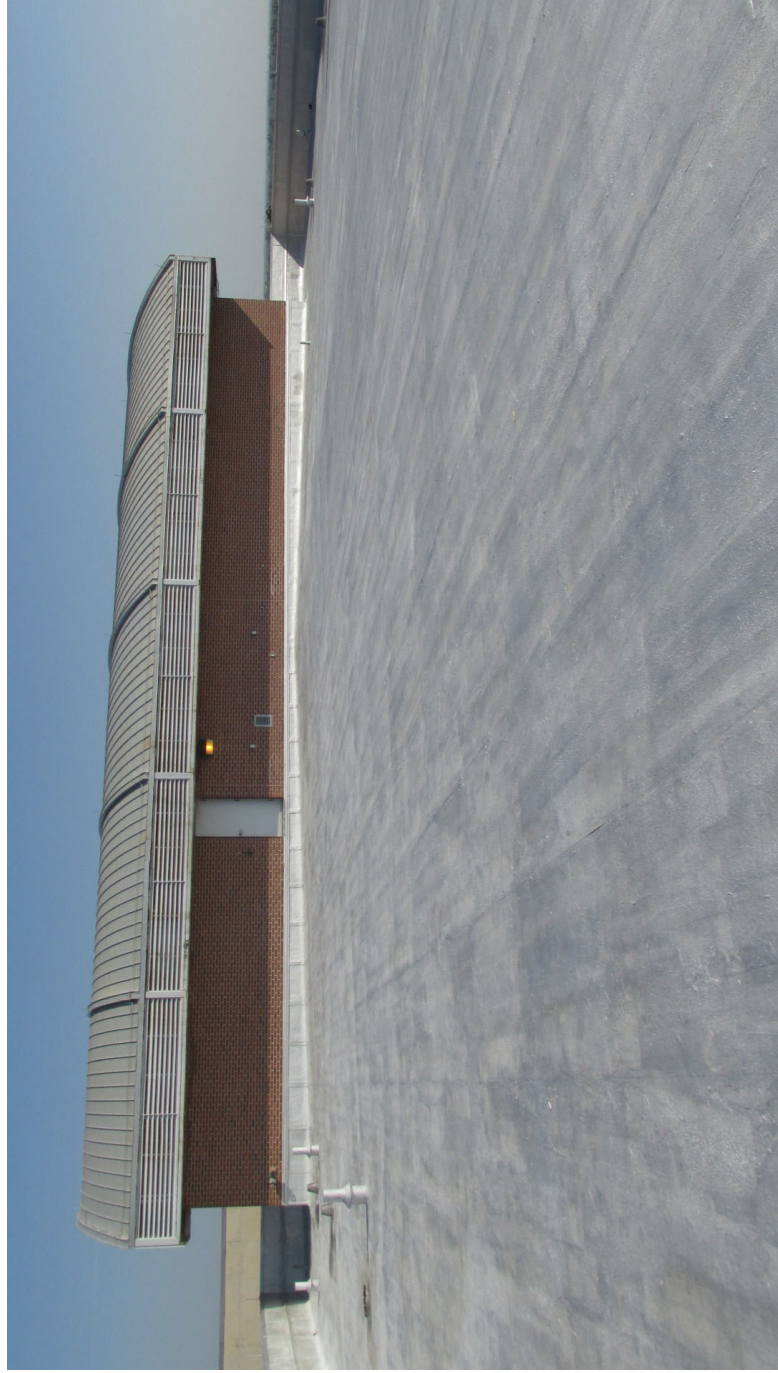
# District Wide Deferred Maintenance of Roofs Nursing and Allied Health Campus



# District Wide Deferred Maintenance of Roofs Nursing and Allied Health Campus



# District Wide Deferred Maintenance of Roofs Nursing and Allied Health Campus



# District Wide Deferred Maintenance of Roofs Nursing and Allied Health Campus





# AIA® Document G704® – 2017


## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Deferred Maintenance of District Wide Roofs - NAH Campus 1101 E. Vermont McAllen, TX 78503	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: June 1, 2021	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001  Date: January 6, 2022
<b>OWNER:</b> <i>(name and address)</i> South Texas College 3200 W. Pecan Blvd. Bldg N, Suite 179 McAllen, TX 78501	<b>ARCHITECT:</b> <i>(name and address)</i> BEAM Professionals 6316 N. 10th Street, Bldg A, Suite 1 McAllen, TX 78504	<b>CONTRACTOR:</b> <i>(name and address)</i> American Contracting USA, Inc. 1606 S. Reynolds Rio Hondo, TX 78583

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

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

All portions of work scope indicated in Contract Documents.

BEAM Professionals		A. Todd Scrimpsheer, RA // Vice President	January 6, 2022
<b>ARCHITECT</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE OF SUBSTANTIAL COMPLETION</b>

### WARRANTIES

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

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

January 6, 2022

### WORK TO BE COMPLETED OR CORRECTED

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

*(Identify the list of Work to be completed or corrected.)*

Provide Punch list and Closeout Documentation.

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

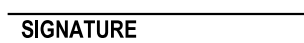
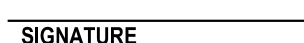
Cost estimate of Work to be completed or corrected: \$10,902.95

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

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

N/A

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

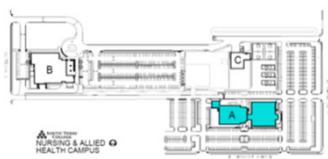
American Contracting USA, Inc.		Ricardo J. Solis, President	
<b>CONTRACTOR</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>
South Texas College			
<b>OWNER</b> <i>(Firm Name)</i>	<b>SIGNATURE</b>	<b>PRINTED NAME AND TITLE</b>	<b>DATE</b>

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User Notes:

(3B9ADA43)

Project Fact Sheet  
1/20/2022

<b>Project Name:</b> District Wide - Deferred Maintenance of District Wide Roofs Nursing & Allied Health Campus						<b>Project No.:</b> 2019-030R					
<b>Funding Source(s):</b> Renewals & Replacements Fund											
<b>FY 19-20</b>											
<b>FY 20-21</b>											
<b>FY 21-22</b>											
<b>Total Actual Expenditures To Date</b>											
	<b>FY 19-20</b>		<b>Variance of Project Budget vs. Actual</b>		<b>FY 20-21</b>		<b>Variance of Project Budget vs. Actual</b>		<b>FY 21-22</b>		
	<b>Project Budget</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Expenditures</b>	<b>Project Budget</b>	<b>Expenditures</b>	<b>Expenditures</b>
Construction:	\$ 250,000.00	\$ -	250,000.00	\$ -	\$ 150,000.00	\$ 94,484.15	55,515.85	\$ -	\$ 199,500.00	\$ 112,671.90	86,828.10
Design:	25,000.00	1,076.93	23,923.07	(785.75)	10,108.00	10,893.75	(785.75)	2,600.00	1,575.00	1,025.00	13,545.68
Miscellaneous:	5,000.00	-	5,000.00	-	5,000.00	109.40	4,890.60	4,891.00	-	4,891.00	109.40
FFE:	-	-	-	-	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-	-	-	-	-
<b>Total:</b>	<b>\$ 280,000.00</b>	<b>\$ 1,076.93</b>	<b>\$ 278,923.07</b>	<b>\$ 59,620.70</b>	<b>\$ 165,108.00</b>	<b>\$ 105,487.30</b>	<b>\$ 59,620.70</b>	<b>\$ 206,991.00</b>	<b>\$ 114,246.90</b>	<b>\$ 92,744.10</b>	<b>\$ 220,811.13</b>
*Fee for roof evaluation study @ \$1,076.93 FY19-20				Original total design estimate of \$250,000 includes: 5.25% for design services @ \$13,125.							
<b>Project Team</b>						<b>Board Status</b>					
<b>Approval to Solicit Architect/Engineer:</b> 1/29/2019						<b>Vendor</b> <b>Contract Amount</b> <b>Actual Expenditures</b> <b>Variance</b>					
<b>Architect/Engineer:</b> BEAM Professionals, a PBK Company						8/25/2020					
						<b>*BEAM Professionals (Evaluation Study)</b> \$ 1,076.93      \$ 1,076.93      \$ -					
<b>Contractor:</b> American Contracting USA (Nursing & Allied Health Campus)						<b>BEAM Professionals</b> \$ 13,125.00      \$ 12,468.75      \$ 656.25					
						<b>American Contracting USA (Nursing &amp; Allied Health Campus)</b> \$ 244,480.00      \$ 207,156.05      \$ 37,323.95					
<b>Substantial Completion</b> TBD						<b>Board Acceptance</b> TBD					
<b>STC FPC Project Manager:</b> Martin Villarreal						<b>Final Completion</b> TBD <b>Board Acceptance</b> TBD					
<b>Project Description</b>						<b>Project Scope</b>					
Maintenance of 1 roof for building A at Nursing and Allied Health Campus due to roof reaching its life expectancy of 20 years						Provide roof coating system at Nursing Allied Health Campus-NAH West & Simulation Center Building A					
<b>Projected Timeline</b>											
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In				
1/29/2019	5/30/2019	8/25/2020	4/27/2021	6/15/2021	2/22/2022	3/29/2022	N/A				
<b>Project Calendar of Expenditures by Fiscal Year</b>											
<b>Fiscal Year</b>	<b>Construction</b>		<b>Design</b>		<b>Miscellaneous</b>		<b>FFE</b>		<b>Technology</b>		<b>Project Total</b>
2018-19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019-20	-	-	1,076.93	-	-	-	-	-	-	-	1,076.93
2020-21	94,484.15	10,893.75	109.40	-	-	-	-	-	-	-	105,487.30
2021-22	112,671.90	1,575.00	-	-	-	-	-	-	-	-	114,246.90
<b>Project Total</b>	<b>\$ 207,156.05</b>	<b>\$ 13,545.68</b>	<b>\$ 109.40</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>220,811.13</b>
<b>Current Agenda Item</b>											
<b>01/18/2022 Facilities Committee Meeting:</b> Review and Approval of Substantial Completion for the Deferred Maintenance of District Wide Roofs at Dr. Ramiro R. Casso Nursing & Allied Health Campus											
											

FPC Project Manager

*Martin Villarreal*

FPC Asst. Director

*Rita Geller*

FPC Director

*RANA*

## **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 January 14, 2022**

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 - December 2021	(6,016,295)	(3,029,813)
Proposed Projects for the Month of January 2022	(609,599)	-
<b>Total Project Budget Balance</b>	<b>\$ 6,013,815</b>	<b>\$ 3,561,055</b>

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
<b>Board Approved on September 28, 2021</b>			
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 EVOG 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
<b>Total Board Approved on September 28, 2021</b>		<b>\$ 4,805,350</b>	<b>\$ 590,250</b>
<b>Board Approved on October 26, 2021</b>			
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	-



**South Texas College**  
**Monthly Construction Report**  
**Fiscal Year 2021 - 2022**  
**As of January 14, 2022**

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
2022-014C	Mid Valley Campus Workforce Center Building D HVAC-R Labs Expansion and Renovation	124,000	-
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	-
<b>Total Board Approved on October 26, 2021</b>		<b>\$ 901,945</b>	<b>\$ 1,766,563</b>
<b>Board Approved on November 23, 2021</b>			
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
<b>Total Board Approved on November 23, 2021</b>		<b>\$ 139,000</b>	<b>\$ 504,000</b>
<b>Board Approved on December 14, 2021</b>			
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	-
<b>Total Board Approved on December 14, 2021</b>		<b>\$ 170,000</b>	<b>\$ 169,000</b>

**South Texas College**  
**Monthly Construction Report**  
**Fiscal Year 2021 - 2022**  
**As of January 14, 2022**

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
<b>Pending Board Approval on January 25, 2022</b>			
2022-039C	District Wide Campus Master Plan	\$ 375,000	\$ -
2019-016C	Regional Center for Public Safety Excellence Canopy for Safety Training Vehicles	79,833	-
2019-017C	Regional Center for Public Safety Excellence Canopies for Students and Instructors	67,333	-
2019-020C	Regional Center for Public Safety Excellence Flammable Liquid and Gas (F.L.A.G) Fire Training Area	87,433	-
<b>Total Pending Board Approval on January 25, 2022</b>		<b>\$ 609,599</b>	<b>\$ -</b>
<b>Current Total Project Budget</b>		<b>\$ 6,625,894</b>	<b>\$ 3,029,813</b>

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
<b>Pecan Campus</b>																			
1	Business and Science Building G Classroom Renovation	SS									●	\$ 179,677	\$ 177,495	\$ 2,182	\$ 14,450	Completed	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				
<b>Pecan Plaza</b>																			
8	West Building C Kinesiology Renovation	MV									●	\$ 207,841	\$ 188,417	\$ 19,424	\$ 55,000	Completed	N/A		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	Completed	N/A		N/A O&M
Pecan Plaza Subtotal												\$ 274,199	\$ 212,658	\$ 61,541	\$ 111,250				
<b>Mid-Valley Campus</b>																			
11	Workforce Center Building D Welding Expansion	MV		●								\$ 114,600	\$ -	\$ 114,600	\$ 114,600	High	March 2022	Approval of Schematic Design	PBK Architects TBD
12	Workforce Center Building D Automotive Lab Expansion	MV		●								\$ 208,350	\$ -	\$ 208,350	\$ 208,350	High	March 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	March 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				
<b>Technology Campus</b>																			
15	Emerging Technologies Building A & Advanced Technical Careers Building B Renovation (Master Plan Only)	SS									●	\$ 172,195	\$ 59,320	\$ 112,875	\$ 127,500	Completed	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	Ethos Engineering, LLC TBD
17	Exterior Solar Panels Structure	SS		●								\$ 103,100	\$ 446	\$ 102,654	\$ 103,100	High	February 2022	Approval of Schematic Design	SAMES, Inc TBD
Technology Campus Subtotal												\$ 475,795	\$ 59,767	\$ 416,028	\$ 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	
<b>Nursing and Allied Health Campus Subtotal</b>																				
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	\$ 456	\$ 73,044	\$ 73,500	High	February 2022	Approval of Schematic Design	Negrete & Kolar Architects, LLP	TBD
Nursing and Allied Health Campus Subtotal												\$ 73,925	\$ 328,089	\$ (254,164)	\$ 73,925					
<b>Starr County Campus</b>																				
20	Workforce Center Building D Welding Expansion	MV			●							\$ 139,000	\$ 820	\$ 138,180	\$ 139,000	High	April 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
21	Workforce Building D Automotive Expansion	MV			●							\$ 243,100	\$ -	\$ 243,100	\$ 243,100	High	February 2022	Approval of Schematic Design	Able City, LLC	TBD
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	TBD
Starr County Campus Subtotal												\$ 413,800	\$ 820	\$ 412,980	\$ 413,800					
<b>Regional Center for Public Safety Excellence</b>																				
23	Target Range	DV			●							\$ 870,627	\$ 61,519	\$ 809,108	\$ 815,000	Low	January 2022	Approval of Schematic Design	PBK Architects	TBD
24	Canopy for Safety Training Vehicles	DV			●							\$ 79,924	\$ 160	\$ 79,764	\$ 79,833	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP	TBD
25	Canopy for Students/Instructors	DV			●							\$ 67,424	\$ 160	\$ 67,264	\$ 67,333	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP	TBD
26	Chiller Installation	MV					●					\$ 170,000	\$ 12,738	\$ 157,262	\$ 158,250	High	May 2022	Approval of Substantial Completion	Half Associates, Inc	Johnson Controls
27	Fire Training Area	DV			●							\$ 97,524	\$ 160	\$ 97,364	\$ 97,433	High	January 2022	Approval of Schematic Design	Gignac & Associates, LLP	TBD
28	Site Drainage Improvements	DV									●	\$ 230,885	\$ 167,199	\$ 63,686	\$ 179,380	Completed	N/A	Perez Consulting Engineers	McAllen Multi Service	
29	Perimeter Fencing	SS		●								\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD	TBD
30	Skills Pad and EVOC Lighting	SS		●								\$ 342,000	\$ 468	\$ 341,532	\$ 342,000	High	January 2022	Approval of Engineering Services	TBD	TBD
31	Two-Story Residential Fire Training Structure	SS		●								\$ 381,250	\$ -	\$ 381,250	\$ 381,250	Medium	January 2022	Approval of Engineering Services	TBD	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 2,432,634	\$ 242,403	\$ 2,190,231	\$ 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
<b>District Wide</b>																			
32	Fence Enclosures	MV									●	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Completed	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	\$ 283	\$ 948,467	\$ 948,750	N/A	N/A	N/A	TBD
36	Campus Master Plan	TBD		●								\$ 375,000	\$ -	\$ 375,000	\$ 375,000	High	January 2022	Approval of Solicitation for Consulting Firm	N/A
37	Automatic Doors Phase IV	SS					●					\$ 67,568	\$ 6,176	\$ 61,392	\$ 62,000	High	February 2022	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
<b>District Wide Subtotal</b>												<b>\$ 4,527,218</b>	<b>\$ 6,459</b>	<b>\$ 4,520,759</b>	<b>\$ 4,521,650</b>				
<b>Totals</b>			<b>12</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>\$ 13,648,490</b>	<b>\$ 1,513,758</b>	<b>\$ 12,134,732</b>	<b>\$ 12,639,709</b>				

South Texas College  
Renewal and Replacement Projects  
Project Status  
FY 2021 - 2022

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
<b>Pecan Campus</b>																				
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
<b>Pecan Campus Subtotal</b>												<b>\$ 907,504</b>	<b>\$ 13,448</b>	<b>\$ 894,056</b>	<b>\$ 894,250</b>					
<b>Pecan Plaza</b>																				
10	Stucco Repainting	SS		•								\$ 30,500	\$ -	\$ 30,500	\$ 30,500	High	TBD	TBD	TBD	TBD
<b>Pecan Plaza Subtotal</b>												<b>\$ 30,500</b>	<b>\$ -</b>	<b>\$ 30,500</b>	<b>\$ 30,500</b>					
<b>Mid Valley Campus</b>																				
11	Roofing Deferred Maintenance	MV					•					\$ 805,309	\$ 655,235	\$ 150,074	\$ 573,872	High	February 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
<b>Mid Valley Campus Subtotal</b>												<b>\$ 1,567,309</b>	<b>\$ 655,235</b>	<b>\$ 912,074</b>	<b>\$ 1,335,872</b>					
<b>Dr. Ramiro R. Casso Nursing &amp; Allied Health Campus</b>																				
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	TBD	TBD	N/A	Oracle Elevator
16	NAH East Building A Roofing Deferred Maintenance	MV						•				\$ 286,077	\$ 220,811	\$ 65,266	\$ 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	\$ 12,794	\$ 270,206	\$ 280,000	High	May 2022	Approval of Substantial Completion Services	Chanin Engineering, LLC	5 Star GC Construction, LLC
18	NAH East Building A Generator Replacements	SS	•									\$ 422,000	\$ -	\$ 422,000	\$ 422,000	Low	TBD	TBD	TBD	TBD
<b>Nursing and Allied Health Campus Subtotal</b>												<b>\$ 1,256,077</b>	<b>\$ 233,605</b>	<b>\$ 1,022,472</b>	<b>\$ 1,173,991</b>					

South Texas College  
Renewal and Replacement Projects  
Project Status  
FY 2021 - 2022

#	Projects	FPC Project Manager	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor	
<b>Starr County Campus</b>																				
19	Stucco Repainting	SS	●									\$ 223,000	\$ -	\$ 223,000	\$ 223,000	High	TBD	TBD	TBD	TBD
20	Roofing Deferred Maintenance	MV				●						\$ 702,320	\$ 303,865	\$ 398,455	\$ 661,255	High	March 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
<b>Starr County Campus Subtotal</b>												<b>\$ 1,105,320</b>	<b>\$ 303,865</b>	<b>\$ 801,455</b>	<b>\$ 1,064,255</b>					
<b>District Wide</b>																				
24	Renewals & Replacements	N/A	N/A									\$ 484,135	\$ -	\$ 484,135	\$ 151,000	N/A	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	\$ 17,724	\$ 738,656	\$ 504,000	Medium	TBD		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
<b>District Wide Subtotal</b>												<b>\$ 3,527,736</b>	<b>\$ 17,724</b>	<b>\$ 3,510,012</b>	<b>\$ 2,092,000</b>					
<b>Totals</b>		<b>0</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 8,394,446</b>	<b>\$ 1,223,876</b>	<b>\$ 7,170,570</b>	<b>\$ 6,590,868</b>					

### **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 December 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 **December 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 December 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 December 2021.
- 2) Release of Checks for \$125,000.00 and Above  
Board of Trustees Approval Required for December 2021.
- 3) Release of Checks for \$125,000.00 and Above  
Released Prior to Board Approval for December 2021.
- 4) Release of Construction Fund Checks for December 2021.
- 5) Quarterly Investment Report and Money Market Accounts for December 2021.
- 6) Summary of Revenues for December 2021.
- 7) Summary of State Appropriations Revenue for December 2021.
- 8) Summary of Property Tax Revenue for December 2021.
- 9) Summary of Expenditures by Classification for December 2021.
- 10) Summary of Expenditures by Function for December 2021.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for December 2021.
- 12) Summary of Grant Revenues and Expenditures for December 2021.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.

## Announcements

### A. Next Meetings:

- Tuesday, February 8, 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, February 22, 2022
  - 5:30 p.m. – Regular Board Meeting

### A. Other Announcements:

- The College will be closed on Friday, February 11, 2022 to conduct its Spring 2022 College Wide Professional and Organizational Development Day.
- The South Texas College / NACEP Dual Credit Summit will be held from Sunday, February 27 – Tuesday, March 1, 2022 at the South Padre Island Convention Center.
- The College will be closed on Monday, March 14, 2021 through Sunday, March 20, 2022 in observance of Spring Break.