

**South Texas College**  
**Board of Trustees**  
**Finance, Audit, and Human Resources Committee**

**Ann Richards Administration Building A, Conference Room A 142**

**Pecan Campus, McAllen, Texas**

**Tuesday, January 14, 2025 @ 5:00 p.m.**

**Agenda**

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

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## **Approval of October 15, 2024 Finance, Audit, and Human Resources Committee Minutes**

### **Purpose**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of October 15, 2024, are presented for Committee approval.

The Committee Meetings for November 12, 2024, and December 10, 2024, were cancelled.

**South Texas College  
Board of Trustees  
Finance, Audit, and Human Resources Committee  
Ann Richards Administration Building A Conference Room A-142  
Pecan Campus, McAllen, Texas  
October 15, 2024 @ 5:15 p.m.**

**Minutes**

The Finance, Audit, and Human Resources Committee Meeting was held on Tuesday, October 15, 2024 in the Ann Richards Administration Building A, Conference Room A-142 at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:05 p.m. with Mrs. Dalinda Gonzalez-Alcantar presiding.

Members present: Ms. Dalinda Gonzalez-Alcantar and Mr. Danny Guzman.

Other Trustees Present: Dr. Alejo Salinas, Jr., Mr. David De Los Rios, and Ms. Rose Benavidez.

Members absent: Mr. Paul Rodriguez

Also present: Dr. Ricardo J. Solis via teleconference, Ms. Mary Del Paz, Dr. Jesus Campos, Dr. Anahid Petrosian, Dr. Brett Millan, Mrs. Myriam Lopez, Mr. George McCaleb, Mr. Rick De La Garza, Ms. Deyadira Leal, Dr. Zachary Suarez, Mr. Daniel Montez, Ms. Alicia Correra, Mr. Luis De La Garza, Mr. Javier Villalobos, Ms. Gardenia Perez, Mr. Frank Jason Gutierrez, Chief Ruben Suarez, Ms. Erika Rodriguez, Ms. Claudia Oivares, Mr. Tony Matamoros, Ms. Olivia De La Rosa, Ms. Yolanda Martinez, Dr. Matt Hebbard, and Ms. Venisa Earhart.

**Approval of September 10, 2024 Finance, Audit, and Human  
Resources Committee Minutes**

The Minutes for the Finance, Audit, and Human Resources Committee Meeting of September 10, 2024, were presented for Committee approval.

Ms. Gonzalez-Alcantar called for any corrections to the Minutes as written. Hearing no corrections, Ms. Gonzalez-Alcantar adopted the Minutes for the September 10, 2024 Committee Meeting as presented.

## Review and Action as Necessary on Award of Proposal, Purchases, Renewals, and Interlocal Agreements

Purpose and Justification – Administration requested the Committee recommend Board approval of the following award of proposal, purchases, renewals, and interlocal agreements at a total cost of \$2,283,041.79.

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

Mr. Danny Guzman asked that a discussion be had at a later time regarding the overall budget. He pointed out that prices are going up and he would like to know how higher prices have been considered in the budget planning. He also asked if it would be less expensive for the College to have an in-house groundskeeping department. VP Del Paz and Mr. George McCaleb, Director of Facilities Operations and Maintenance, advised that a study had been done in the past that showed that it would be more expensive for the College to have its own in-house groundskeepers because they would be employees of the College and would require all of the benefits that other College employees get along with salaries.

Upon a motion by Mr. Danny Guzman. and a second by Ms. Dalinda Gonzalez-Alcantar, the Committee recommended Board approval the award of proposals, purchases, renewals, and an interlocal agreement at a total cost of \$2,283,041.79, as listed below:

**Award of Proposals**

- 1) **Grounds Maintenance:** award the proposal for grounds maintenance to **TLC - Total Lawn Care Service LLC** (San Antonio, TX) for the period beginning November 1, 2024 through August 31, 2025, with two one-year options to renew, at an estimated total amount of \$735,000.00. The services are as follows:

Services	Amount
Mowing, Tree Trimming, Grass Shredding, and Irrigation Inspections and Repair (Estimated Amount)	552,193.42
Plants, Replacement Plants, and Landscaping (Not Exceeding)	107,806.58
Sprinkler System Repairs (Not Exceeding)	75,000.00
<b>Total Amount:</b>	<b>\$735,000.00</b>

- 2) **Industrial Supplies, Materials, and Accessories:** award the proposals for industrial supplies, materials, and accessories for the period beginning November 25, 2024 through November 24, 2025, with two one-year options to renew, at an estimated total amount of \$180,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
<b>Airgas USA LLC</b> (McAllen, TX)	<b>AOC</b> (Brownsville, TX)

<b>Burton Companies</b> (Weslaco, TX)	<b>CV Industrial Hardware LLC</b> (Mission, TX)
<b>Industrial Supplier Larey, Inc /dba International Industrial Supply Co</b> (Brownsville, TX)	<b>Linde Gas and Equipment Inc</b> (Pharr, TX)
<b>Matheson Tri Gas</b> (San Benito, TX)	<b>Triple S Steel /dba Alamo Iron Works</b> (San Antonio, TX)
<b>United Welding Supply LLC</b> (Edinburg, TX)	

- Purchases**
- 3) **Instructional Equipment:** purchase instructional equipment from **PSI JF Petroleum Group, Inc.** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$83,817.88;
  - 4) **Law Enforcement Vehicles:** purchase law enforcement vehicles from **Caldwell Country Chevrolet** (Caldwell, TX), a Texas Association of School Boards – Buyboard approved vendor, at an estimated total amount of \$112,880.00;
  - 5) **Parts and Supplies:** purchase parts and supplies from **Johnson Supply** (Houston, TX/Pharr, TX), a Texas Association of School Boards – Buyboard approved vendor, for the period beginning September 1, 2024 through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;
  - 6) **Computers, Laptops, Monitors, and Printers:** purchase computers, laptops, monitors, and printers as follows:

<b>Vendor (City, State) / Purchasing Cooperative</b>	<b>Amount</b>
<b>Dell Marketing, LP</b> (Dallas, TX)/ State of Texas Department of Information Resources (DIR)	\$274,871.51
<b>CRC Computer Repair Center</b> (McAllen, TX)/ State of Texas Department of Information Resources (DIR)	3,240.00
Total Amount	\$278,111.51

- 7) **Network Equipment, Licenses, and Accessories:** purchase network equipment, licenses, and accessories from **Netsync Network Solutions, Inc.** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning October 1, 2024 through August 31, 2025, at an estimated total amount of \$100,000.00, which is based on prior year expenditures;

- Renewals**
- 8) **Case Management and Mentoring Services:** renew the case management and mentoring services contract with **Valley Initiative for Development and Advancement** (VIDA) (Mercedes, TX), a sole source vendor, for the period beginning January 1, 2025 through December 31, 2025, at an estimated total amount of \$81,000.00, based on prior year expenditures;

- 9) **Carpet and Flooring Services:** renew the carpet and flooring services contracts for the period beginning February 1, 2025 through January 31, 2026, at an estimated total amount of \$100,000.00, which is based on prior year expenditures. The awarded vendors are as follows:

Vendor (City, State)	Vendor (City, State)
<b>Diaz Floors &amp; Interiors, Inc.</b> (Pharr, TX)	<b>Ontiveros Floor Covering, LLC</b> (Alamo, TX)

- 10) **Graduation Regalia:** renew the graduation regalia contract with the awarded vendor **Jostens, Inc.** (Minneapolis, MN) for the period beginning January 1, 2025 through December 31, 2025, at an estimated total amount of \$98,900.00, which is based on prior year expenditures;
- 11) **Institutional Membership:** renew the institutional membership with the **Texas Association of Community Colleges** (TACC) (Austin, TX), a sole source vendor, for the period beginning September 1, 2024 through August 31, 2025, at a total amount of \$103,100.00;
- 12) **Printing of Stationery:** renew the printing of stationery contracts for the period beginning February 1, 2025 through January 31, 2026, at an estimated total amount of \$30,000.00, which is based on prior year expenditures. The awarded vendors are as follows:

Primary Vendor	<b>UBEO, LLC /dba Copy Zone</b> (McAllen, TX)
Secondary Vendor	<b>Slate Group</b> (Lubbock, TX)

- 13) **Signs, Banners, and Related Products:** renew the signs, banners, and related products contracts for the period beginning February 1, 2025 through January 31, 2026, at an estimated total amount of \$80,000.00, which is based on prior year expenditures. The awarded vendors are as follows:

Vendor (City, State)	Vendor (City, State)
<b>Brand Boosters Co., LLC</b> (McAllen, TX)	<b>FedEx Office and Print Services, Inc.</b> (Plano, TX)
<b>Gateway Printing</b> (Edinburg, TX)	<b>Huntington Sky Production, Ltd. /dba Fastsigns</b> (McAllen, TX)
<b>Imprezos Pro Uniforms, LLC</b> (Pharr, TX)	<b>Promo Universal, LLC</b> (Corpus Christi, TX)
<b>Slate Group</b> (Lubbock, TX)	<b>UBEO, LLC /dba Copy Zone, Ltd.</b> (McAllen, TX)

- 14) **Vehicle Fuel Program:** renew the vehicle fuel program with **U.S. Bank / Voyager Fleet Systems** (Kansas City, MO), the State of Texas Procurement and Support Services (TPASS) approved vendor, acting by and through the State of Texas Council of Competitive Government (CCG), for the period beginning January 1, 2025 through December 31, 2025, at an estimated total amount of \$160,000.00, which is based on prior year expenditures;

**Interagency Agreements**

- 15) **Employee Assistance Program (EAP) Agreement:** renew the employee assistance program (EAP) agreement with **The University of Texas Health Science Center at Houston** (Houston, TX) through an interagency agreement for the period beginning November 1, 2024 through October 31, 2025, at an estimated total annual amount of \$22,532.40 for 1,707 full-time employees, at a monthly rate of \$1.10 per employee;
- 16) **State Record Inquiry Access Agreements:** renew the state records inquiry access through interagency agreements for the period beginning January 1, 2025 through December 31, 2025, at an estimated total amount of \$14,000.00, which is based on prior year expenditures. The State of Texas agencies are as listed:

<b>Agencies</b>	<b>Amount</b>
Texas Department of Public Safety (DPS) (Austin, TX)	10,000.00
Texas Department of Motor Vehicles (DMV) (Austin, TX)	3,000.00
Texas Department of Family and Protective Services (DFPS) (Austin, TX)	1,000.00
Total Amount:	\$14,000.00

**Interlocal Agreements**

- 17) **City Vehicle Usage Agreement Extension:** ratify the city vehicle usage agreement extension through an interlocal agreement with the **City of McAllen** (McAllen, TX) for the period beginning October 1, 2024 through August 31, 2025, at no cost to the College;
- 18) **Facility Rental Agreement:** enter into a facility rental agreement with the **City of Mission** (Mission, TX) for the use of the Mission Event Center through an interlocal agreement for December 11, 2024, at a total amount of \$3,700.00.

The motion carried.

**Discussion and Action as Necessary on Compensatory Time for Winter Break Holidays Worked by Exempt Personnel on the Enterprise Resources Planning (ERP) Implementation**

**Purpose**

To approve the request for exempt personnel working on the Enterprise Resources Planning (ERP) implementation during the FY2024 - 2025 Winter Break holiday to be allowed to receive compensatory time to be taken at a later date.

**Justification**

The Finance and Human Capital Management Workday ERP implementation project commenced in October 2023. Exempt personnel will be required to work with the vendor on the ERP implementation project during the College's winter break scheduled for December 19, 2024 through January 5, 2025, in order to complete the project by the scheduled go-live date of January 1, 2025.



- Enclosed Documents** No documents were enclosed.
- Funding** No funds are required.
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Myriam Lopez, Associate Vice President for Finance and Management  
Zachary Suarez, Executive Director for Human Resources and Talent Development
- Recommendation** The Committee recommended Board approval for exempt personnel working on the Enterprise Resources Planning (ERP) implementation during the FY2024 - 2025 Winter Break holiday to be allowed to receive compensatory time to be taken at a later date.

Ms. Dalinda Gonzalez-Alcantar asked that all employees be given Christmas Day off so that they can spend it with their families.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval for exempt personnel working on the Enterprise Resources Planning (ERP) implementation during the FY2024 - 2025 Winter Break holiday to be allowed to receive compensatory time to be taken at a later date with the stipulation that all employees have Christmas Day off.

The motion carried.

## **Review and Recommend Action on Resolution #2025-003 Authorizing Investment Brokers/Dealers**

- Purpose** To approve Resolution 2025-003 to update the Investment Brokers/Dealers list.
- Justification** The Texas Public Funds Investment Act (PFIA) requires that the Board of Trustees approve all broker and dealer firms that will be used to transact investment business with the College. As per Policy CAK: Appropriations and Revenue Sources: Investments and in accordance with the PFIA, the Board of Trustees shall, at least annually, review, revise, and adopt a list of qualified Investment Brokers/Dealers.

A name change for one of the brokers is included in the list.

The Resolution Authorizing Investment Brokers/Dealers was approved and authorized on November 28, 2023, as amended. A revised list of brokers/dealers is included in Appendix A.

<b>Enclosed Documents</b>	Appendix A – Resolution was included in the packet for the Committee’s review.
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice-President-Finance and Management
<b>Recommendation</b>	The Committee recommended Board approval of Resolution No. 2025-003 Authorizing Investment Brokers/Dealers.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval of Resolution No. 2025-003 Authorizing Investment Brokers/Dealers as presented.

The motion carried.

### **Review and Recommend Action on Change Order for Contract with Precision Task Group (PTG) / Workday**

<b>Purpose</b>	To approve Change Order for Contract with Precision Task Group (PTG) / Workday.
<b>Justification</b>	To gain approval of a change order in the amount of \$105,321, which will offset the deductive change order approved in May 2024 in the same amount.  The change order outlines the amendments to the contract with Precision Task Group (PTG) Statement of Work that encompasses scope changes and additional custom reports required for a successful implementation.
<b>Enclosed Documents</b>	Appendix A – Summary of Contract Change Order was included in the packet for the Committee’s review.
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services
<b>Recommendation</b>	The Committee recommended Board approval of a Change Order in the amount of \$105,321, for the Contract with Precision Task Group (PTG) / Workday.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval of a Change Order in the amount of \$105,321, for the Contract with Precision Task Group (PTG) / Workday as presented.

The motion carried.

**Discussion and Action as Necessary to Reclassify Existing Vacant Position(s) in Accordance with Policy DEA (Local)**

**Purpose** To reclassify existing vacant position(s) in accordance with Policy DEA (Local) Compensation and Benefits: Compensation Plan.

**Justification** To align the job title and pay grade with the expanded duties and responsibilities.

The placement of the new proposed position(s) within the College's Compensation Plan for FY 2024 – 2025 and rationale are listed in Appendix A.

**Enclosed Documents** Appendix A – Reclassification of Vacant Non-Faculty Positions  
Appendix B – Policy DEA (Local)  
Appendix C – Job Descriptions  
Appendix D – Organizational Charts  
Were included in the packet for the Committee's review.

**Funding** No funds are required.

**Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs & Economic Development  
Dr. Zachary Suarez, Executive Director for Human Resources and Talent Development

**Recommendation** The Committee recommended Board approval to reclassify existing vacant position(s) in accordance in accordance with Policy DEA (Local).

Upon a motion by Mr. Danny Guzman and a second by Ms Dalinda Gonzalez-Alcantar the Committee recommended Board approval to reclassify existing vacant position(s) in accordance in accordance with Policy DEA (Local) as presented.

The motion carried.

## **Discussion and Action as Necessary on Jurisdictional and Interagency Support Memorandums of Understanding (MOU) Between the University of Texas Rio Grande Valley (UTRGV) Police Department and the South Texas College (STC) Police Department**

<b>Purpose</b>	To approve the MOU between the UTRGV Police Department and the STC Police Department.
<b>Justification</b>	The MOU outlines the jurisdiction of each Police Department, the cooperation protocols, and identifies which Police Department is responsible for responding to incidents in geographical locations at the property adjacent to the STC Starr County Campus.
<b>Enclosed Documents</b>	Appendix A – MOU for UTRGV Police Department was included in the packet for the Committee’s review.
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Ruben Suarez, Chief of Police for the Department of Public Safety
<b>Recommendation</b>	The Committee recommended Board approval on Jurisdictional and Interagency Support Memorandum of Understanding (MOU) between the University of Texas Rio Grande Valley Police Department (UTRGV) and the South Texas College Police Department.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval on Jurisdictional and Interagency Support Memorandum of Understanding (MOU) between the University of Texas Rio Grande Valley Police Department (UTRGV) and the South Texas College Police Department. as presented.

The motion carried.

## **Presentation on The Records Management Program**

<b>Purpose</b>	Administration provided information regarding The Records Management Program at South Texas College (College). The purpose of the program is to establish a structured program focused on College record preservation and accessibility in compliance with applicable laws and with College policy CIA – Equipment and Supplies Management: Records Management.
<b>Justification</b>	Under the leadership and direction of the College’s Records Management Officer, Mary Del Paz, Vice President for Finance and

Administrative Services, the Business Process and Accountability Department manages records management operations, including, but not limited to, policy and procedure development, record storage, digital records, and training.

- Enclosed Documents** Appendix A – PowerPoint Presentation was included in the packet for the Committee’s review.
- Funding** No funds are required.
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Frank Jason Gutierrez, Director - Business Process and Accountability
- Recommendation** No action was required from the Committee. This item was presented for information purposes.

### **Review and Recommend Action to Revise Business and Support Services Policy**

- Purpose** To approve Policy CAK (Local): Appropriations and Revenue Sources: Investments as required by The Public Funds Investment Action (PFIA), Chapter 2256.005 9 (e).
- Justification** The Public Funds Investment Act (PFIA), Chapter 2256.005 (e) and the College’s Policy requires the governing body of an investing entity to review its Investment Policy and Investment Strategy Statement not less than annually. The governing body must adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the Investment Policy and Investment Strategy Statement and that the written instrument so adopted shall record any changes made to either the Investment Policy or Investment Strategy Statement.
- Administration brings the Investment Policy and Investment Strategy Statement to the Board of Trustees annually, as required.
- The policy was adopted at the April 23, 2024 Board Meeting, and at this time, there are no changes to the policy.

- Enclosed Documents** Appendix A – Policy CAK was included in the packet for the Committee’s review.
- Funding** No funds are required.

**Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Myriam Lopez, Associate Vice-President-Finance and Management

**Recommendation** The Committee recommended Board approval of Business and Support Services Policy CAK(L) Appropriations and Revenue Sources: Investments as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt the Business and Support Services Policy CAK(L) Appropriations and Revenue Sources: Investments as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Basic District Foundations Policy and Retire Current Policy**

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

**Justification** To provide the new policies in the TASB standardized format and contain all, some, or none of the content from the retired policies. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.

The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the College President.

**Enclosed Documents** Appendix A – List of New and Retired Policies and Appendix B – New and Retired Policies were included in the packet for the Committee’s review.

**Funding** No funds are required.

**Staff Resource** Venisa Earhart, Board Relations Administrator

**Recommendation** The Committee recommended Board approval to adopt the new Basic District Foundations Policy and retire current policy as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr. Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to to adopt the new Basic District

Foundations Policy and retire current policy as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Local Governance Policy**

<b>Purpose</b>	To adopt the new Local Governance Policy to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	<p>To provide the new policy in the TASB standardized format. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.</p> <p>The new policy has been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the College President.</p>
<b>Enclosed Documents</b>	Appendix A – List of New Policy and Appendix B – New Policy were included in the packet for the Committee’s review.
<b>Funding</b>	No funds are required.
<b>Staff Resource</b>	Gardenia G. Perez, Chief of Staff
<b>Recommendation</b>	The Committee recommended Board approval to adopt the new Local Governance Policy as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt the new Local Governance Policy as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Business and Support Services Policies and Retire Current Policies**

<b>Purpose</b>	To adopt new Business and Support Services Policies and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	To provide the new policies in the TASB standardized format and contain all, some, or none of the content from the retired policies. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.

The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

- Enclosed Documents** Appendix A – List of New and Retired Policies and Appendix B – New and Retired Policies were included in the packet for the Committee’s review.
- Funding** No funds are required
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Deyadira A. Leal, Director of Purchasing  
Ricardo De La Garza, Director of Facilities Planning and Construction  
Ruben Suarez, Chief of Police
- Recommendation** The Committee recommended Board approval to adopt new Business and Support Services Policies and retire current policies as presented, and which supersedes any previously adopted Board policy.

Mr. Danny Guzman asked for some clarification on “A-2. Reitre Policy #6326: Concealed Carry and Weapons on Campus”. He asked if it was legal for someone to come onto campus with a gun? Chief Suarez responded that it is legal as long as it is concealed and the person is licensed to carry the weapon. Clarificaiton was also made that if a contract prohibits the carrying of a weapon then the College can enforce that and also prohibit the concealed carry. Ms. Dalinda Gonzalez-Alcantar asked if we could check if the mental health areas of the campuses are restricted carry area. VP Mary and Chief Suarez said they would check and follow up with Ms. Gonzalez-Alcantar.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt new Business and Support Services Policies and retire current policies as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Instruction Policy and Retire Current Policies**

- Purpose** To adopt the new Instruction Policy and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** To provide the new policy in the TASB standardized format and contain all, some, or none of the content from the retired policies. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.



The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, the Vice President and Provost for Academic Affairs and Economic Development, and the Vice President for Student Affairs and Enrollment Management.

- Enclosed Documents** Appendix A – List of New and Retired Policies and Appendix B – New and Retired Policies were included in the packet for the Committee’s review.
- Funding** No funds are required.
- Staff Resource** Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development  
Dr. Matthew S. Hebbard, Vice President for Student Affairs and Enrollment Management.  
Dr. Brett Millan, Associate Vice President for Academic Success and Advancement  
Cynthia Blanco, Dean of Enrollment Systems and Registrar
- Recommendation** The Committee recommended Board approval to adopt new Instruction Policy and retire current policies as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt new Instruction Policy and retire current policies as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Personnel Policy and Retire Current Policy**

- Purpose** To adopt a new Personnel Policy and retire the current policy to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** To provide the new policy in the TASB standardized format and contain all, some, or none of the content from the retired policy. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.

The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.

- Enclosed Documents** Appendix A – List of New and Retired Policies and

- Funding** Appendix B – New and Retired Policies were included in the packet for the Committee’s review.  
No funds are required.
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development
- Recommendation** The Committee recommended Board approval to adopt new Personnel Policy and retire current policy as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt new Personnel Policy and retire current policy as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Adopt New Students Policies and Retire Current Policies**

- Purpose** To adopt new Students Policies and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** To provide the new policies in the TASB standardized format and contain all, some, or none of the content from the retired policies. In addition to the policy and, as applicable, internal procedures are currently in place and will continue to be enhanced.
- The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Student Affairs and Enrollment Management.
- Enclosed Documents** Appendix A – List of New and Retired Policies and Appendix B – New and Retired Policies were included in the packet for the Committee’s review.
- Funding** No funds are required.
- Staff Resource** Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management  
Elibariki V. Nguma, Director of Student Activities and Wellness  
Maria Alonso, Director of Student Rights and Responsibilities  
Pablo Hernandez, Dean of Student Affairs

**Recommendation** The Committee recommended Board approval to adopt new Students Policies and retire current policies as presented, and which supersedes any previously adopted Board policy.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to adopt new Students Policies and retire current policies as presented, and which supersedes any previously adopted Board policy.

The motion carried.

### **Review and Recommend Action to Retire Current Policies**

**Purpose** To retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.

**Justification** Based on internal operations and functions, content from the retired policies may transition to a procedure, handbook, or operations manual as deemed appropriate by College staff.

The retired policies have been reviewed by staff and administrators.

**Enclosed Documents** Appendix A – List of Retired Policies and Appendix B –Retired Policies were included in the packet for the Committee’s review.

**Funding** No funds are required.

**Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management  
George McCaleb, Director for Facilities Operations and Maintenance  
Juan Miguel Galvan, Director of Student Financial Services

**Recommendation** The Committee recommended Board approval to retire current policies as presented.

Upon a motion by Mr.Danny Guzman and a second by Ms. Dalinda Gonzalez-Alcantar the Committee recommended Board approval to to retire current policies as presented.

The motion carried.

## **Adjournment**

There being no further business to discuss, the Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees adjourned at 6:20 p.m.

I certify that the foregoing are the true and correct Minutes of the aOctober 15, 2024 Finance, Audit, and Human Resources Committee Meeting of the South Texas College Board of Trustees.

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Mrs. Dalinda Gonzalez-Alcantar, Presiding

### **Presentation on Status of Fiscal Year 2024 Financial Audit**

- Purpose** Ms. Esmeralda Yniguez and staff from Carr, Riggs & Ingram, LLC will review the results of the Annual Comprehensive Financial Report for the Fiscal Years Ended August 31, 2024 and 2023 with the Committee and will respond to any questions on the audit.
- Justification** To demonstrate the College's dedication to transparency, accountability, and informed governance, the final Fiscal Year 2024 financial audit will be presented at the Board meeting on January 28, 2025.
- Enclosed Documents** Draft of the Annual Comprehensive Financial Report for the Fiscal Years Ended August 31, 2024 and 2023 is included under separate cover.
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Myriam Lopez, Associate Vice President - Finance and Management
- Recommendation** No action is required from the Committee. This item is presented for information purposes.

**Review and Action as Necessary on Award of Proposals and Purchases**

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

**Award of Proposals – 1) Audiovisual Upgrade Active Learning Classroom**

**Purpose** Award the proposal for an audiovisual upgrade active learning classroom to **Audio Visual Aids** (San Antonio, TX).

**Justification** To upgrade the audiovisual equipment in five (5) active learning classrooms on the Pecan, Mid Valley, Nursing and Allied Health, and Starr County campuses.

Modern audiovisual equipment, such as document cameras, displays, switchers, cables, and hardware, are needed to update or replace outdated/obsolete equipment that will provide better services to our faculty, staff, and community by enhancing learning experiences, communication, collaboration, and knowledge sharing across all environments.

**Funding** Funds for this expenditure are budgeted in the Educational Technologies - Technology Projects budget for FY 2024 – 2025.

**Enclosed Documents** Appendix A – Project Timeline and Information  
 Other information is included in the Supporting Documentation

**Staff Resource** Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives  
 Lucio Gonzalez, Associate Vice President - Technology and Chief Information Officer

**Recommendation** The Committee recommended Board approval to award the proposal for an audiovisual upgrade active learning classroom to **Audio Visual Aids** (San Antonio, TX) at a total amount of \$193,282.82.

**APPENDIX A**

**Project Timeline and Information**

Advertised RFP	November 13, 2024 and November 20, 2024
RFP Responses Due	December 5, 2024
RFP Issued To	Sixteen (6) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids

**Award of Proposals – 2) Electric Sport Utility Vehicle - Grant Funded**

- Purpose** Award the proposal for an electric sport utility vehicle to **Caldwell Country Chevrolet** (Caldwell, TX).
- Justification** To enhance the Automotive Technology Program by adding one of the latest emerging technologies in the automotive industry for students to practice high voltage safety and diagnosis. As part of their comprehensive training, the students will learn how to safely disable high-voltage systems in electric and hybrid vehicles, ensuring they can work on these advanced vehicles without compromising safety. This knowledge is essential for preparing students to address potential high-voltage issues in a controlled and secure manner.
- Funding** Funds for this expenditure are budgeted in the Carl Perkins Grant budget for FY 2024 – 2025.
- Enclosed Documents** Appendix A – Project Timeline and Information  
 Other information is included in the Supporting Documentation
- Staff Resource** Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development  
 Dr. Sara Lozano, Dean - Business, Public Safety and Technology
- Recommendation** The Committee recommended Board approval to award the proposal for an electric sport utility vehicle to **Caldwell Country Chevrolet** (Caldwell, TX) at a total amount of \$48,675.00.

**APPENDIX A**

**Project Timeline and Information**

Advertised RFP	November 27, 2024 and December 4, 2024
RFP Responses Due	December 17, 2024
RFP Issued To	Eleven (11) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Automotive Technology, Office of Sponsored Initiatives, and Purchasing Department
Highest Ranked Vendor	Caldwell Country Chevrolet

**Award of Proposals – 3) Mid Valley Campus Building F - Multipurpose Room  
 Audiovisual Equipment Upgrade**

- Purpose** Award the proposal for the Mid Valley Campus Building F - multipurpose room audiovisual equipment upgrade to **CCS Presentation Systems** (Houston, TX).
- Justification** To upgrade the audiovisual equipment in the Multipurpose Room in the Mid Valley Campus Building F.
- Modern audiovisual equipment facilitates smooth presentations, real-time collaboration, and efficient decision-making and communication, especially in remote settings.
- Funding** Funds for this expenditure are budgeted in the Educational Technologies - Technology Projects budget for FY 2024 – 2025.
- Enclosed Documents** Appendix A – Project Timeline and Information  
 Other information is included in the Supporting Documentation
- Staff Resource** Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives  
 Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
- Recommendation** The Committee recommended Board approval to award the proposal for Mid Valley Campus Building F - multipurpose room audiovisual equipment upgrade to **CCS Presentation Systems** (Houston, TX) at a total amount of \$39,786.84.

**APPENDIX A**

**Project Timeline and Information**

Advertised RFP	November 13, 2024, and November 20, 2024
RFP Responses Due	December 5, 2024
RFP Issued To	Sixteen (6) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	CCS Presentation Systems



**Award of Proposals – 4) Pecan Campus Projector and Projector Screen Replacement Upgrade**

- Purpose** Award the proposal for the Pecan Campus projector and projector screen replacement upgrade to **Audio Visual Aids** (San Antonio, TX).
- Justification** To upgrade and replace projectors and projector screens in twenty classrooms and projector screens in ten classrooms throughout the Pecan Campus.
- Modern projectors and electric wide-screens enhance visual learning, making lessons more engaging and effective. With a longer lifespan than traditional projectors, they significantly reduce maintenance and replacement costs, maximizing instructional time.
- Funding** Funds for this expenditure are budgeted in the Facilities Maintenance and Repair budget and Educational Technologies - Technology Projects budget for FY 2024 – 2025.
- Enclosed Documents** Appendix A – Project Timeline and Information  
 Other information is included in the Supporting Documentation
- Staff Resource** Dr. Jesús Campos, Interim Vice President for Information Services, Planning, Performance, & Strategic Initiatives  
 Lucio Gonzalez, Associate Vice President -Technology and Chief Information Officer
- Recommendation** The Committee recommended Board approval to award the proposal for the Pecan Campus projector and projector screen replacement upgrade to **Audio Visual Aids** (San Antonio, TX) at a total amount of \$138,221.00.

**APPENDIX A**

**Project Timeline and Information**

Advertised RFP	November 13, 2024, and November 20, 2024
RFP Responses Due	December 5, 2024
RFP Issued To	Sixteen (6) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Educational Technologies, Information Technology, and Purchasing Department
Highest Ranked Vendor	Audio Visual Aids

## **Purchases – 5) Automated Distribution Systems - Grant Funded**

<b>Purpose</b>	Purchase automated distribution systems from <b>Technical Laboratory Systems, Inc.</b> (Houston, TX), The Interlocal Purchasing System (TIPS) approved vendor.
<b>Justification</b>	<p>To enhance the Center for Advanced Training &amp; Apprenticeships by providing industry-relevant training that ensures students are equipped with the skills needed to meet the rigorous standards of the Manufacturing Skills Standard Council Supply Chain Automation Technician Certification. This equipment plays a critical role in preparing trainees for high-demand careers by simulating real-world scenarios in areas such as equipment maintenance, equipment repair, and network repair.</p> <p>Additionally, the included five-day instructor training and certification program ensures that in-house instructors are thoroughly prepared to deliver high-quality, standardized instruction aligned with industry standards. This comprehensive approach bridges the gap between theoretical knowledge and practical application, ensuring that both students and instructors are fully equipped to meet the needs of employers in the logistics and automation industries.</p>
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation
<b>Funding</b>	Funds for this expenditure are budgeted in the True Grant budget for FY 2024 – 2025.
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Carlos Margo, Dean - Center for Advanced Training and Apprenticeships
<b>Recommendation</b>	The Committee recommends Board approval to purchase automated distribution systems from <b>Technical Laboratory Systems, Inc.</b> (Houston, TX), The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$175,170.00.

## **Purchases – 6) Box Truck Fire Training Prop**

<b>Purpose</b>	Purchase a box truck fire training prop from <b>Fireblast Global, Inc.</b> (Murrieta, CA), a sole source vendor.
<b>Justification</b>	To enhance the Regional Center for Public Safety Excellence with a box truck fire training prop, which is a dynamic tool designed to simulate real-world scenarios, enabling cadets and professional firefighters to develop critical skills for managing Class B fires, such as gasoline, propane, and other flammable liquids, in enclosed commercial delivery trucks. This advanced equipment provides realistic, controlled training to enhance operational readiness and ensure compliance with firefighter training standards. By offering hands-on, industry-relevant instruction, the prop improves the quality of training and prepares participants to effectively respond to complex fire emergencies.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation
<b>Funding</b>	Funds for this expenditure are budgeted in the Regional Center for Public Safety Excellence – Non-State budget for FY 2024 – 2025.
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Sara Lozano, Dean - Business, Public Safety and Technology
<b>Recommendation</b>	The Committee recommends Board approval to purchase a box truck fire training prop from <b>Fireblast Global, Inc.</b> (Murrieta, CA), a sole source vendor, at a total amount of \$95,167.00.

## **Purchases – 7) Dispatch Console Equipment and Software**

<b>Purpose</b>	Purchase dispatch console equipment and software from <b>Motorola Solutions, Inc.</b> (Chicago, IL), a Houston-Galveston Area Council (HGAC) approved vendor.
<b>Justification</b>	To replace the current equipment used by the South Texas College Department of Public Safety that has been discontinued and will no longer be supported for maintenance. The dispatch console runs software that separates the radio frequencies from the main regional channels to our police and security channels. It is designed to integrate easily with leading radio, telephony, and broadband technologies. This equipment will facilitate ongoing communication between departments such as our safety security team, police officers, first responders, and dispatch.
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation
<b>Funding</b>	Funds for this expenditure are budgeted in the Campus Police budget for FY 2024 – 2025.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Ruben Suarez, Chief of Police - Department of Public Safety
<b>Recommendation</b>	The Committee recommends Board approval to purchase dispatch console equipment and software from <b>Motorola Solutions, Inc.</b> (Chicago, IL), a Houston-Galveston Area Council (HGAC) approved vendor, for the period beginning January 29, 2025 through January 28, 2030, at a total amount of \$117,159.60.

## **Purchases – 8) Refrigerant Recovery Charging System and Residential Heat Pump**

<b>Purpose</b>	Purchase a refrigerant recovery charging system and a residential heat pump from <b>Advanced Technologies Consultants</b> (Plymouth, MI), The Interlocal Purchasing System (TIPS) approved vendor.
<b>Justification</b>	<p>To enhance the HVAC Program with a refrigerant recovery charging system and a residential heat pump, necessary for the National Center for Construction Education and Research (NCCER) certification process. These tools are critical for hands-on training, ensuring students are well-prepared to meet industry standards.</p> <p>The equipment will also support Career and Technical Education (CTE) students by enabling more efficient evaluations and reinforcing safety protocols associated with HVAC systems.</p>
<b>Enclosed Documents</b>	Other information is included in the Supporting Documentation
<b>Funding</b>	Funds for this expenditure are budgeted in the HVAC Program budget for FY 2024 – 2025.
<b>Staff Resource</b>	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Sara Lozano, Dean - Business, Public Safety and Technology
<b>Recommendation</b>	The Committee recommends Board approval to purchase a refrigerant recovery charging system and a residential heat pump from <b>Advanced Technologies Consultants</b> (Plymouth, MI), The Interlocal Purchasing Systems (TIPS) approved vendor, at a total amount of 54,710.00.

Recommendation: It is requested that the Committee recommend for Board approval of the award of proposals and purchases at a total cost of \$862,172.26, as listed below:

- Award of Proposals**
- 1) **Audiovisual Upgrade Active Learning Classroom:** award the proposal for an audiovisual upgrade active learning classroom to **Audio Visual Aids** (San Antonio, TX) at a total amount of \$193,282.82;
  - 2) **Electric Sport Utility Vehicle (Grant Funded):** award the proposal for an electric sport utility vehicle to **Caldwell Country Chevrolet** (Caldwell, TX) at a total amount of \$48,675.00;
  - 3) **Mid Valley Campus Building F - Multipurpose Room Audiovisual Equipment Upgrade:** award the proposal for Mid Valley Campus Building F - multipurpose room audiovisual equipment upgrade to **CCS Presentation Systems** (Houston, TX) at a total amount of \$39,786.84;
  - 4) **Pecan Campus Projector and Projector Screen Replacement Upgrade:** award the proposal for Pecan Campus projector and projector screen replacement upgrade to **Audio Visual Aids** (San Antonio, TX), at a total amount of \$138,221.00;
- Purchases**
- 5) **Automated Distribution Systems (Grant Funded):** purchase automated distribution systems from **Technical Laboratory Systems, Inc.** (Houston, TX), The Interlocal Purchasing System (TIPS) approved vendor, at a total amount of \$175,170.00;
  - 6) **Box Truck Fire Training Prop:** purchase a box truck fire training prop from **Fireblast Global, Inc.** (Murrieta, CA), a sole source vendor, at a total amount of \$95,167.00;
  - 7) **Dispatch Console Equipment and Software:** purchase dispatch console equipment and software from **Motorola Solutions, Inc.** (Chicago, IL), a Houston-Galveston Area Council (HGAC) approved vendor, for the period beginning January 29, 2025 through January 28, 2030, at a total amount of \$117,159.60;
  - 8) **Refrigerant Recovery Charging System and Residential Heat Pump:** purchase a refrigerant recovery charging system and a residential heat pump from **Advanced Technologies Consultants** (Plymouth, MI), The Interlocal Purchasing Systems (TIPS) approved vendor, at a total amount of 54,710.00.

## **Review and Recommend Action on Appraisal District Allocated Cost Payments for Hidalgo County**

<b>Purpose</b>	To approve the Appraisal District Allocated Cost Payments for Hidalgo County for property valuation assessments conducted annually for tax purposes during the tax year.
<b>Justification</b>	<p>The Appraisal District is considered a sole source provider, and the College and other taxing entities must utilize their services to determine the assessed valuation of properties.</p> <p>The estimated allocation for Tax Year 2024, according to the Hidalgo County budget, is in the amount of \$1,291,490.00 for the Hidalgo County Appraisal District. The first quarterly invoice is due by February 3, 2025. Each taxing unit is responsible for paying its allocation in four equal payments.</p> <p>The County has informed us that the increased cost payment of \$328,174.00, from \$963,316.00 to \$1,291,490.00, is a result of increased expenses in their budget due to the construction of a new building and new software.</p>
<b>Enclosed Documents</b>	Appendix A – Changes to Tax Year 2024 Allocations Appendix B – FY 2025 Allocated payments for Tax Year 2024
<b>Funding</b>	Funds for these expenditures are budgeted in the Hidalgo Appraisal/Collection Fee budget for FY 2024 - 2025.
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President – Finance and Management
<b>Recommendation</b>	The Committee recommends Board approval of the Appraisal District Allocated Cost Payments for Hidalgo County in the amount of \$1,291,490.00.

**Appendix A**

Changes to the Tax Year 2024 Allocations, in comparison to the previous year, are as follows:

<u>Tax Year</u>	<u>Hidalgo County</u>
2024	\$1,291,490.00
2023	<u>901,789.00</u>
Increase	<u>\$ 389,701.00</u>

The changes are based on the Hidalgo County Appraisal District budget with an increase of \$4,727,802 from \$12,311,477 to \$17,039,279.



2025  
OFFICIAL  
ENTITY ASSESSMENT

ENTITY:	2024 Tax Levied	2024 Percent	2024 Official Assessment	2025 Projected Assessment
Hidalgo County	\$ 322,263,964	26.46%	\$ 3,258,458.00	\$ 4,508,572.00
Drainage Dist.#1	\$ 64,147,360	5.27%	\$ 654,273.00	\$ 897,442.00
Entity Totals	\$ 386,411,324	27.57%	\$ 3,912,731.00	\$ 5,406,014.00

Fire Districts:

EMS District #1	\$ 492,995	0.04%	\$ 2,833.00	\$ 6,898.00
EMS District #2	\$ 476,978	0.04%	\$ 4,902.00	\$ 6,673.00
EMS District #3	\$ 523,630	0.04%	\$ 5,500.00	\$ 7,325.00
EMS District #4	\$ 341,125	0.03%	\$ 3,445.00	\$ 4,773.00
Entity Totals	\$ 1,834,729	0.15%	\$ 16,680.00	\$ 25,669.00

Irrigation Districts:

Donna #1	\$ 878,152	0.07%	\$ 7,722.00	\$ 12,285.00
Delta Lake	\$ 783,557	0.06%	\$ 8,130.00	\$ 10,961.00
Kennedy Co GCD	\$ 1,514	0.0001%	\$ 14.00	\$ 20.00
Brush Country GCD	\$ 359	0.00003%	\$ 4.00	\$ 5.00
Red Sands GCD	\$ 86,571	0.01%	\$ 849.00	\$ 1,211.00
Entity Totals	\$ 1,750,153	0.14%	\$ 16,719.00	\$ 24,482.00

2025  
OFFICIAL  
ENTITY ASSESSMENT

ENTITY:	2024 Tax Levied	2024 Percent	2024 Official Assessment	2025 Projected Assessment
<u>Cities:</u>				
Alamo	\$ 6,426,060	0.53%	\$ 62,580.00	\$ 89,903.00
Alton	\$ 4,206,828	0.35%	\$ 39,631.00	\$ 58,855.00
Donna	\$ 7,421,251	0.61%	\$ 74,114.00	\$ 103,825.00
Edcouch	\$ 764,224	0.06%	\$ 7,746.00	\$ 10,692.00
Edinburg	\$ 45,550,354	3.74%	\$ 463,228.00	\$ 637,264.00
Elsa	\$ 2,314,365	0.19%	\$ 22,914.00	\$ 32,378.00
Granjeno	\$ 35,659	0.003%	\$ 348.00	\$ 499.00
Hidalgo	\$ 3,681,852	0.30%	\$ 36,212.00	\$ 51,510.00
La Joya	\$ 1,504,682	0.12%	\$ 14,455.00	\$ 21,050.00
La Villa	\$ 754,812	0.06%	\$ 7,969.00	\$ 10,559.00
McAllen	\$ 64,363,643	5.28%	\$ 670,882.00	\$ 900,466.00
Mercedes	\$ 7,373,283	0.61%	\$ 72,974.00	\$ 103,154.00
Mission	\$ 36,240,928	2.98%	\$ 350,367.00	\$ 507,022.00
Palmview	\$ 4,725,665	0.39%	\$ 45,395.00	\$ 66,114.00
Penitas	\$ 1,965,654	0.16%	\$ 20,554.00	\$ 27,500.00
Progreso	\$ 1,207,745	0.10%	\$ 12,569.00	\$ 16,896.00
Pharr	\$ 35,589,089	2.92%	\$ 371,823.00	\$ 497,902.00
San Juan	\$ 12,852,250	1.06%	\$ 124,666.00	\$ 179,807.00
Sullivan City	\$ 883,188	0.07%	\$ 8,539.00	\$ 12,357.00
Weslaco	\$ 19,749,131	1.62%	\$ 198,225.00	\$ 276,297.00
Entity Totals	\$ 257,610,661	21.15%	\$ 2,605,191.00	\$ 3,604,050.00
<u>Schools:</u>				
Donna	\$ 24,773,954	2.03%	\$ 246,790.00	\$ 346,594.00
Edcouch-Elsa	\$ 5,628,087	0.46%	\$ 56,878.00	\$ 78,739.00
Edinburg	\$ 85,100,867	6.99%	\$ 842,239.00	\$ 1,190,588.00
Hidalgo	\$ 9,066,612	0.74%	\$ 93,861.00	\$ 126,844.00
La Joya	\$ 35,625,282	2.93%	\$ 355,837.00	\$ 498,409.00
La Villa	\$ 1,634,547	0.13%	\$ 17,885.00	\$ 22,868.00
Lyford	\$ 196,609	0.02%	\$ 2,052.00	\$ 2,750.00
McAllen	\$ 89,170,676	7.32%	\$ 931,528.00	\$ 1,247,524.00
Mercedes	\$ 8,559,036	0.70%	\$ 83,210.00	\$ 119,744.00
Mission	\$ 34,120,920	2.80%	\$ 333,784.00	\$ 477,362.00
Monte Alto	\$ 2,451,934	0.20%	\$ 25,032.00	\$ 34,303.00
PSJA	\$ 64,478,449	5.29%	\$ 673,815.00	\$ 902,074.00
Progreso	\$ 3,617,905	0.30%	\$ 35,078.00	\$ 50,615.00
Sharyland	\$ 41,429,675	3.40%	\$ 429,531.00	\$ 579,614.00
So Tx College	\$ 92,313,238	7.58%	\$ 901,789.00	\$ 1,291,490.00
South Texas ISD	\$ 28,835,621	2.37%	\$ 292,391.00	\$ 403,420.00
Valley View	\$ 11,287,628	0.93%	\$ 114,962.00	\$ 157,918.00
Weslaco	\$ 32,037,095	2.63%	\$ 323,494.00	\$ 448,208.00
Entity Total	\$ 570,328,135	46.83%	\$ 5,760,156.00	\$ 7,979,064.00
GRAND TOTALS	\$ 1,217,935,002	100%	\$ 12,311,477.00	\$ 17,039,279.00
BUDGET TOTAL			\$ 12,311,477.00	\$ 17,039,279.00

## **Review and Recommend Action on Purchase of Extend Professional Software and Associated Deployment Services**

**Purpose** To approve the purchase of Extend Professional software and associated deployment services from Precision Task Group (PTG) / Workday in the amount of \$953,294 and \$750,000, respectively, for a total of \$1,703,294, as part of the Workday ERP System project and budget.

**Justification** The version of the Extend (Legacy) software purchased in September 2023, and budgeted for in the ERP budget is no longer available according to Workday. This software has not yet been implemented by the College. The software has since been upgraded to a more robust version that includes Artificial Intelligence (AI) capabilities, and therefore, results in an increased cost of \$639,658, from \$313,636 to \$953,294 (at a 60% discount if purchased before January 31, 2025). In addition, the associated deployment services total \$750,000, which were not included in the original budget. The total increase of the proposed purchases results in a \$1,389,658 increase to the budget.

The recommended sources of budget to cover for the increase in total cost consists of the following reallocation of budget:

- 1) Postpone the purchase of the previously budgeted Adaptive Planning software (\$422,482).
- 2) Utilize the previously budgeted amount for Extend (Legacy) (\$313,636)
- 3) Utilize unused Contingency budget (\$642,176)
- 4) Utilize unused Conferences budget (\$175,000)
- 5) Utilize unused Staff Augmentation budget (\$150,000)

As a result, the total budget will not increase. However, the Contingency budget will decrease by \$642,176, from \$806,168 to \$163,992, the Conferences budget will decrease by \$175,000, from \$286,836 to \$111,836, and the Staff Augmentation budget will decrease by \$150,000, from \$262,666 to \$112,666.

Extend Professional is a comprehensive solution that integrates with Workday to enhance functionality and streamline processes. It includes ten applications, which allow for extensive customization and development of applications tailored to the college's specific needs. These applications will automate the following processes: Notice of Employment (NOE), resignation requests, employees moving departments, assets transferred to auction, asset information updates, equipment relocation, lecture hours equivalency approvals, compensation review, letters of appointments, and security access.

Purchasing the deployment services of \$750,000 for Extend Professional will grant South Texas College access to expert support and training on how to implement and use Extend Professional.

**Enclosed Documents**

Appendix A - Cost Breakdown and Budget Reallocation

**Funding**

Funds for this expenditure are budgeted in the Workday budget for FY 2024 – 2025 based on the proposed reallocation of the budget.

**Staff Resource**

Mary Del Paz, Vice President for Finance and Administrative Services  
 Myriam Lopez, Associate Vice President – Finance and Management

**Recommendation**

The Committee recommends Board approval to purchase Extend Professional software and associated deployment services from Precision Task Group (PTG) / Workday in the amount of \$953,294 and \$750,000, respectively, for a total of \$1,703,294.

**Appendix A**

Cost Breakdown and Budget Reallocation

Cost Breakdown	Extend Professional Cost	Budget	Budget Reallocation	Remaining Balance
Extend Professional - 60% Discount	<b>\$953,294.00</b>	-	\$953,294.00	\$953,294.00
Associated Deployment	<b>750,000.00</b>	-	750,000.00	750,000.00
Adaptive Planning	-	\$422,482.00	(422,482.00)	-
Extend Legacy	-	313,636.00	(313,636.00)	-
Contingency	-	806,168.00	(642,176.00)	163,992.00
Conferences	-	286,836.00	(175,000.00)	111,836.00
Staff Augmentation	-	262,666.00	(150,000.00)	112,666.00
<b>Total</b>	<b>\$1,703,294.00</b>	\$2,091,788.00	\$-	\$2,091,788.00

## **Review and Discussion of Establishment of Yearly Goals for the Current Year and Beyond**

- Purpose** Board Chair requests discussion of the identification and establishment of yearly goals that can be set for the Finance, Audit, and Human Resources Committee for the current year and beyond.
- Justification** In November 2024, the Board of Trustees held a Board Retreat and discussed topics contributed by each of the Board Members. The Board Members each ranked the importance of the topics discussed, and the top priorities were tabulated by the Board Chair. The Chairman has compiled the highest ranked topics into a list of potential goals for the current year.
- Enclosed Documents** Appendix A - Memo from Board to Chair to Board Members with topics to discuss as potential goals.
- Staff Resources** Venisa Earhart, Board Relations Administrator
- Recommendation** The Committee is asked to discuss the items on the Chairman's list. This item is for discussion purposes only. No action is requested.

To: STC Board Members

From: Alejo Salinas, Jr. Chair

Re: Retreat Themes Results

Date January 2, 2025

Greeting and Happy New Year. You will recall that each member was asked to submit items for discussion at the Retreat. All items submitted were discussed at the Retreat and served for much of the dialogue undertaken. Following the Retreat, the Chair tabulated the results from responses to each of the themes in order to determine the level of concern/importance of the items presented. The scores for each item were added according to the value assigned by participants. The ten items receiving the highest scores were selected to be presented to the Board for setting Goals for the current year. Scores from 18 to 15 dominated the highest levels noted. The 18 to 15 scores are presented in descending order.

I have translated the nature of the themes into potential goals for your perusal. Your review will incorporate changes, if needed, prior to presentation to the Board for approval.

Goals for the remainder of the 24-25 operating year:

To encompass the ten Themes as part of the evaluation process.

To enhance enrollment by utilizing marketing endeavors in areas of underserved populations.

To receive yearly goals from the Chief Executive Officer starting concomitant with Board approval of these goals.

To enhance the use of strategies for growing stronger community partnerships.

To develop communication portals regarding the working relationship between the Board and the Directors of the Foundation.

To acknowledge the evolving role of the Board and appropriate expectations.

To develop a Board/Foundation Directors supervisory plan for employees engaged in functions relating to the Foundation.

To participate in the initial phases of the budget development process by reviewing critical segments that impact the ultimate financial plan for yearly operations.

To review facility needs assessment of long and short range plans ( 3 to 5 years) and take appropriate action.

To develop and approve a management succession plan.

This discourse is an initiation for developing stronger Board engagement in collaboration with administration to move beyond present postures and norms. I suggest that we review these goals at committee meetings and move forward with Board approval.

I appreciate the trust and confidence you grant me, Colleagues!

I

**Review and Recommend Action to Adopt New Personnel Policies and Retire Current Policies**

- Purpose** To adopt the new Personnel Policies and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** To provide the new policies in the TASB standardized format. In addition to the policies and, as applicable, internal procedures are currently in place and will continue to be enhanced.
- The new and retired policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services.
- Enclosed Documents** Appendix A – List of New and Retired Policies  
Appendix B – New Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development
- Recommendation** The Committee recommends Board approval to adopt the new Personnel Policies and retire the current policies as presented, and which supersedes any previously adopted Board policy.



**Appendix A**

List of New and Retired Policies

<b>Adopt New Policy</b>	<b>Retired Policy(ies)</b>	<b>Retired Policy Content Transition</b>
A-1. DBD (LOCAL) – Employment Requirements and Restrictions: Conflict of Interest	A-2. Policy #5915: Conflict of Interest – Acceptance of Gift, Grant, Donation, or Other Consideration for Employee Salary Supplement	All of the content from the retired policy is included in either a procedure, handbook, manual, etc.
B-1. DCA (LOCAL) – Employment Practices: Term Contracts	B-2. Policy #4115: Personnel Appointments	All of the content from the retired policy is included in either a procedure, handbook, manual, etc.

**Appendix B**

New policies follow in the packet.

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**Note:** For conflicts of interest and gifts and gratuities related to federal grants and awards, see CAA and CAAB.

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<b>Disclosure General Standard</b>	An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the College District.
<b>Specific Disclosures</b> Substantial Interest	The College President shall file an affidavit with the Board Chair disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the College President or any of his or her relatives in the first degree may have.  Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest as defined by Local Government Code 171.002 shall file an affidavit with the College President; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.
Interest in Property	The College President shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.  [See BBFA]
<b>Gifts</b>	An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CAAB, and CDE]
<b>Endorsements</b>	An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the employee during nonschool hours, unless the product, material, or service is recommended, endorsed, or required for a course the employee teaches and is reasonably related to the subject matter of the course and the course syllabus.  No employee shall require students to purchase a specific brand of supplies if other brands are equal and suitable for the intended instructional purpose.
<b>Sales</b>	An employee shall not use his or her position with the College District to attempt to sell products or services, unless the products or services are recommended, endorsed, or required for a course the employee teaches and are reasonably related to the subject matter of the course and the course syllabus.

**Term of Contract**

The College President is authorized to employ, set the terms of employment, terminate, suspend, and otherwise make personnel decisions concerning personnel for Board approved Staffing Plan and temporary positions. No employee of the College other than the President has any authority to make oral or written representations or agreements with any employee for employment for any specified length of time or for employee benefits.

Employees whose positions fall within the Executive, Administrative, or full-time regular Faculty job classifications, with the exception of the College President, are employed on a one (1) year or less employment contract basis with no expectation of continued employment or property rights beyond the length of appointment.

**Contract Renewal:  
Faculty**

Unless a full-time faculty member on an annual contract is otherwise notified in writing by the College President or designee by March 1, the faculty member will be employed by the College District for the forthcoming one-year contract period, subject to a written approved contract being timely filed with the Human Resources office.

Notification will be completed upon hand-delivery of notification to the employee, by placement of notification in the U.S. mail at the employee's last address of record with the Human Resources office, or by verifiable electronic communication.

**Associated  
Provisions**

Grant funded employees, not employed under a contract, are employed on an as needed, noncontractual, at-will basis with no expectation of continued employment or property rights beyond the assignment, or timeline of the grant.

All new hires are considered to be officially employed after they have completed the required hiring documents. Each individual shall report to the Office of Human Resources, provide the necessary documents required by the Immigration Naturalization Service, present his/her social security document for the College payroll system and complete all other new hire paperwork.

Personnel appointments are graded and compensated per the Board approved Employee Pay Plan and Staffing Plan. Employees may not earn additional compensation for work/projects for the college which requires the same skills or consists of the same responsibilities inherent in their position with the college and included in the position's job description.

**Review and Recommend Action to Retire Two (2) Current Policies**

- Purpose** To retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** Based on internal operations and functions, content from the retired policies may transition to a procedure, handbook, or operations manual as deemed appropriate by College staff.
- The retired policies have been reviewed by staff and administrators.
- Enclosed Documents** Appendix A – List of Retired Policies  
 Appendix B – Retired Policies
- Staff Resource** Mary Del Paz, Vice President for Finance and Administrative Services  
 Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development
- Recommendation** The Committee recommends Board approval to retire two (2) current policies, as presented, and which supersedes any previously adopted Board policy.

**Appendix A**

List of Retired Policies

<b>Retired Policy(ies)</b>	<b>Retired Policy Content Transition</b>
A-1. Policy #4000: Code of Ethics Policy Statement	All of the content from the retired policy is included in either a procedure, handbook, manual, etc.
B-1. Policy #4001: Code of Professional Ethics for the Administration, Faculty and Staff	All of the content from the retired policy is included in either a procedure, handbook, manual, etc.

**Appendix B**

Retired policies follow in the packet.

## MANUAL OF POLICY

<b>Title</b>	<b>Code of Ethics Policy Statement</b>	<b>4000</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	
<b>Date Approved by Board</b>	<b>Minute Order Dated August 10, 1995</b>	

South Texas College applies the highest ethical standards to all members of the College community including the Board of Trustees, administration, staff and faculty in achieving its mission and in managing its resources efficiently and effectively to reach its goals and objectives. The College shall include a code of ethics for Board members, administration, staff, and faculty in its Policy Manual.

The College seeks to treat each person of the College community as a unique individual and provide a positive, encouraging, and success-oriented environment. College policies and practices that protect the rights and development of each individual in the College community shall be enforced. Protection from unlawful discrimination, including conduct that constitutes sexual harassment, and freedom to develop as a student and/or College employee shall be promoted.

The College accepts its responsibilities to its students, to its employees, and to the members of the community. The College is committed to meet these responsibilities with balance, fairness, accountability, and ethical integrity.

## MANUAL OF POLICY

<b>Title</b>	<b>Code of Professional Ethics for the Administration, Faculty and Staff</b>	<b>4001</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 1 of 2</b>
<b>Date Approved by Board</b>	<b>Board Minute Order Dated August 10, 1995 As Amended by Board Minute Order dated August 22, 2017</b>	

It shall be the professional responsibility of the administration, faculty and staff to strive to help each student realize his or her full potential as a learner and as a human being by creating a learning environment that embodies the core values of student success, opportunity, excellence, innovation, community, professionalism, collaboration, and integrity.

In order to fulfill their professional responsibilities to their students, to their fellow employees, and to their communities, the administration, faculty, and staff adopt and hold each other accountable to the following Code of Professional Ethics:

- a. The administration, faculty, and staff shall strive to create a collegial educational and workplace environment in which all persons are treated with respect, dignity, and justice, and are not discriminated against on any basis such as personal ideology, race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, social station, or any other characteristic protected under applicable federal or state law.
- b. The administration, faculty, and staff shall observe, practice, and uphold the highest standards of honesty and integrity.
- c. The administration, faculty, and staff shall encourage and defend the free exchange of ideas, respect the inherent worth and dignity of all persons, and express their own ideas with scholarly objectivity and tolerance of other viewpoints.
- d. The administration, faculty, and staff, recognizing the necessity of many roles in the educational enterprise, shall work in such a manner as to enhance cooperation and collegiality among students, faculty, administrators, and staff.
- e. The administration, faculty, and staff shall demonstrate competence through consistent and adequate preparation and performance, and seek to enhance competence by accepting and applying constructive feedback and evaluation.
- f. The administration, faculty, and staff shall exercise the highest professional standards in the use of time and resources.
- g. The administration, faculty, and staff shall participate in the governance of the institution by accepting a fair share of committee and institutional responsibilities.
- h. The administration, faculty, and staff shall abide by all South Texas College policies, support the goals and ideals of the institution, act in public and private affairs in such a manner as to reflect positively on the institution, and uphold the ethical guidelines of one's discipline and profession.

**MANUAL OF POLICY**

<b>Title</b>	<b>Code of Professional Ethics for the Administration, Faculty and Staff</b>	<b>4001</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 2 of 2</b>

- i. The administration, faculty, and staff shall make reasonable effort to protect individuals from conditions harmful to learning or to health and safety.
- j. The administration, faculty, and staff shall not engage in, condone, or support unethical or professionally incompetent behavior.
- k. The administration, faculty, and staff shall accept the rights and responsibilities of civic engagement, while judiciously avoiding use of the privileges of one's public position for private or partisan advantage.

RETIRED

## **Review and Recommend Action to Revise Student Policy**

<b>Purpose</b>	To revise Student policy to align with the Texas Association of School Boards (TASB) policy manual.
<b>Justification</b>	<p>This revision is requested as part of the TASB 48<sup>th</sup> numbered update.</p> <p>TASB issues numbered updates semiannually (Spring and Fall) to the College. The number updates respond to changes to state and federal law, court cases, and decisions by the attorney general, and may also contain suggested changes to a local policy made by TASB.</p> <p>The revised policy has been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services and the Vice President for Student Affairs and Enrollment Management</p>
<b>Enclosed Documents</b>	Appendix A – List of Revised Policy Appendix B – Revised Policy
<b>Staff Resource</b>	Mary Del Paz, Vice President for Finance and Administrative Services Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development
<b>Recommendation</b>	The Committee recommends Board approval to revise the Student policy as presented, and which supersedes any previously adopted Board policy.

### **Appendix A**

<b>Numbered Update Policy</b>
A-1. FAA (Local) – Equal Educational Opportunity: Pregnant and Parenting Students

### **Appendix B**

Policy follows in the packet.



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**Note:** For complaints of discrimination, harassment, and retaliation on the basis of sex or gender, see FFDA. For all other discrimination, harassment, and retaliation complaints related to this policy, see FFDB.

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**Procedures**

The College President or designee shall develop procedures addressing protections and accommodations, consistent with law, for students who are pregnant or parenting, including procedures addressing early registration **or pre-registration** and leaves of absence.

**Liaison**

The College President shall designate a pregnant and parenting ~~students~~**student** liaison for current ~~or~~**and** incoming students. **Under this policy, parenting students at the institution are those** who are the parents or **legal** guardians of children ~~younger than~~**under** 18 years ~~of age~~**old**. The liaison shall provide the students information ~~regarding support services and other available~~**on and access to** resources ~~and~~**designed to help them successfully and timely complete a degree or certificate. The liaison shall also** serve as the point of contact for a student requesting a protection or accommodation under Education Code 51.982. The liaison's contact information shall be included in the procedures described above.

**Publication**

The procedures and the liaison's contact information shall be published in the student and employee handbooks and posted on the College District's website. ~~in a location that is readily available to current and incoming students who are pregnant or who are the parents or guardians of children under 18 years old.~~

**SOUTH TEXAS COLLEGE  
1. AUDIOVISUAL UPGRADE ACTIVE LEARNING CLASSROOM  
PROJECT NO. 24-25-1032**

<b>VENDOR</b>		Audio Visual Aids	CCS Presentation Systems	Network Cabling Services, Inc.
<b>ADDRESS</b>		2903 N Flores St	20212 Hempstead Rd Bldg 1	12626 Fuqua St
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212	Houston, TX 77065	Houston, TX 77034
<b>PHONE</b>		800-422-1282	281-804-7233	281-484-1777
<b>FAX</b>			281-369-4896	281-484-1776
<b>CONTACT</b>		Ernest Mendez	Ben Pickrel	Richard Walters
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>
1	Audio Visual Upgrade Active Learning Classrooms (5) in the Pecan, Mid Valley, Nursing and Allied Health, and Starr County Campuses	\$ 193,282.82	\$ 249,277.33	\$ 273,240.43
<b>TOTAL PROPOSAL AMOUNT</b>		\$ 193,282.82	\$ 249,277.33	\$ 273,240.43
<b>TOTAL EVALUATION POINTS</b>		98.50	85.06	82.95
<b>RANKING</b>		1	2	3

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

**SOUTH TEXAS COLLEGE**  
**1. AUDIOVISUAL UPGRADE ACTIVE LEARNING CLASSROOM**  
**PROJECT NO. 24-25-1032**  
**EVALUATION SUMMARY**

<b>VENDOR</b>		<b>Audio Visual Aids</b>		<b>CCS Presentation Systems</b>		<b>Network Cabling Services, Inc.</b>	
<b>ADDRESS</b>		2903 N Flores St		20212 Hempstead Rd Bldg 1		12626 Fuqua St	
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212		Houston, TX 77065		Houston, TX 77034	
<b>PHONE</b>		800-422-1282		281-804-7233		281-484-1777	
<b>FAX</b>				281-369-4896		281-484-1776	
<b>CONTACT</b>		Ernest Mendez		Ben Pickrel		Richard Walters	
1	The purchase price. (up to 42 points)	42	42	32.56	32.56	29.70	29.7
		42		32.56		29.70	
		42		32.56		29.70	
		42		32.56		29.70	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	14.75	13	12.5	14	13.75
		15		12		12	
		15		12		15	
		14		13		14	
3	The quality of the vendor's goods or services. (up to 14 points)	14	14	14	13.25	14	13.5
		14		12		12	
		14		14		14	
		14		13		14	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	19	19.75	19	18.75	19	18.75
		20		16		16	
		20		20		20	
		20		20		20	
5	The vendor's past relationship with the district. (up to 3 points)	3	3	2	2	2	2.25
		3		2		2	
		3		2		3	
		3		2		2	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	1	0	0
		0		1		0	
		0		1		0	
		0		1		0	
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	5	5	5	5	5
		5		5		5	
		5		5		5	
		5		5		5	
<b>TOTAL EVALUATION POINTS</b>		98.50		85.06		82.95	
<b>RANKING</b>		1		2		3	

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

**SOUTH TEXAS COLLEGE**  
**1. PROPOSAL CRITERIA - PRODUCT AND SERVICE**

		Product and Service	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	42	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	15	13-15 8-12 3-7 0-2  Excellent Acceptable Marginal Poor/No Response
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	14	13-16 8-12 3-7 0-2  Excellent Acceptable Marginal Poor/No Response
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	20	16-20 11-15 6-10 0-5  Excellent Acceptable Marginal Poor/No Response
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  ****New Vendors will receive two points	3	3 2 1 0  Excellent Acceptable/New Vendor Marginal Poor/No Response
<b>6</b>	<b>Criterion 6: The impact on STC's ability to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0  Yes No
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services.</b> a. Annual Escalation Increase b. Annual Maintenance Cost	NA	
<b>8</b>	<b>Criterion 8: For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner:</b> a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0  Yes No
<b>9</b>	<b>Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment	NA	
<b>Total Points</b>		<b>100</b>	

**Definitions of evaluation terms:**

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

**SOUTH TEXAS COLLEGE  
2. ELECTRIC SPORT UTILITY VEHICLE  
PROJECT NO. 24-25-1040**

<b>VENDOR</b>		Caldwell Country Chevrolet Option A		Caldwell Country Chevrolet Option B		Charles Clark Chevrolet		Sames McAllen Ford	
<b>ADDRESS</b>		PO Box 27 Caldwell, TX 77836		PO Box 27 Caldwell, TX 77836		801 W Bus 83 McAllen, TX 78501		1400 E Expy 83 McAllen, TX 78501	
<b>CITY/STATE/ZIP</b>		Caldwell, TX 77836		Caldwell, TX 77836		McAllen, TX 78501		McAllen, TX 78501	
<b>PHONE</b>		979-574-3800		979-574-3800		956-686-5441		956-686-7411	
<b>CONTACT</b>		Averyt Knapp		Averyt Knapp		Sky Gomez		Raul Gonzalez	
<b>#</b>	<b>Qty</b>	<b>Description</b>		<b>Unit Price</b>	<b>Extension</b>	<b>Unit Price</b>	<b>Extension</b>	<b>Unit Price</b>	<b>Extension</b>
<b>Proposed Make and Model</b>									
		2025 Chevrolet Blazer EV LT AWD		2025 Chevrolet Equinox EV LT FWD		2025 Chevrolet Blazer LT		2025 Ford Mustang Mach E Select	
1	1	Electric Sport Utility Vehicle	\$ 48,175.00	\$ 48,175.00	\$ 43,590.00	\$ 43,590.00	\$ 50,000.00	\$ 50,000.00	\$ 45,554.75
2	1	Delivery Charges	\$ 500.00	\$ 500.00					
3	1	Number of Days for Delivery Upon Placement of Order	120	14					90 - 120
4	1	List Any Other Applicable Charges							
<b>TOTAL AMOUNT PROPOSED</b>		\$ 48,675.00		\$ 44,090.00		\$ 50,000.00		\$ 45,554.75	
<b>TOTAL EVALUATION POINTS</b>		\$ 94.99		***		\$ 88.04		\$ 92.67	
<b>RANKING</b>		1		***		3		2	

The Director of Purchasing has reviewed all the responses and evaluations completed.  
\*\*\* Vendor did not meet specifications, therefore not evaluated.

**SOUTH TEXAS COLLEGE  
2. ELECTRIC SPORT UTILITY VEHICLE  
PROJECT NO. 24-25-1040  
EVALUATION SUMMARY**

<b>VENDOR</b>		Caldwell Country Chevrolet Option A		Charles Clark Chevrolet		Sames McAllen Ford	
<b>ADDRESS</b>		PO Box 27		801 W Bus 83		1400 E Expy 83	
<b>CITY/STATE/ZIP</b>		Caldwell, TX 77836		McAllen, TX 78501		McAllen, TX 78501	
<b>PHONE</b>		979-574-3800		956-686-5441		956-686-7411	
<b>CONTACT</b>		Averyt Knapp		Sky Gomez		Raul Gonzalez	
1	The purchase price (up to 52 points)	48.66	48.66	47.37	47.37	52	52
		48.66		47.37		52	
		48.66		47.37		52	
2	The reputation of the vendor and of the vendor's goods or services. (up to 10 points)	10	10	10	10	10	10
		10		10		10	
		10		10		10	
3	The quality of vendor's goods or services. (up to 16 points)	16	16	16	16	16	14.67
		16		16		15	
		16		16		13	
4	The extent to which the goods or services meet the districts needs. (up to 18 points)	17	17.33	13	11.67	13	13
		18		13		13	
		17		9		13	
5	The Vendor's past relationship with the district. (up to 3 points)	3	3	3	3	3	3
		3		3		3	
		3		3		3	
6	The impact on the ability of the district to comply with laws relating to historically underutilized businesses. (up to 1 point)	0	0	0	0	0	0
		0		0		0	
		0		0		0	
<b>TOTAL EVALUATION POINTS</b>		94.99		88.04		92.67	
<b>RANKING</b>		1		3		2	

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

\*The proposal criteria follows in the packet for further explanation of each criteria.

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

	Product Only		
	Points	Score Key	
<b>1 Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	52		
<b>2 Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects)	10	8-10 5-7 2-4 0-1	Excellent Acceptable Marginal Poor/No Response
<b>3 Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	16	14-16 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>4 Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Delivery Time Frame of product(s) b. Meet or exceed the specifications	18	14-18 9-13 4-8 0-3	Excellent Acceptable Marginal Poor/No Response
<b>5 Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	3	3 2 1 0	Excellent Acceptable/New Vendor Marginal Poor/No Response
<b>6 Criterion 6: The impact on STC's ability to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0	Yes No
<b>7 Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services</b> a. Annual Maintenance Cost b. Annual Escalation Increase	NA		
<b>8 Criterion 8: For a contract for goods and services, other that goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner:</b> a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	NA		
<b>9 Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment	NA		

**Total Points** **100**

**Definitions of evaluation terms:**

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

**SOUTH TEXAS COLLEGE**  
**3. MID VALLEY CAMPUS BUILDING F - MULTIPURPOSE ROOM AUDIOVISUAL EQUIPMENT UPGRADE**  
**PROJECT NO. 24-25-1035**

<b>VENDOR</b>		Audio Visual Aids	CCS Presentation Systems	Network Cabling Services, Inc.
<b>ADDRESS</b>		2903 N Flores St	20212 Hempstead Rd Bldg 1	12626 Fuqua St
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212	Houston, TX 77065	Houston, TX 77034
<b>PHONE</b>		800-422-1282	281-804-7233	281-484-1777
<b>FAX</b>			281-369-4896	281-484-1776
<b>CONTACT</b>		Ernest Mendez	Ben Pickrel	Richard Walters
<b>#</b>	<b>Description</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Proposed</b>
1	Mid Valley Campus Building F Multipurpose Room Audiovisual Equipment Upgrade	\$ 40,591.82	\$ 39,786.84	\$ 50,161.32
2	Delivery Turnaround Time	14 - 21 days	3 - 7 business days if product is in stock	
<b>TOTAL PROPOSAL AMOUNT</b>		\$ 40,591.82	\$ 39,786.84	\$ 50,161.32
<b>TOTAL EVALUATION POINTS</b>		97.31	98.50	84.52
<b>RANKING</b>		2	1	3

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



**SOUTH TEXAS COLLEGE**  
**3. MID VALLEY CAMPUS BUILDING F - MULTIPURPOSE ROOM AUDIOVISUAL EQUIPMENT UPGRADE**  
**PROJECT NO. 24-25-1035**  
**EVALUATION SUMMARY**

<b>VENDOR</b>		Audio Visual Aids	CCS Presentation Systems	Network Cabling Services, Inc.			
<b>ADDRESS</b>		2903 N Flores St	20212 Hempstead Rd Bldg 1	12626 Fuqua St			
<b>CITY/STATE/ZIP</b>		San Antonio, TX 78212	Houston, TX 77065	Houston, TX 77034			
<b>PHONE</b>		800-422-1282	281-804-7233	281-484-1777			
<b>FAX</b>			281-369-4896	281-484-1776			
<b>CONTACT</b>		Ernest Mendez	Ben Pickrel	Richard Walters			
1	The purchase price. (up to 47 points)	46.06	47	47	37.27	37.27	
		46.06			47		37.27
		46.06			47		37.27
		46.06			47		37.27
2	The reputation of the vendor and the vendor's goods or services. (up to 10 points)	10	9.75	9.5	10	9.75	
		10			9		10
		10			10		10
		9			9		9
3	The quality of the vendor's goods or services. (up to 16 points)	16	16	16	16	15	
		16			16		12
		16			16		16
		16			16		16
4	The extent to which the goods or services meet the district's needs. (up to 18 points)	16	17.5	18	15	15.25	
		18			18		10
		18			18		18
		18			18		18
5	The vendor's past relationship with the district. (up to 3 points)	3	3	2	2	2.25	
		3			2		2
		3			2		3
		3			2		2
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	0	1	0	0	
		0			1		0
		0			1		0
		0			1		0
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	5	5	5	5	
		5			5		5
		5			5		5
		5			5		5
<b>TOTAL EVALUATION POINTS</b>		97.31	98.50		84.52		
<b>RANKING</b>		2	1		3		

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

**SOUTH TEXAS COLLEGE**  
**3. PROPOSAL CRITERIA - PRODUCT AND SERVICE**

		Product and Service	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	47	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	10	9-10 6-8 3-5 0-2  Excellent Acceptable Marginal Poor/No Response
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	16	13-16 8-12 3-7 0-2  Excellent Acceptable Marginal Poor/No Response
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	18	16-18 11-15 6-10 0-5  Excellent Acceptable Marginal Poor/No Response
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  ****New Vendors will receive two points	3	3 2 1 0  Excellent Acceptable/New Vendor Marginal Poor/No Response
<b>6</b>	<b>Criterion 6: The impact on STC's ability to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0  Yes No
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services.</b> a. Annual Escalation Increase b. Annual Maintenance Cost	NA	
<b>8</b>	<b>Criterion 8: For a contract for goods and services, other that goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner:</b> a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0  Yes No
<b>9</b>	<b>Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment	NA	
<b>Total Points</b>		<b>100</b>	

**Definitions of evaluation terms:**

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- Marginal - respondent provided minimal information on requirements
- Poor/No response - respondent provided inadequate responses to requirements or did not respond

**SOUTH TEXAS COLLEGE**  
**4. PECAN CAMPUS PROJECTOR AND PROJECTOR SCREEN REPLACEMENT UPGRADE**  
**PROJECT NO. 24-25-1034**

VENDOR		Audio Visual Aids	CCS Presentation Systems		Network Cabling Services, Inc.			
ADDRESS		2903 N Flores St	20212 Hempstead Rd Bldg 1		12626 Fuqua St			
CITY/STATE/ZIP		San Antonio, TX 78212	Houston, TX 77065		Houston, TX 77034			
PHONE		800-422-1282	281-804-7233		281-484-1777			
FAX			281-369-4896		281-484-1776			
CONTACT		Ernest Mendez	Ben Pickrel		Richard Walters			
#	Qty	Description	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>Project 1: Projector and Projector Screen Replacement Project (20 Rooms)</b>								
1	20	Epson PowerLite L530U Laser Projector P/N V11HA27020	\$ 2,029.00	\$ 40,580.00	\$ 2,165.91	\$ 43,318.20	\$ 2,439.02	\$ 48,780.40
2	20	BTX CD-MX9F CD-MX9F Female Connector	\$ 21.00	\$ 420.00	\$ 20.00	\$ 400.00	\$ 18.68	\$ 373.60
3	20	Da-Lite Advantage Series 84328LS Ceiling Recessed Electric Screen	\$ 2,209.00	\$ 44,180.00	\$ 2,563.06	\$ 51,261.20	\$ 2,723.25	\$ 54,465.00
4	1	Delivery Fee	\$ 1,048.00	\$ 1,048.00	\$ 1,772.00	\$ 1,772.00	\$ 3,886.69	\$ 3,886.69
5	1	Installation	\$ 21,200.00	\$ 21,200.00	\$ 38,018.00	\$ 38,018.00	\$ 25,085.66	\$ 25,085.66
6	1	Materials			\$ 7,720.66	\$ 7,720.66		
<b>Project 1 Total Amount</b>			\$ 107,428.00		\$ 142,490.06		\$ 132,591.35	
<b>Project 2: Projector Screen Replacement Project (10 Rooms)</b>								
1	10	Da-Lite Advantage Series 84328LS Ceiling Recessed Electric Screen	\$ 2,209.00	\$ 22,090.00	\$ 2,563.06	\$ 25,630.60	\$ 2,723.25	\$ 27,232.50
2	1	Delivery Fee	\$ 499.00	\$ 499.00	\$ 471.00	\$ 471.00	\$ 1,036.62	\$ 1,036.62
3	1	Installation	\$ 8,204.00	\$ 8,204.00	\$ 8,060.00	\$ 8,060.00	\$ 5,603.75	\$ 5,603.75
4	1	Materials			\$ 2,323.84	\$ 2,323.84		
<b>Project 2 Total Amount</b>			\$ 30,793.00		\$ 36,485.44		\$ 33,872.87	
<b>TOTAL PROPOSAL AMOUNT FOR PROJECTS 1 &amp; 2</b>			\$ 138,221.00		\$ 178,975.50		\$ 166,464.22	
<b>TOTAL EVALUATION POINTS</b>			98.50		85.18		88.12	
<b>RANKING</b>			1		3		2	

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

**SOUTH TEXAS COLLEGE**  
**4. PECAN CAMPUS PROJECTOR AND PROJECTOR SCREEN REPLACEMENT UPGRADE**  
**PROJECT NO. 24-25-1034**  
**EVALUATION SUMMARY**

VENDOR		Audio Visual Aids	CCS Presentation Systems	Network Cabling Services, Inc.	
ADDRESS		2903 N Flores St	20212 Hempstead Rd Bldg 1	12626 Fuqua St	
CITY/STATE/ZIP		San Antonio, TX 78212	Houston, TX 77065	Houston, TX 77034	
PHONE		800-422-1282	281-804-7233	281-484-1777	
FAX			281-369-4896	281-484-1776	
CONTACT		Ernest Mendez	Ben Pickrel	Richard Walters	
1	The purchase price. (up to 42 points)	42	32.43	34.87	34.87
		42	32.43	34.87	
		42	32.43	34.87	
		42	32.43	34.87	
2	The reputation of the vendor and the vendor's goods or services. (up to 15 points)	15	13	14	13.75
		14	13	14	
		15	12	12	
		15	12	15	
3	The quality of the vendor's goods or services. (up to 14 points)	14	14	14	13.5
		14	14	14	
		14	12	12	
		14	14	14	
4	The extent to which the goods or services meet the district's needs. (up to 20 points)	19	19	19	18.75
		20	20	20	
		20	16	16	
		20	20	20	
5	The vendor's past relationship with the district. (up to 3 points)	3	2	2	2.25
		3	2	2	
		3	2	2	
		3	2	3	
6	The impact on the ability of the College to comply with laws and rules relating to Historically Underutilized Businesses. (up to 1 point)	0	1	0	0
		0	1	0	
		0	1	0	
		0	1	0	
7	For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner. (up to 5 points)	5	5	5	5
		5	5	5	
		5	5	5	
		5	5	5	
<b>TOTAL EVALUATION POINTS</b>		98.50	85.18	88.12	
<b>RANKING</b>		1	3	2	

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

**SOUTH TEXAS COLLEGE**  
**4. PROPOSAL CRITERIA - PRODUCT AND SERVICE**

		Product and Service	
		Points	Score Key
<b>1</b>	<b>Criterion 1: The purchase price</b> a. The low bidder gets the maximum points b. Divide the lowest proposal by each of the other proposal(s)	42	
<b>2</b>	<b>Criterion 2: The reputation of the vendor and of the vendor's goods or services</b> a. Number of Years in Business b. References (similar projects) c. Services/Installation d. Professional Licenses/Certifications	15	13-15 8-12 3-7 0-2 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>3</b>	<b>Criterion 3: The quality of the vendor's goods or service</b> a. Warranty b. Service Support/Response Time c. Goods/Product (manufacturer life) d. Product Performance	14	13-14 8-12 3-7 0-2 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>4</b>	<b>Criterion 4: The extent to which the goods or services meet the district's needs</b> a. Time Frame to complete the project b. Delivery Time Frame of product(s) c. Number of staff d. Meet or exceed the specifications	20	16-20 11-15 6-10 0-5 <b>Excellent</b> <b>Acceptable</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>5</b>	<b>Criterion 5: The vendor's past relationship with the district</b> a. Quality of Past Performances with STC  <b>****New Vendors will receive two points</b>	3	3 2 1 0 <b>Excellent</b> <b>Acceptable/New Vendor</b> <b>Marginal</b> <b>Poor/No Response</b>
<b>6</b>	<b>Criterion 6: The impact on STC's ability to comply with laws and rules relating to historically underutilized businesses</b> a. Provided the Certification	1	1 0 <b>Yes</b> <b>No</b>
<b>7</b>	<b>Criterion 7: The total long-term cost to the district to acquire the vendor's goods or services.</b> a. Annual Escalation Increase b. Annual Maintenance Cost	NA	
<b>8</b>	<b>Criterion 8: For a contract for goods and services, other than goods and services related to telecommunications and information materials, whether the vendor or the vendor's ultimate parent company or majority owner:</b> a. Has its place of business in this state; or b. Employs at least 500 persons in this state.	5	5 0 <b>Yes</b> <b>No</b>
<b>9</b>	<b>Criterion 9: Any other relevant factor specifically listed in the request for bids or proposals, e.g.:</b> a. Financial Standing b. Potential or Pending Sale of Business c. Trade-In of outdated equipment	NA	
<b>Total Points</b>		<b>100</b>	

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**SOUTH TEXAS COLLEGE**  
**5. AUTOMATED DISTRIBUTION SYSTEMS**

<b>VENDOR</b>			Technical Laboratory Systems, Inc.	
<b>ADDRESS</b>			PO Box 218609	
<b>CITY/STATE/ZIP</b>			Houston, TX 77218	
<b>PHONE</b>			800-445-1088	
<b>CONTACT</b>			Mike Sudduth	
#	Qty	Description	Unit Price	Extension
1	2	Skill Boss Logistics (95-MSB3) Includes: Workstation, Operator Station, Sortation System (Belt and Roller Type Conveyors), Vertical Sorter, Barcode Scanner, 12-Month eLearning Subscriptions to Equipment Maintenance, Equipment Repair, and Network Repair.	\$ 76,085.00	\$ 152,170.00
2	2	Consumables Package for 95-MSB3 Includes: Lens Cleaning Cloth, Cleaner, Regulator Filter, 100' Wire Hook, Misc. Washers, Screws, and Sockets	\$ 535.00	\$ 1,070.00
3	1	Hand Tool Package - Skill Boss Logistic Required for 95-MSB3 Includes: Mini Grease Gun, Assorted Wrenches, Dial Indicator, Tension Tester, Feeler Gauge, Tachometer, and Multimeter.	\$ 4,665.00	\$ 4,665.00
4	2	MSSC CT-SCA Authorized Instructor Certification - Tuition Fee Per Attendee Tuition Includes: 5-Day Continuous Training and 6-Month eLearning License	\$ 6,300.00	\$ 12,600.00
5	1	Installation/Orientation	\$ 2,250.00	\$ 2,250.00
6	1	Freight	\$ 4,750.00	\$ 4,750.00
7	1	Discount	\$ (2,335.00)	\$ (2,335.00)
<b>TOTAL AMOUNT</b>			<b>\$</b>	<b>175,170.00</b>

**SOUTH TEXAS COLLEGE**  
**6. BOX TRUCK FIRE TRAINING PROP**

<b>VENDOR</b>			Fireblast Global, Inc.	
<b>ADDRESS</b>			41633 Eastman Dr.	
<b>CITY/STATE/ZIP</b>			Murrieta, CA 92562	
<b>PHONE</b>			Jessica Kuehl	
<b>CONTACT</b>			951-277-8319	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
1	1	Falcon 10 Controller Dual	\$ 8,601.00	\$ 8,601.00
2	1	Falcon EX IGP	\$ 10,369.00	\$ 10,369.00
3	1	Falcon EX 24FS	\$ 3,562.00	\$ 3,562.00
4	1	Falcon EX Box Truck	\$ 64,285.00	\$ 64,285.00
5	1	Smoke Option	\$ 3,500.00	\$ 3,500.00
6	1	Freight	\$ 4,850.00	\$ 4,850.00
<b>TOTAL AMOUNT</b>			\$	95,167.00

**SOUTH TEXAS COLLEGE  
7. DISPATCH CONSOLE EQUIPMENT AND SOFTWARE**

<b>VENDOR</b>			Motorola Solutions, Inc.	
<b>ADDRESS</b>			500 W Monroe St.	
<b>CITY/STATE/ZIP</b>			Chicago, IL 60661	
<b>PHONE</b>			956-687-8591	
<b>CONTACT</b>			James Ewing	
<b>Period: 01/29/2025 - 01/28/2030</b>				
#	Qty	Description	Unit Price	Extension
1	2	Scout Enterprise Console, Tier 1, Sk	\$ 11,551.50	\$ 23,103.00
2	2	Scout Console Desktop Computer, Windows 11	\$ 2,381.40	\$ 4,762.80
3	2	Led Monitor, 22" Widescreen, Black	\$ 219.60	\$ 439.20
4	2	Avtec USB Nena Headset / Handset Jack Box Assy	\$ 929.70	\$ 1,859.40
5	2	USB Desktop Mic	\$ 698.40	\$ 1,396.80
6	2	USB Speaker Kit, Dual	\$ 1,045.80	\$ 2,091.60
7	2	USB Hub, 10 Port, USB3.0, 48w	\$ 417.60	\$ 835.20
8	1	Vpgate License, Level 0, Redundant, Software Key	\$ 7,981.20	\$ 7,981.20
9	3	Outpostplus Radio Gateway, Voip, 2 Port, Poe	\$ 2,191.50	\$ 6,574.50
10	1	Outpostplus Configuration Tool, 1 Reqd Per Site	\$ 192.60	\$ 192.60
11	6	Outpostplus Kit For 1 Apx Mobile Ep, Includes Lic & Cabl	\$ 993.60	\$ 5,961.60
12	1	24 Port Gigabit Switch, 4 Sfp Slots	\$ 5,885.10	\$ 5,885.10
13	3	Outpostplus Power Supply, North America	\$ 96.30	\$ 288.90
14	2	Outpostplus Rackmount Shelf (Holds 2 Units)	\$ 192.60	\$ 385.20
15	10000	Avtec Professional Consultation Services	\$ 0.90	\$ 9,000.00



**SOUTH TEXAS COLLEGE  
7. DISPATCH CONSOLE EQUIPMENT AND SOFTWARE**

<b>VENDOR</b>			Motorola Solutions, Inc.	
#	Qty	Description	Unit Price	Extension
16	1	Year 1 - Annual Extended Hardware Warranty, Requires Scoutcare	\$ 1.25	\$ 1.25
17	1	Year 1 - Scoutcare Tier 1, Annual Extended Software Maintenance Program	\$ 1.25	\$ 1.25
18	1	Installation Services, Installation Hardware And Supplies	\$ 12,560.00	\$ 12,560.00
19	5842	Year 2 - Annual Extended Hardware Warranty, Requires Scoutcare	\$ 1.25	\$ 7,302.50
20	926	Year 2 - Scoutcare Tier 1, Annual Extended Software Maintenance Program	\$ 1.25	\$ 1,157.50
21	5842	Year 3 - Annual Extended Hardware Warranty, Requires Scoutcare	\$ 1.25	\$ 7,302.50
22	926	Year 3 - Scoutcare Tier 1, Annual Extended Software Maintenance Program	\$ 1.25	\$ 1,157.50
23	5842	Year 4 - Annual Extended Hardware Warranty, Requires Scoutcare	\$ 1.25	\$ 7,302.50
24	926	Year 4 - Scoutcare Tier 1, Annual Extended Software Maintenance Program	\$ 1.25	\$ 1,157.50
25	5842	Year 5 - Annual Extended Hardware Warranty, Requires Scoutcare	\$ 1.25	\$ 7,302.50
26	926	Year 5 - Scoutcare Tier 1, Annual Extended Software Maintenance Program	\$ 1.25	\$ 1,157.50
<b>TOTAL AMOUNT</b>			\$	117,159.60

**SOUTH TEXAS COLLEGE**  
**8. REFRIGERANT RECOVERY CHARGING SYSTEM**  
**AND RESIDENTIAL HEAT PUMP**

<b>VENDOR</b>			Advanced Technologies Consultants	
<b>ADDRESS</b>			44800 Helm St.	
<b>CITY/STATE/ZIP</b>			Plymouth, MI 48170	
<b>PHONE</b>			800-348-8447	
<b>CONTACT</b>			Kevin Cabaniss	
<b>#</b>	<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>
1	3	Refrigerant Recovery, Education and Charging Training Unit	\$ 11,057.00	\$ 33,171.00
2	1	Deluxe Residential Heat Pump with Duct Work & Tv	\$ 19,439.00	\$ 19,439.00
3	1	Shipping and Handling	\$ 2,100.00	\$ 2,100.00
<b>TOTAL AMOUNT</b>			\$	54,710.00