



**SOUTH TEXAS  
COLLEGE**

**Board of Trustees  
Regular Board Meeting**

**Tuesday, April 26, 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, April 26, 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. Presentations** ..... 6 - 13
  - 1. Recognition and Congratulations to Mr. Gary Gurwitz, Retiring Trustee
  - 2. Presentation of RGV Partnership Donation of \$15,000 to the South Texas College Foundation
  - 3. Presentation of RGV LEAD Donation of \$5,000 to the South Texas College Foundation
  - 4. Celebration of 15 Years at the Mid Valley Campus Child Development Center
  - 5. Presentation on May 2022 Graduation Ceremonies
  - 6. Presentation of the Delinquent Tax Collection Report for the Period Ending February 28, 2022
- VI. Update by the College President**
- VII. Consideration and Action on Consent Agenda**
  - 1. Approval of Board Meeting Minutes ..... 14 - 49
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      - 3) Recruitment Advertising Services (Award)
      - 4) Vehicle Maintenance and Repair Services (Award)
    - B. Rejection of Proposal
      - 5) Purchase of Automatic Heavy-Duty Truck (Reject)
    - C. Purchases and Renewals
      - a. Instructional Items
        - 6) Mobile Hotspot Service Extension (Purchase/Subscribe)
        - 7) Medical Office Skills Training (Renewal)
        - 8) Small Business Skills Training (Renewal)
      - b. Non-Instructional Items
        - 9) Ground Maintenance (Renewal)
        - 10) Network Cabling and Equipment Installation Services (Renewal)
        - 11) Travel Services (Renewal)
      - c. Technology Items
        - 12) Computers, Laptops, and Monitors (Purchase)
        - 13) Network Switches (Purchase)
        - 14) Servers (Purchase)
        - 15) Servers, Equipment, and Software Licenses (Purchase)
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A. Next Meetings:	
• <u>Tuesday, May 10, 2022</u>	
➤ 3:30 p.m. – Education and Workforce Development Committee	
➤ 4:30 p.m. – Facilities Committee	
➤ 5:30 p.m. – Finance, Audit, and Human Resources Committee	
• <u>Tuesday, May 24, 2022</u>	
➤ 5:30 p.m. – Regular Board Meeting	
B. Other Announcements:	
• Spring 2022 Commencement Ceremonies will take place on Friday, May 6 and Saturday, May 7, 2022 at the Bert Ogden Arena in Edinburg, Texas.	
• Canvassing of the May 7, 2022 Election may take place between Tuesday, May 10, 2022 and Wednesday, May 18, 2022, depending on the availability of the Canvass Report from the Hidalgo County Elections Department.	
• The College will be closed on Monday, May 30, 2022, in observance of Memorial Day.	

## **Presentations**

### **1. Recognition and Congratulations to Mr. Gary Gurwitz, Retiring Trustee**

First appointed by Texas Governor Ann Richards in 1993, and subsequently elected to serve a total of five terms on the South Texas College Board of Trustees, Mr. Gary Gurwitz has announced his retirement after 29 years of service. This April 26, 2022 Regular Board Meeting marks his final regular meeting as a member of the Board of Trustees.

Mr. Gurwitz's service and support as a founder and member of the College's outstanding Board of Trustees since its inception has contributed to its significant successes.

South Texas College is a world-leader in workforce development programs and economic development partnerships. The College sets the bar high for the delivery of dual credit programs to local school districts, and offers the most baccalaureate degrees of any community college of Texas, with great success. South Texas College has remained innovative in its service to students, including accelerating pathways from development education into advanced academic studies, and providing students and their families with access to programs that change not only their own lives, but the prosperity of their communities.

The Board of Trustees recognizes Mr. Gurwitz, and thanks him for his dedicated service and exemplary leadership for the past 29 years.

### **2. Presentation of RGV Partnership Donation of \$15,000 to the South Texas College Foundation**

RGV Partnership drives advancement in the Rio Grande Valley by unifying stakeholders and advocating for the region. Toward that end, they have pledged \$15,000 to help launch the South Texas College Foundation.

These funds will provide direct support for educational activities contributing to the economic development and workforce training in Hidalgo and Starr counties.

The South Texas College Foundation will match this donation, for a combined total of \$30,000 supporting students pursuing credentials at South Texas College.

**3. Presentation of RGV LEAD Donation of \$5,000 to the South Texas College Foundation**

RGV LEAD engages community leaders and students to build leadership, collaboration, integrity, excellence, and accountability in the Rio Grande Valley. RGV LEAD has committed to provide a \$5,000 donation to support the ongoing development of a highly educated and skilled workforce in our region.

These funds will provide direct support for students pursuing industry recognized certifications and/or higher education credentials tied to the industrial demands of the Valley.

The South Texas College Foundation will match this donation, for a combined total of \$10,000 supporting students pursuing credentials at South Texas College.

**4. Celebration of 15 Years at the Mid Valley Campus Child Development Center**

On March 31, 2022 the South Texas College Mid-Valley Campus Child Development Center celebrated its fifteenth year in operation with a Quinceañera, held at the Center. Guests from the College and supporting communities were invited to join in the festivities.

The Child Development Center provides high quality early care and educational programming for children of South Texas College students, faculty, and staff as well as the surrounding communities. Educational activities promote the cognitive, physical, social, emotional, creative, and linguistic development of students, with age appropriate activities provided by qualified professionals. The Child Development Center also serves as a lab school for CDEC students working toward completing a certificate or associate degree from the Child Development and Early Childhood Department.

Ms. Veronica Rodriguez, Assistant Professor and Program Chair of the Child Development and Early Childhood Department will review the celebration and express appreciation to the Board of Trustees for their ongoing support of the Child Development Center.

**5. Presentation on May 2022 Graduation Ceremonies**

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will present the agenda for the May 2022 Graduation Ceremonies to the Board of Trustees.

Certificates and degrees are expected to be conferred to over 3,100 graduates at the conclusion of the Spring 2022 semester, with graduation ceremonies on Friday, May 6 and Saturday, May 7, 2022 at the Bert Ogden Arena in Edinburg, Texas as follows:

**Friday, May 6, 2022**

**8:30 a.m.** *Dual Credit Graduates from:*

- *Charter Schools*
- *Edcouch-Elsa ISD*
- *PSJA ISD*
- *Valley View ISD*

**12:30 p.m.** *Dual Credit Graduates from:*

- *Edinburg CISD*
- *McAllen ISD*
- *Mission CISD*
- *Progreso ISD*
- *Weslaco ISD*

**4:30 p.m.** *Dual Credit Graduates from:*

- *Donna ISD*
- *Hidalgo ISD*
- *La Joya ISD*
- *La Villa ISD*
- *Mercedes ISD*
- *Monte Alto ISD*
- *Rio Grande City CISD*
- *Roma ISD*
- *Sharyland ISD*
- *South Texas ISD*

**Saturday, May 7, 2022**

**8:30 a.m.** *Graduates from the Divisions of:*

- *Business, Public Safety, and Technology*
- *Nursing and Allied Health*

**12:30 p.m.** *Graduates from the Division of:*

- *Bachelor Programs*
- *Liberal Arts*
- *Math, Science, and Information Technology*
- *Social Behavioral Sciences*

**6. Presentation of the Delinquent Tax Collection Report for the Period Ending February 28, 2022**

Ms. Kelly R. Salazar from Linebarger Goggan Blair & Sampson, LLP, will provide the Board with the Delinquent Tax Collection Report for the period of December 1, 2021 through February 28, 2022.

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



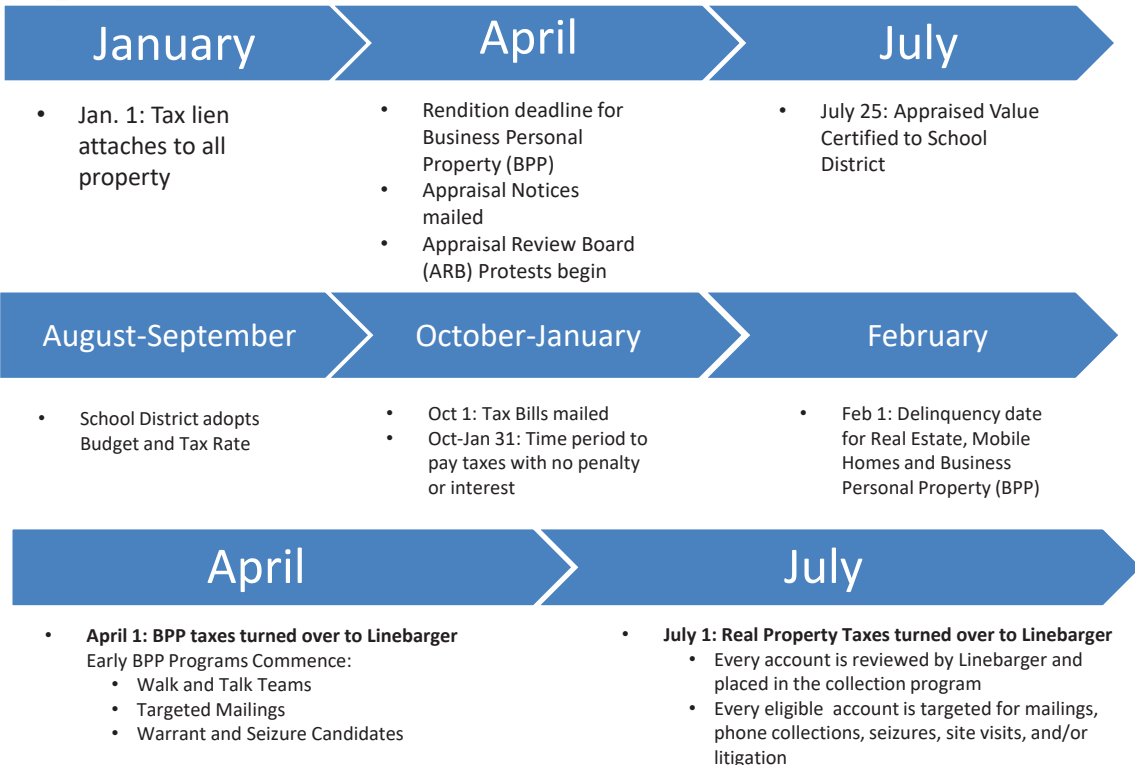


# SOUTH TEXAS COLLEGE

## Delinquent Tax Collection Report December 01, 2021 – February 28, 2022



### Important Tax Cycle Dates





## Collection Activities - Hidalgo County

December 01, 2021 – February 28, 2022

306 Lawsuits Filed—\$185,041

284 Lawsuits Disposed—\$216,957

12,698 Statements Mailed

23,489 Incoming/Outgoing Calls

52 Property Inspections

271 Payment Agreements

Fiscal Year  
Linebarger collected  
**\$2,125,159**  
in base, penalty & interest  
in Hidalgo County

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## Collection Activities - Starr County

December 01, 2021 – February 28, 2022

90 Lawsuits Filed - \$97,303

20 Lawsuits Disposed - \$14,883

22,253 Statements Mailed

1,199 Incoming/Outgoing Calls

126 Property Inspections

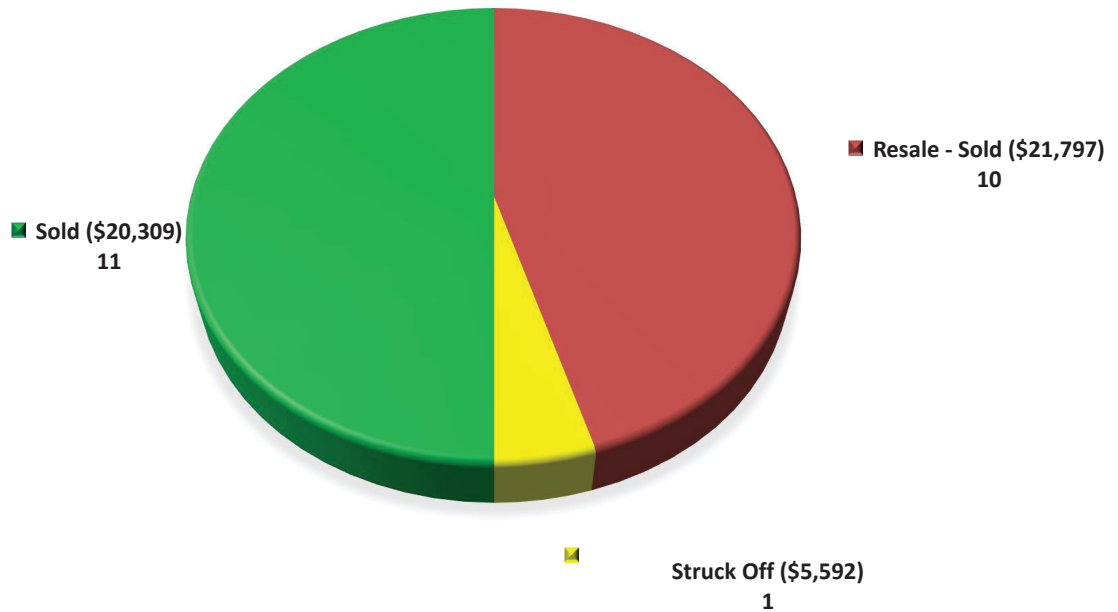
13 Payment Agreements

Fiscal Year  
Linebarger collected  
**\$353,603**  
in base, penalty & interest  
in Starr County

4

## Tax Sale Results - Hidalgo County

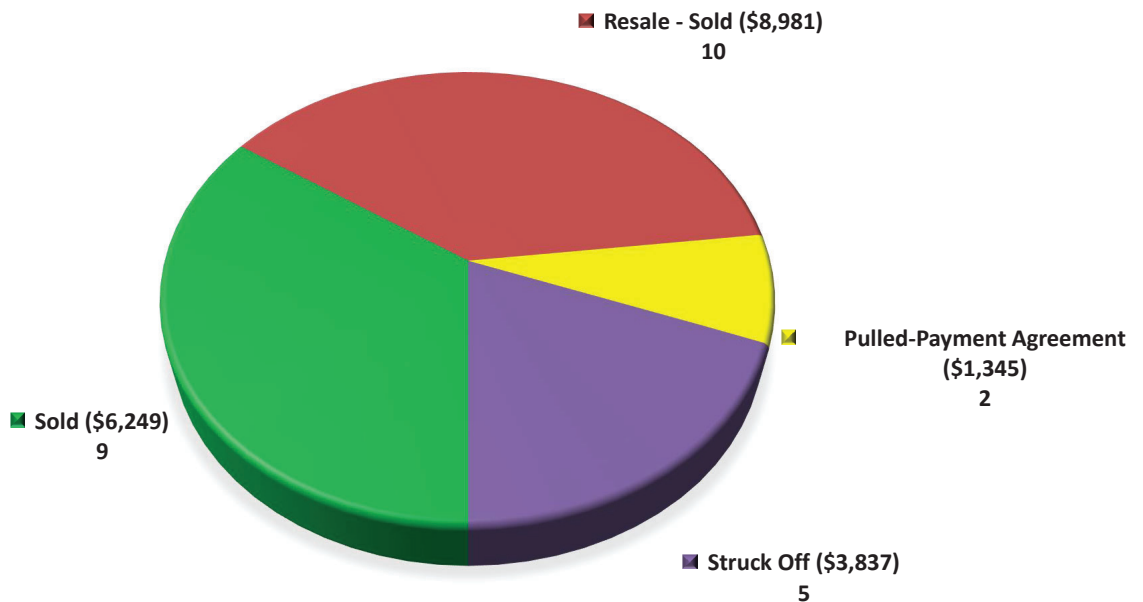
December 01, 2021 – February 28, 2022



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## Tax Sale Results - Starr County

December 01, 2021 – February 28, 2022

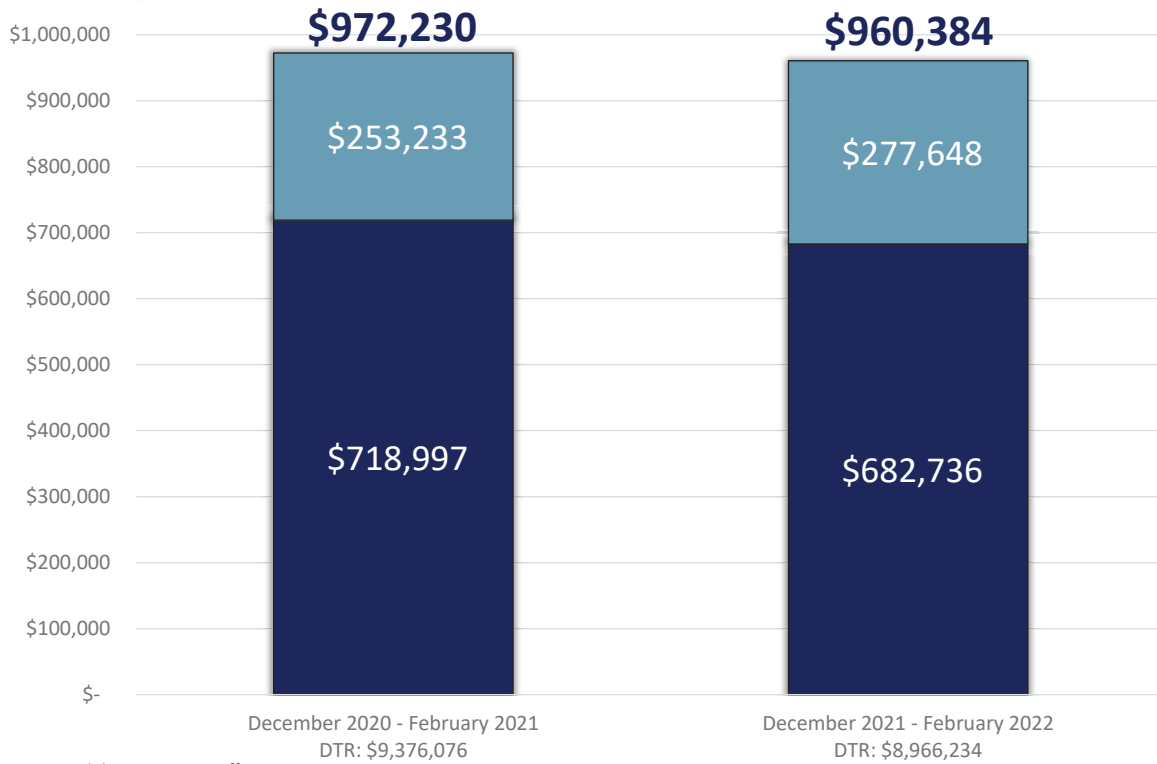


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# Collection Comparison – Hidalgo County

2<sup>nd</sup> Quarter: December 01, 2021 – February 28, 2022



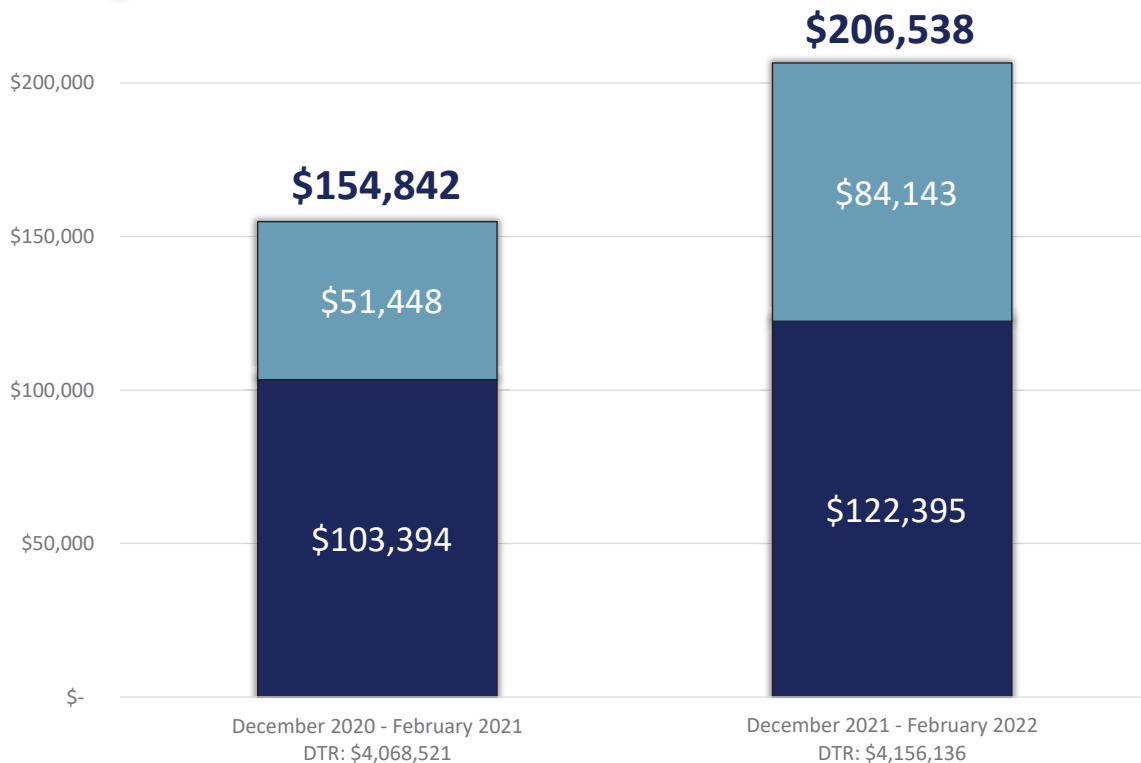
Source: Hidalgo County Tax Office Data

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# Collection Comparison – Starr County

2<sup>nd</sup> Quarter: December 01, 2021 – February 28, 2022



Source: Starr County Tax Office Data

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SOUTH TEXAS  
COLLEGE

**THANK YOU**



### **Approval of Board Meeting Minutes**

The following Board Meeting Minutes are submitted for approval:

- 1) March 29, 2022 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 March 29, 2022 Regular Board Meeting as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis  
President**

**SOUTH TEXAS COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
Tuesday, March 29, 2022 @ 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, March 29, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:34 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, Mr. Javier Villalobos, Dr. David Plummer, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. Anahid Petrosian, Mrs. Rebecca Cavazos, Mr. Rick De La Garza, Mr. George McCaleb, Mrs. Laura Requena, Mrs. Myriam Lopez, Mr. Lucio Gonzalez, Dr. Jesus Campos, Mr. Khalil Abdullah, Mr. Robert Cuellar, Mr. Ken Lyons, and Mr. Andrew T. Fish.

**Determination of a Quorum**

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

**Invocation**

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

**Public Comments**

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

### **Update by the College President**

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

1. Dr. Solis announced that plans were underway to replicate the Commercial Drivers License (CDL) Program at the Starr County Campus.
2. Dr. Solis reported on the partnership with the Customs Brokers Association, which supported the establishment of a new Customs Specialist program at South Texas College.
3. Dr. Solis informed the Board that a Nursing Apprenticeship Program was under development to provide new support opportunities for nursing students.
4. Dr. Solis announced that work continued with US Customs and Border Patrol to provide programs to their agents.

After the President's update, Mr. Gary Gurwitz noted that he had seen a great interview with Dr. Solis in the McAllen Chamber of Commerce's magazine, and congratulated Dr. Solis on the great interview.

Dr. Alejo Salinas, Jr., shared that he had read a great instructor profile in *The Monitor*, and was proud to see the College receiving great press coverage.

Mr. Rene Guajardo also congratulated the College on its participation in *International Education Week*.

### **Approval of Board Meeting Minutes**

The following Board Meeting Minutes were submitted for approval:

- 1) February 21, 2022 Board Work Session
- 2) February 22, 2022 Regular Board Meeting
- 3) March 8, 2022 Special Board Meeting

Dr. Alejo Salinas, Jr. had noted that the Minutes for the February 22, 2022 Regular Board Meeting needed a correction on page 55, where it stated that a "...motion failed for a lack of a motion," instead of the appropriate language: "The motion failed for lack of a second." This was corrected in the Minutes presented for signature.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and adopted the Minutes for the February 21, 2022 Board Work Session, February 22, 2022 Regular Board Meeting, and the March 8, 2022 Special Board Meeting as presented. The motion carried.

03/29/2022  
*Regular Board Meeting Minutes*



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

### **a. Update on South Texas College Presentations at the Community College Baccalaureate Association (CCBA) Conference**

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, provided an update on South Texas College's presentations at the recent Community College Baccalaureate Association (CCBA) Conference in Tucson, Arizona, from February 16 – 18, 2022.

The CCBA advocates for equitable access to baccalaureate degrees, and supports community colleges in developing and implementing best practices related to baccalaureate programs.

As *the* leader among Texas community colleges, and recognized as a national model for community colleges offering bachelors degrees, South Texas College was invited to present at the CCBA national conference and to lead round table discussions that highlighted South Texas College's expertise. STC-led sessions included:

- Competency-Based Education and the Role Faculty Play
- Financing and Budgeting for New Baccalaureate Degrees
- A-to-Z of What You Need to Know about Competency-Based Educational Professional Development for Faculty
- The Pursuit of Bachelor of Science in Nursing Degree in a Community College Setting
- Strategies for Effective Competency-Based Education (CBE) Course Delivery: From the Faculty Perspective

Dr. Petrosian briefly presented on the College's participation at this conference and recognized expert faculty and administration who participated.

### **b. Presentation on South Texas College Distance Learning**

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, introduced Dr. Rachel Sale, Dean of Distance Learning. Dr. Sale provided a presentation on the Distance Learning Department, which is the team behind South Texas College Online Campus and online instruction.

Dr. Sale provided background on the department, including a listing of major achievements and partnerships. Major achievements included national recognition of

the incredible value offered by South Texas College's online offerings. Partnerships included opportunities to expand the College's market while offering high quality and affordable programs to federal military, law enforcement and Texas state agencies. The report on online enrollment, program offerings, and faculty development provided a comprehensive overview of how the Distance Learning team has supported growing South Texas College's resources to offer high-value and convenient program access to fully-online students.

Dr. Sale outlined her team's support of faculty and students to help ensure successful delivery of online course content. Through faculty and student development and twenty-four-hour support of all stakeholders, the Distance Learning team helped increase engagement and overcome technological challenges associated with online learning.

South Texas College's investment in its online programs enabled the Distance Learning team to meet the extraordinary demands of the COVID-19 pandemic and the immediate transition of all in-person courses at South Texas College to fully online or hybrid offerings as required by emerging health and safety recommendations.

- In direct response to the pandemic, all newly hired faculty members are required to complete the College's Instructional Continuity training by the end of their first semester at the College
- Instructional Continuity training will be continuously updated to keep current with technology changes

Dr. Sale reviewed the current Distance Learning Certifications, and other training related to distance learning, such as *Quality Matters* training to ensure quality course design as well as Competency-Based Education (CBE) course development.

Finally, Dr. Sale discussed special Distance Learning events, including the College's annual Distance Learning Symposium, and participation in the annual National Distance Learning Week.

**c. Update on the South Texas College Library Services Technology Loan Programs**

Dr. Jesús Campos, Dean of Library & Learning Support Services, and Ms. Lisa Walters, Associate Dean of Library Services, presented on the Technology Loan Programs. These grant funded programs provided mobile internet hotspots, smartphones, and laptops to STC students with financial need.

Dr. Campos and Ms. Walters provided background on the need for these programs, as well as the grant opportunities that provided over \$400,000 to support the cost of technology and service subscriptions.

They then discussed the process by which eligible students were identified and how technology was allocated to those in need at each of the College's campuses. Finally, they reviewed the tremendous positive impact this technology had on participating students. Data over Spring, Summer, and Fall 2021 showed that students who received this technology attained higher GPA and course pass rates than their peer students who did not participate.

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

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

### **a. Review and Discussion of FY 2022 – 2023 Budget Development**

Mary Elizondo, Vice President for Finance and Administrative Services, presented on the FY 2022 – 2023 Budget Development.

Purpose – As part of the budget planning process, the College was evaluating the revenue and expenditure budget considerations influencing the preparation of the FY 2022 – 2023 budget.

Justification – The budget planning process is an integral part of strategic planning that is preceded by sound planning and effectively aligns the budget with the College's programs and activities. The revenue and expenditure budget development considerations affect the projected available resources, determine the planned expenditures, and have a direct impact on the budget allocations for the FY 2022 – 2023 budget.

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

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, presented the FY 2022 – 2023 Budget Development at the March 8, 2022 Finance, Audit, and Human Resources Committee meeting and was available to address questions by the committee.

No action was required from the Board of Trustees. This item was presented for information and feedback to staff.

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

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

- a. Approval of Proposal, Rejection of Proposal, Purchases, Renewal, and Interlocal Agreement totaling \$1,077,734.14
- b. Approval of Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Over
- c. Approval of the Operation of the College Bookstore Second Contract Modification
- d. Approval of Revised Appraisal District Allocated Cost Payments for the 2022 Assessment Fees for Hidalgo County
- e. Approval of Use of the Department of Education Higher Education Emergency Relief Fund (HEERF) and Unrestricted Fund for a Retention Incentive Payment to Regular and Full-Time Temporary and Part-Time Employees Working Fully Remote and Other Eligible Employees
- f. Approval of Proposed Budget Amendment for FY 2021 -2022
- g. Approval of Amend TASB Risk Management Fund Interlocal Participation Agreement (IPA)

At the March 29, 2022 Regular Board Meeting, Mr. Gary Gurwitz asked that item (a-1) for the proposed approval of a Risk Management Consultant agreement, be removed from the Consent Agenda.

Upon a motion by Mr. Danny Guzman and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approve and authorize items a – g, except item (a-1) for the proposed approval of a Risk Management Consultant agreement, of the Finance, Audit, and Human Resources Committee Consent agenda as presented. The motion carried.

Mr. Gurwitz noted that the proposed cost of Risk Management Consultant services had increased dramatically over the prior year.

Administration agreed, and noted two factors that they believed contributed to this:

1. The prior Risk Management Consultant services firm had been engaged for a very long time, and had not increased its fees over the years, perhaps in an effort to maintain the College's business; however, this firm had not responded to the current solicitation.
2. The highest qualified respondent had quoted a scope of services beyond the request of the College, which had likely inflated the cost. Administration planned to negotiate with that respondent to more closely align the scope of services to be provided with the terms of the solicitation, and to bring the costs down through that negotiation.

Legal counsel recommended rejection of all proposals for Risk Management Consultant services, rather than negotiation of a scope of services that might deviate from the initial solicitation.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College rejected item (a-1) for the proposed approval of a Risk Management Consultant agreement. The motion carried.

### **Consent Agenda:**

#### **a. Approval of Proposal, Rejection of Proposal, Purchases, Renewal, and Interlocal Agreement totaling \$1,077,734.14**

Approval of the following award of proposal, rejection of proposal, purchases, renewal, and interlocal agreement is requested.

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

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

**A. Award of Proposal**

~~1) **Risk Management Consultant Services (Award):** award the proposal for risk management consultant services to **Valley Risk Consulting, Inc.** (McAllen, TX) (New), for the period beginning May 1, 2022 through April 30, 2023 with four one-year options to renew, at a total amount of \$55,800.00 with authorization for the Purchasing Department to negotiate the final contract amount;~~

**B. Rejection of Proposal**

2) **Purchase of Heavy-Duty Trucks - II (Reject):** reject the two (2) proposals for the purchase of heavy-duty trucks – II since the proposed trucks did not meet the required specifications and available budget;

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

- 3) **3D Metal Printer (Purchase):** purchase a 3D metal printer from **MLC CAD Systems, LLC.** (San Antonio, TX) (New), a sole source vendor, at a total amount of \$154,800.00;
- 4) **Fire Science Training Simulator (Purchase):** purchase a fire science training simulator from **W. S. Darley & Co. / Darley Fire Equipment Division** (Itasca, IL), a sole source vendor, at a total amount of \$59,000.00;
- 5) **Instructional Equipment, Software, and Materials (Purchase):** purchase instructional equipment, software, and materials from **Technical Laboratory Systems, Inc.** (Houston, TX), through The Interlocal Purchasing System (TIPS) purchasing cooperative approved vendor, at a total amount of \$90,111.00;

**C. Purchases and Renewals (C-b. Non-Instructional Item)**

6) **Consultant Services Contract (Purchase):** purchase additional services in the amount of \$2,500.00 on an existing consultant services contract with **Pathfinders Public Affairs, Inc.** (Edinburg, TX), a sole source vendor, for the period beginning September 1, 2021 through March 30, 2022, for a total revised amount of \$52,500.00.

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

- 7) **Computers, Laptops, and Tablets (Purchase):** purchase computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendor **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$613,185.44;
- 8) **Network Equipment (Purchase):** purchase network equipment from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$42,337.70;

**D. Interlocal Agreement**

9) **State Records Inquiry Access Agreement (Purchase/Renewal):** enter into a state records inquiry access interlocal agreement with the **Texas Department of Public Safety (DPS)** (Austin, TX), a state agency/sole source vendor, for the period beginning January 4, 2022 through December 31, 2022, at an estimated amount of \$10,000.00.

Recommend Action - The total for all award of proposal, rejection of proposal, purchases, renewal, and interlocal agreement was \$1,021,934.14.

This item was approved by the Board as part of consent agenda action, except for item (a-1) for the proposed approval of a Risk Management Consultant agreement.

**Consent Agenda:**

**b. Approval of Disposal/Recycle of Technology and Electronic Items with an Original Value of \$5,000 and Over**

Approval of disposal/recycle of technology and electronic items with an original value of \$5,000 and over through the Texas Department of Criminal Justice (TDCJ), a state of Texas agency approved to properly recycle technology and electronic items was requested.

Purpose – The Fixed Asset/Inventory Department requested the disposal/recycle of technology and electronic items to follow the Environmental Protection Agency (EPA) regulations. TDCJ provides an environmentally sound way to dispose of surplus technology equipment. These assets were part of the College’s inventory therefore, it was also requested that these assets be removed from inventory and the general ledger.

Justification – As technology and electronic items become obsolete, out of warranty or not functioning, it was disposed of according to South Texas Board Policy #5135 Disposal of Surplus Property. TDCJ is the method of disposal to comply with all EPA regulations. They will clean data from all systems, recycle systems that can be repaired for inmate training or donation to schools and damaged systems are properly disposed of.

The technology and electronic items were located at the South Texas College, Technology Campus, Receiving Department, 3700 West Military Hwy Building D, McAllen, Texas.

Reviewers – These items were inspected by Information Technology (IT), Educational Technologies (ET), and approved by the Vice President for Information Services, Planning, Performance and Strategic Initiatives to be disposed after Board approval.

Enclosed Documents - A listing of the technology and electronic items to be disposed/recycled was provided in the packet for Board’s information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, Dr. David Plummer, Vice President for Information Services, Planning, Performance, and Strategic Initiatives, and Becky Cavazos, Director of Purchasing, attended the March 8, 2022 Finance and Human Resources Committee meeting to address any questions by the committee.

The Finance, Audit, and Human Resources Committee recommended Board approval of the disposal/recycle of technology and electronic items with an original value of \$5,000 and over through the Texas Department of Criminal Justice (TDCJ), a State of Texas agency approved to properly recycle technology and electronic items as presented.

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

**Consent Agenda:**  
**c. Approval of the Operation of the College Bookstore Second Contract Modification**

On February 17, 2022, Barnes & Noble College Booksellers contacted the College; to request a second contract modification for the period beginning November 1, 2020 through October 31, 2021.

Purpose – To discuss the second contract modification option provided by Barnes & Noble College Booksellers to their current contract.

Justification - Barnes & Noble provided a modification option to their current five-year contract (November 1, 2019 through October 31, 2024) due to COVID-19 and the College's lack of foot traffic on campus because of online classes. The modification option requested is for the second year of the five-year contract, November 1, 2020 through October 31, 2021.

Background - On August 27, 2019, the Board of Trustees awarded a five-year contract to Barnes & Noble College Booksellers, for the period beginning November 1, 2019 through October 31, 2024.

The terms of the current contract were as follows:

- The vendor is currently obligated to pay the College the greater of the Minimum Annual Guarantee or the total commissions received on Commissionable Sales and Digital Sales during the period.
- The vendor remits commissions on a periodic basis during the term. If the total commissions are less than the Minimum Annual Guarantee, the vendor pays the difference to the College at the end of the period.

Within the existing contract, the force majeure clause provided the possibility for either party to amend the contract due to a governmental regulations or controls, or acts of God. Due to this uncontrollable event, Barnes and Noble asked that the College consider a second contract modification to the existing contract.



The current and proposed modified terms were as follows:

<b>Minimum Annual Guarantee</b>	<b>Amount</b>
Original Contract Period: 11/1/19 – 10/31/24	\$500,000
1 <sup>st</sup> Contract Modification Amount Period: 11/1/19 – 10/31/20 Board Approved 5/26/20	\$400,000
<b>Proposed</b> 2 <sup>nd</sup> Contract Modification Amount Period: 11/1/20 – 10/31/21	\$325,000

*Note: According to Barnes & Noble College Booksellers, the contract terms will revert back to the original minimum guaranteed payment amount of \$500,000 for the period of 11/01/21 to 10/31/22.*

<b>Commissionable Sales</b>	<b>Percentage Rate of Sales</b>
<ul style="list-style-type: none"> <li>No change requested</li> </ul>	<ul style="list-style-type: none"> <li>14.5% of Commissionable Sales up to \$2,000,000.00</li> </ul>
	<ul style="list-style-type: none"> <li>15.5% of Commissionable Sales from \$2,000,001.00 to \$3,000,000.00</li> </ul>
	<ul style="list-style-type: none"> <li>17% of Commissionable Sales in excess of \$3,000,000.00</li> </ul>

In summary, the proposed modification sought to replace the Minimum Annual Guarantee for the period beginning November 1, 2020 through October 31, 2021 from \$500,000 to \$325,000.

The current and previous commission history reports were as follows:

<b>Contract</b>	<b>Commission Amount</b>
November 2020 – September 2021	\$323,351.55
November 2019 – October 2020	\$479,889.53
<b>Previous Contract</b>	
November 2018 – October 2019	\$487,495.00
November 2017 – October 2018	\$538,879.00
November 2016 – October 2017	\$607,112.00
November 2015 – October 2016	\$601,327.00
November 2014 – October 2015	\$593,622.00

Enclosed Documents – The Barnes & Noble College Booksellers Second Contract Modification letter was provided in the packet for the Board’s information and review.

Mary Elizondo, Vice President for Finance and Administrative Services, George McCaleb, Director of Facilities Operations and Maintenance, and Becky Cavazos, Director of Purchasing attended the March 8, 2022 Committee meeting to address any questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval to modify the current Barnes & Noble College Booksellers contract minimum annual guarantee from \$500,000 to \$325,000 for the period beginning November 1, 2020 through October 31, 2021.

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

### **Consent Agenda:**

#### **d. Approval of Revised Appraisal District Allocated Cost Payments for the 2022 Assessment Fees for Hidalgo County**

Approval on revised Appraisal District Allocated Cost payments for the 2022 Assessment Fees for Hidalgo County according to the revised allocated cost schedule, as described below, was requested.

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

Justification - On February 8, 2022, Hidalgo County Appraisal District informed the College that the allocated cost for the 2022 assessment fees were modified due to a tax levy revision for one of the entities in the county. The Hidalgo County Appraisal District was 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 – On December 14, 2021, the Board of Trustees approved the Hidalgo County Appraisal District allocated cost payments for \$737,436 for tax levy 2021 as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e).

The revised allocated costs for the 2022 assessment fees increased the College’s allocation as follows:

<b>Fiscal Year 2021 – 2022 Hidalgo County Assessment Fees</b>	
	Allocated Cost for Assessment Fees
Assessment Fees Approved on December 14, 2021	\$737,436
Revised Allocated Cost for Assessment Fee	738,652
<b>Assessment Fees Increase/(Decrease)</b>	<b>\$1,216</b>

Enclosed Documents – The Hidalgo County Appraisal District Letter was provided in the packet for the Board’s information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the revised Appraisal District allocated cost payments for the 2022 assessment fees for Hidalgo County as stated in the Texas Property Tax Code, Chapter 6, Section 6.06 (e) and which reflects an increase of \$1,216 over the prior year.

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

**Consent Agenda:**

**e. Approval of Use of the Department of Education Higher Education  
 Emergency Relief Fund (HEERF) and Unrestricted Fund for a Retention  
 Incentive Payment to Regular and Full-Time Temporary and Part-Time  
 Employees Working Fully Remote and Other Eligible Employees**

Approval on Use of the Department of Education Higher Education Emergency Relief Fund (HEERF) and Unrestricted Fund for a Retention Incentive Payment to Regular and Full-Time Temporary and Part-Time Employees Working Fully Remote and Other Eligible Employees was requested.

Purpose – To provide a salary payment to regular and full-time temporary and part-time employees working fully remote and other eligible employees on April 13, 2022. Employees paid from the Unrestricted, Auxiliary, and Restricted Funds were eligible for the Retention Incentive Payment, which will be funded by the HEERF and Unrestricted Fund.

Justification – The proposed payment to regular and full-time temporary and part-time employees working fully remote and other eligible employees would be issued as an incentive to retain employees.

Background – On February 22, 2022, the College’s Board of Trustees approved a Return to Campus Safely COVID-19 Training and Retention Incentive Payment to eligible regular and full-time temporary and part-time employees, as follows:

- February 2022 - Return to Campus Safely COVID-19 Training and Response Strategies Payment
  - ⇒ Regular and Full-Time Temporary Employees \$2,500
  - ⇒ Part-Time Employees \$1,500
  - ⇒ Paid 1,684 employees a total of \$4,326,454, which included payroll taxes

In addition to the above payment, a payment as follows was proposed:

- March 2022 - Retention Incentive Payment for Employees Working Fully Remote
  - ⇒ Regular and Full-Time Temporary Employees \$1,250
  - ⇒ Part-Time Employees \$750
  - ⇒ Proposed payment to 69 employees for a total of \$82,084, including payroll taxes

Other eligible employees including those employees currently not working on campus such as those telecommuting due to Office of Human Resources approved accommodations or Departmental Leads’ approval, or on Family and Medical Leave Act (FMLA), or on military leave were eligible to receive the Retention Incentive Payment. Other eligible employees would receive the Return to Campus Safely COVID-19 Training payment upon their return to work on campus.

The Retention Incentive Payment and employer’s payroll taxes for regular and full-time temporary and part-time employees who were not considered senior management would be funded by HEERF as follows:

<b>Funded by HEERF</b>				
Regular and Full-Time Temporary Employees \$1,250 Part-Time Employees \$750				
<b>Eligible Employees</b>	<b>Employees Count</b>	<b>Payment Amount</b>	<b>Employers Payroll Taxes</b>	<b>Total</b>
Regular and Full-Time Temporary Employees	3	\$3,750	\$287	\$4,037
Part-Time Employees	20	15,000	1,148	16,148
Other Eligible Employees	45	56,250	4,303	60,553
<b>Total</b>	<b>68</b>	<b>\$75,000</b>	<b>\$5,738</b>	<b>\$80,738</b>

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

In addition, the salary payment and employer payroll taxes for one (1) senior management employee who had not returned to work on campus would be funded by the Unrestricted Fund.

The proposed payment for the senior management employee was \$1,250. The payment would be funded by the College’s Unrestricted Fund and totaled to \$1,346.

<b>Funded by Unrestricted Fund</b>				
Regular Employees \$1,250				
<b>Eligible Employees</b>	<b>Employees Count</b>	<b>Payment Amount</b>	<b>Employers Payroll Taxes</b>	<b>Total</b>
Senior Management Employee	1	\$1,250	\$96	\$1,346
<b>Total</b>	<b>1</b>	<b>\$1,250</b>	<b>\$96</b>	<b>\$1,346</b>

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

**Department of Education**

In an effort to provide an incentive to retain employees, Administration requested and received approval from the Department of Education to grant a Retention Incentive Payment funded by HEERF. The payment would serve as an incentive to retain employees in order to sustain a workforce level needed to continue to deliver instruction to the region in spite of the pandemic.

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

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

Administration considered the guidance provided by the Texas Association of School Boards (TASB) and the three-part test created by the Texas Supreme Court to determine if the Retention Incentive Payment for employees working fully remote and other eligible employees complies with the appropriate use of public funds and accomplishes a public purpose. Similar to the evaluation that was conducted for the February Return to Campus Safely COVID-19 Training and Retention Incentive Payment, Administration verified that the payment complies with the criteria provided by TASB and the three-part test requirements.

**Eligibility Requirements**

Employees may receive the payment on April 13, 2022 based on the following eligibility requirements:

- Regular and full-time temporary and part-time employees working fully remote with an active assignment on March 29, 2022, or

- Regular and full-time temporary employees not working on campus due to Office of Human Resources approved accommodations or Departmental Lead's approval, or on FMLA, or military leave with an active assignment on March 29, 2022

Employees in the Unrestricted Fund, Auxiliary Fund, and Restricted Fund in the following categories will be eligible for the Retention Incentive Payment:

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

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

- Dual Credit Faculty (High School Employees)

Funding Source – The HEERF and Unrestricted Fund would be utilized to fund this Retention Incentive Payment to Regular and Full-Time Temporary and Part-Time employees working fully remote and other eligible employees. If this payment was approved, a FY 2021 - 2022 budget amendment was necessary and was provided in the packet as a separate agenda item for the Board's consideration and approval.

Reviewers – The Retention Incentive Payment was reviewed by Cabinet members.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed Use of the Department of Education Higher Education Emergency Relief Fund (HEERF) and the Unrestricted Fund for a Retention Incentive Payment to Regular and Full-Time Temporary and Part-Time Employees Working Fully Remote and Other Eligible Employees, as presented.

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

**Consent Agenda:**

**f. Approval of Proposed Budget Amendment for FY 2021 -2022**

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

As a result of the proposed Retention Incentive Payment, and proposed renovation projects for the Vice President for Finance and Administrative Services, Department of Accountability, Risk and Compliance, and Office of Institutional Equity in the Unexpended Plant Fund, a budget amendment was requested. The total budgeted revenues and expenditures for the Unrestricted Fund, Restricted Fund, and Unexpended Plant Fund - Construction for fiscal year 2021 – 2022 would increase as follows:

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

Fund	Exh.	Amended Budget	Proposed Amendment	Amended Budget
Unrestricted Fund	A	\$191,893,002	\$1,346	\$191,894,348
Restricted Fund	B	176,195,958	-	176,195,958
Unexpended Plant Fund - Construction	C	13,299,709	1,034,110	14,333,819

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

The budget amendment was proposed as follows:

**1. Budget Amendment – Increase Unrestricted Fund Revenues**

A budget amendment was proposed to increase the Unrestricted Fund Revenues by \$1,346 as follows:

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

Revenue Source	Proposed Amendment
Total Carryover Allocations	\$1,346
<b>Total Adjustments</b>	<b>\$1,346</b>

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

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Total Carryover Allocations	\$7,691,597	\$1,346	\$7,692,943

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

<b>Total Unrestricted Carryover Allocations</b>	<b>\$7,691,597</b>	<b>\$1,346</b>	<b>\$7,692,943</b>
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Carryover Allocations were proposed to increase by \$1,346 for the purpose of funding the proposed Retention Incentive Payment.

In total, the Unrestricted Fund Revenues were proposed to increase by \$1,346.

**2. Budget Amendment – Increase Unrestricted Fund Expenditures**

A budget amendment was proposed to increase the Unrestricted Fund Expenditures by \$1,716,986.

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

Expenditures	Proposed Amendment
Total Salaries	\$1,250
Total Benefits	96
<b>Total Adjustments</b>	<b>\$1,346</b>

**Fiscal Year 2021 - 2022  
 Unrestricted Fund Salaries, Benefits, and Transfers & Reserves**

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Total Salaries	\$99,381,438	\$1,250	\$99,382,688
Total Benefits	30,950,567	96	30,950,663
<b>Total Salaries, Benefits, and Transfers &amp; Reserves</b>	<b>\$130,332,005</b>	<b>\$1,346</b>	<b>\$130,333,351</b>

A budget amendment was proposed to increase the Unrestricted Fund Expenditures by \$1,346. The amendment was needed to increase funding for the Retention Incentive Payment to eligible regular and full-time temporary employees for retention purposes.

The Salaries expenditure budget was proposed to increase by \$1,250. The increase in the salary expenditure budget was the projected total cost of the Retention Incentive Payment for employees not funded by the Higher Education Emergency Relief Fund (HEERF).

The Benefits expenditure budget was proposed to increase by \$96. The increase in the benefits expenditure budget was the projected total cost of the Retention Incentive Payment for employees not funded by the Higher Education Emergency Relief Fund (HEERF).



In total, the Unrestricted Fund Expenditures were proposed to increase by \$1,346.

**3. Budget Amendment – Reallocate Restricted Fund Expenditures**

A budget amendment was proposed to reallocate the Restricted Fund Expenditures by \$80,738 as follows:

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

Expenditures	Proposed Amendment
Total Salaries	\$75,000
Total Benefits	5,738
Total Operating	(80,738)
<b>Total Adjustments</b>	<b>\$-</b>

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

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Total Salaries	\$11,098,940	\$75,000	\$11,173,940
Total Benefits	1,517,298	5,738	1,523,036
Total Operating	24,817,315	(80,738)	24,736,577
<b>Total Salaries, Benefits, and Operating Expenditures</b>	<b>\$37,433,553</b>	<b>\$-</b>	<b>\$37,433,553</b>

A budget amendment was proposed to reallocate the Restricted Fund Expenditures by \$80,738 due to the issuance of the Retention Incentive Payment to eligible regular and full-time temporary and part-time employees for retention purposes. The proposed budget amendment would reallocate funds from the Operating expenditure budget to the Salaries and Benefits expenditure budgets. The Salaries and Benefits expenditure budgets were proposed to increase by \$75,000 and \$5,738, respectively. The Operating expenditure budget was proposed to decrease by \$80,738. The proposed reallocations to the salary, benefit, and operating expenditure budgets would occur in the HEERF II Institutional Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) fund.

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

**4. Budget Amendment – Use of Previously Earmarked Funds in the Unexpended Plant Fund – Construction**

A budget amendment was proposed to use \$1,034,110 from the funds previously earmarked by the Board of Trustees from the Bond 2021 in the total amount of \$4,600,000 for the Satellite Campus in the Unexpended Plant Fund – Construction for the purpose of funding capital improvement projects, as follows:

**Fiscal Year 2021 – 2022  
 Unexpended Plant Fund – Construction Revenue Adjustments**

Revenues	Amended Budget	Proposed Amendment	Amended Budget
Fund Balance Deduction	\$8,919,149	\$1,034,110	\$9,953,259
<b>Total Fund Balance Deduction</b>	<b>\$8,919,149</b>	<b>\$1,034,110</b>	<b>\$9,953,259</b>

**Fiscal Year 2021 – 2022  
 Unexpended Plant Fund – Construction Expenditure Adjustments**

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Projected Draws for Approved Projects	\$12,779,709	\$103,411	\$12,883,120
Fund Balance Addition	520,000	930,699	1,450,699
<b>Total Expenditures and Fund Balance Addition</b>	<b>\$13,299,709</b>	<b>\$1,034,110</b>	<b>\$14,333,819</b>

The detail of the transfer to the Unexpended Plant Fund – Construction was provided in the packet for the Board’s information and review.

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

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the proposed budget amendment for FY 2021 – 2022 as presented.

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

**Consent Agenda:**  
**g. Approval of Amend TASB Risk Management Fund Interlocal  
Participation Agreement (IPA)**

Approval to amend the Interlocal Participation Agreement (IPA) between South Texas College and the TASB Risk Management Fund was requested.

Purpose – An amended IPA was adopted by the Board of Trustees of the TASB Risk Management Fund on November 12, 2021, and was effective May 1, 2022. The new IPA replaced the current IPA and must be authorized and approved by the College’s Board of Trustees to ensure continued coverage in Fund programs. The Fund’s IPA was last updated in 2012.

Justification – The IPA was last approved by the TASB Risk Management Fund Board in April 2012 as a universal IPA covering all Fund programs. It had not been modified since 2012. The Fund reviews and updates its IPA at least once every ten (10) years or more frequently, as needed. Membership in each specific Fund program is created and controlled through a Contribution and Coverage Summary (CCS). The IPA is approved once by each Fund Member’s board. It remains in effect until the Fund Member ceases to participate in at least one Fund coverage program or the Fund terminates the IPA.

Background – The College received the amended IPA on March 1, 2022. The signed IPA must be returned to TASB no later than May 13, 2022. The IPA is the foundational agreement of the TASB Risk Management Fund. The Fund is a self-funded risk pool, and the IPA is the agreement through which Fund Members participate in the Fund. The IPA sets out the basic terms, conditions, and requirements of Fund membership. Through an executed IPA, Fund Members may participate in the various lines of coverage offered by the Fund. The amendments to the IPA focus on three (3) separate areas:

- clarity of purpose and meaning,
- updating Fund Member duties and obligations, and
- revising the dispute resolution provisions.

Reviewers – The amended IPA was reviewed by the Vice President for Finance and Administrative Services, Raul Cabaza, Risk Management Consultant, and Accountability, Risk and Compliance.

Enclosed Documents – The following documents were provided for the Board’s review:

- Letter of Explanation
- Amended Interlocal Participation Agreement

The Finance, Audit, and Human Resources Committee recommended Board approval of the amended Interlocal Participation Agreement (IPA) between South Texas College and the TASB Risk Management Fund as presented.

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

## **Update on the District Wide Air Handler Replacement Project**

Mary Elizondo, Vice President for Finance and Administrative Services, provided an update on the District Wide Air Handler Replacement Project.

Justification – Guidance provided by the Department of Education states that the HEERF Institutional Funds may be used for the installation or renovation of an HVAC system, to improve air filtration with ultra-violet lighting technology to prevent the spread of COVID -19 and other air borne contaminants. As of March 2022, the Department of Education has extended the use of HEERF Funds until June 30, 2023.

Background – On July 27, 2021, the South Texas College Board of Trustees approved the use of Higher Education Emergency Relief Fund (HEERF) Institutional funds in the amount of \$8,719,740 and solicitation of engineering services for the district wide air handler replacement project, subject to approval of a no-cost extension by the Department of Education.

On August 5, 2021, the College submitted a No-Cost Extension (NCE) Request for the use of the HEERF Institutional Award for this purpose. The NCE indicated that any remaining funds from the preliminary estimate would be used for other allowable expenses, such as air filters and student emergency awards.

On August 30, 2021, the Department of Education provided guidance that the NCE must be submitted 90 days prior to May 19, 2022, the original end date of the award.

On February 23, 2022, within 90 days prior to May 19, 2022, the College submitted an NCE requests to the Department of Education for the District Wide Air Handler Replacement Project.

On March 11, 2022, the Department of Education notified the College that an automatic NCE for the use of HEERF Funds is being granted until June 30, 2023.

Based upon the July 27, 2021 Board approval to proceed with solicitation of engineering services contingent upon the approval of this no-cost extension, the College would begin soliciting a Request for Qualifications (RFQ) for engineering services for the District Wide Air Handler Replacement project. Qualifications would be brought to the Facilities Committee for a recommendation for Board approval.

No action was requested.

## **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 Proceed with Solicitation of Architectural Services for the Pecan Campus North Academic Humanities Building P Renovations for the Office of the Vice President for Finance and Administrative Services, the Accountability, Risk, and Compliance Department, and the Office of Institutional Equity
- b. Approval to Contract Engineering Services for the Pecan Campus East Drive Resurfacing
- c. Approval to Contract Engineering Services for the Pecan Campus South Academic Building J Generator Replacement and for the Nursing and Allied Health Campus NAH East Building A Generators Replacement
- d. Approval to Contract Architectural Services for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., Board of Trustees of South Texas College approve and authorize items a – d of the Facilities Committee Consent agenda as presented. The motion carried.

**Consent Agenda:**

**a. Approval to Proceed with Solicitation of Architectural Services for the Pecan Campus North Academic Humanities Building P Renovations for the Office of the Vice President for Finance and Administrative Services, the Accountability, Risk, and Compliance Department, and the Office of Institutional Equity**

Approval of authorization to proceed with solicitation of architectural services for the Pecan Campus North Academic Humanities Building P Renovations for the Office of the Vice President for Finance and Administrative Services (VP-FAS), the Accountability, Risk, and Compliance (ARC) Department, and the Office of Institutional Equity (OIE) was requested.

**Purpose**

The Board was asked to approve the solicitation of architectural services for renovating the third floor of North Academic Humanities Building P to accommodate office spaces for the Office of the VP-FAS, the ARC department, and the OIE.

**Justification**

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

**Scheduling Priority**

This project was requested by Administration, and was reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction Departments, and Administration. This project was scheduled as a non-educational improvement to renovate areas of Pecan Campus North Academic Humanities Building P to convert classroom spaces to office spaces.

**Background**

The proposed relocation of staff was necessary due to renovations to Pecan Campus Ann Richards Administration Building A and the relocations of Administration and other department staff in Pecan Campus Ann Richards Administration Buildings A and X. In addition to the Office of the Vice President for Finance and Administrative Services, the ARC department and the OIE would be relocated to the Pecan Campus North Academic Humanities Building P.

The ARC department was dedicated to supporting services aimed at facilitating operations surrounding the health and safety of employees and students, conducting process improvement initiatives, performing compliance and risk assessments, COVID-19 safety measures and procedures, and managing the records management program and policy management operations for the College. The OIE was responsible for Title IX and Section 504 compliance functions.

Staff from the Office of the VP-FAS, the ARC department, and the OIE would be relocated to the third floor of Building P. The existing classrooms were identified as available for office conversion by the Academic Affairs Division. The renovation consisted of demolishing the existing spaces and renovating them to accommodate the following spaces:

Office of the Vice President for Finance and Administrative Services:

- VP-FAS Office
- Eight (8) staff offices
- Conference room
- Reception Areas
- Workroom
- File / Storage
- Multipurpose Room

Accountability, Risk, and Compliance Department:

- Twelve (12) staff offices
- Work Area
- Document Disposal Room
- File and Storage Rooms

Office of Institutional Equity:

- Four (4) staff offices
- Work Area
- File Room

ARC & OIE:

- Shared Conference Room
- Shared Reception Area
- Shared Multipurpose Room

The proposed scope of work is summarized as follows:

- Interior design and construction of the renovation
- Approximate square feet: 7,900 sf.

The total project estimated cost, including professional design services and construction services, was \$1,034,110 as itemized in the table below:

<b>Pecan Campus North Academic Humanities Building P Renovation for the Office of the VP-FAS, the ARC, and the OIE Total Estimated Project Budget</b>	
<b>Budget Item</b>	<b>Estimated Costs</b>
Construction	\$790,100
Design	79,010
Miscellaneous	5,000
FFE	110,000
Technology	50,000
<b>Total Estimated Project Budget</b>	<b>\$1,034,110</b>

**Funding Source**

A budget amendment to fund this project in the Unexpended Construction Plant Fund was presented separately for the Board’s approval.

Funds for the Pecan Campus North Academic Humanities Building P Renovation for the Office of the VP-FAS, the ARC department, and the OIE would become available in the Unexpended Construction Plant Fund for use in Fiscal Year 2021 – 2022, subject to the Board’s approval of the budget amendment.

**Enclosed Documents**

The packet included a presentation of the project and a preliminary layout of the space for the Board’s review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services for the Pecan Campus North Academic Humanities Building P Renovation for the Office of the Vice President for Finance and Administrative Services (VP-FAS), the Accountability, Risk, and Compliance (ARC) Department, and the Office of Institutional Equity (OIE), subject to Board approval of the budget amendment, as presented.

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

**Consent Agenda:**

**b. Approval to Contract Engineering Services for the Pecan Campus East Drive Resurfacing**

Approval to contract architectural services for the Pecan Campus East Drive Resurfacing project was requested.

**Purpose**

Engineering services were necessary for design and construction administration services for the Pecan Campus East Drive Resurfacing 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 developed through the annual Deferred Maintenance process. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the President’s Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project was scheduled as a non-educational and routine improvement.

**Background**

On June 22, 2021, the Board approved the proposed project as part of the College’s FY 2021-2022 Renewals & Replacements projects. The project consisted of resurfacing the asphalt, which had not been paved since 1998 and had developed cracks and deterioration due to vehicular traffic.

- Design and construction of the resurfacing of the asphalt paving

On September 28, 2021, the Board of Trustees approved the solicitation for engineering services. Solicitation for architectural qualifications began on January 26, 2022, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of thirteen (13) firms received a copy of the Request for Qualifications (RFQ) and a total of six (6) firms submitted their responses on February 10, 2022.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
January 26, 2022	Solicitation of statements of qualifications began.
February 10, 2022	Six (6) statements of qualifications were received.

**Highest Ranked Vendor**

Based on the evaluations of the qualifications, **Perez Consulting Engineers, LLC.** was the highest ranked firm.

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

<b>Pecan Campus Resurfacing of East Drive Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$250,000
Design	25,000
Miscellaneous	5,000
<b>Total Project Budget</b>	<b>\$280,000</b>

**Funding Source**

Funds for the Pecan Campus East Drive Resurfacing Project 2022-017R were budgeted in the FY 2021-2022 Renewals & Replacements Fund.

**Reviewers**

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

**Enclosed Documents**

The packet included a presentation of the proposed project. The evaluation team members completed evaluations for the firms and provided the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract engineering services with Perez Consulting Engineers, LLC. for the Pecan Campus East Drive Resurfacing project as presented.

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

**Consent Agenda:**

**c. Approval to Contract Engineering Services for the Pecan Campus South Academic Building J Generator Replacement and for the Nursing and Allied Health Campus NAH East Building A Generators Replacement**

Approval to contract engineering services for the Pecan Campus South Academic Building J Generator Replacement project and for the Nursing and Allied Health Campus NAH East Building A Generators Replacement project was requested.

**Purpose**

Engineering services were necessary for design and construction administration services for the Pecan Campus South Academic Building J Generator Replacement and the Nursing and Allied Health Campus NAH East Building A Generators Replacement. 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**

These projects were developed through the annual Deferred Maintenance process. It has been reviewed by the Facilities Planning & Construction and Facilities Operations & Maintenance departments, Administration, the President's Cabinet, the Coordinated Operations Council, and the Board of Trustees. These projects were scheduled as non-educational and routine improvements to upgrade the power supply redundancy.

**Background**

On June 22, 2021, the Board approved the proposed projects as part of the College’s FY 2021-2022 Renewals & Replacements projects. The projects consisted of replacing the existing diesel fuel generators with natural gas generators to provide continuous power without the need to refuel.

The upgrade provided more reliable and convenient uninterrupted power to the buildings, and eliminated the concern of supply chain issues for fuel that have impacted the operation of the College’s diesel fuel generators in the past. There would be a total of three generators that would be replaced: one (1) generator at the Pecan Campus which was installed in 2004 and two (2) generators at the Nursing and Allied Health Campus NAH East Building A which were installed in 2000 and 2004.

The scope of the projects included:

- Design and construction of the generator installations.
- Design and installation of necessary natural gas line and electrical services.
- Replacement of the diesel fuel generators with new natural gas generators.

On September 28, 2021, the Board of Trustees approved the solicitation for engineering services. Solicitation for architectural qualifications began on January 26, 2022, for the purpose of selecting an architectural 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 five (5) firms submitted their responses on February 10, 2022.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
January 26, 2022	Solicitation of statements of qualifications began.
February 10, 2022	Five (5) 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 Pecan Campus South Academic Building J Generator Replacement project budget was \$280,000 as itemized in the table below:

<b>Pecan Campus South Academic Building J Generator Replacement Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$250,000
Design	25,000
Miscellaneous	5,000
<b>Total Project Budget</b>	<b>\$280,000</b>

The Nursing and Allied Health Campus NAH East Building A Generators Replacement project budget was \$422,000 as itemized in the table below:

<b>Nursing and Allied Health Campus NAH East Building A Generators Replacement Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$375,000
Design	37,500
Miscellaneous	9,500
<b>Total Project Budget</b>	<b>\$422,000</b>

**Funding Source**

Funds for the Pecan Campus South Academic Building J Generator Replacement Project 2022-019R and the Nursing and Allied Health Campus NAH East Building A Generators Replacement Project 2022-023R were budgeted in the FY 2021-2022 Renewals & Replacements Fund.

**Reviewers**

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

**Enclosed Documents**

The packet included presentations of the proposed projects. The evaluation team members completed evaluations for the firms and provided the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract engineering services with DBR Engineering Consultants, Inc. for the Pecan Campus South Academic Building J Generator Replacement project and the Nursing and Allied Health Campus NAH East Building A Generators Replacement project as presented.

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

**Consent Agenda:**

**d. Approval to Contract Architectural Services for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas**

Approval to contract architectural services for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas project was requested.

**Purpose**

Architectural services were necessary for design and construction administration services for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas 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 initiated in 2021 due to the building being damaged by a rainstorm. The project was reviewed by the Facilities Planning & Construction department, Administration, the President’s Cabinet, the Coordinated Operations Council, the Facilities Committee, and the Board of Trustees. This project was scheduled as an educational space improvement to restore the building to operating condition.

**Background**

On May 12, 2021, heavy rainstorms damaged the roof, which resulted in interior areas sustaining water damage. The College received funds from an insurance claim and was also in the process of requesting additional funds for the damages from the insurance company with the assistance of a public adjuster. The project consisted of renovating five (5) classrooms, including a music lab, art lab, and eight (8) offices. Items to be repaired within these areas included walls, flooring, painting, ceiling tile, batt insulation, and roof.

The proposed scope of work is summarized as follows:

- Design and construction of the repair and renovations to the roof and interior areas of the building

On October 26, 2021, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on January 26, 2022, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of sixteen (16) firms received a copy of the Request for Qualifications (RFQ) and a total of four (4) firms submitted their responses on February 10, 2022.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
January 26, 2022	Solicitation of statements of qualifications began.
February 10, 2022	Four (4) statements of qualifications were received.

**Highest Ranked Vendor**

Based on the evaluations of the qualifications, **Milnet Architectural Services, PLLC.** was the highest ranked firm.

The total project budget was \$985,700 as itemized in the table below:

<b>Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas Total Project Budget</b>	
<b>Budget Item</b>	<b>Budget Amount</b>
Construction	\$630,000
Design	60,000
Miscellaneous	12,000
FFE	158,700
Technology	125,000
<b>Total Project Budget</b>	<b>\$985,700</b>

**Funding Source**

Funds for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas Project 2022-038R would be used from the insurance claim and additional funds were available in the FY 2021-2022 Renewals & Replacements Fund.

**Reviewers**

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

**Enclosed Documents**

The packet included a presentation of the proposed project. The evaluation team members completed evaluations for the firms and provided the scoring and ranking summary.

The Facilities Committee recommended Board approval to contract architectural services with Milnet Architectural Services, PLLC. for the Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas 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 a 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 were available to respond to questions and address concerns of the Board.

No action was taken.

### **Consideration and Approval of Checks and Financial Reports**

Board action was requested to approve the checks for release and the financial reports for the month of February 2022. The approval was for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, provided a review of the Financial Report for the month of **February 2022**, 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., 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 February 2022.

### **Executive Session:**

The South Texas College Board of Trustees convened into Executive Session at 6:13 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- Section 551.074, Personnel Matters
- 1. Deliberation and Action as Necessary Regarding the Self-Assessment of the Board of Trustees
- 2. Deliberation and Action as Necessary Regarding the Assessment of the College President
- 3. Deliberation and Action as Necessary Regarding the Assessment of the Internal Auditor

### **Open Session:**

The South Texas College Board of Trustees returned to Open Session at 7:50 p.m. No action was taken in Executive Session.

### **Deliberation and Action as Necessary Regarding the Self-Assessment of the Board of Trustees**

Approval to conduct the self-assessment of the Board of Trustees by the Trustees was granted by the Board on March 9, 2022.

The evaluations were returned to Ms. Rose Benavidez, Board Chair.

Chair Benavidez reviewed and discussed the results of the assessments with the Board of Trustees. The Chair would coordinate follow up action as appropriate based upon this discussion.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College accepted the results of the self-assessment of the Board of Trustees, as conducted by the Board of Trustees. The motion carried.

### **Deliberation and Action as Necessary Regarding the Assessment of the College President**

Approval to conduct the assessment of the College President was granted by the Board on March 9, 2022.

The evaluations were returned to Ms. Rose Benavidez, Board Chair.

Chair Benavidez reviewed and discussed the results of the assessments with the Board of Trustees. The Chair would coordinate follow up action as appropriate based upon this discussion.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College accepted the results of the assessment of the College President, and approves action as necessary in response to the assessment. The motion carried.

### **Deliberation and Action as Necessary Regarding the Assessment of the Internal Auditor**

Approval to conduct the assessment of the Internal Auditor by the Trustees was granted by the Board on March 9, 2022.

The evaluations were returned to Ms. Rose Benavidez, Board Chair.



Chair Benavidez reviewed and discussed the results of the assessments with the Board of Trustees. The Chair would coordinate follow up action as appropriate based upon this discussion.

Upon a motion by Mrs. Victoria Cantú and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College accepted the results of the assessment of the Internal Auditor, and approves action as necessary in response to the assessment. The motion carried.

## Announcements

### A. Next Meetings:

- Tuesday, April 12, 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, April 26, 2022
  - 5:30 p.m. – Regular Board Meeting

### B. Other Announcements:

- The College will be closed on Thursday, April 14, 2022 through Sunday, April 17, 2022 in observance of Semester Break.
- Spring 2022 Commencement Ceremonies will take place on Friday, May 6 and Saturday, May 7, 2022 at the Bert Ogden Arena in Edinburg, Texas

## Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 7:55 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, March 29, 2022 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 award, including the use of related funds and execution of related agreements as necessary for the grant, is requested:

### **1. The Texas Workforce Commission, Child Care Relief Funds, in the amount of \$334,581**

The Texas Workforce Commission (TWC) approved multiple funding and policy actions to support families and child care providers in light of the COVID-19 pandemic. South Texas College's Mid-Valley Campus Child Development Center was re-invited to apply for Child Care Relief funding as a result of the pandemic. Funds are based on the child care program's licensed capacity and the 75th percentile of the average local market rate for child care in the area. The grant award will be used for auxiliary or unrestricted positions at the Child Development Center. The funding period for this grant is from April 1, 2022, through May 31, 2023.

This grant aligns with Strategic Direction #4, Fostering Student Success, by supporting the overall growth and development of children of South Texas College students while their parents attend college classes.

### **2. Any Additional Grants Pending Official Award**

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

The presented grant will provide up to \$334,581 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 award, including the use of related funds and execution of related agreements as necessary for by the grant, contingent upon official award as appropriate:

### **1. The Texas Workforce Commission, Child Care Relief Funds, in the amount of \$334,581**

**Approval Recommended:**

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

## **Review and Action as Necessary on Quarterly Investment Report for Quarter Ending February 28, 2022**

A report on the College's Quarterly Investment Report for the Quarter February 28, 2022, will be presented. The Board is asked to approve the Investment Report as presented.

Purpose – Ms. Susan Anderson from Valley View Consulting, L.L.C. will present on the status of the College's Quarterly Investment Report for the Quarter Ended February 28, 2022 and provide a further update at the meeting. Ms. Anderson will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.

Justification – The report will provide a brief review and update of the College's Quarterly Investment Report for the Quarter Ended February 28, 2022 to the College's Board of Trustees.

Background – The Texas Public Funds Information Act (PFIA) and the College's Policy #5120: *Investment Policy and Investment Strategy Statement*, requires an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis.

Reviewers - The Vice President for Finance and Administrative Services, Business Office staff, and Valley View Consulting, L.L.C. (Investment Advisor) have reviewed the information presented.

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended February 28, 2022 follows in the packet for the Board's information and review.

Dr. Ricardo J. Solis, President, and Mary Elizondo, Vice President for Finance and Administrative Services, will be present at the Board Meeting to address any questions.

**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 Quarterly Investment Report for the Quarter Ended February 28, 2022, as presented.

### **Approval Recommended:**

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



## QUARTERLY INVESTMENT REPORT

For the Quarter Ended

February 28, 2022

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the South Texas College is in compliance with the Public Funds Investment Act and the South Texas College Investment Policy.

\_\_\_\_\_  
Maria G. Elizondo, Vice President for Finance & Administrative Services Date

\_\_\_\_\_  
Myriam Lopez, Comptroller Date

\_\_\_\_\_  
Paul R. Rodriguez, Board of Trustees, Designated Investment Officer Date

**Disclaimer:** These reports were compiled using information provided by the South Texas College. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

## Summary

### Quarter End Results by Investment Category:

Asset Type	November 30, 2021		February 28, 2022	
	Book Value	Market Value	Book Value	Market Value
DDA/MMA/NOW	\$ 95,402,698.34	\$ 95,402,698.34	\$ 153,961,284.44	\$ 153,961,284.44
Pools	1,620,948.27	1,620,948.27	1,621,130.31	1,621,130.31
CD/Security	224,553,320.57	224,553,320.57	226,446,365.81	226,446,365.81
<b>Totals</b>	<b>\$ 321,576,967.18</b>	<b>\$ 321,576,967.18</b>	<b>\$ 382,028,780.56</b>	<b>\$ 382,028,780.56</b>

#### Current Quarter Portfolio Performance (1)

Average Quarterly Yield	0.22%
Rolling Three Month Treasury	0.16%
Rolling Six Month Treasury	0.21%
TexPool	0.06%

#### Year-to-Date Portfolio Performance (2)

Average Quarter End Yield	0.23%
Rolling Three Month Treasury	0.11%
Rolling Six Month Treasury	0.13%
TexPool	0.05%

#### INTEREST EARNINGS

	PRIOR YEAR	CURRENT YEAR
Quarterly Interest Received	\$602,126.71 (Unaudited)	\$200,840.66 (Unaudited)
Accrued Interest-End of Quarter	\$66,361.90 (Unaudited)	\$47,470.27 (Unaudited)
Fiscal YTD Interest Received	\$1,296,059.26 (Unaudited)	\$447,876.93 (Unaudited)

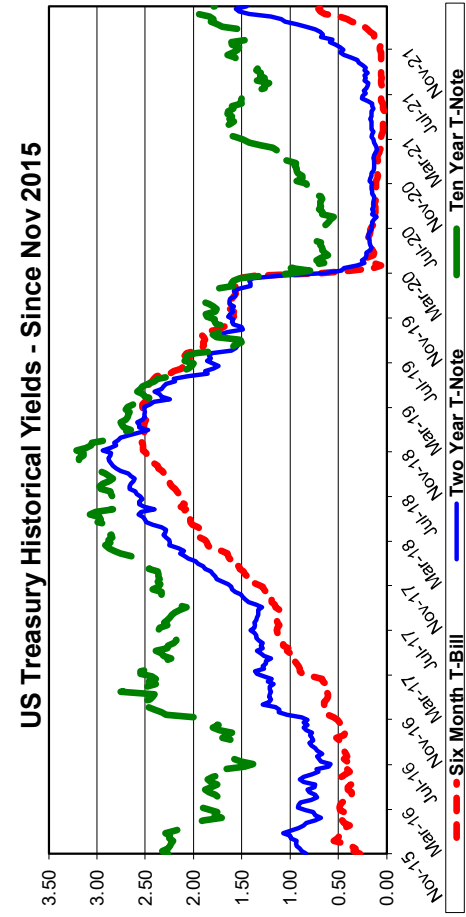
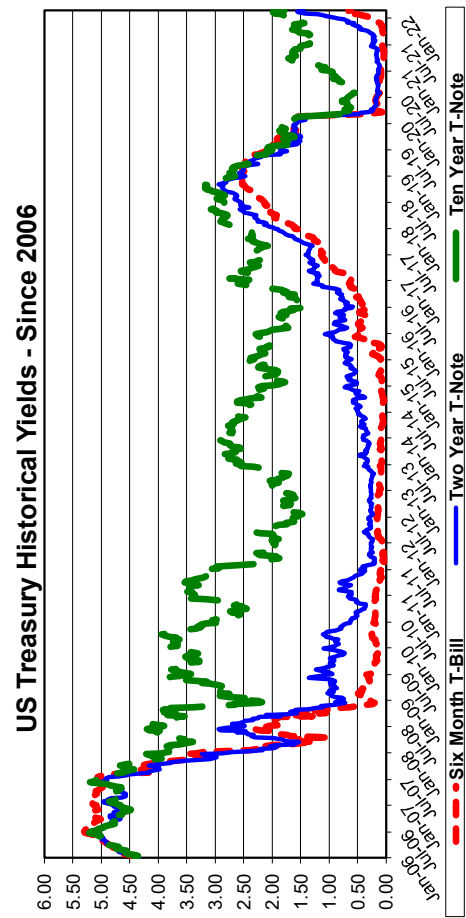
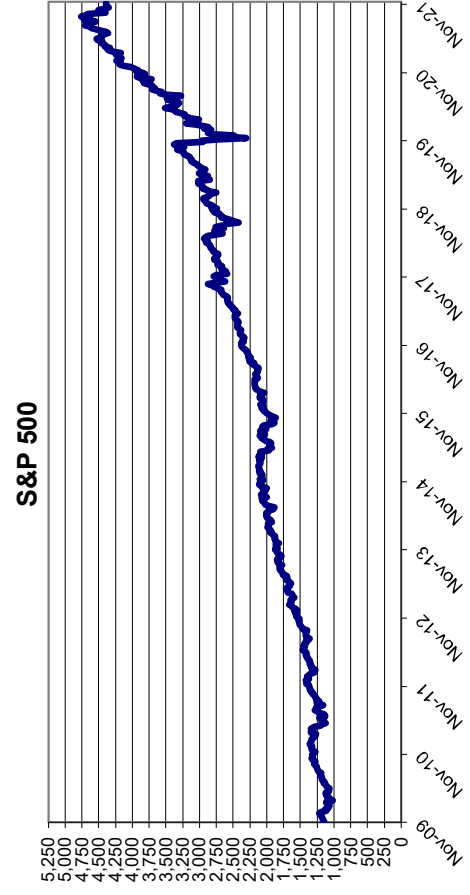
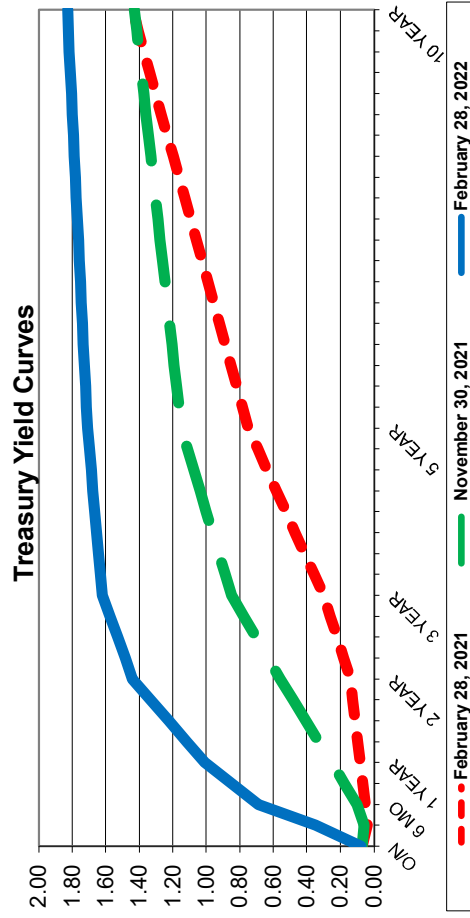
(1) **Current Quarter Portfolio Performance** - yields based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Performance** - yields calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

## Economic Overview

2/28/2022

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading <0.10%). The FOMC anticipates ending monthly security purchases March 2022 and beginning to increase the Fed Funds Target Range in 0.25% increments. The market projections 4 to 7 increases this calendar year. Fourth Quarter GDP is estimated at +7.0%, subject to one more revision. February Non-Farm Payroll beat estimates by adding 678k net new jobs. Increasing the Three Month Average NFP to 582k. Crude oil continues rising and now trades over \$120 per barrel. The Stock Markets have "corrected" by trading down up 10% from their peaks. Most domestic economic indicators remain positive. Inflation remained well over the FOMC 2% target (Core PCE +/-5.2%). The Russian/Ukrainian war increased global economic uncertainty causing the Yield Curve to retreat slightly.



**Investment Holdings  
February 28, 2022**

Description	Coupon/ Rating	Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Prosperity Bank MMA	0.15%		03/01/22	02/28/22	\$ 30,020,985.52	\$ 30,020,985.52	1.00	\$ 30,020,985.52	1	0.15%
PNC Bank MMA - Operating	0.01%		03/01/22	02/28/22	65,526,279.20	65,526,279.20	1.00	65,526,279.20	1	0.01%
PNC Bank MMA - Payroll	0.01%		03/01/22	02/28/22	147,191.21	147,191.21	1.00	147,191.21	1	0.01%
PNC Bank MMA - Student	0.01%		03/01/22	02/28/22	2,083,109.87	2,083,109.87	1.00	2,083,109.87	1	0.01%
PNC Bank - Federal Draw Down	0.01%		03/01/22	02/28/22	12,000,013.23	12,000,013.23	1.00	12,000,013.23	1	0.01%
PNC Bank MMA - I&S Bond 96,02,03,04,07,10,14,15	0.01%		03/01/22	02/28/22	6,808,119.39	6,808,119.39	1.00	6,808,119.39	1	0.01%
PNC Bank - Construction E&G Transfer	0.01%		03/01/22	02/28/22	4,242,864.68	4,242,864.68	1.00	4,242,864.68	1	0.01%
Veritex (Green) Bank MMA	0.10%		03/01/22	02/28/22	1,567,288.90	1,567,288.90	1.00	1,567,288.90	1	0.10%
NexBank MMA	0.40%		03/01/22	02/28/22	31,565,432.44	31,565,432.44	1.00	31,565,432.44	1	0.40%
TexPool LGIP	0.06%	AAAmm	03/01/22	02/28/22	1,621,130.31	1,621,130.31	1.00	1,621,130.31	1	0.06%
Bank OZK CD	0.68%		03/01/22	05/14/20	8,098,488.51	8,098,488.51	100.00	8,098,488.51	1	0.68%
Allegiance Bank CD	0.15%		03/10/22	03/10/21	3,003,367.00	3,003,367.00	100.00	3,003,367.00	10	0.15%
Allegiance Bank CD	0.15%		03/11/22	03/11/21	751,850.63	751,850.63	100.00	751,850.63	11	0.15%
Bank OZK CD	0.21%		03/15/22	04/07/21	2,003,540.68	2,003,540.68	100.00	2,003,540.68	15	0.21%
Texas Regional Bank CD	0.45%		04/15/22	09/11/20	1,005,684.11	1,005,684.11	100.00	1,005,684.11	46	0.45%
Texas Regional Bank CD	0.18%		04/15/22	04/27/21	3,004,070.33	3,004,070.33	100.00	3,004,070.33	46	0.18%
PNC Bank CD	0.25%		04/15/22	09/10/20	4,014,244.43	4,014,244.43	100.00	4,014,244.43	46	0.25%
Bank OZK CD	0.32%		04/19/22	09/11/20	5,022,755.44	5,022,755.44	100.00	5,022,755.44	50	0.32%
Texas Regional Bank CD	0.45%		05/16/22	09/11/20	1,005,684.11	1,005,684.11	100.00	1,005,684.11	77	0.45%
PNC Bank CD	0.25%		05/16/22	09/10/20	4,014,244.43	4,014,244.43	100.00	4,014,244.43	77	0.25%
Bank OZK CD	0.33%		05/18/22	09/11/20	5,023,468.12	5,023,468.12	100.00	5,023,468.12	79	0.33%
Texas Regional Bank CD	0.50%		06/15/22	09/11/20	1,006,317.27	1,006,317.27	100.00	1,006,317.27	107	0.50%
Bank OZK CD	0.34%		06/15/22	09/11/20	5,024,180.89	5,024,180.89	100.00	5,024,180.89	107	0.34%
PNC Bank CD	0.25%		06/15/22	09/10/20	4,014,244.43	4,014,244.43	100.00	4,014,244.43	107	0.25%
Bank OZK CD	0.28%		07/15/22	10/21/20	3,011,290.67	3,011,290.67	100.00	3,011,290.67	137	0.28%
Allegiance Bank CD	0.15%		07/15/22	03/10/21	7,007,856.36	7,007,856.36	100.00	7,007,856.36	137	0.15%
East West Bank CD	0.54%		07/31/22	02/07/22	12,003,906.35	12,003,906.35	100.00	12,003,906.35	153	0.54%
Texas Regional Bank CD	0.35%		08/15/22	02/17/21	1,003,504.58	1,003,504.58	100.00	1,003,504.58	168	0.35%
Texas Regional Bank CD	0.30%		08/15/22	03/12/21	2,004,540.42	2,004,540.42	100.00	2,004,540.42	168	0.30%
Bank OZK CD	0.28%		08/15/22	10/21/20	3,011,290.67	3,011,290.67	100.00	3,011,290.67	168	0.28%
Allegiance Bank CD	0.15%		08/15/22	03/10/21	4,004,489.34	4,004,489.34	100.00	4,004,489.34	168	0.15%
Prosperity Bank CD	0.15%		09/01/22	09/01/21	332,108.72	332,108.72	100.00	332,108.72	185	0.15%
Texas Regional Bank CD	0.35%		09/15/22	02/17/21	8,028,036.78	8,028,036.78	100.00	8,028,036.78	199	0.35%
Bank OZK CD	0.28%		09/15/22	10/21/20	4,015,054.24	4,015,054.24	100.00	4,015,054.24	199	0.28%
Texas Regional Bank CD	0.38%		10/14/22	02/17/21	6,022,832.50	6,022,832.50	100.00	6,022,832.50	228	0.38%
Allegiance Bank CD	0.30%		10/14/22	10/21/20	2,007,441.18	2,007,441.18	100.00	2,007,441.18	228	0.30%
Prosperity Bank CD	0.15%		10/14/22	09/23/21	4,002,515.69	4,002,515.69	100.00	4,002,515.69	228	0.15%
Texas Regional Bank CD	0.35%		10/15/22	03/12/21	2,005,297.82	2,005,297.82	100.00	2,005,297.82	229	0.35%
Texas Regional Bank CD	0.13%		10/17/22	09/23/21	5,001,620.55	5,001,620.55	100.00	5,001,620.55	231	0.13%
Texas Regional Bank CD	0.38%		11/15/22	01/28/21	4,015,223.87	4,015,223.87	100.00	4,015,223.87	260	0.38%
Texas Regional Bank CD	0.35%		11/15/22	03/12/21	6,015,893.46	6,015,893.46	100.00	6,015,893.46	260	0.35%

**Investment Holdings  
February 28, 2022**

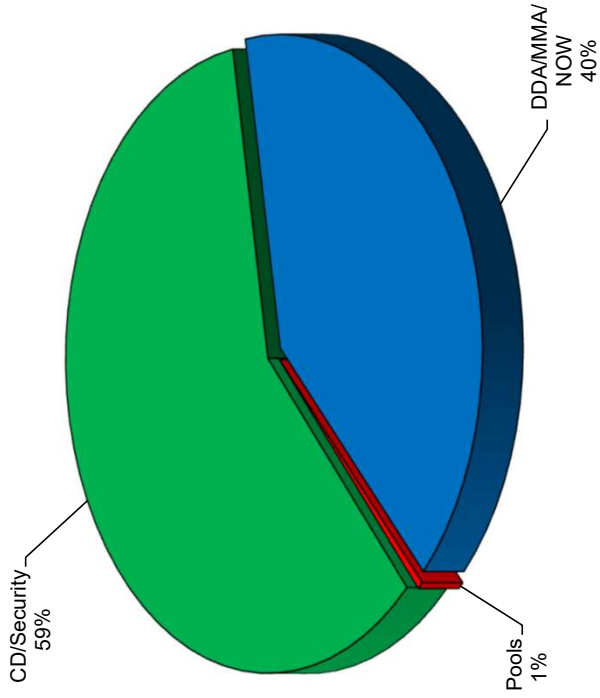
Description	Coupon/ Rating	Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Bank OZK CD	0.24%		11/15/22	04/07/21	4,008,089.11	4,008,089.11	100.00	4,008,089.11	260	0.24%
East West Bank CD	0.23%		11/30/22	11/22/21	3,774,951.78	3,774,951.78	100.00	3,774,951.78	275	0.23%
Texas Regional Bank CD	0.40%		12/15/22	01/28/21	10,040,060.04	10,040,060.04	100.00	10,040,060.04	290	0.40%
Texas Regional Bank CD	0.13%		12/15/22	09/23/21	5,001,620.55	5,001,620.55	100.00	5,001,620.55	290	0.13%
Prosperity Bank CD	0.15%		03/15/23	09/23/21	2,001,257.86	2,001,257.86	100.00	2,001,257.86	380	0.15%
Texas Regional Bank CD	0.25%		03/15/23	04/27/21	5,009,423.73	5,009,423.73	100.00	5,009,423.73	380	0.25%
Bank OZK CD	0.24%		03/15/23	04/07/21	4,008,089.11	4,008,089.11	100.00	4,008,089.11	380	0.24%
Prosperity Bank CD	0.15%		04/14/23	09/23/21	4,002,515.69	4,002,515.69	100.00	4,002,515.69	410	0.15%
Texas Regional Bank CD	0.27%		04/14/23	04/27/21	10,020,356.27	10,020,356.27	100.00	10,020,356.27	410	0.27%
Texas Regional Bank CD	0.20%		05/07/23	05/10/21	10,013,869.38	10,013,869.38	100.00	10,013,869.38	433	0.20%
Bank OZK CD	0.24%		06/02/23	06/02/21	5,040,700.78	5,040,700.78	100.00	5,040,700.78	459	0.24%
Veritex (Green) Bank CD	0.20%		06/15/23	07/12/21	10,010,084.73	10,010,084.73	100.00	10,010,084.73	472	0.20%
Veritex (Green) Bank CD	0.20%		07/14/23	07/12/21	8,008,067.79	8,008,067.79	100.00	8,008,067.79	501	0.20%
Bank OZK CD	0.18%		07/14/23	08/20/21	5,004,563.93	5,004,563.93	100.00	5,004,563.93	501	0.18%
Texas Regional Bank CD	0.17%		08/15/23	09/23/21	5,002,119.18	5,002,119.18	100.00	5,002,119.18	533	0.17%
Bank OZK CD	0.20%		08/15/23	08/20/21	5,005,068.45	5,005,068.45	100.00	5,005,068.45	533	0.20%
Veritex (Green) Bank CD	0.25%		09/15/23	09/01/21	10,010,483.85	10,010,483.85	100.00	10,010,483.85	564	0.25%
					<b>\$ 382,028,780.56</b>	<b>\$ 382,028,780.56</b>		<b>\$ 382,028,780.56</b>	<b>163</b>	<b>0.22%</b>
									<b>(1)</b>	<b>(2)</b>

(1) **Weighted average life** - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

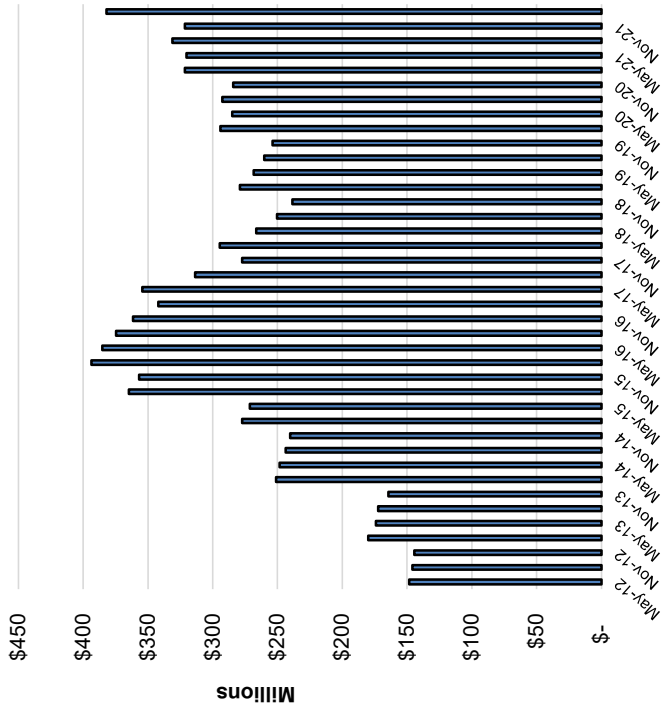
(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Adjusted Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter. Bank deposit yields are estimated from the monthly allocated earnings.



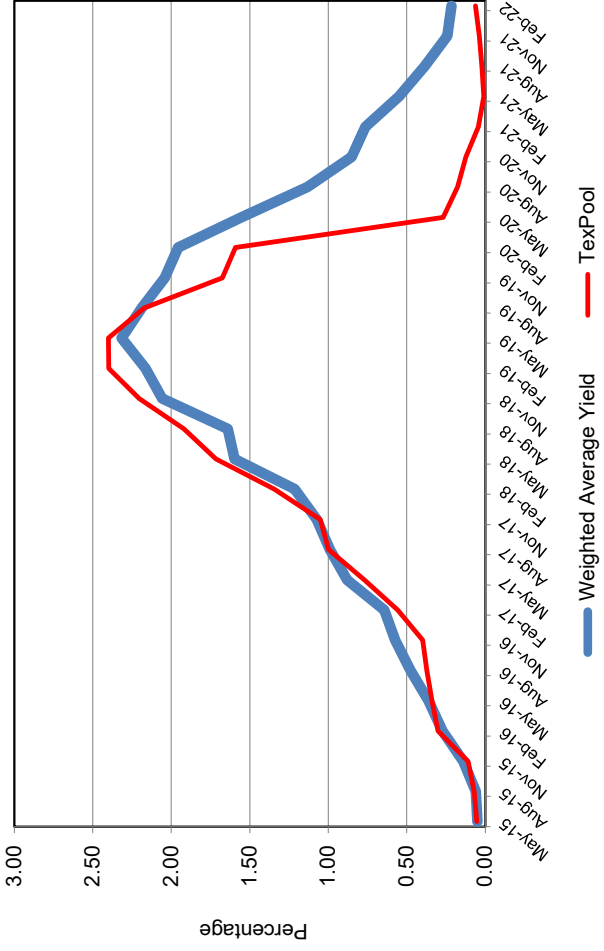
**Portfolio Composition**



**Quarter-End Book Value**



**Total Portfolio Performance**



**Book & Market Value Comparison**

Issuer/Description	Yield	Maturity Date	Book Value 11/30/21	Increases	Decreases	Book Value 02/28/22	Market Value 11/30/21	Change in Market Value	Market Value 02/28/22
Prosperity Bank MMA	0.15%	03/01/22	\$ 33,008,997.10	\$ —	\$ (2,988,011.58)	\$ 30,020,985.52	\$ 33,008,997.10	\$ (2,988,011.58)	\$ 30,020,985.52
PNC Bank MMA - Operating	0.01%	03/01/22	16,003,197.51	49,523,081.69	—	65,526,279.20	16,003,197.51	49,523,081.69	65,526,279.20
PNC Bank MMA - Payroll	0.01%	03/01/22	256,188.63	—	(108,997.42)	147,191.21	256,188.63	(108,997.42)	147,191.21
PNC Bank MMA - Student	0.01%	03/01/22	920,162.24	1,162,947.63	—	2,083,109.87	920,162.24	1,162,947.63	2,083,109.87
PNC Bank - Federal Draw Down	0.01%	03/01/22	879,933.63	11,120,079.60	—	12,000,013.23	879,933.63	11,120,079.60	12,000,013.23
PNC Bank MMA - I&S Bond	0.01%	03/01/22	666,435.28	6,141,684.11	—	6,808,119.39	666,435.28	6,141,684.11	6,808,119.39
PNC Bank - Construction E&G Transfer	0.01%	03/01/22	1,568,308.56	2,674,556.12	—	4,242,864.68	1,568,308.56	2,674,556.12	4,242,864.68
Veritex (Green) Bank MMA	0.10%	03/01/22	10,565,157.87	—	(8,997,868.97)	1,567,288.90	10,565,157.87	(8,997,868.97)	1,567,288.90
NexBank MMA	0.40%	03/01/22	31,534,317.52	31,114.92	—	31,565,432.44	31,534,317.52	31,114.92	31,565,432.44
TexPool LGIP	0.06%	03/01/22	1,620,948.27	182.04	—	1,621,130.31	1,620,948.27	182.04	1,621,130.31
East West Bank CD	0.00%	01/28/22	8,252,561.29	—	(8,252,561.29)	—	8,252,561.29	(8,252,561.29)	—
Texas Regional Bank CD	0.35%	02/15/22	2,005,240.19	—	(2,005,240.19)	—	2,005,240.19	(2,005,240.19)	—
Bank OZK CD	0.68%	03/01/22	8,082,341.45	16,147.06	—	8,098,488.51	8,082,341.45	16,147.06	8,098,488.51
Allegiance Bank CD	0.15%	03/10/22	3,002,244.25	1,122.75	—	3,003,367.00	3,002,244.25	1,122.75	3,003,367.00
Allegiance Bank CD	0.15%	03/11/22	751,569.57	281.06	—	751,850.63	751,569.57	281.06	751,850.63
Bank OZK CD	0.21%	03/15/22	2,002,475.50	1,065.18	—	2,003,540.68	2,002,475.50	1,065.18	2,003,540.68
Texas Regional Bank CD	0.45%	04/15/22	1,004,557.08	1,127.03	—	1,005,684.11	1,004,557.08	1,127.03	1,005,684.11
Texas Regional Bank CD	0.18%	04/15/22	3,002,708.01	1,362.32	—	3,004,070.33	3,002,708.01	1,362.32	3,004,070.33
PNC Bank CD	0.25%	04/15/22	4,011,715.72	2,528.71	—	4,014,244.43	4,011,715.72	2,528.71	4,014,244.43
Bank OZK CD	0.32%	04/19/22	5,018,706.38	4,049.06	—	5,022,755.44	5,018,706.38	4,049.06	5,022,755.44
Texas Regional Bank CD	0.45%	05/16/22	1,004,557.08	1,127.03	—	1,005,684.11	1,004,557.08	1,127.03	1,005,684.11
PNC Bank CD	0.25%	05/16/22	4,011,715.72	2,528.71	—	4,014,244.43	4,011,715.72	2,528.71	4,014,244.43
Bank OZK CD	0.33%	05/18/22	5,019,292.01	4,176.11	—	5,023,468.12	5,019,292.01	4,176.11	5,023,468.12
Texas Regional Bank CD	0.50%	06/15/22	1,005,064.38	1,252.89	—	1,006,317.27	1,005,064.38	1,252.89	1,006,317.27
Bank OZK CD	0.34%	06/15/22	5,019,877.69	4,303.20	—	5,024,180.89	5,019,877.69	4,303.20	5,024,180.89
PNC Bank CD	0.25%	06/15/22	4,011,715.72	2,528.71	—	4,014,244.43	4,011,715.72	2,528.71	4,014,244.43
PNC Bank CD	0.28%	07/15/22	3,009,158.86	2,131.81	—	3,011,290.67	3,009,158.86	2,131.81	3,011,290.67
Allegiance Bank CD	0.15%	07/15/22	7,005,236.59	2,619.77	—	7,007,856.36	7,005,236.59	2,619.77	7,007,856.36
East West Bank CD	0.54%	07/31/22	—	12,003,906.35	—	12,003,906.35	—	12,003,906.35	12,003,906.35
Texas Regional Bank CD	0.35%	08/15/22	1,002,620.08	884.50	—	1,003,504.58	1,002,620.08	884.50	1,003,504.58
Texas Regional Bank CD	0.30%	08/15/22	2,003,042.25	1,498.17	—	2,004,540.42	2,003,042.25	1,498.17	2,004,540.42
Bank OZK CD	0.28%	08/15/22	3,009,158.86	2,131.81	—	3,011,290.67	3,009,158.86	2,131.81	3,011,290.67
Allegiance Bank CD	0.15%	08/15/22	4,002,992.33	1,497.01	—	4,004,489.34	4,002,992.33	1,497.01	4,004,489.34
Prosperity Bank CD	0.15%	09/01/22	331,983.21	125.51	—	332,108.72	331,983.21	125.51	332,108.72
Texas Regional Bank CD	0.35%	09/15/22	8,020,960.75	7,076.03	—	8,028,036.78	8,020,960.75	7,076.03	8,028,036.78
Bank OZK CD	0.28%	09/15/22	4,012,211.82	2,842.42	—	4,015,054.24	4,012,211.82	2,842.42	4,015,054.24
Texas Regional Bank CD	0.38%	10/14/22	6,017,069.30	5,763.20	—	6,022,832.50	6,017,069.30	5,763.20	6,022,832.50
Allegiance Bank CD	0.30%	10/14/22	2,005,924.37	1,516.81	—	2,007,441.18	2,005,924.37	1,516.81	2,007,441.18
Prosperity Bank CD	0.15%	10/14/22	4,001,002.80	1,512.89	—	4,002,515.69	4,001,002.80	1,512.89	4,002,515.69
Texas Regional Bank CD	0.35%	10/15/22	2,003,549.52	1,748.30	—	2,005,297.82	2,003,549.52	1,748.30	2,005,297.82
Texas Regional Bank CD	0.13%	10/17/22	5,000,000.00	1,620.55	—	5,001,620.55	5,000,000.00	1,620.55	5,001,620.55
Texas Regional Bank CD	0.38%	11/15/22	4,011,381.74	3,842.13	—	4,015,223.87	4,011,381.74	3,842.13	4,015,223.87
Texas Regional Bank CD	0.35%	11/15/22	6,010,648.55	5,244.91	—	6,015,893.46	6,010,648.55	5,244.91	6,015,893.46
Bank OZK CD	0.24%	11/15/22	4,005,655.37	2,433.74	—	4,008,089.11	4,005,655.37	2,433.74	4,008,089.11
East West Bank CD	0.23%	11/30/22	3,772,811.52	2,140.26	—	3,774,951.78	3,772,811.52	2,140.26	3,774,951.78
Texas Regional Bank CD	0.40%	12/15/22	10,029,947.65	10,112.39	—	10,040,060.04	10,029,947.65	10,112.39	10,040,060.04
Texas Regional Bank CD	0.13%	12/15/22	5,000,000.00	1,620.55	—	5,001,620.55	5,000,000.00	1,620.55	5,001,620.55
Prosperity Bank CD	0.15%	03/15/23	2,000,501.41	756.45	—	2,001,257.86	2,000,501.41	756.45	2,001,257.86
Texas Regional Bank CD	0.25%	03/15/23	5,006,269.09	3,154.64	—	5,009,423.73	5,006,269.09	3,154.64	5,009,423.73
Bank OZK CD	0.24%	03/15/23	4,005,655.37	2,433.74	—	4,008,089.11	4,005,655.37	2,433.74	4,008,089.11
Prosperity Bank CD	0.15%	04/14/23	4,001,002.80	1,512.89	—	4,002,515.69	4,001,002.80	1,512.89	4,002,515.69
Texas Regional Bank CD	0.27%	04/14/23	10,013,541.57	6,814.70	—	10,020,356.27	10,013,541.57	6,814.70	10,020,356.27
Texas Regional Bank CD	0.20%	05/07/23	10,008,878.65	4,990.73	—	10,013,869.38	10,008,878.65	4,990.73	10,013,869.38

**Book & Market Value Comparison**

Issuer/Description	Yield	Maturity Date	Book Value 11/30/21	Increases	Decreases	Book Value 02/28/22	Market Value 11/30/21	Change in Market Value	Market Value 02/28/22
Bank OZK CD	0.24%	06/02/23	5,037,706.55	2,994.23	-	5,040,700.78	5,037,706.55	2,994.23	5,040,700.78
Veritex (Green) Bank CD	0.20%	06/15/23	10,005,041.10	5,043.63	-	10,010,084.73	10,005,041.10	5,043.63	10,010,084.73
Veritex (Green) Bank CD	0.20%	07/14/23	8,004,032.88	4,034.91	-	8,008,067.79	8,004,032.88	4,034.91	8,008,067.79
Bank OZK CD	0.18%	07/14/23	5,002,281.44	2,282.49	-	5,004,563.93	5,002,281.44	2,282.49	5,004,563.93
Texas Regional Bank CD	0.17%	08/15/23	5,000,000.00	2,119.18	-	5,002,119.18	5,000,000.00	2,119.18	5,002,119.18
Bank OZK CD	0.20%	08/15/23	5,002,533.58	2,534.87	-	5,005,068.45	5,002,533.58	2,534.87	5,005,068.45
Veritex (Green) Bank CD	0.25%	09/15/23	10,004,178.52	6,305.33	-	10,010,483.85	10,004,178.52	6,305.33	10,010,483.85
<b>TOTALS / AVERAGE</b>	<b>0.22%</b>		<b>\$321,576,967.18</b>	<b>\$ 82,804,492.83</b>	<b>\$(22,352,679.45)</b>	<b>\$ 382,028,780.56</b>	<b>\$ 321,576,967.18</b>	<b>\$ 60,451,813.38</b>	<b>\$ 382,028,780.56</b>

**Allocation  
February 28, 2022  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
Prosperity Bank MMA	\$ 30,020,985.52	\$ 13,006,305.27	\$ 12,010,713.15	\$ -	\$ 5,003,967.10
PNC Bank MMA - Operating	65,526,279.20	65,526,279.20	-	-	-
PNC Bank MMA - Payroll	147,191.21	147,191.21	-	-	-
PNC Bank MMA - Student	2,083,109.87	2,083,109.87	-	-	-
PNC Bank - Federal Draw Down	12,000,013.23	13.23	12,000,000.00	-	-
PNC Bank MMA - I&S Bond 96,02,03,04,07,	6,808,119.39	-	-	-	6,808,119.39
PNC Bank - Construction E&G Transfer	4,242,864.68	-	4,242,864.68	-	-
Veritex (Green) Bank MMA	1,567,288.90	-	1,567,288.90	-	-
NexBank MMA	31,565,432.44	30,431,506.40	-	-	1,133,926.04
TexPool LGIP	1,621,130.31	-	988,174.75	-	632,955.56
03/01/22-Bank OZK CD	8,098,488.51	8,098,488.51	-	-	-
03/10/22-Allegiance Bank CD	3,003,367.00	-	3,003,367.00	-	-
03/11/22-Allegiance Bank CD	751,850.63	-	751,850.63	-	-
03/15/22-Bank OZK CD	2,003,540.68	2,003,540.68	-	-	-
04/15/22-Texas Regional Bank CD	1,005,684.11	1,005,684.11	-	-	-
04/15/22-Texas Regional Bank CD	3,004,070.33	3,004,070.33	-	-	-
04/15/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
04/19/22-Bank OZK CD	5,022,755.44	5,022,755.44	-	-	-
05/16/22-Texas Regional Bank CD	1,005,684.11	1,005,684.11	-	-	-
05/16/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
05/18/22-Bank OZK CD	5,023,468.12	5,023,468.12	-	-	-
06/15/22-Texas Regional Bank CD	1,006,317.27	1,006,317.27	-	-	-
06/15/22-Bank OZK CD	5,024,180.89	5,024,180.89	-	-	-
06/15/22-PNC Bank CD	4,014,244.43	4,014,244.43	-	-	-
07/15/22-Bank OZK CD	3,011,290.67	3,011,290.67	-	-	-
07/15/22-Allegiance Bank CD	7,007,856.36	7,007,856.36	-	-	-
07/31/22-East West Bank CD	12,003,906.35	-	-	-	12,003,906.35
08/15/22-Texas Regional Bank CD	1,003,504.58	1,003,504.58	-	-	-
08/15/22-Texas Regional Bank CD	2,004,540.42	2,004,540.42	-	-	-
08/15/22-Bank OZK CD	3,011,290.67	3,011,290.67	-	-	-
08/15/22-Allegiance Bank CD	4,004,489.34	4,004,489.34	-	-	-
09/01/22-Prosperity Bank CD	332,108.72	-	-	332,108.72	-
09/15/22-Texas Regional Bank CD	8,028,036.78	8,028,036.78	-	-	-
09/15/22-Bank OZK CD	4,015,054.24	4,015,054.24	-	-	-
10/14/22-Texas Regional Bank CD	6,022,832.50	6,022,832.50	-	-	-
10/14/22-Allegiance Bank CD	2,007,441.18	2,007,441.18	-	-	-

**Allocation  
February 28, 2022  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
10/14/22--Prosperity Bank CD	4,002,515.69	-	4,002,515.69	-	-
10/15/22--Texas Regional Bank CD	2,005,297.82	2,005,297.82	-	-	-
10/17/22--Texas Regional Bank CD	5,001,620.55	5,001,620.55	-	-	-
11/15/22--Texas Regional Bank CD	4,015,223.87	4,015,223.87	-	-	-
11/15/22--Texas Regional Bank CD	6,015,893.46	6,015,893.46	-	-	-
11/15/22--Bank OZK CD	4,008,089.11	4,008,089.11	-	-	-
11/30/22--East West Bank CD	3,774,951.78	-	3,774,951.78	-	-
12/15/22--Texas Regional Bank CD	10,040,060.04	10,040,060.04	-	-	-
12/15/22--Texas Regional Bank CD	5,001,620.55	5,001,620.55	-	-	-
03/15/23--Prosperity Bank CD	2,001,257.86	2,001,257.86	-	-	-
03/15/23--Texas Regional Bank CD	5,009,423.73	5,009,423.73	-	-	-
03/15/23--Bank OZK CD	4,008,089.11	4,008,089.11	-	-	-
04/14/23--Prosperity Bank CD	4,002,515.69	-	4,002,515.69	-	-
04/14/23--Texas Regional Bank CD	10,020,356.27	10,020,356.27	-	-	-
05/07/23--Texas Regional Bank CD	10,013,869.38	10,013,869.38	-	-	-
06/02/23--Bank OZK CD	5,040,700.78	5,040,700.78	-	-	-
06/15/23--Veritex (Green) Bank CD	10,010,084.73	10,010,084.73	-	-	-
07/14/23--Veritex (Green) Bank CD	8,008,067.79	8,008,067.79	-	-	-
07/14/23--Bank OZK CD	5,004,563.93	5,004,563.93	-	-	-
08/15/23--Texas Regional Bank CD	5,002,119.18	5,002,119.18	-	-	-
08/15/23--Bank OZK CD	5,005,068.45	5,005,068.45	-	-	-
09/15/23--Veritex (Green) Bank CD	10,010,483.85	10,010,483.85	-	-	-
<b>Totals</b>	<b>\$ 382,028,780.56</b>	<b>\$ 309,769,555.13</b>	<b>\$ 46,344,242.27</b>	<b>\$ 332,108.72</b>	<b>\$ 25,582,874.44</b>

**Allocation  
November 30, 2021  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
Prosperity Bank MMA	\$ 33,008,997.10	\$ 13,001,495.89	\$ 15,005,384.44	\$ -	\$ 5,002,116.77
PNC Bank MMA - Operating	16,003,197.51	16,003,197.51	-	-	-
PNC Bank MMA - Payroll	256,188.63	256,188.63	-	-	-
PNC Bank MMA - Student	920,162.24	920,162.24	-	-	-
PNC Bank - Federal Draw Down	879,933.63	879,933.63	-	-	-
PNC Bank MMA - I&S Bond 96,02,03,04,07,	666,435.28	-	-	-	666,435.28
PNC Bank - Construction E&G Transfer	1,568,308.56	-	1,568,308.56	-	-
Veritex (Green) Bank MMA	10,565,157.87	-	10,565,157.87	-	-
NexBank MMA	31,534,317.52	30,401,509.22	-	-	1,132,808.30
TexPool LGIP	1,620,948.27	-	988,063.77	-	632,884.50
01/28/22--East West Bank CD	8,252,561.29	-	-	-	8,252,561.29
02/15/22--Texas Regional Bank CD	2,005,240.19	-	2,005,240.19	-	-
03/01/22--Bank OZK CD	8,082,341.45	8,082,341.45	-	-	-
03/10/22--Allegiance Bank CD	3,002,244.25	-	3,002,244.25	-	-
03/11/22--Allegiance Bank CD	751,569.57	-	751,569.57	-	-
03/15/22--Bank OZK CD	2,002,475.50	2,002,475.50	-	-	-
04/15/22--Texas Regional Bank CD	1,004,557.08	1,004,557.08	-	-	-
04/15/22--Texas Regional Bank CD	3,002,708.01	3,002,708.01	-	-	-
04/15/22--PNC Bank CD	4,011,715.72	4,011,715.72	-	-	-
04/19/22--Bank OZK CD	5,018,706.38	5,018,706.38	-	-	-
05/16/22--Texas Regional Bank CD	1,004,557.08	1,004,557.08	-	-	-
05/16/22--PNC Bank CD	4,011,715.72	4,011,715.72	-	-	-
05/18/22--Bank OZK CD	5,019,292.01	5,019,292.01	-	-	-
06/15/22--Texas Regional Bank CD	1,005,064.38	1,005,064.38	-	-	-
06/15/22--Bank OZK CD	5,019,877.69	5,019,877.69	-	-	-
06/15/22--PNC Bank CD	4,011,715.72	4,011,715.72	-	-	-
07/15/22--Bank OZK CD	3,009,158.86	3,009,158.86	-	-	-
07/15/22--Allegiance Bank CD	7,005,236.59	7,005,236.59	-	-	-
08/15/22--Texas Regional Bank CD	1,002,620.08	1,002,620.08	-	-	-
08/15/22--Texas Regional Bank CD	2,003,042.25	2,003,042.25	-	-	-
08/15/22--Bank OZK CD	3,009,158.86	3,009,158.86	-	-	-
08/15/22--Allegiance Bank CD	4,002,992.33	4,002,992.33	-	-	-
09/01/22--Prosperity Bank CD	331,983.21	-	-	331,983.21	-
09/15/22--Texas Regional Bank CD	8,020,960.75	8,020,960.75	-	-	-
09/15/22--Bank OZK CD	4,012,211.82	4,012,211.82	-	-	-

**Allocation  
November 30, 2021  
Book & Market Value**

	Total	Operating	Operating Construction	Endowment	Interest & Sinking
10/14/22--Texas Regional Bank CD	6,017,069.30	6,017,069.30	-	-	-
10/14/22--Allegiance Bank CD	2,005,924.37	2,005,924.37	-	-	-
10/14/22--Prosperity Bank CD	4,001,002.80	-	4,001,002.80	-	-
10/15/22--Texas Regional Bank CD	2,003,549.52	2,003,549.52	-	-	-
10/17/22--Texas Regional Bank CD	5,000,000.00	5,000,000.00	-	-	-
11/15/22--Texas Regional Bank CD	4,011,381.74	4,011,381.74	-	-	-
11/15/22--Texas Regional Bank CD	6,010,648.55	6,010,648.55	-	-	-
11/15/22--Bank OZK CD	4,005,655.37	4,005,655.37	-	-	-
11/30/22--East West Bank CD	3,772,811.52	-	3,772,811.52	-	-
12/15/22--Texas Regional Bank CD	10,029,947.65	10,029,947.65	-	-	-
12/15/22--Texas Regional Bank CD	5,000,000.00	5,000,000.00	-	-	-
03/15/23--Prosperity Bank CD	2,000,501.41	2,000,501.41	-	-	-
03/15/23--Texas Regional Bank CD	5,006,269.09	5,006,269.09	-	-	-
03/15/23--Bank OZK CD	4,005,655.37	4,005,655.37	-	-	-
04/14/23--Prosperity Bank CD	4,001,002.80	-	4,001,002.80	-	-
04/14/23--Texas Regional Bank CD	10,013,541.57	10,013,541.57	-	-	-
05/07/23--Texas Regional Bank CD	10,008,878.65	10,008,878.65	-	-	-
06/02/23--Bank OZK CD	5,037,706.55	5,037,706.55	-	-	-
06/15/23--Veritex (Green) Bank CD	10,005,041.10	10,005,041.10	-	-	-
07/14/23--Veritex (Green) Bank CD	8,004,032.88	8,004,032.88	-	-	-
07/14/23--Bank OZK CD	5,002,281.44	5,002,281.44	-	-	-
08/15/23--Texas Regional Bank CD	5,000,000.00	5,000,000.00	-	-	-
08/15/23--Bank OZK CD	5,002,533.58	5,002,533.58	-	-	-
09/15/23--Veritex (Green) Bank CD	10,004,178.52	10,004,178.52	-	-	-

**Totals \$ 321,576,967.18 \$ 259,897,392.06 \$ 45,660,785.77 \$ 331,983.21 \$ 15,686,806.14**

**Investment Policy Compliance  
February 28, 2022**

<b>Authorized Investments</b>	<b>Maximum %</b>	<b>Actual Market Value</b>	<b>% of Portfolio</b>	<b>Status</b>
U.S. Treasury Bills/Notes/Bonds	100%	\$ -	0.0%	N/A
U.S. Agencies and Instrumentalities	100%	-	0.0%	N/A
States, Counties, Cities and Other	25%	-	0.0%	N/A
Financial Institution Deposits	100%	380,407,650	99.6%	Pass
Government Money Market Mutual Funds	25%	-	0.0%	N/A
Eligible Investment Pools	50%	1,621,130	0.4%	Pass
<b>Total</b>		<b>\$ 382,028,780.56</b>	<b>100.0%</b>	



## **Deliberation and Approval of Board Development Program**

In March 2022, the Board undertook a self-assessment, and formally accepted the results of that self-assessment on March 29, 2022. In part resulting from that self-assessment and also in recognition of the need for continued Board development, the Board Chair has recommended the creation of a Board Development Program to benefit new and current trustees in a variety of issues related to their governance duties.

Chair Benavidez has identified the following potential topics, drafted from a list of topics recommended by the Association of Community College Trustees as potential development sessions for community college leaders:

- New Trustee Orientation
- Roles and Responsibilities of the Board
- Strengthening the Board/President Relationship
- Board Ethics and Standards of Good Practice
- Board Planning and Goal Setting

The Board is now asked to provide feedback and prioritization of the proposed topics, and authorize the College President to establish a series of Board Work Sessions to provide the recommended Board Development.

**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 a prioritized list of Board Development topics and authorizes the College President to establish a series of Board Work Sessions to provide the recommended Board Development.

**Approval Recommended:**

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

## **Review and Action as Necessary to Approve Interlocal Agreement with McAllen ISD to Support McAllen ISD’s S.T.R.I.D.E.S. Program**

The Board of Trustees is asked to approve an interlocal agreement with McAllen ISD to support McAllen ISD’s S.T.R.I.D.E.S. Program from September 2022 through May 2023.

McAllen ISD’s S.T.R.I.D.E.S. Program is a special education initiative for students 18-22 years old, and which provides students with necessary prerequisite skills necessary for employability and independent living. Students will earn Continuing Education Units and a Certificate of Completion upon successful completion of their courses.

- Fundamentals of Cake Decorating
- Advanced Cake Decorating
- Silk Floral Design
- Advanced Silk Floral Design
- Intro to Photography
- Intermediate Photography Basic Sewing
- Intermediate Sewing
- Introduction Customer Service
- Intermediate Customer Service
- Dining Room Service I
- Dining Room Service II
- ServSafe Manager I
- ServSafe Manager II
- Cooking Healthy I
- Cooking Healthy II
- Beginning Computer
- Intermediate Computer
- Child Care I and
- Child Care II

Under the terms of the agreement, McAllen ISD will pay South Texas College up to \$80,400, which will cover the costs for the College to provide these fun and instructive continuing education courses to students enrolled through McAllen ISD.

### **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 Interlocal Agreement with McAllen ISD, at a total revenue not to exceed \$80,400, for South Texas College to support McAllen ISD’s S.T.R.I.D.E.S. Program from September 2022 through May 2023.

### **Approval Recommended:**

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

## **Review and Action as Necessary to Approve Interlocal Agreement with La Joya ISD to Support Automation and Advanced Manufacturing Camps**

The Board of Trustees is asked to approve an interlocal agreement with La Joya ISD to support automation and advanced manufacturing camps for Summer 2022, Fall 2022, and Spring 2023.

These camps are designed for elementary and middle school students, and will introduce them to fundamentals areas of automation and advanced manufacturing skills, including:

- Robotics and Mechatronics,
- Precision Machining,
- Pneumatics & Hydraulics,
- Festo Bionics,
- Drones and Aviation Principles,
- Electronics, and
- Programming

Under the terms of the agreement, La Joya ISD will pay South Texas College \$109,379.00, which will cover the costs for the College to provide these fun and instructive camps to over 400 students enrolled through La Joya ISD.

**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 Interlocal Agreement with La Joya ISD, at a total revenue of \$109,370.00, for South Texas College to provide automation and advanced manufacturing camps for Summer 2022, Fall 2022, and Spring 2023.

**Approval Recommended:**

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

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

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

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

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

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

- a. Approval of Proposal, Rejection of Proposal, Purchases, and Renewals totaling \$1,952,892.73
- b. Approval to Adopt New Policy and Retire Current Policy
  - i. New Policy GK - Relations with Educational Accreditation Agencies
  - ii. Retire Current Policy # 3347 – Substantive Change Reporting
- c. Approval to Renew the Hidalgo County Agreement for Tax Assessment Collection
- d. Approval to Renew the Starr County Agreement for Tax Assessment Collection
- e. Approval of Resolution 2022-012 on a Written Statement for Professional Legal Services Contract
- f. Approval of Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County

**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 – f of the Finance, Audit, and Human Resources Committee Consent agenda as presented.

**Approval Recommended:**

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

## **Consent Agenda:**

### **a. Award of Proposal, Rejection of Proposal, Purchases, and Renewals**

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

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

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

##### **1) Online Continuing Education Services (Award)**

Award the proposal for online continuing education services to **ed2go, Cengage Learning** (Temecula, CA), for the period beginning May 1, 2022 through April 30, 2023 with two one-year options to renew, at an estimated cost of each class between \$34.00 and \$4,595.00, which is charged to students registered for the class. There are no deposits required, no minimum orders, or any initial inventory to purchase. A percentage ranging from 10% to 25% of the tuition is paid to South Texas College, which is based on the total cost.

Purpose – Continuing, Professional, and Workforce Education is requesting online continuing education services, which will include some of the following courses: accounting, business, college readiness, computer applications, design and composition, health care and medical, language and arts, law and legal, personal development, teaching and education, technology, writing and publishing, etc.

Justification and Benefit – The online continuing education services will provide the community with online, non-credit, instructor-facilitated continuing and professional education courses covering the full spectrum from skills training and re-tooling to professional development and personal enrichment.

Background – Proposal documents were advertised on February 16, 2022 and February 23, 2022 and issued to fourteen (14) vendors. One (1) response was received on March 10, 2022 and reviewed by the Continuing, Professional, and Workforce Education and Purchasing Department.

Funds for this expenditure are budgeted in the Continuing Education – State and Continuing Education – Non-State budgets for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

##### **2) Purchase of Semi-Trucks (Award)**

Award the proposal for the purchase of semi-trucks to **Doggett Freightliner** (Pharr, TX), at a total amount of \$91,000.00.

Purpose – The Diesel Technology Program in the Division of Business, Public Safety, and Technology is requesting to purchase two (2) semi-trucks for student instruction.

Justification and Benefit – The semi-trucks are necessary for students to train on with the latest industry technology, specifically newer emissions systems that meet Environmental Protection Agency (EPA) standards. The majority of current diesel program equipment are pre-2010 models and do not include the newest emissions standards. These trucks will allow students to have more hands-on time and gain experience during their diesel program courses.

Purchasing newer trucks will ensure that students are being taught relevant information and procedures that they can utilize in future employment.

Background – Proposal documents were advertised on March 9, 2022 and March 16, 2022 and issued to twenty-six (26) vendors. Five (5) responses were received on March 31, 2022 and reviewed by the Diesel Technology Program, Carl Perkins Grant, and Purchasing Department.

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

### **3) Recruitment Advertising Services (Award)**

Award the proposal for recruitment advertising services to **JobElephant** (San Diego, CA), for the period beginning May 31, 2022 through May 30, 2023, with two one-year options to renew, at no cost to the College for their services. The cost of advertisements published for vacant positions by companies, such as Indeed, LinkedIn, and Chronicle of Higher Ed, etc. is estimated at \$77,500.00.

Purpose – The Office of Human Resources is requesting recruitment advertising services to publicly advertise the College’s vacant positions.

Justification and Benefit – These services provide access to online job boards where potential applicants would be able to view available positions for various employers. The services include ad experts to help fill open positions by publishing ads in appropriate virtual employment websites, trade journals, and newspapers.

Background – Proposal documents were advertised on February 23, 2022 and March 2, 2022 and issued to six (6) vendors. One (1) response was received on March 11, 2022 and reviewed by the Office of Human Resources and Purchasing Department.

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

### **4) Vehicle Maintenance and Repair Services (Award)**

Award the proposal for vehicle maintenance and repair services for the period beginning May 29, 2022 through May 28, 2023 with two one-year options to renew, at an estimated amount of \$100,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
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<b>Art's Trucks &amp; Equipment</b> (McAllen, TX)	<b>Charles Clark Chevrolet, Co.</b> (McAllen, TX)
<b>Haboken Enterprises, LLC./ dba Golf Cart Crossing</b> (Pharr, TX)	<b>Pan American Auto, LLC.</b> (Pharr, TX)
<b>Southern Tire Mart, LLC.</b> (Columbia, MS) (New)	<b>Spikes Motors, Inc.</b> (Mission, TX)
<b>Stutz Auto Service, Inc.</b> (McAllen, TX)	<b>Trancasa USA, Inc.</b> (Pharr, TX)
<b>Truckers Sales &amp; Service, LLC.</b> (Corpus Christi, TX) (New)	

Purpose – Facilities Operations and Maintenance, Department of Public Safety, Central Receiving, Mail Services, Police Academy, Fire Science Program, Emergency Medical Technician Program, Educational Technologies, and Information Technology are requesting maintenance and repair services for the College owned vehicles.

It is necessary to have multiple vendors due to the various types and sizes of vehicles that the College must maintain and service. The vendor availability is also considered in order to reduce the service/wait time of having the vehicle on the available and on the road.-

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

The number of College owned department vehicles are as follows:

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

Background – Proposal documents were advertised on February 23, 2022 and March 2, 2022 and issued to thirty-seven (37) vendors. Nine (9) responses were received on March 10, 2022 and reviewed by Facilities Operations and Maintenance, Central Receiving, Department of Public Safety, and the Purchasing Department.

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

## **B. Rejection of Proposal**

### **5) Purchase of Automatic Heavy-Duty Truck (Reject)**

Reject the three (3) proposals received for the purchase of an automatic heavy-duty truck, since the proposals did not include a trailer with the truck as requested.

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

### **6) Mobile Hotspot Service Extension (Purchase/Subscribe)**

Purchase/subscribe the mobile hotspot service extension with **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning May 1, 2022 through August 31, 2022, at an estimated amount of \$52,480.00. The monthly subscription cost per device is \$40.00. On July 27, 2021, the Board approved the purchase of the mobile hotspot service and on November 23, 2021 the Board approved the extension of the service through April 30, 2022.

Purpose – Library Services is requesting to continue the service for three hundred twenty-eight (328) mobile broadband hotspots devices which are currently utilized by students. These devices were initially funded by grants which were expected to expire on April 30, 2022. The College wishes to continue offering students uninterrupted Internet access, which is critical to their success.

Justification and Benefit – The COVID-19 pandemic increased the College's reliance on online instruction and/or converted them to hybrid models thus requiring an online component to courses as a safe option for teaching and learning. This in turn has increased the need for students to access STC services from home. Many students do not have access to reliable internet when attending from home. These devices will provide reliable broadband internet service to students, allowing home access to online courses, and learning resources. Based on data, the student receiving a hotspot have achieved a higher-grade point average and higher pass rate.

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

### **7) Medical Office Skills Training (Renewal)**

Renew the medical office skills training contract with **Practice Management Institute** (San Antonio, TX), for the period beginning July 1, 2022 through June 30, 2023, at no cost to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission.

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



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

Background – The Board awarded the contract for medical office skills training at the May 25, 2021 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on July 1, 2022 and ends June 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	5/25/21	7/01/21 – 6/30/22	2 – one year options
1 <sup>st</sup> Renewal	4/26/22		7/01/22 – 6/30/23

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

**8) Small Business Skills Training (Renewal)**

Renew the small business skills training contract with **Leadership Empowerment Group, LLC.** (Mercedes, TX), for the period beginning July 1, 2022 through June 30, 2023, at no cost to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission.

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

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

Background – The Board awarded the contract for small business skills training at the May 25, 2021 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on July 1, 2022 and ends June 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	5/25/21	7/01/21 – 6/30/22	2 – one year options
1 <sup>st</sup> Renewal	4/26/22		7/01/22 – 6/30/23

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

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

**9) Grounds Maintenance (Renewal)**

Renew the grounds maintenance contract with **TLC Total Lawn Care, LLC.** (Weslaco, TX), for the period beginning July 26, 2022 through July 25, 2023, at an estimated amount of \$448,035.84 for mowing, tree trimming, shredding services, and irrigation inspections, and without exceeding an estimated amount of \$175,000.00 for various plants, replacement plants, and landscaping as needed, and without exceeding and estimated amount of \$50,000.00 for sprinkler system repairs as needed, for a total estimated amount of \$673,035.84.

Purpose – Facilities Operations and Maintenance is requesting to renew the grounds maintenance services for all the South Texas College campuses.

The services are as follows:

<b>Services</b>	<b>Services Provided</b>	<b>Times Per Year</b>
Mowing Services for eight (8) locations	Monthly	46
Tree Trimming	Annual	1
Shredding of Grass Services for four (4) locations	As needed	6
Irrigation Sprinkler System Inspections, Repairs, and Purchasing of Materials	Monthly	12
Plants, shrubs, mulch, and landscape materials	As needed	

Justification and Benefit – The grounds maintenance contract will include the following services: mowing, shredding of grass, tree trimming, maintaining flower beds, replacement of plants, and landscaping areas with crushed granite for the Pecan, Nursing and Allied Health, Technology, Regional Center for Public Safety Excellence, Starr County, and Mid Valley campuses.

Background – The Board awarded the contract for grounds maintenance at the June 23, 2020 Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins on July 26, 2022 and ends July 25, 2023.

<b>Award</b>	<b>Board Meeting Date</b>	<b>Original Term</b>	<b>Renewal Term</b>
Original	6/23/20	7/26/20 – 7/25/21	2 – one year options
1 <sup>st</sup> Renewal	4/27/21		7/26/21 – 7/25/22
2 <sup>nd</sup> Renewal	4/26/22		7/26/22 – 7/25/23

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

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

**10) Network Cabling and Equipment Installation Services (Renewal)**

Renew the network cabling and equipment installation services contracts, for the period beginning July 26, 2022 through July 25, 2023, at an estimated amount of \$70,000.00, which is based on prior year expenditures. The vendors are as follows:

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

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

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

Background – The Board awarded the contract for network cabling installation services at the June 23, 2020 Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins on July 26, 2022 and ends July 25, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/23/20	7/26/20 – 7/25/21	2 – one year options
1 <sup>st</sup> Renewal	5/25/21		7/26/21 – 7/25/22
2 <sup>nd</sup> Renewal	4/26/22		7/26/22 – 7/25/23

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

Funds for this expenditure are budgeted in the various requesting department budgets for FY 2021 – 2022 and FY 2022 – 2023, pending Board approval of the budget.

**11) Travel Services (Renewal)**

Renew the travel services contract with **Echo Travel** (Edinburg, TX), for the period beginning July 1, 2022 through June 30, 2023, at a service fee of \$25.00 per airline ticket.

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

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

Background - The Board awarded the travel services contract at the June 23, 2020 Board of Trustees meeting for one-year with two one-year annual renewals. The last renewal period begins July 1, 2022 through June 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	6/23/20	7/1/20 – 6/30/21	2 – one year options
1 <sup>st</sup> Renewal	4/27/21		7/1/21 – 6/30/22
2 <sup>nd</sup> Renewal	4/26/22		7/1/22 – 6/30/23

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

Funds for this expenditure are budgeted in the various requesting department budget for FY 2021 – 2022 the FY 2022 – 2023, pending Board approval of the budget.

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

**12) Computers, Laptops, and Monitors (Purchase)**

Purchase of computers, laptops, and monitors 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 \$154,573.66.

All purchase requests for computers, laptops, and monitors 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
  - ⇒ 18 Computers for Information Technology Program
- Student Laptops
  - ⇒ 12 Laptops for the Physical Science and Engineering Program
- Staff Computers
  - ⇒ 4 Computers for English Program
  - ⇒ 1 Computer for Physics Program
  - ⇒ 1 Computer for Computer Science Program
- Staff Laptops
  - ⇒ 2 Laptops for Central Receiving
  - ⇒ 2 Laptops for Library Public Services
- Staff Monitors
  - ⇒ 24 Monitors for Computer Science Program
- Faculty Computers
  - ⇒ 1 Computer for Computer Science Program
- Faculty Laptops
  - ⇒ 4 Laptops for Kinesiology Program
  - ⇒ 1 Laptop for Education Program
- Grant Student Laptops
  - ⇒ 50 Laptops for Library Public Services

Funds for these expenditures are budgeted in the requesting department budgets for FY 2021 - 2022 as follows: Information Technology, English, Physics, Computer Science, Central Receiving, Library Public Services, Kinesiology, Education, and Higher Education Emergency Relief Fund (HEERF) grant.

### **13) Network Switches (Purchase)**

Purchase network switches from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$38,436.72.

Purpose – The Information Technology Program is requesting to purchase twelve (12) network switches for student instruction.

Justification and Benefit – The students will configure, manage, troubleshoot, and simulate common industry applications according to CISCO Networking regulations. The current equipment is obsolete and unable to perform to the current standards required by the CISCO Networking regulations. They will provide students the ability to work with the latest technology that will help them complete their hardware and software assignments in the classroom.

Funds for this expenditure are budgeted in the Information Technology Program budget for FY 2021 – 2022.

#### **14) Servers (Purchase)**

Purchase servers from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$135,890.77.

Purpose – Information Technology is requesting to purchase thirteen (13) servers to replace existing hardware that has reached its end of life and is no longer supported by the vendor.

Justification and Benefit – The servers will be used to support the South Texas College Department of Public Safety surveillance cameras and applications used by students, faculty, and staff.

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

#### **15) Servers, Equipment, and Software Licenses (Purchase)**

Purchase servers, equipment, and software licenses from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$394,895.38.

Purpose – Information Technology is requesting to purchase one hundred (100) virtual desktop licenses and five (5) servers with storage to replace existing end of life equipment which support is no longer available. The licenses and servers will improve the capacity and performance of virtual desktops. Virtual desktops are used by students, faculty, and staff to access STC resources district wide.

Justification and Benefit – The servers support virtual desktops deployed to student support, call centers, classroom podiums, and computer labs district wide.

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

**16) Internet Services for South Texas College Sites (Renewal)**

Renew the internet services for South Texas College sites contract with **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning July 1, 2022 through June 30, 2023, at an estimated amount of \$50,000.00.

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

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

The service locations are as follows:

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

Background - The Board awarded the internet services for South Texas College sites contract at the April 27, 2021 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins July 1, 2022 through June 30, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	4/27/21	7/1/21 – 6/30/22	2 – one year options
1 <sup>st</sup> Renewal	4/26/22		7/1/22 – 6/30/23

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

Funds for this expenditure are budgeted in the Information Technology Systems and Networking budget for FY 2021 – 2022 and FY 2022 – 2023, pending Board approval of the budget.

**17) Server Maintenance and Support Agreement (Renewal)**

Renew the server maintenance and support agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning February 6, 2022 through August 31, 2023, at an estimated total amount of \$20,080.36.

Purpose – Information Technologies is requesting to renew the server maintenance and support agreement for the College’s Dell servers.

Justification and Benefit – The servers are used for testing of applications and system upgrades. This agreement will provide 24 x 7 support as needed.

Funds for this expenditure are budgeted in the Systems and Networking 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) **Online Continuing Education Services (Award):** award the proposal for online continuing education services to **ed2go, Cengage Learning** (Temecula, CA), for the period beginning May 1, 2022 through April 30, 2023 with two one-year options to renew, at an estimated cost of each class between \$34.00 and \$4,595.00, which is charged to students registered for the class. There are no deposits required, no minimum orders, or any initial inventory to purchase. A percentage ranging from 10% to 25% of the tuition is paid to South Texas College, which is based on the total cost;
- 2) **Purchase of Semi-Trucks (Award):** award the proposal for the purchase of semi-trucks to **Doggett Freightliner** (Pharr, TX), at a total amount of \$91,000.00;
- 3) **Recruitment Advertising Services (Award):** award the proposal for recruitment advertising services to **JobElephant** (Diego, CA), for the period beginning May 31, 2022 through May 30, 2023 with two one-year options to renew, at no cost to the College for their services. The cost of advertisements published for vacant positions by companies, such as Indeed, LinkedIn, and Chronicle of Higher Ed, etc. is estimated at \$77,500.00;
- 4) **Vehicle Maintenance and Repair Services (Award):** award the proposal for vehicle maintenance and repair services for the period beginning May 29, 2022 through May 28, 2023 with two one-year options to renew, at an estimated amount of \$100,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
<b>Art’s Trucks &amp; Equipment</b> (McAllen, TX)	<b>Charles Clark Chevrolet, Co.</b> (McAllen, TX)
<b>Haboken Enterprises, LLC./ dba Golf Cart Crossing</b> (Pharr, TX)	<b>Pan American Auto, LLC.</b> (Pharr, TX)
<b>Southern Tire Mart, LLC.</b> (Columbia, MS) (New)	<b>Spikes Motors, Inc.</b> (Mission, TX)



<b>Stutz Auto Service, Inc.</b> (McAllen, TX)	<b>Trancasa USA, Inc.</b> (Pharr, TX)
<b>Truckers Sales &amp; Service, LLC.</b> (Corpus Christi, TX) (New)	

**B. Rejection of Proposal**

- 5) Purchase of Automatic Heavy-Duty Truck (Reject):** reject the three (3) proposals received for the purchase of an automatic heavy-duty truck, since the proposals did not include a trailer with the truck as requested;

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

- 6) Mobile Hotspot Service Extension (Purchase/Subscribe):** purchase/subscribe the mobile hotspot service extension with **AT&T Mobility, LLC.** (Carol Stream, IL), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning May 1, 2022 through August 31, 2022, at an estimated amount of \$52,480.00. The monthly subscription cost per device is \$40.00. On July 27, 2021, the Board approved the purchase of the mobile hotspot service and on November 23, 2021 the Board approved the extension of the service through April 30, 2022;
- 7) Medical Office Skills Training (Renewal):** renew the medical office skills training contract with **Practice Management Institute** (San Antonio, TX), for the period beginning July 1, 2022 through June 30, 2023, at no cost to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive a 30% commission;
- 8) Small Business Skills Training (Renewal):** renew the small business skills training contract with **Leadership Empowerment Group, LLC.** (Mercedes, TX), for the period beginning July 1, 2022 through June 30, 2023, at no cost to the College. The student or employee participating in the training program will pay the training fee and South Texas College will receive 30% commission;

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

- 9) Grounds Maintenance (Renewal):** renew the grounds maintenance contract with **TLC Total Lawn Care, LLC.** (Weslaco, TX), for the period beginning July 26, 2022 through July 25, 2023, at an estimated amount of \$448,035.84 for mowing, tree trimming, shredding services, irrigation inspections, and without exceeding an estimated amount of \$175,000.00 for various plants, replacement plants, and landscaping as needed, and without exceeding and estimated amount of \$50,000.00 for sprinkler system repairs as needed, for a total estimated amount of \$673,035.84;
- 10) Network Cabling and Equipment Installation Services (Renewal):** renew the network cabling and equipment installation services contracts, for the period beginning July 26, 2022 through July 25, 2023, at an estimated amount of \$70,000.00, which is based on prior year expenditures. The vendors are as follows:
- **BridgeNet Communications** (Donna, TX)
  - **Network Cabling Services** (Houston, TX)
  - **Telepro Communications** (Mission, TX)

**11)Travel Services (Renewal):** renew the travel services contract with **Echo Travel** (Edinburg, TX), for the period beginning July 1, 2022 through June 30, 2023, at a service fee of \$25.00 per airline ticket;

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

**12) Computers, Laptops, and Monitors (Purchase):** purchase computers, laptops, and monitors 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 \$154,573.66;

**13)Network Switches (Purchase):** purchase network switches from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$38,436.72;

**14) Servers (Purchase):** purchase servers from **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$135,890.77;

**15)Servers, Equipment, and Software Licenses (Purchase):** purchase servers, equipment, and software licenses from **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, at a total amount of \$394,895.38;

**16)Internet Services for South Texas College Sites (Renewal):** renew the internet services for South Texas College sites contract with **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning July 1, 2022 through June 30, 2023, at an estimated amount of \$50,000.00;

**17)Server Maintenance and Support Agreement (Renewal):** renew the server maintenance and support agreement with **Dell Marketing, LP.** (Dallas, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning February 6, 2022 through August 31, 2023, at a total amount of \$20,080.36.

Recommend Action - The total for all award of proposals, rejection of proposal, purchases, and renewals is \$1,857,892.73.

**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 \$1,857,892.73 as presented.

**Approval Recommended:**

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

## **Consent Agenda:**

### **b. Approval to Adopt New Policy and Retire Current Policy**

- a. New Policy GK - Relations with Educational Accreditation Agencies
- b. Retire Current Policy # 3347: Substantive Change Reporting

Approval to adopt new Policy GK – Relations with Educational Agencies and retire Current Policy #3347: Substantive Change Reporting will be requested at the April 26, 2022 Board of Trustees meeting.

Purpose – To adopt new Policy and the retire current policy to align with the Texas Association of School Boards (TASB) policy manual.

Justification – The College has initiated a Policy Management Program with TASB in an effort to standardize the format and enhance the content of the College’s Board approved policies. Current Policies will be retired as new TASB Policies are approved by the Board of Trustees.

The request to adopt the new policy is necessary for the following reasons:

- To align the policy with TASB/South Texas College’s policy manual.
- To strengthen the policy language to a current and legally comprehensive policy.
- To maintain good standing with our regional accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Policy #3347: Substantive Change Reporting is needed to maintain good standing with our SACSCOC regional accreditation. The proposed new Policy GK is more comprehensive and addresses Substantive Change Reporting as required by SACSCOC, as well as general accreditation mandates with institutional and programmatic accreditors.

Reviewers – The new policy has been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the College’s Planning and Development Council, which includes faculty, staff, and administrators.

Enclosed Documents - The new policy and the current policy follow in the packet for the Board’s review and information.

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Dr. Fernando Chapa, Dean of Institutional Research, Effectiveness and Strategic Planning, attended the Committee Meeting to address questions by the Committee.

The Finance, Audit, and Human Resources Committee recommended Board approval to adopt new Policy GK – Relations with Educational Accrediting Agencies and to retire Current

Policy #3347: Substantive Change Reporting, as presented and which supersedes any previously adopted Board policy.

**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 adoption of new Policy GK – Relations with Educational Accrediting Agencies and retirement of Current Policy #3347: Substantive Change Reporting, as presented and which supersede any previously adopted Board policy.

**Approval Recommended:**

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

The College District shall maintain accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The College District shall maintain other national and state accreditations as required for specific programs.

**Substantive Change**

In accordance with *The Principles of Accreditation* of SACSCOC, the College District maintains established procedures for complying with the SACSCOC *Substantive Change Policy and Procedures*, and as required, seeks approval from SACSCOC prior to the initiation of changes. The established procedures address any significant modification or expansion of the nature and scope of the College District as defined by federal regulations and published in the *Substantive Change Policy and Procedures* of SACSCOC.

**MANUAL OF POLICY**

<b>Title</b>	<b>Substantive Change Reporting</b>	<b>3347</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 1 of 1</b>
<b>Date Approved by Board</b>	<b>Board Minute Order dated November 27, 2012 As Amended by Board Minute Order dated March 26, 2019</b>	

In accordance with *The Principles of Accreditation* of the Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC), South Texas College maintains established procedures for complying with the SACSCOC policy and standards on *Substantive Change for Accredited Institutions of the Commission on Colleges* and as required, seeks approval from SACSCOC prior to the initiation of changes. The established procedures address any significant modification or expansion of the nature and scope of the College as defined by federal regulations and published in the Substantive Change policy of SACSCOC.

Retiree

**Consent Agenda:**  
**c. Approval to Renew the Hidalgo County Agreement for Tax Assessment Collection**

Approval to renew the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2022 through August 31, 2023 is requested.

Purpose – The Hidalgo County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2022. Approval of the tax assessment and collection fee is needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

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

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996 with an option to renew for subsequent tax years. The contract was last renewed on April 27, 2021, and the annual fee approved was \$103,212.00. Mr. Pablo Villarreal, Jr., RTA for Hidalgo County, has advised the College that the annual fee for tax year 2022 will increase by \$5,160.00 to \$108,372.00. The monthly collection fee of approximately \$9,031.00 is reduced from taxes collected during the month and the remaining funds are wired to the South Texas College’s bank depository account.

Below is a summary of fees charged by Hidalgo County each year for the periods of FY 2012 – 2013 to FY 2022- 2023.

<b>Ten Year History of Fees for Hidalgo County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
2022 – 2023	\$108,372.00	5%	Not Available

<b>Ten Year History of Fees for Hidalgo County Tax Assessment and Collection</b>			
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>Total Tax Levy</b>
2021 - 2022	\$103,212.00	0%	\$71,315,412.72
2020 – 2021	\$103,212.00	0%	\$66,982,283.00
2019 – 2020	\$103,212.00	0%	\$64,711,985.97
2018 - 2019	\$103,212.00	0%	\$63,236,679.08
2017 – 2018	\$103,212.00	5%	\$62,624,834.26
2016 – 2017	\$98,304.00	0%	\$59,701,217.59
2015 – 2016	\$98,304.00	0%	\$56,408,070.41
2014 – 2015	\$98,304.00	5%	\$52,781,657.49
2013 – 2014	\$93,626.00	0%	\$42,343,115.93
2012 – 2013	\$93,626.00	0%	\$41,616,411.41

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Hidalgo Appraisal/Collection Fee budget for FY 2022 – 2023, pending Board approval of the budget.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$108,372.00 from September 1, 2022 through August 31, 2023 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 renewal of the Hidalgo County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at an annual fee of \$108,372.00 from September 1, 2022 through August 31, 2023 as presented.

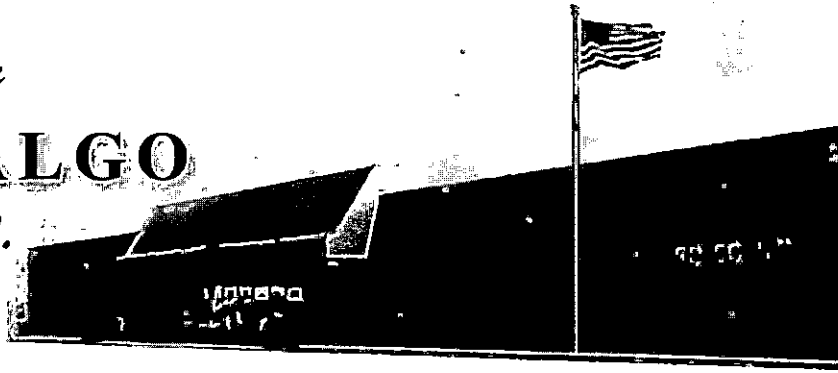
**Approval Recommended:**

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

Office of Tax Assessor-Collector

# COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. PCC.



STATE OF TEXAS

COUNTY OF HIDALGO

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

## AMENDMENT TO INTER-LOCAL COOPERATION AGREEMENT FOR TAX ASSESSMENT AND COLLECTION

This AMENDMENT TO INTER-LOCAL COOPERATION AGREEMENT FOR TAX ASSESSMENT AND COLLECTION ("AMENDMENT"), dated \_\_\_\_\_, is made between **South Texas College**, hereinafter referred to as "STC," and Hidalgo County, hereinafter referred to as "COUNTY", pursuant to the provisions of the Texas Inter-local Cooperation Act, as follows:

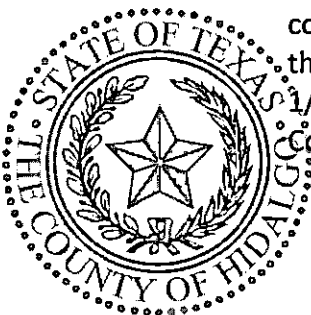
WHEREAS, on or about March 11, 1996, COUNTY entered into an Inter-local Cooperation Agreement "(Inter-local)" with STC for the consolidation of the assessment and collection of property taxes; and

WHEREAS, COUNTY and STC, now desire to amend the Inter-local as hereinafter provided.

NOW THEREFORE, for the purpose stated herein, COUNTY and STC hereby agree to the following amendments to the Inter-local:

1. Section VI of the Inter-local is amended to read as follows:

1. STC hereby agrees to pay and COUNTY agrees to accept a fee of \$108,372.00 of all current and delinquent base taxes collected from September 1<sup>st</sup> through August 31<sup>st</sup>. For subsequent years after reviewing actual collection costs, COUNTY will submit to STC, prior to May 1<sup>st</sup>, the fee for the following year. In no event will the cost increase by more than five percent (5%) per year. STC will have until June 1<sup>st</sup> to accept the recommended fee.
2. COUNTY will be paid by deducting the fee at the rate of \$9,031.00 from monthly collections and will submit Monthly Collections Reports. For following years, if the fee changes, the COUNTY will be paid by deducting the fee at the rate of 1/12<sup>th</sup> collection fee from monthly collections and will submit Monthly Collections Reports.



2. Except as modified herein, all terms and conditions of the Inter-local, as amended, remain in full force and effect.

WITNESS THE HANDS OF THE PARTIES effective as of the date and year first written above.

SOUTH TEXAS COLLEGE

BY: \_\_\_\_\_  
**Rose Benavidez**  
Chair, Board of Trustees

ATTEST:

\_\_\_\_\_  
**Victoria Cantú**  
Secretary, Board of Trustees

HIDALGO COUNTY

By: \_\_\_\_\_  
**Richard F. Cortez**  
Hidalgo County Judge

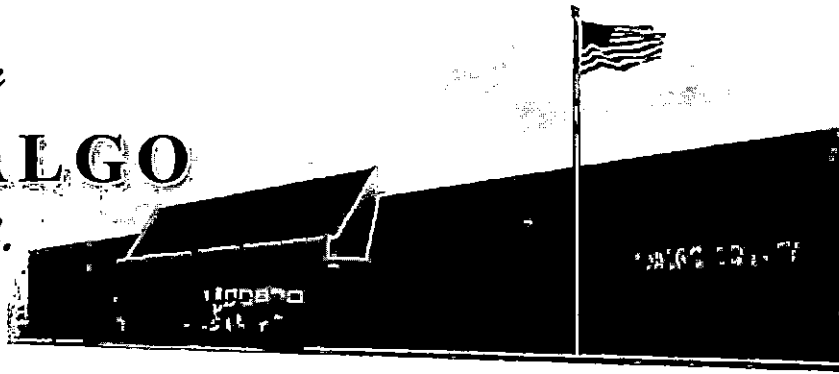
ATTEST:

\_\_\_\_\_  
**Arturo Guajardo Jr.**  
Hidalgo County Clerk

Office of Tax Assessor-Collector

# COUNTY of HIDALGO

Pablo "Paul" Villarreal, Jr. PCC.



April 6, 2022

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

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

Dear Dr. Solis:

As per Clause VI, consideration of our Collection of Taxes Contract, be advised that the fee for the taxable year 2022 will increase to a new annual fee of \$108,372 effective September 1, 2022.

This increase is within the 5% threshold as allowed by contract.

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

Sincerely,

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

XC: Hon. Richard Cortez  
Hidalgo County Judge

Ms. Linda Fong, CPFO  
Hidalgo County Auditor

Accepted & Agreed:



By \_\_\_\_\_  
South Texas College

Printed name And Title

Date

**Consent Agenda:**

**d. Approval to Renew the Starr County Agreement for Tax Assessment Collection**

Approval to renew the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected from September 1, 2022 through August 31, 2023 is requested.

Purpose – The Starr County Agreement for Tax Assessment and Collection must be approved by the College by June 1, 2022. Approval of the tax assessment and collection fee is needed in order for the Starr County Tax Assessor to assess and collect taxes levied.

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

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Starr County on August 14, 2017, with an option to renew for subsequent tax years. The contract was last renewed on April 27, 2021, and the annual fee approved was 3.5% of the College's total tax collections for the period of September 1, 2021 through August 31, 2022 for tax year 2021. The annual fee for Fiscal Year 2022 is estimated to be \$165,733.73. Ms. Maria Ameida Salinas, Tax Assessor-Collector for Starr County, has advised the College that the annual fee for tax year 2022 will remain at 3.5% of the College's total tax collections. The annual fee for Fiscal Year 2023 is estimated to be \$172,363.08, based on 3.5% of the College's total estimated tax collections for the period of September 1, 2022 through August 31, 2023. The FY 2022-2023 annual fee estimation of \$172,363.08 is an increase of approximately \$6,629.35 from the projected FY 2021-2022 annual fee expense. The monthly collection fee of approximately \$14,363.59 will be reduced from taxes collected for the College.

Below is a summary of fees charged by Starr County each year for the periods of FY 2012 – 2013 to FY 2019 – 2021 and the estimated fee for Fiscal Year 2021 – 2022 and Fiscal Year 2022 – 2023, based on a rate of 3.5% of total tax collections.

<b>Ten Year History of Fees for Starr County Tax Assessment and Collection</b>				
<b>Fiscal Year</b>	<b>Fee</b>	<b>Increase over Previous Year</b>	<b>% of Tax Collection</b>	<b>Total Tax Levy</b>
2022 – 2023	\$172,363.08***	4.00%	3.5%	Not Available
2021 – 2022	\$165,733.73**	8.79%	3.5%	\$4,418,023.95
2020 – 2021	\$152,346.31	6.76%	3.5%	\$4,108,455.73
2019 – 2020	\$142,693.53	(3.50%)	3.5%	\$4,010,125.41
2018 – 2019	\$147,863.11	0.001%	3.5%	\$4,058,100.49
2017 – 2018	\$147,862.05*	68.24%	3.5%	\$3,933,751.72
2016 – 2017	\$87,886.00	0%	N/A	\$3,494,095.10
2015 – 2016	\$87,886.00	0%	N/A	\$3,871,198.83
2014 – 2015	\$87,886.00	0%	N/A	\$3,352,380.96
2013 – 2014	\$87,886.00	0%	N/A	\$2,735,855.80
2012 – 2013	\$87,886.00	0%	N/A	\$2,735,414.30

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

\*\*Estimated Fee Amount to be paid by August 31, 2022

\*\*\*Estimated Fee Amount to be approved on April 26, 2022 Board Meeting

Funding Source – The annual collection fee is reduced monthly from taxes collected during the month. Funds for these expenditures will be budgeted in the Starr Appraisal/Collection Fee budget for FY 2022 – 2023, pending Board approval of the budget.

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

The Finance, Audit, and Human Resources Committee recommended Board approval of the renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$172,363.08 for the tax year 2022 of the College’s total tax collected from September 1, 2022 through August 31, 2023, as per the Starr County Commissioner’s Court approval on February 28, 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 renewal of the Starr County Agreement for Tax Assessment and Collection for current and delinquent taxes collected at a fee of 3.5% or approximately \$172,363.08 for the tax year 2022 of the College's total tax collected from September 1, 2022 through August 31, 2023, as per the Starr County Commissioner's Court approval on February 28, 2022, as presented.

**Approval Recommended:**

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

COUNTY OF



STARR

AMEIDA SALINAS

Tax Assessor-Collector

STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

COUNTY COURT HOUSE

# STARR COUNTY

RIO GRANDE CITY, TEXAS 78582

March 9<sup>th</sup>, 2022

Dr. Ricardo J. Solis, President

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

Dear Dr. Solis:

As per Clause VI, Consideration of our Collection of Taxes Contract, be advised that the fee for the taxable year 2022 will be 3.5% of all current and delinquent base taxes collected from September 1, 2022 through August 31, 2023 as per Commissioner's Court approval on February 28<sup>th</sup>, 2022.

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

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

Sincerely,



COUNTY OF STARR  
MA. AMEIDA SALINAS  
TAX ASSESSOR-COLLECTOR

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

ACCEPTED & AGREED

By: \_\_\_\_\_  
South Texas College

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



**Consent Agenda:**  
**e. Approval of Resolution 2022-012 on a Written Statement for  
Professional Legal Services Contract**

Approval of Resolution 2022-012 on a written statement for professional legal services contract, under Texas Government Code 2254.1036, is requested.

This applies to the delinquent tax collection services for Hidalgo County and Starr County for the period of May 1, 2022 through April 30, 2023.

Purpose – To comply with Texas Government Code 2254.1036, Political Subdivision: Contract Notice; Approval by Governing Body, which requires a written statement when a political subdivision enters and approves a contingency fee contract for legal services.

Justification – A written statement when a political subdivision enters and approves a contingency fee contract delinquent tax collection legal services is required by Texas Government Code 2254.1036, include the following:

- There is a substantial need for the legal services;
- The legal services cannot be adequately performed by the attorney and supporting personnel of the political subdivision; and
- The legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of the matter for which the services will be obtained or because the political subdivision does not have funds to pay the estimated amount required under a contract providing only for the payment of hourly fees.

Background – The contract for delinquent tax collection services was awarded to Linebarger Goggan Blair & Sampson, LLP at the March 31, 2020 Board meeting for the contract period beginning May 1, 2020 through April 30, 2021, with two (2) one-year renewal options. As per Texas Government Code 2254.1036, a written notice was published when the delinquent tax collection services contract was awarded to Linebarger Goggan Blair & Sampson, LLP. Linebarger Goggan Blair & Sampson, LLP, is well qualified and competent to perform the legal services required to comply with the terms of this contract and has provided these specialized legal services to the College and the College has been well satisfied with the quality and outcome of the legal services provided. A resolution is recommended to meet the requirements of Texas Government Code 2254.1036.

Enclosed Documents – The Resolution for the Approving Contract with Linebarger Goggan Blair & Sampson, LLP follows in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of Resolution 2022-012 on a written statement and finding of the College's need for specialized contingent fee legal services, under Texas Government Code 2254.1036 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 Resolution 2022-012 on a written statement and finding of the College's need for specialized contingent fee legal services, under Texas Government Code 2254.1036 as presented.

**Approval Recommended:**

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

RESOLUTION 2022-012 TO APPROVE PROFESSIONAL LEGAL SERVICES CONTRACT  
WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

WHEREAS, after having provided adequate notice as required by Sec. 2254.1036 of the Texas Government Code, the Agreement for Delinquent Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP is approved and the President is authorized to execute this Agreement.

After exercising its due diligence, The South Texas College finds that:

1. There is a substantial need for the legal services to be provided pursuant to the Agreement for Delinquent Tax Collection Services;
2. These legal services cannot be adequately performed by the attorneys and supporting personnel of the South Texas College at a reasonable cost;
3. These legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of delinquent tax penalties provided by Texas Tax Code Sections 6.30, 33.07 and 33.48 and because the South Texas College does not have the funds to pay the estimated amounts required under a contract only for the payment of hourly fees;
4. Linebarger Goggan Blair & Sampson, LLP, is well qualified and competent to perform the legal services required to comply with the terms of this contract;
5. Linebarger Goggan Blair & Sampson, LLP has provided these specialized legal services to the South Texas College in the past and the South Texas College has been well satisfied with the quality and outcome of the legal services provided.
6. The contract with Linebarger Goggan Blair & Sampson, LLP is the result of an arm's length transaction between South Texas College and Linebarger Goggan Blair & Sampson, LLP and is fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE TRUSTEES OF SOUTH TEXAS COLLEGE that the South Texas College Board of Trustees hereby approves and authorizes the execution of the contract with Linebarger Goggan Blair & Sampson, LLP for the collection of delinquent taxes for the period of May 1, 2022 through April 30, 2023.

PASSED, APPROVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

South Texas College

ATTEST:

BY: \_\_\_\_\_

Rose Benavidez  
Chair

ATTEST:

\_\_\_\_\_  
Victoria Cantu  
Secretary

**Consent Agenda:**  
**f. Approval of Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County**

Approval to renew the contract with Linebarger Goggan Blair & Sampson, LLP to provide delinquent tax collection services for Hidalgo County and Starr County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected for a period from May 1, 2022 through April 30, 2023 is requested.

Purpose – The delinquent tax collection services contract with Linebarger Goggan Blair & Sampson, LLP expires on April 30, 2022. Approval to renew the contract for a one-year period is needed in order to provide collection services for delinquent property taxes that are owed to the College.

Justification - Property Tax Code Section 6.30 (c) states that the governing body of a taxing unit may contract with any competent attorney to represent the unit to enforce the collection of delinquent taxes. The attorney’s compensation is set in the contract, but the total amount of compensation provided may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected. The Board of Trustees previously approved a 15 percent penalty fee. The additional penalty is due on July 1 to the previous tax year.

Background – The contract for delinquent tax collection services was awarded to Linebarger Goggan Blair & Sampson, LLP at the March 31, 2020 Board meeting for the contract period beginning May 1, 2020 through April 30, 2021 with two (2) one-year renewal options. This is the last renewal of the two (2) one-year renewal options.

Award	Board Meeting Date	Original Term	Renewal Term
Original	03/21/20	05/01/20 – 04/20/21	2 – one year options
1 <sup>st</sup> Renewal	02/23/21		05/01/21 – 04/30/22
2 <sup>nd</sup> Renewal	02/22/22		05/01/22 – 04/30/23

Effective September 1, 2019 the Legislature passed HB 2826 related to procurement of a contingent fee contract for legal services, including the amendment to Texas Government Code 2254.102, that adds a new subsection (e) that applies to a contract for legal services entered into under Section 6.30 of the Tax Code. In addition, Section 2254.1036 of the Texas Government Code requires written notice of the meeting before governing body approves to go into a contingent fee contract for legal services.

The notice of public meeting has been published accordance with the Texas Government Code requirements on the South Texas College website.

This item was reviewed and discussed by the Finance, Audit, and Human Resources Committee on February 8, 2022 and recommended for Board approval, but was not presented to the Board of Trustees since posting the notice required by the Texas Government Code 2254.1036 was pending.

Funding Source – The delinquent tax collection services fee of 15 percent received from the taxpayer is paid to the delinquent tax attorney from the tax collection revenues collected by Hidalgo County and Starr County.

Enclosed Documents - A Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year and a Summary Total Tax Levy Uncollected, and the Notice of Public Meeting follows in the packet for the Board's information and review.

The Finance, Audit, and Human Resources Committee recommended Board approval of the last renewal of the Delinquent Tax Contracts for Hidalgo County and Starr County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for one-year period from May 1, 2022 to April 30, 2023 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 last renewal of the Delinquent Tax Contracts for Hidalgo County and Starr County at a 15 percent fee based on the amount of delinquent tax, penalty, and interest collected with Linebarger Goggan Blair & Sampson, LLP for one-year period from May 1, 2022 to April 30, 2023 as presented.

**Approval Recommended:**

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

**South Texas College**  
**Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year**  
**Not Including Penalty, Interest, and Other Collections <sup>1</sup>**  
As of Each Fiscal Year End

**Hidalgo and Starr County - Combined**

<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2005	7,227,802.27	2,302,797.10	31.86%	4,925,005.17	68.14%
8/31/2006	8,102,218.40	2,548,230.04	31.45%	5,553,988.36	68.55%
8/31/2007	8,743,052.44	2,965,049.45	33.91%	5,778,002.99	66.09%
8/31/2008	8,785,837.53	2,594,375.18	29.53%	6,191,462.35	70.47%
8/31/2009	9,373,403.56	2,716,703.89	28.98%	6,656,699.67	71.02%
8/31/2010	10,238,243.49	2,915,022.32	28.47%	7,323,221.17	71.53%
8/31/2011	10,711,114.63	2,734,335.40	25.53%	7,976,779.23	74.47%
8/31/2012	11,073,203.32	2,788,413.96	25.18%	8,284,789.36	74.82%
8/31/2013	10,914,477.70	2,630,960.02	24.11%	8,283,517.68	75.89%
8/31/2014	10,884,605.37	2,566,025.45	23.57%	8,318,579.92	76.43%
8/31/2015	10,800,006.57	2,612,116.17	24.19%	8,187,890.40	75.81%
8/31/2016	11,203,905.43	2,586,659.21	23.09%	8,617,246.22	76.91%
8/31/2017	11,820,122.79	2,793,290.16	23.63%	9,026,832.63	76.37%
8/31/2018	12,412,493.39	3,051,544.15	24.58%	9,360,949.24	75.42%
8/31/2019	12,501,578.09	2,938,633.63	23.51%	9,562,944.46	76.49%
8/31/2020	12,692,792.74	2,718,590.36	21.42%	9,974,202.38	78.58%
8/31/2021	13,407,753.31	3,392,141.95	25.30%	10,015,611.36	74.70%
2/28/2022	13,104,241.37	1,792,102.89	13.68%	11,312,138.48	86.32%

<sup>1</sup> Not including penalty and interest and other collections such as special inventory, refunds, and redemptions

**South Texas College**  
**Summary of Cumulative Delinquent Tax Levy Collections by Fiscal Year**  
**Not Including Penalty, Interest, and Other Collections<sup>1</sup>**  
**Hidalgo County and Starr County**  
As of Each Fiscal Year End

<b>Hidalgo County</b>					
<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2005	5,978,239.23	2,085,693.50	34.89%	3,892,545.73	65.11%
8/31/2006	6,746,745.98	2,358,746.57	34.96%	4,387,999.41	65.04%
8/31/2007	7,224,499.45	2,769,522.98	38.34%	4,454,976.47	61.66%
8/31/2008	7,129,924.85	2,420,602.01	33.95%	4,709,322.84	66.05%
8/31/2009	7,556,574.12	2,498,540.41	33.06%	5,058,033.71	66.94%
8/31/2010	8,258,756.74	2,729,121.63	33.05%	5,529,635.11	66.95%
8/31/2011	8,530,967.53	2,523,445.77	29.58%	6,007,521.76	70.42%
8/31/2012	8,752,982.60	2,582,406.29	29.50%	6,170,576.31	70.50%
8/31/2013	8,447,972.68	2,451,424.36	29.02%	5,996,548.32	70.98%
8/31/2014	8,177,151.97	2,332,595.47	28.53%	5,844,556.50	71.47%
8/31/2015	7,962,716.58	2,398,069.32	30.12%	5,564,647.26	69.88%
8/31/2016	8,126,450.21	2,363,719.49	29.09%	5,762,730.72	70.91%
8/31/2017	8,425,936.98	2,438,224.01	28.94%	5,987,712.97	71.06%
8/31/2018	8,862,522.79	2,687,463.75	30.32%	6,175,059.04	69.68%
8/31/2019	8,823,166.91	2,566,786.26	29.09%	6,256,380.65	70.91%
8/31/2020	8,880,508.11	2,386,507.72	26.87%	6,494,000.39	73.13%
8/31/2021	9,382,482.47	2,971,926.77	31.68%	6,410,555.70	68.32%
2/28/2022	8,968,401.70	1,578,070.21	17.60%	7,390,331.49	82.40%

<b>Starr County</b>					
<b>Fiscal Year</b>	<b>Total Cumulative Delinquent Tax Levy (Adjusted)</b>	<b>Delinquent Tax Levy Collected for Current and Prior Years</b>	<b>% Delinquent Tax Levy Collected</b>	<b>Cumulative Delinquent Tax Levy Uncollected at Fiscal Year End</b>	<b>% Delinquent Tax Levy Uncollected</b>
8/31/2005	1,249,563.04	217,103.60	17.37%	1,032,459.44	82.63%
8/31/2006	1,355,472.42	189,483.47	13.98%	1,165,988.95	86.02%
8/31/2007	1,518,552.99	195,526.47	12.88%	1,323,026.52	87.12%
8/31/2008	1,655,912.68	173,773.17	10.49%	1,482,139.51	89.51%
8/31/2009	1,816,829.44	218,163.48	12.01%	1,598,665.96	87.99%
8/31/2010	1,979,486.75	185,900.69	9.39%	1,793,586.06	90.61%
8/31/2011	2,180,147.10	210,889.63	9.67%	1,969,257.47	90.33%
8/31/2012	2,320,220.72	206,007.67	8.88%	2,114,213.05	91.12%
8/31/2013	2,466,505.02	179,535.66	7.28%	2,286,969.36	92.72%
8/31/2014	2,707,453.40	233,429.98	8.62%	2,474,023.42	91.38%
8/31/2015	2,837,289.99	214,046.85	7.54%	2,623,243.14	92.46%
8/31/2016	3,077,455.22	222,939.72	7.24%	2,854,515.50	92.76%
8/31/2017	3,394,185.81	355,066.15	10.46%	3,039,119.66	89.54%
8/31/2018	3,549,970.60	364,080.40	10.26%	3,185,890.20	89.74%
8/31/2019	3,678,411.18	371,847.37	10.11%	3,306,563.81	89.89%
8/31/2020	3,812,284.63	332,082.64	8.71%	3,480,201.99	91.29%
8/31/2021	4,025,270.84	420,215.18	10.44%	3,605,055.66	89.56%
2/28/2022	4,135,839.67	214,032.68	5.18%	3,921,806.99	94.82%

<sup>1</sup> Not including penalty and interest and other collections such as special inventory, refunds, and redemptions



**South Texas College**  
**Summary of Total Tax Levy Uncollected**  
**By Tax Year for Hidalgo County and Starr County**  
As of February 28, 2022

Year	Adjusted Tax Levy	Tax Levy Collected Without Penalty and Interest	Tax Levy Uncollected	Percentage of Uncollected Levy	Penalty, Interest, and Other Collections	Total Levy Collected Including Penalty, Interest, and Other Collections	% Collected Including Penalty, Interest, and Other Collections
1996	10,211,268.00	10,182,374.64	(28,893.36)	-0.28%	630,158.46	10,812,533.10	105.89%
1997	10,580,849.00	10,554,191.92	(26,657.08)	-0.25%	657,062.78	11,211,254.70	105.96%
1998	10,939,147.00	10,910,051.21	(29,095.79)	-0.27%	716,728.03	11,626,779.24	106.29%
1999	11,613,173.45	11,578,059.95	(35,113.50)	-0.30%	422,573.41	12,000,633.36	103.34%
2000	12,501,287.00	12,361,336.12	(139,950.88)	-1.12%	872,321.46	13,233,657.58	105.86%
2001	13,855,450.00	13,780,349.31	(75,100.69)	-0.54%	776,757.96	14,557,107.27	105.06%
2002	29,264,011.67	29,090,506.44	(173,505.23)	-0.59%	1,559,050.48	30,649,556.92	104.73%
2003	30,503,889.00	30,327,782.61	(176,106.39)	-0.58%	1,424,483.56	31,752,266.17	104.09%
2004	32,845,468.00	32,643,011.72	(202,456.28)	-0.62%	1,694,669.17	34,337,680.89	104.54%
2005	34,326,593.76	34,102,770.31	(223,823.45)	-0.65%	1,545,700.10	35,648,470.41	103.85%
2006	36,810,472.00	36,570,462.07	(240,009.93)	-0.65%	1,839,170.07	38,409,632.14	104.34%
2007	41,504,936.00	41,231,689.08	(273,246.92)	-0.66%	2,515,201.58	43,746,890.66	105.40%
2008	44,607,359.00	44,303,598.96	(303,760.04)	-0.68%	2,943,440.64	47,247,039.60	105.92%
2009	45,074,868.00	44,727,338.64	(347,529.36)	-0.77%	1,861,094.94	46,588,433.58	103.36%
2010	44,724,698.97	44,362,639.37	(362,059.60)	-0.81%	1,383,424.52	45,746,063.89	102.28%
2011	44,078,575.84	43,709,625.02	(368,950.82)	-0.84%	1,192,239.74	44,901,864.76	101.87%
2012	44,192,546.71	43,810,680.64	(381,866.07)	-0.86%	1,077,131.46	44,887,812.10	101.57%
2013	45,115,722.73	44,710,297.72	(405,425.01)	-0.90%	1,099,132.80	45,809,430.52	101.54%
2014	56,751,113.45	56,232,511.01	(518,602.44)	-0.91%	1,906,715.61	58,139,226.62	102.45%
2015	60,383,794.23	59,755,000.39	(628,793.84)	-1.04%	1,440,222.56	61,195,222.95	101.34%
2016	63,118,730.69	62,399,102.86	(719,627.83)	-1.14%	1,137,414.06	63,536,516.92	100.66%
2017	67,041,321.98	66,159,665.82	(881,656.16)	-1.32%	1,573,139.50	67,732,805.32	101.03%
2018	67,283,202.57	66,174,696.45	(1,108,506.12)	-1.65%	2,700,770.22	68,875,466.67	102.37%
2019	68,984,720.38	67,511,056.51	(1,473,663.87)	-2.14%	1,152,800.37	68,663,856.88	99.53%
2020	71,724,915.73	69,537,177.91	(2,187,737.82)	-3.05%	3,214,650.33	72,751,828.24	101.43%
<b>Delinquent Subtotal</b>	998,038,115.16	986,725,976.68	(11,312,138.48)	-1.13%	37,336,053.81	1,024,062,030.49	102.61%

# NOTICE OF A PUBLIC MEETING

Notice is hereby given that a meeting of Board of Trustees will be held on April 26, 2022 at Ann Richards Administration Building Board Room for the purpose of considering and taking action on all matters on the agenda for the meeting, including approval of an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP as special counsel to perform all legal services necessary to collect delinquent property taxes and authorizing the execution of such agreement.

The agreement to be considered is necessary for the delinquent taxes owed to South Texas College to be collected in the most effective manner. South Texas College desires that such delinquent tax, penalties and interest be collected as provided in the Texas Tax Code.

The Linebarger Goggan Blair & Sampson, LLP firm is fully qualified to provide this representation, being the largest delinquent tax collection law firm in the State of Texas, as well as the United States and having been engaged in this specialized legal service for more than 40 years. In addition, the Linebarger Goggan Blair and Sampson, LLP firm possesses infrastructure and technology, such as call center technology, that the South Texas College does not currently possess.

Linebarger Goggan Blair & Sampson, LLP has represented South Texas College for the past twenty-four (24) years with competence and professionalism, in the collection of delinquent property taxes, beginning on May 1, 1997.

The specialized legal services required by this agreement cannot be adequately performed by the attorneys and supporting personnel of the South Texas College due to the high cost of implementing the appropriate infrastructure and technology and employing sufficient in-house attorneys and staff with the level of experience and competence necessary to perform these activities.

Linebarger will be compensated on a contingent fee basis as provided in the Texas Tax Code Sections 6.30, 33.07 and 33.48. These Texas Tax Code sections specifically provide for an additional penalty on delinquent taxes to compensate collection attorneys. A contract to pay inside or outside attorneys on an hourly basis would represent an additional cost to the South Texas College.

Entering into the proposed agreement is in the best interests of the residents of South Texas College because the delinquent taxes will be professionally and competently collected without the additional costs to the South Texas College of implementing infrastructure and technology, and employing in-house personnel or paying outside counsel on an hourly fee basis which would otherwise be required.

**Discussion and Action as Necessary on Resolution 2022-008 to Impose an Additional 15% Penalty for Collection Cost of Delinquent Taxes as Authorized Under Section 33.07 of the Texas Property Tax Code for Attorney's Compensation**

Approval of the Resolution 2022-008 imposing an additional 15 percent penalty for collection cost of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for attorney's compensation will be requested at the April 26, 2022 Board meeting.

Purpose – A resolution authorizing the College to levy an additional 15 percent penalty to the delinquent 2021 district taxes is needed to enforce the collection of delinquent taxes by compensating the attorney for the collection of delinquent taxes, penalty, and interest which will remain delinquent on July 1, 2022.

Justification – Board action will be necessary on the Resolution previously prepared by legal counsel to approve the additional 15 percent penalty for the attorney's compensation for the collection cost of delinquent taxes for Hidalgo County and Starr County collection services.

According to Section 6.30 (c), Attorneys Representing Taxing Units, of the Texas Property Tax Code, the total amount of the contracted attorney's compensation may not exceed 20 percent of the amount of delinquent tax, penalty, and interest collected.

Background – The Resolution to impose an additional 15 percent penalty for the collection of outstanding delinquent taxes for the tax year 2020 was approved by the Board on February 19, 2021.

This item was reviewed and discussed by the Finance, Audit, and Human Resources Committee on February 8, 2022 and recommended for Board approval, but was not presented to the Board of Trustees since posting the notice required by the Texas Government Code 2254.1036 was pending.

Below is the Texas Property Tax Code relevant for the additional penalty for collection:

- **Texas Property Tax Code 33.07** - allows entities to assess an additional penalty for collection costs for taxes due before June 1<sup>st</sup> based on the delinquent balance as of July 1<sup>st</sup> to defray the cost of collection. In addition, the amount of the additional penalty may not exceed the amount of the compensation specified in the contract with the attorney to be paid in connection with the collection of the delinquent taxes. The College's resolution to impose an additional 15% penalty for prior years has included Texas Property Tax Code 33.07.

At the April 12, 2022 Finance, Audit, and Human Resources Committee Meeting, Linebarger Goggan Blair & Sampson, LLP proposed to add to their collections and to their resolution the accounts allowed by Texas Property Tax Code 33.08, Additional Penalty for Collection Costs for Taxes Due on or After June 1<sup>st</sup>. This tax code allows entities to assess an additional penalty for collection cost for taxes that become delinquent on or after June 1<sup>st</sup> under certain tax codes.

The Finance, Audit, and Human Resources Committee requested that the additional information regarding Section 33.08 disclosed at the meeting and pending information from Linebarger Goggan Blair & Sampson, LLP, be considered in making the recommendation to the Board of Trustees.

Upon further review on April 19, 2022, Linebarger Goggan Blair & Sampson, LLP noted that there is no basis on the current contract to include Texas Property Tax Code 33.08, therefore the proposed recommendation and resolution is only for approval of Section 33.07, which allows the assessment of a 15 percent penalty to defray collection costs for the accounts.

Enclosed Documents – The Resolution to be completed with the delinquent tax attorney firm awarded for the collection of Delinquent Taxes follows in the packet for the Board's review and information.

**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 Resolution 2022-008 imposing an additional 15 percent penalty for collection of delinquent taxes as authorized under Section 33.07 of the Texas Property Tax Code for Board approval as presented.

**Approval Recommended:**

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

**RESOLUTION NO. 2022-008**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE LEVYING AN ADDITIONAL PENALTY OF 15% TO THE DELINQUENT 2021 DISTRICT TAXES PURSUANT TO SECTION 33.07 OF THE STATE OF TEXAS PROPERTY TAX CODE.**

**STATE OF TEXAS** §  
**COUNTY OF STARR** §  
**AND HIDALGO** §  
**SOUTH TEXAS COLLEGE** §  
**DISTRICT**

WHEREAS, South Texas College (the “College”) has an amount of uncollected delinquent taxes due and owing the College for the tax year 2021; and

WHEREAS, pursuant to Section 33.07 of the Texas Property Code, the Board of Trustees is authorized to levy an additional penalty to recover the cost of collection of the amount of taxes, penalty, and interest due on 2021 taxes which remain delinquent on July 1, 2022; and,

WHEREAS, the College has contracted Linebarger Goggan Blair & Sampson, LLP for delinquent tax collection in Hidalgo County and Starr County; and

WHEREAS, both contracts provide for compensation, pursuant to Section 6.30 of the Texas Property Tax Code, at a rate of fifteen (15%) percent of collections.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF SOUTH TEXAS COLLEGE, THAT;

1. Pursuant to Section 33.07 of the Texas Property Tax Code, there is hereby levied on all 2021 delinquent taxes, the penalty of fifteen (15%) percent on the amount of taxes, penalty and interest due as of July 1, 2022, and thereafter for taxes levied for the tax year 2021. Such penalty is for the purpose of defraying costs of collection under the contract with the attorneys representing the College pursuant to the authority of Section 6.30 of the Texas Property Tax Code.

2. The Tax Assessor-Collectors for the College are hereby ordered and authorized to deliver a Notice of Delinquency and Notice of Additional Penalty to the property owners who have outstanding delinquent taxes for the tax year 2021 at least thirty (30) and not more than sixty (60) days before July 1, 2022.
3. A tax lien shall attach to the property on which the 2021 tax is imposed to secure payment of the penalty herein adopted and levied.

CONSIDERED, PASSED, APPROVED AND SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2022 at a regular meeting of the Board of Trustees of South Texas College at which a quorum was present and which was held in accordance with the provisions of Texas Government Code Chapter 551.

SOUTH TEXAS COLLEGE

BY: \_\_\_\_\_  
Chairman

ATTEST:

BY: \_\_\_\_\_  
Secretary

## **Discussion and Action as Necessary on Approval of Consultant Services Contract**

The Board is asked to take action as necessary on a proposed Consultant Services Contract with Pathfinders Public Affairs.

On April 12, 2022, administration advised the Finance, Audit, and Human Resources Committee about legal questions regarding the proposed Consultant Services Contract with Pathfinders Public Affairs, and requested additional time to coordinate with legal counsel on the resolution of these questions.

The questions pertain to the appropriate steps for procurement of these consultant services, as well as the appropriate source of funds to pay for these services.

Administration has submitted the questions to legal counsel.

At the April 26, 2022 Regular Board Meeting, administration and legal counsel would like to provide the Board with a recommendation for the engagement of consultant services, including the possible approval of the proposed Consultant Services Contract with Pathfinder Public Affairs.

**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 action as necessary regarding the approval of a Consultant Services Contract with Pathfinders Public Affairs proposed at \$95,000.00 and to cover the period from April 1, 2022 through March 31, 2023.

**Approval Recommended:**

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

**Review and Approval of Proposed Budget Amendment for FY 2021 - 2022**

Approval of a proposed budget amendment for FY 2021 – 2022 in the amount of \$2,905,890 is requested.

As a result of the proposed funding for upcoming prioritized construction projects, a budget amendment is requested. The total budgeted revenues and expenditures for the Unexpended Plant Fund - Construction for fiscal year 2021 – 2022 will increase as follows:

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

Fund	Exh.	Amended Budget	Proposed Amendment	Amended Budget
Unexpended Plant Fund - Construction	A	14,333,819	2,905,890	17,239,709

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

The budget amendment is proposed as follows:

**1. Budget Amendment – Use of Previously Earmarked Funds in the Unexpended Plant Fund - Construction**

A budget amendment is proposed to use \$2,905,890 from the funds previously earmarked by the Board of Trustees from the Bond 2001 in the total amount of \$4,600,000 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction. The Board of Trustees previously approved the use of earmarked funds in the amount of \$660,000 for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office Project, and \$1,034,110 for renovation projects for the Pecan Campus North Academic Humanities Building P Renovation for the Office of the Vice President for Finance and Administrative Services, Department of Accountability, Risk and Compliance, and the Office of Institutional Equity.

The use of the remaining amount of the previously earmarked funds totaling \$2,905,890 are needed for the purpose of funding upcoming capital improvement projects as follows:

- 1) Pecan Campus Kinesiology Building Phase I
- 2) Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Program
- 3) Pecan Campus Continuing Education Building



The Pecan Campus Department of Public Safety Building was removed from the proposed FY 2021 – 2022 budget amendment at the request of the Facilities Committee at the meeting held on April 12, 2022.

The revenue and expenditure budgets will be amended as follows:

**Fiscal Year 2021 – 2022  
 Unexpended Plant Fund – Construction Revenue Adjustments**

Revenues	Amended Budget	Proposed Amendment	Amended Budget
Fund Balance Deduction	\$9,953,259	\$2,905,890	\$12,859,149
<b>Total Fund Balance Deduction</b>	<b>\$9,953,259</b>	<b>\$2,905,890</b>	<b>\$12,859,149</b>

**Fiscal Year 2021 – 2022  
 Unexpended Plant Fund – Construction Expenditure Adjustments**

Expenditures	Amended Budget	Proposed Amendment	Amended Budget
Projected Draws for Approved Projects	\$12,883,120	\$33,518	\$12,916,638
Fund Balance Addition	1,450,699	2,872,372	4,323,071
<b>Total Projected Draws for Approved Projects</b>	<b>\$14,333,819</b>	<b>\$2,905,890</b>	<b>\$17,239,709</b>

The budget amendment is proposed to use \$2,905,890 to fund \$33,518 for FY 2021 – 2022 draws and \$2,872,372 for FY 2022 – 2023 and FY 2023 – 2024 draws for the three capital improvement projects mentioned above.

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

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

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

The Board of Trustees of South Texas College approves and authorizes the proposed budget amendment for FY 2021 – 2022 in the amount of \$2,905,890 as presented.

**Approval Recommended:**

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

## South Texas College Unexpended Plant Fund - Construction

Fiscal Year Ending August 31, 2022  
AMENDED

### Revenue Summary

Revenue Source and Fund Balance Allocations	Amended Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	-	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	-	3,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	9,953,259	2,905,890	12,859,149
<b>Total Revenues</b>	<b>\$ 14,333,819</b>	<b>\$ 2,905,890</b>	<b>\$ 17,239,709</b>

### Expenditure Summary

Expenditures/Reserves	Amended Budget	Budget Amendment	Amended Budget
Projected Draws for Approved Projects	\$ 12,883,120	33,518	\$ 12,916,638
Fund Balance Addition	1,450,699	2,872,372	4,323,071
<b>Total Expenditures</b>	<b>\$ 14,333,819</b>	<b>\$ 2,905,890</b>	<b>\$ 17,239,709</b>

# South Texas College

## Proposed Budget Amendment for FY 2021 - 2022

April 26, 2022

**MARIA G. ELIZONDO, MBA, CPA, CFE, CGMA**

VICE PRESIDENT FOR FINANCE AND ADMINISTRATIVE SERVICES

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## Summary of Proposed Budget Amendment

### Budgeted Revenues and Expenditures

Fund	Original/Amended Budget	Proposed Amendment	Amended Budget
Unexpended Plant Fund	\$14,333,819	\$2,905,890	\$17,239,709

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## Unexpended Plant Fund - Construction

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### Summary of Budget Changes Unexpended Plant Fund - Construction

Revenues	Increase/ (Decrease)	Description
Fund Balance Deduction	\$2,905,890	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2001 for Upcoming Prioritized Construction Projects
<b>Total Revenues Increase</b>	<b>\$2,905,890</b>	

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## Proposed Budget Amendment Summary Unexpended Plant Fund - Construction

### Revenue Summary

Revenue Source and Fund Balance Allocations	Amended Budget	Budget Amendment	Amended Budget
Interest	\$ 35,224	\$ -	\$ 35,224
Transfer In from Unrestricted Fund	3,000,000	-	3,000,000
Transfer In from Unrestricted Fund Continuing Ed	1,345,336	-	1,345,336
Fund Balance Deduction	9,953,259	2,905,890	12,859,149
<b>Total Revenues</b>	<b>\$ 14,333,819</b>	<b>\$ 2,905,890</b>	<b>\$ 17,239,709</b>

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## Summary of Budget Changes Unexpended Plant Fund - Construction

Expenditures	Increase/ (Decrease)	Description
Projected Draws for Approved Projects	\$33,518	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2001 for Upcoming Prioritized Construction Projects FY 2021 - 2022
Fund Balance Deduction	2,872,372	Use of Funds Previously Earmarked by the Board of Trustees from the Bond 2001 for Upcoming Prioritized Construction Projects FY 2022 - 2023
<b>Total Expenditures Increase</b>	<b>\$2,905,890</b>	

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**Proposed Budget Amendment Summary  
Unexpended Plant Fund - Construction**

**Expenditure Summary**

<b>Expenditures/Reserves</b>	<b>Amended Budget</b>	<b>Budget Amendment</b>	<b>Amended Budget</b>
Projected Draws for Approved Projects	\$ 12,883,120	\$ 33,518	\$ 12,916,638
Fund Balance Addition	1,450,699	2,872,372	4,323,071
<b>Total Expenditures</b>	<b>\$ 14,333,819</b>	<b>\$ 2,905,890</b>	<b>\$ 17,239,709</b>

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**Thank You**

**Questions?**

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## **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 Proceed with Solicitation of Architectural Services for the Pecan Campus Kinesiology Building Phase I
- b. Approval to Proceed with the Solicitation of Architectural Services, Including Feasibility Assessment as Needed, for Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs
- c. Approval to Contract Architectural Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office
- d. Approval of Revised Exterior Elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion
- e. Approval to Contract Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation
- f. Rejection of Construction Services Proposals for the Starr County Campus Workforce Center Building D Welding Lab Expansion
- g. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Mid Valley Campus
- h. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Starr County Campus

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

The Board of Trustees of South Texas College approve and authorize items a – h of the Facilities Committee Consent agenda as presented.

**Approval Recommended:**

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



**Consent Agenda:**

**a. Approval to Proceed with Solicitation of Architectural Services for the Pecan Campus Kinesiology Building Phase I**

Approval of authorization to proceed with the publication of a Request for Qualifications (RFQ) to solicit architectural services for the Pecan Campus Kinesiology Building Phase I project is requested.

**Purpose**

The Board is asked to approve the solicitation of architectural services for the construction of a building at the Pecan Campus to provide instruction for the Kinesiology Program.

**Justification**

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

**Scheduling Priority**

This project has been requested by Administration in an effort to vacate the College's facilities located at the Pecan Plaza property. It has been reviewed by the Facilities Planning & Construction department and Administration, the President's Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project is scheduled as an educational space improvement.

**Background**

The project consists of the construction of a new 12,000 square foot Kinesiology Building in between the existing Information Technology Building M and North Academic Humanities Building P at Pecan Campus.

- Design and construction of the structure to include:
  - Various Workout and Training Areas, Staff Offices, Reception, Workroom, Storage, Showers, Restrooms, and Support Service Areas
- Approximate square feet of the proposed space: 12,000 s.f.

The project budget is \$3,240,000 and itemized in the table below:

<b>Pecan Campus Kinesiology Building Phase I Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$2,400,000
Design	240,000
Miscellaneous	72,000
FFE	204,000
Technology	204,000
Contingency 5%	120,000

<b>Total Project Budget</b>	<b>\$3,240,000</b>
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**Funding Source**

Board approval will be requested for a budget amendment to fund the Pecan Campus Kinesiology Building Phase I Project 2022-042C utilizing funds previously earmarked for the use of the 2001 Bond Satellite Center Expansion project. Additional budget transfers from unrestricted funds will be required in FY 2023 – 2024 to complete this project and will be requested at a later date.

**Enclosed Documents**

Facilities Planning & Construction staff has prepared a presentation of the project for the Board’s review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services for the Pecan Campus Kinesiology Building Phase I 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 solicitation of architectural services for the Pecan Campus Kinesiology Building Phase I project as presented.

**Approval Recommended:**

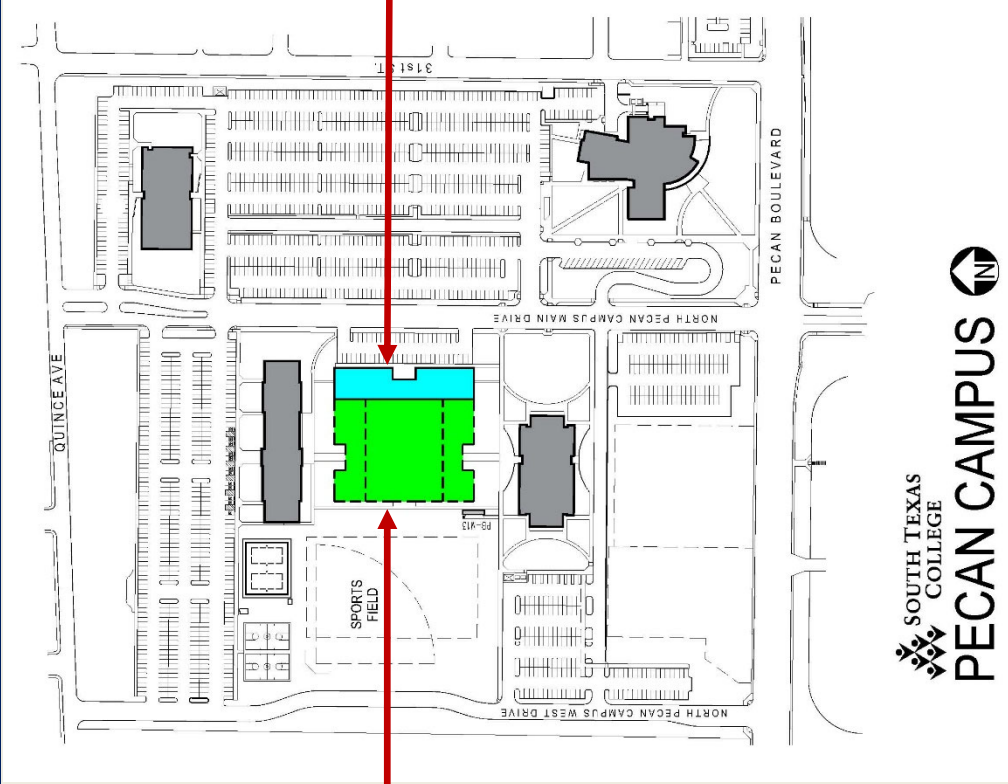
**Dr. Ricardo J. Solis**  
**President**

# Pecan Campus Proposed Kinesiology Building



FUTURE  
EXPANSION  
88,000 S.F.

KINESIOLOGY  
PHASE I  
12,000 S.F.



## Kinesiology Building

# Pecan Campus West Side Property Proposed Kinesiology Building



**Requested By**  
Administration

**Scope of Work**

Construction of a new 12,000 square foot Kinesiology Building in between the existing Information Technology Building M and North Academic Humanities Building P at Pecan Campus.

**Space Includes:**

Various Workout and Training Areas, Staff Offices, Reception, Workroom, Storage, Showers, Restrooms, and Support Service Areas.

**Estimated Total Project Budget**

Construction	\$ 2,400,000
Design	240,000
Miscellaneous	72,000
FFE	204,000
Technology	204,000
Contingency	<u>120,000</u>
Total Project Budget	<b>\$ 3,240,000</b>

<b>Project Name:</b> Pecan Campus - Kinesiology Building Phase I					<b>Project No.:</b> 2022-042C						
<b>Funding Source(s):</b> Unexpended Plant Fund											
	<b>Total Project Budget</b>	<b>FY 21-22</b>			<b>FY 22-23</b>			<b>FY 23-24</b>			<b>Total Actual Expenditures To Date</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>	
Construction:	\$ 2,400,000.00	\$ -	\$ -	\$ -	\$ 480,000.00	\$ -	\$ 480,000.00	\$ 1,920,000.00	\$ -	\$ 1,920,000.00	\$ -
Design:	240,000.00	5,400.00	-	5,400.00	186,600.00	-	186,600.00	48,000.00	-	48,000.00	-
Miscellaneous:	72,000.00	7,200.00	-	7,200.00	14,400.00	-	14,400.00	50,400.00	-	50,400.00	-
FFE:	204,000.00	-	-	-	-	-	-	204,000.00	-	204,000.00	-
Technology:	204,000.00	-	-	-	-	-	-	204,000.00	-	204,000.00	-
Contingency:	120,000.00	-	-	-	60,000.00	-	60,000.00	60,000.00	-	60,000.00	-
<b>Total:</b>	<b>\$ 3,240,000.00</b>	<b>\$ 12,600.00</b>	<b>\$ -</b>	<b>\$ 12,600.00</b>	<b>\$ 741,000.00</b>	<b>\$ -</b>	<b>\$ 741,000.00</b>	<b>\$ 2,486,400.00</b>	<b>\$ -</b>	<b>\$ 2,486,400.00</b>	<b>\$ -</b>

<b>Project Team</b>				<b>Board Status</b>			
<b>Approval to Solicit Architect/Engineer:</b>	TBD	<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>	TBD		TBD		\$ -	\$ -	\$ -
<b>Contractor:</b>	TBD		<b>Substantial Completion</b>	TBD	<b>Board Acceptance</b>	TBD	
<b>STC FPC Project Manager:</b>	Samuel Saldana	<b>Final Completion</b>		TBD	<b>Board Acceptance</b>	TBD	

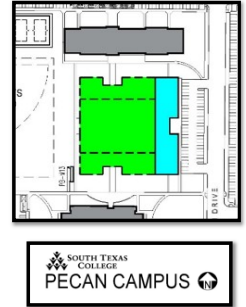
<b>Project Description</b>	<b>Project Scope</b>
Construction of a new 12,000 square foot Kinesiology Building in between the existing Information Technology Building M and North Academic Humanities Building P at Pecan Campus.	Various Workout and Training Areas, Staff Offices, Reception, Workroom, Storage, Showers, Restrooms, and Support Service Areas.

<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
4/26/2022	6/28/2022	11/22/2022	7/25/2023	9/7/2023	6/25/2024	7/23/2024	5/5/2024

<b>Project Calendar of Expenditures by Fiscal Year</b>						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2021-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-23	-	-	-	-	-	\$ -
2023-24	-	-	-	-	-	\$ -
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Current Agenda Item**

**04/12/2022 Facilities Committee Meeting:** Review and Recommend Action on Authorization to Proceed with Solicitation of Architectural Services for Construction Projects



FPC Project Manager SPS

FPC Asst. Director Rita Cella

FPC Director RMA

## **Consent Agenda:**

### **b. Approval to Proceed with the Solicitation of Architectural Services, Including Feasibility Assessment as Needed, for Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs**

Approval of authorization to proceed with the publication of a Request for Qualifications (RFQ) to solicit architectural services to provide a feasibility assessment and design of the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs project is requested.

#### **Purpose**

The Board is asked to approve the solicitation of architectural services for conducting a feasibility study for the expansion of the Cooper Center for Performing Arts Building L and preparing design documents for the project.

#### **Justification**

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

#### **Scheduling Priority**

This project has been requested by Administration in an effort to vacate the College's facilities located at the Pecan Plaza property. It has been reviewed by the Facilities Planning & Construction department and Administration, the President's Cabinet, the Coordinated Operations Council, and the Board of Trustees. This project is scheduled as an educational space improvement.

#### **Background**

The project consists of the construction of an expansion to Building L for the Dance Program and renovating a space for Music Program instruction.

- Conducting a feasibility study for the expansion
  - Design and construction of the expansion and renovation to include:
    - 2 Large Classrooms, Small Classroom, Faculty Studios, Piano Studio, Administrative Assistant Area, Lockers, 15 Practice Rooms, Large Rehearsal Room, Percussion Suite, Library, Storage, Dance Studio, Recording Studio, Workshop, and Support Spaces.
  - Proposed spaces:
    - Music Expansion: 12,000 s.f.
    - Dance Studio Renovation: 4,000 s.f.
    - Outdoor Workshop: 800 s.f.
- Total Square Feet: 16,800 s.f.**

The project budget is \$4,536,000 and itemized in the table below:

<b>Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs Total Project Budget</b>	
<b>Budget Item</b>	<b>Project Total</b>
Construction	\$3,360,000
Design	336,000
Miscellaneous	100,800
FFE	285,600
Technology	285,600
Contingency 5%	168,000
<b>Total Project Budget</b>	<b>\$4,536,000</b>

**Funding Source**

Board approval will be requested for a budget amendment to fund the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs Project 2022-043C utilizing funds previously earmarked for the use of the 2001 Bond Satellite Center Expansion project. Additional budget transfers from unrestricted funds will be required in FY 2023 – 2024 to complete this project and will be requested at a later date.

**Enclosed Documents**

Facilities Planning & Construction staff has prepared a presentation of the project for the Board’s review and information.

The Facilities Committee recommended Board approval of the solicitation of architectural services to provide a feasibility assessment and design of the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs project as presented.

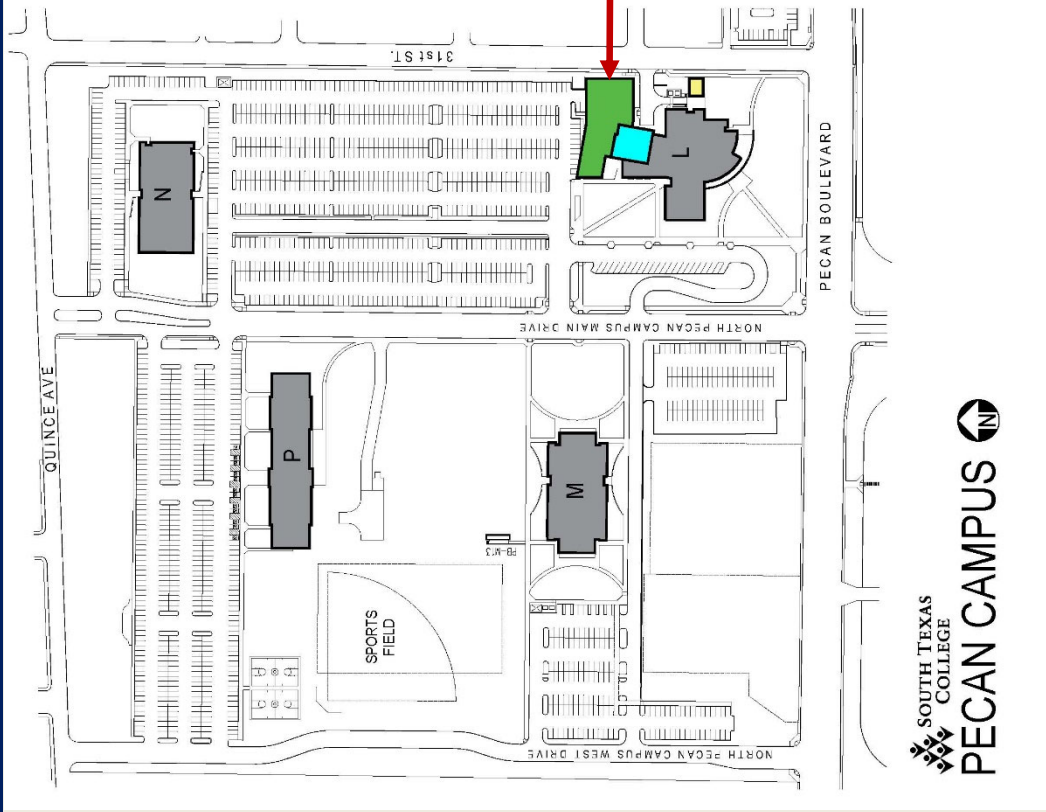
**It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:**

The Board of Trustees of South Texas College approves and authorizes the solicitation of architectural services to provide a feasibility assessment and design of the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs project as presented.

**Approval Recommended:**

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

# Pecan Campus Building L Cooper Center Proposed Music & Dance Expansion



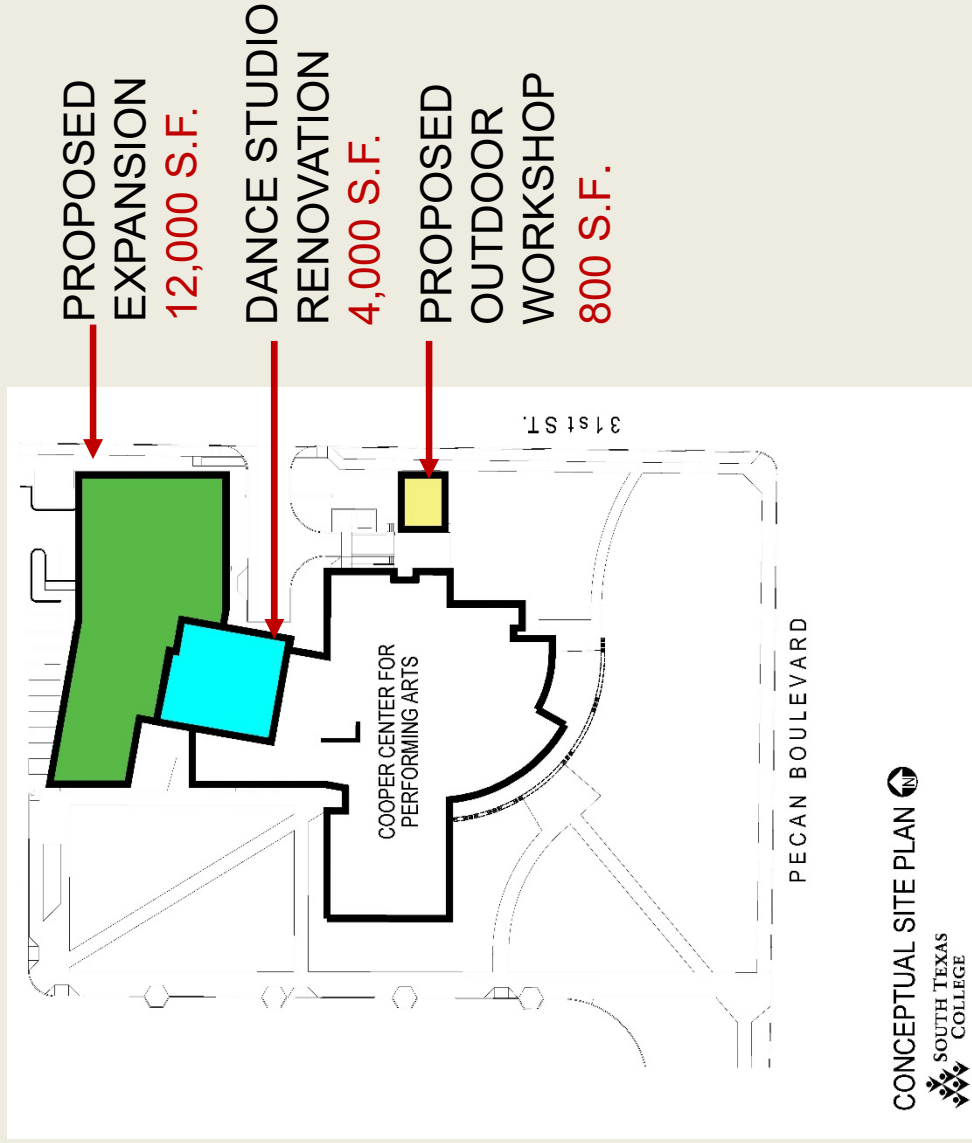
Music & Dance  
Expansion  
**16,800 S.F.**



## Music and Dance Expansion



# Pecan Campus Building L Cooper Center Proposed Music & Dance Expansion



## Music & Dance Expansion

# Pecan Campus Building L Cooper Center Proposed Music & Dance Expansion



## **Requested By**

Music Department and Academic Affairs Division

## **Scope of Work**

Expansion of approximately 16,800 square feet for the Pecan Campus Cooper Center for Performing Arts Building L.

## **Space Includes:**

2 Large Classrooms, Small Classroom, Faculty Studios, Piano Studio, Administrative Assistant Area, Lockers, 15 Practice Rooms, Large Rehearsal Room, Percussion Suite, Library, Storage, Dance Studio, Recording Studio, Workshop, and Support Spaces.

## **Estimated Total Project Budget**

Construction	\$ 3,360,000
Design	336,000
Miscellaneous	100,800
FFE	285,600
Technology	285,600
Contingency	<u>168,000</u>
Total Project Budget	<b>\$ 4,536,000</b>

<b>Project Name:</b> Pecan Campus - Building L Cooper Center Music & Dance Expansion				<b>Project No.:</b> 2022-043C							
<b>Funding Source(s):</b> Unexpended Plant Fund											
	Total Project Budget	FY 21-22			FY 22-23			FY 23-24			Total Actual Expenditures To Date
		Project Budget	FY 21-22 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	FY 22-23 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	FY 21-22 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 3,360,000.00	\$ -	\$ -	\$ -	\$ 672,000.00	\$ -	\$ 672,000.00	\$ 2,688,000.00	\$ -	\$ 2,688,000.00	\$ -
Design:	336,000.00	7,560.00	-	7,560.00	261,240.00	-	261,240.00	67,200.00	-	67,200.00	-
Miscellaneous:	100,800.00	10,080.00	-	10,080.00	20,160.00	-	20,160.00	70,560.00	-	70,560.00	-
FFE:	285,600.00	-	-	-	-	-	-	285,600.00	-	285,600.00	-
Technology:	285,600.00	-	-	-	-	-	-	285,600.00	-	285,600.00	-
Contingency:	168,000.00	-	-	-	84,000.00	-	84,000.00	84,000.00	-	84,000.00	-
<b>Total:</b>	<b>\$ 4,536,000.00</b>	<b>\$ 17,640.00</b>	<b>\$ -</b>	<b>\$ 17,640.00</b>	<b>\$ 1,037,400.00</b>	<b>\$ -</b>	<b>\$ 1,037,400.00</b>	<b>\$ 3,480,960.00</b>	<b>\$ -</b>	<b>\$ 3,480,960.00</b>	<b>\$ -</b>

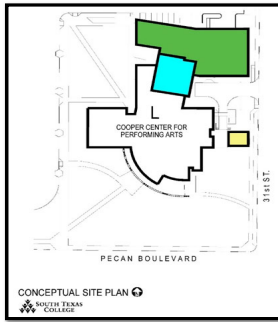
Project Team		Board Status					
<b>Approval to Solicit Architect/Engineer:</b>	TBD	<b>Board Approval of Schematic Design</b>	TBD	<b>Vendor</b>	<b>Contract Amount</b>	<b>Actual Expenditures</b>	<b>Variance</b>
<b>Architect/Engineer:</b>	TBD		TBD	\$ -	\$ -	\$ -	\$ -
<b>Contractor:</b>	TBD		TBD	\$ -	\$ -	\$ -	\$ -
<b>STC FPC Project Manager:</b>	Martin Villarreal	<b>Substantial Completion</b>	TBD	<b>Board Acceptance</b>	TBD		
		<b>Final Completion</b>	TBD	<b>Board Acceptance</b>	TBD		

Project Description	Project Scope
Expansion of approximately 16,800 square feet for the Pecan Campus Cooper Center for Performing Arts Building L.	2 Large Classrooms, Small Classroom, Faculty Studios, Piano Studio, Administrative Assistant Area, Lockers, 15 Practice Rooms, Large Rehearsal Room, Percussion Suite, Library, Storage, Dance Studio, Recording Studio, Workshop, and Support Spaces.

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
4/26/2022	6/28/2022	11/22/2022	7/25/2023	9/7/2023	6/25/2024	7/23/2024	5/5/2024

Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2021-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022-23	-	-	-	-	-	\$ -
2023-24	-	-	-	-	-	\$ -
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Current Agenda Item**  
**04/12/2022 Facilities Committee Meeting:** Review and Recommend Action on Authorization to Proceed with Solicitation of Architectural Services for Construction Projects



FPC Project Manager *Martin Villarreal*

FPC Asst. Director *Rita Cella*

FPC Director *RDA*

**Consent Agenda:**

**c. Approval to Contract Architectural Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office**

Approval to contract architectural services for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office project is requested.

**Purpose**

Architectural services are necessary for design and construction administration services for the Pecan Campus Ann Richards Administration Building A Renovation for the President’s Office 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 was requested by the College President and has been reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction Departments, and Administration. This project is scheduled as a non-educational improvement to renovate areas of Building A for the College President’s Office.

**Background**

The College President, Dr. Ricardo J. Solis, has identified the need to relocate the President’s office space to the first floor of Building A.

The proposed scope of work is summarized as follows:

- Interior design and construction of the renovation
- Approximate square feet: 3,100 sf.

On March 8, 2022, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on March 27, 2022, 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 six (6) firms submitted their responses on April 4, 2022.

<b>Timeline for Solicitation of Statements of Qualifications</b>	
March 27, 2022	Solicitation of statements of qualifications began.
April 4, 2022	Six (6) statements of qualifications were received.

**Highest Ranked Vendor**

Based on the evaluations of the qualifications, **The Warren Group Architects, Inc.** was the highest ranked firm.

The total project estimated cost, including professional design services and construction services, is \$660,000 and is itemized in the table below:

<b>Pecan Campus Ann Richards Administration Building A Renovation for the President's Office Total Estimated Project Budget</b>	
<b>Budget Item</b>	<b>Estimated Costs</b>
Construction	\$465,000
Design	46,500
Miscellaneous	2,500
FFE	110,000
Technology	36,000
<b>Total Estimated Project Budget</b>	<b>\$660,000</b>

**Funding Source**

Funds for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office Project 2022-040C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund.

**Reviewers**

The proposals have been reviewed by College staff from the 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.

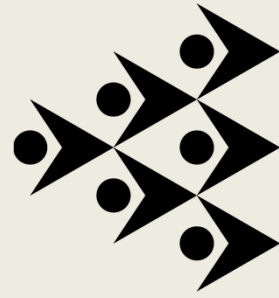
The Facilities Committee recommended Board approval to contract architectural services with The Warren Group Architects, Inc. for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project as presented.

**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 The Warren Group Architects, Inc. for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office project as presented.

**Approval Recommended:**

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



**SOUTH TEXAS  
COLLEGE**

**Pecan Campus  
Ann Richards Administration Building A  
Renovation for the President's Office  
CIP 2022-040C**

# Pecan Campus Building A Renovation for the President's Office Proposed Project Site



**PROJECT  
LOCATION**

# Pecan Campus Building A Renovation for the President's Office Proposed Project Location



**PROJECT  
LOCATION**



North

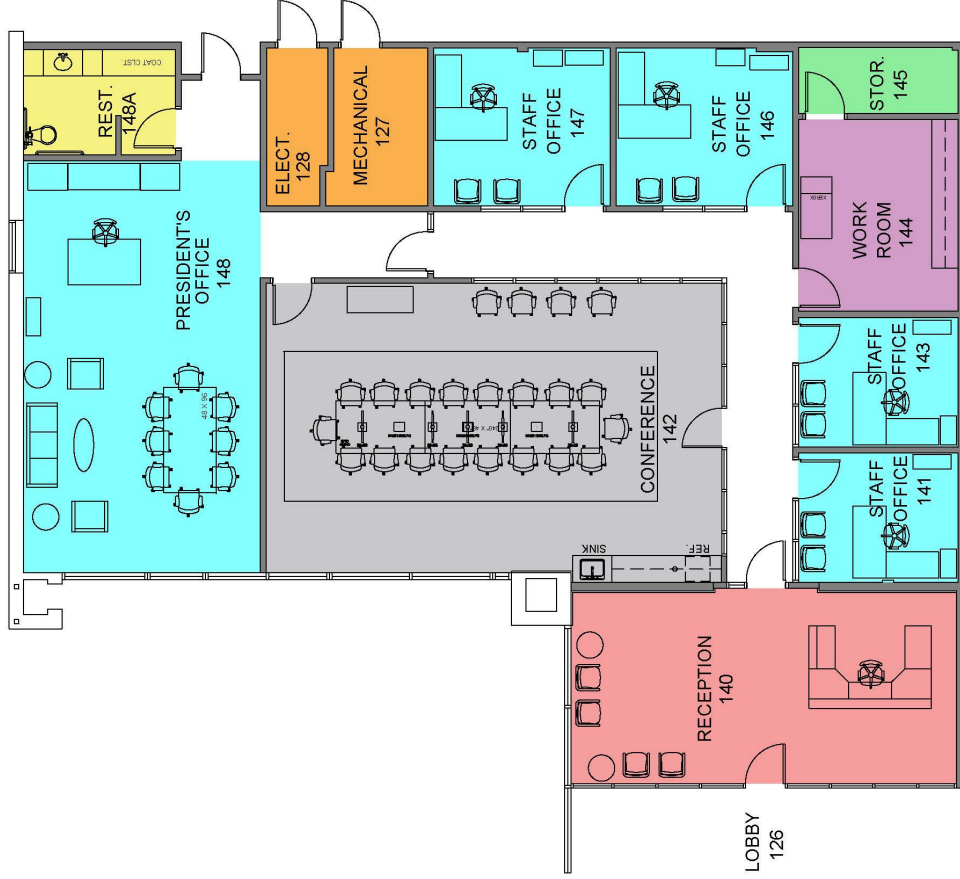
PECAN CAMPUS  
BLDG. A

**ANN RICHARDS ADMINISTRATION  
BUILDING A**



# Pecan Campus Building A

## Proposed Project Layout



PRESIDENT'S OFFICE  
PECAN BLDG. A

- Scope of Work:
  - Design and Construction Administration Services to Renovation of Existing Spaces for Administration Offices.
- Proposed Program of Spaces:
  - Executive Office,
  - 4 Staff Offices,
  - Conference Room,
  - Reception Area,
  - Workroom,
  - Storage Room,
  - and a Private Restroom
- Total Square Feet of Renovated Area: 3,100 sq.ft.

# Pecan Campus Building A Renovation for the President's Office Interior Photos



Existing Space

# Pecan Campus Building A Renovation for the President's Office Interior Photos



Existing Space

# Pecan Campus Building A Renovation for the President's Office Proposed Scope & Budget



## Requested By

Administration

## Scope of Work

Design and Renovation of Existing Spaces for Administration Offices.

Proposed Program of Spaces:

Executive Office, 4 Staff Offices, Conference Room, Reception Area,  
Workroom, Storage Room, and a Private Restroom

Total Square Feet of Renovated Area: 3,100 sq. ft.

Estimated Construction Cost per Square Foot = \$150/sq. ft.

## Estimated Total Project Budget

Construction	\$465,000
Design	46,500
Miscellaneous	2,500
FFE	110,000
<u>Technology</u>	<u>36,000</u>
Total Project Budget	\$660,000

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - ANN RICHARDS ADMINISTRATION PECAN CAMPUS BUILDING A RENOVATION OF ADMINISTRATION OFFICES  
PROJECT NO. 21-22-1055**

<b>VENDOR</b>	Able City	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	Rike Ogden Figueroa Alex Architects, Inc.	The Warren Group Architects, Inc.
<b>ADDRESS</b>	801 N Bryan Rd	3301 N McColl Rd	1314 E 22nd St	3700 N 10th St	1007 Walnut Ave	804 S Main St
<b>CITY/STATE/ZIP</b>	McAllen, TX 78572	McAllen, TX 78501	Mission, TX 78572	McAllen, TX 78504	McAllen, TX 78501	McAllen, TX 78501
<b>PHONE</b>	956-790-0442	956-630-9494	956-239-2438	956-686-0100	956-686-7771	956-994-1900
<b>CONTACT</b>	Aaron Hanley	Danny Boultinghouse	Jose C. Garcia, III	Raymond Gignac	Luis A. Figueroa	Laura Nassri Warren
<b>3.1 Statement of Interest</b>						
<b>3.1.1 Statement of Interest for Project.</b>	Stated they have provided various projects for Colleges and Independent School Districts across South Texas. Their team brings over 40 years of experience.	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.	Pointed to the recent work the firm provided to STC. Stated they are committed to providing professional services with direct responsibility and project implementation.	Stated they have over 37 years of international experience delivering award-winning state-of-the-art projects which include assessment, renovations, expansions, and repurposing of existing facilities under the most challenging scenarios.
<b>3.1.2 History and Statistics of Firm.</b>	- Established in 2017 - Over 30 years experience with schools in Texas - Six licensed architects	- 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 1949 - Office located in McAllen	- 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 they have significant experience providing architectural design services for vocational and technical facilities for higher education clients.	Stated the firm's philosophy of being "client" oriented as much as "project" oriented.	Stated they have uniquely experienced in educational administrative office design.	Pointed out the teams has a vast amount of experience designing facilities for educational clients in South Texas and the RG. V.	Stated their unique qualifications and specialized experience related to this project. Mentioned their recent work with STC Mid-Valley Campus and knowledge of the existing elements of Bldg F.	Indicated that the firm is known state-wide for educational and research facility design.
<b>3.1.4 Statement of Availability and Commitment.</b>	Stated all members of the team are available to participate throughout the duration of the project.	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.	Stated they are available to immediately implement design and construction document procedures.	Indicated their commitment to allocate the best members of the staff at every stage of STC project needs.

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - ANN RICHARDS ADMINISTRATION PECAN CAMPUS BUILDING A RENOVATION OF ADMINISTRATION OFFICES  
PROJECT NO. 21-22-1055**

VENDOR	Able City	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	Rike Ogden Figueroa Alex Architects, Inc.	The 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: - Mario A. Peña, Project Director - Aaron Hanley, Project Manager - Frank Rotnofsky, Higher Education Facility Architect - Viviana Frank, Higher Education Facility Specialist - Ricardo Solis, Project Architect - Victor Montes, Production Lead - Alain Arguelles, Senior Technical Staff	Included resumes for the following: - Robert S. Simpson, Principal Architect - John Gates, Architect	Included resumes for the following: - Charlie Garcia III, Managing Partner - 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: - Luis Figueroa, Principal/Owner - Humberto Rodriguez, Principal/Owner - Miguel Martinez, Intern Architect - Michael E. Alex, Principal/Owner - Cesar A. Roque, Project Manager	Included resumes for the following staff: - Laura Nassri Warren - President/Principal - Natanael Perez - Senior Project Manager - Crystal Chavez - Project Manager Miguel A. Lopez - Project Manager - Nicole Reyman - Architectural Intern/ Project Manager - Aylenn Marquez, Project Manager - Aurea Lopez, Project Manager
<b>3.2.2 Project Assignments and Lines of Authority.</b>	Lines of authority and project assignments were shown in organization chart.	Lines of authority and assignments within firm are shown in an organization chart that includes eleven 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 occupancy.	Lines of authority and assignments within firm are shown in an organization chart that includes seven staff members.	Lines of authority and project assignments were shown in organization chart.	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 they are located in Mission, TX less than 5 miles from the Pecan Campus.	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.	Firm is located within 2 miles away from the STC Pecan Campus.	Firm is located in McAllen and is about 8 minutes from STC.
<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 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 the firm is not involved in any litigation.	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: - CEC- Civil Engineering - Chanin Engineering - Structural - DBR - MEP	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	Included organizational chart showing prime firm and the following consultant: - Chanin Engineering - Structural Engineering - Trinity Engineering- MEP Engineering - M. Garcia Engineering - Civil Engineering	Included organizational chart showing prime firm and the following consultants: - Chanin Engineering - Structural - MEP Solutions Engineering - MEP

**SOUTH TEXAS COLLEGE**  
**ARCHITECTURAL SERVICES - ANN RICHARDS ADMINISTRATION PECAN CAMPUS BUILDING A RENOVATION OF ADMINISTRATION OFFICES**  
**PROJECT NO. 21-22-1055**

VENDOR	Able City	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	Rike Ogden Figueroa Alex Architects, Inc.	The Warren Group Architects, Inc.
<b>3.4 Representative Projects</b>						
<b>3.4.1 Minimum of five (5) projects firm has worked on.</b>	<ul style="list-style-type: none"> <li>- Laredo ISD- Cigarroa Science Complex (including administration wing) (\$17,000,000)</li> <li>- Laredo ISD - Dennis E. Nixon Performing Arts Center (\$17 Million)</li> <li>- Laredo College - Health Science Center (\$24,000,000)</li> <li>- United ISD - New United UISD HS Career Technology Building (\$52 Million)</li> <li>- United ISD - UISD Lyndon B. Johnson Career Technology Addition (\$3.9 Million)</li> </ul>	<ul style="list-style-type: none"> <li>UTRGV - Bus Canopy Projects (TBD)</li> <li>- 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> </ul>	<ul style="list-style-type: none"> <li>- South Texas Vo-Tech - Weslaco Relocation (\$1 Million)</li> <li>- South Texas Vo-Tech - Mechanical Lab Renovation (\$300,000)</li> <li>- PSJA ISD - Elis J Ballew Parking Lot and Interior Renovations including Cosmetology Lab (\$873,000)</li> <li>- La Joya ISD - Rosendo Benavides Elementary Roof and Interior Renovations (\$1.6 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>- Region One ESC - Edinburg Administration Offices (\$10.7 Million)</li> <li>- Region One ESC - Laredo Administration Offices (\$1.8 Million)</li> <li>-Corpus Christi Regional Transpiration Authority - Staples Street Customer Services Center &amp; Transfer Station (\$23.9 Million)</li> <li>- Port of Corpus Christi - Design build for New Port of Entry Office Facility</li> <li>- Susser Holdings - Stripes Administrative Headquarters &amp; Service Center (\$6.5 Million)</li> <li>- Datalogic - Administrative Office Repurpose Additions &amp; Renovations (\$1.2 Million)</li> </ul>	<ul style="list-style-type: none"> <li>Valley View ISD - Valley View Early College (\$15,608,800)</li> <li>- Edinburg CISD- Career and Technical Education Center (\$16,500,000)</li> <li>- Vanguard Academy - Beethoven Secondary Campus (\$27,454,000)</li> <li>- San Benito ISD - Performing Arts (\$25,000,000)</li> <li>- Treasure Hills Elementary - Classroom Additions and Renovations Phase I &amp; II (\$8,195,000 Phase I) (\$6,798,000 Phase II)</li> <li>- PSJA High School - Stadium Renovations Phase I, II, III (\$9,828,955)</li> <li>- PSJA ISD - Zeferino Farias Elementary School (\$10,358,911)</li> <li>- PSJA ISD - Southwest Early College High School (\$45,000,000)</li> <li>-Harlingen ISD - School of Health Professions (\$15,319,400)</li> <li>- South Texas College - Mid Valley Student Service Bldg. Expansion (\$2,500,000)</li> </ul>	<ul style="list-style-type: none"> <li>- South Texas College - Student Activities and Cafeteria Building (\$6,897,227)</li> <li>- CEED - Center for Education and Economic Development (\$3,602,638)</li> <li>- The Warren Group Headquarters at Main (\$750,000)</li> <li>- Sacred Oaks (\$2,443,630)</li> <li>- McAllen Miller International Airport (\$21,000,000)</li> </ul>
<b>3.5 References</b>						
<b>3.5.1 References for five (5) projects.</b>	<ul style="list-style-type: none"> <li>- Cigarroa High School</li> <li>- United ISD</li> <li>- Laredo College</li> <li>- City of Mission Housing Authority</li> <li>- Real Estate Development</li> </ul>	<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>- Edcon Builders</li> <li>- PSJA ISD</li> <li>- La Joya ISD</li> </ul>	<ul style="list-style-type: none"> <li>- Region One ESC</li> <li>- Del Mar College</li> <li>- PSJA ISD</li> <li>- City of Weslaco</li> </ul>	<ul style="list-style-type: none"> <li>- Edinburg CISD</li> <li>- Harlingen ISD</li> <li>- Donna ISD</li> <li>- San Benito ISD</li> </ul>	<ul style="list-style-type: none"> <li>- City of Pharr</li> <li>- Cantu Construction &amp; Development Company</li> <li>- Edinburg CISD</li> <li>- Capote International Business Park</li> <li>- Prime Healthcare</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>	<p>Stated that their main objective is to design for STC the most flexible, functional, cost-effective, easy-to-maintain, and innovative lab as possible. Provided a detailed design phase.</p>	<p>Firm did not address this item.</p>	<p>Stated that they are committed to their clients success.</p>	<p>Provided very detailed project approach process.</p>	<p>Stated that the quality of service will depend on proper communication. Immediately a project schedule will be conceptualized to include target dates for each phase, review time and approval meetings for expedition of design phase.</p>	<p>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.</p>
<b>3.6.2 Willingness and ability to expedite services. Ability to supplement production.</b>	<p>Stated their team members are willing and able to expedite design services and construction administration for the project.</p>	<p>Stated they will take whatever measures required to meet their clients schedules to expedite design services and construction administration for the project.</p>	<p>Stated that their Architect, Charlie Garcia, III is experienced with enhanced and expedited project scheduling. They are readily available resources to accomplish any size or type of project for STC.</p>	<p>Indicated they are able to adjust schedules and fast-track projects to meet owner deadlines.</p>	<p>Stated that upon award of contractor, based on your selected construction delivery method, the architectural team will schedule weekly meetings with contractors; bi-weekly meeting with contractors and your representative; and monthly or as required meeting with contractor, your representatives and engineering consultants to review construction schedule and payment application.</p>	<p>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.</p>
<b>TOTAL EVALUATION POINTS</b>	556.60	554.40	543.00	559.80	555.40	560.80
<b>RANKING</b>	3	5	6	2	4	1

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

**SOUTH TEXAS COLLEGE  
ARCHITECTURAL SERVICES - ANN RICHARDS ADMINISTRATION - PECAN CAMPUS BUILDING A RENOVATION OF ADMINISTRATIVE OFFICES  
PROJECT NO. 21-22-1055  
EVALUATION SUMMARY**

<b>VENDOR</b>	Able City	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	Rike Ogden Figueroa Allex Architects, Inc.	The Warren Group Architects, Inc.
<b>ADDRESS</b>	801 N Bryan Rd	3301 N McColl Rd	1314 E 22nd St	3700 N 10th St	1007 Walnut Ave	804 S Main St
<b>CITY/STATE/ZIP</b>	McAllen, TX 78572	McAllen, TX 78501	Mission, TX 78572	McAllen, TX 78504	McAllen, TX 78501	McAllen, TX 78501
<b>PHONE</b>	956-790-0442	956-630-9494	956-239-2438	956-686-0100	956-686-7771	956-994-1900
<b>CONTACT</b>	Aaron Hanley	Danny Boultinghouse	Jose C. Garcia, III	Raymond Gignac	Luis A. Figueroa	Laura N. Warren
<b>3.1 Statement of Interest (up to 100 points)</b>						
3.1.1 Statement of interest on project	95	90	85	95	95	97
3.1.2 Firm History including credentials	96	97	95	96	97	97
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	90	90	85	90	90	90
3.1.4 Availability and commitment of firm and its principal(s) and key professionals	95	95	95	95	95	95
	92	92	90	91	90	94
<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	90	88	97	92	93
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).	96	97	94	95	97	96
3.2.3 Prime Firm proximity and meeting availability	95	90	88	90	90	90
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	93	93	92	92	92	94
	96	94	90	94	92	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.	91	85	84	90	90	90
--Identify the consultant and provide a brief history about the consultant	96	96	95	95	96	97
--Describe the consultant's proposed role in the project and its related project experience	90	90	88	90	90	90
--List a project(s) that the prime firm and the consultant have worked together on during the last five years	93	93	93	93	93	94
--Provide a statement of the consultant's availability for the project(s)	96	95	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)						
<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	95	98	90	98	95	95
--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	95	95	96	95
	85	85	85	90	85	85
	92	93	91	92	92	94
	92	94	90	96	92	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.	92	95	93	95	95	95
	94	95	95	94	92	96
	90	90	90	90	90	90
	93	93	91	92	90	95
	95	95	95	94	92	96
<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.	80	85	80	95	92	90
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	95	94	95	97	96
	90	90	90	90	90	90
	90	90	90	90	90	90
	95	92	90	95	95	95
<b>TOTAL EVALUATION POINTS</b>	556.60	554.40	543.00	559.80	555.40	560.80
<b>RANKING</b>	3	5	6	2	4	1

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



Project Fact Sheet  
4/1/2022

<b>Project Name:</b> Pecan Campus - Ann Richards Administration Building A Renovation for the President's Office		<b>Project No.:</b> 2022-040C						
<b>Funding Source(s):</b> Unexpended Plant Fund								
		<b>FY 21-22</b>		<b>FY 22-23</b>				
	<b>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>Total Actual Expenditures To Date</b>
Construction:	\$ 465,000.00	\$ -	\$ -	\$ -	\$ 465,000.00	\$ -	\$ 465,000.00	\$ -
Design:	46,500.00	37,200.00	-	37,200.00	9,300.00	-	9,300.00	-
Miscellaneous:	2,500.00	1,200.00	-	1,200.00	1,300.00	-	1,300.00	-
FFE:	110,000.00	-	-	-	110,000.00	-	110,000.00	-
Technology:	36,000.00	-	-	-	36,000.00	-	36,000.00	-
<b>Total:</b>	<b>\$ 660,000.00</b>	<b>\$ 38,400.00</b>	<b>\$ -</b>	<b>\$ 38,400.00</b>	<b>\$ 621,600.00</b>	<b>\$ -</b>	<b>\$ 621,600.00</b>	<b>\$ -</b>

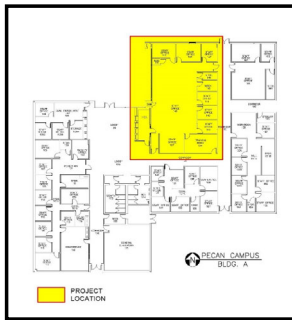
<b>Project Team</b>		<b>Board Status</b>				
<b>Approval to Solicit Architect/Engineer:</b>	3/8/2022	<b>Board Approval of Schematic Design</b>	TBD	<b>Contract Vendor</b>	<b>Actual Expenditures</b>	<b>Variance</b>
<b>Architect/Engineer:</b>	TBD		TBD			
<b>Contractor:</b>	TBD		TBD			
<b>STC FPC Project Manager:</b>	TBD	<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>
Renovation of the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office.	Renovation of approximately 3100 square feet of Office Space in Pecan Campus Ann Richards Administration Building A for the President's Office Area. Space to contain President's Office, 4 Staff Offices, Conference Room, Reception, Workroom, Storage and Private Restroom.

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
3/8/2022	4/26/2022	6/28/2022	10/28/2022	11/15/2022	4/25/2023	5/23/2023	3/15/2023

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

**Current Agenda Item**  
**04/12/2022 Facilities Committee Meeting:** Review and Recommend Action on Contracting Architectural Services for the Pecan Campus Ann Richards Administration Building A Renovation for the President's Office



FPC Project Manager *David A. Valdez*

FPC Asst. Director

*Rita Geller*

FPC Director

*RAMA*

## **Consent Agenda:**

### **d. Approval of Revised Exterior Elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion**

Approval of revised exterior elevations for the Starr County Campus Workforce Center Building D Automotive Lab Expansion is requested.

#### **Purpose**

The revised exterior elevations will be presented for approval.

#### **Justification**

The exterior elevations have been revised from the previously approved schematic design, and require Board approval to proceed with developing construction documents for the revisions.

#### **Scheduling Priority**

This project has been requested by College management and the Academic Division of Business, Public Safety, & Technology. It has been reviewed by the Facilities Planning & Construction department, the President's Cabinet, 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.

#### **Background**

At the February 22, 2022 Board meeting, schematic design of this project was approved. However, it was requested that the architect provide an alternate rendering with materials that would better match the exteriors of the existing buildings on campus. The architect has proposed the addition of metal panels to the east, south, and west walls to conform to the aesthetics of the campus. Able City, LLC. has provided revised exterior elevations to show the revisions.

#### **Enclosed Documents**

Exterior elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion are enclosed.

#### **Presenters**

Representatives from Able City, LLC. attended the April 12, 2022 Facilities Committee meeting to address any questions.

The Facilities Committee recommended Board approval of the revised exterior elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion project as presented.

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

The Board of Trustees of South Texas College approves and authorizes the revised exterior elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion project as presented.

**Approval Recommended:**

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



Starr County Campus Building D  
Automotive Lab Expansion  
Southeast View



Starr County Campus Building D  
Automotive Lab Expansion  
Southwest View

Project Fact Sheet  
4/1/2022

<b>Project Name:</b> Starr County Campus - Workforce Center Building D Automotive Lab Expansion					<b>Project No.:</b> 2022-005C				
<b>Funding Source:</b> Unexpended Plant Fund									
		<b>FY 21-22</b>			<b>FY22-23</b>				
	<b>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>Total Actual Expenditures To Date</b>	
Construction:	\$ 820,000.00	\$ 172,000.00	\$ -	\$ 172,000.00	\$ 648,000.00	\$ -	\$ 648,000.00	\$ -	
Design:	82,000.00	65,600.00	-	65,600.00	16,400.00	-	16,400.00	-	
Miscellaneous:	20,500.00	5,500.00	-	5,500.00	15,000.00	-	15,000.00	-	
FFE:	45,100.00	-	-	-	45,100.00	-	45,100.00	-	
Technology:	69,700.00	-	-	-	69,700.00	-	69,700.00	-	
Contingency 5%:	41,000.00	-	-	-	41,000.00	-	41,000.00	-	
<b>Total:</b>	<b>\$ 1,078,300.00</b>	<b>\$ 243,100.00</b>	<b>\$ -</b>	<b>\$ 243,100.00</b>	<b>\$ 835,200.00</b>	<b>\$ -</b>	<b>\$ 835,200.00</b>	<b>\$ -</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>	2/22/2022	<b>Vendor</b>	<b>Contract Amount</b>	<b>Actual Expenditures</b>	<b>Variance</b>
<b>Architect/Engineer:</b>	Able City Architects		Able City Architects	\$ 57,400.00	\$ -	\$ 57,400.00	
<b>Contractor:</b>	TBD		TBD	\$ -	\$ -	\$ -	
<b>STC FPC Project Manager:</b>	Martin Villarreal	<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>			
Expansion of the Automotive Lab by providing a new facility .				Design and Construction of Automotive Lab Expansion including 2 bays, storage, wash station, eyewash, mechanical room, electrical room, custodial room, and covered walkway connecting to Building D.			

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
7/27/2021	10/26/2021	2/22/2022	9/27/2022	11/8/2022	8/22/2023	9/26/2023	7/23/2023

Project Calendar of Expenditures by Fiscal Year									
Fiscal Year	Construction	Design	Misc.	FFE	Tech	Contingency	Project Total		
2021-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		

**Current Agenda Item**  
04/12/2022 Facilities Committee: Review and Recommend Action on Approval of Revised Exterior Elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion



FPC Project Manager Martin Villarreal

FPC Asst. Director Rita Geller

FPC Director RANA

**Consent Agenda:**

**e. Approval to Contract Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation**

Approval to contract construction services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation is requested.

**Purpose**

The procurement of a contractor will provide for construction services necessary for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation.

**Scheduling Priority**

This project has been requested by College management and the Academic Division of Business, Public Safety, & Technology. It has been reviewed by the Facilities Planning & Construction department, the President’s Cabinet, 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.

**Background**

On June 22, 2021, the Board approved the proposed Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation, along with other Workforce Program projects, as part of the College’s FY 2021-2022 Capital Improvement Projects. The project consists of constructing a renovation to provide classroom and lab space for instruction and demonstration, supporting the full Certificate and AAS degree pathways in Culinary Arts and Restaurant Management.

Solicitation of competitive sealed proposals for this project began on March 16, 2022. A total of six (6) sets of construction documents were issued to vendors. A total of two (2) proposals were received on March 31, 2022.

<b>Timeline for Solicitation of Competitive Sealed Proposals</b>	
March 16, 2022	Solicitation of competitive sealed proposals began.
March 31, 2022	Two (2) proposals were received.

**Highest Ranked Vendor**

College staff reviewed and evaluated the competitive sealed proposal and recommend **Holchemont, Ltd.** as the highest ranked in the amount of \$413,000.

**Funding Source**

<b>Source of Funding</b>	<b>Original Construction Budget</b>	<b>Highest Ranked Proposal Holchemont, Ltd.</b>	<b>Original Budget Variance</b>
Unexpended Construction Plant Fund	\$357,225	\$413,000	(\$55,775)
<b>Total Amount</b>	<b>\$357,225</b>	<b>\$413,000</b>	<b>(\$55,775)</b>

Funds for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Labs Renovation Project 2022-002C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund in the amount of \$357,225 for construction. On January 25, 2022, the Board approved the schematic design from Boultinghouse Simpson Gates Architects with estimated construction costs at \$390,000. Additional funds are available in the FY 2021-2022 Unexpended Construction Plant Fund to cover the variance.

**Reviewers**

The proposals have been reviewed by Boultinghouse Simpson Gates Architects and College staff from the Division of Business, Technology, and Public Safety, Facilities Planning & Construction, Facilities Operations & Maintenance, 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 construction services with Holchemont, Ltd. in the amount of \$413,000 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 contracting construction services with Holchemont, Ltd. in the amount of \$413,000 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**

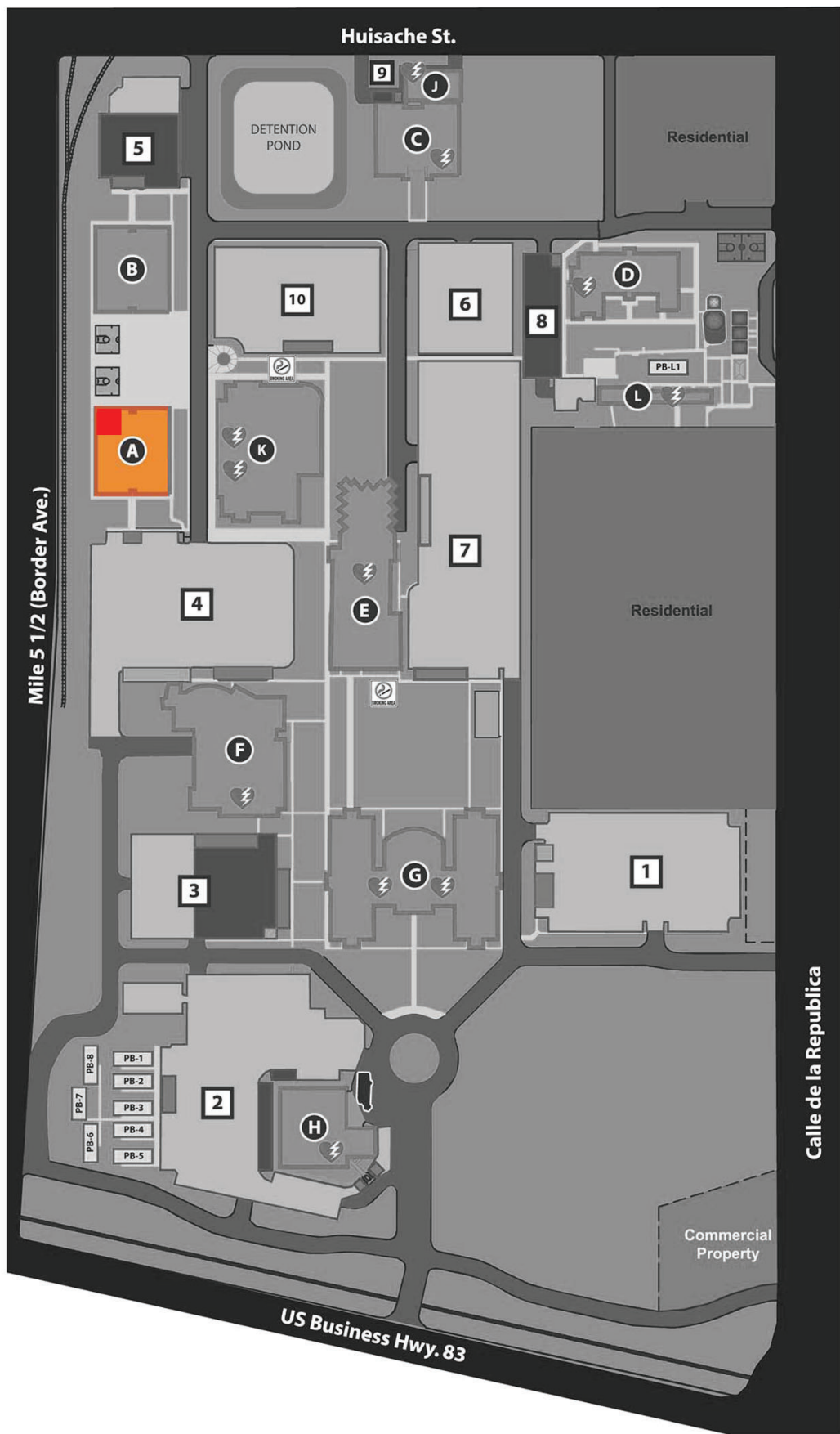




# SOUTH TEXAS COLLEGE

## **CULINARY ARTS RENOVATION**

MID VALLEY CAMPUS  
CENTER FOR LEARNING EXCELLENCE  
BUILDING A



NORTH



**CULINARY ARTS RENOVATION**  
 MID VALLEY CAMPUS  
 CENTER FOR LEARNING EXCELLENCE  
 BUILDING A





EXISTING PLAN



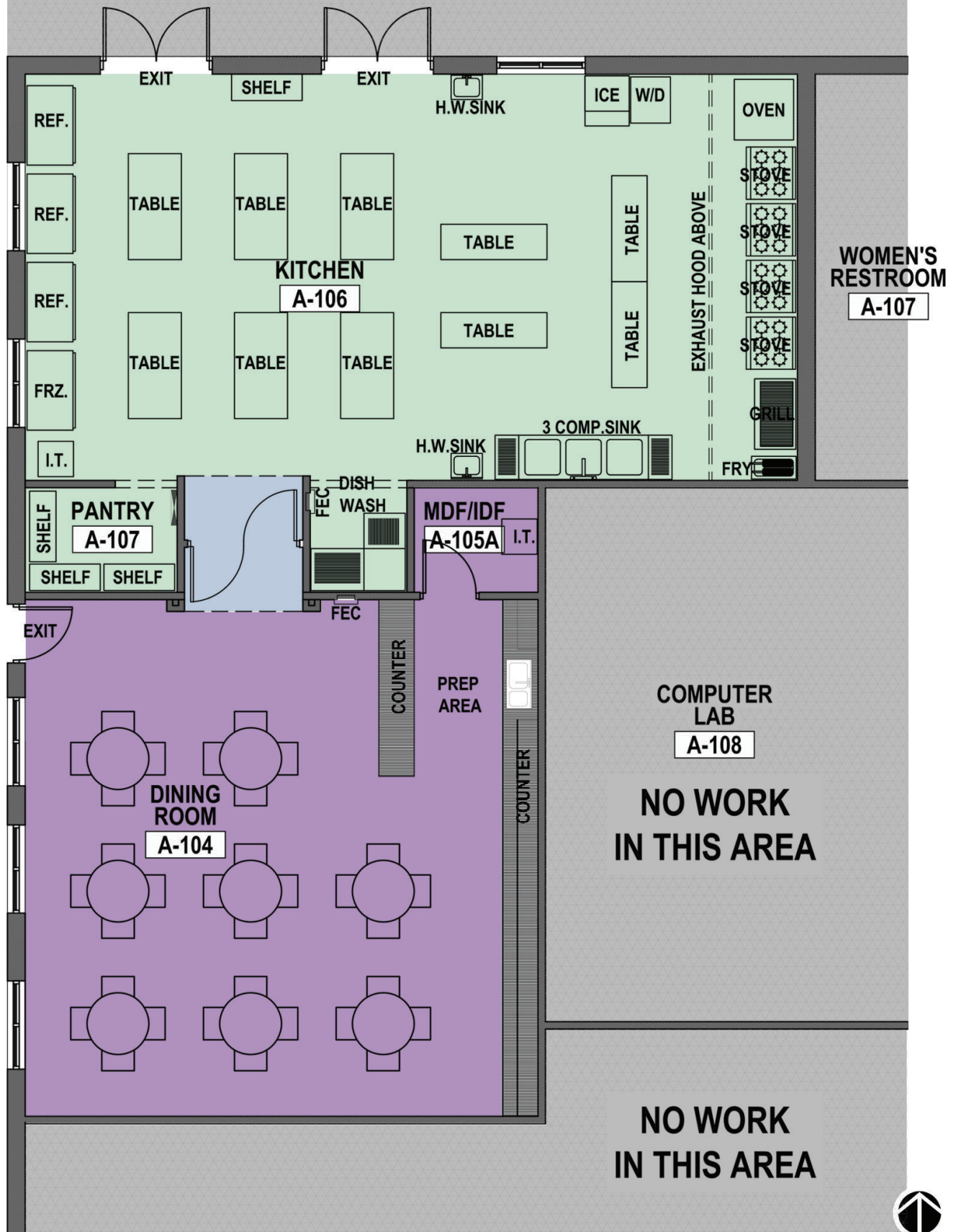
NORTH



CULINARY ARTS RENOVATION  
 MID VALLEY CAMPUS  
 CENTER FOR LEARNING EXCELLENCE  
 BUILDING A



**NO WORK  
IN THIS AREA**



NORTH



**CULINARY ARTS RENOVATION**  
MID VALLEY CAMPUS  
CENTER FOR LEARNING EXCELLENCE  
BUILDING A



**SOUTH TEXAS COLLEGE  
MID VALLEY CAMPUS BUILDING A CENTER FOR LEARNING EXCELLENCE  
SPACE RENOVATION FOR CULINARY ARTS PROGRAM  
PROJECT NO. 21-22-1047**

<b>NAME</b>		E-CON Group, LLC.	Holchemont, Ltd.
<b>ADDRESS</b>		3025 Sugar Rd	900 N Main St
<b>CITY/STATE/ZIP</b>		Edinburg, TX 78539	McAllen, TX 78501
<b>PHONE</b>		956-259-8005	956-686-2901
<b>FAX</b>			956-686-2925
<b>CONTACT</b>		Gilbert Enriquez	Michael C. Montalvo
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>
1	<b>Base Bid:</b> Mid Valley Campus Building A Center for Excellence Space Renovation for Culinary Arts Program	\$ 600,000.00	\$ 413,000.00
2	Bid Bond Provided	Yes	Yes
3	Begin Work Within	10 days	5 days
4	Completion of Work Within	240 Calendar Days	180 Calendar Days (Due to lead time for materials)
<b>TOTAL AMOUNT PROPOSED</b>		\$ 600,000.00	\$ 413,000.00
<b>TOTAL EVALUATION POINTS</b>		64.37	92.66
<b>RANKING</b>		2	1

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

**SSOUTH TEXAS COLLEGE  
MID VALLEY CAMPUS BUILDING A CENTER FOR LEARNING EXCELLENCE  
SPACE RENOVATION FOR CULINARY ARTS PROGRAM  
PROJECT NO. 21-22-1047  
EVALUATION SUMMARY**

<b>VENDOR</b>		E-CON Group, LLC.		Holchemont, Ltd.	
<b>ADDRESS</b>		3025 Sugar Rd		900 N Main St	
<b>CITY/STATE/ZIP</b>		Edinburg, TX 78539		McAllen, TX 78501	
<b>PHONE</b>		956-259-8005		956-686-2901	
<b>FAX</b>				956-686-2925	
<b>CONTACT</b>		Gilbert Enriquez		Michael C. Montalvo	
1	The Respondent's price proposal. (up to 45 points)	30.97	30.97	45	45
		30.97		45	
		30.97		45	
		30.97		45	
		30.97		45	
		30.97		45	
2	The Respondent's experience and reputation. (up to 10 points)	8	8	8	8.5
		8		8	
		7		9	
		8		9	
		9		9	
		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	7.83	8	8.5
		8		8	
		7		9	
		7		9	
		9		9	
		8		8	
4	The Respondent's safety record (up to 5 points)	1	1	4	4
		1		4	
		1		4	
		1		4	
		1		4	
		1		4	
5	The Respondent's proposed personnel. (up to 8 points)	7	6.66	7	7
		7		7	
		5		7	
		7		7	
		7		7	
		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 points)	3	3.66	8	7.66
		3		8	
		5		7	
		4		8	
		4		8	
		3		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	1	1	5	5
		1		5	
		1		5	
		1		5	
		1		5	
		1		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	5.25	5.25	7	7
		5.25		7	
		5.25		7	
		5.25		7	
		5.25		7	
		5.25		7	
<b>TOTAL EVALUATION POINTS</b>		64.37		92.66	
<b>RANKING</b>		2		1	

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

**Project Fact Sheet**  
**4/7/2022**

<b>Project Name:</b> MVC - Center for Learning Excellence Building A Culinary Arts Renovation				<b>Project No.:</b> 2022-002C			
<b>Funding Source(s):</b> Unexpended Plant Fund							
		<b>FY21-22</b>		<b>FY22-23</b>			
	<b>Total</b>		<b>Variance of</b>		<b>Variance of</b>		
	<b>Project Budget</b>	<b>Project Budget</b>	<b>FY 21-22 Actual Expenditures</b>	<b>Project Budget vs. Actual Expenditures</b>	<b>Project Budget</b>	<b>FY 22-23 Actual Expenditures</b>	<b>Total Actual 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	27,221.00	1,379.00	7,125.00	7,125.00	27,221.00
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>\$ 27,503.75</b>	<b>\$ 83,241.25</b>	<b>\$ 420,620.00</b>	<b>\$ -</b>	<b>\$ 420,620.00</b>

<b>Project Team</b>				<b>Board Status</b>			
<b>Approval to Solicit</b>				<b>Board Approval of Schematic Design</b>	1/25/2022	<b>Contract Amount</b>	<b>Actual Expenditures</b>
Architect/Engineer:	7/27/2021			Substantial Completion	TBD	Vendor	Variance
Architect/Engineer:	Boultinghouse Simpson Gates Architects					BSG Architects	\$ 33,043.31
Contractor:	TBD			Board Acceptance	TBD	TBD	
STC FPC Project Manager:	Martin Villarreal			Final Completion	TBD	Board Acceptance	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	5/15/2022	12/13/2022	1/22/2022	11/30/2022

<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	\$ -	\$ 27,221.00	\$ 282.75	\$ -	\$ -	\$ 27,503.75	
2022-23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Project Total</b>	<b>\$ -</b>	<b>\$ 27,221.00</b>	<b>\$ 282.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,503.75</b>	

**Current Agenda Item**

**04/12/2022 Facilities Committee Meeting:** Review and Recommend Action on Contracting Construction Services for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Renovation



FPC Project Manager *Martin Villarreal*

FPC Asst. Director *Rita Cella*

FPC Director *RMA*

### **Consent Agenda:**

#### **f. Rejection of Contract Construction Services Proposals for the Starr County Campus Workforce Center Building D Welding Lab Expansion**

Rejection of the construction services proposals for the Starr County Campus Workforce Center Building D Welding Lab Expansion project is requested.

#### **Purpose**

The rejection of the construction services proposals will allow for proposals to be submitted by contractors and/or subcontractors at a later date for the project.

#### **Scheduling Priority**

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

#### **Background**

On December 10, 2019, the Board of Trustees approved contracting design services with Gignac & Associates, LLP for this project. Gignac & Associates, LLP prepared plans and specifications needed for the solicitation of construction proposals.

After evaluating the construction proposals and consulting with the architect, Administration recommends Board rejection of all of the proposals. A new solicitation for construction services will be issued as necessary.

The Facilities Committee recommended Board rejection of construction services proposals for the Starr County Campus Workforce Center Building D Welding Lab Expansion project as presented.

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

The Board of Trustees of South Texas College approves and authorizes rejection of construction services proposals for the Starr County Campus Workforce Center Building D Welding Lab Expansion project as presented.

#### **Approval Recommended:**

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





SOUTH TEXAS  
COLLEGE

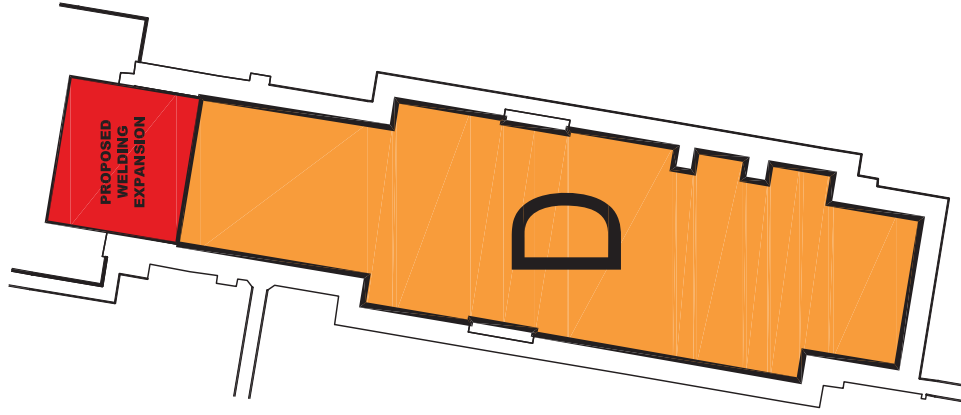
# **SCHEMATIC DESIGN STARR COUNTY CAMPUS WELDING LAB EXPANSION**

**NOVEMBER 2, 2021**



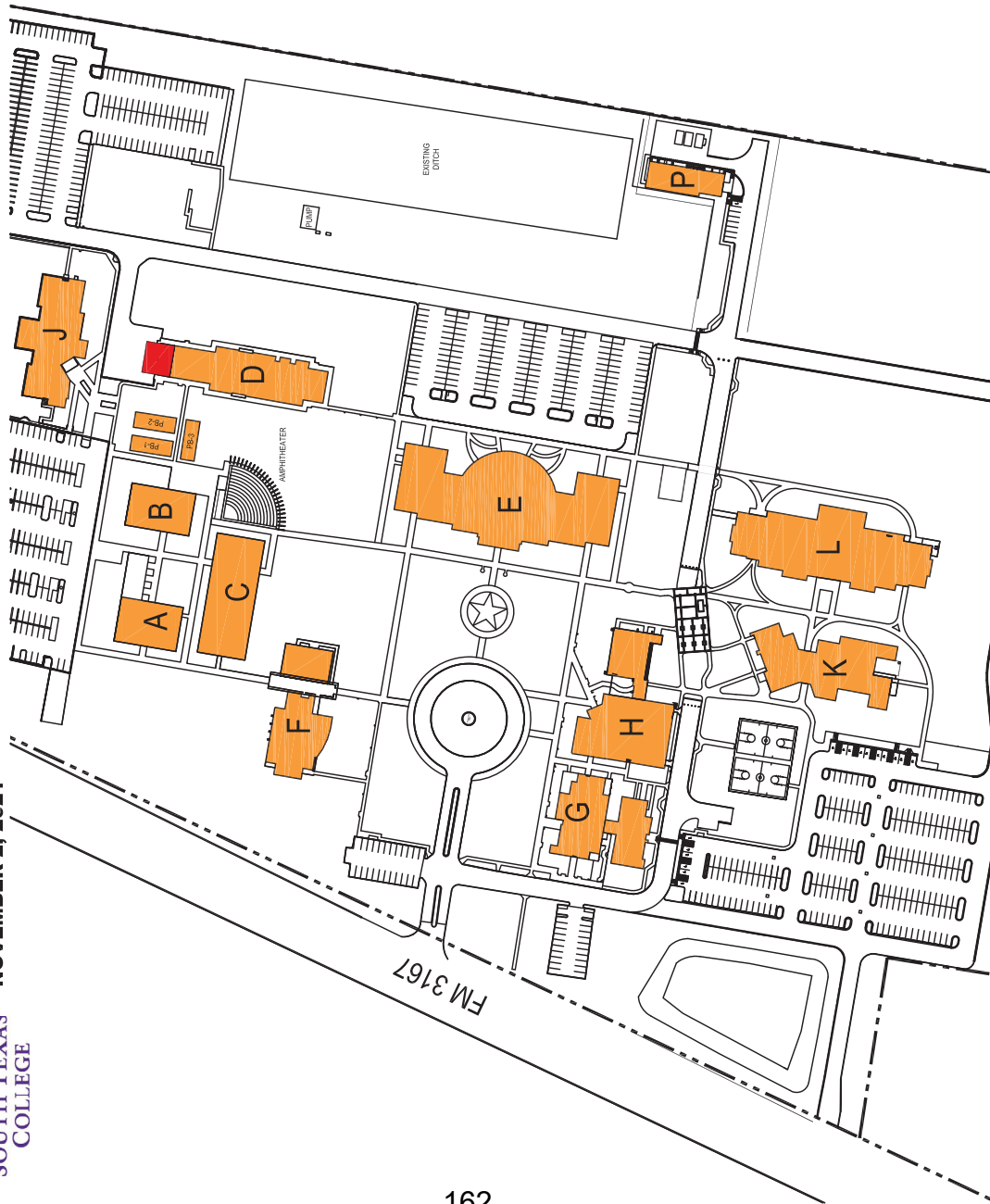
# STC STARR COUNTY CAMPUS WELDING LAB EXPANSION

NOVEMBER 2, 2021



2

**ENLARGED SITE PLAN**  
NOT TO SCALE



1

**CAMPUS SITE PLAN**  
NOT TO SCALE

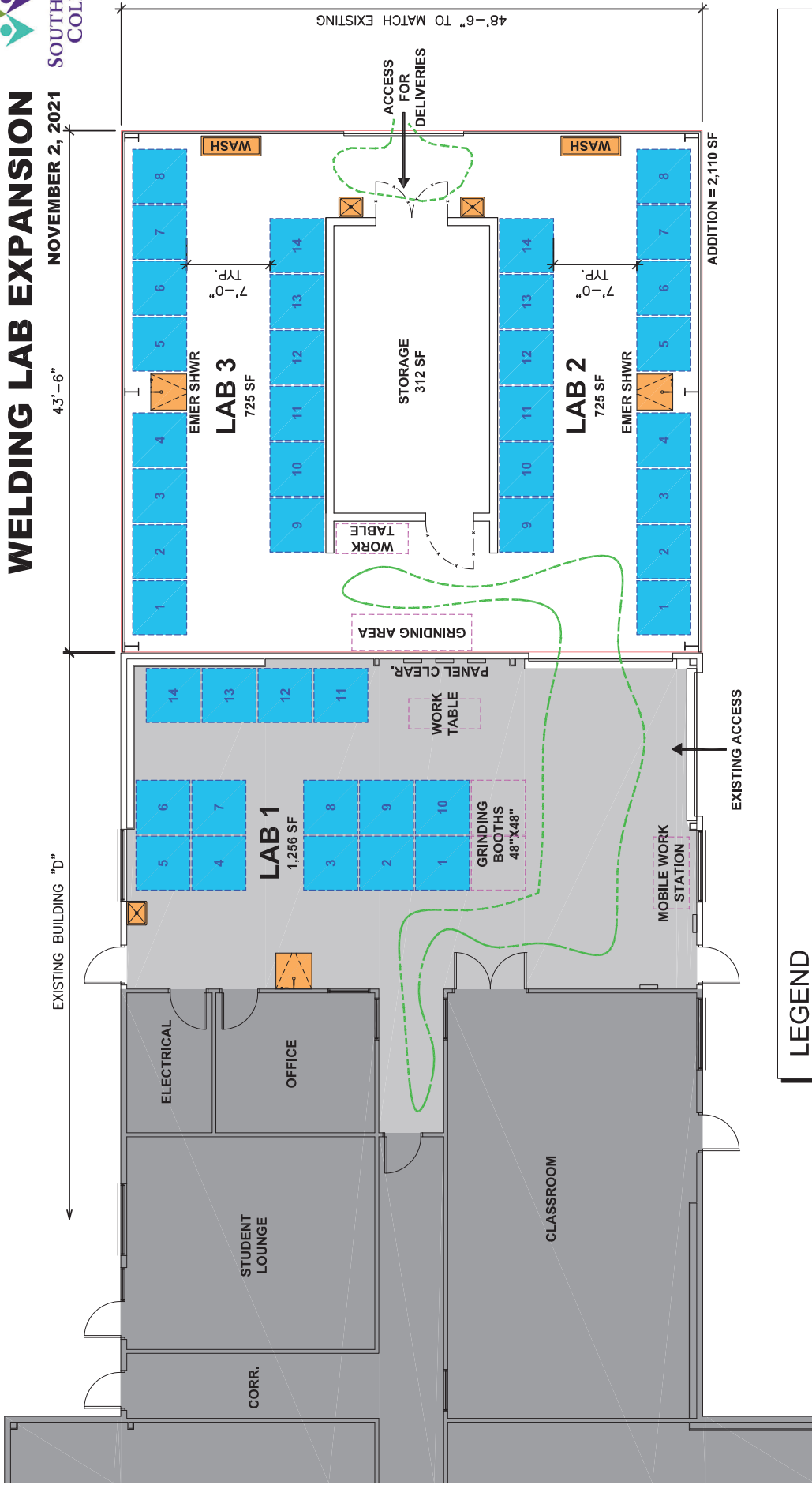


GIGNAC | ARCHITECTS



# STC STARR COUNTY CAMPUS WELDING LAB EXPANSION

NOVEMBER 2, 2021



**LEGEND**

- EXISTING AREA WITH NO SCOPE
- EXISTING AREA WITH SCOPE
- ADDITION
- CIRCULATION AREA
- 54" x 54" WELDING BOOTH
- PLUMBING FIXTURES
- EQUIPMENT BY OWNER

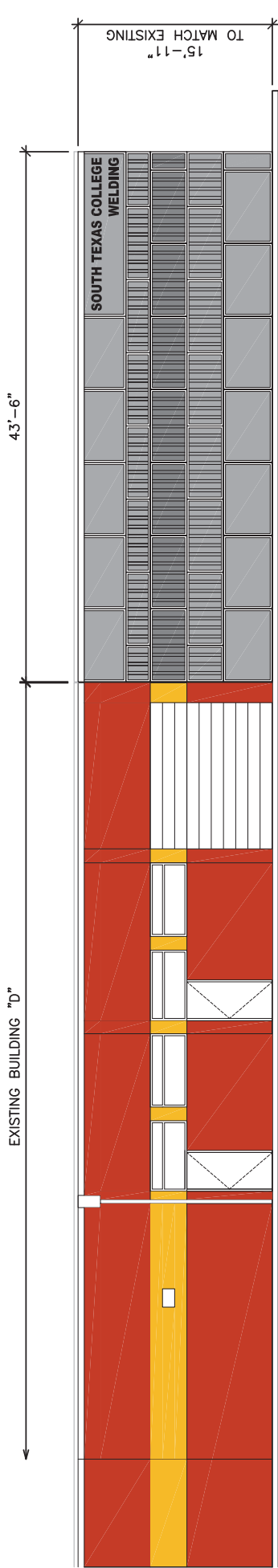
1  
**PROPOSED PLAN**  
 NOT TO SCALE  
 TRUE NORTH



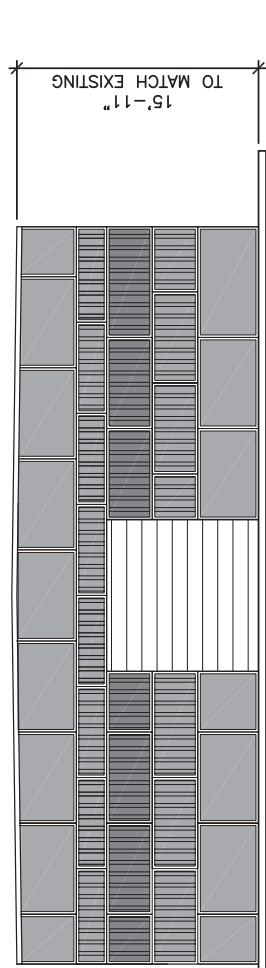
# STC STARR COUNTY CAMPUS WELDING LAB EXPANSION

NOVEMBER 2, 2021

SOUTH TEXAS  
COLLEGE



**2** EAST ELEVATION  
NOT TO SCALE



**1** NORTH ELEVATION  
NOT TO SCALE

**SOUTH TEXAS COLLEGE  
STARR COUNTY CAMPUS WELDING LAB EXPANSION  
PROJECT NO. 21-22-1051**

<b>NAME</b>		Holchemont, Ltd.	JJ Builds
<b>ADDRESS</b>		900 N Main St	4707 S Business Hwy 281
<b>CITY/STATE/ZIP</b>		McAllen, TX 78501	Edinburg, TX 78539
<b>PHONE</b>		956-686-2901	956-739-6448
<b>FAX</b>		956-626-2925	
<b>CONTACT</b>		Michael C. Montalvo	Jojo Thomas
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>
1	Base Bid: Starr County Campus Welding Lab Expansion	\$ 1,427,000.00	\$ 288,000.00
2	Bid Bond Provided	Yes	Yes
3	Begin Work Within	5 Working Days	15 Working Days
4	Completion of Work Within	280 Calendar Days* (Depending on Materials)	280 Calendar Days
<b>TOTAL AMOUNT PROPOSED</b>		\$ 1,427,000.00	\$ 288,000.00
<b>TOTAL EVALUATION POINTS</b>		56.57	69.39
<b>RANKING</b>		2	1




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

**SOUTH TEXAS COLLEGE  
STARR COUNTY CAMPUS WELDING LAB EXPANSION  
PROJECT NO. 21-22-1051  
EVALUATION SUMMARY**

<b>VENDOR</b>		Holchemont, Ltd.	JJ Builds		
<b>ADDRESS</b>		900 N Main St	4707 S Bus Hwy 281		
<b>CITY/STATE/ZIP</b>		McAllen, TX 78501	Edinburg, TX 78539		
<b>PHONE</b>		956-686-2901	956-739-6448		
<b>FAX</b>		956-626-2925			
<b>CONTACT</b>		Michael C. Montalvo	Jojo Thomas		
1	The Respondent's price proposal. (up to 45 points)	9.08	9.08	45	45
		9.08		45	
		9.08		45	
		9.08		45	
		9.08		45	
		9.08		45	
2	The Respondent's experience and reputation. (up to 10 points)	8	8.33	6	5.16
		8		3	
		8		4	
		9		6	
		9		6	
		8		6	
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8	2	2.66
		8		2	
		8		4	
		8		2	
		9		3	
		7		3	
4	The Respondent's safety record (up to 5 points)	4	4.33	2	1.66
		5		1	
		5		1	
		4		3	
		4		2	
		4		1	
5	The Respondent's proposed personnel. (up to 8 points)	7	7	5	3.66
		7		4	
		7		3	
		7		2	
		7		4	
		7		4	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 9 points)	7	7.83	5	3.33
		9		2	
		8		3	
		8		2	
		8		4	
		7		4	
7	The Respondent's organization and approach to the project. (up to 6 points)	4	5	1	1.16
		6		1	
		5		1	
		5		1	
		5		1	
		5		2	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	6.76	6.76
		7		6.76	
		7		6.76	
		7		6.76	
		7		6.76	
		7		6.76	
<b>TOTAL EVALUATION POINTS</b>		56.57		69.39	
<b>RANKING</b>		2		1	

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

Project Fact Sheet  
4/7/2022

Project Name: Starr County Campus - Workforce Building D Welding Lab Expansion										Project No. 2022-006C	
Funding Source: Unexpended Plant Fund											
		FY 19-20			FY 20-21		FY 21-22				
				Variance of				Variance of			
	* Revised Total		FY 19-20	Project Budget		FY 20-21		FY 21-22	Project Budget	Total Actual	
	Project Budget	Project Budget	Actual	vs. Actual	Project Budget	Actual	Project Budget	Actual	vs. Actual	Expenditures To	
			Expenditures	Expenditures		Expenditures		Expenditures	Expenditures	Date	
Construction:	\$ 355,200.00	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	
Other Construction Costs											
Design:	35,520.00	15,000.00	-	15,000.00	15,000.00	-	30,000.00	-	30,000.00	-	
Miscellaneous:	15,000.00	3,200.00	820.40	2,379.60	5,000.00	-	11,000.00	-	11,000.00	820.40	
FFE:	165,000.00	50,000.00	-	50,000.00	50,000.00	-	15,000.00	-	15,000.00	-	
Technology:	10,000.00	10,000.00	-	10,000.00	10,000.00	-	8,000.00	-	8,000.00	-	
Contingency 5%:	17,760.00										
<b>Total:</b>	<b>\$ 598,480.00</b>	<b>\$ 228,200.00</b>	<b>\$ 820.40</b>	<b>\$ 227,379.60</b>	<b>\$ 230,000.00</b>	<b>\$ -</b>	<b>\$ 139,000.00</b>	<b>\$ -</b>	<b>\$ 139,000.00</b>	<b>\$ 820.40</b>	
										* Budget adjusted due to change in scope of work and equipment.	
Project Team					Board Status						
Approval to Solicit Architect/Engineer:	9/24/2019	Board Approval of Schematic Design			11/23/2021	Vendor	Contract Amount	Actual Expenditures	Variance		
Architect/Engineer:	Gignac Architects					Gignac	\$ 31,968.00	\$ -	\$ 31,968.00		
Contractor:	TBD	Substantial Completion			TBD	Board Acceptance	TBD				
STC FPC Project Manager:	Martin Villarreal	Final Completion			TBD	Board Acceptance	TBD				
Project Description					Project Scope						
Renovation of Room D1.128 and outdoor welding labs.					Original Scope: Expansion of existing welding lab to add approximately 1,000 sq ft to accommodate ten (10) more welding stations. The existing space will be renovated to incorporate automotive lab space and welding lab space. Revised Scope: Design and Construction of Welding lab Expansion for Additional (22) Welding Stations, storage room, mobile work station area, wash basin work area, and grinding station 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				
9/24/2019	12/10/2019	11/23/2021	4/26/2022	5/22/2022	3/21/2023	4/25/2023	2/22/2023				
Project Calendar of Expenditures by Fiscal Year											
Fiscal Year	Construction	Design	Misc.	FFE	Tech	Contingency	Project Total				
2019-20	\$ -	\$ -	\$ 3,200.00	\$ -	\$ -	\$ -	3,200.00				
2020-21	-	-	5,000.00	-	-	-	5,000.00				
2021-22	-	-	-	-	-	-	-				
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,200.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,200.00</b>				
Current Agenda Item											
04/12/2022 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the Starr County Campus Workforce Center Building D Welding Lab Expansion											
											

FPC Project Manager

*Martin Villarreal*

FPC Asst. Director

*Rita Collier*

FPC Director

*RDA*

**Consent Agenda:**  
**g. Approval of Final Completion of the Deferred Maintenance of District Wide Roofs at Mid Valley Campus**

Approval of final completion of the Deferred Maintenance of District Wide Roofs at Mid Valley Campus is requested.

	Project	Completion Recommended	Date Received
1.	Deferred Maintenance of District Wide Roofs at Mid Valley Campus Project No. 2019-030R  Architect: BEAM Professionals Contractor: Argio Roofing & Construction, LLC	Final Completion Recommended	March 10, 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 Mid Valley Campus.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with Argio Roofing & Construction, LLC be approved. The original cost approved for this project was \$756,295.

The following table summarizes the current budget status:

Deferred Maintenance of District Wide Roofs at Mid Valley Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$756,295.00	\$756,295.00	\$0	\$756,295.00	\$691,116.64	\$65,178.36

On March 10, 2022, BEAM Professionals verified that all punch list items were completed.

**Enclosed Documents**

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



The Facilities Committee recommended Board approval of final completion and release of final payment of \$65,178.36 to Argio Roofing & Construction, LLC of the Deferred Maintenance of District Wide Roofs at Mid Valley 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 final completion and release of final payment of \$65,178.36 to Argio Roofing & Construction, LLC of the Deferred Maintenance of District Wide Roofs at Mid Valley Campus as presented.

**Approval Recommended:**

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



## District Wide Deferred Maintenance of Roofs Mid Valley Campus



District Wide Deferred Maintenance of Roofs  
Mid Valley Campus

6316 N. 10th Street, Bldg. A, Suite 1  
McAllen, Texas 78504  
Phone: 956-687-1330  
Fax: 956-687-1331  
www.BEAMProf.com

April 4, 2022

**VIA: E-MAIL**



Mr. Ricardo De la Garza, Associate AIA  
Director of Facilities Planning & Construction  
South Texas College  
PO Box 9701  
McAllen, Texas 78502

RE: STC Mid Valley Deferred Maintenance District Wide Roofs  
BEAM Professionals Project No. 20265R

Dear Mr. De la Garza:

As of March 10, 2022, American Contracting USA, Inc. has completed all work associated with the Mid Valley campus project. A Final Walkthrough was conducted with STC, BEAM Professionals, The Garland Company, Inc. and American Contracting USA, Inc. All punch list items have been corrected and all Change Order work has been completed. All Close Out documents and as-builts have been submitted, they are currently under review, and they will be turned into STC for their records.

To the best of our knowledge, all work has been completed and performed in accordance with the Contract Documents. BEAM Professionals recommends Final Acceptance being awarded to American Contracting USA, Inc. on the project.

If you have any questions or if we can be of any further assistance, please do not hesitate to contact our office at (210) 638-7240.

Sincerely,

A handwritten signature in blue ink that reads "A. Todd Scrimsher". The signature is written in a cursive, flowing style.

A. Todd Scrimsher  
*Vice President, Texas*

cc: Robert Cuellar, STC  
Martin Villareal, STC  
Eddie Fuentes, American Contracting USA, Inc.  
Mike Trujillo, The Garland Company, Inc.  
File 5A



6316 N 10<sup>th</sup> Street  
McAllen Texas 78504  
Phone 956 687 1330  
www.BEAMprof.com

April 5, 2022

Mr. Ricardo De la Garza, Associate AIA  
Director of Facilities Planning & Construction  
South Texas College  
PO Box 9701  
McAllen, Texas 78502

**VIA: EMAIL**

RE: STC Mid Valley Deferred Maintenance District Wide Roofs  
BEAM Project Number: 20265R

Dear Mr. De la Garza,

As of March 10, 2022, Argio Roofing & Construction, LLC. has completed all work associated with the Mid Valley campus project. A Final Walkthrough was conducted with STC, BEAM Professionals, The Garland Company, Inc. and Argio Roofing & Construction, LLC. All punch list items have been corrected and all Change Order work has been completed. All Close Out documents and as-builts have been submitted, they are currently under review, and they will be turned into STC for their records.

To the best of our knowledge, all work has been completed and performed in accordance with the Contract Documents. BEAM Professionals recommends Final Acceptance being awarded to Argio Roofing & Construction, LLC on the project.

If you have any questions or if we can be of any further assistance, please do not hesitate to contact our office at (210) 638-7240.

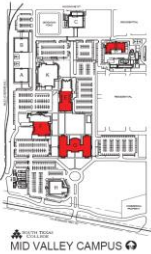
Sincerely,

A handwritten signature in blue ink that reads "A. Todd Scrimpsheer". The signature is stylized and cursive.

A. Todd Scrimpsheer  
Vice President, Texas

cc: Robert Cuellar, STC  
Martin Villareal, STC  
Rogelio Escobedo, Argio Roofing & Construction, LLC.  
Mike Trujillo, The Garland Company, Inc.

**Project Fact Sheet**  
**4/1/2022**

<b>Project Name:</b> District Wide - Deferred Maintenance of District Wide Roofs Mid Valley Campus				<b>Project No.:</b> 2019-027R							
<b>Funding Source(s):</b> Renewals & Replacements Fund											
	<b>FY 19-20</b>			<b>FY 20-21</b>			<b>FY 21-22</b>				
	<u>FY 19-20</u>	<u>Variance of</u>	<u>Project Budget</u>	<u>FY 20-21</u>	<u>Variance of</u>	<u>Project Budget</u>	<u>FY 21-22</u>	<u>Variance of</u>	<u>Project Budget</u>		
	<u>Project Budget</u>	<u>Actual Expenditures</u>	<u>vs. Actual Expenditures</u>	<u>Project Budget</u>	<u>Actual Expenditures</u>	<u>vs. Actual Expenditures</u>	<u>Project Budget</u>	<u>Actual Expenditures</u>	<u>vs. Actual Expenditures</u>	<u>Total Actual Expenditures To Date</u>	
Construction:	\$ 860,000.00	\$ -	\$ 860,000.00	\$ 860,000.00	\$ -	\$ 860,000.00	\$ 566,295.00	\$ 691,116.64	\$ (124,821.64)	\$ 691,116.64	
Design:	86,000.00	4,307.69	81,692.31	86,000.00	37,474.50	48,525.50	2,686.00	3,602.00	(916.00)	45,384.19	
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>\$ 951,000.00</b>	<b>\$ 4,307.69</b>	<b>\$ 946,692.31</b>	<b>\$ 951,000.00</b>	<b>\$ 37,583.90</b>	<b>\$ 913,416.10</b>	<b>\$ 573,872.00</b>	<b>\$ 694,718.64</b>	<b>\$ (120,846.64)</b>	<b>\$ 736,610.23</b>	
*Fee for roof evaluation study @ \$4,307.69 FY19-20				Original total design estimate of \$860,000 includes: 5.25% for design services @ \$45,150.							
<b>Project Team</b>				<b>Board Status</b>							
<b>Approval to Solicit Architect/Engineer:</b> 1/29/2019				<b>Board Approval of Schematic Design:</b> 8/25/2020				<b>Vendor</b>			
<b>Architect/Engineer:</b> BEAM Professionals, a PBK Company								<b>Contract Amount</b>			
<b>Contractor:</b> Argio Roofing (Mid Valley Campus)				<b>Substantial Completion:</b> 1/31/2022				<b>Variance</b>			
<b>STC FPC Project Manager:</b> Martin Villarreal								<b>Board Acceptance:</b> 2/22/2022			
<b>Project Description</b>				<b>Project Scope</b>							
Maintenance of 4 roofs for various buildings at Mid Valley Campus due to roofs reaching their life expectancy of 20 years				Provide roof coating system at Mid Valley Campus-Workforce Center Building D, Library Building E, Student Union Building F, North Academic Building G.							
<b>Projected Timeline</b>											
Board Approval to Solicit Architect/Engineer 1/29/2019	Board Approval of Architect/Engineer 5/30/2019	Board Approval of Schematic Design 8/25/2020	Board Approval of Contractor 4/27/2021	Construction Start Date 6/15/2021	Board Approval of Substantial Completion Date 2/22/2022	Board Approval of Final Completion Date 4/26/2022	FFE Completion of Move In 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	-	4,307.69	-	-	-	-	-	-	-	4,307.69	
2020-21	-	37,474.50	109.40	-	-	-	-	-	-	37,583.90	
2021-22	691,116.64	3,602.00	-	-	-	-	-	-	-	694,718.64	
<b>Project Total</b>	<b>\$ 691,116.64</b>	<b>\$ 45,384.19</b>	<b>\$ 109.40</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 736,610.23</b>	
<b>Current Agenda Item</b>											
04/12/2022 Facilities Committee: Review and Recommend Action on Final Completion of the Deferred Maintenance of District Wide Roofs at Mid Valley Campus											
											

FPC Project Manager *Martin Villarreal*

FPC Asst. Director *Rita Geller*

FPC Director *RADA*

**Consent Agenda:**

**h. Approval of Substantial and Final Completion of the District Wide Flooring Replacements Phase I at Starr County Campus**

Approval of substantial and final completion of the District Wide Flooring Replacements Phase I at Starr County Campus is requested.

Project		Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase I - Starr County Campus Project No. 2022-032R  Contractor: Terra Fuerte Construction, LLC	Substantial Completion	April 1, 2022
		Final Completion Recommended	April 7, 2022

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

College staff visited the site and developed a construction punch list on April 4, 2022. A Certificate of Substantial Completion has been issued. Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that substantial and final completion and release of final payment for this project with Terra Fuerte Construction, LLC be approved. The District Wide Flooring Replacements Phase I construction budget is \$500,000. The estimated cost for the Starr County Campus project was \$47,000. The approved proposal amount for this project was \$56,000.

The following table summarizes the current budget status:

District Wide Flooring Replacements Phase I at Starr County Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$500,000.00	\$56,000.00	\$0	\$56,000.00	\$37,611.62	\$18,388.38

On April 7, 2022, College staff inspected the site to confirm that all punch list items were completed.

**Enclosed Documents**

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

The Facilities Committee recommended Board approval of substantial and final completion and release of final payment of \$18,388.38 to Terra Fuerte Construction, LLC for the District Wide Flooring Replacements Phase I at Starr County Campus project as presented.

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

The Board of Trustees of South Texas College approves and authorizes substantial and final completion and release of final payment of \$18,388.38 to Terra Fuerte Construction, LLC for the District Wide Flooring Replacements Phase I at Starr County Campus project as presented.

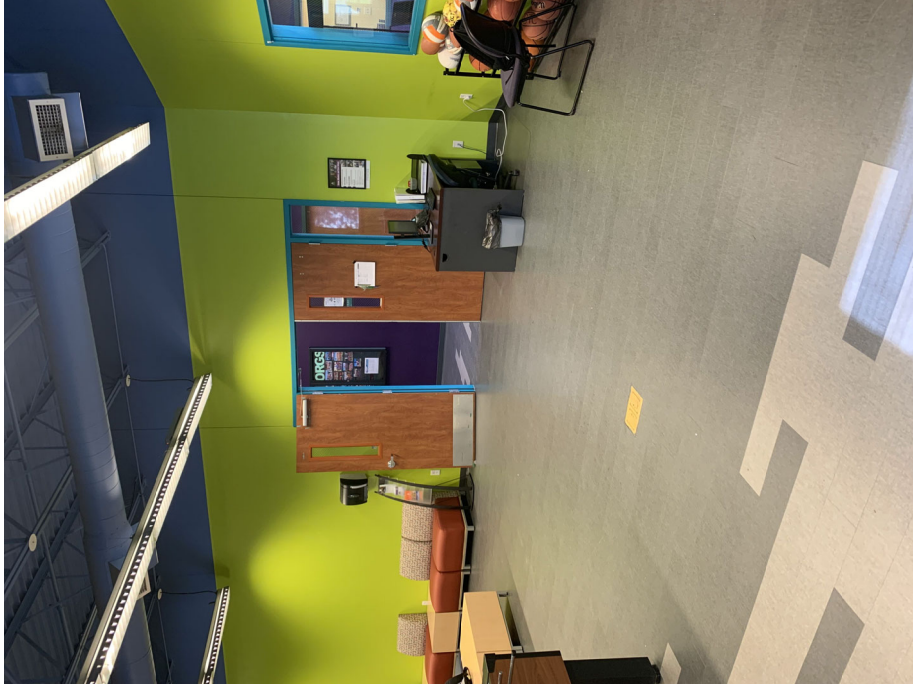
**Approval Recommended:**

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





District Wide Flooring Replacements  
Starr County Campus  
Student Activities Center Building H



District Wide Flooring Replacements  
Starr County Campus  
Student Activities Center Building H

## Substantial Completion Acceptance

**Project Name:** District Wide Flooring Replacement (Starr County Campus Building H)

**Project No.:** 21-22-1014

**Owner:** South Texas College

**Contractor:** Terra Fuerte Construction, LLC.

**A/E Firm:** N/A

**Scope of Work Covered by This Acceptance:**

Carpet Tile at Offices, Conference Room, and Quite Room.

Effective Date of Acceptance: 4/1/2022

This constitutes the Owner's acceptance for Beneficial Occupancy:    Yes        No   

In accordance with plans and specifications of the Contract, this is to confirm the results of the substantial completion inspection(s). The "punch list(s)" of items remaining to be completed or corrected as of the effective date of this acceptance, is formally issued under separate cover. It is expressly understood that the failure to include any items on such list (s) does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. In accordance with the Contract, the Date of Substantial Completion is that Date jointly certified by the Architect/Engineer, owner and Contractor that the Work is sufficiently completed for the Owner to utilize it, or designated portion thereof, for the intended purpose.

As of the effective date noted above, the Contractor is relieved of the responsibilities for utilities, maintenance, security, custodial services, and insurance coverage, which may pertain specifically to the Work, covered by this acceptance. The Contractor remains responsible; however, to maintain full insurance coverage as required by the Contract for any areas of the project not yet accepted, and such coverage as may be necessary for its employees and subcontractors while engaged in completion of the punch list items as identified above.

The Owner and A/E will continue to inspect the entire project, including the work accepted herein, until final completion and acceptance of all elements of the work. This inspection will cover such defects as may have been overlooked as well as the items currently remaining on the punch list (s). The date of Substantial Completion Acceptance of the Project or portion designated above is the date of issuance established by this document, which is also the date of commencement of applicable warranties required by the Contract Documents.

The <b>Contractor</b> shall complete/correct the items identified on the punch list(s) within	<u>30</u>
Calendar days from the Effective Date of this Acceptance.	
<u>ROSAURO LEAL</u>	<u>4/5/22</u>
<small>Printed Name and Title</small>	<small>Signature</small>
	<small>Date</small>

The <b>Architect/Engineer</b> agrees that the Work noted in this Acceptance is sufficiently complete to be used as intended.	
N/A	
<small>Printed Name and Title</small>	<small>Signature</small>
	<small>Date</small>

With the exception of those items noted on the attached "punch list(s)", the <b>Owner</b> accepts the Work designated herein as Substantially Complete as of the Effective Date of this Acceptance.	
<small>Printed Name and Title</small>	<small>Signature</small>
	<small>Date</small>



Facilities Planning & Construction  
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-3737  
(956) 872-3747

April 7, 2022

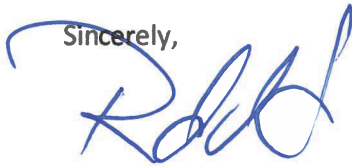
South Texas College  
3200 W. Pecan Blvd., Bldg N. Suite 179  
McAllen, TX 78501

Re: District Wide Flooring Replacements Phase I Starr County Campus

As of April 7, 2022, Terra Fuerte, Construction, LLC. has completed all work associated with the District Wide Flooring Replacements Phase I Starr County Campus project. All punch list items have been corrected. STC Facilities Planning and Construction recommends Final Completion of the project and recommends release of final payment.




If you have any questions, please contact our office.

Sincerely,



Rick de la Garza, Director  
Facilities Planning & Construction  
3200 W. Pecan Blvd., Bldg. N. Suite 179  
McAllen, TX 78501  
Phone: 956-872-3737  
Fax: 956-872-3747

Project Fact Sheet  
4/1/2022

<b>Diaz Flooring</b>		District Wide - Flooring Replacement Phase I				<b>Project No.</b>		2022-032R	
<b>Funding Source(s):</b>		Renewals & Replacements Fund							
		<b>FY 21-22</b>							
		<b>* FY 21-22</b>		<b>Variance of</b>					
		<b>Actual</b>		<b>Project Budget</b>					
		<b>Expenditures</b>		<b>vs. Actual</b>					
		<b>Expenditures</b>		<b>Expenditures</b>					
		<b>Project Budget</b>		<b>Expenditures</b>					
Construction:		\$ 500,000.00	\$ 59,969.62	\$ 440,030.38			<b>Total Actual</b>		
Design		-	-	-			<b>Expenditures To</b>		
Miscellaneous:		4,000.00	394.23	3,605.77			<b>Date</b>		
FFE:		-	-	-			\$ 59,969.62		
Technology:		-	-	-			-		
<b>Total:</b>		<b>\$ 504,000.00</b>	<b>\$ 60,363.85</b>	<b>\$ 443,636.15</b>			<b>\$ 60,363.85</b>		
		* Expenditures to date \$17,330 for replacement of MVC Bldg. C Rubber Flooring and \$5,028 for PCN Bldg X Board Room.							
<b>Project Team</b>				<b>Board Status</b>					
<b>Approval to Solicit :</b>		6/22/2021		<b>Board Approval of Schematic</b>		NA			
<b>Architect/Engineer:</b>		N/A		<b>Design</b>					
<b>Contractor:</b>		Terra Fuerte Construction, LLC							
<b>Contractor:</b>		Diaz Flooring							
				<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>					
Replacing various flooring material district wide due to flooring reaching their life expectancy. Request for Proposals or Request for Quotes are issued depending on the estimated construction cost.				Every fiscal year, different facilities are scheduled to have the flooring replaced. Maintenance developed a flooring priority schedule determining which flooring material needs to be replaced. Average six flooring replacements per fiscal year.					
<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		
6/22/2021	N/A	N/A	11/23/2021	3/1/2022	7/26/2022	8/23/2022	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	59,969.62		-	394.23		-	-		<b>60,363.85</b>
<b>Project Total</b>	<b>\$ 59,969.62</b>		<b>\$ -</b>	<b>\$ 394.23</b>		<b>\$ -</b>	<b>\$ -</b>		<b>\$ 60,363.85</b>
<b>Current Agenda Item</b>									
N/A									
<div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  <p>Pecan Campus</p> </div> <div style="text-align: center;">  <p>Mid-Valley Campus</p> </div> <div style="text-align: center;">  <p>Starr County Campus</p> </div> </div>									

FPC Project Manager David A. Valdez

FPC Asst. Director Rita Gille

FPC Director RMA

## **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 Board.

**South Texas College**  
**Monthly Construction Report**  
**Fiscal Year 2021 - 2022**  
**As of April 8, 2022**

<b>Total Project Budget Summary</b>	<b>FY22 Unexpended Plant Fund</b>	<b>FY22 Renewals &amp; Replacements Fund</b>
Total Construction Project Budget	\$ 12,639,709	\$ 6,590,868
Budget Amendment	48,218	-
Previously Approved Projects from September - March 2022	(7,945,004)	(3,029,813)
<b>Proposed Projects for the Month of April 2022</b>	<b>(44,940)</b>	<b>-</b>
<b>Total Project Budget Balance</b>	<b>\$ 4,697,983</b>	<b>\$ 3,561,055</b>

<b>Project Reference #</b>	<b>Project Name</b>	<b>Total Project Budget/Actual*</b>	
		<b>CIP Fund</b>	<b>R&amp;R Fund</b>
<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 EVOC Lighting	342,000	-
2022-015C	Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure	381,250	-
2020-017R	Pecan Campus Resurfacing of East Drive	-	92,000
2020-019R	Pecan Campus South Academic Building J Generator Replacement	-	76,250
2016-019R	Nursing and Allied Health Campus NAH East Building A Generator Replacement	-	422,000
<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 April 8, 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 April 8, 2022**

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
<b>Board Approved on January 25, 2022</b>			
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 Board Approved on January 25, 2022</b>		<b>\$ 234,599</b>	<b>\$ -</b>
<b>Board Approved on March 8, 2022</b>			
2022-040C	Pecan Campus Ann Richards Administration Building A Renovation for the President's Office	660,000	-
<b>Total Board Approved on March 8, 2022</b>		<b>\$ 660,000</b>	<b>\$ -</b>
<b>Board Approved on March 29, 2022</b>			
2022-041C	Pecan Campus North Academic Humanities Building P Renovations for the Vice President for Finance and Administrative Service's Office, Accountability, Risk, and Compliance Department, and Office of Institutional Equity	\$ 1,034,110	\$ -
<b>Total Board Approved on March 29, 2022</b>		<b>\$ 1,034,110</b>	<b>\$ -</b>
<b>Pending Board Approval on April 26, 2022</b>			
2022-042C	Pecan Campus Kinesiology Building Phase I	12,600	\$ -
2022-043C	Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	17,640	\$ -
2022-044C	Pecan Campus Department of Public Safety Building	14,700	\$ -
<b>Total Pending Board Approval on April 26, 2022</b>		<b>\$ 44,940</b>	<b>\$ -</b>
<b>Current Total Project Budget</b>		<b>\$ 7,989,944</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
3	Library Building F Renovation and Expansion	DV			●							\$ 4,289,187	\$ 602,278	\$ 3,686,909	\$ 3,778,000	High	August 2022	Approval of Construction Services	ERO Architects
4	New Continuing Education Building	TBD		●								\$ 398,160	\$ -	\$ 398,160	\$ 398,160	Low	May 2022	Approval of Solicitation for Architectural Services	TBD
Pecan Campus Subtotal												\$ 4,893,224	\$ 779,773	\$ 4,113,451	\$ 4,216,810				
<b>Pecan Plaza</b>																			
8	West Building C Kinesiology Renovation	MV									●	\$ 207,841	\$ 189,248	\$ 18,593	\$ 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
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	\$ 213,488	\$ 60,711	\$ 111,250				
<b>Mid-Valley Campus</b>																			
11	Workforce Center Building D Welding Expansion	MV				●						\$ 114,600	\$ -	\$ 114,600	\$ 114,600	High	May 2022	Approval of Schematic Design	PBK Architects
12	Workforce Center Building D Automotive Lab Expansion	MV			●							\$ 208,350	\$ -	\$ 208,350	\$ 208,350	High	May 2022	Approval of Schematic Design	PBK Architects
13	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 124,000	\$ -	\$ 124,000	\$ 124,000	High	May 2022	Approval of Schematic Design	PBK Architects
14	Center for Learning Excellence Building A Renovation of Existing Cafeteria to Culinary Arts Instructional Kitchen	MV				●						\$ 110,745	\$ 27,504	\$ 83,241	\$ 110,745	High	April 2022	Approval of Construction Services	Boultinghouse Simpson Gates Architects
Mid Valley Campus Subtotal												\$ 557,695	\$ 27,504	\$ 530,191	\$ 557,695				
<b>Technology Campus</b>																			
15	Emerging Technologies Building A & Advanced Technical Careers Building B Renovation (Master Plan Only)	SS									●	\$ 172,195	\$ 12,000	\$ 160,195	\$ 127,500	Completed	N/A	EGV Architects	TBD
16	Welding Lab Expansion Building	SS			●							\$ 115,800	\$ 456	\$ 115,344	\$ 115,800	High	May 2022	Approval of Schematic Design	TBD
17	Advanced Technical Careers Building B Automotive Lab Exhaust System	MV	●									\$ 200,500	\$ -	\$ 200,500	\$ 200,500	Low	TBD	TBD	Ethos Engineering, LLC
18	Exterior Solar Panels Structure	SS			●							\$ 103,100	\$ 446	\$ 102,654	\$ 103,100	High	May 2022	Approval of Schematic Design	SAMES, Inc
Technology Campus Subtotal												\$ 591,595	\$ 12,902	\$ 578,693	\$ 546,900				

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>																				
19	East Building A Student Services Renovation	SS									●	\$ 425	\$ 327,633	\$ (327,208)	\$ 425	Completed	N/A	Gignac & Associates, LLP	Holchemont	
20	East Building A Occupational Therapy Kitchen Lab Expansion	SS			●							\$ 73,500	\$ 456	\$ 73,044	\$ 73,500	High	April 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	August 2022	Approval of Construction Services	Able City, LLC	TBD
22	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 31,700	\$ -	\$ 31,700	\$ 31,700	High	August 2022	Approval of Construction Services	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	TBD	TBD	PBK Architects	TBD
24	Canopy for Safety Training Vehicles	DV			●							\$ 79,924	\$ 160	\$ 79,764	\$ 79,833	High	May 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
25	Canopy for Students/Instructors	DV			●							\$ 67,424	\$ 160	\$ 67,264	\$ 67,333	High	May 2022	Approval of Construction Services	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	May 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	DV		●								\$ 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	October 2022	Approval of Substantial Completion	DBR	TBD
31	Two-Story Residential Fire Training Structure	SS			●							\$ 381,250	\$ 195	\$ 381,055	\$ 381,250	Medium	May 2022	Approval of Schematic Design	Matrinez	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 2,432,634	\$ 242,599	\$ 2,190,035	\$ 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	TBD	TBD	N/A
37	Automatic Doors Phase IV	SS					●					\$ 67,568	\$ 6,176	\$ 61,392	\$ 62,000	High	May 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>\$ 13,764,290</b>	<b>\$ 1,611,635</b>	<b>\$ 12,152,655</b>	<b>\$ 12,755,509</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	\$ 135,873	\$ 33,381	\$ 156,000	High	April 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	June 2022	Approval of Construction Services	TBD	TBD
7	Resurfacing of East Drive	SS			●							\$ 92,000	\$ 456	\$ 91,544	\$ 92,000	High	July 2022	Approval of Construction Services	Perez Consulting Engineers	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	\$ 228	\$ 76,022	\$ 76,250	High	June 2022	Approval of Construction Services	DBR	TBD
<b>Pecan Campus Subtotal</b>												<b>\$ 907,504</b>	<b>\$ 136,557</b>	<b>\$ 770,947</b>	<b>\$ 894,250</b>					
<b>Pecan Plaza</b>																				
10	Stucco Repainting	SS				●						\$ 30,500	\$ -	\$ 30,500	\$ 30,500	High	June 2022	Approval of Construction Services	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	\$ 738,431	\$ 66,878	\$ 573,872	High	April 2022	Approval of Final 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>\$ 738,431</b>	<b>\$ 828,878</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	\$ 241,534	\$ 44,543	\$ 206,991	High	May 2022	Approval of Final 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>\$ 254,328</b>	<b>\$ 1,001,749</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	\$ 674,731	\$ 27,589	\$ 661,255	High	May 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>\$ 674,731</b>	<b>\$ 430,589</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	N/A		N/A	TBD
26	Interior LED Lighting Upgrade	RC/O&M		●								\$ 577,945	\$ -	\$ 577,945	\$ 110,000	Low	N/A		N/A	TBD
27	Ext. Walkway LED Lighting Upgrade	RC/O&M		●								\$ 98,443	\$ -	\$ 98,443	\$ 49,000	Low	N/A		N/A	TBD
28	Building Automation Systems Upgrade	RC/O&M				●						\$ 174,048	\$ -	\$ 174,048	\$ 76,500	Low	N/A		N/A	TBD
29	Flooring Replacement	DV/HTM					●					\$ 756,380	\$ 60,364	\$ 696,016	\$ 504,000	Medium	April 2022	Approval of Substantial Completion	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	N/A		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>\$ 60,364</b>	<b>\$ 3,467,372</b>	<b>\$ 2,092,000</b>					
<b>Totals</b>		<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 8,394,446</b>	<b>\$ 1,864,411</b>	<b>\$ 6,530,035</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 March 2022. The approval is for checks submitted for release in the amount greater than \$125,000.00 and checks in the amount greater than \$25,000.00 that were released as authorized by Board Policy No. 5610.

Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, will provide a review of the Financial Report for the month of **March 2022**, 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 March 2022.

**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 March 2022.
- 2) Release of Checks for \$125,000.00 and Above  
Board of Trustees Approval Required for March 2022.
- 3) Release of Checks for \$125,000.00 and Above  
Released Prior to Board Approval for March 2022.
- 4) Release of Construction Fund Checks for March 2022.
- 5) Quarterly Investment Report and Money Market Accounts for March 2022.
- 6) Summary of Revenues for March 2022.
- 7) Summary of State Appropriations Revenue for March 2022.
- 8) Summary of Property Tax Revenue for March 2022.
- 9) Summary of Expenditures by Classification for March 2022.
- 10) Summary of Expenditures by Function for March 2022.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for March 2022.
- 12) Summary of Grant Revenues and Expenditures for March 2022.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.



**Discussion and Action as Necessary Regarding the President's Contract  
(§551. 074, Personnel Matters)**

The Board of Trustees is asked to review and take action as necessary regarding a proposed second amendment to the President's Contract.

**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 second amendment to the President's Contract as presented.

**Approval Recommended:**

**Dr. Ricardo J. Solis  
President**

## Announcements

### A. Next Meetings:

- Tuesday, May 10, 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, May 24, 2022
  - 5:30 p.m. – Regular Board Meeting

### A. Other Announcements:

- Spring 2022 Commencement Ceremonies will take place on Friday, May 6 and Saturday, May 7, 2022 at the Bert Ogden Arena in Edinburg, Texas.
- Canvassing of the May 7, 2022 Election may take place between Tuesday, May 10, 2022 and Wednesday, May 18, 2022, depending on the availability of the Canvass Report from the Hidalgo County Elections Department.
- The College will be closed on Monday, May 30, 2022, in observance of Memorial Day.