



**SOUTH TEXAS
COLLEGE**

**Board of Trustees
Regular Board Meeting**

**Thursday, May 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
Thursday, May 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 - 18
 - 1. Welcoming to Returning and Newly Elected Trustees
 - Mr. Paul R. Rodriguez representing District #3, and
 - Mrs. Dalinda Gonzalez-Alcantar representing District #4
 - 2. Presentation on the National Summit for Dual Credit Programs
 - 3. Presentation of the Faculty Senate Board Update for Spring 2022
 - 4. Presentation on Title IX Training
- VI. Update by the College President**
- VII. Consideration and Action on Consent Agenda**
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 - 1) Texas Higher Education Coordinating Board, Texas Reskilling Support Program, Round 3, additional funds in the amount of \$200,000.00
 - 2) Texas Higher Education Foundation, Texas Affordable Baccalaureate Grant with support from the Michael and Susan Dell Foundation in the amount of \$20,000.00
 - 3) Texas Higher Education Coordinating Board, Professional Nursing Shortage Reduction Program Regular Program, award allocation in the amount of \$865,445.95.
 - 4) Texas Workforce Commission, Skills Development Fund, additional funds in the amount of \$31,221.00
 - 5) Dollar General Foundation, Adult Education and Literacy Grant in the amount of \$9,000.00
 - 6) Any Additional Grant(s) Pending Official Award

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 - 3) Telephone Services (Award)
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 - B. Rejection of Proposal
 - 5) District Wide Wireless Network Equipment Upgrade (Reject)
 - C. Purchases and Renewals
 - a. Instructional Items
 - 6) Online Tutoring Services (Purchase)
 - b. Non-Instructional Item
 - 7) Bond Counsel Services (Renewal)
 - 8) Collection Agency Services (Renewal)
 - 9) Custodial Supplies (Renewal)
 - c. Technology Items
 - 10) Audio Visual Equipment (Purchase)
 - 11) Computers, Laptops, and Tablets (Purchase)
 - 12) Software License, Maintenance, and Support Agreement (Renewal)
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- A. Next Meetings:
 - Tuesday, June 14, 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, June 28, 2022
 - 5:30 p.m. – Regular Board Meeting
 - B. Other Announcements:
 - The College will be closed on Monday, May 30, 2022, in observance of Memorial Day.
 - The College will be closed on Monday, June 20, 2022, in observance of Juneteenth.

Presentations

1. Welcoming to Returning and Newly Elected Trustees

South Texas College held an election for Trustees representing Single-Member District #3 and Single-Member District #4 on May 7, 2022.

On May 18, 2022, the South Texas College Board of Trustees reviewed the canvassing reports provided by the Hidalgo County Elections Administrator and formally canvassed the election and certified the results as follows:

Mr. Paul R. Rodriguez, Representing District #3

Mr. Paul R. Rodriguez was re-elected on May 7, 2022, to serve for six years as the Trustee for Single-Member District #3, which encompasses South McAllen, Southwest Pharr, Hidalgo, Sharyland, Southeast Mission, and Granjeno.

Mr. Rodriguez has served on the South Texas College Board of Trustees since his appointment in August 2012. Mr. Rodriguez has served as Chairman and Secretary of the Board of Trustees, as well as serving as a Chairman and Member of the Finance, Audit, and Human Resources Committee, and Member of the Education and Workforce Development Committee and Facilities Committee.

Mrs. Dalinda Gonzalez-Alcantar, Representing District #4

Mrs. Dalinda Gonzalez-Alcantar was elected on May 7, 2022, to serve for six years as the Trustee for Single-Member District #4, which encompasses North McAllen, Northwest Pharr, Palmhurst, Northeast Mission, and Southwest Edinburg.

This is Mrs. Gonzalez-Alcantar's first term serving on the South Texas College Board of Trustees.

2. Presentation on the National Summit for Dual Credit Programs

Dr. Rebecca De Leon, Dean for Dual Credit Programs & School District Partnerships, will present on the first annual National Summit for Dual Credit Programs, hosted jointly by South Texas College and the National Alliance of Concurrent Enrollment Partnerships.

This successful Summit was held from February 27 – March 1, 2022 at the South Padre Island Convention Center. Dr. De Leon will present to the Board on the Summit, including an overview of the participation from across the country, the keynote speakers, and the summit sessions, as well as a post conference session

that highlighted South Texas College's leadership in the development and implementation of highly successful dual credit partnerships.

Dr. De Leon will share feedback from attendees, and recommendations for consideration for the next annual Summit, which will be held February 19 – 21, 2023 at South Padre Island.

3. Presentation of the Faculty Senate Board Update for Spring 2022

Dr. Aaron Wilson, Faculty Senate President-Elect and Associate Professor of Philosophy, will present the Spring 2022 Board Update on behalf of the Faculty Senate.

This presentation will cover the composition and structure of the Faculty Senate, as well as their accomplishments during the Spring 2022 semester.

4. Presentation on Title IX Training

Ms. Saundra K. Schuster, Esq., Partner at TNG (a consulting firm that also oversees the membership organization Association of Title IX Administrators (ATIXA)) and National Center for Higher Education Risk Management) Consulting will present on Title IX Training.

Purpose – The Title IX Training will provide the South Texas College Board of Trustees knowledge and understanding of the Title IX regulations, including the 2020 revisions and new Texas State laws for higher education institutions.

Justification – Understanding and complying with the new Title IX regulations issued by the Department of Education on May 19, 2020 and that became effective on August 14, 2020, remains a top priority for South Texas College. In addition, on August 1, 2020, portions of the Subchapter E-3 of Chapter 51 of the Texas Education Code (House Bill 1735 and Senate Bill 212) took effect that require higher education institutions to incorporate language into their policies that address sexual harassment.

Title IX of the Education Amendments 1972 (20 U.S.C. s1681 et seq.) and its implementing regulations, 34 C.F.R. Part 106 (Title IX) state the following:

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

The College, by adhering to federal and state laws and regulations, strives to maintain a healthy and safe environment where all members of the community,

students, faculty and staff feel welcome on College campuses and classrooms. Students, faculty, and staff are thus prohibited from conducting themselves in a way that results in any form of sexual harassment, sex- based harassment, and/or sexual violence.

Background – College staff has continued to attend trainings and study the laws to stay abreast of the new requirements and to incorporate such requirements into College policies and procedures.

Training for Board of Trustees

In an effort to provide the College’s Board of Trustee an overview of the Title IX regulations, as well as highlight the new 2020 revisions, a brief training session has been developed specifically for South Texas College Board of Trustees by Ms. Sandra K. Schuster. Ms. Schuster has provided valuable training on various Title IX related topics to College staff since FY 2013.

The training session is approximately fifteen to twenty minutes in length and will be presented by Ms. Schuster at the May 26, 2022 Board Meeting. In addition, the accompanying handouts for the power point presentation and other supplementary materials will be provided to each Board Member.

Board Members will be asked to complete and submit an Acknowledgement of Training form for training documentation purposes.

Enclosed Documents - The Acknowledgement of Training form follows in the packet for the Board’s review and signature.

Mary Elizondo, Vice President for Finance and Administrative Services and Lauren Starnes, Director of Institutional Equity/Title IX and 504 Coordinator, will attend the Board of Trustees meeting to address any questions by the Trustees.

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




SOUTH TEXAS
COLLEGE

NATIONAL SUMMIT FOR DUAL CREDIT PROGRAMS

Presentation for Board Meeting
Thursday, May 26, 2022

*Dr. Rebecca De Leon, Dean for Dual Credit
Programs & School District Partnerships*

NATIONAL SUMMIT FOR DUAL CREDIT PROGRAMS

FEBRUARY 27 - MARCH 1, 2022 | SOUTH PADRE ISLAND, TX







**National Summit for
Dual Credit Programs**

Hosted by South Texas College &
National Alliance of Concurrent Enrollment Partnerships



Navigating THE SHORES TO ENSURE *Student Success*

SUMMIT OVERVIEW

- Hosted by **South Texas College** and the **National Alliance of Concurrent Enrollment Partnerships**
- A premier conference tailored for higher education institutions, school districts and State/National entities
- Provide attendees with valuable information and key takeaways regarding dual credit and college readiness



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PARTICIPATION & REPRESENTATION



- **255 Registered**
- **242 Attended**
- **23 States Represented**
 - Institutions of Higher Education
 - State Agencies
 - Workforce Development
 - School Districts



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KEYNOTE SPEAKERS



DAKOTA PAWLICKI  Lumina
FOUNDATION

Director of Talent Hubs
Lumina Foundation



JOHN QUIÑONES  abc NEWS

ABC News Broadcast Journalist, author,
motivational speaker and long time
host of *What Would You Do?*



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SUMMIT SESSIONS

➤ 5 Conference Tracks

- Dual Credit for Beginners
- Program Innovation
- Data, Measurement & Research
- Student Pathways
- Partnerships & Collaborations



➤ 7 Breakout Sessions

- 30 Presentations



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POST CONFERENCE

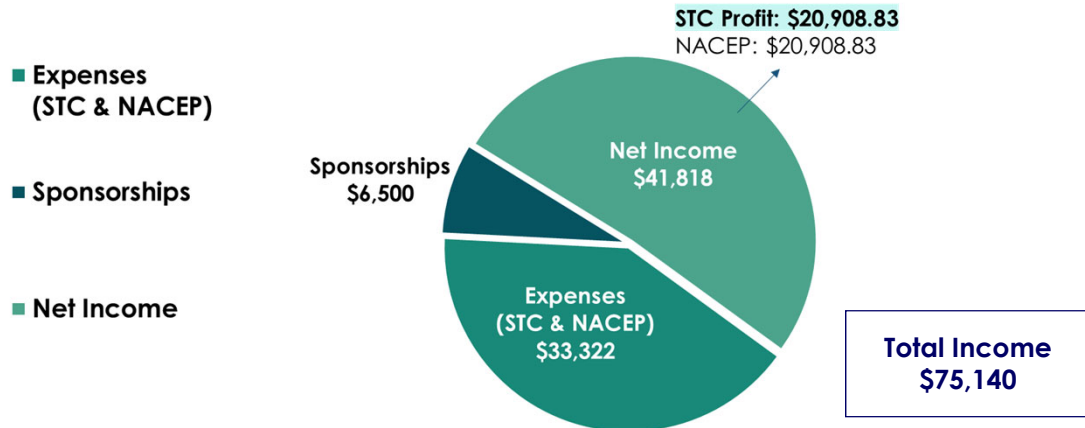
Dual Credit Programs Leadership provided insight for **29 attendees** from **20 institutions** on the following topics:

- Policies & Procedures
- Program Scheduling
- Faculty Credentialing
- Enrollment Services
- Professional Development
- Support Services



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CONFERENCE PROCEEDS



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ATTENDEE FEEDBACK & RECOMMENDATIONS

- Provide additional options for **transportation**
- Incorporate **networking opportunities**
 - Difficult to connect with individuals as all are in different levels of accreditation
- Enhance Session Themes:
 - Emerging topics - **PTECH and ECHS Programs**
 - **University presentation** and/or research perspectives
 - **National** level ideas
 - **High School** focused perspectives



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TAKEAWAYS

- "John Quinones was the **best keynote** I have ever seen as his **speech was very powerful and relatable.**"
- "Conference **provided plenty of information about successful programs and partnerships** with regards to dual credit."
- "Shared information not only from within Texas but across the nation."
- "The **collaboration** between South Texas Dual Enrollment and the rest of campus was impressive and inspiring. By including **IT Staff** into the conference, showed **how much value the college places** on the dual enrollment program."



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SOUTH TEXAS
COLLEGE

National Summit for Dual Credit Programs

Save the Date

Building Momentum for Student Success

February 19 - 21, 2023 | South Padre Island, TX

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Faculty Senate Board Update May 2022

*Dr. Aaron Wilson, Faculty Senate President-Elect
May- 2022*



Outline

- Faculty Senate Vacancies
- Faculty Senate Accomplishments
- 1st Annual Report



Faculty Senate Organization Structure

Executive Committee

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

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

Faculty Senate Accomplishments

2021-22 Accomplishments

- Spring 2022 **Diversity, Equity, and Inclusion Committee**
- **Student Support Committee**
 - Snack Donation Efforts
 - Clothes Donation Boxes
 - Student Extension Discussions
 - Faculty Burnout Discussions
- **Salaries & Benefits, Constitution, FS Academic Classification, and Newsletter and Podcast.**

Faculty Senate Accomplishments (Continued)

2021-22 Accomplishments

- 8 Events
- 4 Faculty Senate Executive Committee, STC President, and VPAA
- 1st Annual FS and Administration Meeting



Faculty Senate Accomplishments (Continued)

2021-22 Accomplishments

- 1st Annual Report
 - 16 motions
 - 9 FS motions
 - 7 Administration Motions
 - 2 discussion stages
 - 2 Presented Data for Logical Routes



Faculty Senate and Administration Meeting



Questions?

Thank you

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) April 26, 2022 Regular Board Meeting
- 2) May 10, 2022 Special Board Meeting
- 3) May 18, 2022 Special 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 April 26, 2022 Regular Board Meeting, May 10, 2022 Special Board Meeting, and May 18, 2022 Special Board Meeting as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

**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**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, April 26, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:43 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, Dr. Rodney Rodriguez, Ms. Lynda Lopez, Mrs. Rebecca Cavazos, Mr. Rick De La Garza, Mr. George McCaleb, Mrs. Laura Requena, Mrs. Myriam Lopez, Dr. Ali Esmaeili, Mr. Lucio Gonzalez, Dr. Jesus Campos, Mr. Khalil Abdullah, Mr. Robert Cuellar, Mr. Martin Villarreal, Mr. Sam Saldana, Mr. Ken Lyons, Dr. Sylvia Flores, Dr. Carlos Margo, Mr. Leonel Garza, Ms. Olivia De La Rosa, Ms. Esmeralda Adame, Ms. Luisa Rodriguez, Mr. Ben Briones, Mr. Eric Vasquez, Ms. Veronica Rodriguez, Ms. Cecilia Villagran, Mr. Justin Garza, Mr. Sergio Contreras, Mrs. Kelly Salazar, Mr. Dallas Gutierrez, Ms. Susan Anderson, Mr. Andre De Mattos, Mr. Luis Rodriguez, Mr. Juan Mujica, Mr. Aaron Hanley, and Mr. Andrew T. Fish.

Determination of a Quorum

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

Invocation

Ms. Veronica Rodriguez, Program Chair of the Child Development and Early Childhood Department, said the invocation.

Public Comments

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

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 announced his retirement after 29 years of service. The April 26, 2022 Regular Board Meeting marked 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 recognized Mr. Gurwitz, and thanked 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 pledged \$15,000 to help launch the South Texas College Foundation.

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

The South Texas College Foundation would 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 committed to provide a \$5,000 donation to support the ongoing development of a highly educated and skilled workforce in our region.

These funds would 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 would 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 reviewed the celebration and expressed 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, presented the agenda for the May 2022 Graduation Ceremonies to the Board of Trustees.

Certificates and degrees were 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, provided the Board with the Delinquent Tax Collection Report for the period of December 1, 2021 through February 28, 2022.

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

In consideration of Ms. Kelly Salazar's time, Chair Benavidez asked that the Board act at this time on the following agenda items out of the posted order:

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 was requested.

Purpose – A resolution authorizing the College to levy an additional 15 percent penalty to the delinquent 2021 district taxes was 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 would 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 1st based on the delinquent balance as of July 1st 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 1st. This tax code allows entities to assess an additional penalty for collection cost for taxes that become delinquent on or after June 1st 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 was provided in the packet for the Board's review and information.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized Resolution 2022-008 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. The motion carried.

The Chair also requested Board action on these items at this time in the meeting:

- XI A 001 (e) - Approval of Resolution 2022-012 on a Written Statement for Professional Legal Services Contract
- XI A 001 (f) - Approval of Renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County

Consent Agenda:

XI A 001 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, was 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 required 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.

Approval of this item was undertaken in the same motion as the following item in these Minutes.

Consent Agenda:

XI A 001 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 was 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 st Renewal	02/23/21		05/01/21 – 04/30/22
2 nd 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 were provided 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.

Upon a motion by Mr. Danny Guzman and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved item XI A 001 (e) authorizing Resolution 2022-012 on a Written Statement for Professional Legal Services Contract, and item XI A 001 (f) approving renewal of Delinquent Tax Collection Services for Hidalgo County and Starr County and XI A 002 as presented. The motion carried.

The Chair then requested Legal Counsel on the following agenda item:

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.

Legal Counsel advised that the College may need to re-evaluate the procurement method for the proposed one-year contract. He recommended that instead of the full proposed contract, the College could consider extending the current contract for a month or two while legal counsel continues to review the issues. Alternatively, the Board could consider tabling the item.

Mr. Danny Guzman voiced a concern about setting a precedent of using contract extensions to circumvent procurement requirements, and legal counsel agreed that this should not be considered a precedent as such.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College authorized a two-month extension to the Consultant

Services Contract with Pathfinder Public Affairs at its current contract terms, as recommended by Legal Counsel. The motion carried.

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 introduced Dr. Rodney Rodriguez, Vice President of Institutional Advancement and Economic Development.

Dr. Rodriguez presented briefly on progress with the South Texas College Foundation. His presentation included the next steps to establish the Foundation as an independent entity authorized to raise funds supporting the Foundation's mission to provide educational opportunities throughout the region.

Dr. Rodriguez outlined the need to restructure the South Texas College Foundation Board in alignment with best practices in place at other institutions throughout the region and the state.

Dr. Rodriguez also described the need for a Memorandum of Understanding between the Foundation and the College, to ensure an alignment of goals and strategies as the Foundation builds its resources and activities.

Mr. Javier Villalobos, Legal Counsel, opined that the members of the South Texas College Board of Trustees should not sit on the South Texas College Foundation Board of Directors. While trustees are public servants, the Directors of the Foundation would primarily be fund-raisers.

Mrs. Victoria Cantú asked who would appoint the Board of Directors of the Foundation. Dr. Rodriguez clarified that the College President or another official of the College would need the authority to establish the Directors.

Chair Benavidez also observed that most Foundations have separation between their Boards and the governance boards of institutions they serve.

Mr. Gurwitz also noted that this separation gives the Foundation and the College some protection, by segregating the public business of the College from the operation of the Foundation.

This update was for the Board's information, and no action was taken.

Approval of Board Meeting Minutes

The following Board Meeting Minutes were submitted for approval:

1) March 29, 2022 Regular Board Meeting

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and adopted the Minutes for the March 29, 2022 Regular Board Meeting as written. The motion carried.

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, was 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 were 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 would be used for auxiliary or unrestricted positions at the Child Development Center. The funding period for this grant was from April 1, 2022, through May 31, 2023.

This grant aligned 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.

Summary of Grant Award Funding

The presented grant would provide up to \$334,581 in funding for the college to provide services and opportunities throughout the region.

Upon a motion by Mrs. Victoria Cantú and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized 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

The motion carried.

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, was presented. The Board was asked to approve the Investment Report as presented.

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

Justification – The report provided 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*, required 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) reviewed the information presented.

Enclosed Documents – A copy of the Quarterly Investment Report for the Quarter Ended February 28, 2022 was included 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, were present at the Board Meeting to address any questions.

Upon a motion by Mr. Paul R. Rodriguez and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized the Quarterly Investment Report for the Quarter Ended February 28, 2022, as presented. The motion carried.

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 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 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 was 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.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Rene Guajardo, 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. The motion carried.

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

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

Upon a motion by Mr. Danny Guzman and a second by Mrs. Victoria Cantú, the Board of Trustees of South Texas College approved and authorized the proposed 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. The motion carried.

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

The Board of Trustees was 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 would pay South Texas College \$109,379.00, which would cover the costs for the College to provide these fun and instructive camps to over 400 students enrolled through La Joya ISD.

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

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

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

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

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

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

- 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

The Board Chair had requested approval earlier in the agenda for items e and f, and the Board acted to approve these items at that time.

Upon a motion by Mr. Rene Guajardo and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approve and authorize items a – d of the Finance, Audit, and Human Resources Committee Consent agenda as presented. The motion carried.

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, was 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 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)
Art's Trucks & Equipment (McAllen, TX)	Charles Clark Chevrolet, Co. (McAllen, TX)
Haboken Enterprises, LLC./ dba Golf Cart Crossing (Pharr, TX)	Pan American Auto, LLC. (Pharr, TX)
Southern Tire Mart, LLC. (Columbia, MS) (New)	Spikes Motors, Inc. (Mission, TX)
Stutz Auto Service, Inc. (McAllen, TX)	Trancasa USA, Inc. (Pharr, TX)
Truckers Sales & Service, LLC. (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 an 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 was \$1,857,892.73.

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

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 Accreditation Agencies and retire Current Policy #3347: Substantive Change Reporting was requested.

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 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 would be retired as new TASB Policies are approved by the Board of Trustees.

The request to adopt the new policy was 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 was needed to maintain good standing with our SACSCOC regional accreditation. The proposed new Policy GK was more comprehensive and addressed Substantive Change Reporting as required by SACSCOC, as well as general accreditation mandates with institutional and programmatic accreditors.

Reviewers – The new policy was 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 were provided 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 Accreditation Agencies and to retire Current Policy #3347: Substantive Change Reporting, as presented and which supersedes any previously adopted Board policy.

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

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 was 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 was needed in order for the Hidalgo County Tax Assessor to assess and collect taxes levied.

Justification – Texas Property Tax Code, Sec. 6.27 (c) Compensation for Assessment and Collection, indicates that the assessor or collector is entitled to a reasonable fee, not to exceed actual costs incurred, for which it assesses and collects taxes. Texas Education Code, Sec. 130.121 (b) Tax Assessment and Collection, indicates that each governing board shall be

authorized to have the taxable property in its district assessed and/or its taxes collected, in whole or in part, by the tax assessors and/or tax collectors, respectively, of any county, city, taxing district, or other governmental subdivision in which all or any part of the junior college district is located. The Inter-Local Cooperation Agreement requires the County, after reviewing actual collection costs, to submit a proposed fee to the College, which may include a cost increase of no more than 5% per year, prior to May 1st. The College will then have until June 1st to accept the recommended fee.

Background – The Board of Trustees approved the Inter-Local Cooperation Agreement for Tax Assessment and Collection with Hidalgo County on March 11, 1996 with an option to renew for subsequent tax years. The contract was last renewed on April 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.

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

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

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 was 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.

Ten Year History of Fees for Starr County Tax Assessment and Collection				
Fiscal Year	Fee	Increase over Previous Year	% of Tax Collection	Total Tax Levy
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 was provided 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.

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

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 was 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 would 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 were provided in the packet for the Board’s information and review.

The budget amendment was proposed as follows:

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

A budget amendment was 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 was 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 would 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
Total Fund Balance Deduction	\$9,953,259	\$2,905,890	\$12,859,149

**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
Total Projected Draws for Approved Projects	\$14,333,819	\$2,905,890	\$17,239,709

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

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

Upon a motion by Mr. Rene Guajardo and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized the proposed budget amendment for FY 2021 – 2022 in the amount of \$2,905,890 as presented. The motion carried.

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

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

Administration believed that all questions raised during the Committee discussion of Consent Agenda 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 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

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Paul R. Rodriguez, the Board of Trustees of South Texas College approved and authorized items a – h 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 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 was requested.

Purpose

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

Background

The project consisted 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 was \$3,240,000 and itemized in the table below:

Pecan Campus Kinesiology Building Phase I Total Project Budget	
Budget Item	Project Total
Construction	\$2,400,000
Design	240,000
Miscellaneous	72,000
FFE	204,000
Technology	204,000
Contingency 5%	120,000
Total Project Budget	\$3,240,000

Funding Source

Board approval would 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 would be required in FY 2023 – 2024 to complete this project and would be requested at a later date.

Enclosed Documents

Facilities Planning & Construction staff 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.

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

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 was requested.

Purpose

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

Background

The project consisted 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 was \$4,536,000 as itemized in the table below:

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

Funding Source

Board approval would 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 would be required in FY 2023 – 2024 to complete this project and would be requested at a later date.

Enclosed Documents

Facilities Planning & Construction staff 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.

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

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 was 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 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 Building A for the College President’s Office.

Background

The College President, Dr. Ricardo J. Solis, 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.

Timeline for Solicitation of Statements of Qualifications	
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 as itemized in the table below:

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

Funding Source

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

Reviewers

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

Enclosed Documents

A presentation of the proposed project was enclosed. The evaluation team members completed evaluations for the firms and 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.

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

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 was requested.

Purpose

The revised exterior elevations were presented for approval.

Justification

The exterior elevations were revised from the previously approved schematic design, and required Board approval to proceed with developing construction documents for the revisions.

Scheduling Priority

This project was requested by College management and the Academic Division of Business, Public Safety, & Technology. It was 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 was 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 proposed the addition of metal panels to the east, south, and west walls to conform to the aesthetics of the campus. Able City, LLC. provided revised exterior elevations to show the revisions.

Enclosed Documents

Exterior elevations of the Starr County Campus Workforce Center Building D Automotive Lab Expansion were 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.

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

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 was requested.

Purpose

The procurement of a contractor would provide for construction services necessary for the Mid Valley Campus Center for Learning Excellence Building A Culinary Arts Lab Renovation.

Scheduling Priority

This project was requested by College management and the Academic Division of Business, Public Safety, & Technology. It was 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 was 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 consisted 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.

Timeline for Solicitation of Competitive Sealed Proposals	
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

Source of Funding	Original Construction Budget	Highest Ranked Proposal Holchemont, Ltd.	Original Budget Variance
Unexpended Construction Plant Fund	\$357,225	\$413,000	(\$55,775)
Total Amount	\$357,225	\$413,000	(\$55,775)

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 were 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 was 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.

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

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 was requested.

Purpose

The rejection of the construction services proposals would 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 was 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 would 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.

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

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 was 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 was part of the district wide deferred maintenance plan, and was 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 was 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 were 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.

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

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 was requested.

Project		Completion Recommended	Date Received
1.	District Wide Flooring Replacements Phase I - Starr County Campus Project No. 2022-032R	Substantial Completion	April 1, 2022
	Contractor: Terra Fuerte Construction, LLC	Final Completion Recommended	April 7, 2022

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

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 was 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 was \$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 were 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.

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 prepared the design and construction update. This update summarized the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority. Mary Elizondo and Rick de la Garza were available to respond to questions and address concerns of the 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 March 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, was available to provide a review of the Financial Report for the month of **March 2022**, and 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 Mr. Rene Guajardo, the Board of Trustees of South Texas College approved and authorized the submitted checks for release in an amount over \$125,000.00, the checks that were released as authorized by Board Policy #5610, and the financial reports submitted for the month of March 2022. The motion carried.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 7:07 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

➤ Section 551.074, Personnel Matters

1. Discussion and Action as Necessary Regarding the President's Contract

Open Session:

The South Texas College Board of Trustees returned to Open Session at 7:31 p.m. No action was taken in Executive Session.

Discussion and Action as Necessary Regarding the President's Contract (§551. 074, Personnel Matters)

The Board of Trustees was asked to review and take action as necessary regarding a proposed second amendment to the President's Contract.

Upon a motion by Mrs. Victoria Cantú and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized the proposed second amendment to the President's Contract, which added an additional two years to the term of the contract, as presented. The motion carried.

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

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.

Adjournment

There being no further business to discuss, the Regular Meeting of the South Texas College Board of Trustees adjourned at 7:34 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, April 26, 2022 Regular Board Meeting of the South Texas College Board of Trustees.

X _____

Mrs. Victoria Cantú

Board Secretary

SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Tuesday, May 10, 2022 @ 5:15 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501

Minutes

Call Meeting to Order:

The Special Board Meeting of the South Texas College Board of Trustees was held on Tuesday, May 10, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:51 p.m. with Ms. Rose Benavidez presiding.

Members present: Ms. Rose Benavidez, Dr. Alejo Salinas, Jr., Mrs. Victoria Cantú, Mr. Paul R. Rodriguez, Mr. Gary Gurwitz, Mr. Rene Guajardo, and Mr. Danny Guzman.

Members absent: None

Also present: Dr. Ricardo J. Solis, Dr. David Plummer, Mrs. Mary Elizondo, Mr. Matthew Hebbard, Dr. Rodney Rodriguez, Mrs. Myriam Lopez, Dr. Ali Esmaeili, Mrs. Laura Requena, Ms. Alicia Correia, Mrs. Gardenia Perez, Mr. Jesus Campos, Mr. Jen Lyons, Mr. Michael Cano, Mr. Dallas Gutierrez, and Mr. Andrew T. Fish.

Determination of a Quorum

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

**Review and Approval of Proposed Transition to Four-and-a-Half Day
Work Week Scheduling**

Approval was requested to implement a pilot four-and-a-half-day work week schedule starting May 16, 2022 and ending July 29, 2022.

The Board was also asked to authorize the College President to monitor the pilot program, and to extend the four-and-a-half-day work week schedule beyond the pilot period, as appropriate.

Purpose – To revise working hours starting on May 16, 2022 and ending on July 29, 2022, to a four-and-a-half-day work week schedule, while still meeting the forty (40) hour work week requirement.

Justification – The modified work week schedule was a common practice in community colleges and was recognized as a cost reduction measure and an incentive for employees.

Background –As presented at the Finance, Audit, and Human Resources Committee Meeting on April 12, 2022, a survey was scheduled to be issued on April 13, 2022 to gain feedback from employees regarding the four-and-a-half-day work week.

The survey was issued and the responses provided valuable feedback on the following items:

- Interested in four-and-a-half-day work week schedule (Exhibit A)
- Term of implementation (Exhibit B)
- Other comments/challenges (Exhibit C)
- Potential schedules (Exhibit D)

All employees of the College were asked to participate in the survey and 776 responses were received by April 22nd.

The results were shown graphically on Exhibits A through D, that were included in the packet.

Recommendation – Administration recommended that employees work with their supervisors to implement their new schedule for this period with the goal of working a four and a half work week based on one of the top four ranked schedules listed below and shown in Exhibit D while ensuring coverage of operations.

- Monday – Thursday 8:00am – 5:30pm (Half hour Lunch)
- Monday – Thursday 7:30am – 5:00pm (Half hour Lunch)
- Monday – Thursday 7:45am – 5:15pm (Half hour Lunch)
- Monday – Thursday 8:00am – 6:00pm (Full hour Lunch)

Exceptions outside these schedules would be made at the discretion and approval of the supervisor. Supervisors will ensure that administrative offices are open during regular business hours of 8:00 a.m. – 5:00 p.m. Monday – Thursday, or as otherwise required by specific departments and programs.

Reviewers - The proposed modified work week schedule was reviewed by administrative staff and cabinet members.

Upon discussion, the trustee determined that rather than authorizing the College President to extend the schedule beyond this pilot period, he should report on the feasibility of such an extension to the Board, allowing the Board to determine any further extension.

Upon a motion by Mrs. Victoria Cantu and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorizes implementation of a pilot four-and-a-half-day work week schedule for May 16, 2022 through July 29, 2022, with a report to be brought to the Board regarding the feasibility of continuing this schedule beyond the pilot period. The motion carried.

Review and Action as Necessary Regarding Proposed Resolution 2022-014 Casting Votes in the Recall Election of Starr County Appraisal District Board of Directors

On April 27, 2022, the Starr County Chief Appraiser notified South Texas College of its entitlement to vote in a recall election of the Starr County Appraisal District Board of Directors.

As per the Chief Appraiser, on April 24, 2022, a resolution was adopted by the Starr County Commissioners Court wherein it has called for a recall election of Mr. Raul Pena, III from the Starr County Appraisal District Board of Directors.

On November 23, 2021, the South Texas College Board of Trustees cast 211 votes for Mr. Pena to serve on that Board. As per the Chief Appraiser, the Board of Trustees is entitled to cast that same number of votes, 211, either in favor of or against Starr County's resolution for the recall election. This vote must be submitted by formal resolution to the Starr County Appraisal District on or before May 27, 2022.

If the Starr County resolution for a recall election is successful, Mr. Pena will be recalled from the Board. At that point the Chief Appraiser would notify taxing entities of the opportunity to nominate new candidates, and later to cast votes on the nominated candidates.

The packet included the proposed Resolution #2022-014, as well as correspondence from the Starr County Chief Appraiser regarding this recall election and procedures.

Upon a motion by Mr. Danny Guzman and a second by Dr. Alejo Salinas, Jr., the Board of Trustees of South Texas College approved and authorized Resolution #2022-014 casting the College's 211 votes for the proposed recall election. The motion carried.

The Hidalgo County Elections Department and the Ballot Board were not able to complete the canvass report for the May 7, 2022 election in time for the South Texas College Board of Trustees to act upon the following two items. A follow-up Special Board Meeting would be called by the May 18, 2022 deadline to canvass and certify the election results.

- **Approval of Order Canvassing the Election Returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4) as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramon**
- **Approval of Order to Certify May 7, 2022 Election Returns**

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 6:04 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, May 10, 2022 Special Board Meeting of the South Texas College Board of Trustees.

X_____

Mrs. Victoria Cantú

Board Secretary

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Wednesday, May 18, 2022 @ 3:00 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Special Board Meeting of the South Texas College Board of Trustees was held on Wednesday, May 18, 2022 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:04 p.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Dr. Alejo Salinas, Jr., Mr. Rene Guajardo, and Mr. Danny Guzman

Members absent: Ms. Rose Benavidez, Mrs. Victoria Cantú, Mr. Paul R. Rodriguez, and Mr. Gary Gurwitz

Also present: Dr. Ricardo J. Solis, Dr. Rodney Rodriguez, Dr. Wendi Williams, Mr. Mark Murray, and Mr. Andrew T. Fish.

Determination of a Quorum

Sec. 67.004 of the Texas Election Code specifies that “two members of the authority constitute a quorum for purposes of canvassing an election.”

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

**Approval of Order Canvassing the Election Returns of the May 7, 2022
South Texas College Board of Trustees Election for Single-Member
District Three (3) and Single-Member District Four (4) as Certified by
Elections Officer and Hidalgo County Elections Administrator, Yvonne
Ramon**

Approval of the Orders canvassing the election returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4), as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramón, was requested.

It was necessary for the Board of Trustees to canvass the returns for the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4).

05/18/2022

Special Board Meeting Minutes

The canvass report was provided by the Hidalgo County Elections Department on Monday, May 16, 2022. This report showed the following results:

DISTRICT 3

- That there were cast at said election **3,704** legal and valid ballots.
- That Paul R. Rodriguez received **1,875** votes.
- That Prisciliano 'J.R.' Trevino received **1,021** votes.
- That Lorena Saucedo Singh received **808** votes.

DISTRICT 4

- That there were cast at said election **7,575** legal and valid ballots.
- That Michael Fallek received **2,537** votes.
- That Dalinda Gonzalez-Alcantar received **2,749** votes.
- That Ronnie Ontiveros received **2,289** votes.

Upon a motion by Mr. Rene Guajardo and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College approved and authorized the Order canvassing the election returns of the May 7, 2022 South Texas College Board of Trustees Election for Single-Member District Three (3) and Single-Member District Four (4) as Certified by Elections Officer and Hidalgo County Elections Administrator, Yvonne Ramón, as presented. The motion carried.

Approval of Order to Certify May 7, 2022 Election Returns

Approval of the Order to Certify the May 7, 2022 Election Returns for South Texas College Board of Trustees for Single-Member District Three (3) and Single-Member District Four (4) as required by Section 67.016 of the Texas Election Code was requested.

The intent of this certification of the election results was to verify the election of the officials (Trustees). The elected Trustees were required to have a form filed for certification of election and the form is to be completed by the Chairman of the Board of Trustees.

Based upon the canvassing of the election, Mr. Paul R. Rodriguez was certified as the elected trustee representing Single-Member District #3.

Based upon the canvassing of the election, Mrs. Dalinda Gonzalez-Alcantar was certified as the elected trustee representing Single-Member District #4.

Upon a motion by Mr. Rene Guajardo and a second by Mr. Danny Guzman, the Board of Trustees of South Texas College authorized and adopted the Order certifying the election results for the South Texas College Trustee Election held on May 7, 2022 as presented. The motion carried.

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 3:08 p.m.

I certify the foregoing are the true and correct minutes of the Wednesday, May 18, 2022 Special Board Meeting of the South Texas College Board of Trustees.

X _____

Mrs. Victoria Cantú

Board Secretary

Approval and Authorization to Accept Grant Awards and Agreements

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

1. Texas Higher Education Coordinating Board, Texas Reskilling Support Program, Round 3, additional funds in the amount of \$200,000.00

The Texas Higher Education Coordinating Board previously awarded South Texas College, \$112,500.00, which was approved by the Board of Trustees on January 25, 2022. Additional funds in the amount of \$200,000.00 are being awarded to continue supporting approximately 125 students who previously completed post-secondary education credits, were near completion, and would like to re-enroll in college. This program helps to increase postsecondary credential attainment for eligible students with tuition and fees assistance for program completion. The funding period for this grant is from February 2, 2022 to September 30, 2022.

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

2. Texas Higher Education Foundation, Texas Affordable Baccalaureate Grant with support from the Michael and Susan Dell Foundation in the amount of \$20,000.00

These funds will be used to help promote and provide awareness about Competency Based Education (CBE) programs and to implement an advertising and marketing plan that prioritizes new and innovative digital content and similar platforms. The plan was designed with the assistance of the South Texas College Department of Public Relations and Marketing. The funding period is from September 1, 2022 to May 15, 2023.

This award aligns with Strategic Direction #2, Access and Success, by promoting a college-going culture through proactive outreach that targets prospective students; and aligns to Strategic Direction #3, to Create Educational Opportunities for Students by providing more affordable educational opportunities through Competency CBE Programs.

3. Texas Higher Education Coordinating Board, Professional Nursing Shortage Reduction Program Regular Program, award allocation in the amount of \$853,728.11.

Funds for this grant will be used to recruit and retain students enrolled in the Associate Degree Nursing Program for nursing faculty enhancement and for the development and

implementation of innovative methods to deliver curriculum and/or preceptorships for fiscal year 2022. The funding period is from September 1, 2022 to August 31, 2026.

This award aligns with Strategic Direction #2, Access and Success, by increasing the college-going culture in the region through community outreach for the STC nursing program.

4. Texas Workforce Commission, Skills Development Fund, additional funds in the amount of \$31,221.00

The Texas Higher Education Coordinating Board previously awarded South Texas College, \$50,000.00, which was approved by the Board of Trustees on February 23, 2021. Additional funds in the amount of \$31,221.00 have been awarded to South Texas College bringing the total to \$81,221.00. These funds will be used to help provide customized training for 203 additional students in Advanced Technologies and Manufacturing for Stanley Black and Decker. The original funding cycle was from April 15, 2021 through March 31, 2022. The end date has been extended to July 31, 2022.

This award aligns with Strategic Direction # 3, to Create Educational Opportunities for Students, by developing knowledge and skills to help individuals in their current employment and increase their earning potential and social mobility.

5. Dollar General Foundation, Adult Education and Literacy Grant in the amount of \$9,000.00

These funds will allow the Department of Continuing, Professional and Workforce Education to purchase thirty-three GED reusable software licenses. The software which will be used to assist 737 GED training participants. The funding period for this grant is from May 20, 2022 to April 31, 2023.

This award aligns with Strategic Direction #3, to Create Educational Opportunities for Students, by aligning programs with emerging technologies to support students.

Any Additional Grants Pending Official Award

Summary of Grant Award Funding

The presented grants will provide up to \$1,113,949.11 funding for the college to provide services and opportunities throughout the region.

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

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

1. Texas Higher Education Coordinating Board, Texas Reskilling Support Program, Round 3, additional funds in the amount of \$200,000.00
2. Texas Higher Education Foundation, Texas Affordable Baccalaureate Grant with support from the Michael and Susan Dell Foundation in the amount of \$20,000.00
3. Texas Higher Education Coordinating Board, Professional Nursing Shortage Reduction Program Regular Program, award allocation in the amount of \$865,445.95.
4. Texas Workforce Commission, Skills Development Fund, additional funds in the amount of \$31,221.00
5. Dollar General Foundation, Adult Education and Literacy Grant in the amount of \$9,000.00

Approval Recommended:

Dr. Ricardo J. Solis
President

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

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

Administration 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 Education and Workforce Development Committee recommended Board action on the following items as presented.

- a. Approval of Proposed Revision to 2022-2023 Academic Calendar
- b. Approval of Proposed 2023 – 2024 Academic Calendar
- c. Approval to Offer the Proposed Associate of Applied Science Degree and Certificate for Surveying and Geospatial Technology
- d. Approval to Offer the Proposed Certificate for Cosmetology Operator
- e. Approval of Proposed Interlocal Agreements for Dual Credit Programs:
 - i. In-District Interlocal Agreements
 - ii. Out-of-District Interlocal Agreement
 - iii. Non-Resident Interlocal Agreement

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

The Board of Trustees of South Texas College approve and authorize items a – e of the Education and Workforce Development Committee Consent agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Proposed Revision to 2022-2023 Academic Calendar

The Board is asked to approve and authorize the proposed revision to the 2022-2023 Academic Calendar.

The 2022-2023 Academic Calendar was previously approved by the Board on May 25, 2021. In the current calendar, the College-Wide Professional and Organizational Development Day is scheduled for February 10, 2023.

However, since that time, staff have identified a scheduling conflict with the McAllen Convention Center, which serves as the venue for the event.

Due to the scheduling conflict at the McAllen Convention Center, it is necessary to update the calendar to reflect the new date of Friday, January 27, 2023 for College-Wide Professional and Organizational Development Day

Enclosed Documents

The proposed revision to the 2022-2023 Academic Calendar is provided in the following pages.

The Education and Workforce Development Committee recommended Board approval of the proposed revision to the 2022-2023 Academic Calendar as presented.

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

The Board of Trustees of South Texas College approves and authorizes the proposed revision to the 2022-2023 Academic Calendar as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

2022-2023 Calendar



Rev: ~~8/26/2021~~ 4/20/2022

Fall Semester 2022 (August 22 - December 11)

August 10 (Wednesday)	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
August 11 (Thursday)	New Faculty Orientation
August 12 (Friday)	New Faculty Service Area Tour
August 15 (Monday)	Faculty Return – Academic Affairs Convocation / Division Meetings
August 16 (Tuesday)	Faculty Preparation Day / Departmental Meetings
August 17 (Wednesday)	Faculty Preparation Day / Departmental Meetings
August 18 (Thursday)	Faculty Preparation Day / Full-Time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 19 (Friday)	Faculty Preparation Day / Departmental Meetings
August 20 (Saturday)	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
August 22 (Monday)	Classes Begin
September 5 (Monday)	College Closed – Labor Day
September 7 (Wednesday)	Census Day - Twelfth Class Day
September 23 (Friday)	College Closed – College-Wide Professional and Organizational Development Day
November 11 (Friday)	Last Day to Withdraw
November 24 – 27 (Thursday – Sunday)	College Closed - Thanksgiving Holiday
December 5 – 11 (Monday – Sunday)	Finals
December 10 (Saturday)	Commencement Ceremonies*
December 10 (Saturday)	Certificate and Degree Award Date
December 11 (Sunday)	End of Term
December 12 (Monday)	Grades Due Date
December 17 – January 3 (Saturday – Tuesday)	Winter Break (College Closed)

* May vary depending on faculty availability.

Spring Semester 2023 (January 17 – May 11)

January 4 (Wednesday).....	College Opens – Staff return
January 4 (Wednesday).....	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
January 9 (Monday).....	Faculty Return – Division / Department Meetings
January 10 – 13 (Tuesday-Friday).....	Faculty Preparation Day / Departmental Meetings
January 14 (Saturday).....	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
January 16 (Monday).....	Martin Luther King, Jr. Day – College Closed
January 17 (Tuesday).....	Classes Begin
January 27 (Friday).....	College Closed - College-Wide Professional and Organizational Development Day
January 31 – February 4 (Tuesday – Saturday) ...	Distance Learning Symposium
February 1 (Wednesday).....	Census Day - Twelfth Class Day
February 10 (Friday).....	College Closed – College-Wide Professional and Organizational Development Day
March 13 – 19 (Monday - Sunday).....	College Closed - Spring Break
April 6 – 9 (Thursday – Sunday).....	College Closed - Semester Break
April 18 (Tuesday).....	Last Day to Withdraw
May 5 – 11 (Friday – Thursday).....	Finals
May 11 (Thursday).....	End of Term
May 12 – 13 (Friday - Saturday).....	Commencement Ceremonies*
May 12 – 13 (Friday - Saturday).....	Certificate and Degree Award Date
May 15 (Monday).....	Grades Due Date
May 29 (Monday).....	College Closed – Memorial Day

*May vary depending on facility availability.

Summer Session 2023 (June 5 – August 11)

June 5 (Monday)	Classes Begin
June 9 (Friday)	Staff – South Texas Leadership Academy for Staff
June 19 (Monday)	College Closed - Juneteenth
June 21 (Wednesday).....	Census Day - Twelfth Class Day
July 4 (Tuesday).....	College Closed-Independence Day
July 10 – 11 (Monday & Tuesday)	No classes (For Summer III only)
July 27 (Thursday)	Last Day to Withdraw
August 10 (Thursday)	End of Term/Finals (Classes Meeting M-R)
August 11 (Friday).....	End of Term /Finals (Classes Meeting M-F)
August 14 (Monday).....	Grades Due Date

SI – Minimester (June 5 – July 7)

June 5 (Monday)	Classes Begin
June 8 (Thursday)	Census Day - Fourth Class Day
June 19 (Monday)	College Closed - Juneteenth
June 29 (Thursday)	Last Day to Withdraw
July 4 (Tuesday).....	College Closed-Independence Day
July 7 (Friday).....	End of Term/Finals
July 10 (Monday).....	Grades Due Date

SII – Minimester (July 12 – August 11)

July 12 (Wednesday)	Classes Begin
July 17 (Monday).....	Census Day - Fourth Class Day
August 4 (Friday).....	Last Day to Withdraw
August 10 (Thursday)	End of Term/Finals (Classes Meeting M-R)
August 11 (Friday).....	End of Term /Finals (Classes Meeting M-F)
August 14 (Monday).....	Grades Due Date

Consent Agenda:

b. Approval of Proposed 2023 – 2024 Academic Calendar

The Board is asked to approve and authorize the proposed 2023-2024 Academic Calendar and recommend Board approval as presented.

The Academic Calendar Steering Committee, which includes membership from each area of the College and Student Government representation, has developed the FY 2023 – 2024 Academic Calendar.

The calendar was developed to be compatible with local area school district calendars and other higher education institutions in Texas. The calendar was presented to South Texas College faculty and staff for review, feedback, and input during the months of March and April. Input received from staff and faculty was incorporated into the proposed calendar.

The proposed calendar has been approved by the Academic Calendar Steering Committee and has been reviewed and approved by the Academic Council.

The proposed calendar follows in the packet for the Board's review and consideration.

The Education and Workforce Development Committee recommended Board approval of the 2023-2024 Academic Calendar 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 2023-2024 Academic Calendar as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Committee Membership and Timeline

Academic Calendar 2023-2024

Updated February 7, 2022

Committee Membership

Christina Cavazos, Curriculum	Martin Torres, Student Government
Esmeralda Eureste, Curriculum	Erika Leal, OPOD
Juan Miguel Galvan, Student Financial Services	Alejandra Cantu, Dual Credit Programs
Jesus Campos, IS&P	Monica Perez, OVPA
Bradley Davis, IS&P	Mark Murray, Faculty Senate
Cynthia Blanco, Admissions	Joel Jason Rodriguez, Council of Chairs
Jesus Ramirez, Admissions	Dr. Enriqueta Cortez, MSITB (faculty)
Lynda Lopez, Public Relations	Erika Guerra, BPST (faculty)
Georgina Marr, Human Resources	Nathaniel Weber, LA (faculty)
Laura Requena, Human Resources	Fred Cady, SBS (faculty)
Norma Jimenez, Business Office	Dr. Theresa Garza, NAH (faculty)
Willie Langley, Purchasing	

Timeline and Process

February 25, 2022	Calendar Committee meet to propose a preliminary draft calendar. (Materials provided in advance)
February 28 – March 25, 2022	Time for review and feedback by faculty and staff. Committee members distribute the draft calendar to faculty and staff in their area for feedback. Feedback due by March 25, 2022.
April 1, 2022 (tentative)	Calendar Committee may meet to review collected feedback from faculty and staff and revised draft, if applicable.
April 4 – May 6, 2022	Draft Calendar will be presented to Academic Council, Planning and Development Council, President’s Administrative Staff, Council of Chairs, and Faculty Senate.
May 9 – May 13, 2022	Calendar Committee members will vote on the Final Draft Calendar via email.
May 16, 2022	Final Calendar will be submitted to the Vice President for Academic Affairs.
June 14, 2022	Final Calendar will be presented at the Board of Trustees Education and Workforce Development Committee Meeting.
June 28, 2022	Final Calendar will be submitted to the Board of Trustees.

2023-2024 Calendar



Draft: 03/31/22

Fall Semester 2023 (August 28 - December 17)

August 16 (Wednesday)	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
August 17 (Thursday)	New Faculty Orientation
August 18 (Friday)	New Faculty Service Area Tour
August 21 (Monday)	Faculty Return – Academic Affairs Convocation / Division Meetings
August 22 (Tuesday)	Faculty Preparation Day / Departmental Meetings
August 23 (Wednesday)	Faculty Preparation Day / Departmental Meetings
August 24 (Thursday)	Faculty Preparation Day / Full-Time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 25 (Friday)	Faculty Preparation Day / Departmental Meetings
August 26 (Saturday)	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
August 28 (Monday)	Classes Begin
September 4 (Monday)	College Closed – Labor Day
September 13 (Wednesday)	Census Day - Twelfth Class Day
September 22 (Friday)	College Closed – College-Wide Professional and Organizational Development Day
November 17 (Friday)	Last Day to Withdraw
November 23 – 26 (Thursday – Sunday)	College Closed - Thanksgiving Holiday
December 11 – 17 (Monday – Sunday)	Finals
December 16 (Saturday)	Commencement Ceremonies*
December 16 (Saturday)	Certificate and Degree Award Date
December 17 (Sunday)	End of Term
December 18 (Monday)	Grades Due Date
December 20 – January 4 (Wed. – Thurs.)	Winter Break (College Closed)

* May vary depending on faculty availability.

Spring Semester 2024 (January 16 – May 9)

January 5 (Friday)	College Opens – Staff return
January 5 (Friday)	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
January 8 (Monday)	Faculty Return – Division / Department Meetings
January 9 – 12 (Tuesday-Friday)	Faculty Preparation Day / Departmental Meetings
January 13 (Saturday)	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
January 15 (Monday)	Martin Luther King, Jr. Day – College Closed
January 16 (Tuesday)	Classes Begin
January 30 – February 3 (Tuesday – Saturday) ...	Distance Learning Symposium
January 31 (Wednesday)	Census Day - Twelfth Class Day
February 9 (Friday)	College Closed - College-Wide Professional and Organizational Development Day
March 11 – 17 (Monday - Sunday)	College Closed - Spring Break
March 28 – 31 (Thursday – Sunday)	College Closed - Semester Break
April 15 (Monday)	Last Day to Withdraw
May 3 – 9 (Friday – Thursday)	Finals
May 9 (Thursday)	End of Term
May 10 – 11 (Friday - Saturday)	Commencement Ceremonies*
May 10 – 11 (Friday - Saturday)	Certificate and Degree Award Date
May 13 (Monday)	Grades Due Date
May 27 (Monday)	College Closed – Memorial Day

**May vary depending on facility availability.*

Summer Session 2024 (June 3 – August 9)

June 3 (Monday)Classes Begin

June 7 (Friday)	Staff – South Texas Leadership Academy for Staff
June 18 (Tuesday)	Census Day - Twelfth Class Day
June 19 (Wednesday)	College Closed - Juneteenth
July 4 (Thursday)	College Closed-Independence Day
July 8 – 9 (Monday & Tuesday)	No classes (For Summer III only)
July 25 (Thursday)	Last Day to Withdraw
August 8 (Thursday)	End of Term/Finals (Classes Meeting M-R)
August 9 (Friday)	End of Term /Finals (Classes Meeting M-F)
August 12 (Monday)	Grades Due Date

SI – Minimester (June 3 – July 5)

June 3 (Monday)Classes Begin

June 6 (Thursday)	Census Day - Fourth Class Day
June 19 (Wednesday)	College Closed - Juneteenth
June 27 (Thursday)	Last Day to Withdraw
July 4 (Thursday)	College Closed-Independence Day
July 5 (Friday)	End of Term/Finals
July 8 (Monday)	Grades Due Date

SII – Minimester (July 10 – August 9)

July 10 (Wednesday).....Classes Begin

July 15 (Monday)	Census Day - Fourth Class Day
August 2 (Friday)	Last Day to Withdraw
August 8 (Thursday)	End of Term/Finals (Classes Meeting M-R)
August 9 (Friday)	End of Term /Finals (Classes Meeting M-F)
August 12 (Monday)	Grades Due Date

Consent Agenda:

c. Approval to Offer the Proposed Associate of Applied Science Degree and Certificate for Surveying and Geospatial Technology

The Board is asked to approve offering an Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology in Spring 2023.

Education and Workforce Development Committee approval was necessary to develop this new program. Due to the nature of this new program and its difference from current programs offered by the College, an extended, two-phase institutional approval process is required:

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

The proposed Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology was previously presented to the Education and Workforce Development Committee on November 9, 2021 to request approval of Phase I in order to move forward with Phase II of the program development process. Following Education and Workforce Development Committee approval, the Advisory Committee was formed to finalize and approve the official curriculum.

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

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

Surveyor will have the opportunity to qualify for the Surveyor in Training (SIT) exam for the Texas Board of Professional Engineers and Land Surveyors.

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

The Program Development Packet is provided under separate cover, and includes:

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

Dr. Anahid Petrosian, Vice President for Academic Affairs, Ms. Christina Cavazos, Director for Curriculum, and Ms. Laura Salas, Chair for the Architectural and Engineering Design Technology department attended the May 10, 2022 Committee meeting to review the proposal and respond to questions.

The Education and Workforce Development Committee recommended Board approval to offer the Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology 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 offering the Associate of Applied Science Degree and a Certificate in Surveying and Geospatial Technology as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

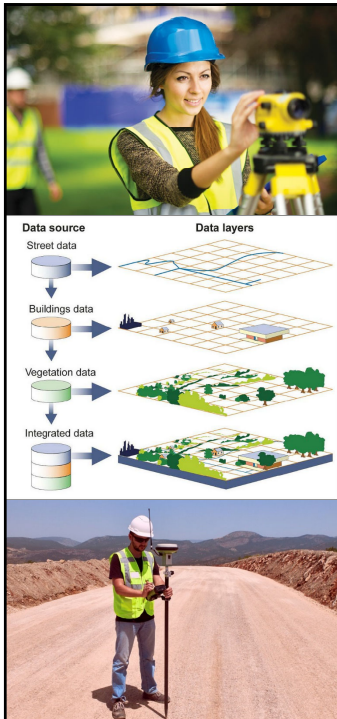
Program Development Proposal Presentation
Education & Workforce Development Committee Meeting
May 10, 2022



Associate of Applied Science & Certificate
Surveying and Geospatial Technology

Presenters:

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs and Chief Academic Officer
 Christina Y. Cavazos, Director of Curriculum
 Laura Salas, Department Chair, Architectural and Engineering Design Technology



Outline

- Program Description
- Background
- Approval Process
- Advisory Committee Membership
- Approved Curriculum

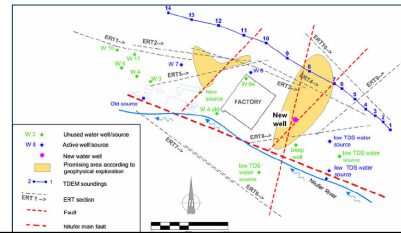
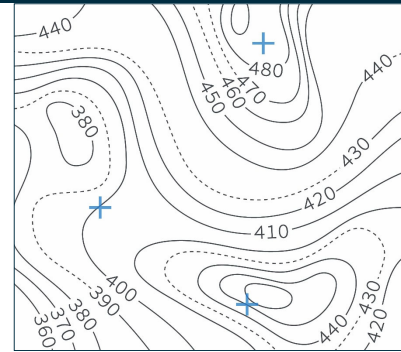


Program Description



Surveying & Geospatial Technology Program will:

- Prepare students in using **modern surveying and mapping technologies** to collect, map, and analyze geographic data for projects in the Architectural, Engineering, and Construction (AEC) industry
- Offer detailed **instruction on land, route, control, and engineering design surveying** focusing on:
 - ✓ The legal principles of boundary location
 - ✓ Evaluating property corners and describing the land
 - ✓ Calculating land areas and mapping the collected data of natural and built environments



Background



This program requires a **two-phase program approval process**.

On **November 9, 2021**, the Education and Workforce Development Committee was presented with information on student demand, occupational need, and educational pathways and **approved Phase I** for the development of the Associate of Applied Science and Certificate in Surveying & Geospatial Technology.

During **Phase II**:

- Advisory Committee was formally established to guide the development of an appropriate curriculum that meets the business and industry workforce needs
- Advisory Committee approved curriculum presented today



Substantive Change



As per the **SACSCOC Substantive Change Policy and Procedures**:

A new program with 50-100% **new** content is a significant departure from the institution's existing programs and requires SACSCOC approval from the Executive Council of the Board prior to implementation.

- Content is considered new if it is not currently offered by the institution at the new program's instructional level.
 - For AAS, 80% of the curriculum is new coursework; for Certificate, 69% is new coursework.
 - Currently, only one full-time faculty is credentialed to teach the coursework.

Approval Process – Phase II



APPROVAL PROCESS FOR IMPLEMENTATION	
INTERNAL	✓ Department Faculty/Chair/Dean
	✓ Vice President for Academic Affairs
	✓ Advisory Committee (external stakeholders and internal resources)
	✓ Division Curriculum Committee
	✓ College-Wide Curriculum Committee
	✓ SACSCOC Liaison (if substantive change)
	✓ Academic Council
	✓ Planning and Development Council
	<input type="checkbox"/> Education and Workforce Development Committee – May 10, 2022
	<input type="checkbox"/> STC Board of Trustees (Certification Form)
EXTERNAL	<input type="checkbox"/> Higher Education Regional Council/Workforce Solutions (Letter of Intent)
	<input type="checkbox"/> Texas Higher Education Coordinating Board
	<input type="checkbox"/> Southern Association of Colleges and Schools – Commission on Colleges
	<input type="checkbox"/> Department of Education

Advisory Committee Membership



Robert L. Saenz, Vice President & Director of Land Development/Public Works
Halff Associates, Inc.

Andres Palma, President & Chief Geotechnical Engineer
Millennium Engineers Group Inc.

Robert Tamez, Vice President
Melden & Hunt, Inc.

Manuel Carrizales, President
Carrizales Land Surveying

Jessica M. Maldonado, Civil Engineer & Director of Professional Services
SAMES Engineering

San Isidro P. Navarro, Director of Civil Engineering
Hinojosa Engineering, Inc.

Approved Curriculum

Certificate



Program: Surveying and Geospatial Technology				FICE CODE: 031034			
Specialization: N/A				CIP CODE: 15.1102			
Award Title: CT1 Surveying and Geospatial Technology				Major: CT1-SGT			
TSI Exempt							
Semester One			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
SRVY	1301	Introduction to Surveying	2	4	0	96	3
DFTG	1409	Basic Computer-Aided Drafting	3	3	0	96	4
SRVY	2343	Surveying - Legal Principles I	3	0	0	48	3
DFTG	1470	Introduction to Civil Drafting	3	3	0	96	4
Total Semester Hours:			11	10	0	336	14
Semester Two			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
SRVY	1341	Land Surveying	2	4	0	96	3
SRVY	1335	Land Surveying Applications	2	4	0	96	3
SRVY	2344	Surveying - Legal Principles II	3	0	0	48	3
SRVY	2309	Computer Aided Mapping	2	4	0	96	3
Total Semester Hours:			9	12	0	336	12
STC Inventory Coursework						Total Contact Hours:	672
						Total Credit Hours:	26

Approved Curriculum

Associate of Applied Science



Program: Surveying and Geospatial Technology		FICE CODE: 031034					
Specialization: N/A		CIP CODE: 15.1102					
Award Title: AAS Surveying and Geospatial Technology		Major: AAS-SGST					
TSI LIABLE							
Semester One		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
SRVY	1301	Introduction to Surveying	2	4	0	96	3
DFTG	1409	Basic Computer-Aided Drafting	3	3	0	96	4
SRVY	2343	Surveying - Legal Principles I	3	0	0	48	3
SPCH	1321	Business & Professional Communication	3	0	0	48	3
Total Semester Hours:		11	7	0	288	13	
Semester Two		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
SRVY	1341	Land Surveying	2	4	0	96	3
SRVY	1335	Land Surveying Applications	2	4	0	96	3
SRVY	2344	Surveying - Legal Principles II	3	0	0	48	3
SRVY	2309	Computer Aided Mapping	2	4	0	96	3
MATH	1414	College Algebra	4	0	0	64	4
Total Semester Hours:		13	12	0	400	16	
Semester Three		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
PSYC	2301	General Psychology or SOCI1301	3	0	0	48	3
ENGL	1301	Composition I	3	0	0	48	3
Total Semester Hours:		6	0	0	96	6	
Semester Four		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
GISC	1311	Introduction to Geographic Information Systems (GIS)	2	4	0	96	3
SRVY	2339	Engineering Design Survey	2	4	0	96	3
SRVY	2341	Engineering Design Survey Lab	2	4	0	96	3
MATH	2412	Pre-Calculus Math	4	1	0	80	4
Total Semester Hours:		10	13	0	368	13	
Semester Five		Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours	
SRVY	2331	Geodetic Surveying and Mapping	2	2	0	64	3
SRVY	2335	Geodetic Surveying and Mapping Application	2	4	0	96	3
ARCH	1301	Architectural History I	3	0	0	48	3
SRVY	1380	Cooperative Education - Survey Technology Surveying	1	0	20	336	3
Total Semester Hours:		8	6	20	544	12	
Identifies courses to fulfill 15 credit hour general education requirement						Total Contact Hours:	1696
STC Inventory Course work						Total Credit Hours:	60

ADDITIONAL QUESTIONS?



Thank you



SOUTH TEXAS
COLLEGE

Consent Agenda:
d. Approval to Offer the Proposed Certificate for Cosmetology Operator

The Board is asked to approve offering a Certificate in Cosmetology Operator in Spring 2023.

The proposed program prepares students for a career in the cosmetology profession. The program would offer instruction in the latest salon technology, nail services, skincare, the artistry of hair design, hair coloring, and safety and sanitation laws. Students pursuing this credential would be prepared to pass the state licensing exam for the Cosmetology Operator license required to work in this industry.

Due to the nature of the program and the need for a facility and specialized equipment, South Texas College is partnering with PSJA ISD to offer this proposed program at one of their high school sites. The site was previously approved by the Texas Department of Licensing and Regulation to offer the state-approved Cosmetology curriculum and will serve as the model for future sites with other school districts until we are able to secure our own facility.

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

The Program Development Packet is provided under separate cover, and includes:

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

Currently, South Texas College is in the process of completing the application requirements to serve as a licensed institution for the Cosmetology Operator program. Upon approval from the STC Board of Trustees and the Texas Department of Licensing and Regulation, the expected first semester of offering would be Spring 2023.

Dr. Anahid Petrosian, Vice President for Academic Affairs, Ms. Christina Cavazos, Director for Curriculum, and Ms. Sandra Charles-Garza, Developer and Instructor for the Human Resources Specialist department, attended the May 10, 2022 Committee meeting to review the proposal and respond to questions.

The Education and Workforce Development Committee recommended Board approval to offer the Certificate in Cosmetology Operator 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 offering the Certificate in Cosmetology Operator as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Program Development Proposal Presentation
Education & Workforce Development Committee Meeting
 May 10, 2022



COSMETOLOGY OPERATOR CERTIFICATE
 DIVISION OF BUSINESS, PUBLIC SAFETY AND TECHNOLOGY

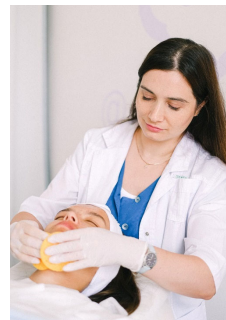
Presenters:

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs and Chief Academic Officer
 Christina Y. Cavazos, Director of Curriculum
 Sandra Charles-Garza, Program Developer & Human Resources Specialist Instructor

Outline



- **Approval Process**
 - Substantive Change
 - Program Development Checklist
- **Program Overview**
- **Educational Partnership**
- **Projected Enrollment**
- **Proposed Curriculum**



Approval Process



APPROVAL PROCESS FOR IMPLEMENTATION		DATE
✓	Dean Approval	3/25/2022
✓	Vice President for Academic Affairs Approval	3/25/2022
✓	Advisory Committee	3/3/2022
✓	Division Committee	3/24/2022
✓	College-Wide Curriculum Committee	3/24/2022
✓	SACSCOC Liaison • Substantive Change	4/5/2022
✓	Academic Council	3/28/2022
✓	Planning and Development Council (PDC)	4/22/2022
	Education and Workforce Development Committee	5/10/2022

Approval Process – Next Steps



NEXT STEPS IN APPROVAL PROCESS FOR FALL 2022 IMPLEMENTATION
Higher Education Regional Council/Workforce Solutions (Letter of Intent)
STC Board of Trustees (Certification Form)
Texas Higher Education Coordinating Board (THECB)
Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC)
Texas Department of Licensing and Regulation
Department of Education

Substantive Change



As per the **SACSCOC Substantive Change Policy and Procedures**:

A new program with 50-100% **new** content is a significant departure from the institution's existing programs and requires SACSCOC approval from the Executive Council of the Board prior to implementation.

- Content is considered new if it is not currently offered by the institution at the new program's instructional level.
 - 100% of the curriculum is new coursework
 - New faculty will be hired to teach coursework
 - Equipment and facilities will be needed



Program Development Checklist



- **Occupational Need** and **Projected Outcomes** must be **documented** prior to the development of any new workforce or academic program.
- The following categories serve as an **initial guide** for program developers to start the development process.

➤ Occupational Need

- Student Demand
- Existing Programs
- Educational Pathways

➤ Projected Outcomes

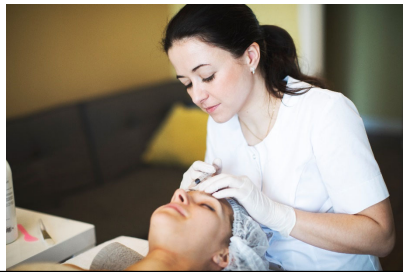
- Program Enrollment & Declared Majors
- Number of Graduates
- Graduate Earnings

Program Overview



The Cosmetology Program will:

- Offer instruction in the latest salon technology, nail services, skincare, the artistry of hair design, hair coloring, and safety and sanitation laws
- Prepare students to pass state licensing exams required to work in this industry



Occupational Need



Occupational Growth	Occupational growth in the field of Cosmetology* for the South Texas region is projected to be 11.8% between 2020 to 2030. Occupational growth for the State of Texas is projected to be 15.1% .
Number of New Jobs	In Texas, approximately 8,987 new jobs in the field of Cosmetology are expected between 2020 to 2030.
Pay Level	In the South Texas region, the projected median pay level for professionals in this field is \$10.67 an hour . The U.S Bureau of Labor Statistics reports a median hourly wage of \$12.63 for Barbers, Hairstylists, and Cosmetologists, and a median hourly wage of \$16.39 for Skincare Specialists.

* EMSI and Bureau of Labor Statistics report references include Hairdressers, Hairstylists & Cosmetologists, and Skincare Specialists.

Student Demand



Student demand exists and is documented through student survey data collected by the South Texas College Research & Analytical Services department.

Student survey administered to 7,000 students:

- **52%** felt it sounded like a good-paying job
- **32%** felt it sounded like a job that would make their family proud
- **50%** felt it sounded like the kind of job that employers are hiring for in the Rio Grande Valley

Existing Programs



- **Del Mar College:** approximately 152 miles from McAllen
 - Certificate in Cosmetology
- **Coastal Bend College:** approximately 179 miles from McAllen
 - Certificate in Cosmetology
- **Alamo Colleges – Palo Alto College:** approximately 238 miles from McAllen
 - Certificate in Cosmetology Operator
- **Southwest Texas Junior College:** approximately 279 miles from McAllen
 - Certificate in Beautician

Program Support



- **Faculty**
 - This is a new award in a new CIP code
 - 1 full-time faculty would be hired to oversee the program and teach coursework and 1 adjunct faculty will be hired to supplement instructor
 - Additional adjunct faculty will be hired as needed
 - The courses would average 20 students per course
- **Facilities & Equipment**
 - South Texas College will be partnering with the Pharr, San-Juan, Alamo school district to offer courses for the certificate at one of their early college high schools
- **Program Costs**
 - The cost to implement this program is expected to be above average, due to the purchase of supplies and equipment for initial setup as the College does not currently have any related programs in this field. However, **the revenue, including contact hour reimbursement and student tuition, would bear the cost.**

Educational Partnership



- South Texas College will be partnering with the **Pharr, San-Juan, Alamo school district** to offer courses for the certificate at **one of their early college high schools.**
- Expectation is that South Texas College will add additional credentials and establish a facility in the future.



PSJA Elvis J. Ballew

School of Business & Energy

- **1 Cohort per Year**
 - Max capacity = 20 students

- **Classroom Lease Agreement**
 - \$4,000/semester
 - Includes other programs and spaces
 - Maximum student enrollment of 100
 - Usage of identified classrooms, labs and related facilities
 - Cost of security guard services
 - Cost of janitorial services
 - Cost of water and electricity



Projected Enrollment



Projected Declared Majors in Certificate – Cosmetology Operator

Years	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Cohort (1)	20	22	25	25	25

Projected Number of Graduates

Years	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Graduates (32% of Cohort)	6	7	8	8	8

Advisory Committee Membership



Carla M. Balleza
Fabo's Beauty Salon

Claudia Villarreal
Claudia Renee's Hair, Skin & Nail Salon

Linda M. Guerra
Claudia Renee's Hair, Skin & Nail Salon

Alexandria Posada
Spa la Posada

Cynthia Valdez
Little Thrills Salon

Proposed Curriculum

Cosmetology Operator Certificate



Program: Cosmetology		FICE CODE: 031034					
Specialization: N/A		CIP CODE: 12.0401					
Award Title: CT1 Cosmetology Operator		Major: CT1-COSM					
TSI Exempt							
Semester One			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
CSME	1401	Orientation to Cosmetology	3	4	0	112	4
CSME	1405	Fundamentals of Cosmetology	2	5	0	112	4
CSME	1348	Principles of Skin Care	2	4	0	96	3
CSME	1443	Manicuring and Related Theory	2	5	0	112	4
Total Semester Hours:			9	18	0	432	15
Semester Two			Lecture Hours	Lab Hours	External Hours	Contact Hours	Credit Hours
CSME	1451	Artistry of Hair, Theory, and Practice	2	5	0	112	4
CSME	2401	The Principles of Hair Coloring and Related Theory	2	5	0	112	4
CSME	1453	Chemical Reformation and Related Theory	2	5	0	112	4
CSME	2441	Prep. For the State Licensing Examination	3	4	0	112	4
Total Semester Hours:			9	19	0	448	16
Total Contact Hours:						880	
Total Credit Hours:						31	

ADDITIONAL QUESTIONS



Thank you



SOUTH TEXAS
COLLEGE

Consent Agenda:
e. Approval of Proposed Interlocal Agreements for Dual Credit Programs

The Board is asked to approve the Interlocal Agreements and Memorandum of Understanding for Dual Credit Programs partnerships for academic year 2022 – 2023. These agreements cover a variety of partnerships, including:

- b. In-District: School districts within the College’s service area of Hidalgo and Starr counties.
- c. Out-of-District: School districts within the State of Texas, but outside the College’s service area of Hidalgo and Starr counties.
- d. Non-Resident: School districts outside the State of Texas, including international schools.

The proposed agreements are provided under separate cover for the Board’s review.

Background

South Texas College works with partnering school districts and/or international schools to execute agreements to specify the partnership terms that help the College and Districts maintain a high level of quality and service to participating dual credit high school students. The agreements are updated annually, and include all Board-approved changes to the tuition and fee structures and policies that impact dual credit programs.

Proposed Interlocal Agreement

Administration recommends the approval and adoption of the proposed Interlocal Agreements and Memorandum of Understanding for academic year 2022 - 2023 by the South Texas College Board of Trustees, as well as the governing board of each partnering district. There are different template agreements for In-District, Out-of-District, and Non-Resident partners.

The agreements will assist in the communication of and response to any compliance concerns with administration of partnering districts and the College.

The South Texas College Board of Trustees will be asked to approve the form and content of the agreements for academic year 2022 - 2023, which will then be sent to each partnering district for review and approval by the governing boards.

Changes for FY 2022 - 2023

Administration has provided a brief summary of the necessary revisions proposed for the interlocal agreements and memorandum of understanding that govern these dual credit partnerships, as provided in the following pages.

The Education and Workforce Development Committee recommended Board approval of the proposed Interlocal Agreements and Memorandum of Understanding for Dual Credit Program partnerships for academic year 2022 – 2023, including agreements for In-District, Out-of-District, and Non-Resident school districts.

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 Agreements and Memorandum of Understanding for Dual Credit Program partnerships for academic year 2022 – 2023, including agreements for In-District, Out-of-District, and Non-Resident school districts.

Approval Recommended:

Dr. Ricardo J. Solis
President

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

a. Review and Discussion of Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to FY 2021 – 2022 Amended Budget

On May 10, 2022, Mrs. Mary Elizondo, Vice President for Finance and Administrative Services, reviewed the Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to the FY 2021 - 2022 amended budget for the Committee's information and review.

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

Revenues:

- State appropriations are expected to increase \$92,913 in FY 2022 - 2023. The projected increase is mainly due to the increases in other state appropriation revenues consisting of Optional Retirement Plan (ORP) and Teacher Retirement System (TRS). The state contact hour appropriation revenue is based on the state allocation schedules and other state revenues are based on projected funding for eligible employees.

State Appropriations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
State Appropriations	\$40,094,035	\$40,094,033	\$(2)
Other State Appropriation-ORP	532,963	551,137	18,174
Other State Appropriation-TRS	2,191,868	2,266,609	74,741
Other State Appropriation-HEGI	6,235,046	6,235,046	-
Hazlewood Reimbursement	45,000	45,000	-
Total State Appropriation	\$49,098,912	\$49,191,825	\$92,913

- Tuition for FY 2022 - 2023 is based on projected enrollment of 17,197 traditional students, a 14% decrease from Fall 2021, and 11,100 dual enrollment tuition free students for Fall 2022. In total, tuition revenue is projected to decrease \$2,129,525 in FY 2022 - 2023.

Tuition	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Academic & Differential Tuition-Net TPEG	\$30,976,503	\$28,846,978	\$(2,129,525)
Continuing Ed/ITED-Net TPEG	2,990,658	2,990,658	-
Total Tuition	\$33,967,161	\$31,837,636	\$(2,129,525)

- Fees for FY 2022 - 2023 are based on projected enrollment of 17,197 traditional students, a 14% decrease from Fall 2021, and 11,100 dual enrollment tuition free

students for Fall 2022. The projections indicate a decrease in fees revenue of \$2,234,550 in FY 2022 - 2023.

Fees	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total Fees	\$28,686,753	\$26,452,203	\$(2,234,550)

- M&O Property Tax revenue for FY 2022 - 2023 is expected to increase \$7,615,335, due to an anticipated increase in tax collections and property values.

M&O Property Taxes	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total M&O Property Taxes	\$58,273,025	\$65,888,360	\$7,615,335

- Other revenue is expected to remain at the FY 2021 – 2022 level.

Other Revenues	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Dual Credit Cost Reimbursement	\$5,000,000	\$5,000,000	\$-
Dual Credit Academy Participation Fee	350,000	350,000	-
Interest	600,000	600,000	-
Administrative Costs and Shuttle System Contribution	421,716	421,716	-
Testing Commissions	950	950	-
Conferences-Continuing, Professional, and Workforce Education	64,742	64,742	-
Total Other Revenues	\$6,437,408	\$6,437,408	\$-

- The HEERF Lost Revenue is projected to decrease \$3,655,461 in FY 2022 – 2023. The decrease is due to the decrease in the Higher Education Emergency Relief Fund (HEERF) Lost Revenue. The HEERF Lost Revenue represents the revenues expected by the College but were reduced or eliminated as a result of the COVID-19 pandemic. The HEERF Lost Revenue is funded from the HEERF III Institutional Portion allocated to the College.

HEERF Lost Revenue	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Total HEERF Lost Revenue	\$ 7,738,146	\$4,082,685	\$(3,655,461)

- Carryover Allocations are projected to increase \$3,743,584 in FY 2022 - 2023. The increase resulted from the decrease of \$845,336 in the Unexpended Construction Plant Transfer allocation, the removal of \$231,448 in the One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment allocation, and the removal of \$1,346 in the Retention Incentive Payment allocation being partially offset by the increase in the Salary and Benefits allocation of \$2,721,656 and the addition of the Welding Equipment allocation of \$2,100,058.

Carryover Allocations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Unexpended Construction Plant Transfer	\$4,345,336	\$3,500,000	\$(845,336)
Continuing, Professional, and Workforce Education	450,000	450,000	-
Contingency Fund	2,000,000	2,000,000	-
Developmental Studies Book Royalties	4,813	4,813	-
One-Time Return to Campus Safely COVID-19 Training and Response Strategies Payment	231,448	-	(231,448)
Retention Incentive Payment	1,346	-	(1,346)
Salary and Benefits	-	2,721,656	2,721,656
Welding Equipment	-	2,100,058	2,100,058
Total Carryover Allocations	\$7,032,943	\$10,776,527	\$3,743,584

In total, revenues and carryover allocations will increase as follows:

Revenues and Carryover Allocations	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
State Appropriations	\$49,098,912	\$49,191,825	\$92,913
Tuition-Net of TPEG	33,967,161	31,837,636	(2,129,525)
Fees	28,686,753	26,452,203	(2,234,550)
M&O Property Taxes	58,273,025	65,888,360	7,615,335
Other Revenues	6,437,408	6,437,408	-
HEERF Lost Revenue	7,738,146	4,082,685	(3,655,461)
Carryover Allocations	7,032,943	10,776,527	3,743,584
Total Revenues and Carryover Allocations	\$191,234,348	\$194,666,644	\$3,432,296

Expenditures, Transfers and Reserves:

- The Salary expenditures budget for FY 2022 - 2023 is proposed to increase by \$5,997,277. The increase is due to the removal of the COVID-19 Training and Retention Incentive Payments in the amount of \$401,250 and the decrease due to vacancies and new hires in the amount of \$170,567 being offset by the increase in funding for the faculty instructional pools in the amount of \$1,000,000, the increase in funding for positions that were previously frozen in the amount of \$619,415, the increase in funding for new positions approved in FY 2021 – 2022 in the amount of \$123,750, the increase in funding for annual faculty and staff salary increases, compensation study adjustments and divisional salary adjustments and new positions in the amount of \$4,825,929.

	Changes to FY 2022 - 2023 Salary Budget	Amount
1.	Proposed Removal of COVID-19 Training and Retention Incentive Payments	\$(401,250)
2.	Changes in Salaries due to Vacancies and New Hires	(170,567)
3.	Proposed Faculty Instructional Pool Increase	1,000,000
4.	Restoration of Frozen Positions Approved in FY 2021 - 2022	619,415
5.	Funding for New Positions Approved in FY 2021 – 2022	123,750
6.	Proposed Annual Salary Increase, Compensation Study Adjustments, and Division Salary Adjustments and New Positions	4,825,929
	Total	\$5,997,277

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

- The Benefits expenditures budget for FY 2022 - 2023 is proposed to increase by \$2,853,217 primarily due to an increase in on-behalf retirement and insurance expenditures, the additional funding for the faculty instructional pools, funding for the frozen positions that were previously frozen, funding for new positions, annual salary increases, compensation study adjustments, and divisional salary adjustments and new positions being offset by the removal of the COVID-19 Training and Retention Incentive Payments, and the decrease due to vacancies and new hires.
- The Operating expenditures budget for FY 2022 - 2023 is proposed to increase by \$2,086,783 based on the needs of the College’s departments.
- The Travel expenditures budget for FY 2022 - 2023 is proposed to decrease by \$94,711. Approximately 25 percent of the travel budget represents local mileage reimbursement for faculty.
- The Capital Outlay expenditures budget for FY 2022 - 2023 is proposed to increase by \$1,454,810 based on the needs of the College’s departments.
- The Transfers and Reserves budget for FY 2022 - 2023 is proposed to decrease by \$9,054,502. The decrease is due to the removal of the Transfer to the Continuing Education Unexpended Plant Fund of \$845,336, the removal of the Fund Balance Reserve in the amount of \$4,553,705, and the decrease in the HEERF Fund Balance Reserve of \$3,655,461.

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

Expenditures, Transfers & Reserves	FY 2021 - 2022	FY 2022 - 2023	Increase/ (Decrease)
Salaries	\$99,382,688	\$105,379,965	\$5,997,277
Benefits	30,950,663	33,803,880	2,853,217
Operating	37,644,217	39,731,000	2,086,783
Travel	2,229,954	2,324,665	94,711
Capital Outlay	1,524,058	2,978,868	1,454,810
Total Expenditures	171,731,580	184,218,378	12,486,798
Transfers & Reserves			
Transfer to Unexpended Plant Fund	3,500,000	3,500,000	-
Transfer to CE Unexpended Plant Fund	845,336	-	(845,336)
Transfer to Office of ITED	865,581	865,581	-
Contingency Fund	2,000,000	2,000,000	-
Fund Balance Reserve	4,553,705	-	(4,553,705)
HEERF Fund Balance Reserve	7,738,146	4,082,685	(3,655,461)
Total Transfers & Reserves	19,502,768	10,448,266	(9,054,502)
Total Expenditures, Transfers & Reserves	\$191,234,348	\$194,666,644	\$3,432,296

The Preliminary Summary of Unrestricted Projected Revenues and Expenditures for FY 2022 - 2023 with Comparison to the FY 2021 - 2022 amended budget follows in the packet for the Committee's review and information. In order to balance the unrestricted fund budget, the College will continue to monitor trends, update projections and adjust revenues and expenditures as needed.

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

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

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

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

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

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

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

- a. Approval of Hidalgo County Tax Resale Private Bid and Resolution #2022-013 Authorizing Tax Resale Bid
- b. Approval of Award of Proposals, Rejection of Proposal, Purchases, and Renewals
- c. Approval of Unrestricted Fund Balance Designations as of August 31, 2022 and Funding Plan for the Construction Projects Using the Unrestricted Fund Balance Designations
- d. Approval of the Metric to Determine the Minimum Unrestricted Fund Financial Reserve Level

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

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

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Hidalgo County Tax Resale Private Bid and Resolution #2022-013 Authorizing Tax Resale Bid

Approval of a Hidalgo County Tax Resale Private Bid and the Resolution #2022-013 Authorizing the Tax Resale Bid is requested.

Purpose – The law office of Linebarger Goggan Blair & Sampson, LLP is requesting consideration and possible action on the tax resale private bid for two (2) properties in Hidalgo County.

Justification – The Texas Property Tax Code requires approval from all taxing entities for the resale of a property.

Background - On April 14,2022, Linebarger Goggan Blair & Sampson, LLP received a Private Bid packet from Perdue Brandon Field Collins & Mott LLP, for two (2) struck off properties located within Hidalgo County and it is presented for consideration.

Linebarger Goggan Blair & Sampson, LLP is submitting for the Board of Trustees' consideration the analysis of the bid received. The total amount the College will receive for this property is \$2,563.19 (combined).

In accordance with Texas Tax Code Sec. 34.05(i), any private bid received must have the approval of all taxing entities. As of the publication of the Board packet, the private bid is pending approval by Hidalgo County, Hidalgo County Drainage District #01, City of Mercedes, Mercedes Independent School District and South Texas Independent School District.

Enclosed Documents - Resolution #2022-013 Authorizing the Tax Resale, a list of the bid, the legal description of the property, as well as the amount of the bid, the South Texas College amount, and the Analysis of the Bid Received follow in the packet for the Board's information and review.

A representative from Linebarger Goggan Blair & Sampson, LLP attended the Committee meeting to address any questions by the trustees.

The Finance, Audit, and Human Resources Committee recommended Board approval of the Hidalgo County Tax Resale Private Bid and the Resolution #2022-013 Authorizing the Tax Resale Bid 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 Hidalgo County Tax Resale Private Bid and the Resolution #2022-013 Authorizing the Tax Resale Bid as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

RESOLUTION OF THE BOARD OF TRUSTEES
OF SOUTH TEXAS COLLEGE

On the ____ day of _____, 2022, at the regularly scheduled meeting of the Board of Trustees of South Texas College, a motion was duly made and seconded to resell properties described on Exhibit "A" attached hereto, which were acquired through tax foreclosure proceedings. The properties are being sold in accordance with Texas Tax Code Ann. §34.05.

Discussion was then conducted, and upon completion of the same the Chair of the Board called for a vote on the motion, and the same was passed by majority. Now therefore:

BE IT RESOLVED that the Board of Trustees of South Texas College approves the bids received on the properties described in the attached Exhibit "A" and authorizes the Chair of the Board to execute the tax resale deed(s) conveying the approved properties.

SIGNED on this ____ day of _____, 2022.

Rose Benavidez
Chair of the Board
South Texas College

Attest:

Victoria Cantu
Board Secretary
South Texas College

South Texas College Bids

Item	Tax Suit	Legal Description	Current Market Value (HCAD)	Amount Of Bid	Amount To South Texas College	Buyer
1	T-090-07-B	ACCT. NO. V0575-02-000-0020-00; LOT 20, VALLE DE PALMAS SUBDIVISION, UNIT 2, AN ADDITION TO THE CITY OF MERCEDES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 24, PAGE 147-B, MAP RECORDS OF HIDALGO COUNTY, TEXAS.	\$10,073.00	\$10,073.00	\$384.35	CITY OF MERCEDES
2	T-0954-17-A	PROPERTY CODE: GEO: C7000-00-007-0008-00 DESCRIPTION: TRACT 1: LOT 8, BLOCK 7, COLONIA GARZA, AN ADDITION TO THE CITY OF MERCEDES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN THE OFFICE OF THE COUNTY CLERK OF HIDALGO COUNTY, TEXAS.	\$33,782.00	\$33,782.00	\$2,178.84	CITY OF MERCEDES



Property No. 1

T-090-07-B

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PERDUE BRANDON

ATTORNEYS AT LAW

SHERIFF'S RESALE DISTRIBUTION SHEET

CAUSE NO.	T-090-07-B
ACCOUNT NO.:	V0575-02-000-0020-00
RESALE DATE:	10/4/2022
BID AMOUNT:	\$10,073.00
PURCHASER INFO:	City of Mercedes
	400 S. Ohio Ave.
	Mercedes, TX 78570

DISTRIBUTION

Bid Amount:	\$10,073.00
Costs:	\$2,227.00
Net to Distribute:	\$7,846.00

COSTS

Cost Description	Totals	Amount to Be Distributed for Costs	Remaining Balances	Payable To
Publication Fees	\$162.00	\$162.00	\$0.00	PBFCM
Ad Litem Fee	\$750.00	\$750.00	\$0.00	David R. Gorena
Court Costs	\$765.00	\$765.00	\$0.00	Hidalgo Co. District Clerk
Sheriff's Fees	\$275.00	\$275.00	\$0.00	Hidalgo Co. Sheriff's Office
Abstract Fees	\$0.00	\$0.00	\$0.00	
Recording Fees	\$100.00	\$100.00	\$0.00	PBFCM
LGBS Fees	\$175.00	\$175.00	\$0.00	LGBS
0	\$0.00	\$0.00	\$0.00	
0	\$0.00	\$0.00	\$0.00	
Subtotal:	\$2,227.00	\$0.00	\$0.00	
TOTAL (all costs)		\$2,227.00		

Bid Amount	\$10,073.00
Less Tax Sale Costs	\$2,227.00
Balance Forward of Bid Amount to be Distributed for Taxes	\$7,846.00

JUDGMENT TAXES - DISBURSED

Entity Name	Tax Year(s)	Bid Amount to be Distributed for Judgment Taxes	Percentage Of Judgment	Amount To Be Issued
Mercedes Independent School District		\$7,846.00	47.0315%	\$3,690.09
Hidalgo County		\$7,846.00	18.2084%	\$1,428.63
South Texas Independent School District		\$7,846.00	1.3838%	\$108.57
Hidalgo County Drainage District #01		\$7,846.00	1.8792%	\$147.45
South Texas College		\$7,846.00	4.8987%	\$384.35
City of Mercedes		\$7,846.00	26.5984%	\$2,086.91
0		\$7,846.00	0.0000%	\$0.00
0		\$7,846.00	0.0000%	\$0.00
Total			100.0000%	\$7,846.00

Hidalgo CAD

2021 ↕

Property

Account

Property ID:	312202	Legal Description:	VALLE DE PALMAS UT 2 LOT 20
Geographic ID:	V0575-02-000-0020-00	Zoning:	RS
Type:	Real	Agent Code:	
Property Use Code:			
Property Use Description:			

Location

Address:	1613 HEREFORD ST TX	Mapsc0:	
Neighborhood:	VALLE DE PALMAS #2	Map ID:	CMC VOL 24 PG 147B
Neighborhood CD:	V057502		

Owner

Name:	CITY OF MERCEDES	Owner ID:	1100550
Mailing Address:	ATTN: PERDUE, BRANDON, FIELDER, COLLINS & MOTT PO BOX 2916 MCALLEN, TX 78502-2916	% Ownership:	100.0000000000%
		Exemptions:	EX-XV

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$10,073	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	\$0
(+) Timber Market Valuation:	+	\$0	\$0

(=) Market Value:	=	\$10,073	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$10,073	
(-) HS Cap:	-	\$0	

(=) Assessed Value:	=	\$10,073	

Taxing Jurisdiction

Owner: CITY OF MERCEDES

% Ownership: 100.0000000000%

Total Value: \$10,073

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
CAD	APPRAISAL DISTRICT	0.000000	\$10,073	\$0	\$0.00
CMC	CITY OF MERCEDES	0.775000	\$10,073	\$0	\$0.00
DR1	DRAINAGE DISTRICT #1	0.126400	\$10,073	\$0	\$0.00
GHD	HIDALGO COUNTY	0.575000	\$10,073	\$0	\$0.00
JCC	SOUTH TEXAS COLLEGE	0.171500	\$10,073	\$0	\$0.00
R11	ROAD DIST 11	0.000000	\$10,073	\$0	\$0.00
SMC	MERCEDES ISD	1.352000	\$10,073	\$0	\$0.00
SST	SOUTH TEXAS SCHOOL	0.049200	\$10,073	\$0	\$0.00
Total Tax Rate:		3.049100			
Taxes w/Current Exemptions:					\$0.00
Taxes w/o Exemptions:					\$307.14

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	L	LOT	0.1542	6715.00	68.00	98.75	\$10,073	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2022	\$0	\$10,073	0	10,073	\$0	\$10,073
2021	\$0	\$10,073	0	10,073	\$0	\$10,073
2020	\$0	\$10,073	0	10,073	\$0	\$10,073
2019	\$0	\$10,073	0	10,073	\$0	\$10,073
2018	\$0	\$10,073	0	10,073	\$0	\$10,073
2017	\$0	\$10,073	0	10,073	\$0	\$10,073
2016	\$0	\$9,401	0	9,401	\$0	\$9,401
2015	\$0	\$9,401	0	9,401	\$0	\$9,401
2014	\$0	\$9,401	0	9,401	\$0	\$9,401
2013	\$2,145	\$9,401	0	11,546	\$0	\$11,546
2012	\$2,145	\$9,401	0	11,546	\$0	\$11,546
2011	\$2,145	\$9,401	0	11,546	\$0	\$11,546
2010	\$5,495	\$16,788	0	22,283	\$0	\$22,283
2009	\$5,830	\$16,788	0	22,618	\$0	\$22,618
2008	\$6,333	\$16,788	0	23,121	\$0	\$23,121


Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed Number
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1	8/26/2019	SHD	SHERIFF'S DEED	BDS INC	CITY OF MERCEDES	3050759
2	11/28/2000	QCD	QUITCLAIM DEED	SCHWARZ BRAD	BDS INC	924111
3	7/19/2000	DWW	DEED WITHOUT WARRANTY	SCHWARZ MARK A TRUSTEE	SCHWARZ BRAD	890091

Tax Due

Property Tax Information as of 03/04/2022

Amount Due if Paid on:  -

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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NOTE: Penalty & Interest accrues every month on the unpaid tax and is added to the balance. Attorney fees may also increase your tax liability if not paid by July 1. If you plan to submit payment on a future date, make sure you enter the date and RECALCULATE to obtain the correct total amount due.

1602 BRAHMAN ST

102W DEIPA

1605 HEREFORD ST

3613 HEREFORD ST

1617 HEREFORD ST

T-090-070-B

1602 HEREFORD ST

1606 HEREFORD ST

1610 HEREFORD ST

1614 HEREFORD ST

10100 ANGUS ST



03/16/2022 11:43



Property No. 2

T-0954-17-A

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PERDUE BRANDON

ATTORNEYS AT LAW

SHERIFF'S RESALE DISTRIBUTION SHEET

CAUSE NO.	T-0954-17-A
ACCOUNT NO.:	C7000-00-007-0008-00
RESALE DATE:	10/4/2022
BID AMOUNT:	\$33,782.00
PURCHASER INFO:	City of Mercedes
	400 S. Ohio Ave.
	Mercedes, TX 78570

DISTRIBUTION

Bid Amount:	\$33,782.00
Costs:	\$2,198.00
Net to Distribute:	\$31,584.00

COSTS

Cost Description	Totals	Amount to Be Distributed for Costs	Remaining Balances	Payable To
Publication Fees	\$162.00	\$162.00	\$0.00	PBFCM
Ad Litem Fee	\$750.00	\$750.00	\$0.00	Christopher Cavazos
Court Costs	\$491.00	\$491.00	\$0.00	Hidalgo Co. District Clerk
Sheriff's Fees	\$275.00	\$275.00	\$0.00	Hidalgo Co. Sheriff's Office
Abstract Fees	\$175.00	\$175.00	\$0.00	PBFCM
Recording Fees	\$100.00	\$100.00	\$0.00	PBFCM
LGBS Fees	\$245.00	\$245.00	\$0.00	LGBS
0	\$0.00	\$0.00	\$0.00	
0	\$0.00	\$0.00	\$0.00	
Subtotal:	\$2,198.00	\$0.00	\$0.00	
TOTAL (all costs)		\$2,198.00		

Bid Amount	\$33,782.00
Less Tax Sale Costs	\$2,198.00
Balance Forward of Bid Amount to be Distributed for Taxes	\$31,584.00

JUDGMENT TAXES - DISBURSED

Entity Name	Tax Year(s)	Bid Amount to be Distributed for Judgment Taxes	Percentage Of Judgment	Amount To Be Issued
City of Mercedes		\$31,584.00	34.5614%	\$10,915.87
Hidalgo County		\$31,584.00	15.2302%	\$4,810.31
Hidalgo County Drainage District #1		\$31,584.00	2.9578%	\$934.19
South Texas College		\$31,584.00	6.8985%	\$2,178.84
South Texas Independent School District		\$31,584.00	2.1518%	\$679.63
Mercedes Independent School District		\$31,584.00	38.2002%	\$12,065.15
0		\$31,584.00	0.0000%	\$0.00
0		\$31,584.00	0.0000%	\$0.00
Total			100.0000%	\$31,584.00

Hidalgo CAD

2022 

Property

Account

Property ID:	151121	Legal Description:	COLONIA GARZA LOT 8 BLK 7
Geographic ID:	C7000-00-007-0008-00	Zoning:	RS
Type:	Real	Agent Code:	
Property Use Code:			
Property Use Description:			

Location

Address:	523 SILVER AVE MERCEDDES, TX	Mapsc0:	
Neighborhood:	COLONIA GARZA	Map ID:	CMC VOL 3 PG 55
Neighborhood CD:	C700000		

Owner

Name:	CITY OF MERCEDDES	Owner ID:	1100550
Mailing Address:	ATTN: PERDUE, BRANDON, FIELDER, COLLINS & MOTT PO BOX 2916 MCALLEN, TX 78502-2916	% Ownership:	100.000000000000%
		Exemptions:	EX-XV

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$0	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$33,782	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	\$0
(+) Timber Market Valuation:	+	\$0	\$0

(=) Market Value:	=	\$33,782	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$33,782	
(-) HS Cap:	-	\$0	

(=) Assessed Value:	=	\$33,782	

Taxing Jurisdiction

Owner: CITY OF MERCEDES
 % Ownership: 100.0000000000%
 Total Value: \$33,782

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
CAD	APPRAISAL DISTRICT	0.000000	\$33,782	\$0	\$0.00
CMC	CITY OF MERCEDES	0.775000	\$33,782	\$0	\$0.00
DR1	DRAINAGE DISTRICT #1	0.126400	\$33,782	\$0	\$0.00
GHD	HIDALGO COUNTY	0.575000	\$33,782	\$0	\$0.00
JCC	SOUTH TEXAS COLLEGE	0.171500	\$33,782	\$0	\$0.00
R11	ROAD DIST 11	0.000000	\$33,782	\$0	\$0.00
SMC	MERCEDES ISD	1.352000	\$33,782	\$0	\$0.00
SST	SOUTH TEXAS SCHOOL	0.049200	\$33,782	\$0	\$0.00
Total Tax Rate:		3.049100			
Taxes w/Current Exemptions:					\$0.00
Taxes w/o Exemptions:					\$1,030.05

Improvement / Building

No improvements exist for this property.

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	L	LOT	0.2041	8890.00	70.00	127.00	\$33,782	\$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2022	\$0	\$33,782	0	33,782	\$0	\$33,782
2021	\$0	\$33,782	0	33,782	\$0	\$33,782
2020	\$0	\$33,782	0	33,782	\$0	\$33,782
2019	\$6,335	\$33,782	0	40,117	\$0	\$40,117
2018	\$6,335	\$13,335	0	19,670	\$0	\$19,670
2017	\$6,335	\$13,335	0	19,670	\$0	\$19,670
2016	\$6,020	\$13,335	0	19,355	\$0	\$19,355
2015	\$6,020	\$13,335	0	19,355	\$0	\$19,355
2014	\$8,703	\$13,335	0	22,038	\$0	\$22,038
2013	\$21,064	\$13,335	0	34,399	\$0	\$34,399
2012	\$21,484	\$13,335	0	34,819	\$0	\$34,819
2011	\$21,905	\$13,335	0	35,240	\$0	\$35,240
2010	\$22,326	\$13,335	0	35,661	\$797	\$34,864
2009	\$22,991	\$13,335	0	36,326	\$2,971	\$33,355
2008	\$25,452	\$13,335	0	38,787	\$6,028	\$32,759


Deed History - (Last 3 Deed Transactions)

#	Deed	Type	Description	Grantor	Grantee	Volume	Page	Deed
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	Date					Number
1	8/26/2019	SHD	SHERIFF'S DEED	GUTIERREZ BEATRICE	CITY OF MERCEDES	3050763
2	9/14/1991	CONV	CONVERSION	PONCE PILAR	GUTIERREZ BEATRICE	
3		CONV	CONVERSION	KILGORE JESSE & NELLIE	PONCE PILAR	

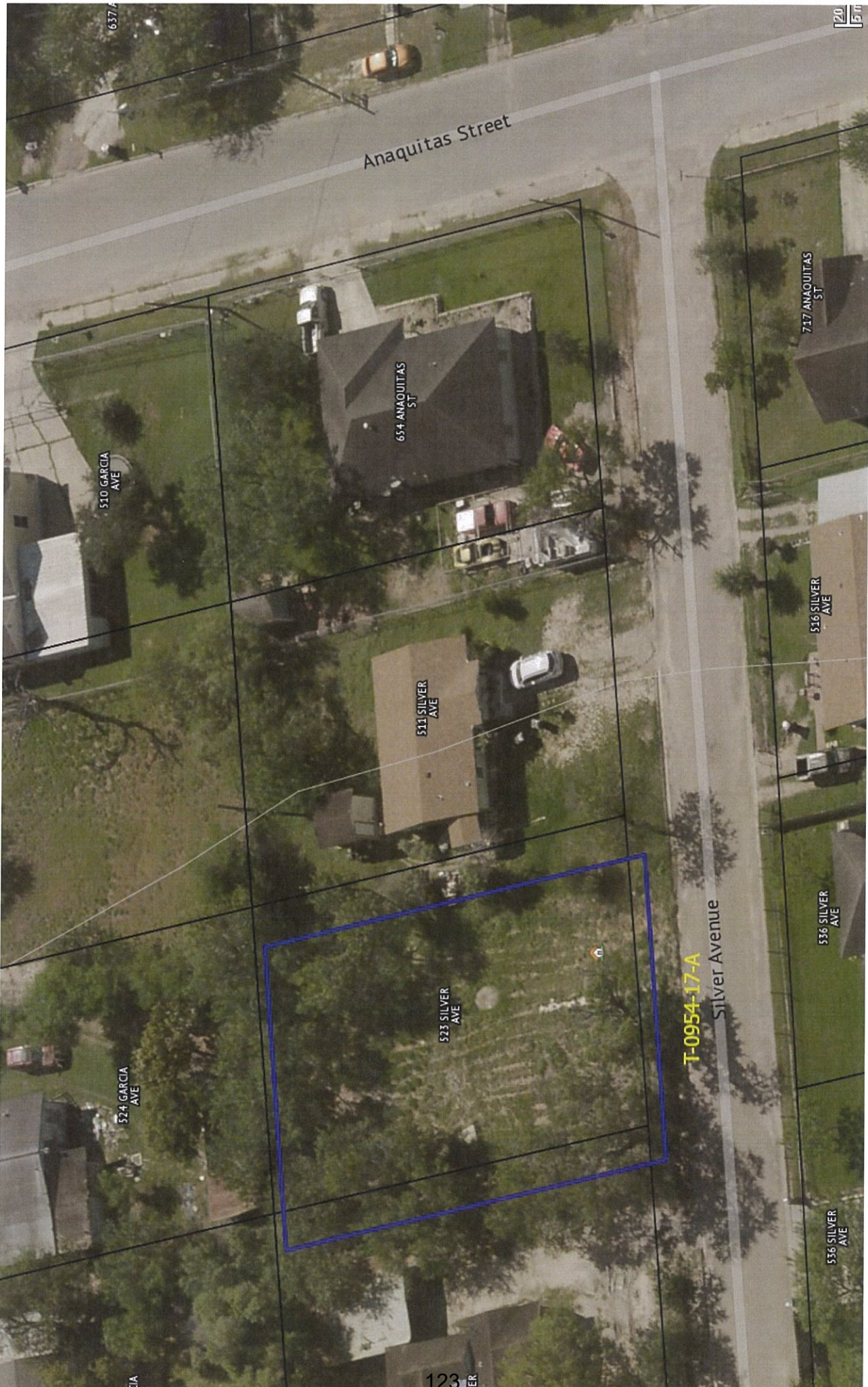
Tax Due

Property Tax Information as of 03/07/2022

Amount Due if Paid on: 

Year	Taxing Jurisdiction	Taxable Value	Base Tax	Base Taxes Paid	Base Tax Due	Discount / Penalty & Interest	Attorney Fees	Amount Due
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NOTE: Penalty & Interest accrues every month on the unpaid tax and is added to the balance. Attorney fees may also increase your tax liability if not paid by July 1. If you plan to submit payment on a future date, make sure you enter the date and RECALCULATE to obtain the correct total amount due.



Anaquitas Street

510 GARCIA AVE

634 ANAQUITAS ST

511 SILVER AVE

747 ANAQUITAS ST

516 SILVER AVE

T-0954-17-A

Silver Avenue

523 SILVER AVE

536 SILVER AVE

524 GARCIA AVE

536 SILVER AVE

637 A

20
15 m

CIA

123

SILVER



03/16/2022 11:35

**NOTICE OF CONFIDENTIALITY RIGHT:
IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE
FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR
RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR
DRIVER'S LICENSE NUMBER.**

THE STATE OF TEXAS §
 § RESALE DEED
COUNTY OF HIDALGO §

KNOW ALL MEN BY THESE PRESENTS that CITY OF MERCEDES, MERCEDES INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY DRAINAGE DISTRICT #01 and SOUTH TEXAS COLLEGE, acting by and through the presiding officer of its governing body, hereunto duly authorized by resolution and order of each respective governing body which is duly recorded in their official Minutes ("GRANTOR") as authorized by Section 34.05, Texas Property Tax Code, for and in consideration of the sum of \$10,073.00, in hand paid by CITY OF MERCEDES ("GRANTEE") the receipt of which is hereby acknowledged and confessed, has granted and conveyed and by these presents do grant and convey unto said grantee all right, title and interest of that CITY OF MERCEDES, MERCEDES INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY DRAINAGE DISTRICT #01 and SOUTH TEXAS COLLEGE, in the property herein conveyed, acquired by tax foreclosure sale heretofore held, in Cause No. T-090-07-B styled MERCEDES INDEPENDENT SCHOOL DISTRICT, CITY OF MERCEDES AND SOUTH TEXAS COLLEGE vs. BDS., INC., A TEXAS CORPORATION, ET AL, said property being described as:

ACCT. NO. V0575-02-000-0020-00; LOT 20, VALLE DE PALMAS SUBDIVISION, UNIT 2, AN ADDITION TO THE CITY OF MERCEDES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN VOLUME 24, PAGE 147-B, MAP RECORDS OF HIDALGO COUNTY, TEXAS.

GRANTOR excludes and excepts from this conveyance any warranties, express or implied, on the property, including, without limitation, any warranties arising by common law or Section 5.023 of the Property Code.

GRANTOR conveys the property:

- (a). "as is", "with all faults" and without any warranty as to condition or environmental hazard,
- (b). subject to all restrictions, easements, rights-of-way leases, oil, gas and mineral leases, royalties, mineral conveyances, and mineral reservations of record, if any, in the office of the County Clerk of said County,
- (c). subject to any right of redemption; and
- (d). subject to rights of parties in possession.

GRANTOR disclaims any warranty, guaranty or representation, oral or written, on:

- (a). the nature and condition of the property or other items conveyed hereunder, without limitation, the water, soil and geology,

- (b). the suitability of the property conveyed hereunder for any and all activities and uses which GRANTEE may elect to conduct thereon,
- (c). the existence of any environmental hazards or conditions thereon, (including but not limited to the presence of asbestos or other hazardous materials),
- (d). compliance with applicable environmental laws, rules or regulations; and
- (e). the compliance of the property with any laws, ordinances, or regulations of any governmental entity or body.

By acceptance of this deed, GRANTEE acknowledges and agrees:

- (a). that GRANTOR acquired the property through foreclosure of a tax lien as Trustee and as such has little, if any, knowledge of the physical or economic characteristics of the property,
- (b). GRANTEE has inspected the property and is relying solely on its own investigation of the same and not on any information provided or to be provided by on behalf of GRANTOR,
- (c). that any information provided with respect to the property was obtained from a variety of sources,
- (d). GRANTOR (1) has not made any independent investigation or verification of such information; and (2) does not make any representations as to the accuracy or completeness of such information; and
- (e). that if there are any improvements on the property, GRANTOR shall not be responsible for or liable to GRANTEE for any construction defects, errors omissions, or any other conditions affecting the property.

GRANTEE or anyone claiming by, through or under GRANTEE, hereby fully releases GRANTOR, CITY OF MERCEDES, MERCEDES INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY DRAINAGE DISTRICT #01 and SOUTH TEXAS COLLEGE, and its respective employees, officers, directors, representatives, attorneys and agents (hereinafter "GRANTOR'S PARTIES") from any and all claims that it may now have or hereafter acquire against GRANTOR'S PARTIES for any cost, loss, liability, damage, expense, demand, action or cause of action arising from or related to the conveyance of the premises herein as well as any construction defects, errors, omissions, or other conditions affecting the property and other items conveyed hereunder. GRANTEE further acknowledges and agrees that this release shall be given full force and effect according to each of its express terms and provisions, including, but not limited to, those relating to unknown and suspected claims, damages and causes of action. This covenant releasing GRANTOR'S PARTIES shall be a covenant running with the property and shall be binding upon GRANTEE, its successors and assigns. GRANTOR hereby assigns without recourse or representation of any nature to GRANTEE, effective upon the execution and delivery hereof, any and all claims that GRANTOR may have for any such errors, omissions or defects in the property and other items conveyed hereunder. As a material covenant and condition of this conveyance, GRANTEE agrees that in the event of any such construction defects, errors, omissions or on account of any other conditions affecting the property, GRANTEE shall look solely to GRANTOR'S predecessors or to such contractors and consultants as may have contracted for work in connection with the property and other items conveyed hereunder for any redress or relief. Upon the assignment by GRANTOR of its claims, GRANTEE releases GRANTOR'S PARTIES of all right, express or implied, GRANTEE may have against GRANTOR arising out of or resulting from any errors, omissions or defects in the property and other items conveyed hereunder. GRANTEE further understands that some of GRANTOR'S predecessors in interest may be or become insolvent, bankrupt, judgment-proof or otherwise incapable of responding in damages and GRANTEE may have no remedy against such predecessors, contractors or consultants.

GRANTEE HEREBY FURTHER AGREES ON BEHALF OF ITSELF AND ITS SUCCESSORS AND ASSIGNS TO INDEMNIFY, PROTECT, DEFEND, SAVE AND HOLD HARMLESS GRANTOR'S PARTIES FROM AND AGAINST ANY AND ALL DEBTS, DUTIES, OBLIGATION, LIABILITIES, SUITS, CLAIMS, DEMANDS, CAUSE OF ACTION, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES AND EXPENSES AND COURT COSTS) IN ANY WAY RELATING TO, CONNECTED WITH OR ARISING OUT OF THE PROPERTY AND OTHER ITEMS CONVEYED HEREUNDER OR THE OWNERSHIP, LEASING, USE, OPERATION, MAINTENANCE AND MANAGEMENT THEREOF FROM AND AFTER THE DATE HEREOF, INCLUDING, WITHOUT LIMITATION, THE COST OF ANY REMOVAL OF HAZARDOUS SUBSTANCES OR CONTAMINANTS FROM THE PROPERTY AND OTHER ITEMS CONVEYED HEREUNDER.

TO HAVE AND TO HOLD said premises, together with all and singular the rights, privileges and appurtenances thereto in any manner belonging unto the CITY OF MERCEDES, its successors, beneficiaries, heirs and assigns forever, so that neither the CITY OF MERCEDES, MERCEDES INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT, HIDALGO COUNTY DRAINAGE DISTRICT #01 and SOUTH TEXAS COLLEGE, nor any person claiming under it shall at any time hereafter have, claim or demand any right or title to the aforesaid premises or appurtenances, or any part thereof.

Taxes for post judgment years and for the current year are assumed by, and are to be paid by GRANTEE.

THIS SALE IS BEING CONDUCTED PURSUANT TO STATUTORY OR JUDICIAL REQUIREMENTS. BIDDERS BID ON THE RIGHTS, TITLE, AND INTERESTS, IF ANY, IN THE REAL PROPERTY OFFERED.

THE PROPERTY IS SOLD AS IS, WHERE IS, AND WITHOUT ANY WARRANTY, EITHER EXPRESS OR IMPLIED. NEITHER THE COUNTY NOR THE SHERIFF'S DEPARTMENT WARRANTS OR MAKES ANY REPRESENTATIONS ABOUT THE PROPERTY'S TITLE, CONDITION, HABITABILITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. BUYERS ASSUME ALL RISKS.

IN SOME SITUATIONS, A LOT OF FIVE ACRES OR LESS IS PRESUMED TO BE INTENDED FOR RESIDENTIAL USE. HOWEVER, IF THE PROPERTY LACKS WATER OR WASTEWATER SERVICE, THE PROPERTY MAY NOT QUALIFY FOR RESIDENTIAL USE. A POTENTIAL BUYER WHO WOULD LIKE MORE INFORMATION SHOULD MAKE ADDITIONAL INQUIRIES OR CONSULT WITH PRIVATE COUNSEL.

ESTA VENTA SE LLEVARÁ A CABO DE CONFORMIDAD CON LOS REQUISITOS LEGALES O JUDICIALES. LOS POSTORES HARÁN UNA OFERTA POR EL TÍTULO, LOS DERECHOS E INTERESES, SI ALGUNO, EN LA PROPIEDAD OFRECIDA.

LA PROPIEDAD SE VENDE COMO ESTÁ, EN EL LUGAR DONDE SE ENCUENTRA, Y SIN NINGUNA GARANTÍA, YA SEA EXPRESA O IMPLÍCITA. NI EL CONDADO, NI LA OFICINA DEL ALGUACIL GARANTIZAN O HACEN NINGUNA REPRESENTACIÓN SOBRE EL TÍTULO DE LA PROPIEDAD, CONDICIÓN, HABITABILIDAD, COMERCIALIZACIÓN, O IDONEIDAD PARA UN PROPÓSITO PARTICULAR. LOS COMPRADORES ASUMEN TODOS LOS RIESGOS.

EN ALGUNAS SITUACIONES, UN LOTE DE CINCO HECTÁREAS O MENOS SE PRESUME QUE ES APTO PARA USO RESIDENCIAL. SIN EMBARGO, SI LA PROPIEDAD NO TIENE SERVICIOS DE AGUA POTABLE O AGUAS RESIDUALES, LA PROPIEDAD NO PUEDE CALIFICAR PARA EL USO RESIDENCIAL. UN COMPRADOR POTENCIAL QUE DESEE MÁS INFORMACIÓN, DEBERÁ HACER ESTUDIOS ADICIONALES O CONSULTAR CON UN ABOGADO PRIVADO.

IN TESTIMONY WHEREOF, the taxing authorities herein have caused these presents to be executed on _____.

SOUTH TEXAS COLLEGE

Rose Benavidez, Chair of the Board

THE STATE OF TEXAS
COUNTY OF HIDALGO

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ACKNOWLEDGMENT

BEFORE ME, the undersigned authority, on this day personally appeared, Rose Benavidez, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on _____.

NOTARY PUBLIC, in and for the
STATE OF TEXAS
My Commission Expires: _____

Grantee: CITY OF MERCEDES
400 S. OHIO AVE.
MERCEDES, TX 78570

AFTER RECORDING, RETURN TO:
PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.
P.O. BOX 2916
MCALLEN, TX 78502

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RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR
DRIVER'S LICENSE NUMBER.**

THE STATE OF TEXAS	§	
	§	RESALE DEED
COUNTY OF HIDALGO	§	

KNOW ALL MEN BY THESE PRESENTS that CITY OF MERCEDES, HIDALGO COUNTY, HIDALGO COUNTY DRAINAGE DISTRICT #1, SOUTH TEXAS COLLEGE, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT and MERCEDES INDEPENDENT SCHOOL DISTRICT, acting by and through the presiding officer of its governing body, hereunto duly authorized by resolution and order of each respective governing body which is duly recorded in their official Minutes ("GRANTOR") as authorized by Section 34.05, Texas Property Tax Code, for and in consideration of the sum of \$33,782.00, in hand paid by CITY OF MERCEDES ("GRANTEE") the receipt of which is hereby acknowledged and confessed, has granted and conveyed and by these presents do grant and convey unto said grantee all right, title and interest of that CITY OF MERCEDES, HIDALGO COUNTY, HIDALGO COUNTY DRAINAGE DISTRICT #1, SOUTH TEXAS COLLEGE, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT and MERCEDES INDEPENDENT SCHOOL DISTRICT, in the property herein conveyed, acquired by tax foreclosure sale heretofore held, in Cause No. T-0954-17-A styled CITY OF MERCEDES vs. BEATRICE GUTIERREZ (DECEASED), said property being described as:

PROPERTY CODE: GEO: C700000007000800
DESCRIPTION: TRACT 1: LOT 8, BLOCK 7, COLONIA GARZA, AN ADDITION TO THE CITY OF MERCEDES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN THE OFFICE OF THE COUNTY CLERK OF HIDALGO COUNTY, TEXAS.

GRANTOR excludes and excepts from this conveyance any warranties, express or implied, on the property, including, without limitation, any warranties arising by common law or Section 5.023 of the Property Code.

GRANTOR conveys the property:

- (a). "as is", "with all faults" and without any warranty as to condition or environmental hazard,
- (b). subject to all restrictions, easements, rights-of-way leases, oil, gas and mineral leases, royalties, mineral conveyances, and mineral reservations of record, if any, in the office of the County Clerk of said County,
- (c). subject to any right of redemption; and
- (d). subject to rights of parties in possession.

GRANTOR disclaims any warranty, guaranty or representation, oral or written, on:

- (a). the nature and condition of the property or other items conveyed hereunder, without limitation, the water, soil and geology,

- (b). the suitability of the property conveyed hereunder for any and all activities and uses which GRANTEE may elect to conduct thereon,
- (c). the existence of any environmental hazards or conditions thereon, (including but not limited to the presence of asbestos or other hazardous materials),
- (d). compliance with applicable environmental laws, rules or regulations; and
- (e). the compliance of the property with any laws, ordinances, or regulations of any governmental entity or body.

By acceptance of this deed, GRANTEE acknowledges and agrees:

- (a). that GRANTOR acquired the property through foreclosure of a tax lien as Trustee and as such has little, if any, knowledge of the physical or economic characteristics of the property,
- (b). GRANTEE has inspected the property and is relying solely on its own investigation of the same and not on any information provided or to be provided by on behalf of GRANTOR,
- (c). that any information provided with respect to the property was obtained from a variety of sources,
- (d). GRANTOR (1) has not made any independent investigation or verification of such information; and (2) does not make any representations as to the accuracy or completeness of such information; and
- (e). that if there are any improvements on the property, GRANTOR shall not be responsible for or liable to GRANTEE for any construction defects, errors omissions, or any other conditions affecting the property.

GRANTEE or anyone claiming by, through or under GRANTEE, hereby fully releases GRANTOR, CITY OF MERCEDES, HIDALGO COUNTY, HIDALGO COUNTY DRAINAGE DISTRICT #1, SOUTH TEXAS COLLEGE, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT and MERCEDES INDEPENDENT SCHOOL DISTRICT, and its respective employees, officers, directors, representatives, attorneys and agents (hereinafter "GRANTOR'S PARTIES") from any and all claims that it may now have or hereafter acquire against GRANTOR'S PARTIES for any cost, loss, liability, damage, expense, demand, action or cause of action arising from or related to the conveyance of the premises herein as well as any construction defects, errors, omissions, or other conditions affecting the property and other items conveyed hereunder. GRANTEE further acknowledges and agrees that this release shall be given full force and effect according to each of its express terms and provisions, including, but not limited to, those relating to unknown and suspected claims, damages and causes of action. This covenant releasing GRANTOR'S PARTIES shall be a covenant running with the property and shall be binding upon GRANTEE, its successors and assigns. GRANTOR hereby assigns without recourse or representation of any nature to GRANTEE, effective upon the execution and delivery hereof, any and all claims that GRANTOR may have for any such errors, omissions or defects in the property and other items conveyed hereunder. As a material covenant and condition of this conveyance, GRANTEE agrees that in the event of any such construction defects, errors, omissions or on account of any other conditions affecting the property, GRANTEE shall look solely to GRANTOR'S predecessors or to such contractors and consultants as may have contracted for work in connection with the property and other items conveyed hereunder for any redress or relief. Upon the assignment by GRANTOR of its claims, GRANTEE releases GRANTOR'S PARTIES of all right, express or implied, GRANTEE may have against GRANTOR arising out of or resulting from any errors, omissions or defects in the property and other items conveyed hereunder. GRANTEE further understands that some of GRANTOR'S predecessors in interest may be or become insolvent, bankrupt, judgment-proof or otherwise incapable of responding in damages and GRANTEE may have no remedy against such predecessors, contractors or consultants.

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TO HAVE AND TO HOLD said premises, together with all and singular the rights, privileges and appurtenances thereto in any manner belonging unto the CITY OF MERCEDES, its successors, beneficiaries, heirs and assigns forever, so that neither the CITY OF MERCEDES, HIDALGO COUNTY, HIDALGO COUNTY DRAINAGE DISTRICT #1, SOUTH TEXAS COLLEGE, SOUTH TEXAS INDEPENDENT SCHOOL DISTRICT and MERCEDES INDEPENDENT SCHOOL DISTRICT, nor any person claiming under it shall at any time hereafter have, claim or demand any right or title to the aforesaid premises or appurtenances, or any part thereof.

Taxes for post judgment years and for the current year are assumed by, and are to be paid by GRANTEE.

THIS SALE IS BEING CONDUCTED PURSUANT TO STATUTORY OR JUDICIAL REQUIREMENTS. BIDDERS BID ON THE RIGHTS, TITLE, AND INTERESTS, IF ANY, IN THE REAL PROPERTY OFFERED.

THE PROPERTY IS SOLD AS IS, WHERE IS, AND WITHOUT ANY WARRANTY, EITHER EXPRESS OR IMPLIED. NEITHER THE COUNTY NOR THE SHERIFF'S DEPARTMENT WARRANTS OR MAKES ANY REPRESENTATIONS ABOUT THE PROPERTY'S TITLE, CONDITION, HABITABILITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. BUYERS ASSUME ALL RISKS.

IN SOME SITUATIONS, A LOT OF FIVE ACRES OR LESS IS PRESUMED TO BE INTENDED FOR RESIDENTIAL USE. HOWEVER, IF THE PROPERTY LACKS WATER OR WASTEWATER SERVICE, THE PROPERTY MAY NOT QUALIFY FOR RESIDENTIAL USE. A POTENTIAL BUYER WHO WOULD LIKE MORE INFORMATION SHOULD MAKE ADDITIONAL INQUIRIES OR CONSULT WITH PRIVATE COUNSEL.

ESTA VENTA SE LLEVARÁ A CABO DE CONFORMIDAD CON LOS REQUISITOS LEGALES O JUDICIALES. LOS POSTORES HARÁN UNA OFERTA POR EL TÍTULO, LOS DERECHOS E INTERESES, SI ALGUNO, EN LA PROPIEDAD OFRECIDA.

LA PROPIEDAD SE VENDE COMO ESTÁ, EN EL LUGAR DONDE SE ENCUENTRA, Y SIN NINGUNA GARANTÍA, YA SEA EXPRESA O IMPLÍCITA. NI EL CONDADO, NI LA OFICINA DEL ALGUACIL GARANTIZAN O HACEN NINGUNA REPRESENTACIÓN SOBRE EL TÍTULO DE LA PROPIEDAD, CONDICIÓN, HABITABILIDAD, COMERCIALIZACIÓN, O IDONEIDAD PARA UN PROPÓSITO PARTICULAR. LOS COMPRADORES ASUMEN TODOS LOS RIESGOS.

EN ALGUNAS SITUACIONES, UN LOTE DE CINCO HECTÁREAS O MENOS SE PRESUME QUE ES APTO PARA USO RESIDENCIAL. SIN EMBARGO, SI LA PROPIEDAD NO TIENE SERVICIOS DE AGUA POTABLE O AGUAS RESIDUALES, LA PROPIEDAD NO PUEDE CALIFICAR PARA EL USO RESIDENCIAL. UN COMPRADOR POTENCIAL QUE DESEE MÁS INFORMACIÓN, DEBERÁ HACER ESTUDIOS ADICIONALES O CONSULTAR CON UN ABOGADO PRIVADO.

IN TESTIMONY WHEREOF, the taxing authorities herein have caused these presents to be executed on _____.

SOUTH TEXAS COLLEGE

Rose Benavidez, Chair of the Board

THE STATE OF TEXAS

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COUNTY OF HIDALGO

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ACKNOWLEDGMENT

BEFORE ME, the undersigned authority, on this day personally appeared, Rose Benavidez, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on _____.

NOTARY PUBLIC, in and for the
STATE OF TEXAS

My Commission Expires: _____

Grantee: CITY OF MERCEDES
400 S. OHIO AVE.
MERCEDES, TX 78570

AFTER RECORDING, RETURN TO:
PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.
P.O. BOX 2916
MCALLEN, TX 78502

Consent Agenda:

b. Approval of Award of Proposals, 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) Building Moving Services – II (Award)

Award the proposal for building moving services – II to **Zuniga's House Mover, LLC.** (San Juan, TX), for the period beginning June 1, 2022 through May 31, 2023 with two one-year options to renew, at an estimated amount of \$50,000.00.

Purpose – Facilities Planning and Construction is requesting building moving services for the relocation of portable buildings as needed throughout the College district.

Justification and Benefit – It is necessary to move portable buildings to accommodate enrollment needs at various campuses.

Background – Proposal documents were advertised on March 30, 2022 and April 6, 2022 and issued to four (4) vendors. One (1) response was received on April 19, 2022 and reviewed by Facilities Planning and Construction and the Purchasing Department.

Funds for this expenditure are budgeted in the Construction – Portable Building Relocation and Moving Services budgets for FY 2021 – 2022 and FY 2022 – 2023 pending Board approval of the budget.

2) Insurance Risk Management Consultant Services (Award)

Award the proposal for insurance risk management consultant services to **Acrisure, LLC./ dba Carlisle Insurance** (Corpus Christi, TX), for the period beginning June 1, 2022 through May 31, 2023 with four one-year options to renew, at a total annual amount of \$25,000.00.

Purpose – The Vice President for Finance and Administrative Services and Office of Accountability, Risk, and Compliance has requested insurance risk management consultant services for the annual review and recommendations concerning the College's insurance and ongoing consulting as needed.

Justification and Benefit – The consultant will assist the College in evaluating current insurance coverage to determine if it is adequate and make recommendations regarding any changes needed, soliciting and evaluating bids for insurance coverages, providing evaluations, and making recommendations to College administration regarding any

potential loss situations. In addition, the insurance services consultant assists the College staff in the processing of claims, responding to questions arising from claims, and other insurance related information, including domestic and international issues.

Background – Proposal documents were advertised on April 13, 2022 and April 20, 2022 and issued to sixteen (16) vendors. Three (3) responses were received on May 3, 2022 and reviewed by the Office of Accountability, Risk and Compliance, and Purchasing Department.

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

3) Telephone Services (Award)

Award the proposal for telephone services to **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning June 21, 2022 through June 20, 2025 with two one-year options to renew, at an estimated monthly amount of \$13,400.00 and an estimated annual amount of \$160,800.00.

Purpose – Information Technology (IT) is requesting the purchase of telephone services for faculty, staff, students, and visitors at all the South Texas College campuses.

All campuses require telephone services which will include local and long distance, 1-800, and POTS lines for fire and elevator alarms and fax machine lines.

Background – Proposal documents were advertised on March 30, 2022 and April 6, 2022 and issued to nine (9) vendors. Three (3) responses were received on April 26, 2022 and reviewed by Information Technology and the Purchasing Department.

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

4) Temporary Personnel Services (Award)

Award the proposal for temporary personnel services for the period beginning June 29, 2022 through June 28, 2023 with two one-year options to renew, at an estimated amount of \$450,000.00, which is based on prior year expenditures. The qualified vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Exceptional Staffing, LLC. (Edinburg, TX) (New)	Fewell Professional Services, LLC. / dba FPS Staffing (McAllen, TX)
Five Star Staffing, LLC. / dba Spherion Staffing (McAllen, TX)	Hire Quest, LLC. / dba Snelling Staffing Services (Goose Creek, SC) (New)
Infojini, Inc. (Columbia, MD) (New)	Manpower Group US, Inc. (McAllen, TX)
Onin Staffing (McAllen, TX)	People Ready, Inc. (Tacoma, WA) (New)
R&D Contracting, Inc. / dba R&D Personnel (McAllen, TX)	Readymen Staffing Services (Pharr, TX) (New)

Region Staffing, Inc. (Pharr, TX)	Select Staff (Edinburg, TX)
Temps Plus Staffing Service (McAllen, TX)	Texas Staffing Pros, LLC. (McAllen, TX)

Purpose – The Office of Human Resources is requesting the purchase of temporary personnel services for instructional programs and support services departments requesting personnel.

Justification and Benefit – The proposals were reviewed to ensure compliance with South Texas College’s requirements that the agencies provide documentation of their liability and worker’s compensation insurance coverages. Additionally, South Texas College requested that the agency prescreen prospective employees and make this information available to the College. All agencies that submitted proposals were in compliance with the requirements.

Background – Proposal documents were advertised on March 30, 2022 and April 6, 2022 and issued to thirty-three (33) vendors. Fourteen (14) responses were received on April 19, 2022 and reviewed by the Office of Human Resources and 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) District Wide Wireless Network Equipment Upgrade (Reject): reject one (1) proposal received for the district wide wireless network equipment upgrade and advertise this project in order to comply with the federal procurement guidelines related to receiving multiple responses.

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

6) Online Tutoring Services (Purchase)

Purchase an additional online tutoring services agreement from **Upswing International, Inc.** (Durham, NC), a sole source vendor, for the period beginning June 1, 2022 through August 31, 2022, at a total amount of \$40,800.00 for one thousand seven hundred (1,700) service hours.

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

Justification and Benefit – The service agreement will include online tutoring and retention services in English, Math, Developmental English, Developmental Math, Developmental Reading, History, Economics, Philosophy, Education, Business, Political Science, Nursing, Psychology, Spanish, Allied Health, Biology, Chemistry, Physics, Sociology, and many other subjects. These services supplement and enhance the services provided at the College’s Centers for Learning Excellence by allowing students

to access services outside of regular operating hours and from any location, and, in some cases, providing tutors for subjects in which it is difficult to find qualified tutors locally. These tutoring services provide new, enhanced features such as audio and video tutoring capabilities, data and analytics dashboards, and the ability to schedule appointments and select and rate tutors. The provision of online tutoring services in accordance with SACS Best Practices for Electronically Offered Degree and Certificate Programs, which stipulate that the institution recognizes that appropriate services must be available for students regardless of their location on or off campus. Usage of the online tutoring service has increased during this academic year, and approximately 2/3 of the hours purchased have already been used. The Centers for Learning Excellence is seeking to purchase additional hours to continue providing this service to students for the rest of the academic year.

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

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

7) Bond Counsel Services (Renewal)

Renew the bond counsel services contract with **Ricardo Perez Law Firm, PLLC.** (McAllen, TX), for the period beginning August 1, 2022 through July 31, 2023.

Purpose – The Business Office is requesting to renew the bond counsel services for representation in the areas of public education bond law, tax law, local government law, the trial and appeal of bond validation actions, and the issuance of tax-exempt Texas Community College District, Texas School District, and other relevant entities bonds and notes.

Justification and Benefit – The bond counsel services provide advice and counsel to administrative staff, the President, Board Committees, and Board of Trustees with some of the following matters:

- Bond counsel will be expected to provide, as a part of its basic service fee, policy development, review and drafting of documents, briefs, opinions, negotiations, litigation, research as well as legal advice from time to time pertaining to matters directly or indirectly related to the bond program and corresponding tax issues.
- Consult with South Texas College officials, Business Office staff, and the Colleges outside Legal Counsel and Financial Advisor, concerning all legal questions relating to the issuance, refinancing, defeasance, and management of debt.
- Assist in the preparation of specified sections of the Preliminary Official Statement and the Final Official Statement, and be responsible for the proper scope, legal effectiveness, and compliance with applicable regulatory requirements of the entirety of both documents, subject to the understanding that bond counsel will not be expected to independently verify data contained in the Official Statements that is generated by the client or third parties.
- Assist in making presentations and required submissions and obtain approval of the Bond Review Board and any other state entity with supervisory powers over the

issuance of bonds by South Texas College, including the Texas Office of Attorney General.

- Perform all usual and necessary legal services with reference to the authorization, sale, and delivery of any debt issuance and bond refunding that South Texas College may require, including resolutions, agreements, and minute orders, as needed.
- Represent South Texas College in the preparation of any bond refunding and purchase contracts and insuring that all participants, including underwriters and investment banking firms, whether retained or contracted by South Texas College, disclose all conflicts of interest to and with South Texas College and any other 174 July 27, 2021 Regular Board Meeting Page 53, Revised 07/23/2021 @ 10:52 AM parties involved in the bonds. Assist South Texas College in presentations to the major rating agencies in order to obtain rating for the bonds.
- Attend Board meetings and Finance Committee meetings to the extent required or requested by the College.
- Provide tax opinion on debt issues and bond refunding.
- Prepare any Internal Revenue Service filings required by federal tax law. Assist in any Internal Revenue Service inquiry and actions as needed.
- Render other written opinions of bond counsel pertaining to investment earnings and any amounts required to be related to the United States as excess arbitrage earnings, if any, and any other written opinion of counsel which may be required under the terms of the Bond Resolutions or under the Internal Revenue Code, as amended.
- Assist with post-issuance matters, such as providing direction for compliant private use activity, including aiding in annual calculation.
- Provide analysis and resolution of tax issues associated with financing plans.
- Prepare documents calling any bond election, notice thereof, submitting election documents to the U.S. Justice Department for preclearance and canvassing of election results.
- File all required bond-related documents and obtain approval of such from the Texas Office of Attorney General.
- Provide a complete bond transcript in paper and electronic format at the conclusion of each financing.
- Provide advice and counsel on continuing compliance with securities, tax, and other applicable law pertaining to bonds.
- All other matters necessary or incidental to the refunding and issuance of the bonds.

Background – The Board awarded the contract for bond counsel services at the July 27, 2021 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on August 1, 2022 and ends July 31, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/27/21	8/1/21 – 7/31/22	2 – one year options
1 st Renewal	5/31/22		8/1/22 – 7/31/23

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

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

8) Collection Agency Services (Renewal)

Renew the collection agency services contracts for the period beginning September 1, 2022 through August 31, 2023, at no charge to the College. The vendors are as follows:

Primary	S & S Recovery, Inc. (Memphis, TN)
Secondary	Immediate Credit Recovery, Inc. (Poughkeepsie, NY) Key 2 Recovery, Inc. (Hamilton, OH)

Purpose – The Business Office is requesting to renew the contracts for collection agency services for the collection of delinquent accounts due to the College from students, faculty, and staff.

Justification and Benefit – The collection agency services provide collection of delinquent emergency student loans, tuition and fees, accounts receivable, and other unpaid accounts. Students may have delinquent balances due to circumstances such as returned checks and/or financial aid award reversals. Employees may also have delinquent accounts due to failure to comply with wavier reimbursement guidelines.

Background – The Board awarded the contracts for collection agency services at the July 28, 2020 Board of Trustees meeting for one year with two one-year annual renewals. The last renewal period begins on September 1, 2022 and ends August 31, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/28/20	9/1/20 – 8/31/21	2 – one year options
1 st Renewal	6/22/21		9/1/21 – 8/31/22
2 nd Renewal	5/31/22		9/1/22 – 8/31/23

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

9) Custodial Supplies (Renewal)

Renew the custodial supplies contracts for the period beginning August 18, 2022 through August 17, 2023, at an estimated amount of \$288,000.00, which is based on prior year expenditures. The vendors are as follows:

Primary Vendor	Gulf Coast Paper, Co. (Brownsville, TX)
Secondary Vendors	Rio Paper & Supply, LLC. (Pharr, TX) Gateway Printing & Office Supply, Inc. (Edinburg, TX) Yanitor Paper and Supplies, LLC. (Pharr, TX)

Purpose – The Custodial Department is requesting to purchase custodial supplies which will be used throughout the College district as needed. It will include cleaning solutions, disinfecting sprays, disinfecting liquid solutions, hand towels, tissue paper, mops, brooms, gloves, trash bags, and other miscellaneous supplies.

Justification and Benefit – The custodial supplies are needed for the day-to-day cleaning, disinfecting, and maintenance of all South Texas College facilities. These supplies are essential for the health and safety of all students, faculty, staff, and visitors.

Background – The Board awarded the contracts for custodial supplies at the July 27, 2021 Board of Trustees meeting for one-year with two one-year annual renewals. The first renewal period begins on August 18, 2022 and ends August 17, 2023.

Award	Board Meeting Date	Original Term	Renewal Term
Original	7/27/21	8/18/21 – 8/17/22	2 – one year options
1 st Renewal	5/31/22		8/18/22 – 8/17/23

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 Custodial budget for FY 2021 – 2022 and FY 2022 – 2023, pending Board approval of the budget.

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

10) Audio Visual Equipment (Purchase)

Purchase audio visual equipment from **B&H Photo Video** (New York, NY), an E&I Cooperative Services approved vendor, at a total amount of \$30,381.07.

Purpose – Educational Technologies is requesting to purchase audio visual equipment to upgrade the Pecan Campus Building U conference/event room to better support large mic count and Teams/Zoom special event requests. The purchase will include some of the following items: audio visual cables, mixer, switcher, display, and microphones.

Justification and Benefit – The audio visual equipment upgrade will provide state-of-the-art resources that will enhance event experiences for students, faculty, staff, and the community. The purchase of the audio visual cables, mixer, switcher, display, and microphones are needed to update or replace outdated/obsolete equipment and to provide better service to our faculty, staff, and community by enhancing communication, collaboration, and knowledge sharing across all environments. With the library renovation, spaces like the Pecan Campus Rainbow room and Building H Cafeteria will not be available for events which will dramatically increase the use of the conference/event room for standard, large, and Teams/Zoom event related requests that need this support.

Funds for this expenditure are budgeted in the Educational Technologies Maintenance and Replacement budget for FY 2021 – 2022.

11) Computers, Laptops, and Tablets (Purchase)

Purchase of computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple Inc.** (Dallas, TX), at a total amount of \$313,517.93.

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

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

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

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

The purchases can be summarized as follows:

- Student Computers
 - ⇒ 11 Computers for Art Program
- Student Laptops
 - ⇒ 3 Laptops for Learning Commons and Open Labs
 - ⇒ 2 Laptops for Cybersecurity Program
- Student Tablets
 - ⇒ 2 Tablets for Cybersecurity Program
- Staff Computers
 - ⇒ 3 Computers for Educational Technologies
 - ⇒ 1 Computer for Student Assessment Center
 - ⇒ 1 Computer for Library Services
 - ⇒ 1 Computer for Education Program
 - ⇒ 1 Computer for Department of Public Safety
- Staff Laptops
 - ⇒ 1 Laptop for Student Financial Services
 - ⇒ 4 Laptops for Student Assessment Center
 - ⇒ 4 Laptops for Educational Technology Maintenance and Replacement

- ⇒ 2 Laptops for Technology Projects
- ⇒ 1 Laptop for Distance Learning
- ⇒ 7 Laptops for Advising
- ⇒ 2 Laptops for Architectural and Engineering Design Technology Program
- ⇒ 5 Laptops for Library Services
- ⇒ 2 Laptops for Industry Training and Economic Development

- Faculty Laptops
 - ⇒ 1 Laptop for Computer Science Program
 - ⇒ 2 Laptops for Health Administrative Services Program
 - ⇒ 2 Laptops for Sociology Program
 - ⇒ 1 Laptop for Cybersecurity Program
 - ⇒ 1 Laptop for Bachelors of Nursing

- Grant Student Computers
 - ⇒ 26 Computers for Cybersecurity Program

- Grant Staff Laptops
 - ⇒ 25 Laptops for Department of Public Safety

Funds for these expenditures are budgeted in the requesting department budgets for FY 2021 - 2022 as follows: Art Program, Learning Commons and Open Labs, Cybersecurity Program, Educational Technologies, Student Assessment Center, Library Services, Education Program, Department of Public Safety, Student Financial Services, Educational Technology Maintenance and Replacement, Technology Projects, Distance Learning, Advising, Architectural and Engineering Design Technology Program, Industry Training and Economic Development, Computer Science Program, Health Administrative Services Program, Sociology Program, Bachelors of Nursing, and Higher Education Emergency Relief Funds (HEERF) - Grant.

12) Software License, Maintenance, and Support Agreements (Renewal)

Renew the software license, maintenance, and support agreements with **Evisions, LLC**. (Irvine, CA), a sole source vendor, for the period beginning August 1, 2022 through August 31, 2025, at a total amount of \$187,979.00.

Purpose – Information Technology is requesting to renew the software, license, maintenance, and support agreements that include the following software programs: Argos Enterprise, FormFusion Enterprise, IntelleCheck AP Enterprise, and IntelleCheck Payroll Enterprise.

Justification and Benefit – The software programs are used in conjunction with Banner to complete day to day operations by various departments.

Software	Functions	Period
Argos Enterprise	Various Banner Reports	9/1/22 – 8/31/25
FormFusion Enterprise	Banner Purchase Orders	8/1/22 – 8/31/25
IntelleCheck AP Enterprise	Banner Vendor and Student Checks	8/1/22 – 8/31/25
IntelleCheck Payroll Enterprise	Banner Employee Checks	4/1/23 – 8/31/25

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

13) Time and Attendance Software License, Maintenance, and Support Agreements (Renewal)

Renew the time and attendance software license, maintenance, and support agreements with **TimeClock Plus, LLC.** (San Angelo, TX), a sole source vendor, for the period beginning September 1, 2022 through August 31, 2023, at an estimated amount of \$47,164.08.

Purpose – Business Office is requesting to renew the time and attendance software license, maintenance, and support agreements which are used by employees to clock in and out and request leave.

Justification and Benefit – This system is used to review timecards and in conjunction with Banner to complete the payroll processing for all employees of the College.

Funds for this expenditure are budgeted in the Business Office budget for FY 2022 – 2023 pending Board approval of the budget.

Recommendation:

It is requested that the Finance, Audit, and Human Resources Committee recommend for Board approval at the May 31, 2022 Board meeting the award of proposals, rejection of proposal, purchases, and renewals as listed below:

A. Award of Proposals

- 1) **Building Moving Services - II (Award):** award the proposal for building moving services – II to **Zuniga’s House Mover, LLC.** (San Juan, TX), for the period beginning June 1, 2022 through May 31, 2023 with two one-year options to renew, at an estimated amount of \$50,000.00;
- 2) **Insurance Risk Management Consultant Services (Award):** award the proposal for insurance risk management consultant services to **Acrisure, LLC. / dba Carlisle Insurance** (Corpus Christi, TX), for the period beginning June 1, 2022 through May 31, 2023 with four one-year options to renew, at a total annual amount of \$25,000.00;
- 3) **Telephone Services (Award):** award the proposal for telephone services to **Smartcom Telephone, LLC.** (McAllen, TX), for the period beginning June 21,

2022 through June 20, 2025 with two one-year options to renew, at an estimated monthly amount of \$13,400.00 and an estimated annual amount of \$160,800.00;

- 4) **Temporary Personnel Services (Award):** award the proposal for temporary personnel services for the period beginning June 29, 2022 through June 28, 2023 with two one-year options to renew, at an estimated amount of \$450,000.00, which is based on prior year expenditures. The qualified vendors are as follows:

Vendor (City/State)	Vendor (City/State)
Exceptional Staffing, LLC. (Edinburg, TX) (New)	Fewell Professional Services, LLC. / dba FPS Staffing (McAllen, TX)
Five Star Staffing, LLC. / dba Spherion Staffing (McAllen, TX)	Hire Quest, LLC. / dba Snelling Staffing Services (Goose Creek, SC) (New)
Infojini, Inc. (Columbia, MD) (New)	Manpower Group US, Inc. (McAllen, TX)
Onin Staffing (McAllen, TX)	People Ready, Inc. (Tacoma, WA) (New)
R&D Contracting, Inc. / dba R&D Personnel (McAllen, TX)	Readymen Staffing Services (Pharr, TX) (New)
Region Staffing, Inc. (Pharr, TX)	Select Staff (Edinburg, TX)
Temps Plus Staffing Service (McAllen, TX)	Texas Staffing Pros, LLC. (McAllen, TX)

B. Rejection of Proposal

- 5) **District Wide Wireless Network Equipment Upgrade (Reject):** reject one (1) proposal received for the district wide wireless network equipment upgrade and advertise this project in order to comply with the federal procurement guidelines related to receiving multiple responses;

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

- 6) **Online Tutoring Services (Purchase):** purchase an online tutoring services agreement from **Upswing International, Inc.** (Durham, NC), a sole source vendor, for the period beginning June 1, 2022 through August 31, 2022, at a total amount of \$40,800.00 for one thousand seven hundred (1,700) service hours;

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

- 7) **Bond Counsel Services (Renewal):** renew the bond counsel services contract with **Ricardo Perez Law Firm, PLLC.** (McAllen, TX), for the period beginning August 1, 2022 through July 31, 2023;
- 8) **Collection Agency Services (Renewal):** renew the collection agency services contracts for the period beginning September 1, 2022 through August 31, 2023, at no charge to the College. The vendors are as follows:

Primary	S & S Recovery, Inc. (Memphis, TN)
Secondary	Immediate Credit Recovery, Inc. (Poughkeepsie, NY) Key 2 Recovery, Inc. (Hamilton, OH)

- 9) Custodial Supplies (Renewal):** renew the custodial supplies contracts for the period beginning August 18, 2022 through August 17, 2023, in the amount of \$288,000.00, which is based on prior year expenditures. The vendors are as follows:

Primary Vendor	Gulf Coast Paper, Co. (Brownsville, TX)
Secondary Vendors	Rio Paper & Supply, LLC. (Pharr, TX) Gateway Printing & Office Supply, Inc. (Edinburg, TX) Yanitor Paper and Supplies, LLC. (Pharr, TX)

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

- 10) Audio Visual Equipment (Purchase):** purchase audio visual equipment from **B&H Photo Video** (New York, NY), an E&I Cooperative Services approved vendor, at a total amount of \$30,381.07;
- 11) Computers, Laptops, and Tablets (Purchase):** purchase computers, laptops, and tablets from the State of Texas Department of Information Resources (DIR) approved vendors **Dell Marketing, LP.** (Dallas, TX) and **Apple, Inc.** (Dallas, TX), at a total amount of \$313,517.93;
- 12) Software License, Maintenance, and Support Agreements (Renewal):** renew the software license, maintenance, and support agreements with **Evisions, LLC.** (Irvine, CA), a sole source vendor, for the period beginning August 1, 2022 through August 31, 2025, at a total amount of \$187,979.00;
- 13) Time and Attendance Software License, Maintenance, and Support Agreements (Renewal):** renew the time and attendance software license, maintenance, and support agreements with **TimeClock Plus, LLC.** (San Antonio, TX), a sole source vendor, for the period beginning September 1, 2022 through August 31, 2023, at a total amount of \$47,164.08.

Recommend Action - The total for all award of proposals, rejection of proposal, purchases, and renewals is \$1,593,642.08.

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 \$1,593,642.08 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

c. Approval of Unrestricted Fund Balance Designations as of August 31, 2022 and Funding Plan for the Construction Projects Using the Unrestricted Fund Balance Designations

Approval of the Unrestricted Fund Balance Designations as of August 31, 2022 and the funding plan for the construction projects using the Unrestricted Fund Balance Designations is requested.

Purpose – To approve the changes to the Unrestricted Fund Balance Designations as of August 31, 2022 and the funding plan for the construction projects using the Unrestricted Fund Balance Designations.

Justification – Changes to the Unrestricted Fund Balance Designations as of August 31, 2022 and a funding plan for the construction projects using the Unrestricted Fund Balance Designations is necessary. Approval is needed to increase the Unrestricted Fund Balance Designations for the Enterprise Resource Planning (ERP) System, release the Unrestricted Fund Balance Designations for equipment needed by the Welding program, and create a funding plan includes the release of Unrestricted Fund Balance Designations in fiscal year 2023 – 2024 to fund the completion of Unexpended Plant Fund – Construction capital improvement projects.

1. Increase of the Unrestricted Fund Balance Designations for the ERP System

The Unrestricted Fund Balance Designations represents the College’s intended future use of available resources and must be approved by the Board of Trustees. The amount approved as the Unrestricted Fund Balance Designations appears on the College’s Comprehensive Annual Financial Report and is itemized as Board Designated.

As of August 31, 2021, the total fund balance in the Unrestricted Fund is \$104,432,951, which includes the Board designated amount of \$37,500,000, as reflected in the table below. The total designations of \$37,500,000 include the following:

Fund Balance Designations Per Category	FY 2020 - 2021
Employee Health Insurance Premiums Due to Rising Costs of Employee Health Insurance and Uncertainty of Continued State Funding	\$7,500,000
Upgrade of the College’s Enterprise Resource Planning (ERP) System	18,000,000
Deferred Maintenance of Facilities	4,000,000
College’s Business Continuity of Operations in the Event of Serious Incidents or Disasters	6,000,000
Furniture Replacements	2,000,000
Total Fund Balance Designation as of August 31, 2021	\$37,500,000

Management is proposing an additional Unrestricted Fund Balance designation in the amount of \$2,000,000 in Fiscal Year 2021 - 2022 for upgrade of the College's ERP System. This recommendation is presented because the acquisition of a new ERP system with updated technological features will be necessary in the future. The College must be prepared to fund a high cost ERP system.

2. Release the Unrestricted Fund Balance Designations for Equipment Needed by the Welding Program

Administration also recommends to release the Unrestricted Fund Balance designations in the amount of \$2,100,058 for the purpose of funding equipment needed by the Welding program in fiscal year 2022 – 2023.

Including the proposed additional fund balance designation for the College's Enterprise Resource Planning (ERP) System in the amount of \$2,000,000 and the release of the Unrestricted Fund Balance designations for the Welding program equipment in the amount of \$2,100,058, the total designations as of August 31, 2022 would be \$37,399,942, as follows.

Summary of Fund Balance Designations ERP Increase and Welding Equipment Decrease August 31, 2022			
Fund Balance Designations Per Category	FY 2020 - 2021	FY 2021 - 2022	Increase/ (Decrease)
Health Insurance Premiums	\$7,500,000	\$7,500,000	\$-
ERP Procurement and Infrastructure Maintenance & Renewal	18,000,000	20,000,000	2,000,000
Facilities Deferred Maintenance	4,000,000	3,899,942	(100,058)
Business Continuity and Disaster Plan	6,000,000	6,000,000	-
Furniture Replacement	2,000,000	-	(2,000,000)
Total Fund Balance Designation as of August 31	\$37,500,000	\$37,399,942	\$(100,058)

As reflected below, as of August 31, 2022, without considering the FY 2021 – 2022 activity, the total estimated Undesignated Unrestricted Fund Balance is \$67,033,009 which represents approximately four (4.1) months of budgeted expenditures. Per Policy #5350: Unrestricted Fund Balance, the College should maintain an Unrestricted Fund Balance sufficient to cover no less than four months of budgeted expenditures. After the completion of the FY 2021 – 2022 audit, management may propose an additional increase to the upgrade of the ERP system designation contingent on the final increase to the fund balance due to FY 2021 – 2022 activity, including the GASB liabilities.

Unrestricted Fund Balance			
	Undesignated Fund Balance	Designated Fund Balance	Total Fund Balance
Fund Balance – September 1, 2021	\$66,932,951	\$37,500,000	\$104,432,951
FY 2021 – 2022 Additional Designation	(2,000,000)	2,000,000	-
FY 2021 – 2022 Release of Unrestricted Fund Balance Designations	2,100,058	(2,100,058)	-
Fund Balance – Projected August 31, 2022	\$67,033,009	\$37,399,942	\$104,432,951

Unrestricted Months Expense in Reserve	
	Undesignated Fund Balance
Adjusted Fund Balance	\$67,033,009
# Months Expenses in Reserve	4.1 Months

3. Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations

At the March 8, 2022 Special Board of Trustees meeting, the Board of Trustees approved the use of funds previously earmarked from the Bond 2001 2001 in the total amount of \$4,600,000 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction. The Board of Trustees approved the use of \$660,000 from the earmarked funds for the Pecan Campus Ann Richards Administration Building X renovation project for the new President’s Office.

At the March 29, 2022 Board of Trustees meeting, the Board of Trustees approved an additional use of funds previously earmarked 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 approved the use of \$1,034,110 from the earmarked funds 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.

At the April 26, 2022 Board of Trustees meeting, the Board of Trustees approved the additional use of funds previously earmarked from the Bond 2001 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction in the amount of \$2,905,890 for partially 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 Renovation for the Music and Dance Program
- 3) Pecan Campus Continuing Education Building

The use of the funds previously earmarked from the Bond 2001 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction allowed for the partial funding of construction projects, however additional funding sources are needed for their completion.

Administration recommends the creation of a funding plan for the construction projects using the Unrestricted Fund Balance Designations to ensure their completion. The proposed plan includes funding the construction projects with funds resulting from the release of Unrestricted Fund Balance Designations in fiscal year 2023 – 2024. Administration estimates that approximately \$12,500,000 will need to be released from the Unrestricted Fund Balance Designations in fiscal year 2023 – 2024, however this amount is subject to change as the projects develop.

Including the release of the Unrestricted Fund Balance Designations in fiscal year 2023 – 2024, the projected total designations as of August 31, 2024 would be \$24,899,842, as follows.

Summary of Projected Fund Balance Designations Construction Projects Decrease August 31, 2024			
Fund Balance Designations Per Category	FY 2021 - 2022	FY 2023 - 2024	Increase/ (Decrease)
Health Insurance Premiums	\$7,500,000	\$2,000,000	\$(5,500,000)
ERP Procurement and Infrastructure Maintenance & Renewal	20,000,000	20,000,000	-
Facilities Deferred Maintenance	3,899,942	-	(3,899,942)
Business Continuity and Disaster Plan	6,000,000	2,899,942	(3,100,058)
Furniture Replacement	-	-	-
Total Fund Balance Designation as of August 31	\$37,399,942	\$24,899,842	\$(12,500,000)

Reviewers – The funding plan for the construction projects using the Unrestricted Fund Balance Designations and the release of Unrestricted Fund Balance designations to fund equipment needed by the Welding program has been reviewed by Cabinet members.

Enclosed Documents – The presentation follows in the packet for the Board’s review and information.

Mary Elizondo, Vice President for Finance and Administrative Services attended the May 10, 2022 Committee Meeting to address any questions by the Committee.

The Finance, Audit, and Human Committee recommended Board approval of the funding plan for the construction projects using the Unrestricted Fund Balance Designations and the changes to the Unrestricted Fund Balance Designations, 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 funding plan for the construction projects using the Unrestricted Fund Balance Designations and the changes to the Unrestricted Fund Balance Designations, as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Unrestricted Fund Balance Designations as of August 31, 2022 and Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations

MAY 10, 2022

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

1

Purpose

1. Change the Unrestricted Fund Balance Designations as of August 31, 2022: Increase the Unrestricted Fund Balance Designations for the Enterprise Resource Planning (ERP) System
2. Change the Unrestricted Fund Balance Designations as of August 31, 2022: Release the Unrestricted Fund Balance Designations for equipment needed by the Welding program
3. Approve the Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations in Fiscal Year 2023 – 2024 to Fund the Completion of Unexpended Plant Fund-Construction Capital Improvement Projects

2

Unrestricted Fund Balance Designations

Unrestricted Fund Balance Designations:

- Represent the College's intended future use of available resources and
- Must be approved by the Board of Trustees.

The amount approved as the Unrestricted Fund Balance Designations appears on the College's Comprehensive Annual Financial Report and is itemized as Board Designated.

3

Unrestricted Fund Balance Designations

Fund Balance Category	FY 2020 - 2021
Unrestricted Fund Balance Designations	
Employee Health Insurance Premiums Due to Rising Costs of Employee Health Insurance and Uncertainty of Continued State Funding	\$7,500,000
Upgrade of the College's Enterprise Resource Planning (ERP) System	18,000,000
Deferred Maintenance of Facilities	4,000,000
College's Business Continuity of Operations in the Event of Serious Incidents or Disasters	6,000,000
Furniture Replacements	2,000,000
Total Fund Balance Designation as of August 31, 2021	37,500,000
Unrestricted Undesignated Fund Balance as of August 31, 2021	66,932,951
Total Unrestricted Fund Balance as of August 31, 2021	\$104,432,951

4

1. Increase Unrestricted Fund Balance Designation for ERP System

Unrestricted Fund Balance Designations	FY 2020 - 2021	Increase	Proposed FY 2021 -2022
Employee Health Insurance Premiums Due to Rising Costs of Employee Health Insurance and Uncertainty of Continued State Funding	\$7,500,000	\$-	\$7,500,000
Upgrade of the College's Enterprise Resource Planning (ERP) System	18,000,000	2,000,000	20,000,000
Deferred Maintenance of Facilities	4,000,000	-	4,000,000
Furniture Replacements	2,000,000	-	2,000,000
College's Business Continuity of Operations in the Event of Serious Incidents or Disasters	6,000,000	-	6,000,000
Total Fund Balance Designations as of August 31	\$37,500,000	\$2,000,000	\$39,500,000

Acquisition of new ERP system with updated technological features will be necessary in the future.

5

2. Release Unrestricted Fund Balance Designations for Welding Program Equipment

Unrestricted Fund Balance Designations	FY 2020 - 2021	Increase/ (Decrease)	Proposed FY 2021 -2022
Employee Health Insurance Premiums Due to Rising Costs of Employee Health Insurance and Uncertainty of Continued State Funding	\$7,500,000	\$-	\$7,500,000
Upgrade of the College's Enterprise Resource Planning (ERP) System	18,000,000	2,000,000	20,000,000
Deferred Maintenance of Facilities	4,000,000	(100,058)	3,899,942
Furniture Replacements	2,000,000	(2,000,000)	-
College's Business Continuity of Operations in the Event of Serious Incidents or Disasters	6,000,000	-	6,000,000
Total Fund Balance Designations as of August 31	\$37,500,000	\$(100,058)	\$37,399,942

Release Unrestricted Fund Balance Designations in the amount of \$2,100,058 for the purpose of funding equipment needed by the Welding program in 2022 – 2023.

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2. Unrestricted Fund Balance

	Undesignated Fund Balance	Designated Fund Balance	Total Fund Balance
Fund Balance – September 1, 2021	\$66,932,951	\$37,500,000	\$104,432,951
FY 2021 – 2022 Additional Designation	(2,000,000)	2,000,000	-
FY 2021 – 2022 Release of Fund Balance Designation	2,100,058	(2,100,058)	-
Fund Balance – Projected August 31, 2022	\$67,033,009	\$37,399,942	\$104,432,951

The total estimated Undesignated Unrestricted Fund Balance of \$67,033,009 represents approximately 4.1 months of budgeted expenditures.

Per Policy #5350: Unrestricted Fund Balance, the College should maintain an Unrestricted Fund Balance sufficient to cover no less than four months of budgeted expenditures.

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3. Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations

Funds Previously Earmarked from the Bond 2001 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction	Amount
Total Funds Earmarked	\$4,600,000
March 8, 2022 - Pecan Campus Ann Richards Administration Building X Renovation for the Administrative Offices	(660,000)
March 29, 2022 - 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	(1,034,110)
April 26, 2022 - Partial Funding of Upcoming Capital Improvement Projects for the: Pecan Campus Kinesiology Building Phase I Pecan Campus Cooper Center for Performing Arts Building L Expansion Renovation for the Music and Dance Program Pecan Campus Continuing Education Building	(2,905,890)
Available Balance	\$-

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3. Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations

Use of funds previously earmarked from the Bond 2001 for the Satellite Center Expansion in the Unexpended Plant Fund – Construction allowed for partial funding of construction projects, however additional funding sources are needed for their completion.

Recommend to create a funding plan for the construction projects using the Unrestricted Fund Balance Designations to ensure their completion.

- Proposed plan includes funding construction projects with funds resulting from the release of Unrestricted Fund Balance Designations in FY 2023 – 2024.

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3. Funding Plan for Construction Projects Using the Unrestricted Fund Balance Designations

Unrestricted Fund Balance Designations	FY 2021 - 2022	Increase/ (Decrease)	FY 2023 - 2024
Employee Health Insurance Premiums Due to Rising Costs of Employee Health Insurance and Uncertainty of Continued State Funding	\$7,500,000	\$(5,500,000)	\$2,000,000
Upgrade of the College's Enterprise Resource Planning (ERP) System	20,000,000	-	20,000,000
Deferred Maintenance of Facilities	3,899,942	(3,899,942)	-
College's Business Continuity of Operations in the Event of Serious Incidents or Disasters	6,000,000	(3,100,058)	2,899,942
Total Fund Balance Designations as of August 31	\$37,399,942	\$(12,500,000)	\$24,899,842

Release \$12,500,000 from Fund Balance Designations in FY 2023 - 2024

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Questions?



Consent Agenda:

d. Approval of the Metric to Determine the Minimum Unrestricted Fund Financial Reserve Level

Approval of the metric to determine the minimum Unrestricted Fund Financial Reserve Level is requested.

Purpose – To approve a change to the metric used to determine the minimum Unrestricted Fund Financial Reserve Level. Administration will update the Committee regarding the projected Unrestricted Fund Balance as of August 31, 2022 and the impact of the Board Unrestricted Fund Balance Designations, GASB 68, Accounting and Financial Reporting for Pensions, and GASB 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, requirements on the metric used to determine the Unrestricted Fund balance.

Justification – Board Policy #5350: Unrestricted Fund Balance states that “The College shall maintain an unrestricted fund balance sufficient to cover no less than four months of budgeted expenditures, unless the Board of Trustees approves the use, transfer, or designation of fund balance, and a plan to restore the fund balance to the minimum amount.”

Background – The College’s Unrestricted Fund Balance is a component of the overall financial management strategy and long-term financial planning that is used to ensure stable service delivery, meet future needs and protect against financial stability. The Unrestricted Fund Balance represents the financial reserve that the College maintains to provide sufficient cash flow to meet operating needs and to ensure continued operations of the College in case of a financial hardship. The College’s Unrestricted Fund Balance has been negatively impacted due to the implementation of GASB 68 and GASB 75 and has put the College at risk of not complying with Board Policy #5350.

The College’s Unrestricted Fund Balance consists of Unrestricted Fund Balance Designations and Unrestricted Undesignated Funds. The Unrestricted Fund Balance Designations represents the College’s intended future use of available resources that have been approved by the Board of Trustees. Unrestricted Undesignated Funds represent the amount of the Unrestricted Fund Balance that has not been committed or assigned to a specific purpose.

As of August 31, 2021, the Unrestricted Fund Balance Designations and Unrestricted Undesignated Funds are as follows:

Unrestricted Fund Balance	As of August 31, 2021	
Unrestricted Undesignated Fund Balance		\$66,932,951
Unrestricted Fund Balance Designations		
Employee Health Insurance Premiums	7,500,000	
Enterprise Resource Planning (ERP) System Upgrade	18,000,000	
Deferred Maintenance of Facilities	4,000,000	
Business Continuity	6,000,000	
Furniture Replacements	2,000,000	
Total Unrestricted Fund Balance Designations		37,500,000
Total Unrestricted Fund Balance		\$104,432,951

The projected Unrestricted Fund Balance Designations and Unrestricted Undesignated Funds as of August 31, 2022 are as follows:

Projected Unrestricted Fund Balance			
	Undesignated Fund Balance	Designated Fund Balance	Total Fund Balance
Fund Balance – September 1, 2021	\$66,932,951	\$37,500,000	\$104,432,951
FY 2021 – 2022 Projected Increase to Fund Balance	6,863,657	-	6,863,657
FY 2021 – 2022 Additional ERP System Designation	(2,000,000)	2,000,000	-
FY 2021 – 2022 Release for Welding Program Equipment	2,100,058	(2,100,058)	-
Fund Balance – Projected August 31, 2022	\$73,896,666	\$37,399,942	\$111,296,608

The projected Unrestricted Undesignated Fund Balance as of August 31, 2022 in the amount of \$73,896,666 represents approximately four and one-half (4.6) months of budgeted expenditures.

The College’s external auditor, Carr, Riggs, & Ingram, is in agreement that Policy #5350: Unrestricted Fund Balance may be revised to use different metrics such as those presented below.

The methodology to calculate the minimum Unrestricted Fund Balance would be to change the metric used to determine the minimum Unrestricted Fund Balance to reflect the Total Unrestricted Fund Balance, including the Unrestricted Undesignated Fund Balance and the Unrestricted Fund Balance Designations.

A comparison of the different methodologies to calculate the minimum Unrestricted Fund Balance are as follows:

Methodology	Amount	Minimum Unrestricted Fund Balance Financial Reserve Level
Unrestricted Undesignated Fund Balance	\$73,796,608	4.6 months
Total Unrestricted Undesignated Fund Balance and Designated Fund Balance	111,296,608	7.1 months

Recommendation – Administration recommends to change the metric used to determine the minimum Unrestricted Fund Balance to reflect the Total Unrestricted Fund Balance, which includes the Unrestricted Fund Balance and the Unrestricted Fund Balance Designations.

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

At the May 10, 2022 Committee meeting, Mr. Paul R. Rodriguez questioned the use of the word “metric” in this context. Administration has confirmed that this is the term generally used, as the approved metric is a method to measure liquidity.

The Finance, Audit, and Human Resources Committee recommended Board approval of the metric to determine the minimum Unrestricted Fund Financial Reserve Level, as requested.

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 metric to determine the minimum Unrestricted Fund Financial Reserve Level, as requested.

Approval Recommended:

Dr. Ricardo J. Solis
President

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

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

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

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

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

- a. Approval to Contract Architectural Services for the 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 District Wide Air Handler Replacements
- c. Approval of Schematic Design of the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion
- d. Approval to Proceed with Solicitation of Construction Services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion
- e. Approval to Proceed with Solicitation of Construction Services for the Pecan Campus Library Building F Renovation and Expansion
- f. Approval of Substantial Completion of the Deferred Maintenance of District Wide Roofs 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 – f of the Facilities Committee Consent agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval to Contract 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 to contract 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 Department (ARC), and the Office of Institutional Equity (OIE) project is requested.

Purpose

Architectural services are necessary for design and construction administration 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 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 Administration, 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 Pecan Campus North Academic Humanities Building P to convert classroom spaces to office spaces.

Background

Administration and College staff must be relocated 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.

The proposed scope of work is summarized as follows:

- Interior design and construction of the renovations
- Approximate square feet: 7,900 sq. ft.

On March 29, 2022, the Board of Trustees approved the solicitation for architectural services. Solicitation for architectural qualifications began on April 6, 2022, for the purpose of selecting an architectural firm to prepare the necessary plans and specifications for this project. A total of seventeen (17) firms received a copy of the Request for Qualifications (RFQ) and a total of nine (9) firms submitted their responses on April 25, 2022.

Timeline for Solicitation of Statements of Qualifications	
April 6, 2022	Solicitation of statements of qualifications began.
April 25, 2022	Nine (9) statements of qualifications were received.

Highest Ranked Vendor

Based on the evaluations of the qualifications, **Able City, LLC.** was the highest ranked firm.

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

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

Funding Source

Funds for the Pecan Campus North Academic Humanities Building P Renovations for the Office of the VP-FAS, the ARC, and the OIE are available in the Unexpended Construction Plant Fund for use in Fiscal Year 2021 – 2022, as approved by the Board on March 29, 2022.

Reviewers

The proposals have been reviewed by College staff from the Facilities Operations & Maintenance, Facilities Planning & Construction, Finance & Administrative Services, 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 Able City, LLC. 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 Department (ARC), and the Office of Institutional Equity (OIE) 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 Able City, LLC. 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 Department (ARC), and the Office of Institutional Equity (OIE) project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

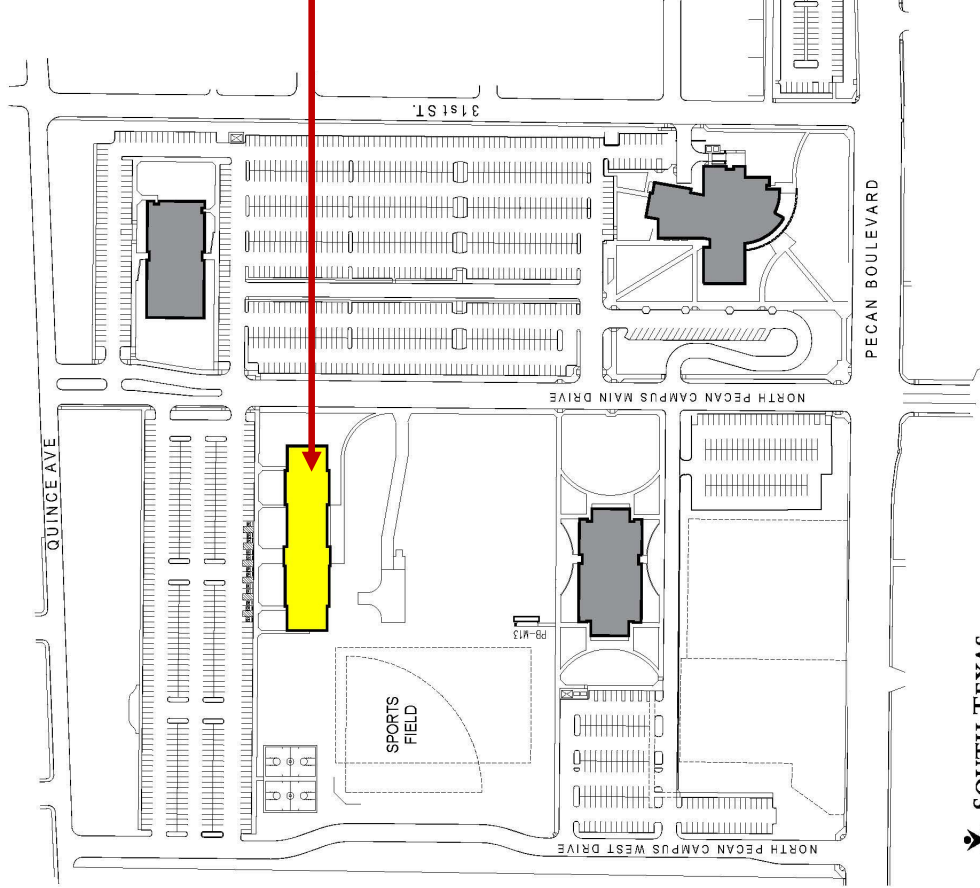
Pecan Campus

North Academic Humanities Building P

Proposed Office of VP FAS, ARC, and OIE



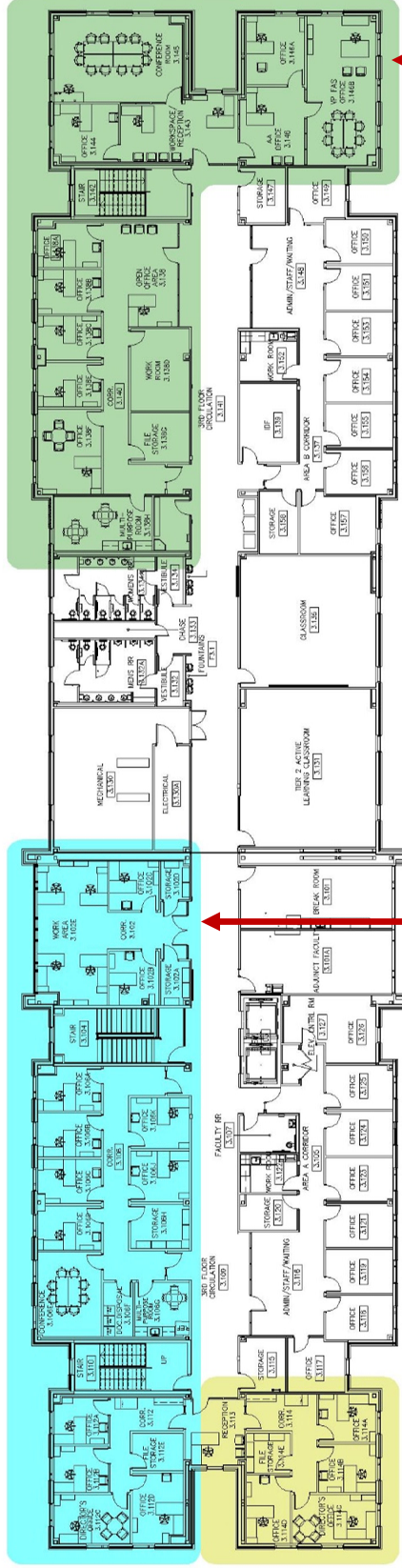
SOUTH TEXAS
COLLEGE



NORTH ACADEMIC
HUMANITIES
BUILDING P



**Pecan Campus
North Academic Humanities Building P
Proposed Office of VP FAS, ARC, and OIE**

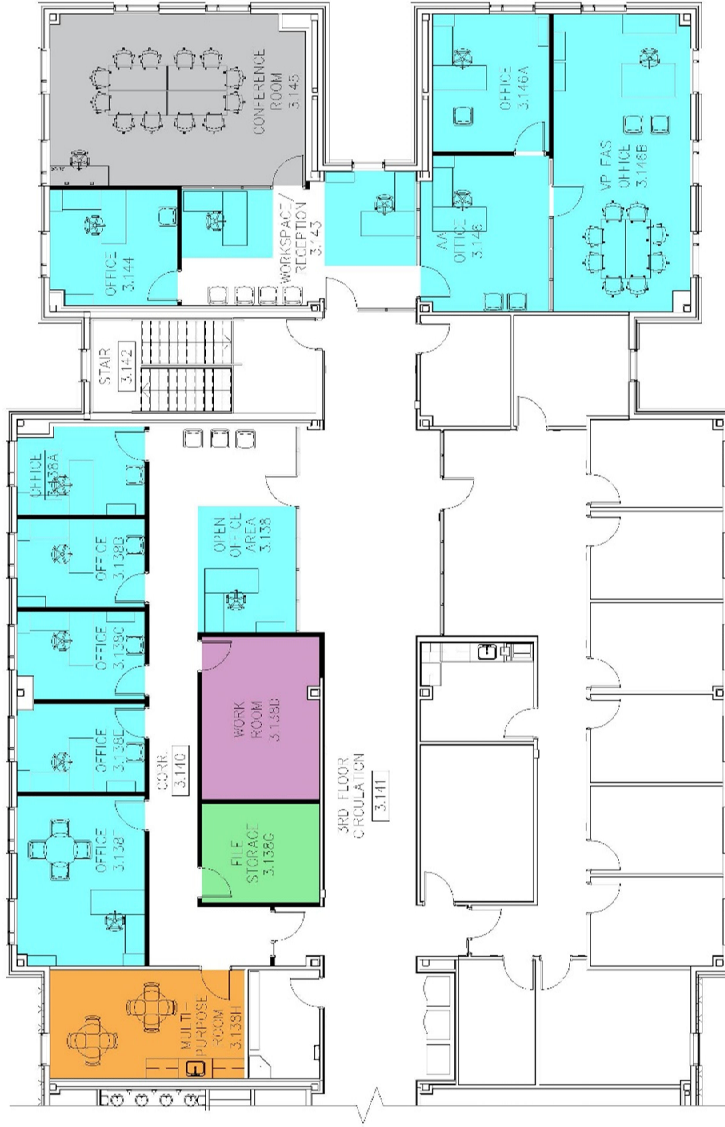


**ACCOUNTABILITY, RISK &
COMPLIANCE AND OFFICE OF
INSTITUTIONAL EQUITY**

**OFFICE OF VICE PRESIDENT FOR
FINANCE & ADMINISTRATIVE
SERVICES**

NORTH ACADEMIC HUMANITIES BUILDING P – 3RD FLOOR PLAN

**Pecan Campus
North Academic Humanities Building P
Proposed Office of VP FAS**



 FAS VP'S OFFICE SUITE
PECAN BLDG. P. 3RD FLOOR - EAST SIDE

- Scope of Work:**
- VPFAS Office
 - (8) Staff Offices
 - Reception Areas
 - Conference room
 - Reception Area
 - Workroom
 - Multipurpose room
 - File/Storage room

**OFFICE OF VICE-PRESIDENT FOR
FINANCE & ADMINISTRATIVE SERVICES**

Pecan Campus North Academic Humanities Building P Proposed ARC and OIE



ACCOUNTABILITY, RISK & COMPLIANCE
PECAN BLDG. P. 3RD FLOOR - WEST SIDE

- Scope of Work:**
- **Accountability, Risk, & Compliance:**
 - 12 Staff Offices
 - Work Area
 - Document Disposal Room
 - File and Storage Room
- Office of Institutional Equity:**
- 4 Staff Offices
 - Work Area
 - File Room
- Shared Conference Room
 - Shared Reception Area
 - Shared Multipurpose Room

ACCOUNTABILITY, RISK & COMPLIANCE AND OFFICE OF INSTITUTIONAL EQUITY



**Pecan Campus
North Academic Humanities Building P
Proposed Office of VP FAS, ARC, and OIE**

Requested By
Administration

Scope of Work

Renovation of approximately 7900 square feet of nine (9) Classrooms in Pecan Campus North Academic Humanities Building P for the Office of Vice President Finance and Administrative Services, Accountability, Risk, & Compliance, and Office of Institutional Equity

Estimated Total Project Budget

Construction	\$ 790,100
Design	79,010
Miscellaneous	5,000
FFE	110,000
Technology	<u>50,000</u>
Total Project Budget	\$ <u>1,034,110</u>

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - PECAN CAMPUS NORTH ACADEMIC HUMANITIES BUILDING P RENOVATIONS FOR ADMINISTRATIVE AND SUPPORT SERVICES OFFICES
PROJECT NO. 21-22-1060**

VENDOR	Able City, LLC.	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	goERO International, LLC./ dba ERO Architects	Negrete & Kolar Architects, LLP.	Rike Ogden Figueroa Allex Architects, Inc.	SAMES, Inc.	The Warren Group Architects, Inc.
ADDRESS	801 N Bryan Rd	3301 N McColl Rd	1314 E 22nd St	3700 N 10th St	P O Box 720428	204 E Stubbs St	1007 Walnut Ave	200 S 10th St Ste 1500	804 S Main St
CITY/STATE/ZIP	Mission, TX 78572	McAllen, TX 78501	Mission, TX 78572	McAllen, TX 78504	McAllen, TX 78504	Edinburg, TX 78539	McAllen, TX 78501	McAllen, TX 78504	McAllen, TX 78501
PHONE	956-790-0442	956-630-9494	956-239-2438	956-686-0100	956-655-4655	956-461-8810	956-686-7771	956-702-8880	956-994-1900
CONTACT	Aaron Hanley	Danny Boultinghouse	Jose C. Garcia III	Raymond Gignac	Eli R. Ochoa	David Negrete	Luis Figueroa	Saul D. Maldonado	Laura N. Warren
3.1 Statement of Interest									
3.1.1 Statement of Interest for Project	Stated they have worked continuously in partnership with Texas Higher Ed facilities and ISDs for over 22 years.	Stated they have provided architectural services for STC for over 19 years and can assure us they will continue to provide the same immediate and thorough response to your needs as we have in the past.	Stated that they are interested in establishing & maintaining a professional relationship with STC.	Pointed out their expertise with state-of-the-art spaces. Indicated that they are uniquely qualified for this project because of their extensive experience in public safety projects, coupled with an extensive knowledge of Texas Architecture.	Stated they have designed several STC facility projects over the years that include new and renovated spaces.	Indicated their qualifications demonstrates a long resume of conversion, repurpose and renovation of facilities.	Pointed to the recent work the firm provided to STC. Stated they are committed to providing professional services and with direct responsibility and project implementation.	Stated they are fully committed and prepared to offer STC with top-tier architectural design and construction management services tailored to the needs of the college by improving and expanding this building to better service students and faculty.	Stated they have over 37 years of experience delivering successful projects which include assessment, renovations, expansions and repurposing of existing facilities under the most challenging scenarios.
3.1.2 History and Statistics of Firm	- 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	- Created in 2001 - Headquartered in McAllen, TX - Has designed 127 renovation projects over the last several years	- Offices in Austin and Edinburg - Principal has 30+ years experience - Established in 2003	- Established in 1949 - Office located in McAllen	- Established in 2008 - 117 Employees	- Established in 2004 - Office in McAllen - Providing services nationwide
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	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 are 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 Rio Grande Valley.	Stated their holistic approach to each project is what sets them apart in their industry. Their clients are strategic partners during each phase of a project, whether feasibility, assessment, programming, design or construction.	Pointed out the 10 year history of design team collaboration continuing through the recent completion of the McAllen Public Works Automotive Warehouse Expansion and Elevator.	Stated the continued used of Revit for architectural design and construction documentation will be an asset to STC in planning, design, construction and future facility management.	Stated they have a distinct advantage over many other architectural firms in that we provide project turn-key options including complete project development, design, construction and completion.	Indicated that the firm is known state-wide for educational and research facility design.
3.1.4 Statement of Availability and Commitment	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 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.	Confirmed the availability of their team members for the duration of any project that may come available through STC.	Stated their team has been carefully assembled to exceed our expectations. Each of them have worked together multiple times. They will collaborative from start to finish, first seeking and then solving problems as they progress through the project.	Indicated the firm will commit to having staff available according to the schedules determined.	Stated they are available to immediately implement design and construction document procedures.	Stated they have 117 employees that are readily available to provide quality professional services to STC.	Indicated their commitment to allocate the best members of the staff to STC projects.

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - PECAN CAMPUS NORTH ACADEMIC HUMANITIES BUILDING P RENOVATIONS FOR ADMINISTRATIVE AND SUPPORT SERVICES OFFICES
PROJECT NO. 21-22-1060**

VENDOR	Able City, LLC.	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	goERO International, LLC./ dba ERO Architects	Negrete & Kolar Architects, LLP.	Rike Ogden Figueroa Alex Architects, Inc.	SAMES, Inc.	The Warren Group Architects, Inc.
3.2 Prime Firm									
3.2.1 Resumes of Principals and Key Members	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 - Luis Pruneda, Technical Staff/Quality Assurance - Alfonso Sepulveda, Project Manager	Included resumes for the following: - Robert S. Simpson, Principal Architect - John Gates, Architect	Included resumes for the following: - Jose 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 - Ivan Perez - Rossello, Project Architect	Included resumes for the following staff: - Eli R. Ochoa, Project Architect - Octavio Cantu, Jr., Project Manager - Juan J. Cantu, Project Design Lead - Yesenia Suchil, Project Manger Lead - Roberto Pruneda, Interior Design - Albert G. Chonis, Construction Administrator	Included resumes for the following staff: - David N. Negrete, Principal Partner - Andres L. Mata, Jr., Project Manager - Esteban Zamora, Project Designer - Bruce W. Menke, Project Manager - Jason T. George, Architect/ Project Manager	Included resumes for the following staff: - Luis Figueroa, Principal/Owner - Humberto Rodriguez, Principal/Owner - Miguel Martinez, Intern Architect - Michael E. Allex, Principal Owner	Included resumes for the following staff: - Saul D. Maldonado, Principal in Charge - Adan A. Alvarez, Jr, Senior Architect/ Project Manager - Luz Maria Ibarra Cantu, Architectural Assistant - Ricardo A. Leal, Project Engineer Construction Manager - Oscar Hernandez, Project Surveyor	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
3.2.2 Project Assignments and Lines of Authority	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 ten staff members.	Lines of authority and communication start with the owner and the project architect. The Architect of Record leads the design team through schematic design & on thru owner occupancy.	Lines of authority and assignments within firm are shown in an organization chart that includes eight staff members.	Lines of authority and assignments within firm are shown in an organization chart.	Lines of authority are indicated in an organization chart. Indicate that all team members will, at some point, dedicate 100% of time to project.	Lines of authority and project assignments were shown in organization chart.	Duties and time assignments for firm staff are summarized in a table.	Duties and time assignments for firm staff and staff from consultant firms are summarized in a table.
3.2.3 Prime Firm proximity and meeting availability	Indicated they are located in Mission, TX less than five miles from the Pecan Campus.	Indicated that their local presence give them the opportunity to respond in a timely many to any planned or unexpected meetings with STC.	Indicated they are located in Mission, TX and has access to offices in McAllen, Weslaco, and San Antonio. Their main area of services is the RGV.	Indicated they are located in McAllen, TX a 10 minute drive from STC campus and will be very accessible for meeting throughout the entire project.	Stated they are a little more than a few miles away from the STC Facilities Planning and Construction office.	Firm is located within 15 miles from the Pecan Campus.	Firm is located within 2 miles away from the STC Pecan Campus, 23 miles away from the STC Mid Valley Campus. and 46 miles away from Starr County Campus.	Firm is about 7 minutes from STC.	Firm is located in McAllen and is about 8 minutes from STC Pecan Campus.
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	Indicated that the firm is not 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 the firm is not involved in any litigation.	Indicated that the firm is not involved in any litigation.	Indicated that the firm is not involved in any litigation.	Indicated that firm has not been involved in litigation disputes.
3.3 Project Team									
3.3.1 Organization chart with Role of Prime Firm and each consultants firm	Included organization chart which showed the following consultants: - HPG Design - Interior Design - Chanin Engineering - Structural - DBR - MEP	Included organization chart which showed the following consultants: - Half Associates - MEP - 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: - HALFF Associates - MEP - HALFF Associates - IT/Security/Fire Suppression	Included organizational chart showing prime firm and the following consultant: - Trinity MEP Engineering - MEP - Chanin Engineering - Structural	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 and indicated they will not be subcontracting any portion of the work.	Included organizational chart showing prime firm and the following consultants: - Chanin Engineering - Structural - MEP Solutions Engineering - MEP

SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - PECAN CAMPUS NORTH ACADEMIC HUMANITIES BUILDING P RENOVATIONS FOR ADMINISTRATIVE AND SUPPORT SERVICES OFFICES
PROJECT NO. 21-22-1060

VENDOR	Able City, LLC.	Boultinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	goERO International, LLC./ dba ERO Architects	Negrete & Kolar Architects, LLP.	Rike Ogden Figueroa Alex Architects, Inc.	SAMES, Inc.	The Warren Group Architects, Inc.
3.4 Representative Projects									
3.4.1 Minimum of 5 projects firm has worked on	<ul style="list-style-type: none"> - Laredo College - Cigarroa Science Complex (\$17,000,000) - Laredo ISD - Dennis E. Nixon Performing Arts Center (\$17 Million) - Laredo College Health Science Center (\$24,000,000) - Texas A&M International University Expansion Building (\$4 Million) - United ISD - UISD Lyndon B. Johnson Career Technology Addition (\$3.9 Million) 	<ul style="list-style-type: none"> - City of McAllen - McAllen Public Library and Dewey Park Trails (\$14,300,000) - South Texas College - Building K Renovations Admissions Welcome Center and Entrance (\$411,633) - UTRGV - School Of Medicine (\$4,610,972) - South Texas College - Building D Auditorium Remodel (\$565,802) - UTRGV - Annex Building Renovation (\$2,727,000) - UTRGV - Bus Canopy Projects (TBD) 	<ul style="list-style-type: none"> - South Texas Vo-Tech - Weslaco Relocation (\$1M) - South Texas Vo- Tech-Mechanical Lab Renovation (\$300,000) - PSJA ISD - Elvis J Ballew Parking Lot and Interior Renovations including Cosmetology Lab (\$873,000) - La Joya ISD - Rosendo Benavides Elementary Roof and Interior Renovations (\$1.6M) - La Joya ISD - Kika De La Garza Elementary Roof and Interior Renovations (\$750,000) 	<ul style="list-style-type: none"> - Region One ESC - Edinburg Administration Offices (\$10.7M) - Region One ESC - Laredo Administration Offices (\$1.8M) - Corpus Christi Regional Transportation Authority - Staples Street Customer Service Center & Transfer Station (\$23.9M) - Port of Corpus Christi - Design-Build for New Port of Entry Office Facility - Suser Holdings - Stripes Administrative Headquarters & Service Center (\$6.5M) - Datalogic - Administrative Office Repurpose Additions & Renovations (\$1.2M) 	<ul style="list-style-type: none"> - South Texas College - Nursing and Allied Health Professions School Expansion - South Texas College - Pecan Campus Library Renovation and Addition - Texas State Technical College - University Center at Harlingen - Texas State Technical College - University Center at Harlingen - Brownsville Public Utilities Board - Utility Annex Administrative Building - City of Pharr - Pharr City Hall 	<ul style="list-style-type: none"> - UTRGV - Dietetics Lab Renovation (\$280,000) - Edinburg CISD - Central Administration Building and network operating & IT Training Center (\$10,200,000) - La Joya ISD - Nellie Schunior Central Administration Building (\$6,500,000) - Austin ISD - Baker Administration Center Renovations (\$1,400,000) - UTRGV - Marialice Shary Shivers (MASS) administration Bldg. Interior Renovations (\$2,345,000) 	<ul style="list-style-type: none"> - Harlingen CISD - Treasure Hills Elementary Classroom Additions and Renovations Phase I & II (\$8,195,000Phase I & \$6,798,000 Phase II) - Vanguard Academy Charter School - Vanguard Academy Beethoven Secondary Campus (\$27,454,000) - San Benito ISD - Performing Arts Center (\$25,000,000) - Valley View ISD - Valley View Early College (\$15,608,800) - Edinburg CISD- Career and Technical Education Center (\$16,500,000) - PSJA ISD - Southwest Early College High School (\$45,000,000) -PSJA ISD - Zeferino Farias Elementary School (\$10,358,911) - Harlingen ISD - School of Health Professions (\$15,319,400) - South Texas College - Mid Valley Student Service Bldg. Expansion (\$2,500,000) 	<ul style="list-style-type: none"> - Texas State Technical College -Building 20H1 Renovation - P.B.E. HVAC Technology (\$519,449) - Texas State Technical College - Engineering Technology Center- Phase II (\$3,750,000) - Texas State Technical College - Building 200D Renovation (\$1,993,000) - SiCar Farns Ltd. - Limex Distribution Center and Cold Storage Facility Design-Build (\$12.5M) - Farmer's Best Cold Storage Facility - Design Build (\$14M) 	<ul style="list-style-type: none"> - South Texas College - Student Activities and Cafeteria Building (\$6,897,227) -The Warren Group - Headquarters at Main (\$750,000) -CEED - Center for Education and Economic Development (\$3,602,638) - Sacred Oaks (\$2,443,630) - McAllen Miller International Airport (\$21,000,000)
3.5 References									
3.5.1 References for five (5) projects	<ul style="list-style-type: none"> - Laredo ISD - United ISD - Laredo College - Texas A&M International University - City of Mission Housing Authority 	<ul style="list-style-type: none"> - UTRGV - City of McAllen 	<ul style="list-style-type: none"> - Edcon Builders - PSJA ISD - La Joya ISD 	<ul style="list-style-type: none"> - City of Weslaco - Region One ESC - Del Mar College - PSJA ISD 	<ul style="list-style-type: none"> - El Paso ISD - Houston ISD - Hidalgo County - Brownsville PUB - City of San Juan 	<ul style="list-style-type: none"> - UT-Rio Grande Valley - City of Edinburg - Edinburg CISD - Lower Rio Grande Valley Development Council - Washington Alliance Capitol, LLC. 	<ul style="list-style-type: none"> - Edinburg CISD - Harlingen ISD - Donna ISD - San Benito ISD 	<ul style="list-style-type: none"> - Texas State Technical College - MD Anderson Center - Tropical Texas Behavioral Health - Edinburg CISD - Edcouch-Elsa ISD 	<ul style="list-style-type: none"> - City of Pharr - Cantu Construction & Development Company - Capote International Business Park - City of Pharr - Edinburg CISD
3.6 Project Execution									
3.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	<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>Stated they currently utilize Building Information Modeling (BIM).</p>	<p>Stated that they are committed to their clients' success.</p>	<p>Provided very detailed project approach process.</p>	<p>Indicated they follow an established management plan that has mutually agreed on milestones throughout the schedule. Formal meetings and reviews occur at those milestones. Informally for the Owner, the Design Team meets weekly to discuss issues, advance concepts, test adherence to the plan and seek and solve problems. Provided details on their project delivery process.</p>	<p>Provided a project timeline that covers key events of entire project.</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 are experienced in Architectural and Engineering master planning, programming, design, and construction administration.</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>
3.6.2 Willingness and ability to expedite services. Ability to supplement production.	<p>Stated their team members are willing and able to expedite design services and construction administration for the project.</p>	<p>Stated they have been successful in controlling their workload so that they don't have to add staff solely to meet the demands of any project.</p>	<p>Stated that their Architect, Charlie Garcia III's is experienced with enhanced and expedited project scheduling which, for example, allowed them to successfully complete Vanguard Academy Educational Facility with 15 classrooms (\$1.5 Million) within months.</p>	<p>Indicated they are able to adjust schedules and fast-track projects to meet owner deadlines.</p>	<p>Stated they are willing and able to expedite design services and construction administration for the project.</p>	<p>Indicated that they are involved in a limited amount of major long-term project delivery programs and their staff is fully capable of undertaking the projects assigned.</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 services and construction administration, if needed.</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>
TOTAL EVALUATION	567.00	559.00	544.17	563.17	566.33	561.83	558.33	554.67	562.67
RANKING	1	6	9	3	2	5	7	8	4

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

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES - PECAN CAMPUS NORTH ACADEMIC HUMANITIES BUILDING P RENOVATIONS FOR ADMINISTRATIVE AND SUPPORT SERVICES OFFICES
PROJECT NO. 21-22-1060
EVALUATION SUMMARY**

VENDOR	Able City, LLC.	Boullinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	goERO International, LLC. / dba ERO Architects	Negrete & Kolar Architects, LLP.	Rike Ogden Figueroa Allex Architects, Inc.	SAMES, Inc.	The Warren Group Architects, Inc.
ADDRESS	801 N Bryan Rd Mission, TX 78572	3301 N McColl Rd McAllen, TX 78501	1314 E 22nd St Mission, TX 78572	3700 N 10th St McAllen, TX 78504	P O Box 720428 McAllen, TX 78504	204 E Stubbs St Edinburg, TX 78539	1007 Walnut Ave McAllen, TX 78501	200 S 10th St Ste 1500 McAllen, TX 78504	804 S Main St McAllen, TX 78501
CITY/STATE/ZIP	956-790-0442	956-630-9494	956-239-2438	956-686-0100	956-655-4655	956-461-8810	956-686-7771	956-702-8880	956-994-1900
PHONE	Aaron Hanley	Danny Boullinghouse	Jose C. Garcia III	Raymond Gignac	Eli R. Ochoa	David Negrete	Luis Figueroa	Saul D. Maldonado	Laura N. Warren
CONTACT									
3.1 Statement of Interest (up to 100 points)									
3.1.1 Statement of interest on project	93	94	90	91	93	92	92	91	93
3.1.2 Firm History including credentials	100	100	92	100	100	99	99	100	100
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	95	95	90	94	96	95	94	91	95
3.1.4 Availability and commitment of firm and its principal(s) and key professionals	90	85	80	92	90	90	89	92	93
	96	97	88	90	96	95	94	93	94
	90	90	85	90	90	90	90	90	90
3.2 Prime Firm (up to 100 points)									
3.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	92	93	90	92	93	91	91	90	91
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).	98	93	90	99	100	99	100	100	100
3.2.3 Prime Firm proximity and meeting availability	95	96	92	94	96	95	93	92	94
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	95	90	85	95	90	92	90	92	90
	97	98	95	90	96	95	95	94	96
	95	90	88	90	90	90	90	90	90
3.3 Project Team (up to 100 points)									
3.3.1 Organizational chart showing the roles of the prime firm and each consultant firm or individual included.	91	93	90	88	93	90	89	82	91
-Identify the consultant and provide a brief history about the consultant	98	96	96	100	100	100	100	96	99
-Describe the consultant's proposed role in the project and its related project experience	94	95	92	94	95	94	93	92	94
-List a project(s) that the prime firm and the consultant have worked together on during the last five years	96	92	88	95	92	92	92	90	92
-Provide a statement of the consultant's availability for the project(s)	95	94	93	94	92	94	94	91	93
-Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the project(s)	90	90	90	90	90	90	90	90	90

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES – PECAN CAMPUS NORTH ACADEMIC HUMANITIES BUILDING P RENOVATIONS FOR ADMINISTRATIVE AND SUPPORT SERVICES OFFICES
PROJECT NO. 21-22-1060
EVALUATION SUMMARY**

VENDOR	Able City, LLC.	Boulinghouse Simpson Gates Architects	CG5 Architect, LLC.	Gignac & Associates, LLP.	goERO International, LLC. / dba ERO Architects	Negrete & Kolar Architects, LLP.	Rike Ogden Figueroa Allex Architects, Inc.	SAMES, Inc.	The Warren Group Architects, Inc.
3.4 Representative Projects (up to 100 points)									
3.4.1 Specific data on 5 projects the prime firm provided or is providing professional services in an educational setting	92	93	90	91	93	91	91	90	91
--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.	100	99	100	100	100	100	100	95	100
	95	95	92	94	95	94	92	92	93
	97	95	92	97	97	98	95	95	97
	94	98	97	98	97	97	98	98	94
	90	88	85	95	90	90	90	88	85
	94.67	94.67	92.67	95.83	95.33	95.00	94.33	93.00	93.33
3.5 Five References (up to 100 points)									
3.5.1 Provide references for 5 projects, other than STC. The references shall include the following current information:	95	95	95	95	95	95	95	95	95
--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	100	90	95	99	100	100	99	100	100
	94	93	92	94	93	94	92	92	94
	95	90	90	95	95	89	85	90	97
	94	93	93	92	94	90	90	92	94
	90	85	85	85	90	85	85	85	90
	94.67	91.00	91.67	93.33	94.50	92.17	91.00	92.33	95.00
3.6 Project Execution (up to 100 points)									
3.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out.	92	92	90	91	92	91	91	90	91
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.	98	98	97	100	98	100	99	100	100
	95	95	90	94	95	94	94	90	93
	95	90	85	95	97	95	92	95	92
	96	94	93	96	95	95	97	95	95
	90	90	90	90	90	90	90	90	90
	94.33	93.17	90.83	94.33	94.50	94.17	93.83	93.33	93.50
TOTAL EVALUATION POINTS	567.00	559.00	544.17	563.17	566.33	561.83	558.33	554.67	562.67
RANKING	1	6	9	3	2	5	7	8	4

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

Project Fact Sheet
5/2/2022

Project Name: 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 Office of Institutional Equity **Project No.** 2022-041C

Funding Source(s): Unexpended Plant Fund

	Total Project Budget	FY 21-22			FY 22-23			Total Actual Expenditures To Date
		Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 790,100.00	\$ -	\$ -	\$ -	\$ 790,100.00	\$ -	\$ 790,100.00	\$ -
Design	79,010.00	11,900.00	-	11,900.00	67,110.00	-	67,110.00	-
Miscellaneous:	5,000.00	2,500.00	183.12	2,316.88	2,500.00	-	2,500.00	183.12
FFE:	110,000.00	-	-	-	110,000.00	-	110,000.00	-
Technology:	50,000.00	-	-	-	50,000.00	-	50,000.00	-
Total:	\$ 1,034,110.00	\$ 14,400.00	\$ 183.12	\$ 14,216.88	\$ 1,019,710.00	\$ -	\$ 1,019,710.00	\$ 183.12

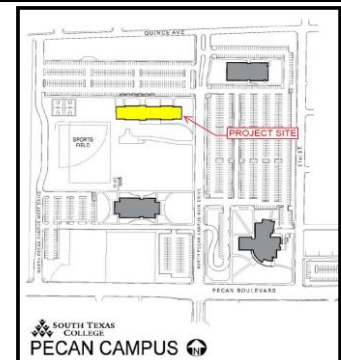
Project Team		Board Status				
Approval to Solicit Architect/Engineer:	3/29/2022	Board Approval of Schematic Design	TBD	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	TBD					
Contractor:	TBD					
STC FPC Project Manager:	David Valdez	Substantial Completion	TBD	Board Acceptance	TBD	
		Final Completion	TBD	Board Acceptance	TBD	

Project Description / **Project Scope**
Renovation of the Pecan Campus North Academic Humanities Building P for the Office of the President for Finance and Administrative Services, Accountability, Risk, and Compliance Department, and Office of Institutional Equity. Renovate existing instructional spaces on the third floor of the Pecan Campus North Academic Humanities Building P for administrative offices.

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	Final Completion Date	FFE Completion of Move In
3/29/2022	5/24/2022	8/23/2022	2/28/2023	3/28/2023	9/28/2023	10/28/2023	9/28/2023

Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2021-22	-	-	183.12	-	-	\$ 183.12
2022-23	-	-	-	-	-	\$ -
Project Total	\$ -	\$ -	\$ 183.12	\$ -	\$ -	\$ 183.12

Current Agenda Item
05/10/2022 Facilities Committee Meeting: Review and Recommend Action on Contracting Architectural Services for the Pecan Campus North Academic Humanities Building P Renovations for Administrative and Support Services Office.



FPC Project Manager *David A. Valdez*

FPC Asst. Director *Rita Geller*

FPC Director *RDA*

Consent Agenda:

b. Approval to Contract Engineering Services for the District Wide Air Handler Replacements

Approval to contract engineering services for the District Wide Air Handler Replacements project is requested.

Purpose

Engineering services are necessary for design and construction administration services for the District Wide Air Handler Replacements project. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

Scheduling Priority

This project has been requested by the Facilities Operations & Maintenance department. It has been reviewed by the Facilities Operations & Maintenance, Purchasing, and Facilities Planning & Construction departments, Administration, Facilities Committee, and the Board of Trustees. This project is scheduled as an improvement to provide cleaner air to College facilities district-wide and a safer environment.

Background

On July 27, 2021, the Board approved the proposed project and the use of Higher Education Emergency Relief Funds (HEERF). The College received notice of a no-cost extension from the Department of Education (DOE) on March 11, 2022 for the use of HEERF Institutional Funds until June 30, 2023. The project consists of removing the existing air handlers and installing air handlers with UV light purification.

- Removing one hundred forty-three (143) existing air handlers from the buildings.
- Installing one hundred forty-three (143) new air handlers with UV light purification at the buildings
- Removing one hundred eight (108) existing air conditioning units from the portable buildings
- Installing one hundred eight (108) new air conditioning units with UV light purification at the portable buildings

The estimated costs and facilities at which air handlers would be replaced are summarized in the table below:

District Wide Air Handlers Replacement Total Estimated Cost		
Campus	Buildings	Estimated Cost
Pecan Campus	A, D, X, B, C, E, F, G, H, L, M, N, T	\$2,980,000
Pecan Plaza	A, B, C	480,000
Mid Valley Campus	C, E, F, G, H, L	1,288,000
Nursing and Allied Health Campus	A, C	170,000
Technology Campus	A, B, D, E	775,000

District Wide Air Handlers Replacement Total Estimated Cost		
Campus	Buildings	Estimated Cost
Starr County Campus	D, E, F, G, H, J	715,000
District Wide Portables	Various	540,000
TOTAL		\$6,948,000

On July 27, 2021, the Board of Trustees approved the solicitation for engineering services. Solicitation for engineering qualifications began on April 6, 2022, for the purpose of selecting an engineering firm to prepare the necessary plans and specifications for this project. A total of seven (7) firms received a copy of the Request for Qualifications (RFQ) and a total of five (5) firms submitted their responses on April 25, 2022.

Timeline for Solicitation of Statements of Qualifications	
April 6, 2022	Solicitation of statements of qualifications began.
April 25, 2022	Five (5) statements of qualifications were received.

Qualified Vendors and Project Timeline

Based on the evaluations of the qualifications, all five (5) of the firms that submitted statements of qualifications are highly qualified to provide engineering services for this project. Due to the urgency of the HEERF usage timeline, the scope of work, and the timelines for procurement and delivery of the equipment, staff recommends contracting engineering services with all five (5) vendors. The work would be divided between campuses, and awarded based on the vendor ranking and the total estimated cost of the work to be performed.

The following table indicates the proposed project assignments:

District Wide Air Handlers Replacements				
Engineer	Campus	Building(s)	# of Units	Estimated Cost
Rank #1: Halff Associates, Inc.	Pecan Campus - South	A, D, X	16	\$720,000
		B	11	495,000
		C	3	150,000
		E	3	105,000
		F	12	420,000
		G	4	200,000
		H	3	150,000
		T	4	140,000
Pecan Campus South Totals		10	56	\$2,380,000

Rank #2: DBR Engineering Consultants, Inc.	Mid Valley Campus	C	4	\$260,000
		E	4	260,000
		F	2	130,000
		G	7	455,000
		H	9	135,000
		L	4	48,000
		Portables (9)	18	90,000
Mid Valley Campus Totals		15	48	\$1,378,000
Rank #3: Ethos Engineering	Pecan Plaza (PCN PLZ)	A	6	\$240,000
		B	2	80,000
		C	4	160,000
	Regional Center for Public Safety Excellence (RCPSE)	Portables (6)	12	60,000
		Starr County Campus	D	1
	E		5	325,000
	F		2	130,000
	G		1	65,000
	H		1	65,000
	J		1	65,000
Portables (3)	6	30,000		
PCN PLZ, RCPSE, and Starr Totals		18	41	\$1,285,000
Rank #4: Sigma HN Engineers, PLLC.	Technology Campus	A	6	\$300,000
		B	6	300,000
		D	2	70,000
		E	3	105,000
		Portables (7)	14	70,000
	Nursing and Allied Health Campus (NAHC)	A	2	100,000
		C	2	70,000
		Portables (3)	6	30,000
Technology Campus and NAHC Totals		16	41	\$1,045,000
Rank #5: A&G Engineering	Pecan Campus - North	L	5	\$200,000
		M	4	200,000
		N	4	200,000
		Portables (26)	52	260,000
Pecan Campus North Totals		29	65	\$860,000

The estimated budget for the District Wide Air Handler Replacements is summarized in the table below:

District Wide Air Handler Replacements Estimated Project Budget	
Budget Item	Budget Amount
Construction	\$6,948,000
Design	694,800
Miscellaneous	173,700
Technology	555,840
Contingency 5%	347,400
Total Estimated Project Budget	\$8,719,740

The total project budget reflects the combined estimated budgets for the replacements at each campus.

Funding Source

Funds for the District Wide Air Handler Replacements project will be used from the Higher Education Emergency Relief Fund (HEERF) in Fiscal Year 2021 – 2022.

Reviewers

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

Enclosed Documents

A detailed list of the air handlers to be replaced is enclosed. The evaluation team members completed evaluations for the firms and prepared the enclosed scoring and ranking summary.

The Facilities Committee recommended Board approval to contract engineering services with Half Associates, Inc. for the Pecan Campus South; DBR Engineering Consultants, Inc. for the Mid Valley Campus; Ethos Engineering for the Pecan Plaza, RCPSE Portables, and Starr County Campus; Sigma HN Engineers, PLLC. for the Technology Campus and NAHC, and A&G Engineering for the Pecan Campus North portions of the District Wide Air Handler Replacements project as presented.

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

The Board of Trustees of South Texas College approves and authorizes contracting engineering services with Halff Associates, Inc. for the Pecan Campus South; DBR Engineering Consultants, Inc. for the Mid Valley Campus; Ethos Engineering for the Pecan Plaza, RCPSE Portables, and Starr County Campus; Sigma HN Engineers, PLLC. for the Technology Campus and NAHC, and A&G Engineering for the Pecan Campus North portions of the District Wide Air Handler Replacements project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

SOUTH TEXAS COLLEGE
District Wide Air Handler Replacements

TOTAL ESTIMATED COSTS - DISTRICT WIDE		
Campus	Buildings	Total
Pecan Campus	A, D, X, B, C, E, F, G, H, L, M, N, T	\$ 2,980,000
Pecan Plaza	A, B, C	480,000
Mid Valley Campus	C, E, F, G, H, L	1,288,000
Nursing and Allied Health Campus	A, C	170,000
Technology Campus	A, B, D, E	775,000
Starr County Campus	D, E, F, G, H, J	715,000
District Wide Portable Buildings	Various	540,000
District Wide Total		\$ 6,948,000

SOUTH TEXAS COLLEGE
District Wide Air Handler Replacements

PECAN CAMPUS				
Letter	Name	# of Units	Estimated Cost	Total
A,D,X	ANN RICHARDS ADMINISTRATION	16	\$ 45,000	\$ 720,000
B	ART	11	45,000	495,000
C	SYLVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE	3	50,000	150,000
E	PHYSICAL PLANT	3	35,000	105,000
F	LIBRARY	12	35,000	420,000
G	BUSINESS AND SCIENCE	4	50,000	200,000
H	STUDENT ACTIVITIES CENTER	3	50,000	150,000
L	COOPER CENTER FOR PERFORMING ARTS	5	40,000	200,000
M	INFORMATION TECHNOLOGY	4	50,000	200,000
N	INSTITUTIONAL SUPPORT SERVICES	4	50,000	200,000
T	SOCIAL SCIENCES	4	35,000	140,000
Pecan Campus Total				\$ 2,980,000

PECAN PLAZA				
Letter	Name	# of Units	Estimated Cost	Total
A	HUMAN RESOURCES	6	\$ 40,000	\$ 240,000
B	EAST	2	40,000	80,000
C	WEST	4	40,000	160,000
Pecan Plaza Total				\$ 480,000

MID VALLEY CAMPUS				
Letter	Name	# of Units	Estimated Cost	Total
C	KINESIOLOGY AND RECREATIONAL CENTER	4	\$ 65,000	\$ 260,000
E	LIBRARY	4	65,000	260,000
F	STUDENT UNION	2	65,000	130,000
G	NORTH ACADEMIC	7	65,000	455,000
H	SOUTH ACADEMIC	9	15,000	135,000
L	CHILDCARE	4	12,000	48,000
Mid Valley Campus Total				\$ 1,288,000

SOUTH TEXAS COLLEGE
District Wide Air Handler Replacements

DR. RAMIRO R. CASSO NURSING AND ALLIED HEALTH CAMPUS				
Letter	Name	# of Units	Estimated Cost	Total
A	NAH EAST	2	\$ 50,000	\$ 100,000
C	PHYSICAL PLANT	2	35,000	70,000
Nursing and Allied Health Campus Total				\$ 170,000

TECHNOLOGY CAMPUS				
Letter	Name	# of Units	Estimated Cost	Total
A	EMERGING TECHNOLOGIES	6	\$ 50,000	\$ 300,000
B	ADVANCED TECHNICAL CAREERS	6	50,000	300,000
D	SHIPPING AND RECEIVING	2	35,000	70,000
E	INSTITUTE FOR ADVANCED MANUFACTURING	3	35,000	105,000
Technology Campus Total				\$ 775,000

STARR COUNTY CAMPUS				
Letter	Name	# of Units	Estimated Cost	Total
D	WORKFORCE CENTER	1	\$ 65,000	\$ 65,000
E	SOUTH ACADEMIC	5	65,000	325,000
F	CULTURAL ARTS CENTER	2	65,000	130,000
G	STUDENT SERVICES	1	65,000	65,000
H	STUDENT ACTIVITIES CENTER	1	65,000	65,000
J	MANUEL BENAVIDES RURAL TECHNOLOGY CENTER	1	65,000	65,000
Starr County Campus Total				\$ 715,000

DISTRICT WIDE PORTABLE BUILDINGS				
Letter	Name	# of Units	Estimated Cost	Total
N/A	DISTRICT WIDE PORTABLE BUILDINGS	108	\$ 5,000	\$ 540,000
District Wide Portable Buildings Total				\$ 540,000

**SOUTH TEXAS COLLEGE
MECHANICAL, ELECTRICAL, PLUMBING, ENGINEERING SERVICES -
DISTRICT WIDE AIR HANDLER REPLACEMENT
PROJECT NO. 21-22-1059**

VENDOR	A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
ADDRESS	1004 W Frontage Rd	200 S 10th St Ste 901	1126 S Commerce	5000 W Military Ste 100	701 S 15th St
CITY/STATE/ZIP	Alamo, TX 78516	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78503	McAllen, TX 78501
PHONE	956-207-7068	956-683-1640	956-230-3435	956-664-0286	956-332-3206
CONTACT	Luis Madrigal	Hugo Avila	Guillermo Quintanilla	Menton J. Murray, III	Jesus G. Hinojosa
3.1 Statement of Interest					
3.1.1 Statement of Interest for Project	Indicated they feel confident that they would be able to provide STC with the highest customer experience and deliver projects that meet our expectations.	Pointed out the work the firm has provided for STC. Indicated that they can begin work on new projects immediately.	Indicated the firm's highly qualified team has been providing MEP engineering services to higher education for about 20 years. Emphasized their previous work for STC and therefore their familiarity with the campuses and staff.	Indicated that their previous experience with STC, they have demonstrated their commitment to the College and the quality of work.	The firm emphasized the experience of the two principals within the firm. They indicated that STC would be working directly with the two principals and pointed out that the firm's size would be better able to meet the needs in a cost-effective manner.
3.1.2 History and Statistics of Firm	- Served the RGV since 2012 - Office in Alamo, TX - Has Certificate of registration with the Texas Board of Professional Engineers and Land Surveyors	- Providing services since 1972 - 130+ staff member in 6 offices in Texas - Offices in Houston, San Antonio, Austin, McAllen, Dallas, and El Paso	- Founded in 2014 - Headquarters located in Harlingen, TX - 18 full time employees - Honored with Engineer of the Year and Consultant of the Year award	- Founded in Dallas in 1950 - McAllen office since 1993 - About 1,200 total staff - Ranked No 102 in Engineering News-Record Magazine list of top 500 design firms in the United States	- Established in 2012 - Over 20 years of combined experience - Completed over 100 projects, 45 of which were for Higher Education
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated their team meticulously reviews and analyzes the project standard's prioritizing the client vision, budget, and standards. Indicated they are passionate about the philosophy of "continues learning and improvement" in the Art of Engineering design and application of code.	Stated that are uniquely qualified for this project because of the following: Experience with District-Wide projects, design and specification of HVAC systems and UV Lighting, and experience with STC.	Stated that they have successfully executed hundreds of projects that are similar in nature. Stated they have designed over \$15 million in HVAC replacement in the past 3 months.	Stated they are a full-service firm with a full range staff including engineers, landscape architects, planners, architects, environmental scientists, surveyors and more.	Stated that one of the qualities that makes SIGMA unique is their size, STC will always be working directly with the principals of the firm. To date, they have been personally involved on over 40 projects with STC.
3.1.4 Statement of Availability and Commitment	Indicated they are committed to work closely with the client to ensure project timelines, project standards, and project deliverables are met.	Indicated that the firm's design team meets each week to discuss project schedules and coordinate the allocate staff to meet the needs of each client.	Indicated they are available as soon as they are awarded and will make STC projects their top priority.	Indicated that they are available and committed to providing exceptional client service to STC.	Indicated that firm has the resources and is prepared to commence MEP engineering services to STC immediately upon receipt of a Notice to Proceed.
3.2 Prime Firm					
3.2.1 Resumes of Principals and Key Members	Included resumes for the following: - Luis Eduardo Madrigal, PE, CEO and President - Edgar Garcia, Production Manager - Rodolfo Martinez, Designer Electrical - Enrique Castillo, Designer-Mechanical - Eliud Aldaba, Designer-Plumbing - Eliud Reyna - Designer - Fire Sprinkler - Lorena M. Bush, Logistics Director	Included resumes for the following staff: - Edward Puentes, PE,CEM, LEED, Partner in Charge - Hugo H. Avila, PE, Senior Project Manager - Robert Tijerina, PE, Senior Mechanical Engineer - T. Joey Beltz, Senior Electrical Designer - Maritza Garza, EIT, Senior Mechanical Designer -Maximo Antonio Leochico, Senior Plumbing Designer	Included resumes for the following staff: - Rajesh Kapileshwari, PE, LEED AP, Principal - Guillermo Quintanilla, Principal - Cesar A. Gonzalez, PE, Principal - Mark Power Warren, Commissioning Director	Included resumes for the following staff: - Menton Murray III, PE, LEED AP, Project Manager - Jose Delgado, PE, RCDD, LEED AP, Principal-In-Charge - John Ferencak, PE, LEED AP, QA/QC Manager - Kyle Hunter, PE, Mechanical/HVAC Lead - Luke Vieras, PE, Mechanical/HVAC - Leroy Martinez, EIT, Mechanical/HVAC - Luis Hernandez Nava, EIT, Mechanical/HVAC - Gabriel Benavides, Jr., PE, Electrical Lead - Ray Peynado, PE, Electrical - Robert Villalpando, LEED GA, Electrical	Provided resumes for the two principals: - Jesus Gabriel Hinojosa, PE, LEED AP, Principal - Jose Antonio Nicanor, PE, LEED AP, Principal
3.2.2 Project Assignments and Lines of Authority	Indicated the time commitment for five staff that will be involved in the project.	Listed the assignments for the above named staff and the time commitment each will devote to the project. The partner in charge will commit 40% of his time to project. The others are indicated at 50% time commitment.	Indicated the Project Manager will oversee a team of seasoned engineers. Included an organization chart that shows lines of authority.	Showed percentage time assignments for seven named staff members who would be involved in the project.	Indicated a 100% time commitment from both principals for the project and provided the time commitments from the seven staff.
3.2.3 Prime Firm's Proximity and ability to respond to unplanned meetings	Stated they are located in Alamo, TX and about 20 minutes away from the Pecan Campus.	Stated they are centrally between majority of STC's campuses in McAllen, TX.	Stated they are available to meet for face-to-face discussions within the hour. Since they have several projects in Hidalgo County, one of the principals or engineers is always in the area.	Indicated their office is located in McAllen and they are available to begin service within 24 Hours of notice to proceed.	Stated they are located in downtown McAllen, and only 3 miles away from the Facilities Planning and Construction building.
3.2.4 Litigation that could affect firm's ability provide services	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.
3.3 Project Team					
3.3.1 Organization chart with Role of Prime Firm and basic Services consultants	Included organization chart with the staff who will be assigned to project. Indicated that no sub-consultants will be used for project.	Included organization chart with the staff who will be assigned to project. Indicated that no sub-consultants will be used for project.	Included organization chart that showed all firm staff and which included the following sub consultants: - Boultinghouse Simpson Gates Architects - Architect - Chanin Structural Engineer - Structural Services - Perez Consulting Engineers - Civil Engineer	Included organization chart that showed all firm staff and which included the following sub consultants: - Chanin Structural Engineer - Structural Services - EGV Architects - Architectural	Organization chart was included showing the primary roll of the two principals and the following sub consultants: - CLH Engineering

**SOUTH TEXAS COLLEGE
MECHANICAL, ELECTRICAL, PLUMBING, ENGINEERING SERVICES -
DISTRICT WIDE AIR HANDLER REPLACEMENT
PROJECT NO. 21-22-1059**

VENDOR	A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
3.4 Representative Projects					
3.4.1 Minimum of 5 projects firm has worked on	<ul style="list-style-type: none"> - Donna ISD - CTE Welding Laboratory (\$100,000) - Donna ISD - High School Gymnasium HVAC Chill Water Replacement (\$300,000) - Red Sands Detention Facility (\$10,000,000) - South Texas College - Kinesiology Office Remodel Phase I (\$200,000) 	<ul style="list-style-type: none"> - South Texas College - Mid Valley Campus - Central Thermal Plant (\$4.4M) - South Texas College - District-Wide Parking Lot Lighting Upgrades (\$800,000) - Texas A&M University - Corps Dorms Quad (\$118 Million) - Texas A&M University - Corpus Christi - Campus-Wide Hydronic Loop Replacement, AHU Replacement, and UV Lighting (\$148 Million) - Texas A&M University - Kingsville Martin Hall (\$468,000) 	<ul style="list-style-type: none"> - Los Fresnos CISD - SECO LoanSTAR Replacement (\$544,300) - Harlingen CISD - High School and South High School HVAC Upgrades Phase I and Phase II (\$1,876,850) - Sharyland ISD - HVAC Replacement & chiller Plant Replacement of HVAC/Controls (\$3,560,033) - Brownsville ISD - Hanna Early College High School HVAC Upgrades (\$5,725,891) - South Texas ISD - HVAC Upgrades 2018 Med High School (\$980,000) 	<ul style="list-style-type: none"> - McAllen ISD - Dorothea W. Brown Middle School HVAC Improvements (\$2.2M) - McAllen ISD - MCHI HVAC Improvements Phase I and Phase II (\$1.87M Phase I & \$1.8M Phase II) - University of Texas Rio Grande Valley - Library HVAC Improvements (\$4.1M) - Hidalgo ISD - HVAC Improvements (\$2.5M) - Texas A&M Kingsville - Drama arts HVAC Improvements (\$659,000) 	<ul style="list-style-type: none"> - South Texas College - Starr County Campus Thermal Plant (\$5.3M) - South Texas College - Starr County Health and Science Facility (\$8.5M) - South Texas College - Starr County Library (\$2.8M) - South Texas College - Starr County Campus Student Services Expansion (\$1.32M) - South Texas College - Starr County Campus Student Activities Expansion (\$1.37M)
3.5 References					
3.5.1 References	<ul style="list-style-type: none"> - Donna ISD - Dixieland Plaza - North Stahl Development - Sonesta Court Estates - Gloria Jeans Coffee Shop 	<ul style="list-style-type: none"> - Texas A&M University - Texas A&M University - Kingsville - Texas A&M University - Corpus Christi - University of Texas at Austin - Texas State Technical College 	<ul style="list-style-type: none"> - Cameron County - Brownsville ISD - Sharyland ISD - Harlingen CISD - Edinburg CISD - La Joya ISD 	<ul style="list-style-type: none"> - McAllen ISD - UT-RGV - Texas A&M University - Kingsville - Brownsville ISD - Hidalgo ISD 	<ul style="list-style-type: none"> - La Joya ISD - IDEA Public Schools - Edinburg CISD - Brownsville ISD - Harlingen CISD
3.6 Project Execution					
3.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	Stated their internal protocols for quality control includes multiple reviews utilizing our internal checklist, daily update meetings with P.E. regarding the project milestones, and the consistent communication with their client will ensure that the design process is constantly monitored, analyzed, and on time.	Stated that all successful projects begin with an effective project-management approach. They have developed a set of project management tools that would be utilized on proposed projects for STC. Included some examples of how they manage information in order to deliver successful projects with ease.	Stated they utilize a quality control and quality assurance plan to ensure projects are implemented smoothly and expediently.	Stated they provide accuracy by reviewing available data and successful project execution planning. Provided a very detailed project approach.	Stated that to complete projects within budget we communicate with our clients and visit the job site to clearly define a scope of work. They prepare an engineering cost estimate and establish a budget. The basic elements of effective budget control allow us to provide quality designs, which minimize unanticipated cost in the construction phase such as change orders.
3.6.2 Willingness and ability to expedite services. Ability to supplement production.	Stated they are committed to provide all of their clients with superior customer service. They make every attempt to keep capacity to 80% to allow for unforeseen concerns and/or professional development time.	Indicated their willing and able to expedite design services. Stated that they do not anticipate the need to supplement the production capability, but can do so by utilizing staff from other offices.	Reiterated their commitment to the project. Stated their staff has committed to fulfilling their responsibilities in a professional, timely, and reliable manner.	Stated that the McAllen office has the advantage of being able to reach out for assistance from any of their offices, should they need to.	Stated that they are available to expedite any challenge presented, and ensure adherence to the quality standards expected by STC.
Total Evaluation Points	558.00	568.80	567.20	571.00	563.40
Ranking	5	2	3	1	4

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

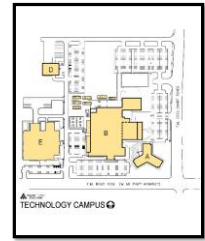
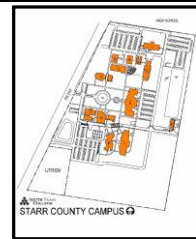
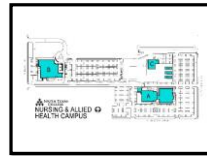
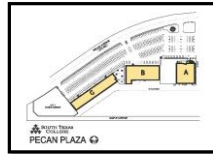
**SOUTH TEXAS COLLEGE
MECHANICAL, ELECTRICAL, AND PLUMBING ENGINEERING SERVICES -
DISTRICT WIDE AIR HANDLER REPLACEMENT
PROJECT NO. 21-22-1059
EVALUATION SUMMARY**

VENDOR	A&G Engineering	DBR Engineering Consultants, Inc.	Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
ADDRESS	1004 W Frontage Rd	200 S 10th St Ste 901	1126 S Commerce	5000 W Military Ste 100	701 S 15th St
CITY/STATE/ZIP	Alamo, TX 78516	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78503	McAllen, TX 78501
PHONE	956-207-7068	956-683-1640	956-230-3435	956-664-0286	956-332-3206
CONTACT	Luis Madrigal	Hugo Avila	Guillermo Quintanilla	Menton J. Murray, III	Jesus G. Hinojosa
3.1 Statement of Interest (up to 100 points)					
3.1.1 Statement of interest on projects	93	98	98	99	94
3.1.2 Firm History including credentials	93	95	94	95	93
3.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	90	93	92	93	90
3.1.4 Availability and commitment of firm and its principal(s), its consultants and key professionals	95	95	95	95	95
	96	96	96	96	96
	93.40	95.40	95.00	95.60	93.60
3.2 Prime Firm (up to 100 points)					
3.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	95	99	96	99	96
3.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s).	93	95	94	94	94
3.2.3 Prime Firm proximity and meeting availability	91	94	93	94	91
3.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC.	95	96	96	96	95
	95	96	96	96	95
	93.80	96.00	95.00	95.80	94.20
3.3 Project Team (up to 100 points)					
3.3.1 Organizational chart showing the roles of the prime firm and each consultant firm or individual included.	95	96	97	98	96
Identify the consultant and provide a brief history about the consultant					
Describe the consultant's proposed role in the project and its related project experience					
List a project(s) that the prime firm and the consultant have worked together on during the last five years	92	93	93	94	93
Provide a statement of the consultant's availability for the project(s)					
Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the project(s)					
3.3.2 provide an organizational chart showing the roles of the prime firm and each specialized consultant firm(s) or individual(s) to be included if any.	91	94	93	94	91
Identify the consultant and provide a brief history about the consultant and their area of design expertise					
Describe the consultant's proposed role in the project					
List (3) projects the consultant has worked on during the last 5 years which best describe the firm's design expertise	94	95	95	95	95
List a project(s) that the prime firm and the specialized consultant have worked together on during the last 5 years					
Provide a statement of the consultant's availability for the project					
Provide resumes giving the experience and expertise of principals and key professionals members for the consultant who will be assigned to the project	94	95	95	95	95
	93.20	94.60	94.60	95.20	94.00
3.4 Representative Projects (up to 100 points)					
3.4.1 Specific data on 5 projects the prime firm provided or is providing professional services in an educational setting	93	96	96	96	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	90	94	93	95	94
	90	93	92	94	90
	93	95	95	95	95
	94	95	95	95	95
	92.00	94.60	94.20	95.00	93.80
3.5 Three References (up to 100 points)					
3.5.1 Provide references for 5 projects, other than STC, listed in response to Part four, 3.4.1. The references shall include:	92	92	96	94	96
Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address	90	91	94	93	94
	93	93	93	93	93
	94	95	95	95	95
	93	95	94	95	93
	92.40	93.20	94.40	94.00	94.20
3.6 Project Execution (up to 100 points)					
3.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out.	93	96	94	96	93
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.	94	95	94	95	94
	90	94	92	94	90
	94	95	95	96	95
	95	95	95	96	96
	93.20	95.00	94.00	95.40	93.60
TOTAL EVALUATION POINTS	558.00	568.80	567.20	571.00	563.40
RANKING	5	2	3	1	4

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

Project Fact Sheet
5/2/2022

Project Name: District Wide Air Handlers Replacements					Project No.: 2022-016R						
Funding Source(s): Unexpended Plant Fund											
		FY 21-22			FY 22-23			FY 23-24			
	Total		FY 21-22	Variance of		FY 22-23	Variance of		FY 21-22	Variance of Project	Total Actual
	Project Budget	Project Budget	Actual	Project Budget vs. Actual	Project Budget	Actual	Project Budget vs. Actual	Project Budget	Actual	Budget vs. Actual	Expenditures To
			Expenditures	Expenditures		Expenditures	Expenditures		Expenditures	Expenditures	Date
Construction:	\$ 6,948,000.00	\$ 6,948,000.00	\$ -	\$ 6,948,000.00		\$ -	\$ -		\$ -	\$ -	\$ -
Design	694,800.00	694,800.00	-	694,800.00		-	-		-	-	-
Miscellaneous:	173,700.00	173,700.00	183.12	173,516.88		-	-		-	-	183.12
Technology:	555,840.00	555,840.00	-	555,840.00		-	-		-	-	-
Contingency 5%	347,000.00	347,000.00	-	347,000.00		-	-		-	-	-
Total:	\$ 8,719,340.00	\$ 8,719,340.00	\$ 183.12	\$ 8,719,156.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183.12
Project Team					Board Status						
Approval to Solicit					Board Approval of Schematic Design						
Architect/Engineer:	7/27/2021				N/A	Vendor	Contract Amount	Actual Expenditures	Variance		
Architect/Engineer:	TBD					TBD	\$ -	\$ -	\$ -		
Contractor:	TBD					TBD	\$ -	\$ -	\$ -		
STC FPC Project Manager:	Martin Villarreal				Substantial Completion	TBD	Board Acceptance	TBD			
					Final Completion	TBD	Board Acceptance	TBD			
Project Description					Project Scope						
Routine improvements to provide cleaner air to College facilities district-wide and a safer environment.					The proposed improvements are necessary to provide better filtration to the air in various facilities district-wide and replace older air handlers with new air handler units. Currently there are air handlers with ultraviolet lighting filtration installed at approximately 50% of the College's facilities. Removing 126 existing air handlers and installing 126 new air handlers with UV lighting.						
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	6/28/2022	N/A	11/22/2022	1/11/2023	5/23/2023	6/27/2023	N/A				
Project Calendar of Expenditures by Fiscal Year											
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total					
2021-22	\$ -	\$ -	\$ 183.12	\$ -	\$ -	\$ 183.12					
Project Total	\$ -	\$ -	\$ 183.12	\$ -	\$ -	\$ 183.12					
Current Agenda Item											
N/A											



FPC Project Manager

Martin Villarreal

FPC Asst. Director

Rita Geller

FPC Director

RANA

Consent Agenda:

c. Approval of Schematic Design of the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion

Approval of schematic design prepared by Negrete & Kolar Architects, LLP for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project is requested.

Purpose

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

Scheduling Priority

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

Justification

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

Background

On December 14, 2021, the Board of Trustees approved contracting architectural services with Negrete & Kolar Architects, LLP for this project. The architect has worked with College staff to develop a schematic design to meet the current Nursing Program needs.

The scope of work is as follows:

Program Scope

- Design and construction of the expansion
- Addition of cabinet millwork, shelving, and sinks
- Existing Kitchen Lab A303 expanded to allow more counter space for instructional stations and more floor space for teaching students to use assisted devices (wheel chairs and walkers)
- Hand washing station in Neuromat Lab A304.

- Bathroom (A304) to be part of the kitchen expansion.
- Media Lab (A308) remove computer counter and add storage shelving.
- Approximate square feet of the proposed space: 923 s.f.

Funding Source

Funds for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion Project 2022-004C are budgeted in the FY 2021-2022 Unexpended Construction Plant Fund. The total construction budget is \$63,000, which includes \$3,000 in contingency.

Negrete & Kolar Architects, LLP has estimated the construction costs for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion to be \$89,000. Additional funds are available in the FY 2021-2022 Unexpended Construction Plant Fund to cover the estimated variance.

Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion	
Construction Budget	Cost
Budgeted Construction Amount (including contingency)	\$63,000
Schematic Design Estimated Amount	89,000
Variance	(\$26,000)

Reviewers

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

Enclosed Documents

Negrete & Kolar Architects, LLP has developed a schematic presentation describing the proposed design. Enclosed are drawings of the site plan, floor plans, interior views, and fact sheet.

Presenters

Negrete & Kolar Architects, LLP has developed a schematic presentation describing the proposed design. Representatives from Negrete & Kolar Architects, LLP attended the Facilities Committee meeting to present the schematic design of the project.

The Facilities Committee recommended Board approval of the proposed schematic design of the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

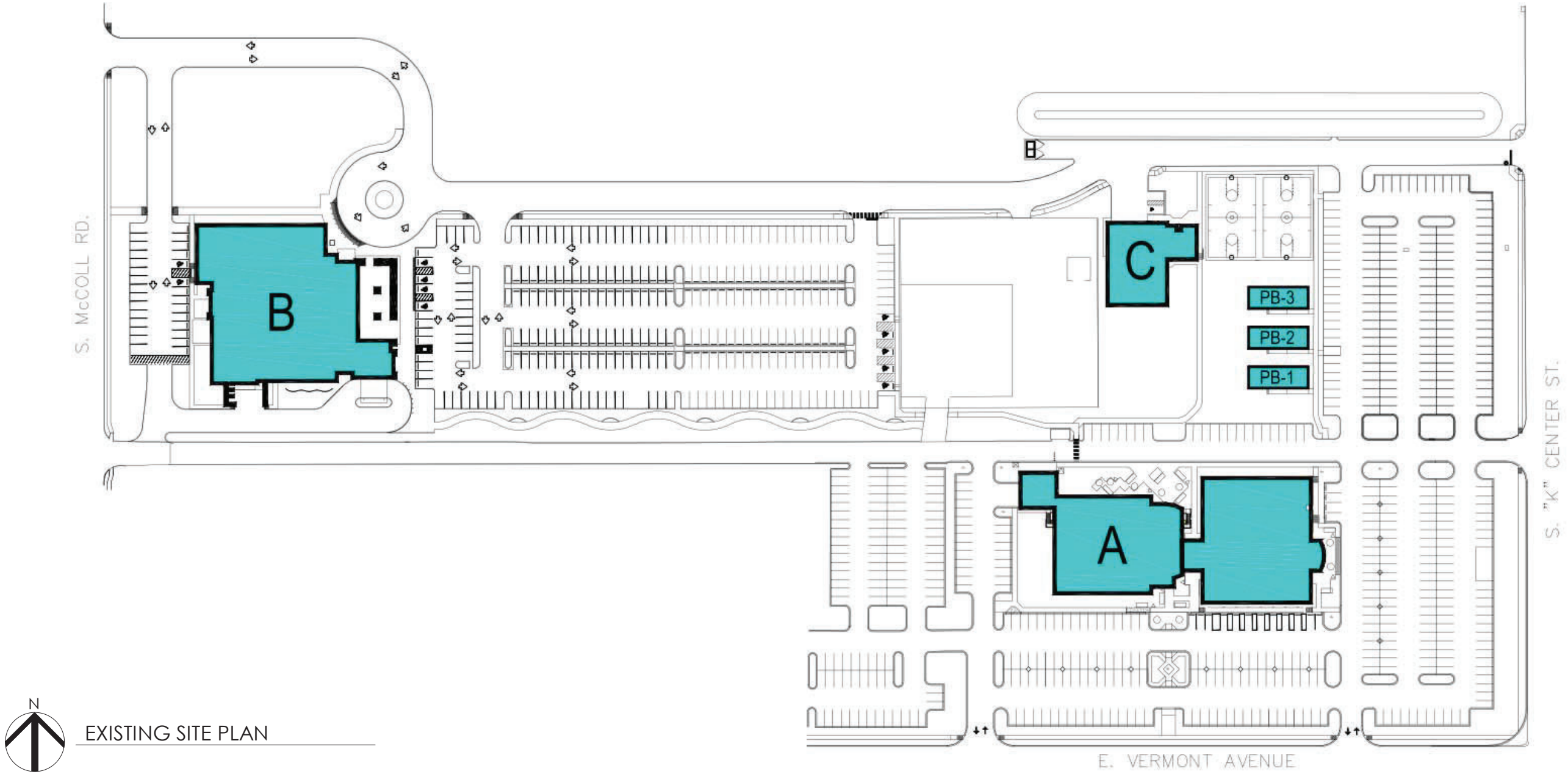
It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:

The Board of Trustees of South Texas College approves and authorizes the proposed schematic design of the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

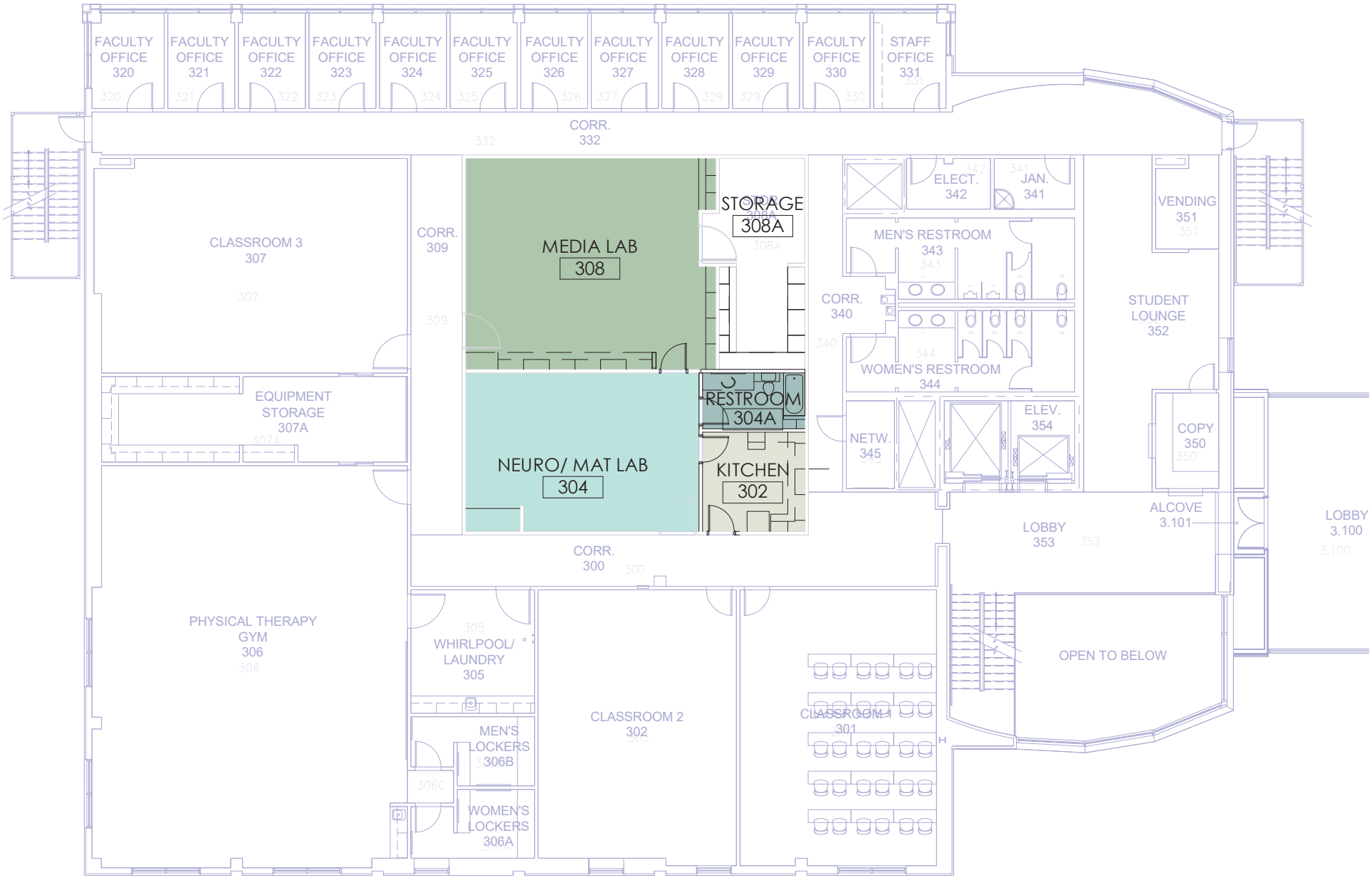
Approval Recommended:

Dr. Ricardo J. Solis
President

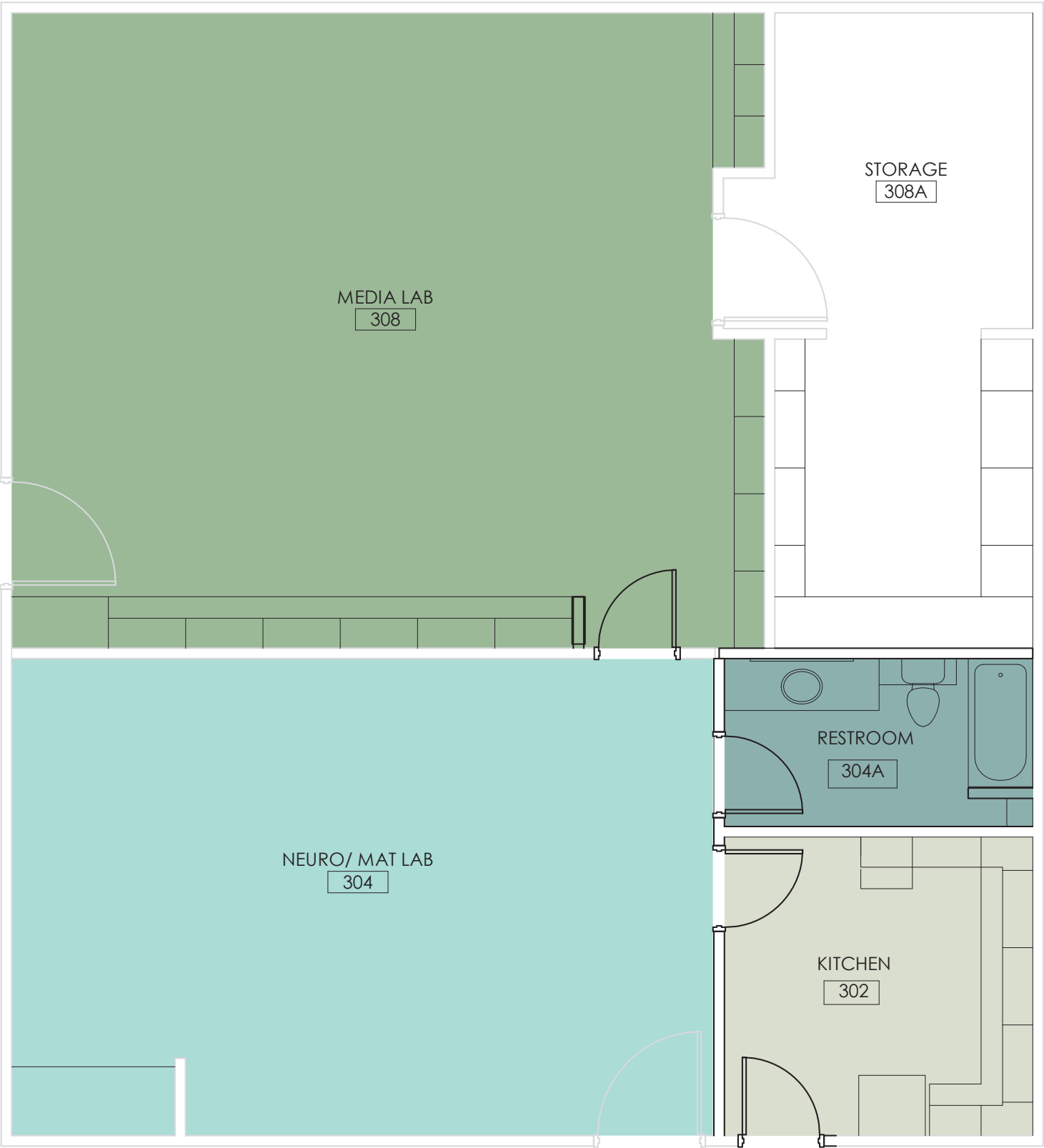
SOUTH TEXAS COLLEGE
NURSING AND ALLIED HEALTH CAMPUS
OCCUPATIONAL THERAPY KITCHEN EXPANSION
McALLEN, TEXAS 78501



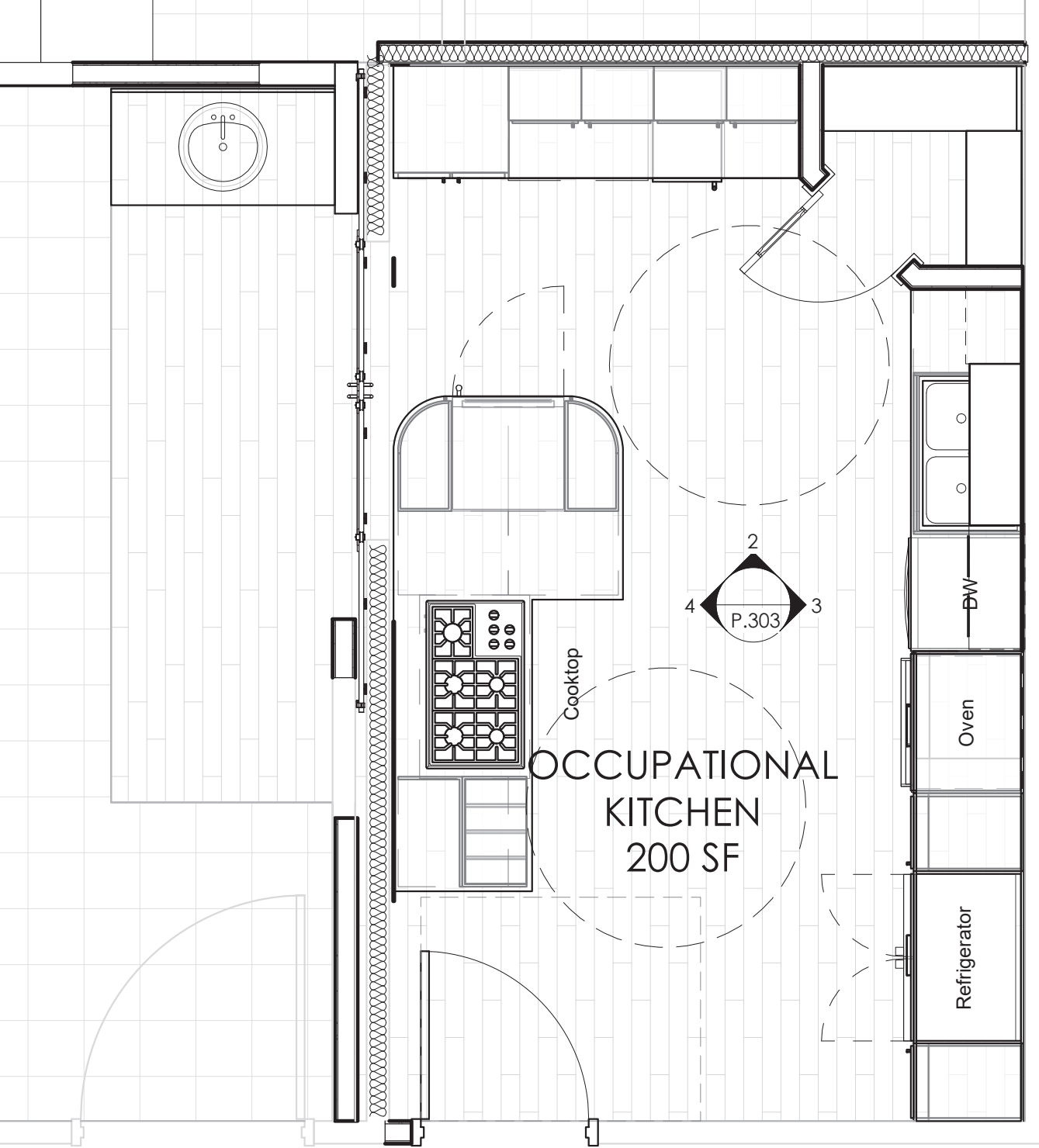
SOUTH TEXAS COLLEGE
 NURSING AND ALLIED HEALTH CAMPUS
 OCCUPATIONAL THERAPY KITCHEN EXPANSION
 McALLEN, TEXAS 78501



SOUTH TEXAS COLLEGE
NURSING AND ALLIED HEALTH CAMPUS
OCCUPATIONAL THERAPY KITCHEN EXPANSION
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SOUTH TEXAS COLLEGE
 NURSING AND ALLIED HEALTH CAMPUS
 OCCUPATIONAL THERAPY KITCHEN EXPANSION
 McALLEN, TEXAS 78501

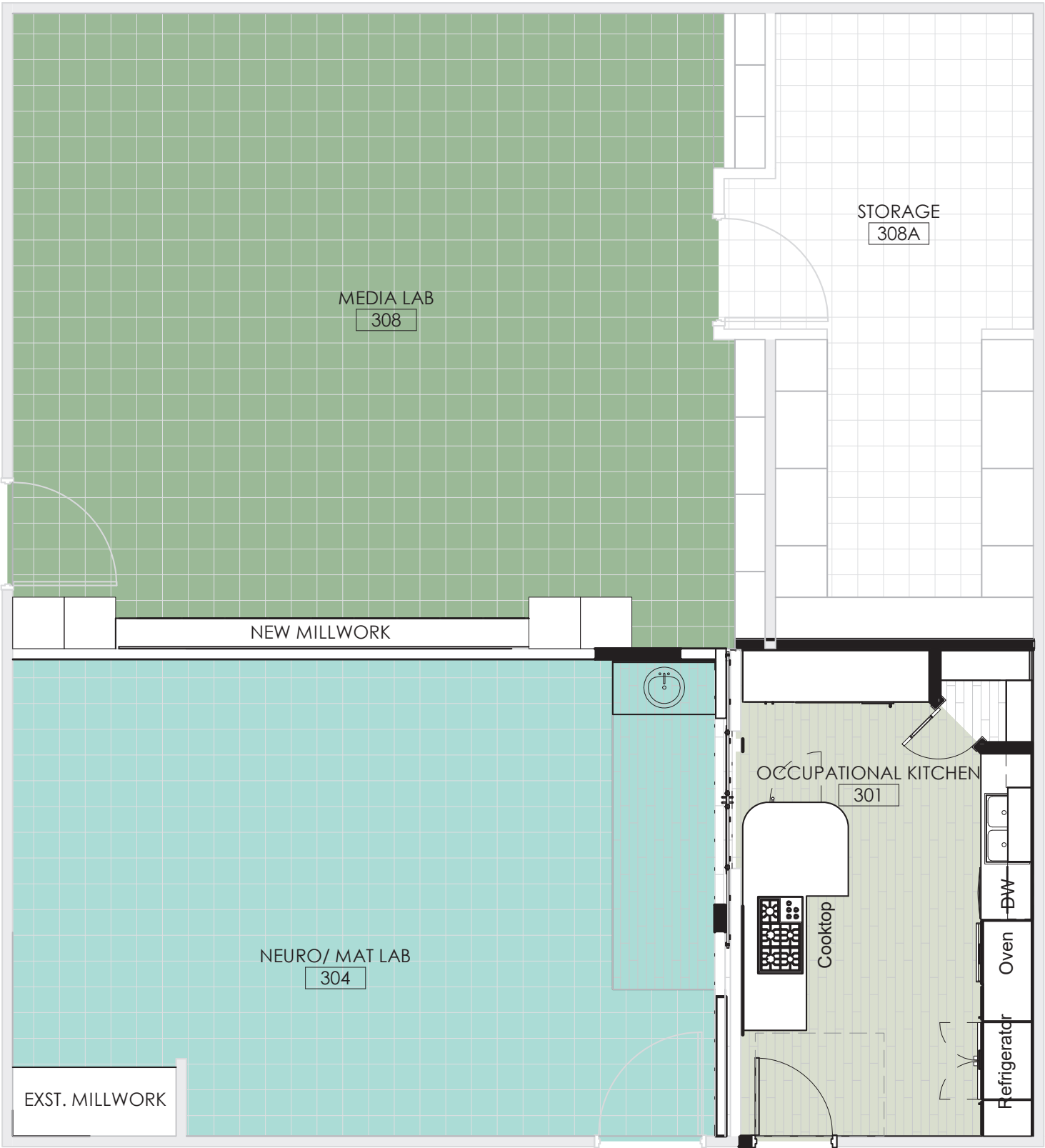


NEGRETE & KOLAR
 ARCHITECTS LLP

NURSING AND ALLIED HEALTH
 CAMPUS OCCUPATIONAL
 THERAPY KITCHEN
 EXPANSION

ENLARGED THIRD FLOOR
 PLAN - PROPOSED
 3/8" = 1'-0"

SOUTH TEXAS COLLEGE
 NURSING AND ALLIED HEALTH CAMPUS
 OCCUPATIONAL THERAPY KITCHEN EXPANSION
 McALLEN, TEXAS 78501



RENOVATION AREAS

- MEDIA LAB
- NEURO/ MAT LAB
- OCCUPATIONAL KITCHEN

SOUTH TEXAS COLLEGE
NURSING AND ALLIED HEALTH CAMPUS
OCCUPATIONAL THERAPY KITCHEN EXPANSION
McALLEN, TEXAS 78501



3-D VIEW 1



3D VIEW 2

NEGRETE & KOLAR
ARCHITECTS LLP

SOUTH TEXAS COLLEGE
NURSING AND ALLIED HEALTH CAMPUS
OCCUPATIONAL THERAPY KITCHEN EXPANSION
McALLEN, TEXAS 78501



3D-RENDER

Project Name: Nursing Allied Health Campus - East Building A Occupational Therapy Kitchen Expansion				Project No. 2022-004C	
Funding Source(s): Unexpended Plant Fund					
		FY 21-22			
			FY 21-22	Variance of Project	
			Actual	Budget vs. Actual	
			Expenditures	Expenditures	
	Total Project Budget	Project Budget			Total Actual Expenditures To Date
Construction:	\$ 63,000.00	\$ 63,000.00		\$ 63,000.00	\$ -
Design:	6,000.00	6,000.00		6,000.00	-
Miscellaneous:	1,500.00	1,500.00	456.12	1,043.88	456.12
FFE:	3,000.00	3,000.00		3,000.00	-
Technology:	-	-		-	-
Total:	\$ 73,500.00	\$ 73,500.00	\$ 456.12	\$ 73,043.88	\$ -

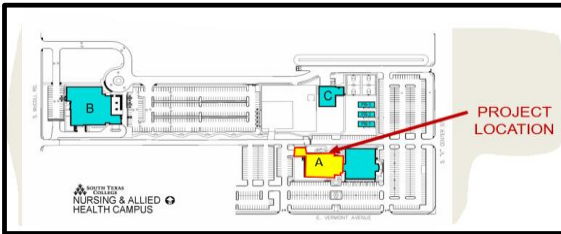
Project Team		Board Status				
Approval to Solicit Architect/Engineer:	9/28/2021	Board Approval of Schematic Design TBD	Contract		Actual	
Architect/Engineer:	Negrete and Kolar Architects		Vendor	Amount	Expenditures	Variance
Contractor:	TBD		Negrete & Kolar Architects	\$ 10,775.00	\$ -	\$ -
STC FPC Project Manager:	Samuel Saldana	Substantial Completion	TBD	Board Acceptance	TBD	
		Final Completion	TBD	Board Acceptance	TBD	

Project Description	Project Scope
Expansion of the Occupational Therapy Kitchen	Expansion of the Occupational Therapy Kitchen, removal of existing training restroom, additional plumbing and storage shelving.

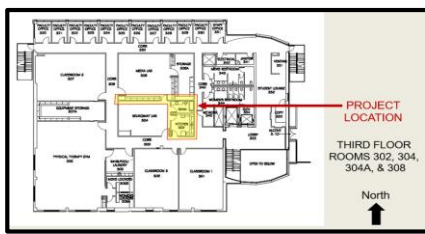
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
9/28/2021	12/14/2021	5/24/2022	7/26/2022	8/15/2022	10/25/2022	11/25/2022	N/A

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2021-22	\$ -	\$ -	456.12	\$ -	\$ -	\$ -	456.12
Project Total	\$ -	\$ -	\$ 456.12	\$ -	\$ -	\$ -	\$ 456.12

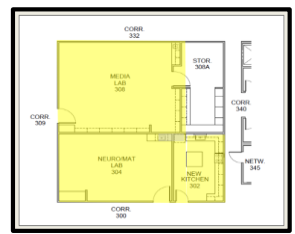
05/10/2022 Facilities Committee Meeting: Review and Recommend Action on Schematic Design of the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion
Review and Recommend Action on Authorization to Proceed with Solicitation of Construction Services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion



Project Location



Proposed Location



Proposed Layout

FPC Project Manager SPS

FPC Asst. Director Rita C. [Signature]

FPC Director RDA

Consent Agenda:
**d Approval to Proceed with Solicitation of Construction Services for
the Nursing and Allied Health Campus NAH East Building A
Occupational Therapy Kitchen Lab Expansion**

Approval of authorization to proceed with the solicitation of construction services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project is requested.

Construction services are necessary to construct the Occupational Therapy Kitchen Lab Expansion. If solicitation is approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On December 14, 2021, the Board of Trustees approved contracting architectural services with Negrete & Kolar Architects, LLP to design the expansion.

Negrete & Kolar Architects, LLP estimates the construction cost of the project to be \$89,000. The total project budget is \$73,500 which includes funds for construction, design, miscellaneous, FFE, and contingency costs. Additional funds are available in the FY 2021-2022 Unexpended Construction Plant Fund to cover the estimated variance.

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

Negrete & Kolar Architects, LLP will begin working on the development of the construction plans and specifications. Upon completion of the documents, the College would begin the process of the soliciting for construction services for the Occupational Therapy Kitchen Lab Expansion project.

The Facilities Committee recommended Board approval the solicitation of construction services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

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

The Board of Trustees of South Texas College approves and authorizes the solicitation of construction services for the Nursing and Allied Health Campus NAH East Building A Occupational Therapy Kitchen Lab Expansion project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

e. Approval to Proceed with Solicitation of Construction Services for the Pecan Campus Library Building F Renovation and Expansion

Approval of authorization to proceed with the solicitation of construction services for the Pecan Campus Library Building F Renovation and Expansion project is requested.

Construction services are necessary to construct the Pecan Campus Library Building F Renovation and Expansion project. If solicitation is approved, documents will be issued for solicitation of construction proposals. Once received, construction proposals will be evaluated and submitted to the Board of Trustees with a recommendation to award a construction contract.

Background

On July 25, 2019, the Board of Trustees approved contracting architectural services with ERO Architects to design the renovation and expansion. On September 28, 2021, the Board approved proposed changes to the design and an increase to the project budget.

The total project budget is \$17,015,000 which includes funds for construction, design, miscellaneous, FFE, technology, and contingency costs.

Pecan Campus Library Building F Renovation and Expansion Total Project Budget	
Budget Item	Amount
Construction	\$12,400,000
Design	1,240,000
Miscellaneous	345,000
FFE	1,095,000
Technology	1,335,000
Contingency	600,000
Total Project Budget	\$17,015,000

ERO Architects has been developing construction plans and specifications and will complete them at the end of May 2022. Upon completion of the documents, the College would begin the process of the solicitation for construction services for the project.

ERO Architects has indicated the probable construction cost of the renovation and expansion could be over the approved budget of \$12,400,000 due to current market conditions for construction.

- Increase in costs to manufacture building products
- Increase in costs for building materials
- Increase in labor costs
- Increase in shipping and delivery costs

Administration recommends to begin solicitation for construction services with the anticipation that the construction proposals could be over the approved budget. Upon

receiving of proposals, Administration would recommend options to the Facilities Committee and Board for proceeding forward if the proposals exceed the budget.

Representatives from ERO Architects attended the Facilities Committee meeting to respond to any questions.

During the May 10, 2022 Facilities Committee Meeting, the Committee inquired about the changes that ERO Architects referenced to reduce the estimated cost of the project. ERO Architects presented the value management items to the Facilities Committee on September 14, 2021. It has been confirmed that no additional changes have been made other than those approved at the Board meeting on September 28, 2021.

At the September 28, 2021 Board meeting, The Board of Trustees approved the increase of the construction budget, the proposed design changes, and the contract amendment for additional fees for ERO Architects for the Pecan Campus Library Building F Renovation and Expansion Project.

On May 10, 2022, the Facilities Committee recommended Board approval of the solicitation of construction services for the Pecan Campus Library Building F Renovation and 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 solicitation of construction services for the Pecan Campus Library Building F Renovation and Expansion project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

f. Approval of Substantial Completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus

Approval of substantial completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus is requested.

	Project	Completion Recommended	Date Received
1.	District Wide Roofs at Starr County Campus Architect: BEAM Professionals Contractor: Sechrist-Hall Company	Substantial Completion Recommended	April 20, 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 Starr County Campus.

College staff visited the site and developed a construction punch list on April 20, 2022. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by Sechrist-Hall Company. The original cost approved for this project was \$862,055.

The following table summarizes the current budget status:

Deferred Maintenance of District Wide Roofs at Starr County Campus					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$770,000.00	\$862,055.00	\$0.00	\$862,055.00	\$754,120.44	\$107,934.56

Enclosed Documents

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

The Facilities Committee recommended Board approval of substantial completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus as presented.

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

The Board of Trustees of South Texas College approves and authorizes substantial completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President



District Wide Deferred Maintenance of Roofs at Starr County Campus



District Wide Deferred Maintenance of Roofs at Starr County Campus



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Deferred Maintenance of District Wide
Roofs - Starr County Campus
142 FM 3167
Rio Grande City, TX 78582

CONTRACT INFORMATION:
Contract For: General Construction

Date: June 1, 2021

CERTIFICATE INFORMATION:
Certificate Number: 001

Date: April 25, 2022

OWNER: *(name and address)*
South Texas College
3200 W. Pecan Blvd.
Bldg N, Suite 179
McAllen, TX 78501

ARCHITECT: *(name and address)*
BEAM Professionals
6316 N. 10th Street, Bldg A, Suite 1
McAllen, TX 78504

CONTRACTOR: *(name and address)*
Sechrist-Hall Company.
2826 W. Expway 83
Harlingen, TX 78552

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

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

All portions of work scope indicated in Contract Documents.

BEAM Professionals		A. Todd Scrimpsheer, RA // Vice President	April 20, 2022
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

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

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

April 20, 2022

WORK TO BE COMPLETED OR CORRECTED

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

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

Provide Punch list and Closeout Documentation.

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

Cost estimate of Work to be completed or corrected: \$43,102.75 (Retainage)

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


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

N/A

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

Sechrist-Hall Company.		J. Carlos Coronado Vice-President	
CONTRACTOR <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE
South Texas College		Ricardo J. Solis, President	
OWNER <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE

Project Fact Sheet
5/2/2022

Project Name: District Wide - Deferred Maintenance of District Wide Roofs Starr County Campus				Project No.: 2019-030R				
Funding Source(s): Renewals & Replacements Fund								
	FY 19-20		FY 20-21			FY 21-22		
	FY 19-20 Project Budget	Variance of Project Budget vs. Actual Expenditures	FY 20-21 Project Budget	Variance of Project Budget vs. Actual Expenditures	FY 21-22 Project Budget	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date	
Construction:	\$ 770,000.00	\$ -	\$ 770,000.00	\$ 770,000.00	\$ 770,000.00	\$ 770,000.00	\$ 754,120.44	\$ 754,120.44
Design:	77,000.00	8,615.38	68,384.62	49,569.00	33,552.75	16,016.25	9,700.00	44,997.87
Miscellaneous:	5,000.00	-	5,000.00	5,000.00	109.41	4,890.59	5,000.00	109.41
FFE:	-	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-	-
Total:	\$ 852,000.00	\$ 8,615.38	\$ 843,384.62	\$ 824,569.00	\$ 33,662.16	\$ 790,906.84	\$ 661,255.00	\$ 756,950.18
*Fee for roof evaluation study @ \$8,615.38 FY 19-20			Original total design estimate of \$770,000 includes: 5.25% for design services @ \$40,425.					
Project Team				Board Status				
Approval to Solicit Architect/Engineer: 1/29/2019				Board Approval of Schematic Design: 8/25/2020				
Architect/Engineer: BEAM Professionals, a PBK Company				Vendor: *BEAM Professionals (Evaluation Study)				
Sechrist-Hall (Starr County Campus)				Contract Amount: \$ 8,615.38				
Contractor: TBD				Actual Expenditures: \$ 8,615.38				
STC FPC Project Manager: Martin Villarreal				Variance: \$ -				
				BEAM Professionals Sechrist-Hall (Starr County Campus) \$ 40,425.00 \$ 36,382.49 \$ 4,042.51				
				Board Acceptance: TBD				
				Board Acceptance: TBD				
Project Description				Project Scope				
Maintenance of 8 roofs for various buildings at Starr County Campus due to roofs reaching their life expectancy of 20 years				Provide roof coating system at Starr County Campus-Administration/Bookstore Building A, Center for Learning Excellence Building B, North Academic Building C, Workforce Center Building D, South Academic Building E, Cultural Arts Center Building F, Student Services Building G, and Student Activities Center Building H .				
Projected Timeline								
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In	
1/29/2019	5/30/2019	8/25/2020	4/27/2021	6/15/2021	5/24/2022	6/28/2022	N/A	
Project Calendar of Expenditures by Fiscal Year								
Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total		
2018-19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2019-20	-	8,615.38	-	-	-	8,615.38	8,615.38	
2020-21	-	33,552.75	109.41	-	-	33,662.16	33,662.16	
2021-22	754,120.44	2,829.74	-	-	-	756,950.18	756,950.18	
Project Total	\$ 754,120.44	\$ 44,997.87	\$ 109.41	\$ -	\$ -	\$ 799,227.72	\$ 799,227.72	
Current Agenda Item								
05/10/2022 Facilities Committee Meeting: Review and Recommend Action on Substantial Completion of the Deferred Maintenance of District Wide Roofs at Starr County Campus								
								

FPC Project Manager *Martin Villarreal*

FPC Asst. Director *Rita Cella*

FPC Director *RDA*

Review and Action as Necessary on Authorization to Proceed with Project Development of the Pecan Campus Cosmetology Building

Approval to proceed with project development of the Pecan Campus Cosmetology Building project is requested.

Background

At the February 21, 2022 Board Work Session, the Board of Trustees was presented information on the need for a proposed Cosmetology Building to be constructed at the Pecan Campus West Property. The proposed 10,000 sq. ft. facility would include training labs, classrooms, a computer lab, staff and faculty offices, and reception, waiting, and support spaces.

The College will begin the instructional program through the use of lease spaces with the Pharr-San Juan-Alamo Independent School District until the proposed new facility is constructed.

There are various options for the location of the proposed facility, such as constructing a separate building adjacent to the proposed Continuing Education building or including the space as a second-floor addition to the proposed Continuing Education building.

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 staff to proceed with project development of the Pecan Campus Cosmetology Building project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

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 May 6, 2022

Total Project Budget Summary	FY22 Unexpended Plant Fund	FY22 Renewals & Replacements Fund
Total Construction Project Budget	\$ 12,639,709	\$ 6,590,868
Budget Amendment	48,218	-
Previously Approved Projects from September - April 2022	(7,989,944)	(3,029,813)
Proposed Projects for the Month of May 2022	-	-
Total Project Budget Balance	\$ 4,697,983	\$ 3,561,055

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
Board Approved on September 28, 2021			
2022-036C	Technology Campus Advanced Technical Careers Building B Welding Lab Expansion	\$ 127,500	\$ -
2016-018C	Pecan Campus Library Building F Renovation and Expansion	3,778,000	-
2022-008C	Technology Campus Exterior Solar Panel Structure	103,100	-
2022-004C	Nursing and Allied Health Campus East Building A Occupational Therapy Kitchen Lab Expansion	73,500	-
2022-010C	Regional Center for Public Safety Excellence Skills Pad and EVOC Lighting	342,000	-
2022-015C	Regional Center for Public Safety Excellence Two-Story Residential Fire Training Structure	381,250	-
2020-017R	Pecan Campus Resurfacing of East Drive	-	92,000
2020-019R	Pecan Campus South Academic Building J Generator Replacement	-	76,250
2016-019R	Nursing and Allied Health Campus NAH East Building A Generator Replacement	-	422,000
Total Board Approved on September 28, 2021		\$ 4,805,350	\$ 590,250
Board Approved on October 26, 2021			
2022-038R	Mid Valley Campus South Academic Building H Repair and Renovations of Damaged Roof and Interior Areas	\$ -	\$ 985,700
2022-013C	Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation	114,600	-
2022-012C	Mid Valley Campus Workforce Center Building D Automotive Lab Expansion	208,350	-

South Texas College
Monthly Construction Report
Fiscal Year 2021 - 2022
As of May 6, 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	-
Total Board Approved on October 26, 2021		\$ 901,945	\$ 1,766,563
Board Approved on November 23, 2021			
2022-006C	Starr County Campus Workforce Center Building D Welding Lab Expansion - CO	\$ 139,000	\$ -
2022-032R	District Wide Flooring Replacements Phase I at Pecan Campus, Mid Valley Campus, and Starr County Campus - CO	-	504,000
Total Board Approved on November 23, 2021		\$ 139,000	\$ 504,000
Board Approved on December 14, 2021			
2021-011R	Nursing and Allied Health Campus NAH East Building A Exterior Stairs Repairs and Replacement - CO	\$ -	\$ 169,000
2019-019C	Regional Center for Public Safety Excellence Additional Chiller Installation - CO	170,000	-
Total Board Approved on December 14, 2021		\$ 170,000	\$ 169,000

South Texas College
Monthly Construction Report
Fiscal Year 2021 - 2022
As of May 6, 2022

Project Reference #	Project Name	Total Project Budget/Actual*	
		CIP Fund	R&R Fund
Board Approved on January 25, 2022			
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	-
Total Board Approved on January 25, 2022		\$ 234,599	\$ -
Board Approved on March 8, 2022			
2022-040C	Pecan Campus Ann Richards Administration Building A Renovation for the President's Office	660,000	-
Total Board Approved on March 8, 2022		\$ 660,000	\$ -
Board Approved on March 29, 2022			
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	\$ -
Total Board Approved on March 29, 2022		\$ 1,034,110	\$ -
Board Approved on April 26, 2022			
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	\$ -
Total Board Approved on April 26, 2022		\$ 44,940	\$ -
Current Total Project Budget		\$ 7,989,944	\$ 3,029,813

South Texas College
Unexpended Plant Fund - Capital Improvement Projects (CIP)
Project Status
FY 2021 - 2022

#	Projects	FPC Project Managers	Not Started	Project Development	Design Phase	Bidding and Negotiations	Construction Phase	Substantial Completion	Final Completion	Move In	Completed	Total Project Budget	Amount Paid	Total Project Balance	FY2022 Budget	Priority Status	Upcoming Board Meeting Item	Architect/Engineering Firm	Contractor
Pecan Campus																			
1	Business and Science Building G Classroom Renovation	SS									●	\$ 179,677	\$ 177,495	\$ 2,182	\$ 14,450	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	\$ 755,629	\$ 3,533,558	\$ 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
5	Ann Richards Administration Building A Renovation of Administration Offices	DV			●							\$ 660,000	\$ -	\$ 660,000	\$ 660,000	Low	June 2022	Approval of Schematic Design	The Warren Group Architects
6	North Academic Humanities Building P Renovations for Administrative and Support Services Office	DV		●								\$ 1,034,110	\$ 183	\$ 1,033,927	\$ 1,034,110	Low	May 2022	Approval on Contracting Architectural Services	TBD
7	Pecan Campus Kinesiology Building Phase I	SS		●								\$ 3,240,000	\$ -	\$ 3,240,000	\$ 3,240,000	Low	June 2022	Approval of Architectural Services	TBD
8	Cooper Center for Performing Arts Building L Expansion and Renovations for the Music and Dance Programs	MV		●								\$ 4,536,000	\$ -	\$ 4,536,000	\$ 4,536,000	Low	June 2022	Approval of Architectural Services	TBD
Pecan Campus Subtotal												\$ 6,587,334	\$ 933,307	\$ 5,654,027	\$ 5,910,920				
Pecan Plaza																			
9	West Building C Kinesiology Renovation	MV									●	\$ 207,841	\$ 189,248	\$ 18,593	\$ 55,000	Completed	N/A	Alvarado Architects & Assoc.	Tri-Gen Construction
10	East Building B Dance Studio Improvements	SS	●									\$ 51,250	\$ -	\$ 51,250	\$ 51,250	Low	TBD	TBD	TBD
11	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				
Mid-Valley Campus																			
12	Workforce Center Building D Welding Expansion	MV			●							\$ 114,600	\$ -	\$ 114,600	\$ 114,600	High	June 2022	Approval of Schematic Design	PBK Architects
13	Workforce Center Building D Automotive Lab Expansion	MV			●							\$ 208,350	\$ -	\$ 208,350	\$ 208,350	High	June 2022	Approval of Schematic Design	PBK Architects
14	Workforce Center Building D HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 124,000	\$ -	\$ 124,000	\$ 124,000	High	June 2022	Approval of Schematic Design	PBK Architects
15	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	November 2022	Approval of Substantial Completion	Boultinghouse Simpson Gates Architects
Mid Valley Campus Subtotal												\$ 557,695	\$ 27,504	\$ 530,191	\$ 557,695				

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
Technology Campus																			
16	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
17	Welding Lab Expansion Building	SS			●							\$ 115,800	\$ 456	\$ 115,344	\$ 115,800	High	June 2022	Approval of Schematic Design	TBD
18	Advanced Technical Careers Building B Automotive Lab Exhaust System	MV	●									\$ 200,500	\$ -	\$ 200,500	\$ 200,500	Low	TBD	TBD	Ethos Engineering, LLC
19	Exterior Solar Panels Structure	SS			●							\$ 103,100	\$ 446	\$ 102,654	\$ 103,100	High	June 2022	Approval of Schematic Design	SAMES, Inc
Technology Campus Subtotal												\$ 591,595	\$ 12,902	\$ 578,693	\$ 546,900				
Nursing and Allied Health Campus Subtotal																			
20	East Building A Student Services Renovation	SS									●	\$ 425	\$ 327,633	\$ (327,208)	\$ 425	Completed	N/A	Gignac & Associates, LLP	Holchemont
21	East Building A Occupational Therapy Kitchen Lab Expansion	SS			●							\$ 73,500	\$ 456	\$ 73,044	\$ 73,500	High	May 2022	Approval of Schematic Design	Negrete & Kolar Architects, LLP
Nursing and Allied Health Campus Subtotal												\$ 73,925	\$ 328,089	\$ (254,164)	\$ 73,925				
Starr County Campus																			
22	Workforce Center Building D Welding Expansion	MV				●						\$ 139,000	\$ 1,072	\$ 137,928	\$ 139,000	High	July 2022	Approval of Construction Services	Gignac & Associates, LLP
23	Workforce Building D Automotive Expansion	MV			●							\$ 243,100	\$ 8,610	\$ 234,490	\$ 243,100	High	August 2022	Approval of Construction Services	Able City, LLC
24	North Academic Building C HVAC-R Classroom and Outdoor Covered Area	MV			●							\$ 31,700	\$ 1,344	\$ 30,356	\$ 31,700	High	August 2022	Approval of Construction Services	Able City, LLC
Starr County Campus Subtotal												\$ 413,800	\$ 11,026	\$ 402,774	\$ 413,800				

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	
Regional Center for Public Safety Excellence																				
25	Target Range	DV			●							\$ 870,627	\$ 61,519	\$ 809,108	\$ 815,000	Low	TBD	TBD	PBK Architects	TBD
26	Canopy for Safety Training Vehicles	DV			●							\$ 79,924	\$ 160	\$ 79,764	\$ 79,833	High	June 2022	Approval of Construction Services	Gignac & Associates, LLP	TBD
27	Canopy for Students/Instructors	DV			●							\$ 67,424	\$ 160	\$ 67,264	\$ 67,333	High	June 2023	Approval of Construction Services	Gignac & Associates, LLP	TBD
28	Chiller Installation	MV					●					\$ 170,000	\$ 13,788	\$ 157,262	\$ 158,250	High	June 2022	Approval of Substantial Completion	Half Associates, Inc	Johnson Controls
29	Fire Training Area	DV			●							\$ 97,524	\$ 160	\$ 97,364	\$ 97,433	High	June 2023	Approval of Construction Services	Gignac & Associates, LLP	TBD
30	Site Drainage Improvements	DV								●		\$ 230,885	\$ 167,199	\$ 63,686	\$ 179,380	Completed	N/A		Perez Consulting Engineers	McAllen Multi Service
31	Perimeter Fencing	DV	●									\$ 193,000	\$ -	\$ 193,000	\$ 193,000	Low	TBD	TBD	TBD	TBD
32	Skills Pad and EVOG Lighting	SS			●							\$ 342,000	\$ 468	\$ 341,532	\$ 342,000	High	October 2022	Approval of Substantial Completion	DBR	TBD
33	Two-Story Residential Fire Training Structure	SS			●							\$ 381,250	\$ 195	\$ 381,055	\$ 381,250	Medium	July 2022	Approval of Schematic Design	Matrinez	TBD
Regional Center for Public Safety Excellence Subtotal												\$ 2,432,634	\$ 243,649	\$ 2,190,035	\$ 2,313,479					
District Wide																				
34	Fence Enclosures	MV								●		\$ 35,000	\$ -	\$ 35,000	\$ 35,000	Completed	N/A		N/A	Maldonado Nursery
35	Outdoor Furniture	HTM		●								\$ 25,000	\$ -	\$ 25,000	\$ 25,000	Low	N/A		N/A	TBD
36	Land	N/A	N/A									\$ 3,000,000	\$ -	\$ 3,000,000	\$ 3,000,000	N/A	N/A		N/A	N/A
37	Renovation and Contingencies	N/A	N/A									\$ 948,750	\$ 283	\$ 948,467	\$ 948,750	N/A	N/A		N/A	TBD
38	Campus Master Plan	TBD		●								\$ 375,000	\$ -	\$ 375,000	\$ 375,000	High	TBD	TBD	TBD	N/A
39	Automatic Doors Phase IV	SS					●					\$ 67,568	\$ 6,176	\$ 61,392	\$ 62,000	High	June 2022	Approval of Substantial and Final Completion	Ethos Engineering, LLC	R.E. Friedrichs Company
40	Facility Signage	DV	●									\$ 50,000	\$ -	\$ 50,000	\$ 50,000	Low	N/A		N/A	TBD
41	Removal of Existing Trees	TBD	●									\$ 25,900	\$ -	\$ 25,900	\$ 25,900	Low	N/A		N/A	TBD
District Wide Subtotal												\$ 4,527,218	\$ 6,459	\$ 4,520,759	\$ 4,521,650					
Totals			12	3	6	0	8	1	0	0	6	\$ 15,458,400	\$ 1,776,424	\$ 13,683,026	\$ 14,449,619					

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	
Pecan Campus																				
1	Ann Richards Building A Data Cabling Infrastructure Replacement	RC									●	\$ 80,000	\$ 11,494	\$ 68,506	\$ 80,000	High	TBD	TBD	TBD	TBD
2	Art Building B Data Cabling Infrastructure Replacement	RC									●	\$ 40,000	\$ 6,821	\$ 33,179	\$ 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	\$ 145,304	\$ 23,950	\$ 156,000	High	June 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
Pecan Campus Subtotal												\$ 907,504	\$ 164,304	\$ 743,200	\$ 894,250					
Pecan Plaza																				
10	Stucco Repainting	SS				●						\$ 30,500	\$ -	\$ 30,500	\$ 30,500	High	June 2022	Approval of Construction Services	TBD	TBD
Pecan Plaza Subtotal												\$ 30,500	\$ -	\$ 30,500	\$ 30,500					
Mid Valley Campus																				
11	Roofing Deferred Maintenance	MV						●				\$ 805,309	\$ 737,975	\$ 67,334	\$ 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	\$ 8,049	\$ 553,951	\$ 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
14	South Academic Building H Repair & Renovations of Damaged Roof and Interior Areas	DV			●							\$ 985,700	\$ 456	\$ 985,244	\$ 985,700	Low	TBD	TBD	Milnet Architectural Services	TBD
Mid Valley Campus Subtotal												\$ 2,553,009	\$ 746,480	\$ 1,806,529	\$ 2,321,572					

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	
Dr. Ramiro R. Casso Nursing & Allied Health Campus																				
15	NAH East Building A Westside Window Waterproofing	RC	●									\$ 65,000	\$ -	\$ 65,000	\$ 65,000	Low	TBD	TBD	TBD	TBD
16	NAH East Building A Westside Elevators Refurbishment	RC/O&M				●						\$ 200,000	\$ -	\$ 200,000	\$ 200,000	Medium	TBD	TBD	N/A	Oracle Elevator
17	NAH East Building A Roofing Deferred Maintenance	MV						●				\$ 286,077	\$ 241,534	\$ 44,543	\$ 206,991	High	June 2022	Approval of Final Completion	BEAM Professionals	American Contracting USA
18	NAH East Building A Exterior Stair Repairs and Replacement	SS					●					\$ 283,000	\$ 12,794	\$ 270,206	\$ 280,000	High	June 2022	Approval of Substantial Completion	Chanin Engineering, LLC	5 Star GC Construction, LLC
19	NAH East Building A Generator Replacements	SS			●							\$ 422,000	\$ -	\$ 422,000	\$ 422,000	Low	TBD	TBD	TBD	TBD
Nursing and Allied Health Campus Subtotal												\$ 1,256,077	\$ 254,328	\$ 1,001,749	\$ 1,173,991					
Starr County Campus																				
20	Stucco Repainting	SS				●						\$ 223,000	\$ -	\$ 223,000	\$ 223,000	High	TBD	TBD	TBD	TBD
21	Roofing Deferred Maintenance	MV						●				\$ 702,320	\$ 674,731	\$ 27,589	\$ 661,255	High	May 2022	Approval of Substantial Completion	Beam Professionals	Sechrist Hall
22	Administration/Bookstore Building A Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
23	Center for Learning Excellence Building B Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
24	North Academic Building C Data Cabling Infrastructure Replacement	RC	●									\$ 60,000	\$ -	\$ 60,000	\$ 60,000	High	TBD	TBD	TBD	TBD
Starr County Campus Subtotal												\$ 1,105,320	\$ 674,731	\$ 430,589	\$ 1,064,255					
District Wide																				
26	Renewals & Replacements	N/A	N/A									\$ 484,135	\$ -	\$ 484,135	\$ 151,000	N/A	N/A		N/A	N/A
27	Fire Alarm Panel Replacement/Upgrade	RC/O&M					●					\$ 201,963	\$ -	\$ 201,963	\$ 182,500	Low	N/A		N/A	TBD
28	Interior LED Lighting Upgrade	RC/O&M		●								\$ 577,945	\$ -	\$ 577,945	\$ 110,000	Low	N/A		N/A	TBD
29	Ext. Walkway LED Lighting Upgrade	RC/O&M		●								\$ 98,443	\$ -	\$ 98,443	\$ 49,000	Low	N/A		N/A	TBD
30	Building Automation Systems Upgrade	RC/O&M					●					\$ 174,048	\$ -	\$ 174,048	\$ 76,500	Low	N/A		N/A	TBD
31	Flooring Replacement	DV/HTM						●				\$ 756,380	\$ 75,952	\$ 680,428	\$ 504,000	Medium	July 2022	Approval of Substantial Completion	N/A	TBD
32	HVAC Replacement and Upgrade	RC/O&M		●								\$ 829,910	\$ -	\$ 829,910	\$ 660,000	Low	TBD		N/A	TBD
33	Exterior Lighting Upgrade	RC/O&M		●			●					\$ 324,912	\$ -	\$ 324,912	\$ 279,000	Low	N/A		N/A	TBD
34	Water Tower Logo Replacements	DV	●									\$ 80,000	\$ -	\$ 80,000	\$ 80,000	N/A	TBD		N/A	TBD
District Wide Subtotal												\$ 3,527,736	\$ 75,952	\$ 3,451,784	\$ 2,092,000					
Totals		0	4	4	2	3	6	2	1	0	0	\$ 9,380,146	\$ 1,915,794	\$ 7,464,352	\$ 7,576,568					

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 April 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 **April 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 April 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 April 2022.
- 2) Release of Checks for \$125,000.00 and Above
Board of Trustees Approval Required for April 2022.
- 3) Release of Checks for \$125,000.00 and Above
Released Prior to Board Approval for April 2022.
- 4) Release of Construction Fund Checks for April 2022.
- 5) Quarterly Investment Report and Money Market Accounts for April 2022.
- 6) Summary of Revenues for April 2022.
- 7) Summary of State Appropriations Revenue for April 2022.
- 8) Summary of Property Tax Revenue for April 2022.
- 9) Summary of Expenditures by Classification for April 2022.
- 10) Summary of Expenditures by Function for April 2022.
- 11) Summary of Auxiliary Fund Revenues and Expenditures for April 2022.
- 12) Summary of Grant Revenues and Expenditures for April 2022.
- 13) Summary of Bid Solicitations.
- 14) Summary of Purchase Orders.

Update and Action as Necessary Regarding Acquisition of Real Property
(§551. 072, Deliberation Regarding Real Property)

The College has been negotiating the possibility of acquiring real property.

Dr. Solis will discuss this real property acquisition opportunity and recommended actions as necessary in Executive Session.

Any action must be taken in Open Session.

The Board will be asked for approval and authorization of action as necessary regarding the acquisition of the real property.

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 proposed acquisition of real.

Approval Recommended:

Dr. Ricardo J. Solis
President

Announcements

A. Next Meetings:

- Tuesday, June 14, 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, June 28, 2022
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed on Monday, May 30, 2022, in observance of Memorial Day.
- The College will be closed on Monday, June 20, 2022, in observance of Juneteenth.