

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, January 28, 2025 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

AGENDA

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

COVID-19 Public Health / Attendance Measures

Due to COVID-19 and Social Distancing recommendations, members of the public are encouraged to watch the live broadcast of the meeting at:

<https://admin.southtexascollege.edu/president/agendas/live.html>.

- I. Call Meeting to Order**
- II. Determination of Quorum**
- III. Invocation**
- IV. Public Comments**
- V. Update by the College President**
- VI. Consideration and Action on Consent Agenda**
 - A. Approval of Board Meeting Minutes
 - 1. November 19, 2024 Special Board Meeting 5 - 46
- VII. Consideration and Action on New Items**
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 - 2. Review and Approval to Negotiate Lease Agreement for Developing Program 48
 - 3. Discussion and Action as Necessary on the Proposed Goals for the Current Year 49 - 51
- VIII. Consideration and Action on Committee Items**
 - A. Education and Workforce Development Committee Items**
 - 1. Review of Presentations to the Education and Workforce Development Committee

- a. Presentation South Texas College’s Key Performance Indicators (KPIs) 52 - 58
- b. Presentation on the Valley Promise Program..... 59 - 65

B. Finance, Audit, and Human Resources Committee Items

- 1. Review of Presentations Prepared for Finance, Audit, and Human Resources Committee
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- 2. Review and Action as Necessary on Consent Agenda Items from the Finance, Audit, and Human Resources Committee 67 - 92
 - a. Approval of Award of Proposals and Purchases..... 67 - 75

Award of Proposals

- 1) Audiovisual Upgrade Active Learning Classroom
- 2) Electric Sport Utility Vehicle (Grant Funded)
- 3) Mid Valley Campus Building F - Multipurpose Room Audiovisual Equipment Upgrade
- 4) Pecan Campus Projector and Projector Screen Replacement Upgrade

Purchases

- 5) Automated Distribution System (Grant Funded)
- 6) Box Truck Fire Training Prop
- 7) Dispatch Console Equipment and Software
- 8) Refrigerant Recovery Charging System and Residential Heat Pump

- b. Approval of Appraisal District Allocated Cost Payments for Hidalgo County 76 - 79
- c. Approval to Purchase the Extend Professional Software and Associated Deployment Services 80 - 81
- d. Approval to Adopt New Personnel Policies and Retire Current Policies 82 - 85
 - A-1. Adopt DBD (Local) – Employment Requirements and Restrictions: Conflict of Interest
 - A-2. Retire Policy #5915: Conflict of Interest – Acceptance of Gift, Grant, Donation, or Other Consideration for Employee Salary Supplement
 - B-1. Adopt DCA (Local) – Employment Practices: Term Contracts
 - B-2. Retire Policy #4115: Personnel Appointments
- e. Approval to Retire Two (2) Current Policies..... 86 - 89
 - A-1. Retire Policy #4000: Code of Ethics Policy Statement
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IX. Approval of Financial Reports for October and November 2024 228

X. Review of Informational Reports as of November and December 2024 229

XI. Review and Action as Necessary on Executive Session Items..... 229

A. **Discussion and Action as Necessary** Review and Discussion of College President's Contract (Texas Government Code 551.074, Personnel Matters)

XII. Announcements

A. Next Meetings:

- Tuesday, February 11, 2025
 - 3:30 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, February 25, 2025
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The ACCT Legislative Conference will be held on February 9 – 12, 2025 in Washington, D.C.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) November 19, 2024 Special Board Meeting

The Chair is asked to call for revisions to the Minutes, if any are necessary.

If no revisions are suggested, the Chair is asked to adopt the Minutes as presented.

If any trustee has revisions to suggest, the Chair is asked to call for a motion to approve the Minutes with the suggested revision.

**SOUTH TEXAS COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Tuesday, November 19, 2024 @ 5:30 p.m.
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas 78501**

Minutes

Call Meeting to Order:

The Regular Board Meeting of the South Texas College Board of Trustees was held on Tuesday, November 19, 2024 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 5:34 p.m. with Chair Dr. Alejo Salinas presiding.

Members present: Mr. Paul R. Rodriguez, Mr. Danny Guzman, Ms. Rose Benavidez, Ms. Dalinda Gonzalez-Alcantar, Ms. Victoria Cantu, and Mr. David De Los Rios

Members absent: None

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Dr. Anahid Petrosian, Dr. Rodney Rodriguez, Mr. George McCaleb, Ms. Deyadira Leal, Mrs. Myriam Lopez, Ms. Claudia Olivares, Ms. Amanda Sotelo, Dr. Jesus Campos, Mr. Danny Montez, Mr. Joaquin Becerra, Mr. Robert Cuellar, Mrs. Carla Rodriguez, Ms. Lynda Lopez, Ms. Julissa Canales, Mrs. Nadia Ochoa, Dr. Matt Hebbard, Mr. Luis De La Garza, Mrs. Olivia Gomez, Dr. Zachary Suarez via teleconference, Dr. Brett Millan, Mr. Sam Saldana, Ms. Kelly Nelson, Mr. Martin Villarreal, Mr. Andrew Fish, Dr. Rebecca De Leon, Ms. Lisa Aleman, Mr. Rick De La Garza, Ms. Marcela Beas, Mr. Gary Gurwitz, Ms. Bonnie Gonzalez, Dr. Fernando Chapa, Dr. Sara Lozano, Ms. Alicia Correa, Mr. Khalil Abdullah, Ms. Gardenia Perez, Ms. Christina Cavazos, Ms. Monica Benitez, Dr. Margo Vargas-Ayala, Dr. Jayson Valerio, Mr. Richard Long via teleconference, Ms. Melissa Pena, Ms. Laura Warren, Mr. Tony Matamoros, Mr. Jim Collins, Ms. Alina Cantu, Mr. Michael G. Cano, Mr. David Valdez, Mr. John Gates, Mr. David Perez, Mr. Andres Vela of BRW Architects, and Ms. Venisa Earhart.

Determination of a Quorum

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

Invocation

Dr. Matthew Hebbard, Vice President of Student Affairs and Enrollment Management said the invocation.

Mission Moment

This Mission Moment was presented by Ms. Mary Del Paz, Vice President of Finance and Administrative Services. VP Del Paz gave a brief presentation about the Creating Magic

11/19/2024

Special Board Meeting Minutes

program here at the College. This program allows employees to contribute to student scholarships. Since the inception of the program 229 employees have contributed \$76,925 toward student scholarships.

Public Comments

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

Update by the College President

Dr. Ricardo J. Solis, College President, provided a brief update, including the following items:

- Introduced new staff: Melissa Pena, Director of Promise Program, Lisa Aleman – Director of Dual Credit Program Relations and Engagement, Maritza Adame – Director of Student Accounts and Bursar, and Monica Benitez – Staff Advisory Council Moderator.
- Participated in the “Study Break with the President” event at all campuses.
- Congratulated Ms. Nadia Ochoa, Dr. Jesus Campos, and their teams for a very successful laptop distribution at the Starr Campus.
- STC Foundation hosted the STC Night at Vipers Game. Great turnout by faculty, staff, and students. Thank you to Dr. Rodriguez and Ms. Bonnie Gonzalez for their donation of student tickets.

Presentation on South Texas College Foundation Annual Report

Purpose The Director of Fundraising and the Foundation presented the South Texas College Foundation annual report.

Justification To comply with the Memorandum of Understanding (MOU) requirements, Section 111. Responsibilities of the Parties, 4. Controls, which states the following:

f. The Foundation shall annually provide a copy of its Internal Revenue Services (“IRS”) Form 990 (not including Schedule B to Form 990) to the Trustees (within thirty (30) days of filing such a form with the IRS).

g. Once annually, at a public meeting of the Trustees, the Foundation will report on its activities.

The annual report presented is based on major activities, funding opportunities, and the financial reports for Fiscal Year 2023 – 2024.

Enclosed Documents Appendix A – Presentation on STC Foundation Annual Report
Appendix B – Completed Tax Form 990 for 2023
Appendix C – 2nd Annual Gala Budget and Income
Appendix D – Fiscal Year 2024 Financial Reports

Staff Resource Nadia Ochoa, Director of Fundraising & Foundation
Julissa Rodriguez, South Texas College Foundation (STCF)
Accountant II
Marcela Beas, STCF Events & Project Manager

Recommendation No action was required from the Board. This item is presented for information purposes.

Ms. Nadia Ochoa, Director of the STC Foundation presented the Annual Report for the STC Foundation for the Board’s information.

No action was taken on this item.

Approval of Board Meeting Minutes

The following Board Meeting Minutes are submitted for approval:

- 1) October 29, 2024 Regular Board Meeting
- 2) November 2, 2024 Board Retreat

The Chair is asked to call for revisions to the Minutes as written.

No revisions were suggested, and the Chair adopted the Minutes as written.

Consideration of New Items

The Board Committees did not meet in November 2024. These items were all presented for deliberation and action by the Board of Trustees and without a committee recommendation.

Report of New Grants

Mrs. Carla M. Rodriguez, Executive Director of the Office of Sponsored Initiatives, has reported the following listing of grants recently accepted by the College.

These grants have been approved and accepted by the College President, in compliance with Board Policy CAM – *Appropriations and Revenue Sources: Grants, Funds, Donations from Private Sources*, and are reported here for the Board's information and feedback to administration.

- **GE Aerospace Foundation in the amount of \$165,000 for the Advanced Manufacturing Technology Department.**
- **Texas Higher Education Coordinating Board in the amount of \$279,870 for the Center for Advanced Training and Apprenticeships (CATA) and the Business, Public Safety, and Technology (BPST) Divisions.**
- **U.S. Department of Labor in the amount of \$159,928 for the Center for Advanced Training & Apprenticeships (CATA)**
- **National Science Foundation (NSF) in the amount of \$400,000 for the Division of Mathematics, Science, I.T., and Bachelor Programs.**

Dr. Rodney Rodriguez was available at the meeting to answer any questions for the Board.

No action was requested on this item.

Approval of Resolution #2025-005 and Ballot Casting Votes for Members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2025 – 2027

Approval of a Resolution and Ballot casting votes for members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2025 - 2027 was requested.

The Appraisal District Board of Directors consists of nine (9) members: five (5) voting members who are appointed by participating entities, three (3) members elected by voters of the county, and one (1) ex-officio member, by which state statute is the County Tax Assessor/Collector, Pablo “Paul” Villarreal, Jr.

At the November 28, 2023 Regular Board Meeting, the Board of Trustees approved a nomination of Joe D. Olivarez by written resolution.

Since that time, eleven (9) candidates have been declared by Mr. Rolando Garza, Chief Appraiser, and the South Texas College Board of Trustees is asked to cast their votes by written resolution at the first or second open meeting after having received this notice, which was delivered to South Texas College on Tuesday, October 31, 2024. South Texas College is allowed 390 votes. Votes can be cast for one candidate or distributed among any number of candidates. A voting unit can only cast its votes for candidates named on the ballot. There is no provision for write-in candidates.

The nine candidates declared by the Chief Appraiser are:

- Eddy Betancourt
- Albert Cardenas
- Fernando Castillo
- Yolanda Castillo
- Pete Garcia
- Richard A. Garza
- Christina Jaramillo
- Joe D. Olivarez
- Amador Requenez

The Supporting Documentation and Resolution #2025-005 are provided in the packet.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu, the Board of Trustees of South Texas College approved and adopted Resolution #2025-005 casting:

95 votes for Albert Cardenas;
95 votes for Richard A. Garza;
105 votes for Joe D. Olivarez; and,
95 votes for Amador Requenez

on the official ballot for the members of the Hidalgo County Appraisal District Board of Directors for Calendar Years 2024 - 2025 as presented. The motion carried.

Presentation on Enrollment

- Purpose** Dr. Matt Hebbard, Vice President of Student Affairs and Enrollment Management will present the Enrollment update to the Board.
- Justification** To inform the Board about the updated enrollment numbers and strategies.
- Enclosed Documents** Appendix A – Enrollment PowerPoint Presentation
- Staff Resource** Dr. Matt Hebbard, VP of Student Affairs and Enrollment
Dr. Fernando Chapa, Dean of Institutional Research & Effectiveness
- Recommendation** No action is required from the Board. This item is presented for information purposes.

Dr. Matt Hebbard, VP of Student Affairs and Enrollment Management presented an update on enrollment numbers to the Board.

Mr. De Los Rios asked who follows up on the web “clicks”. Dr. Hebbard responded that Trellis keeps track of the clicks and any text messages received. The Board would like to see a quarterly report on outbound calls and inbound calls. Ms. Benavidez asked if the Board could see the historical numbers per Division for the last 5 and 10 years to see which divisions are growing. Ms. Gonzalez-Alcantar asked if evening childcare for older children could be provided? Ms. Cantu asked if there is a waitlist for childcare currently.

No action was required on this item.

Presentation of the Delinquent Tax Collection Report for the Period Ending August 31, 2024

- Purpose** Mr. Michael G. Cano from Linebarger Goggan Blair & Sampson, LLP, was present the Delinquent Tax Collection Report through August 31, 2024.
- Justification** To inform the Board about the efforts, methods, and frequency with which Linebarger Goggan Blair & Sampson, LLP has contacted the delinquent taxpayer to ensure the collection of outstanding taxes.
- They will also present the progress made by detailing the amount of property taxes collected for Hidalgo County and Starr County.
- Enclosed Documents** Appendix A – Delinquent Tax Collection Report
- Staff Resource** Michael G. Cano from Linebarger Goggan Blair & Sampson, LLP
Mary Del Paz, Vice President for Finance and Administrative Services
Myriam Lopez, Associate Vice President – Finance and Management
- Recommendation** No action was required from the Board. This item is presented for information purposes.

Mr. Michael G. Cano from Linebarger Goggan Blair & Sampson, LLP presented the Delinquent Tax Collection Report for the period ending August 31, 2024. This item was presented for the Board's information.

No action was taken on this item.

Executive Session:

The South Texas College Board of Trustees convened into Executive Session at 6:56 p.m. in accordance with Chapter 551 of the Texas Government Code for the specific purpose provided in:

- A. Discussion and Action as Necessary of College President's Contract (Texas Government Code 551.074, Personnel Matters)
- B. Update and Action as Necessary Regarding Acquisition of Real Property (Texas Government Code 551.072, Deliberation Regarding Real Property)

Open Session:

The South Texas College Board of Trustees returned to Open Session at 7:38 p.m. No action was taken in Executive Session.

Review and Discussion of College President's Contract (Texas Government Code 551.074, Personnel Matters)

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

No action was taken on this item.

Update and Action as Necessary Regarding Acquisition of Real Property (Texas Government Code 551.072, Deliberation Regarding Real Property)

The Board of Trustees was asked to review and take action as necessary regarding a real property acquisition opportunity.

Dr. Solis discussed this real property acquisition opportunity and recommended actions as necessary in Executive Session.

No action was taken on this item.

Review and Action as Necessary on Proposed Institutional Credentials Leading to Licensure or Certification (ICLC)

Purpose	The Board was asked to approve offering the following proposed Institutional Credentials Leading to Licensure or Certification (ICLC) effective Spring 2025.
Funding	There is no required funding to support this request.
Staff Resource	Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President for Academic Success & Advancement Dr. Sara Lozano, Dean of Business, Public Safety & Technology Dr. Carlos Margo, Dean of Industry Training & Economic Development Ms. Olivia de la Rosa, Dean of Continuing Education and Workforce Development Ms. Christina Cavazos, Director of Curriculum, Planning & Compliance
Additional Information	The Education and Workforce Development Committee did not meet in November 2024; therefore, this item is presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Mr. Danny Guzman the Board of Trustees of South Texas College approved and authorized offering the following proposed Institutional Credentials Leading to Licensure or Certification (ICLC) effective Spring 2025.

The motion carried.

Presentation on the Interlocal Agreement Between Hidalgo County and South Texas College for American Rescue Plan Act Recovery Funds

- Purpose** Administration provided a final report of the Nursing and Allied Health Healthcare Professionals Program.
- The purpose and use of these American Rescue Plan Act Recovery Funds was to establish the Nursing and Allied Health Healthcare Professionals Program to assist South Texas College in recruitment and retention of faculty and students, to provide for the educational training of nurses and respiratory therapists due to a shortage and the need for additional staffing to respond to the ongoing effects of the public health emergency. Payments made to South Texas College were disbursed on a reimbursement/payment request basis.
- Justification** A final report of the program's outcome was requested by the South Texas College Board of Trustees.
- Enclosed Documents** Appendix A – Nursing and Allied Health Healthcare Professionals Program Final Report
- Staff Resource** Dr. Rodney Rodriguez, Vice President for Institutional Advancement and External Affairs
Ms. Carla M. Rodriguez, Executive Director for Office of Sponsored Initiatives
Dr. Jayson Valerio, Regional Healthcare Liaison
- Recommendation** No action was required from the Board. This item was presented for information purposes.

Ms. Carla Rodriguez, Executive Director of Sponsored Initiatives gave an updated report of the use of funds received from the Hidalgo County American Rescue Plan Act Recovery Funds.

This presentation was for the Board's information only. No action was taken on this item.

Review and Action as Necessary on Award of Proposals, Rejection of Proposals, Purchases, and Renewals at a total cost of \$1,440,764.78

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

Recommendation: Administration requested that the Board approve the award of proposals, rejection of proposals, purchases, and renewals at a total cost of \$1,440,764.78, as listed below:

- Award of Proposals**
- 1) **Campus Dining and Food Trucks – Mid Valley Campus:** award the proposal for Campus Dining and Food Trucks – Mid Valley Campus to **All Affairs and Occasions** (McAllen, TX) for the period beginning February 1, 2025 through January 31, 2026, with two one-year options to renew, at no cost to the College;
 - 2) **Catering Services II:** award the proposals for catering services II for the period beginning November 19, 2024 through November 18, 2025, at an estimated total amount of \$60,000.00, which is based on prior year expenditures. The vendors are as follows:

Vendor (City, State)	Vendor (City, State)
Atencion Selecta, LLC (Edinburg, TX)	Bright Life Investments, LLC DBA Cornerstone € (Mission, TX) (New)
Laredo Comidas / STC-Taco Palenque (McAllen, TX)	

- 3) **Purchase of Laser Projectors:** award the proposal for the purchase of laser projectors to **Audio Visual Aids** (San Antonio, TX) at a total amount of \$109,566.00;
 - 4) **Sport Utility Vehicles:** award the proposal for the purchase of a sport utility vehicle to **Spikes Ford** (Mission, TX) at a total amount of \$42,221.00;
- Rejection of Proposals**
- 5) **Sport Utility Vehicles:** reject the proposals for the purchase of a sport utility vehicle;
- Purchases**
- 6) **Bench Lathes and Tire Changer:** purchase bench lathes and a tire changer from **O'Reilly Auto Parts** (McAllen, TX), The Interlocal Purchasing Systems (TIPS) approved vendor, at a total amount of \$65,887.00;
 - 7) **Rotary Mobile Column Lifts (Grant Funded):** purchase rotary mobile column lifts from **PSI JF Petroleum Group, Inc.** (Edinburg, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$64,720.50;
 - 8) **Telescopic Handler:** purchase a telescopic handler from **Wylie Implement & Sprayers** (New) (Raymondville, TX), a Sourcewell purchasing cooperative approved vendor, at a total amount of \$145,334.00;

- 9) **Training Systems (Grant Funded):** purchase training systems from **Toolkit Technologies, Inc.** (Austin, TX), a Texas Association of School Boards – Buyboard approved vendor, at a total amount of \$105,355.80;
- 10) **Computers, Laptops, Tablets, Monitors, and Printers:** purchase computers, laptops, tablets, monitors, and printers at a total amount of \$305,946.25 from the vendors listed below:

Vendor (City, State)	Purchasing Cooperative	Amount
Apple, Inc. (Dallas, TX)	Choice Partners Cooperative	12,156.00
CRC Computer Repair Center (McAllen, TX)	State of Texas Department of Information Resources (DIR)	10,829.00
Dell Marketing, LP (Dallas, TX)	State of Texas Department of Information Resources (DIR)	282,961.25
Total Amount:		\$305,946.25

Renewals

- 11) **Investment Advisory Services:** renew the investment advisory services contract with **Valley View Consulting, LLC** (Huddleston, VA), for the period beginning April 1, 2025 through March 31, 2026, at an estimated total amount of \$85,000.00, which is based on prior year expenditures;
- 12) **Primary Bank Depository Services:** renew the primary bank depository services contract with **PNC Bank** (McAllen, TX), for a two-year term, beginning February 1, 2025, and ending January 31, 2027, at an estimated total amount of \$105,000;
- 13) **Cisco Umbrella, Cisco Identity Services Engine (ISE), and DUO Software License Agreements:** renew the Cisco Umbrella, Cisco Identity Services Engine (ISE), and DUO software license agreements with **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning December 10, 2024 through December 9, 2029, with five (5) annual payments of \$73,032.80, for a total amount of \$365,164.00;
- 14) **Red Hat Licenses Maintenance and Support Agreement:** renew the Red Hat licenses maintenance and support agreement with **Netsync Network Solutions** (Houston, TX), a State of Texas Department of Information Resources (DIR) approved vendor, for the period beginning February 10, 2025 through February 9, 2026, at a total amount of \$91,570.23.

The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item is presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the award of proposals, rejection of proposals, purchases, and renewals at a total cost of \$1,440,764.78 as presented.

The motion carried.

Review and Recommend Action on 2024 Tax Roll/Tax Levy for Hidalgo and Starr Counties

Purpose Administration requested approval of the 2024 Tax Roll/Tax Levy for Hidalgo and Starr Counties.

Justification To ensure that the College complies with Section 26.09 Item € of the Property Tax Code, which states:

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

Mr. Pablo “Paul” Villareal, Jr., RTA, Assessor-Collector of Hidalgo County, and Ms. Maria Amedia Salinas, TAC, Assessor-Collector of Starr County, have entered the determined tax amounts into the appraisal roll as provided by Section 26.09 Item € of the Property Tax Code. They have submitted the tax roll/tax levy to South Texas College, totaling \$97,618,426.83.

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

Additional Information The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board approved and authorized the 2024 Tax Roll/Tax Levy for Hidalgo and Starr Counties to comply with Section 26.09 Item (e) of the Property Tax Code as presented.

The motion carried.

Review and Action as Necessary on Appraisal District Allocated Cost Payments for Starr County

Purpose	Administration requested approval of the Appraisal District Allocated Cost Payments for Starr County for property valuation assessments conducted annually for tax purposes during the tax year.
Justification	<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 Starr County budget, amount to \$160,710.12 for Starr County Appraisal District. The first quarterly invoice is due by December 31, 2024. Each taxing unit is responsible for paying its allocation in four equal payments.</p>
Funding	Funds for these expenditures are budgeted in the Starr Appraisal/Collection Fee budget for FY2024 – 2025.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Myriam Lopez, Associate Vice President – Finance and Management
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the Appraisal District Allocated Cost Payments for Starr County in the amount of \$160,710.12.

The motion carried.

Review and Recommend Action on Annual Investment Report for FY 2023 – 2024

Purpose	To approve the College’s Annual Investment Report for FY 2023 – 2024.
Justification	To comply with the State Auditor’s Office (SAO) requirement that higher education institutions report to the SAO certain investment information prescribed by the General Appropriations Act (82 nd Legislature), Article III, Rider 5-Investment Reports. The governing board of each of the educational institutions is required to file with the SAO, Comptroller of Public Accounts, Legislative Budget Board, and the Governor an annual report of all investment transactions involving endowment funds, short-term and long-term investment funds, and all other securities transactions.
Funding	No funds are required.
Staff Resource	Dr. Ricardo J. Solis, President Mary Del Paz, Vice President for Finance and Administrative Services
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized the Annual Investment Report for FY 2023 – 2024.

The motion carried.

Review and Action as Necessary on Quarterly Investment Report for Quarter Ending August 31, 2024

Purpose	To approve the College's Quarterly Investment Report for the Quarter Ended August 31, 2024 that will be presented by Mr. Richard Long from Valley View Consulting, L.L.C.
Justification	<p>To comply with the Texas Public Funds Information Act (PFIA) and the College's Policy CAK Appropriations and Revenue Sources: Investments that requires an Investment Report to be prepared and submitted to the Board of Trustees and the President on a quarterly basis.</p> <p>Mr. Long will present an overview of the investments, the annual interest earnings, the quarterly interest earnings, and the economic overview.</p>
Funding	No funds are required.
Staff Resource	Dr. Ricardo J. Solis, President Mary Del Paz, Vice President for Finance and Administrative Services

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the Quarterly Investment Report for the Quarter Ended August 31, 2024.

The motion carried.

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

Purpose	To approve Change Order for Contract with Precision Task Group (PTG) / Workday.
Justification	To gain approval of a change order for the PTG training services to assist in developing training, job-aids, and video. Actual payments will be based on deliverable materials. The total project change orders have reduced the budget by \$4,041,033.
Funding	No funds are required. Funds will be reallocated from unused advisory services.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized a Change Order in the amount of \$150,000 for the Contract with Precision Task Group (PTG) / Workday as presented.

The motion carried.

Review and Recommend Action on South Texas College Public Transportation Agency Safety Plan

Purpose	To approve the South Texas College Public Transportation Agency Safety Plan.
Justification	<p>To improve public transportation safety to the highest practicable level in the State of Texas and comply with Federal Transit Administration (FTA) requirements.</p> <p>The Plan is reviewed and updated annually, as required, in order to be in compliance when operating the STC Jag Express.</p> <p>The Plan must be approved annually by the Board of Trustees to ensure that the necessary processes are in place to accomplish both enhanced safety at the local level and the goals of the National Safety Plan, the Agency Safety Plan, and the tenets of Safety Management System, including a Safety Management Policy and the processes for Safety Risk Management, Safety Assurance, and Safety Promotion, per 49 U.S.C. 5329.1.</p>
Funding	No funds are required.
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services Ruben Suarez, Chief of Police for the Department of Public Safety Alina O. Cantu, Public Safety & Transportation Services Manager
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Victoria Cantu and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized the South Texas College Public Transportation Agency Safety Plan.

The motion carried.

Discussion and Action as Necessary on Proposed Facility Use Rental Fees for External Entities

Purpose	To approve the facility use rental fees for external entities listed in Appendix B.
Justification	<p>To charge external entities for the use of common areas district-wide listed in Appendix A for trainings, meetings, and other events.</p> <p>According to Policy GD Community Expression and Use of College Facilities, <i>a community member or organization authorized to use College District facilities shall be charged a fee for the use of designated facilities.</i></p> <p><i>The Board shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any applicable personnel costs for supervision, custodial services, food services, security, and technology services.</i></p> <p><i>Fees shall not be charged when College District buildings are used for public meetings sponsored by state or local governmental agencies.</i></p>
Staff Resource	Mary Del Paz, Vice President for Finance and Administrative Services George McCaleb, Director of Facilities Operations and Maintenance
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Ms. Dalinda Gonzalez-Alcantar asked that Administration review its alcohol policy and make police presence at all events mandatory.

Upon a motion by Mr. David De Los Rios and a second by Ms. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approved and authorized the proposed facility use rental fees listed in Appendix B to charge external entities for the use of common areas district-wide.

Mr. Danny Guzman requested that it be on record that he did not agree with this item.

The motion carried.

Discussion and Action as Necessary on Proposed Revision to Tuition and Fees Schedules for FY 2024 – 2025 for Dual Credit Students

Purpose Approve proposed revisions to the Tuition and Fees Schedules for FY 2024 – 2025 for dual credit students.

Justification Dr. Ricardo J. Solis, College President, proposes revising the Dual Credit Tuition per credit hour for out-of-district dual credit students sponsored by partnering school districts.

Dr. Solis has been in discussion with school districts outside the College's two-county district, but within Texas, which are interested in pursuing dual credit partnerships with South Texas College for their students.

The Board is asked to approve the reduction of the tuition for students of these districts, once a partnership agreement is in place, from \$55.00 per Semester Credit Hour (SCH) to \$30.00 per SCH.

While South Texas College will not execute any further dual credit partnership agreements during the FY 2024 – 2025 period affected by this tuition change, this approval will allow administration to complete the necessary collaboration with interested districts to develop dual credit program models appropriate to each district's needs.

Administration will recommend maintaining the same \$30.00 per SCH tuition rate for the next year, when partnerships can be expected to be in place.

Funding There is no required funding at this point.

Once partnerships are in place and students are enrolled, there may be some need to use institutional funding to offset direct and in-direct costs incurred by the College.

Staff Resource Dr. Ricardo J. Solis, College President

Additional Information The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Ms. Dalinda Gonzalez-Alcantar the Board of Trustees of South Texas College approved and authorized the proposed revisions to the Tuition and Fees Schedules for FY 2024 – 2025 for dual credit students.

The motion carried.

Review and Recommend Acceptance of Internal Audit Report in the Area of Faculty Overloads

Purpose	To recommend Board acceptance of the Internal Audit Report in the Area of Faculty Overloads after discussion of the procedures, finding, and recommendation conducted by Mr. Khalil Abdullah, Chief Internal Auditor.
Justification	<p>The Internal Audit Function, reviews and appraises business activities, integrity of records, and effectiveness of operations in accordance with the Institute of Internal Auditors International <i>Standards</i> for the Professional Practice of Internal Auditing. It assists the College in accomplishing its objectives by evaluating and improving the effectiveness of the College's risk management, governance, and internal controls.</p> <p>The Faculty Overloads audit was included in the FY 2024 Audit Plan and encompassed a review of the Pay Plan and the Faculty Handbook.</p>
Staff Resource	Dr. Ricardo J. Solis, President Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President for Academic Success & Advancement Khalil Abdullah, Chief Internal Auditor
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized acceptance of the Internal Audit Report in the Area of Student Organization Funds Handling as presented.

The motion carried.

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

Purpose	To adopt new Business and Support Services Policy and retire the current policies to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<p>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.</p> <p>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.</p>
Staff Resource	Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Elibariki V. Nguma, Director of Student Activities and Wellness
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. Paul Rodriguez the Board of Trustees of South Texas College approved and authorized to adopt new Business and Support Services Policy and retire current policies as presented, and which supersedes any previously adopted Board policy.

The motion carried.

Review and Recommend Action to Adopt Community and Governmental Relations Policy and Retire Current Policy

Purpose	To adopt new Community and Governmental Relations Policy and retire the current policy to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<p>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.</p> <p>The new and retired policy have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Chief of Staff</p>
Funding	No funds are required
Staff Resource	Gardenia Perez, Chief of Staff
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to adopt new Community and Governmental Relations 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 Instruction Policy

- Purpose** To adopt the new Instruction Policy to align with the Texas Association of School Boards (TASB) policy manual.
- Justification** 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.
- The new policy has been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President and Provost for Academic Affairs and Economic Development.
- Staff Resource** Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Dr. Brett Millan, Associate Vice President for Academic Success and Advancement
- Additional Information** The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.
- Recommendation** ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized to adopt the new Instruction Policy as presented, and which supersedes any previously adopted Board policy.

The motion carried.

Review and Recommend Action to Adopt Local Governance Policies and Retire Current Policies

Purpose To adopt new Local Governance 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 Board Relations Administrator

Additional Information The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Victoria Cantu and a second by Mr. Paul Rodriguez the Board of Trustees of South Texas College approved and authorized to adopt new Local Governance 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 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	<p>To provide the new policies 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.</p> <p>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, Vice President for Finance and Administrative Services, and Vice President and Provost for Academic Affairs and Economic Development.</p>
Staff Resource	<p>Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Mary Del Paz, Vice President for Finance and Administrative Services Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development Dr. Brett Millan, Associate Vice President for Academic Success and Advancement Maria Alonso, Director of Student Rights and Responsibilities Dr. Zachary Suarez, Executive Director of Human Resources and Talent Development</p>
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized 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 Revise Policies

Purpose	To revise policies to align with the Texas Association of School Boards (TASB) policy manual.
Justification	<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 policies have been reviewed by staff, administrators, TASB staff, STC Legal Counsel, and the Vice President for Finance and Administrative Services and the Vice President and Provost for Academic Affairs and Economic Development</p>
Staff Resource	<p>Mary Del Paz, Vice President for Finance and Administrative Services</p> <p>Myriam M. Lopez, Associate Vice President for Finance and Management</p> <p>Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development</p> <p>Dr. Brett Millan, Associate Vice President for Academic Success and Advancement</p>
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item is presented without a committee recommendation. Administration recommends approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized to revise and adopt the policies as presented, which supersedes any previously adopted Board policies.

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	<p>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.</p> <p>The retired policies have been reviewed by staff and administrators.</p>
Staff Resource	<p>Mary Del Paz, Vice President for Finance and Administrative Services Dr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management Myriam M. Lopez, Associate Vice President for Finance and Management Cynthia A. Blanco, Dean of Enrollment Systems and Registrar Elibariki V. Nguma, Director of Student Activities and Wellness</p>
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. David De Los Rios and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized to retire current policies as presented, and which supersedes any previously adopted Board policy.

The motion carried.

Review and Status Update on Pecan Campus Kinesiology Building Q

Purpose	To provide an update on the status of the Pecan Campus Kinesiology Building Q project.
Justification	<p>The Board approved a new location for Pecan Campus Kinesiology Building Q on July 16, 2024.</p> <p>The design team has provided a plan for the new location. They have been working with College staff to propose changes to the plans to reduce the overall cost of the project.</p>
Funding	No funds are required.
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Recommendation	No action was required. This item was presented for information purposes.

Review and Action on Authorization to Solicit Architectural Services for the Pecan Campus Institutional Support Services Building N Expansion

Purpose	To approve the solicitation of architectural services for the Pecan Campus Institutional Support Services Building N Expansion project.												
Justification	<p>The project consists of expanding the existing Institutional Support Services Building N to provide more space for the Business Office, Purchasing, and Facilities Planning & Construction departments.</p> <p>The proposed scope of work is summarized as follows:</p> <ul style="list-style-type: none">• Expansion of Building N to the east and west sides of the building.• Total Expansion 10,665 sq. ft.												
Funding	<p>The total Project 2025-004C estimated cost, including construction, design, miscellaneous, and FFE, is \$4,991,220.</p> <table><tr><td>• Construction</td><td>\$3,839,400</td></tr><tr><td>• Design</td><td>383,940</td></tr><tr><td>• Miscellaneous</td><td>115,182</td></tr><tr><td>• FFE</td><td>326,349</td></tr><tr><td>• Technology</td><td>326,349</td></tr><tr><td>Total</td><td>\$4,991,220</td></tr></table>	• Construction	\$3,839,400	• Design	383,940	• Miscellaneous	115,182	• FFE	326,349	• Technology	326,349	Total	\$4,991,220
• Construction	\$3,839,400												
• Design	383,940												
• Miscellaneous	115,182												
• FFE	326,349												
• Technology	326,349												
Total	\$4,991,220												

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

11/19/2024

Special Board Meeting Minutes

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approved and authorized to proceed with the solicitation of architectural services for the Pecan Campus Institutional Support Services Building N Expansion project as presented.

The motion carried.

Review and Action on Authorization to Solicit Architectural Services for the Pecan Campus Administration Building

Purpose To approve the solicitation of architectural services for the Pecan Campus Administration Building project.

Justification The Board of Trustees recommended moving forward with this project at the November 2, 2024 Board Work Session. The project consists of constructing a building for Administration and related departments.

The proposed scope of work is summarized as follows:

- Construction of an Administration building on the north side of Pecan Campus.
- Total Square Footage: 60,000 sq. ft.

Funding The total Project 2025-003C estimated cost, including construction, design, miscellaneous, and FFE, is \$31,200,000.

- Construction \$24,000,000
- Design 2,400,000
- Miscellaneous 720,000
- FFE 2,040,000
- Technology 2,040,000
- Total \$31,200,000**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

11/19/2024

Special Board Meeting Minutes

Mary Del Paz, Vice President for Finance and Administrative Services

Additional Information

The Facilities Committee did not meet in November 2024; therefore, this item is presented without a committee recommendation. Administration recommends approval as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the solicitation of architectural services for the Pecan Campus Administration Building project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Dr. Alejo Salinas requested that this item be tabled so that the Board can discuss at a later time. He also asked VP Del Paz that her team be very thorough the next time that the item is presented to the Board. No action was taken on this item.

Review and Action on Contracting Engineering Services for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System

Purpose To contract engineering services for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System project.

Justification Due to several leaks in the underground piping system in May 2024 and a subsequent assessment of the piping, the Board approved solicitation of engineering services on September 24, 2024 to provide the above-ground piping system needed for the Pecan Campus Physical Plant.

The proposed scope of work is summarized as follows:

- Disconnection and abandonment of existing underground piping system.
- Construction of an above-ground piping system.

Funding The total Project 2024-010R estimated cost, including construction, design, and miscellaneous, is \$731,250.

- Construction \$650,000
- Design 65,000
- Miscellaneous 16,250
- Total \$731,250**

The funds are available in the Renewals & Replacements Fund for use in FY 2024 – 2025.

Staff Resource George McCaleb, Executive Director for Facilities Operations and Maintenance
Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to contract engineering services with DBR Engineering Consultants, Inc. for the Pecan Campus Physical Plant Building E Cooling Tower Above Ground Piping System project as presented.

The motion carried.

Review and Action on Contracting Architectural Services for the Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab

Purpose To contract architectural services for the Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab project.

Justification The project consists of renovating the existing Radiology lab to a Multipurpose Skills Lab for instruction, and renovating the Community Pharmacy Lab on the 3rd floor to meet American Society of Health-System Pharmacists / Accreditation Council for Pharmacy Education (ASHP/ACPE) standards for accreditation.

The proposed scope of work is summarized as follows:

- Renovation and conversion of the Radiology Lab
 - Total Renovation Space 1,278 sq. ft.
- Renovation of the Community Pharmacy Lab on 3rd Floor
 - Total Square Feet = 1,373 sq. ft.
 - Spaces to Include:
 - Large Pharmacy Lab
 - Pharmacy Prep Area
 - Pharmacy Storage

Funding The total Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab Project 2023-003C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$161,640.

- Construction \$125,000
- Design 12,500
- Miscellaneous 3,500
- FFE 10,320
- Technology 10,320
- Total \$161,640**

The total Nursing and Allied Health Campus East Building A Community Pharmacy Lab Renovations Project 2025-005C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$355,607.

- Construction \$274,600
- Design 27,460
- Miscellaneous 6,865
- FFE 23,341
- Technology 23,341
- Total \$355,607**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

11/19/2024

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to contract architectural services with Boultinghouse Simpson Gates Architects for the Nursing and Allied Health Campus East Building A Renovation of Radiology Lab to Multipurpose Skills Lab and Community Pharmacy Lab project as presented.

The motion carried.

Review and Action on Contracting Construction Services for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for Music and Dance Programs

Purpose To contract construction services for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for Music and Dance Programs project.

Justification On June 28, 2022, the Board of Trustees approved contracting architectural services with BRW for this project. On October 31, 2023, the Board approved a schematic design of Phase I of the project. On March 26, 2024, the Board approved the additional scope for Phase I and the schematic design of Phase II.

The project consists of the construction of an expansion and renovation to the Pecan Campus Cooper Center for Performing Arts Building L for the Music and Dance Programs.

- Design and construction of the expansion and renovation to include:
 - 1 Large Rehearsal Classroom, 1 Small Rehearsal Classroom, 5 Music Practice Rooms, 2 Music Practice Rooms with Piano, 4 Faculty Studio Offices, 4 Faculty Studio Offices with Piano, 1 Department Chair Office, and Support Spaces. Percussion Suites, Faculty Office, Lockers, Storage, and Support Spaces
- Proposed spaces:
 - Music Expansion: 14,500 s.f.

Funding The total Project 2022-043C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$10,766,375.

- Construction \$8,355,000
- Design 815,375
- Miscellaneous 236,900
- FFE 679,550
- Technology 679,550
- Total \$10,766,375**

The highest ranked bid proposal is \$8,440,000, which is \$85,000 more than the \$8,355,000 construction budget.

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Ms. Dalinda Gonzalez-Alcantar and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to contract construction services with Peacock General Contractors, Inc. in the amount of \$8,440,000 for the Pecan Campus Cooper Center for Performing Arts Building L Expansion and Renovations for Music and Dance Programs project as presented.

The motion carried.

Review and Action on Contracting Construction Services for the Technology Campus Resurface of Parking Lot #2 and Regrading of Existing Swales

Purpose To contract construction services for the Technology Campus Resurface of Parking Lot #2 and Regrading of Existing Swales project.

Justification On March 26, 2024, the Board of Trustees approved contracting civil engineering services with Perez Consulting Engineers, LLC.

The existing Parking Lot 2 and existing drainage swales were constructed in 2004. The parking lot is in need of resurfacing and the swales needs to be regraded to allow for proper drainage flow.

The proposed scope of work is summarized as follows:

- Asphalt resurfacing and restriping of existing 147 parking spaces in the parking lot
- Regrading of the existing drainage swale along Military Highway.

Funding The total Project 2024-010R estimated cost, including construction, design, and miscellaneous, is \$395,000.

- Construction \$350,000
- Design 35,000
- Miscellaneous 10,000
- Total \$395,000**

The highest ranked bid proposal is \$178,723.73, which is \$171,276.27 less than the \$350,000.00 construction budget.

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approves and authorizes to contract construction services with D&J Site Construction in the amount of \$178,723.73 for the Technology Campus Resurface of Parking Lot #2 and Regrading of Existing Swales project as presented.

The motion carried.

Review and Action on Contracting Construction Services for the Regional Center for Public Safety Excellence Parking Lot #1 Additional Spaces

Purpose To contract construction services for the Regional Center for Public Safety Excellence Parking Lot #1 Additional Spaces project.

Justification On February 27, 2024, the Board of Trustees approved contracting civil engineering services with Perez Consulting Engineers, LLC.

The existing parking lot contains one hundred thirty-six (136) spaces. The project consists of constructing an additional seventy-six (76) parking spaces to the existing parking lot for students and visitors.

The proposed scope of work is summarized as follows:

- Construction of a parking lot expansion
- 76 additional parking spaces

Funding The total Project 2024-008C estimated cost, including construction, design, and miscellaneous, is \$330,700.

- Construction \$287,000
- Design 28,700
- Miscellaneous 15,000
- Total \$330,700**

The highest ranked bid proposal is \$278,334.29, which is \$8,665.71 less than the \$287,000.00 construction budget.

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Additional Information The Facilities Committee did not meet in November 2024; therefore, this item was presented without a committee

recommendation. Administration recommended approval as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Mr. David De Los Rios the Board of Trustees of South Texas College approved and authorized to contract construction services with 2GS, LLC./ dba Earthworks Enterprise in the amount of \$278,334.29 for the Regional Center for Public Safety Excellence Parking Lot 1 Additional Spaces project as presented.

The motion carried.

Review and Action on Final Completion of the District Wide Flooring Replacements Phase III at Mid Valley Campus North Academic Building G

Purpose	To approve final completion of the District Wide Flooring Replacements Phase III at Mid Valley Campus North Academic Building G project.
Justification	<p>On October 29, 2024, the Board of Trustees approved Substantial Completion of this project.</p> <ul style="list-style-type: none">• Contractor: Terra Fuerte. <p>Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with by Terra Fuerte. The original cost approved for this project was \$360,800.</p>
Funding	The funds for Project 2024-012R are available in the Renewals & Replacements Fund for use in FY 2024 – 2025.
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Additional Information	The Facilities Committee did not meet in November 2024; therefore, this item is presented without a committee recommendation. Administration recommends approval as presented.

Upon a motion by Ms. Victoria Cantu and a second by Mr. Paul Rodriguez the Board of Trustees of South Texas College approves and authorizes final completion and release of final payment of \$37,359.20 to Terra Fuerte for the District Wide Flooring Replacements Phase III at Mid Valley Campus North Academic Building G project as presented.

The motion carried.

Approval of Financial Reports for September 2024

Administration recommended Board approval of the financial reports for the month of September 2024.

The following financial reports were provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for September 2024.
- 2) Summary of Revenues for September 2024.
- 3) Summary of State Appropriations Revenue for September 2024.
- 4) Summary of Property Tax Revenue for September 2024.
- 5) Summary of Expenditures by Classification for September 2024.
- 6) Summary of Expenditures by Function for September 2024.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for September 2024.
- 8) Summary of Grant Revenues and Expenditures for September 2024.
- 9) Foundation Financial Activity for September 2024.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, was available to respond to questions posed by the Board.

Upon a motion by Mr. Paul Rodriguez and a second by Ms. Victoria Cantu the Board of Trustees of South Texas College approves and authorizes the submitted financial reports for the month of September 2024.

The motion carried.

Review of Informational Reports as of October 2024

Administration included the following information reports as of October 2024 for the Board's information.

- 1) Checks for \$125,000 and above for October 2024.
- 2) Check Register for October 2024.
- 3) Summary of Purchase Orders (Purchasing) for October 2024.
- 4) Summary of Bid Solicitations (Purchasing) for October 2024.
- 5) Employee New Hires for October 2024.
- 6) Employee Resignations/Retirements for October 2024.

The reports were presented for review by the Board and are provided under separate cover.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, was present to respond to questions posed by the Board.

No action was required from the Board. This item was presented for information purposes.

Establishment of an Executive Committee of the Board for the Review and Recommendation of Action as Necessary

Purpose	Dr. Alejo Salinas, Jr., Chairman, appointed an Executive Committee of the Board to review and recommend any formal Board action as necessary.
Justification	<p>As outlined in Policy BCB (Local) – Board Internal Organization: Board Committees, the Chairman may as they deem necessary create committees to advise the Board and facilitate efficient operations.</p> <p>All committees shall consist of a maximum of three Board members, and the Board is not bound by the action of a Board committee or any of its individual members.</p> <p>Dr. Salinas is provided this opportunity to establish a committee of no more than three trustees and to outline a scope for their review and recommendation of any action as necessary.</p>
Documents Enclosed	Appendix A – Policy BCB (Local) Board Internal Organization: Board Committees
Staff Resource	Dr. Ricardo J. Solis, College President
Additional Information	The Finance, Audit, and Human Resources Committee did not meet in November 2024; therefore, this item was presented without a committee recommendation. Administration recommends approval as presented.
Recommendation	<p>The Board Chair announced the following appointments to Committee Chair and Committee Membership:</p> <p>Chair: Dr. Alejo Salinas Member: Mr. Paul Rodriguez Member: Ms. Rose Benavidez</p>

Announcements

A. Next Meetings:

- Tuesday, January 14, 2025
 - 3:00 p.m. – Education and Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit, and Human Resources Committee
- Tuesday, January 28, 2025
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

- The College will be closed November 28 – 29, 2024 in observance of the Thanksgiving holiday
- STRC Laptop Distribution will be December 3, 2024 at 10:00 AM
- Graduation ceremonies will be Sunday, December 15, 2024
- The College will be closed December 19, 2024 – January 5, 2025 for Winter Break

Adjournment

There being no further business to discuss, the Special Meeting of the South Texas College Board of Trustees adjourned at 9:00 p.m.

I certify the foregoing are the true and correct minutes of the Tuesday, November 19, 2024 Special Board Meeting of the South Texas College Board of Trustees.

X _____

Mr. Danny Guzman

Board Secretary

Report of New Grant Awards

Purpose	Mrs. Carla M. Rodriguez, Executive Director of the Office of Sponsored Initiatives, has reported the following listing of grants recently accepted by the College.
Justification	These grants have been approved and accepted by the College President, in compliance with Board Policy CAM – <i>Appropriations and Revenue Sources: Grants, Funds, Donations from Private Sources</i> , and are reported here for the Board’s information and feedback to administration.
Enclosed Documents	List of the grants received.
Staff Resource	Dr. Rodney Rodriguez, Vice President of Institutional Advancement and External Affairs
Recommendation	No action is required from the Board. This item is presented for information purposes.

Grant Title: Child Development Associates Credential Program

Awarding Agency: Lower Rio Grande Valley Workforce Development Board - Workforce Solutions

Division Awarded: Social & Behavioral Sciences Division

Department Awarded: Child Development and Early Childhood Department

Amount Awarded: \$48,265

Funding Period: January 1, 2025 to December 31, 2025.

Strategic Goal #3 Alignment: Create Educational Opportunities for Students

Project Summary: This grant provides funding for Child Development Associates Credential (CDA) courses for employees of Child Care Service Vendors in Hidalgo County. These funds will be used for tuition, fees, and textbooks for up to 25 candidates for the Spring and Fall 2025 semesters.

Grant Title: Child Care Training Services Program

Awarding Agency: Lower Rio Grande Valley Workforce Development Board - Workforce Solutions

Division Awarded: Social & Behavioral Sciences Division

Department Awarded: Child Development and Early Childhood Department

Amount Awarded: \$18,000

Funding Period: January 1, 2025 to December 31, 2025

Strategic Goal #1 Alignment: Lead Community Engagement

Project Summary: This grant provides funding for the Child Development and Early Childhood Department to provide several high-quality training opportunities for childcare providers in our service area. A total of three conference sessions are scheduled from April through October 2025 for up to 100 participants per conference. Conference sessions will cover topics such as individualized learning, autism, environmental accommodations, etc.

No action is requested.

Review and Approval to Negotiate and Execute a Lease Agreement for Developing Program

Purpose The Board of Trustees of South Texas College is asked to approve the continued negotiation and execution of a lease agreement for the ongoing development of a graduate Pharmacy program to be established in McAllen, Texas.

Justification The College is working with Texas Southern University (TSU) on the feasibility of their establishment of a graduate Pharmacy program in McAllen, Texas. This program would help address a critical shortage of licensed pharmacists serving our region. Furthermore, the proposed partnership would lead toward the development of an articulation agreement supporting the transition of STC graduates into the pharmacy program.

In exchange, the College proposes to support the first cohort of graduate Pharmacy students by offering a two-year lease at no cost that would include approximately 4 offices and 1 classroom/lab at the Nursing and Allied Health Campus. The College would provide this lease at no cost as an in-kind contribution to support the program development, and TSU would invest up to \$200,000 in renovations to the College's facilities, which would help bring existing spaces at the former Texas A&M Health Science Center up-to-date.

This partnership has the potential to support a program that could graduate up to 25 pharmacists per year in the near future, and while the University works to construct an independent facility in McAllen, Texas.

Enclosed Documents None

Staff Resource Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Mary Del Paz, Vice President for Finance and Administrative Services

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

The Board of Trustees of South Texas College approves and authorizes administration to proceed with the negotiation and execution of a lease agreement for the ongoing development of a graduate Pharmacy program to be established in McAllen, Texas as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Discussion and Action as Necessary on the Proposed Goals for the Current Year

- Purpose** The Board Chair requests discussion and action as necessary on the yearly goals that were identified and presented at the Education and Workforce Development, Facilities, and Finance Committee meetings.
- Justification** At the Committee Meetings on January 14, 2025, Dr. Alejo Salinas, Board Chair, presented a list of goals to each Committee for consideration.
- Dr. Salinas would like the Board to review and discuss the list and take any necessary action regarding the implementation of these goals for the remainder of the current year.
- Dr. Salinas would also like to answer any questions and make clarifications regarding the goals he provided.
- Enclosed Documents** List of goals provided at Committee Meetings by Dr. Salinas.
- Staff Resource** Dr. Alejo Salinas, Board Chair.
- Recommendation** ***It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***
- The Board of Trustees of South Texas College approves and authorizes administration to proceed the implementation of the goals for the remainder of the current year as presented.
- Approval Recommended:**
- Dr. Ricardo J. Solis**
President

To: STC Board Members

From: Alejo Salinas, Jr. Chair

Re: Retreat Themes Results

Date January 14, 2025

We are now at a point that requires individual Board member input. The feedback that we jointly discussed at the Retreat has been transformed into Goals. It is very important that you also reflect on the proposed goals and submit comments, additions, or changes, to me, by January 22nd. I would like to complete this endeavor and present to the Board for approval at the January meeting.

Instructions: Focus on each goal and identify factors or elements that can guide us to fulfill the goals that we adopt. Your suggestions do not have to be elaborate; they can be as simple as a single word. I am providing a sample of "factoring" for goal 1.

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

1. To encompass the ten Themes as part of the evaluation process.
Board self-evaluation, CEO evaluation, legal services and others as may be identified during periodic reviews.

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

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

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

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

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

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

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

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

10. To develop and approve a management succession plan.

This request for input is crucial to the success of compliance with the Goals. Please submit ASAP, but not later than the January 22nd. Include your name on the document; this will help me keep track of the submittals. Thanks. Alejo.

Review of Presentations Delivered to Education and Workforce Committee

The following presentation was delivered to the Education and Workforce Committee on Tuesday, January 14, 2025:

A. Presentation of South Texas College's Key Performance Indicators (KPIs)

Purpose Information Services, Planning, Performance, & Strategic Initiatives will review the College's performance on Key Performance Indicators (KPIs) and will discuss updated targets based on latest performance figures.

Justification South Texas College evaluates student achievement through the STC Key Performance Indicators (KPIs). KPIs are evaluated annually and used to assess how well STC is fulfilling its Goals as aligned to its Mission and Strategic Plan. KPIs have been defined across the following seven focus areas of student achievement:

1. **Traditional Enrollment** – Number of non-dual students enrolled
2. **Dual Enrollment** – Number of dual credit students enrolled
3. **Dual Credit 15 Credit Hours Earned** – Number of high school students who complete 15 semester credit hours in dual credit courses
4. **Transfer after 15 Credit Hours Earned** – Number of students who transfer to Texas public four-year universities after completing 15 semester credit hours at STC
5. **Fall-to-Fall Persistence of Traditional Students** – Percentage of traditional (non-dual) students persisting from fall-to-fall who did not graduate nor transfer
6. **Degree and Certificate Awards** – Number of certificates and degrees awarded
7. **IPEDS Graduation Rate** – Percentage of students who graduate within 150% of the program length

Enclosed Documents

- Presentation on KPI performance
- KPI Goals Handout

Funding

- No Funding is necessary.

Staff Resources

Dr. Fernando Chapa, Dean for Institutional Research Effectiveness, & Strategic Planning and Dr. Jesus Campos, Interim Vice President of Information Services, Planning, Performance, & Strategic Initiatives.

Recommendation

This presentation is for the Board's information and feedback. No action is requested.

South Texas College Key Performance Indicators: Results and Targets

EDUCATION AND WORKFORCE COMMITTEE
JANUARY 14TH 2025

Outline

- What are Key Performance Indicators (KPIs)
- Strategic Planning and Goal Setting
- Results of Prior Year
- Targets up to FY 2025 and Fall 2026
- Next Steps



What are KPI's

Key Performance Indicators

- High level metrics
- Give status indicators
- Assess Goal Achievement

They do not

- Tell us what the issues may be
- Tell us what may fix the issues



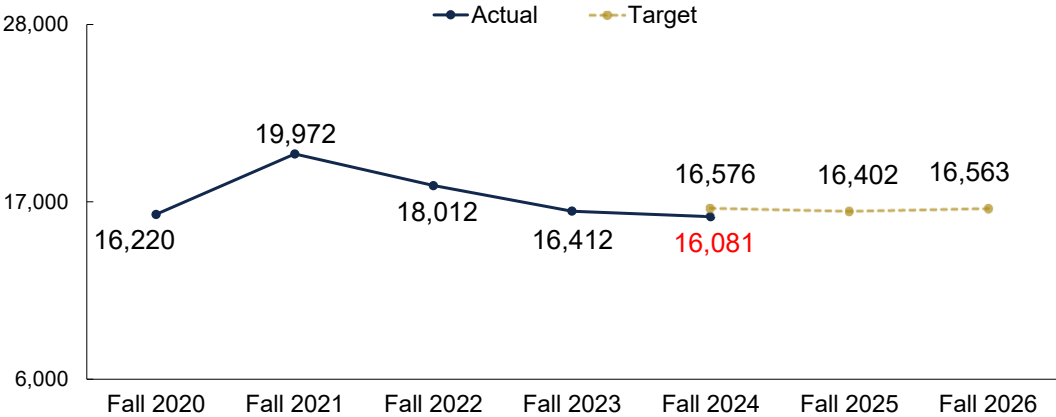
Strategic Planning and Goal Setting



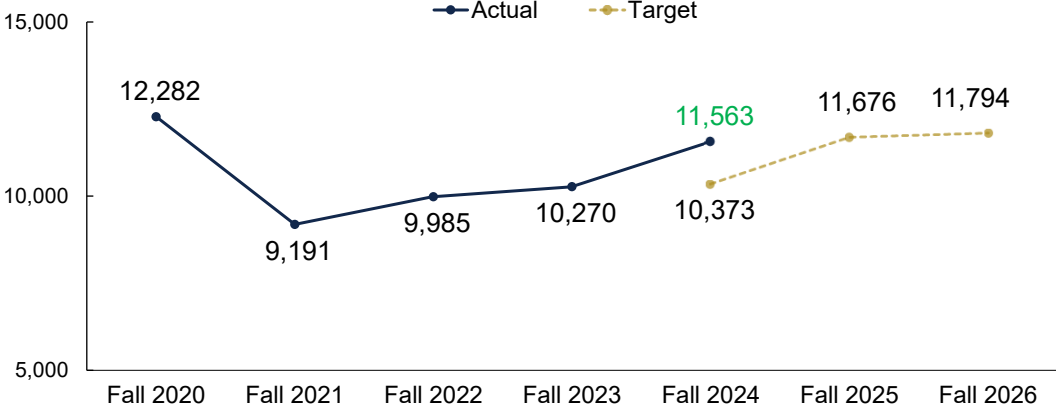
Strategic Planning and Evaluation Cycle

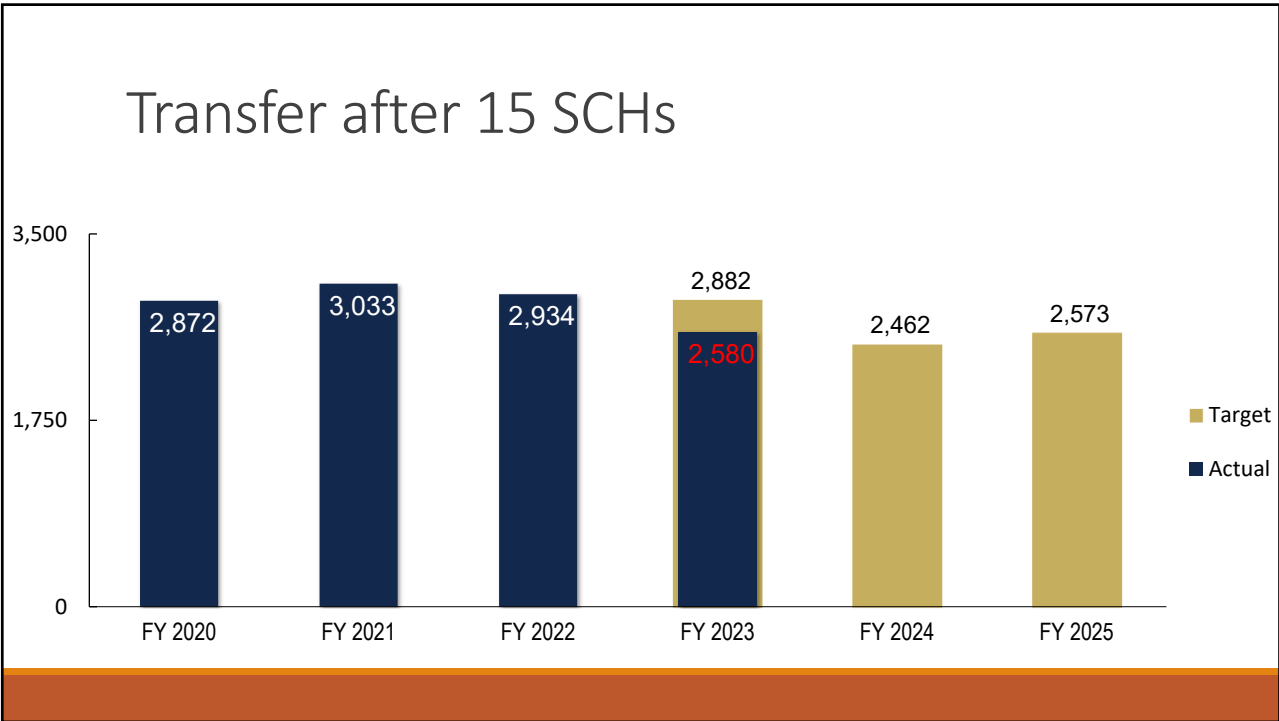
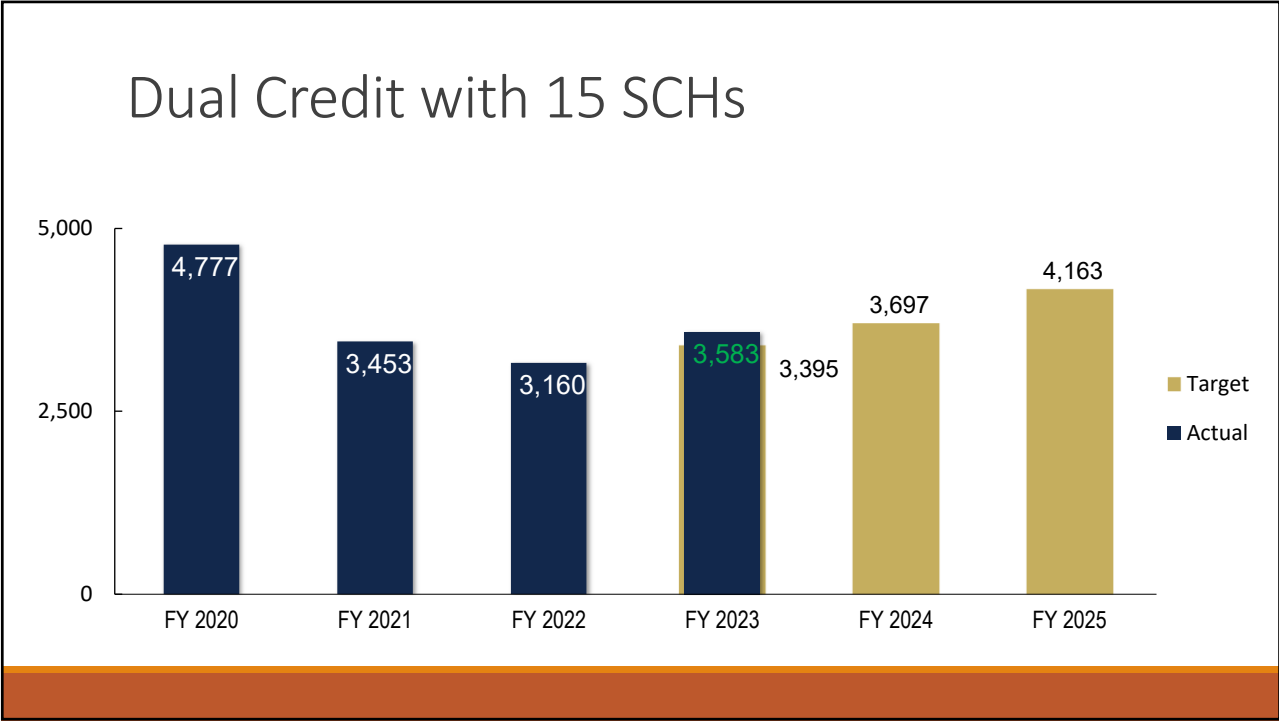


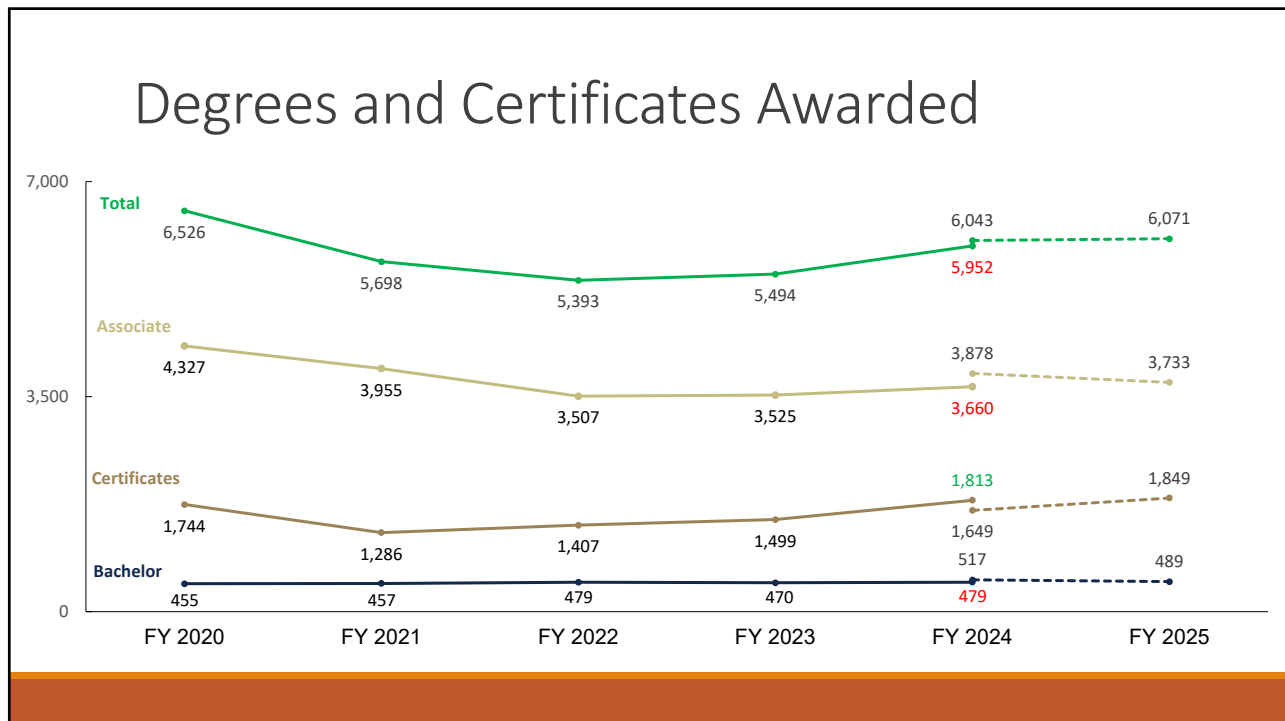
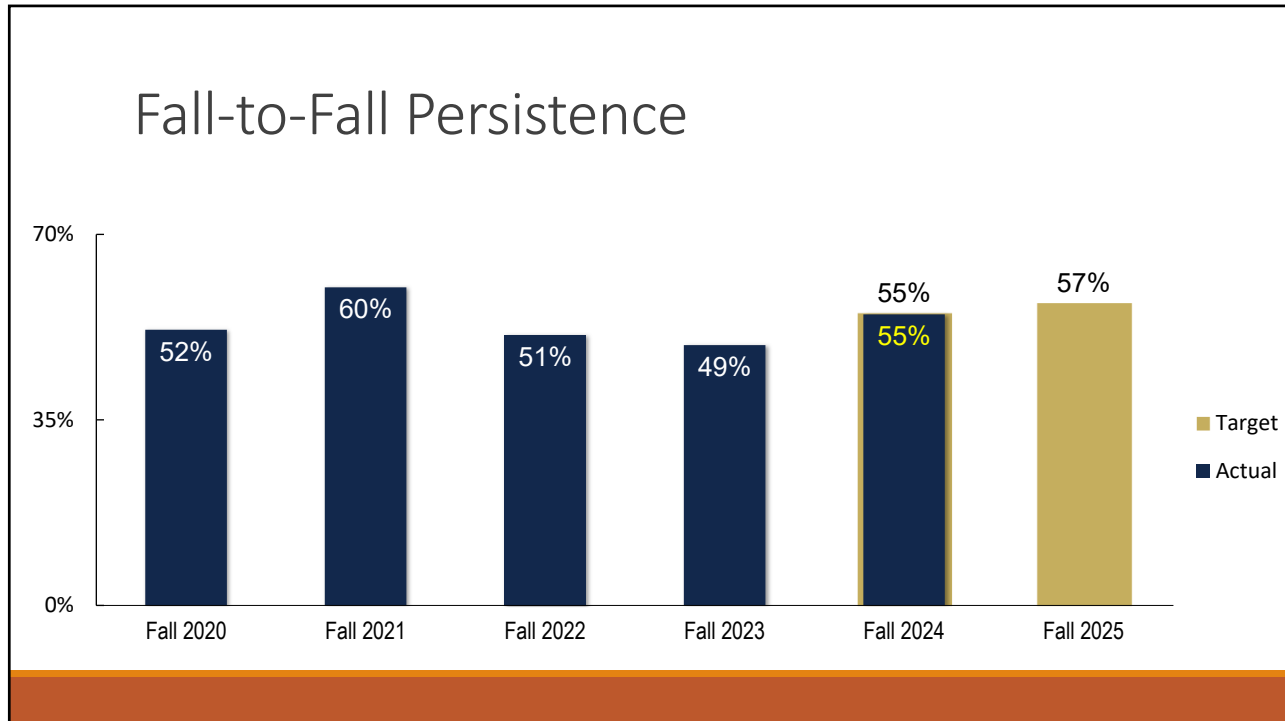
Traditional Enrollment



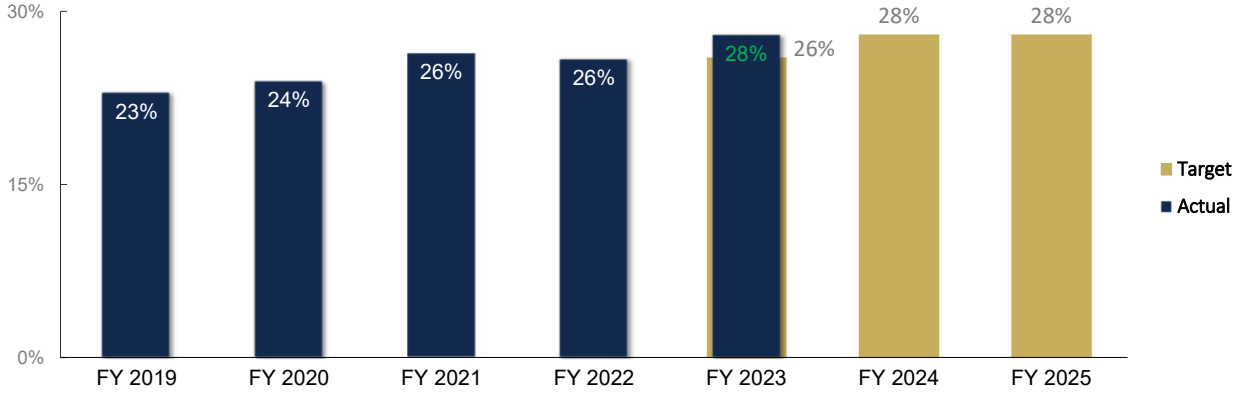
Dual Enrollment







IPEDS Graduation Rate



Strategic Planning and Goal Setting



Strategic Planning and Evaluation Cycle



B. Presentation on Valley Promise Program

Purpose	Mrs. Melissa Pena, Director of Valley Promise and Mr. Tony Matamoros, Dean of Enrollment Services, will provide an update on the Valley Promise. The presentation will cover updates to key program metrics, highlight successes, and outline upcoming events and activities.
Justification	To provide an update on the Valley Promise Program for the Committee's review and feedback.
Enclosed Documents	<ul style="list-style-type: none">• Presentation on the Valley Promise Program.
Funding	<ul style="list-style-type: none">• No Funding is necessary.
Staff Resources	Melissa Pena, Director of Valley Promise; Tony Matamoros, Dean of Enrollment Services
Recommendation	This item is for the Board's information and feedback. No action is requested.



BENEFITS FOR STUDENTS



TUITION GRANTED



COACHING AND MENTORING



PERSONALIZED SUPPORT

THE PLEDGE

- Students commit to enrolling at STC
- Recruiters work with students to complete enrollment process earlier in the Senior year
- Year-round messaging targets both students and parents



ELIGIBILITY REQUIREMENTS

To qualify, graduating students from participating high schools must:

- Be U.S. and Texas residents.
- Be In-district residents of Hidalgo or Starr Counties.
- Complete Apply Texas Application.
- Complete a FAFSA or TASFA application.
- Have financial need based on U.S. Department of Education determination.
- Must enroll for at least 12 hours.
- Maintain a 2.0 Grade Point Average.



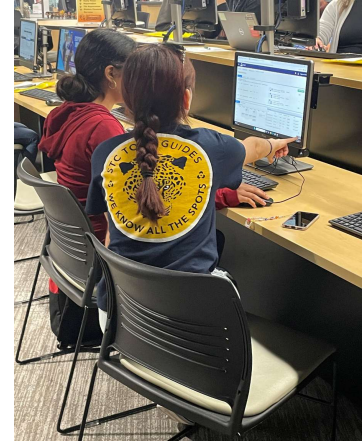
ADDITIONAL REQUIREMENTS

STC Dual Credit High School Seniors must also:

- Meet Financial Aid Satisfactory Academic Progress.
- Have at least 2.0 grade-point average (GPA) for all STC coursework.
- Be in Good Academic Standing.

Once enrolled as a South Texas College Promise Scholar:

- Maintain minimum 2.0 cumulative GPA each semester.
- Must enroll and complete 12 credit hours each fall and spring semester while completing certificate or associate degree.
- Submit the following applications by established priority dates.



YEAR ONE 2023-2024

1,124

Pledges Received

920

Enrolled
Fall 2024



YEAR TWO 2024-2025

98%

Ended Fall 2024 in
Good Standing

45

Will Graduate
Spring 2025



Student Engagement Activities

- Advisor Meet & Greet
- Resource Fairs
- Career Preparation
- Tools & Tips for Scholars Success



YEAR TWO
2024-2025

2,097
Pledges Received



Salesforce

- Allows realtime tracking and monitoring of student enrollment
- Customized communications guide students through enrollment process
- Targets both students and parents
- Two (2) licenses provided to each high school



Upcoming Events

- Hooding Ceremony for Students and Parents – Spring 2025
- Graduation Stole for Spring 2025 Graduates
- Student Engagement Activities
- Personalized First Year Connection Orientation – Summer 2025



THANK YOU!



Review of Presentations Delivered to Finance, Audit, and Human Resources Committee

The following presentation was delivered to the Finance, Audit, and Human Resources Committee on Tuesday, January 14, 2025:

A. 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 Board 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 Board. This item is presented for information purposes.

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

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

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

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

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

- a. Approval of Award of Proposals and Purchases a total cost of \$862,172.26
- b. Approval of Appraisal District Allocated Cost Payments for Hidalgo County
- c. Approval to Purchase the Extend Professional Software and Associated Deployment Services
- d. Approval to Adopt New Personnel Policies and Retire Current Policies
 - A-1. Adopt DBD (Local) – Employment Requirements and Restrictions: Conflict of Interest
 - A-2. Retire Policy #5915: Conflict of Interest – Acceptance of Gift, Grant, Donation, or Other Consideration for Employee Salary Supplement
 - B-1. Adopt DCA (Local) – Employment Practices: Term Contracts
 - B-2. Retire Policy #4115: Personnel Appointments
- e. Approval to Retire Two (2) Current Policies
 - A-1. Retire Policy #4000: Code of Ethics Policy Statement
 - B-1. Retire Policy #4001: Code of Professional Ethics for the Administration, Faculty and Staff
- f. Approval to Revise Student Policy
 - A-1. FAA (Local) – Equal Educational Opportunity: Pregnant and Parenting Students

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

The Board of Trustees of South Texas College approve and authorize items a- f of the Finance, Audit, and Human Resources Committee Consent Agenda as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

a. Approval of Award Proposals and Purchases at a total cost of \$862,172.26

Purpose and Justification – Administration requests Board approval of the following purchases, renewals, and interlocal agreements at a total cost of \$862,172.26.

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

The Director of Purchasing has reviewed each item, including the procurement procedures and evaluation of all responses, and recommends 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	<p>To upgrade the audiovisual equipment in five (5) active learning classrooms on the Pecan, Mid Valley, Nursing and Allied Health, and Starr County campuses.</p> <p>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.</p>
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

Purpose Purchase automated distribution systems from **Technical Laboratory Systems, Inc.** (Houston, TX), The Interlocal Purchasing System (TIPS) approved vendor.

Justification To enhance the Center for Advanced Training & 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.

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.

Enclosed Documents Other information is included in the Supporting Documentation

Funding Funds for this expenditure are budgeted in the True Grant budget for FY 2024 – 2025.

Staff Resource Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Dr. Carlos Margo, Dean - Center for Advanced Training and Apprenticeships

Recommendation The Committee recommends Board approval to 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.

Purchases – 6) Box Truck Fire Training Prop

Purpose Purchase a box truck fire training prop from **Fireblast Global, Inc.** (Murrieta, CA), a sole source vendor.

Justification 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.

Enclosed Documents Other information is included in the Supporting Documentation

Funding Funds for this expenditure are budgeted in the Regional Center for Public Safety Excellence – Non-State budget for FY 2024 – 2025.

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 recommends Board approval to 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.

Purchases – 7) Dispatch Console Equipment and Software

Purpose Purchase dispatch console equipment and software from **Motorola Solutions, Inc.** (Chicago, IL), a Houston-Galveston Area Council (HGAC) approved vendor.

Justification 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.

Enclosed Documents Funding Other information is included in the Supporting Documentation
Funds for this expenditure are budgeted in the Campus Police budget for FY 2024 – 2025.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services
Ruben Suarez, Chief of Police - Department of Public Safety

Recommendation The Committee recommends Board approval to 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.

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

Purpose Purchase a refrigerant recovery charging system and a residential heat pump from **Advanced Technologies Consultants** (Plymouth, MI), The Interlocal Purchasing System (TIPS) approved vendor.

Justification 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.

The equipment will also support Career and Technical Education (CTE) students by enabling more efficient evaluations and reinforcing safety protocols associated with HVAC systems.

Enclosed Documents Funding Other information is included in the Supporting Documentation
Funds for this expenditure are budgeted in the HVAC Program budget for FY 2024 – 2025.

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 recommends Board approval to 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.

Recommendation: The Committee recommended 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.

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

The Board of Trustees of South Texas College approves and authorizes award of proposals and the purchases, at a total cost of \$862,172.26 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Consent Agenda:

b. Approval of Appraisal District Allocated Cost Payments for Hidalgo County

Purpose To approve the Appraisal District Allocated Cost Payments for Hidalgo County for property valuation assessments conducted annually for tax purposes during the tax year.

Justification 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.

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.

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.

Enclosed Documents Appendix A – Changes to Tax Year 2024 Allocations
Appendix B – FY 2025 Allocated payments for Tax Year 2024

Funding Funds for these expenditures are budgeted in the Hidalgo Appraisal/Collection Fee budget for FY 2024 - 2025.

Staff Resource Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation Myriam Lopez, Associate Vice President – Finance and Management
The Committee recommended Board approval of the Appraisal District Allocated Cost Payments for Hidalgo County in the amount of \$1,291,490.00.

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

the Appraisal District Allocated Cost Payments for Hidalgo County in the amount of \$1,291,490.00as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

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><u>\$ 389,701.00</u></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

Consent Agenda:

c. Approval to 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 \$950,120 and \$750,000, respectively, for a total of \$1,700,120, 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 \$636,484, from \$313,636 to \$950,120 (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 \$1,386,484 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 (\$639,002)
- 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 \$639,002, from \$806,168 to \$167,166, 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 recommended Board approval to purchase Extend Professional software and associated deployment services from Precision Task Group (PTG) / Workday in the amount of \$950,120 and \$750,000, respectively, for a total of \$1,700,120.

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

To purchase Extend Professional software and associated deployment services from Precision Task Group (PTG) / Workday in the amount of \$950,120 and \$750,000, respectively, for a total of \$1,700,120 as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A

Cost Breakdown and Budget Reallocation

Cost Breakdown	Extend Professional Cost	Budget	Budget Reallocation	Remaining Balance
Extend Professional - 60% Discount	\$950,120.00	-	\$950,120.00	\$950,120.00
Associated Deployment	750,000.00	-	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	(639,002.00)	167,166.00
Conferences	-	286,836.00	(175,000.00)	111,836.00
Staff Augmentation	-	262,666.00	(150,000.00)	112,666.00
Total	\$1,700,120.00	\$2,091,788.00	\$-	\$2,091,788.00

Consent Agenda:

d. Approval 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 recommended Board approval to adopt the new Personnel Policies and retire the current policies as presented, and which supersedes any previously adopted Board policy.
- It is recommended that the Board of Trustees of South Texas College approve and authorize the following Minute Order proposed for consideration:***
to adopt the new Personnel Policies and retire the current policies as presented, and which supersedes any previously adopted Board policy as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A

List of New and Retired Policies

Adopt New Policy	Retired Policy(ies)	Retired Policy Content Transition
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.

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

Disclosure General Standard

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.

Specific Disclosures
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]

Gifts

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]

Endorsements

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.

Sales

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 Compensation 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.

Consent Agenda

e. Approval 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 recommended Board approval to retire two (2) current policies, as presented, and which supersedes any previously adopted Board policy.

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

to retire two (2) current policies, as presented, and which supersedes any previously adopted Board policy.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A

List of Retired Policies

Retired Policy(ies)	Retired Policy Content Transition
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

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

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

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

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

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

- 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

Consent Agenda:

f. Approval to Revise Student Policy

Purpose To revise Student policy to align with the Texas Association of School Boards (TASB) policy manual.

Justification This revision is requested as part of the TASB 48th numbered update.

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.

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

Enclosed Documents Appendix A – List of Revised Policy
Appendix B – Revised Policy

Staff Resource 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

Recommendation The Committee recommended Board approval to revise the Student policy as presented, and which supersedes any previously adopted Board policy.

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

to revise the Student policy as presented, and which supersedes any previously adopted Board policy.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A

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

Appendix B

Policy follows in the packet.

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.

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.~~

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

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

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

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

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

- a. Approval on Authorization to Proceed with Solicitation of Architectural Services for the Pecan Campus Athletic Field Building
- b. Approval on Authorization to Proceed with Contracting Architectural Services the Pecan Campus Business and Science Building G Engineering Labs Renovation
- c. Approval on Authorization to Proceed with Contracting Architectural Services for the Pecan Campus Student Services Building K Cashiers Renovation
- d. Approval on Authorization to Proceed with Contracting Engineering Services for the District Wide HVAC Replacements Phase II at Pecan Campus
- e. Approval on Authorization to Proceed with Solicitation of Construction Services for the Technology Campus Technical Careers Building B Atrium Ceiling Repairs
- f. Approval on Authorization to Solicit Construction Services for the Regional Center for Public Safety Excellence Perimeter Fence
- g. Approval on Authorization to Proceed with Contracting Construction Services for the Pecan Campus Athletic Fields Reseeding and Regrading
- h. Approval on Authorization to Proceed with Contracting Construction Services for the Pecan West Continuing Education and Testing Center Building A
- i. Approval on Authorization to Proceed with Contracting Construction Services for the Pecan West Parking and Site Improvements
- j. Approval on Authorization to Proceed with Contracting Construction Services for the District Wide HVAC Replacements at Mid Valley Campus
- k. Approval on Authorization to Proceed with Contracting Construction Services for the District Wide Flooring Replacements Phase IV
- l. Approval of Proposed Change Order for the Mid Valley Campus Building M Automotive Lab Expansion
- m. Approval on Authorization to Proceed with the Final Completion for the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Outdoor Covered Area

- n. Approval on Authorization to Proceed with the Final Completion for the Mid Valley Campus Workforce Center Building D Welding Lab Expansion and Renovation
- o. Approval on Authorization to Proceed with the Final Completion for the Mid Valley Campus Building M Automotive Lab Expansion

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

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

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Consent Agenda:

a. Approval to Proceed with Solicitation of Architectural Services Architectural Services for the Pecan Campus Athletic Field Building

Purpose To approve the solicitation of architectural services for the Pecan Campus Athletic Field Building project.

Justification Solicitation of Request for Qualifications (RFQ) for architectural services is necessary to procure a design team to prepare all necessary design development drawings and specifications in preparation for construction.

The project consists of constructing a building near the athletic fields.

The proposed scope of work is summarized as follows:

- Construction of a building adjacent to the athletic fields
- Building Spaces: Storage, Restrooms, Concession
- Total Square Feet: 1,560 sq. ft.

Enclosed Documents Appendix A – Project Presentation
Appendix B – Fact Sheet

Funding The total Pecan Campus Athletic Field Building Project 2025-001C estimated cost, including construction, design, miscellaneous, and FFE, is \$569,300.

- Construction \$468,000
- Design 46,800
- Miscellaneous 14,500
- FFE 25,000
- Technology 15,000
- Total \$569,300**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to proceed with the solicitation of architectural services for the Pecan Campus Athletic Field Building project as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the solicitation of architectural services for the Pecan Campus Athletic Field Building project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A

Project presentation follows in the packet.

Appendix B

Fact Sheet follows in the packet.



**Pecan Campus
Athletic Field Building
2025-001C**



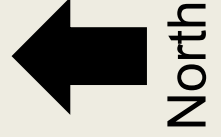
**SOUTH TEXAS
COLLEGE**

Pecan Campus Athletic Field Building



PROJECT LOCATION

- Construction & design of a new Athletic Field building to include:
 - Storage
 - Restrooms
 - Concession Area



Pecan Campus Athletic Field Building



Requested By
Student Activities and Wellness

Scope of Work

- 1. Athletic Field Facility (30'x52') 1560 s.f. \$468,000
 - Storage - 400 s.f.
 - Restrooms – 580 s.f.
 - Concession Area – 580 s.f.

Estimated Total Project Budget

Construction	\$ 468,000
Design	46,800
Miscellaneous	14,500
FFE	25,000
Technology	15,000
Total Project Budget	\$ 569,300



Project Fact Sheet
1/7/2025

Project Name: Pecan Campus - Athletic Field Improvements		Project No. 2025-001C		
Funding Source(s): Unexpended Plant Fund				
		FY 24-25		
	Original Project Budget	Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures
Construction:	\$ 468,000.00		\$ -	\$ -
Design:	46,800.00	46,240.00	-	46,240.00
Miscellaneous:	14,500.00	4,500.00	-	4,500.00
FFE:	25,000.00		-	-
Technology:	15,000.00		-	-
Total:	\$ 569,300.00	\$ 50,740.00	\$ -	\$ 50,740.00
				Total Actual Expenditures To Date
				\$ -

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

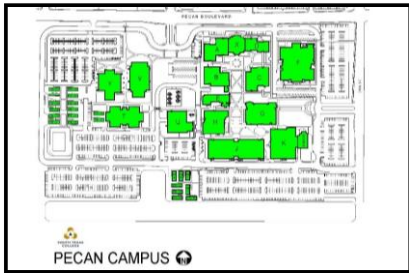
Project Description	Project Scope
Athletic Field Improvements	Design and Construction of a new Athletic Filed facility to include: Storage, Restrooms and Concession Area.

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
1/28/2024	3/25/2025	6/24/2025	1/27/2026	2/15/2026	08/25/2026	09/22/2026	8/15/2026

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2024-25	-	-	-	-	-	\$ -	
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Authorization to Solicit Architectural Services for the Pecan Campus Athletic Field Building



FPC Project Manager

[Signature]

FPC Asst. Director

[Signature]

FPC Director

[Signature]

Consent Agenda:

b. Approval to Proceed with Contracting Architectural Services for the Pecan Campus Business and Science Building G Engineering Labs Renovation

Purpose To contract architectural services for the Pecan Campus Business and Science Building G Engineering Labs Renovation project.

Justification Architectural services are necessary for design and construction administration services for this project. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

The project consists of renovating existing classrooms to construct two larger lab spaces and a storage room, and converting a chemistry lab to an engineering lab/student design project work space.

The proposed scope of work is summarized as follows:

- Renovation and conversion of three existing classrooms into two larger laboratory spaces and a storage room
- Renovation and conversion of existing chemistry lab to an engineering lab/student design project work space
- Total Renovation Space 3,616 sq. ft.

Enclosed Documents Appendix A – RFQ Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Project 2023-014C estimated cost, including construction, design, miscellaneous, and FFE, is \$500,000.

• Construction	\$400,000	
• Design	40,000	
• Miscellaneous	10,000	
• FFE	50,000	
Total		\$500,000

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to contract architectural services with Sam Garcia Architect, LLC. for the Pecan Campus Business and Science Building G Engineering Labs Renovation project as presented.

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

The Board of Trustees of South Texas College approves and authorizes proceeding with contracting architectural services with Sam Garcia Architect, LLC. for the Pecan Campus Business and Science Building G Engineering Labs Renovation project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A

RFQ Solicitation Information

Advertised on	November 6, 2024 and November 13, 2024
RFQ Responses Due	November 21, 2024
RFQ Issued To	Forty (40) Vendors
Responses Received From	Four (4) Vendors
Responses Reviewed By	Academic Affairs and Economic Development, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.



**SOUTH TEXAS
COLLEGE**

**Pecan Campus
Business and Science Building G
Engineering Labs Renovation
2023-014C**

Pecan Campus Business and Science Building G Engineering Labs Renovation Project Site



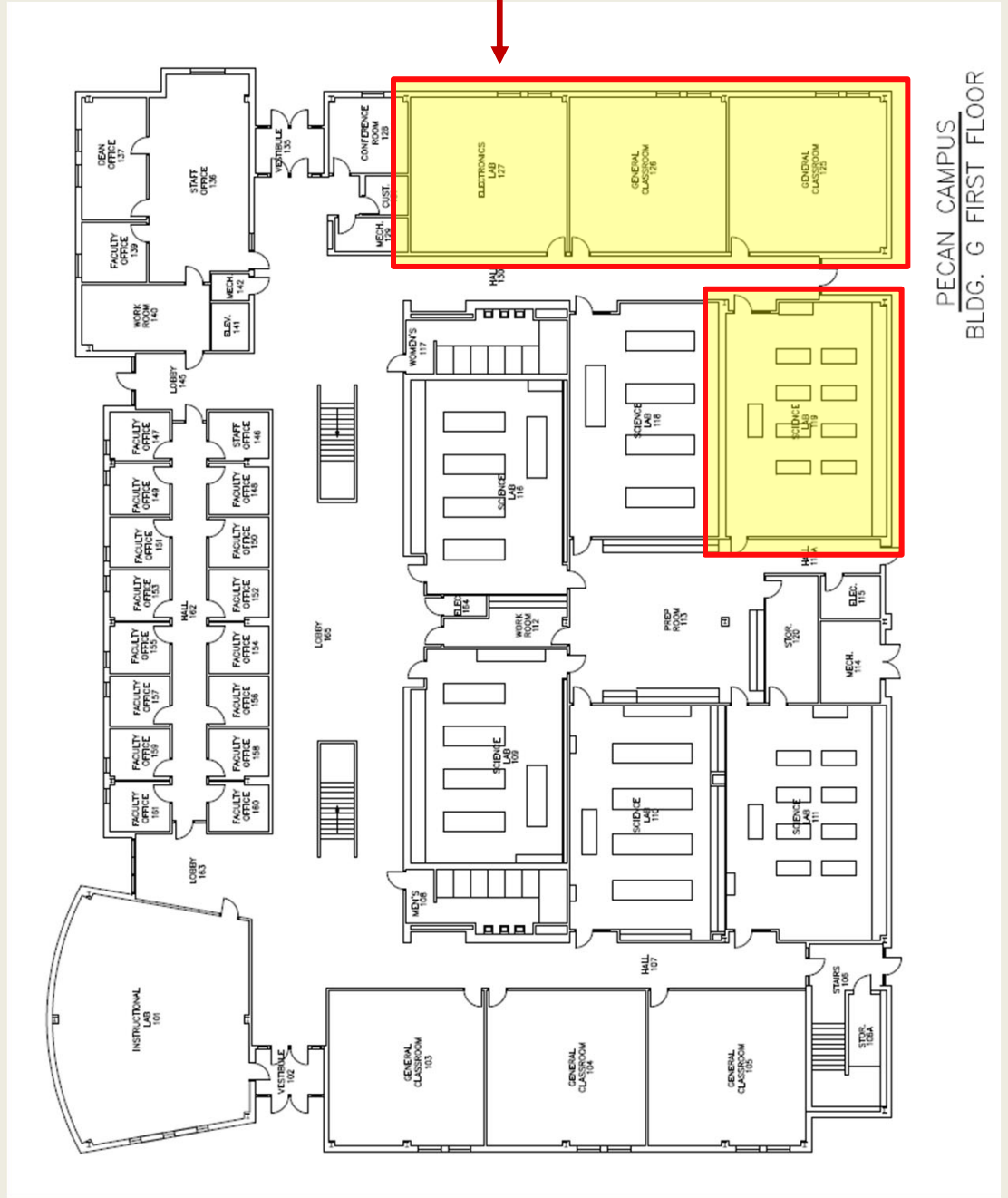
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Pecan Campus Business and Science Building G Engineering Labs Renovation Current Layout



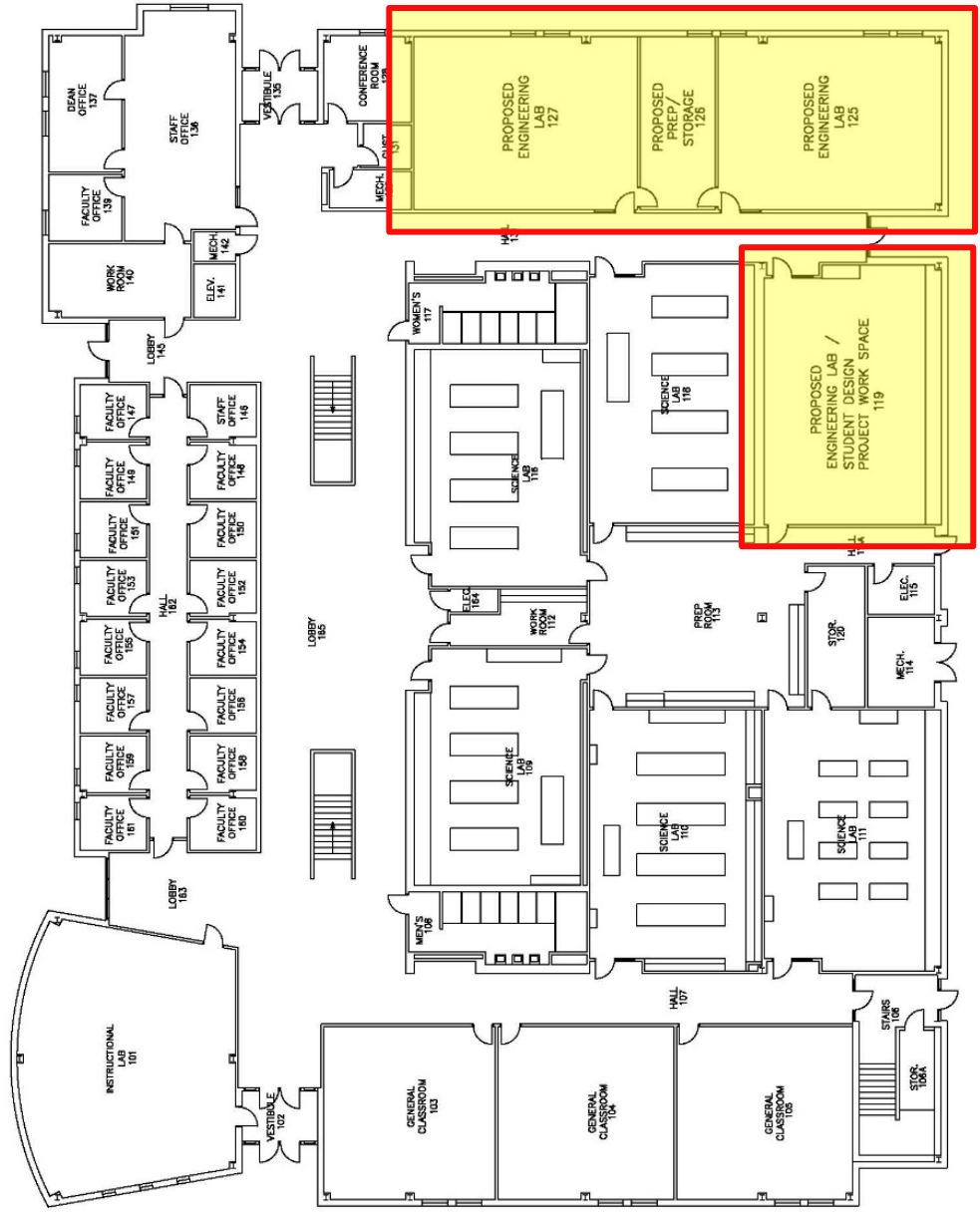
SOUTH TEXAS
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Pecan Campus Business and Science Building G Engineering Labs Renovation Proposed Layout



SOUTH TEXAS
COLLEGE



PECAN CAMPUS
BLDG. G FIRST FLOOR

Project
Location

North



Proposed Layout

Pecan Campus Business and Science Building G Engineering Labs Renovation Proposed Scope & Budget



Requested By
Engineering Department

Scope of Work
Renovation of four (4) existing Classrooms/ labs for the Physical Science and Engineering Department. Rooms include Rm: 119,125, 126 and 127.

Approx. 3,616 SF

<u>Estimated Total Project Budget</u>	
Construction	\$ 400,000
Design	40,000
Miscellaneous	10,000
FFE	50,000
Total Project Budget	\$ 500,000

SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS - BUSINESS AND SCIENCE BUILDING G ENGINEERING LABS RENOVATION
PROJECT NO. 24-25-1029

VENDOR	Boultinghouse Simpson Gates Architects	Duncan Architects, LLC.	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.
ADDRESS	3301 N McColl Rd	804 Pecan Blvd Ste 113	11720 North IH-35	1200 Auburn Ave Ste 280
CITY/STATE/ZIP	McAllen, TX 78501	McAllen, TX 78501	Austin, TX 78753	McAllen, TX 78504
PHONE	956-630-9494	956-443-3755	512-461-8810	956-631-8327
CONTACT	Danny Boultinghouse	Ryan Duncan	David Negrete	Sam R. Garcia
2.1 Statement of Interest				
2.1.1 Statement of Interest for Project	Stated their 20-year history working with South Texas College which includes familiarity with requirements and expectations.	Licensed to practice architecture in the states of Texas and Ohio and have 20+ years of experience.	Indicated their qualifications demonstrates a long resume of conversion, repurpose and renovation of facilities.	Indicated they are looking forward to the opportunity to work closely with STC and show the firm's capabilities. Stated they are available and well-qualified for this project.
2.1.2 History and Statistics of Firm	- Firm established in 1990 - 600+ successful projects and 85% repeat client rate - Staff of 11	- Established in 2021 - Licensed Architect in State of California, Texas and recently in Ohio. Adjunct Instructor in the Architecture program at South Texas College.	- Offices in Austin and Edinburg - Principal has 40+ years experience - Established in 2003	- Founded in 2013 - Staff of 6 employees. - Based in McAllen, TX
2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated the firm's philosophy of being "client" oriented as much as "project" oriented. Over 25 years of providing A/E services to STC, very familiar with our system, staff and campus.	Pointed out the teams has a vast amount of experience designing commercial, office, residential, educational, and medical facilities.	Stated that with DBR and Chanin Engineering as our design team members, we collectively have decades of experience completing successful educational setting projects throughout Texas.	Cited the principal's extensive experience and his personal involvement in a project throughout the entire process.
2.1.4 Statement of Availability and Commitment	Indicated their availability and commitment to the project. Plus conveniently located within 20 minutes of the STC Facilities and campuses. Stated that project architect and project manager would be involved with the project until completed.	Confirmed the availability of their principals being there for the duration of any project that may come available through STC.	Indicated the firm will commit to having staff available according to the schedules determined.	Indicated they are ready and available to execute assignments associated with the project and commit to the timely execution of this project.
2.2 Prime Firm				
2.2.1 Resumes of Principals and Key Members	Included resumes for the following: - Robert S. Simpson, AIA Principal Architect - John Gates, AIA, NCARB Principal Architect	Included resumes for the following staff: - Ryan Duncan, AIA Partner & Principal Architect - Jaelyn Duncan, Partner & Principal Designer	Included resumes for the following staff: - David N. Negrete, Principal Partner - Andres L. Mata, Jr., Project Manager - Esteban Zamora, Project Architect - Bruce W. Menke, Project Manager - Jason T. George, Architect/ Project Manager	Included resumes for the following: - Sam R. Garcia, Principal - Zuri Rivera, Lead Designer - Jose Luis Rios, Jr., Project Architect - Hector A. Guevara, Project Architect
2.2.2 Project Assignments and Lines of Authority	Lines of authority and assignments within firm are shown in an organizational chart that includes ten staff members.	Lines of authority are handled by the 2 principals Ryan Duncan and Jaelyn Duncan.	Lines of authority are indicated in an organization chart. Indicate that all team members will, at some point, dedicate 100% of time to project.	Indicated duties and time assignments for all key team members.
2.2.3 Prime Firm proximity and meeting availability	Indicated that their local presence give them the opportunity to respond in a timely many to any planned or unexpected meetings with STC.	Will be available and flexible to attend unscheduled meeting within 24 hours often within just a few hours.	Firm is located within 15 miles from the Pecan Campus.	Indicated that the firm is 2.7 miles away from the Pecan Campus.
2.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	Indicated that the firm is not involved in any litigation that could affect the firm's ability to provide professional services.	Proud to say that the firm has not been involved in any litigations.	Indicated that the firm is not involved in any litigation.	Indicated that the firm is not involved in any litigation.

SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS - BUSINESS AND SCIENCE BUILDING G ENGINEERING LABS RENOVATION
PROJECT NO. 24-25-1029

VENDOR	Boultinghouse Simpson Gates Architects	Duncan Architects, LLC.	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.
ADDRESS	3301 N McColl Rd	804 Pecan Blvd Ste 113	11720 North IH-35	1200 Auburn Ave Ste 280
CITY/STATE/ZIP	McAllen, TX 78501	McAllen, TX 78501	Austin, TX 78753	McAllen, TX 78504
PHONE	956-630-9494	956-443-3755	512-461-8810	956-631-8327
CONTACT	Danny Boultinghouse	Ryan Duncan	David Negrete	Sam R. Garcia
2.3 Project Team				
2.3.1 Organization chart with Role of Prime Firm and each consultants firm	Included organizational chart which showed the following consultant: - MEP Solutions Engineering - MEP	Included organization chart showing prime firm and the following consultants: - MEP Engineer - DBR Engineering Consultants, Inc. - Structural Engineer - Atlas Engineering Consultants - Landscape Architect - Heffner Design Team - Civil Engineer - Spoor Engineering	Included organizational chart showing prime firm and the following consultant: - DBR Engineering - MEP - Chanin Engineering - Structural	Included organizational chart showing prime firm and the following consultants: - Melden & Hunt - Surveyor/Civil Engineer - Ethos Engineering, Inc. - Electrical Engineer - Heffner Design Team - Architectural Landscape - Green, Rubiano & Associates - Structural - Texas Fire Sprinkler Contractors, LLC - Fire Protection Engineer - Half Associates, Inc. - Information Communication Technology Services
2.4 Representative Projects				
2.4.1 Minimum of five (5) projects firm has worked on	- UTRGV - HACRB Academic Research Building Renovations (\$342,000) - UTRGV - (BROBL) Employee/Student Clinic+Counseling Renovation (\$800,000) - UTRGV - HCEBL Clinical Education Building (\$53,839)	- Laser Surgical Solutions Hyperbaric Oxygen Therapy Clinic Addition, McAllen, Texas (\$250,000) - Mireles Autism and Behavioral Center, McAllen, Texas (\$300,000) - Training, Rehabilitation & Development Institute, Inc. Pharr, Texas (\$750,000)	- STC Nursing & Allied Health Kitchen Lab Expansion (\$180,000) - UTPA Health Sciences Center (\$1,600,000) - Dietetics Lab Renovation (\$280,000)	- Hinojosa Law Firm - Southern Careers Facility - KHIT Chiropractic Corporation HQ
2.5 References				
2.5.1 References for five (3) projects	- UTRGV - City of McAllen - City of McAllen - McAllen International Airport	- Mireles Autism and Behavioral Center - Laser Surgical Solutions RGV Hyperbaric Oxygen Therapy Clinic Addition - Top Grade Physical Therapy New Clinic	- City of Edinburg - Edinburg CISD - Washington Alliance Capital, LLC	- City of La Joya - EB Merit Construction - KHIT Multidisciplinary Group
2.6 Project Execution				
2.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	3 registered Architects, five full time CAD technicians, a and two administrative personnel. Stated they currently utilize Building Information Modeling (BIM).	Prioritize open communication on the Schematic Design phase and we refine the approval floor plan on the Design Development phase. On the Construction phase we refine very detailed the set of documents and always facilitating the ongoing communication between the design team and the construction team with the owner.	Provided a project timeline that covers key events of entire project.	Firm indicated that their project approach emphasizes communication between the design team, the client and other stakeholders.
2.6.2 Willingness and ability to expedite services. Ability to supplement production.	Stated they have been successful in controlling their workload so that they don't have to add staff solely to meet the demands of any project.	Indicated they are able to adjust schedules and fast-track projects to meet owner deadlines.	Indicated that they are involved in a limited amount of major long-term project delivery programs and their staff is fully capable of undertaking the projects assigned.	Stated they can and will do what needs to be done from a staffing and manpower perspective to meet client's project deadlines.
TOTAL EVALUATION POINTS	552.60	****	551.80	571.60
RANKING	2	****	3	1

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

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

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS - BUSINESS AND SCIENCE BUILDING G ENGINEERING LABS RENOVATIONS
PROJECT NO. 24-25-1029
EVALUATION SUMMARY**

VENDOR	Boultinghouse Simpson Gates Architects	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.
ADDRESS	3301 N McColl Rd	11720 North IH-35	1200 Auburn Ave Ste 280
CITY/STATE/ZIP	McAllen, TX 78501	Austin, TX 78753	McAllen, TX 78504
PHONE	956-630-9494	512-461-8810	956-631-8327
CONTACT	Danny Boultinghouse	David Negrete	Sam R. Garcia
2.1 Statement of Interest (up to 100 points)			
2.1.1 Statement of interest on project	95	94	95
2.1.2 Firm History including credentials	95	90	95
2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	95	94	94
2.1.4 Availability and commitment of firm and its principal(s) and key professionals	100	100	95
	95	98	95
2.2 Prime Firm (up to 100 points)			
2.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	94	94	94
2.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s).	95	95	95
2.2.3 Prime Firm proximity and meeting availability	96	94	94
2.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	98	97	90
	95	98	95
2.3 Project Team (up to 100 points)			
2.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included.	94	94	94
--Identify the consultant and provide a brief history about the consultant	90	90	95
--Describe the consultant's proposed role in the project and its related project experience	96	94	94
--List a project(s) that the prime firm and the consultant have worked together on during the last five years	100	100	100
--Provide a statement of the consultant's availability for the projects(s)	95	98	95
--Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the projects(s)			
2.4 Representative Projects (up to 100 points)			
2.4.1 Specific data on 5 projects the prime firm provided or is providing professional services in an educational setting	93	93	93
--Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project architect; Project designer; Names of consultant firms and their expertise.	95	95	95
	95	94	95
	95	95	85
	95	98	95
2.5 Five References (up to 100 points)			
2.5.1 Provide references for 3 projects, other than STC. The references shall include the following current information: --Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address	76	76	100
	76	76	100
	76	76	100
	76	76	100
	76	76	100
2.6 Project Execution (up to 100 points)			
2.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out.	93	93	93
2.6.2 Provide information as part of submission response to assure that Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands.	95	95	95
	94	93	94
	97	95	95
	98	98	98
TOTAL EVALUATION POINTS	552.60	551.80	571.60
RANKING	2	3	1

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

Project Fact Sheet
1/6/2025

Project Name:	Pecan Campus - Business and Science Building G - Engineering Lab Renovation				Project No.	2023-014C
Funding Source(s):	Unexpended Plant Fund					
		FY 24-25				
	Original Project Budget	Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		Total Actual Expenditures To Date
Construction:	\$ 400,000.00	\$ 400,000.00	\$ -	\$ 400,000.00		\$ -
Design:	40,000.00	40,000.00	-	40,000.00		-
Miscellaneous:	10,000.00	10,000.00	208.12	9,791.88		208.12
FFE:	50,000.00	50,000.00	-	50,000.00		
Technology:	-	-	-	-		
Total:	\$ 500,000.00	\$ 500,000.00	\$ 208.12	\$ 499,791.88		\$ 208.12

Project Team			Board Status					
Approval to Solicit					Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	10/22/2024		Board Approval of Schematic Design	N/A	TBD			\$ -
Architect/Engineer:	TBD		Substantial Completion	TBD				\$ -
Contractor:	TBD		Final Completion	TBD	Board Acceptance	TBD		
STC FPC Project Manager:	Samuel Saldana				Board Acceptance	TBD		

Project Description				Project Scope			
Renovation of four (4) existing Classrooms/ labs for the Physical Science and Engineering Department.				Renovation of four (4) existing Classrooms/ labs for the Physical Science and Engineering Department. Rooms include Rm: 119, 125, 126 and 127. Create two engineering labs with a Prep Room in the center and modify an existing Science Lab into a Physical Science classroom. Approx. 3,616 SF			

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
10/22/2024	1/28/2025	3/25/2025	6/24/2025	7/15/2025	12/17/2025	01/28/2026	1/15/2026

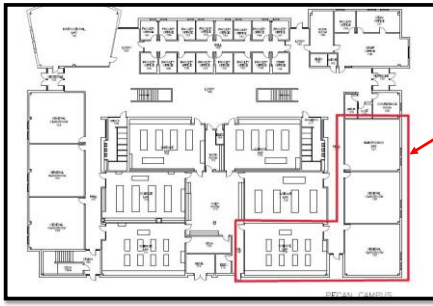
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2024-25	-	-	208.12			\$ 208.12	
Project Total	\$ -	\$ -	\$ 208.12	\$ -	\$ -	\$ 208.12	

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Authorization to Proceed with Contracting Architectural Services for the Pecan Campus - Business and Science Building G - Engineering Lab Renovation



Project Location



Project Location

Business and Science Building G

FPC Project Manager *SJS*

FPC Asst. Director *Phil Guller*

FPC Director *Ralph*

Consent Agenda:

c. Review and Recommend Action on Contracting Architectural Services for the Pecan Campus Student Services Building K Cashiers Renovation

Purpose To contract architectural services for the Pecan Campus Student Services Building K Cashiers Renovation project.

Justification Architectural services are necessary for design and construction administration services for this project. The design scope of work includes, but is not limited to, design, analysis, preparation of plans and specifications, permit applications, construction administration, and inspection of the project.

The project consists of renovating the existing Cashiers Area on the first floor of the Student Services Building K and the second floor of the existing Accounts Receivable Area on the second floor of the Student Services Building K.

The proposed scope of work is summarized as follows:

- Renovation of the Cashiers Area at 1st Floor – 4,720 sq. ft.
- Renovation of the Accounts Receivable Area at 2nd Floor - 1,508 sq. ft.
- Total Renovation Space - 6,228 sq. ft

Enclosed Documents Appendix A – RFQ Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Pecan Campus Student Services Building K Cashiers Renovation Project 2021-001C estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$2,419,584.

- Construction \$1,868,400
- Design 186,840
- Miscellaneous 46,710
- FFE 158,817
- Technology 158,817
- Total \$2,419,584**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to contract architectural services with Sam Garcia Architect, LLC. for the Pecan

Campus Student Services Building K Cashiers Renovation project as presented.

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

The Board of Trustees of South Texas College approves and authorizes proceeding with the contracting of architectural services with Sam Garcia Architect, LLC. for the Pecan Campus Student Services Building K Cashiers Renovation project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A

RFQ Solicitation Information

Advertised on	November 6, 2024 and November 13, 2024
RFQ Responses Due	November 21, 2024
RFQ Issued To	Forty (40) Vendors
Responses Received From	Five (5) Vendors
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.



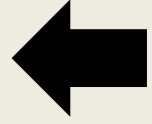
**Pecan Campus Building K Cashiers
Renovation
2021-001C**



Pecan Campus Building K Cashiers Renovation



BUILDING K

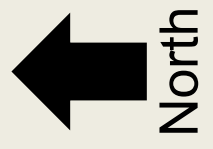
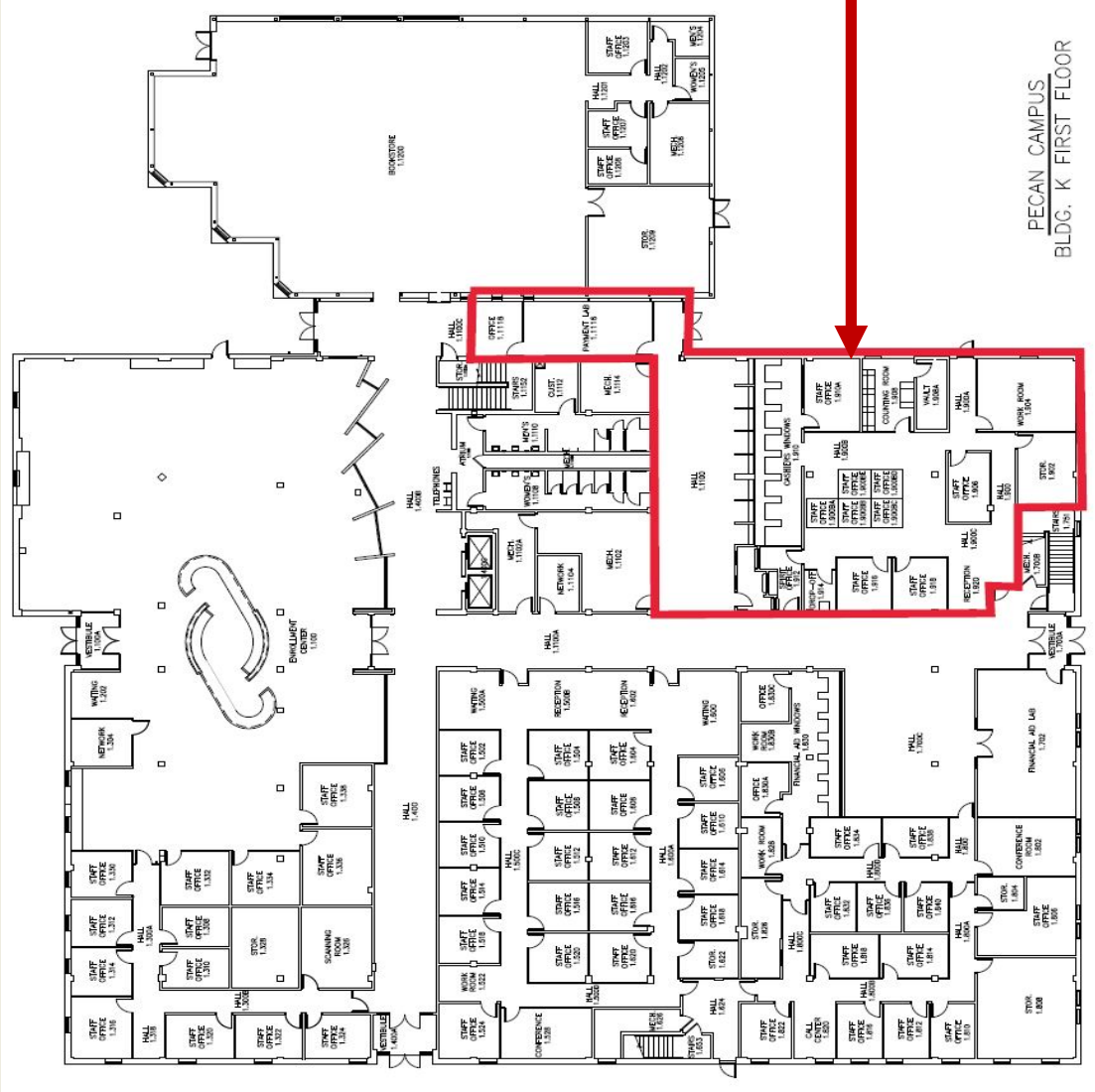


North



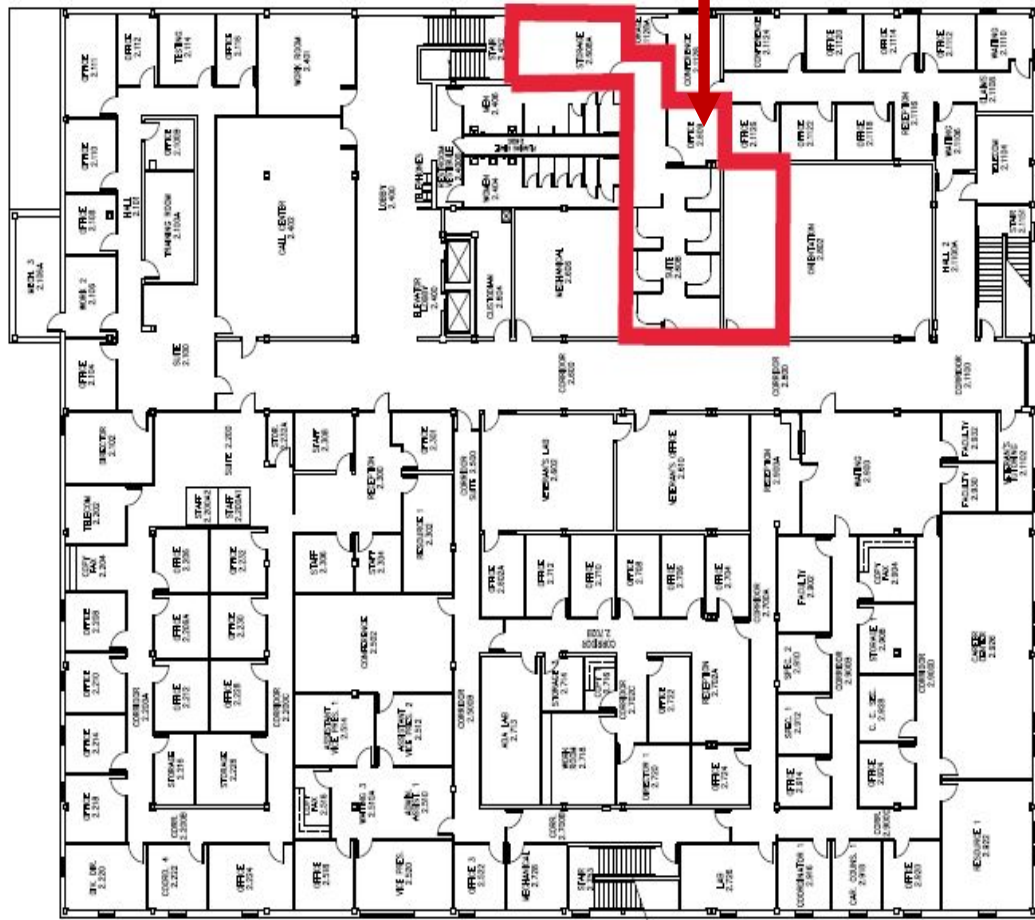


Pecan Campus Building K Cashiers Renovation

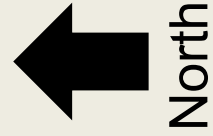


**1st FLOOR
CASHIER AREA**

Pecan Campus Building K Cashiers Renovation



**2ND FLOOR
CASHIER AREA**



North

PECAN CAMPUS
BLDG. K SECOND FLOOR

Pecan Campus Building K Cashiers Renovation



Requested By

Myriam Lopez

Scope of Work

1. Design and Construction of a 4,720 SF existing Cashiers space on the first floor of Building K
2. Design and Construction of a 1,508 SF existing space and additional space in room 2.802 on the second floor of Building K.
3. Scope of work includes the following:
 1. 19 Staff Offices
 2. 1 Conference Room
 3. 1 Break Room / Lunch Room
 4. Reducing Cashier Space from 8 to 6 stations
 5. Queuing area with chairs for students
 6. Call center with individual spaces for staff
 7. Two offices in Payment lab and two work stations

Estimated Total Project Budget

Construction	\$ 1,868,400
Design	186,840
Miscellaneous	46,710
FFE	158,817
Technology	158,817
Total Project Budget	\$2,419,584

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS STUDENT SERVICES BUILDING K CASHIERS RENOVATION
PROJECT NO. 24-25-1030**

VENDOR	Alvarado Architects & Associates, Inc.	Boultinghouse Simpson Gates Architects	Duncan Architects, LLC.	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.
ADDRESS	307 S Main St	3301 N McColl Rd	804 Pecan Blvd Ste 113	11720 North IH-35	1200 Auburn Ave Ste 280
CITY/STATE/ZIP	Donna, TX 78537	McAllen, TX 78501	McAllen, TX 78501	Austin, TX 78753	McAllen, TX 78504
PHONE	956-464-8258	956-630-9494	956-443-3755	512-461-8810	956-631-8327
CONTACT	Erasmio Eli Alvarado, III	Danny Boultinghouse	Ryan Duncan	David Negrete	Sam R. Garcia
2.1 Statement of Interest					
2.1.1 Statement of Interest for Project	Stated their design and professional services team has been carefully assembled to bring the best professional talent and a team that is deeply rooted in the Rio Grande Valley community.	Stated their 20-year history working with South Texas College which includes familiarity with requirements and expectations.	Licensed to practice architecture in the states of Texas and Ohio and have 20+ years of experience.	Indicated their qualifications demonstrates a long resume of conversion, repurpose and renovation of facilities.	Indicated they are looking forward to the opportunity to work closely with STC and show the firm's capabilities. Stated they are available and well-qualified for this project.
2.1.2 History and Statistics of Firm	- Offices in Donna Texas - Principal has 33+ years experience - Established in 1991	- Firm established in 1990 - 600+ successful projects and 85% repeat client rate - Staff of 11	- Established in 2021 - Licensed Architect in State of California, Texas and recently in Ohio. Adjunct Instructor in the Architecture program at South Texas College.	- Offices in Austin and Edinburg - Principal has 40+ years experience - Established in 2003	- Founded in 2013 - Staff of 6 employees. - Based in McAllen, TX
2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated that their team of consultants have a broad experience base from which to call upon for any size and type of project. Have worked on projects and have knowledge and experience with South Texas College.	Stated the firm's philosophy of being "client" oriented as much as "project" oriented. Over 25 years of providing A/E services to STC, very familiar with our system, staff and campus.	Pointed out the teams has a vast amount of experience designing commercial, office, residential, educational, and medical facilities.	Stated that with DBR and Chanin Engineering as our design team members, we collectively have decades of experience completing successful educational setting projects throughout Texas.	Cited the principal's extensive experience and his personal involvement in a project throughout the entire process.
2.1.4 Statement of Availability and Commitment	Alvarado Architects & Associates, Inc. believes they have the team committed to provide STC with the best assistance and dedicated resources and the capability to provide additional special services if needed.	Indicated their availability and commitment to the project. Plus conveniently located within 20 minutes of the STC Facilities and campuses. Stated that project architect and project manager would be involved with the project until completed.	Confirmed the availability of their principals being there for the duration of any project that may come available through STC.	Indicated the firm will commit to having staff available according to the schedules determined.	Indicated they are ready and available to execute assignments associated with the project and commit to the timely execution of this project.
2.2 Prime Firm					
2.2.1 Resumes of Principals and Key Members	Included resumes for the following: - Erasmo D. Alvarado, Jr. AIA, President/Architect - Erasmo Eli Alvarado, III, Vice-President - Pedro Ayala, Associate/Project Manager/Designer - Mario Garza Jr. Project Manager/Construction Administration/Designer	Included resumes for the following: - Robert S. Simpson, AIA Principal Architect - John Gates, AIA, NCARB Principal Architect	Included resumes for the following staff: - Ryan Duncan, AIA Partner & Principal Architect - Jaclyn Duncan, Partner & Principal Designer	Included resumes for the following staff: - David N. Negrete, Principal Partner - Andres L. Mata, Jr., Project Manager - Esteban Zamora, Project Architect - Bruce W. Menke, Project Manager - Jason T. George, Architect/Project Manager	Included resumes for the following: - Sam R. Garcia, Principal - Zuri Rivera, Lead Designer - Jose Luis Rios, Jr., Project Architect - Hector A. Guevara, Project Architect
2.2.2 Project Assignments and Lines of Authority	Lines of authority and assignments within firm are listed as well as the percentage of time they might dedicate depending on project size.	Lines of authority and assignments within firm are shown in an organizational chart that includes ten staff members.	Lines of authority are handled by the 2 principals Ryan Duncan and Jaclyn Duncan.	Lines of authority are indicated in an organization chart. Indicate that all team members will, at some point, dedicate 100% of time to project.	Indicated duties and time assignments for all key team members.
2.2.3 Prime Firm proximity and meeting availability	Indicated they are local only 20 minutes away from STC Technology Campus and is able to meet and provide services immediately to STC.	Indicated that their local presence give them the opportunity to respond in a timely many to any planned or unexpected meetings with STC.	Will be available and flexible to attend unscheduled meeting within 24 hours often within just a few hours.	Firm is located within 15 miles from the Pecan Campus.	Indicated that the firm is 2.7 miles away from the Pecan Campus.
2.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	Indicated that the firm is not or has not ever been involved in any litigation.	Indicated that the firm is not involved in any litigation that could affect the firm's ability to provide professional services.	Proud to say that the firm has not been involved in any litigations.	Indicated that the firm is not involved in any litigation.	Indicated that the firm is not involved in any litigation.

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS STUDENT SERVICES BUILDING K CASHIERS RENOVATION
PROJECT NO. 24-25-1030**

VENDOR	Alvarado Architects & Associates, Inc.	Boultinghouse Simpson Gates Architects	Duncan Architects, LLC.	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.
2.3 Project Team					
2.3.1 Organization chart with Role of Prime Firm and each consultants firm	Included organizational chart which showed the following consultants: - Solorio, Inc. for Structural A&G Engineering for MEP/Technology - VME Engineering LLC for MEP Engineering Design	Included organizational chart which showed the following consultant: - MEP Solutions Engineering - MEP	Included organization chart showing prime firm and the following consultants: - MEP Engineer - DBR Engineering Consultants, Inc. - Structural Engineer - Atlas Engineering Consultants - Landscape Architect - Heffner Design Team - Civil Engineer - Spoor Engineering	Included organizational chart showing prime firm and the following consultant: - DBR Engineering - MEP - Chanin Engineering - Structural	Included organizational chart showing prime firm and the following consultants: - Melden & Hunt - Surveyor/Civil Engineer - Ethos Engineering, Inc. - Electrical Engineer - Heffner Design Team - Architectural Landscape - Green, Rubiano & Associates - Structural - Texas Fire Sprinkler Contractors, LLC - Fire Protection Engineer - Half Associates, Inc. - Information Communication Technology Services
2.4 Representative Projects					
2.4.1 Minimum of five (5) projects firm has worked on	-Donna North High School: C.T.E. Facility (\$52,124,890) -South Texas College -Pecan Plaza Police Department Headquarters Renovation (\$864,000) -Texas A&M University at Kingsville - BES 100 Interiors Modifications (\$368,000) - Laredo Community College - Second Campus(\$35,000,000)	- UTRGV - HACRB Academic Research Building Renovations (\$342,000) - UTRGV - (BROBL) Employee/Student Clinic+Counseling Renovation (\$800,000) - UTRGV - HCEBL Clinical Education Building (\$53,839)	- Laser Surgical Solutions Hyperbaric Oxygen Therapy Clinic Addition, McAllen, Texas (\$250,000) - Mireles Autism and Behavioral Center, McAllen, Texas (\$300,000) - Training, Rehabilitation & Development Institute, Inc. Pharr, Texas (\$750,000)	- STC Nursing & Allied Health Kitchen Lab Expansion (\$180,000) - UTPA Health Sciences Center (\$1,600,000) - Dietetics Lab Renovation (\$280,000)	- Hinojosa Law Firm -Southern Careers Facility -KHIT Chiropractic Corporation HQ
2.5 References					
2.5.1 References for five (3) projects	- Ingram I.S.D - San Perlita I.S.D - Roma I.S.D - Donna I.S.D - Seagraves I.S.D	- UTRGV - City of McAllen - City of McAllen - McAllen International Airport	- Mireles Autism and Behavioral Center - Laser Surgical Solutions RGV Hyperbaric Oxygen Therapy Clinic Addition - Top Grade Physical Therapy New Clinic	- City of Edinburg - Edinburg CISD - Washington Alliance Capital, LLC	- City of La Joya - EB Merit Construction - KHIT Multidisciplinary Group
2.6 Project Execution					
2.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	Stated that a Schedule of Services is generated to ensure all phases of the project are being met accordingly to the contract. The most important and powerful and accurate project monitoring/tracking resources are our people. We will always make sure a monthly reporting system is maintained to keep all management is on schedule.	Three (3) Registered Architects, five (5) full time CAD technicians, and two (2) administrative personnel. Stated they currently utilize Building Information Modeling (BIM).	Prioritize open communication on the Schematic Design phase and we refine the approval floor plan on the Design Development phase. On the Construction phase we refine very detailed the set of documents and always facilitating the ongoing communication between the design team and the construction team with the owner.	Provided a project timeline that covers key events of entire project.	Firm indicated that their project approach emphasizes communication between the design team, the client and other stakeholders.
2.6.2 Willingness and ability to expedite services. Ability to supplement production.	Indicated that from the selection of personnel, do design methods, to construction services, has been strategically planned to respond to the specific needs of our clients. The step-by-step procedures will ensure the project stays on schedule.	Stated they have been successful in controlling their workload so that they don't have to add staff solely to meet the demands of any project.	Indicated they are able to adjust schedules and fast-track projects to meet owner deadlines.	Indicated that they are involved in a limited amount of major long-term project delivery programs and their staff is fully capable of undertaking the projects assigned.	Stated they can and will do what needs to be done from a staffing and manpower perspective to meet client's project deadlines.
TOTAL EVALUATION POINTS	567.40	546.40	****	548.60	573.40
RANKING	2	4	****	3	1

The Director of Purchasing has reviewed all the responses and evaluations completed.
**** The vendor did not submit required documents, therefore not evaluated.

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS STUDENT SERVICES BUILDING K CASHIERS RENOVATION
PROJECT NO. 24-25-1030
EVALUATION SUMMARY**

VENDOR	Alvarado Architects & Associates, Inc.	Boultinghouse Simpson Gates Architects	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.				
ADDRESS	307 S Main St	3301 N McColl Rd	11720 North IH-35	1200 Auburn Ave Ste 280				
CITY/STATE/ZIP	Donna, TX 78537	McAllen, TX 78501	Austin, TX 78753	McAllen, TX 78504				
PHONE	956-464-8258	956-630-9494	512-461-8810	956-631-8327				
CONTACT	Erasmio Eli Alvarado, III	Danny Boultinghouse	David Negrete	Sam R. Garcia				
2.1 Statement of Interest (up to 100 points)								
2.1.1 Statement of interest on project 2.1.2 Firm History including credentials 2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project 2.1.4 Availability and commitment of firm and its principal(s) and key professionals	100	93.8	100	96	100	95.4	100	96
	94		95		94		95	
	93		95		90		95	
	90		95		95		95	
	92		95		98		95	
2.2 Prime Firm (up to 100 points)								
2.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm 2.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s). 2.2.3 Prime Firm proximity and meeting availability 2.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	100	95.4	100	95.8	100	96.4	100	95.8
	94		94		94		94	
	93		95		95		95	
	95		95		95		95	
	95		95		98		95	
2.3 Project Team (up to 100 points)								
2.3.1 Organizational chart showing the roles of the prime firm and each consultant firm or individual included. --Identify the consultant and provide a brief history about the consultant --Describe the consultant's proposed role in the project and its related project experience --List a project(s) that the prime firm and the consultant have worked together on during the last five years --Provide a statement of the consultant's availability for the projects(s) --Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the projects(s)	100	92.6	90	89.8	90	93.4	100	93.8
	95		94		94		94	
	93		90		90		90	
	80		80		95		85	
	95		95		98		95	

**SOUTH TEXAS COLLEGE
ARCHITECTURAL SERVICES FOR PECAN CAMPUS STUDENT SERVICES BUILDING K CASHIERS RENOVATION
PROJECT NO. 24-25-1030
EVALUATION SUMMARY**

VENDOR	Alvarado Architects & Associates, Inc.	Boultinghouse Simpson Gates Architects	Negrete & Kolar Architects, LLP.	Sam Garcia Architect, LLC.				
2.4 Representative Projects (up to 100 points)								
2.4.1 Specific data on 5 projects the prime firm provided or is providing professional services in an educational setting --Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project architect; Project designer; Names of consultant firms and their expertise.	85	92.6	90	93.6	90	92.2	85	92.6
	94		93		93			
	92		95		95			
	100		95		85			
	92		95		98			
2.5 Five References (up to 100 points)								
2.5.1 Provide references for 3 projects, other than STC. The references shall include the following current information: --Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address	100	100	76	76	76	76	100	100
	100		76		76			
	100		76		76			
	100		76		76			
	100		76		76			
2.6 Project Execution (up to 100 points)								
2.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out. 2.6.2 Provide information as part of submission response to assure that Architectural firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Architect is intending to supplement production capability in order to meet schedule demands.	100	93	100	95.2	100	95.2	100	95.2
	93		93		93			
	95		95		95			
	85		90		90			
	92		98		98			
TOTAL EVALUATION POINTS	567.40	546.40	548.60	573.40				
RANKING	2	4	3	1				

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



Project Fact Sheet
1/8/2025

Project Name: Pecan Campus - Student Services Building K - Cashiers Renovation **Project No.** 2021-001C

Funding Source(s): Unexpended Plant Fund

	Original Project Budget	FY 24-25			Total Actual Expenditures To Date
		Project Budget	FY 24-25	Variance of Project	
			Actual Expenditures	Budget vs. Actual Expenditures	
Construction:	\$ 1,868,400.00	\$ 1,644,032.00	\$ -	\$ 1,644,032.00	\$ -
Design:	186,840.00	149,472.00	-	149,472.00	-
Miscellaneous:	46,710.00	46,752.00	208.12	46,543.88	208.12
FFE:	158,817.00	140,000.00	-	140,000.00	-
Technology:	158,817.00	140,000.00	-	140,000.00	-
Total:	\$ 2,419,584.00	\$ 2,120,256.00	\$ 208.12	\$ 2,120,047.88	\$ 208.12

Project Team		Board Status					
Approval to Solicit Architect/Engineer:	11/26/2024	Board Approval of Schematic Design	N/A	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	TBD			TBD	\$ -	\$ -	\$ -
Contractor:	TBD			Board Acceptance	TBD		
STC FPC Project Manager:	Samuel Saldana	Substantial Completion	TBD	Board Acceptance	TBD		
		Final Completion	TBD	Board Acceptance	TBD		

Project Description	Project Scope
Renovation of an existing 4,720 square foot Cashier space in building K first floor.	Renovation of an existing 4,720 square foot Cashier space in building K first floor. Offices for 19 staff, conference room, break / lunch room, reducing cashier spaces from 8 to 6 with work station, utilizing a queuing system for cashiers along with chairs for students, call center with individual spaces and adding an office in payment lab and two work stations for payment lab employees.

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
11/26/2024	1/28/2025	4/22/2025	7/22/2025	8/15/2025	02/24/2026	03/24/2026	2/24/2026

Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2024-25	-	-	208.12	-	-	\$ 208.12
Project Total	\$ -	\$ -	\$ 208.12	\$ -	\$ -	\$ 208.12

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Authorization to Proceed with Contracting Architectural Services for the Pecan Campus - Student Services Building K - Cashiers Renovation



Project Location



Project Location

Student Services Building K

FPC Project Manager SPS

FPC Asst. Director Rob Gill

FPC Director Rosa

Consent Agenda:

d. Approval to Proceed with Contracting Engineering Services for the District Wide HVAC Replacements Phase II at Pecan Campus

Purpose To contract engineering services for the District Wide HVAC Replacements Phase II at Pecan Campus project.

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

The project consists of replacing a total of nine (9) heating, ventilation, and air conditioning (HVAC) units at Business and Science Building G, Student Activities Building H, and Ann Richards Administration Building X. This project is the second phase of the district-wide replacement efforts.

The proposed scope of work is summarized below:

- Replacement of HVAC units at the following Pecan Campus buildings:
 - Business and Science Building G 4 Units
 - Student Activities Center Building H 4 Units
 - Ann Richards Administration Building X 1 Unit
 - Total 9 Units**

Enclosed Documents Appendix A – RFQ Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total District Wide HVAC Replacements Phase II at Pecan Campus Project 2025-015R estimated cost, including construction, design, miscellaneous, FFE, and technology, is \$1,986,000.

- Construction \$1,800,000
- Design 180,000
- Miscellaneous 6,000
- Total \$1,986,000**

The funds are available in the Renewals and Replacements Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to contract engineering services with Sigma HN Engineers, PLLC. for the

District Wide HVAC Replacements Phase II at Pecan Campus project as presented.

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

The Board of Trustees of South Texas College approves and authorizes proceeding with contracting engineering services with Sigma HN Engineers, PLLC. for the District Wide HVAC Replacements Phase II at Pecan Campus project as presented.

Appendix A

RFQ Solicitation Information

Advertised on	November 13, 2024 and November 20, 2024
RFQ Responses Due	December 5, 2024
RFQ Issued To	Thirty-seven (37) Vendors
Responses Received From	Six (6) Vendors
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.



**SOUTH TEXAS
COLLEGE**

District Wide Air Handler Replacements Phase II

**Pecan Campus
2025-015R**



District Wide Air Handler Replacements Ph II

Pecan Campus

Project Site



SOUTH TEXAS
COLLEGE

PROJECT
LOCATIONS



Ann Richards
Administration
Building X

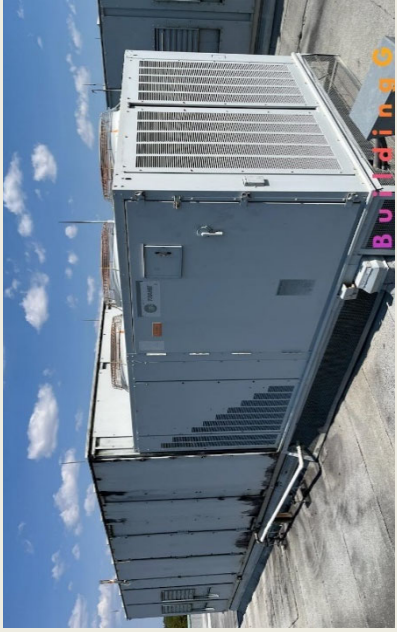
Business & Science
Building G

Student Activities
Center Building H

District Wide Air Handler Replacements Ph II

Pecan Campus

Existing Photos



Business and Science Building G



Student Activities Center Building H



Ann Richards Administration Building X

District Wide Air Handler Replacements Ph II

Pecan Campus



Requested By

Facilities Operations and Maintenance

Scope of Work

Removal and replacement of multiple existing air conditioning units at the Pecan Campus.

Estimated Total Project Budget

Construction	\$ 1,800,000
Design	180,000
Miscellaneous	6,000
Total Project Budget	\$ 1,986,000

**SOUTH TEXAS COLLEGE
ENGINEERING SERVICES – MECHANICAL, ELECTRICAL, AND PLUMBING
HVAC REPLACEMENT PHASE II - MID VALLEY CAMPUS
PROJECT NO. 24-25-1036**

VENDOR	A&G Engineering	Bath Group, LLC.	DBR Engineering Consultants, Inc.	Ethos Holistique Holdings, LLC./dba Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
ADDRESS	1004 West Exp 83	5656 S Staples St Ste 110	200 S 10th St Ste 901	1126 S Commerce St	5000 W Military Ste 100	701 S 15th St
CITY/STATE/ZIP	Alamo, TX 78516	Corpus Christi, TX 78411	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78503	McAllen, TX 78501
PHONE	956-207-7068	361-992-2284	956-683-1640	956-230-3435	956-445-5210	956-332-3206
FAX		361-992-2287	956-683-1903	956-720-0830	956-664-0282	956-687-5561
CONTACT	Luis E. Madrigal	William B. Stark	Hugo Avila	Cesar Gonzalez	Menton J. Murray, III	Jesus Gabriel Hinojosa
2.1 Statement of Interest						
2.1.1 Statement of Interest for Project	Indicated the fir is a privately owned company with experience in Mechanical (HVAC), Electrical and Plumbing (MEP) Design. Serve private investors in light commercial construction that includes retail shopping plazas, religious worship, and office spaces.	States they have considerable experience designing engineered systems for new and existing buildings. Provided MEP Professional services for the past 67 years to clients in various markets. Project Manager has over 20 years of experience.	Pointed out the work the firm has completed more than 15 projects over the last seven years for STC. Indicated that they can begin work on new projects immediately.	Indicated the firm's highly qualified team has been providing MEP engineering services to higher education for about 20 years. Emphasized their previous work for STC and therefore their familiarity with the campuses and staff.	Indicated that their previous experience with STC, they have demonstrated their commitment to the College and the quality of work.	The firm emphasized the experience of the two principals within the firm. They indicated that STC would be working directly with the two principals and pointed out that the firm's size would be better able to meet the needs in a cost-effective manner.
2.1.2 History and Statistics of Firm	- Providing services since 2012 - Experience in Fluid/Viscous flow design and power grid electronics. - 40 year of joint labor experience	- Providing services since 1957 - 60+CI1 staff members in Corpus Christi office - 1,000 year of combined experience	- Providing services since 1972 - 200+ staff member in 7 offices in Texas - Offices in Houston, San Antonio, Austin, McAllen, Dallas, El Paso, and Laredo	- Founded in 2014 - Headquarters Located in Harlingen, TX - 20 Full Time Employees, 2 Registered Engineers	- Founded in Dallas in 1950 - About 1,500 total staff - 34 offices offering services	- Established in 2012 - Over 20 Years of combined experience - Completed over 500 projects, 67 of which were for Higher Education
2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	Stated that they follow internal quality control protocols to make sure every step of the design is met. Their approach is to be responsive, systematic, and consistent with the process from beginning to end.	Stated they provide design and consulting services for heating, ventilation and air conditioning systems for commercial, industrial, educational and government clients. Our engineers are professionally licensed in several states and are familiar with the federal, state and local codes and the standards of their profession.	Stated that are uniquely qualified for this project because of the following: - Intimate knowledge of existing systems. Understanding of Existing Challenges, and Experience with STC.	Stated they have successful repeat business for over 20 years. Designed over \$50 million in HVAC replacement in the past 12 months.	Stated they are a full-service firm with a full range staff including engineers, landscape architects, planners, architects, environmental scientists, surveyors and more.	Stated they have gained familiarity with STC over the course of their careers. Working together for 12 yrs on projects for STC.
2.1.4 Statement of Availability and Commitment	Indicated that their goal is to establish a long-term partnership and are determined to prove the qualifications they possess.	Indicate that the major projects they have are at the end of their design phase and others are in the construction phase, freeing up engineering capacity and allowing them to take on additional projects.	Indicated that the firm's design team meets each week to discuss project schedules and coordinate the allocation of staff to meet needs of each client.	Indicated that they are available as soon as they are awarded and will make the STC projects their top priority.	Indicated that they are available and committed to providing exceptional client service to STC.	Indicated that firm has the resources to perform work immediately for STC. Listed a staff of eight, including the principals. Stated that they will ensure the projects are completed successfully on time and within budget.

**SOUTH TEXAS COLLEGE
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING
HVAC REPLACEMENT PHASE II - MID VALLEY CAMPUS
PROJECT NO. 24-25-1036**

VENDOR	A&G Engineering	Bath Group, LLC.	DBR Engineering Consultants, Inc.	Ethos Holistique Holdings, LLC./dba Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
3.2 Prime Firm						
2.2.1 Resumes of Principals and Key Members	Included resumes for the following staff: - Luis Eduardo Madrigal, PE, CEO and President - Edgar Garcia, Plumbing Designer - Amira M. Soto, Mechanical Engineer/EIT - Lorena M. Bush, Electrical Drafter - Jose Manuel Puente, Electrical Engineer - Rodolfo Martinez, Designer - Electrical	Included resumes for the following staff: - William B. Stark, PE, LEED AP, MBA, Principal/Sr. Electrical Engineer - Brian Mende, PE, CCF, Sr. Mechanical Engineer - David Cash, PE, Senior Electrical Engineer - Brian S. Kelly, PE, LEED AP, Senior Mechanical Engineer/Project Manager - Joe B. Martinez, PE, Senior Electrical Designer - Brian Rudacil, Mechanical Engineer/Designer	Included resumes for the following staff: - Edward Puentes, PE, CEM, LEED, Partner in Charge - Hugo H. Avila, PE, Associate / Principal - Robert Tijerina, PE, Project Manager - Maximo Antonio Leodico, Associate Senior Plumbing Designer - Jaime Rodriguez, Electrical Designer - Maritza Garza, EIT, Associate / Asst. Project Manager / Senior Mechanical Designer	Included resumes for the following staff: - Rakesh Kapleshwari, PE, LEED, Principal + QC/QA+Sustainability Director - Guillermo Quintanilla, Principal + Project Manager - Cesar Gonzalez, PE, Principal + Mechanical/Electrical Engineer - Mark Warren, Director of Commissioning	Included resumes for the following staff: - Trey Murray III, PE, LEED AP, Principal in Charge - Jose Delgado, PE, RCDD, LEED AP, Electrical Engineer - Mark Siskin, PE, CPD, O&OC Manager/HVAC Controls Task Lead - Greg McFarland, PE, Mechanical Engineer Task Lead - LeRoy Martinez, PE, Project Manager - Gabriel Banavides, Jr., PE, Electrical Engineering Task Lead - Ray Peynado, PE, Electrical Engineer - Luis Hernandez Nava, PE, CPD, Plumbing Task Lead	Provided resumes for the two principals: - Jesus Gabriel Hinojosa, PE, LEED AP, Principal - Jose Antonio Nicanor, PE, LEED AP, Principal
2.2.2 Project Assignments and Lines of Authority	Showed percentage time assignments for five named staff members who would be involved in the project.	Showed percentage time assignments for six named staff members who would be involved in the project.	Listed the assignments for the above named staff and the time commitment each will devote to the project.	Listed the assignments of each staff member.	Showed key personnel assignments for six named staff members who would be involved in the project.	Indicated a 100% time commitment from both principals for the project and provided the time commitments from nine staff.
2.2.3 Prime Firm's Proximity and ability to respond to unplanned meetings	Stated they have a branch in Alamo Texas and approximately 20 minutes away from the project site.	Stated they are 2.5 hrs from STC. They can be here on a daily basis if needed.	Stated they are about 2.3 miles away and approximately 7 minutes away from the project site.	Stated they are available to meet for face-to-face discussions within the hour. Since they have several projects in Hidalgo County, one of the principals or engineers is always in the area.	Indicated their office is located in McAllen, 15-minutes away and they are available to begin service immediately.	Stated they are located in downtown McAllen, and only 3 miles away from the Facilities Planning and Construction Building.
2.2.4 Litigation that could affect firm's ability provide services	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.	Firm states they are not involved in any litigation.
2.3 Project Team						
2.3.1 Organization chart with Role of Prime Firm and each consultants firm	Included organization chart with the staff who will be assigned to project. Indicated that no consultants will be used for this project.	Included organization chart with the staff who will be assigned to project. Indicated that no consultants will be used for this project.	Included organization chart with the staff who will be assigned to project. Indicated Changing Engineering as the Structural Engineering sub-consultant.	Included organization chart that showed all firm staff and which included the following sub consultants: - Boultinghouse Simpson Gates Architects - Architect - Green Rubiano & Associates - Structural Engineer - Perez Consulting Engineers - Civil Engineer	Included organization chart that showed all firm staff and which included the following sub consultants: - Chanin Structural Engineer - Structural Services	Organization chart was included showing the primary roll of the two principals and the following sub consultants: - CHLH Engineering, Inc.

**SOUTH TEXAS COLLEGE
ENGINEERING SERVICES – MECHANICAL, ELECTRICAL, AND PLUMBING
HVAC REPLACEMENT PHASE II - MID VALLEY CAMPUS
PROJECT NO. 24-25-1036**

VENDOR	A&G Engineering	Bath Group, LLC.	DBR Engineering Consultants, Inc.	Ethos Holistique Holdings, LLC./dba Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
2.4 Representative Projects						
2.4.1 Minimum of three (3) projects firm has worked on	- La Joya ISD District Wide HVAC Replacement (\$500,000) - Roma ISD Stadium & Fieldhouse (\$2,000,000) - Gorena Elementary Lighting (\$100,000)	- Tulosa-Midway Intermediate School - HVAC Replacement (\$1,500,000) - UT Marine Science Institute - Fisheries and Mariculture Lab Make Up Air (Project not constructed) - UT Marine Science Institute- Peter Thomas Laboratory HVAC and Flame Hood Upgrades (\$320,000)	-South Texas College-Mid Valley Campus - Central Thermal Plant (\$4.4 Million) - Del Mar College - New South Campus With New Central Plant (\$7,000,000) - Texas A&M University- Mosher Hall - HVAC Replacement (\$10,900,000)	- Brownsville ISD Esser HVAC Upgrades at Gonzalez ES (\$9,943,482) - Los Fresnos CISD Laureles Elementary and Liberty Central Plant HVAC Upgrades (\$5,367,070) - Sharyland ISD High School HVAC Upgrades at Main Classrooms, Science Building, Fieldhouse Building, Band Hall & CTE Buildings (\$5,078,359)	- Texas A&M University Kingsville - Texas - Deferred Maintenance (\$40 M) - Texas A&M University Kingsville - Texas - Kleberg Hall HVAC Improvements (\$255,515) - South Texas College - Thermal Plant Expansion (\$4,25M)	- South Texas College - Starr County Campus Thermal Plant (\$5.3M) - South Texas College - Starr County Health and Science Facility (\$8.5 Million) - South Texas College - Starr County Library (\$2.8 Million)
2.5 References						
2.5.1 References for three (3) projects	- La Joya ISD - Roma ISD - Edinburg CISD	- Flint Hills Resources - Texas State University - Coastal Bend College	- Edinburg CISD - Texas A&M University System - Texas State Technical College	- Texas Southmost College - Los Fresnos CISD - UTRGV	- UT-RGV - Brownsville Public Utilities Board - Hidalgo County Commissioner's Court	- Edinburg CISD - Brownsville ISD - Harlingen CISD
2.6 Project Execution						
2.6.1 Summary of approach to project that addresses interaction with STC staff, management of different phases of the project, how you maintain quality control, and final project close-out.	Mentioned they are very familiar with STC Staff members and management due to working with them on a previous renovation project for the Kinesiology offices. They will commit to working hard and even on weekends if necessary to meet the success of the project.	In order for the design to succeed, the design effort must be rooted in a thorough understanding of the goals of the project.	Stated they believe that their employees must collaborate in order to produce a well coordinated design. Included their detail design approach.	Included a detailed work plan and schedule.	Stated they provide accuracy by reviewing available data and successful project execution planning. Provided a very detailed project approach.	Stated that to complete projects within budget we communicate with our clients and visit the job site to clearly define a scope of work. They prepare an engineering cost estimate and establish a budget. The basic elements of effective budget control allow us to provide quality designs, which minimize unanticipated cost in the construction phase such as change orders.
2.6.2 Willingness and ability to expedite services. Ability to supplement production.	Stated they are committed to provide superior customer service and keep capacity to 80% to allow for unforeseen concerns and development time.	Stated that the backlog of work will allow them to expedite the design. They will include an engineer on-site to assist the contractor and the College with getting the project commissioned, the facility managers trained, and maintenance schedules identified.	Indicated their willing and able to expedite design services. Stated that they do not foresee any need to supplement production capability, but can do so by utilizing staff from other offices.	Reiterated their commitment to the project, including commitment by their sub consultants.	Stated that the McAllen office has the advantage of being able to reach out for assistance from any of their offices, should they need to.	Stated that they are willing and able to expedite services. Pointed to a proven track record for the two principals.
Total Evaluation Points	539.80	545.20	554.40	550.60	570.60	573.20
Ranking	6	5	3	4	2	1

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

**SOUTH TEXAS COLLEGE
ENGINEERING SERVICES - MECHANICAL, ELECTRICAL, AND PLUMBING
HVAC REPLACEMENT PHASE II - PECAN CAMPUS
PROJECT NO. 24-25-1036
EVALUATION SUMMARY**

VENDOR	A&G Engineering	Bath Group, LLC.	DBR Engineering Consultants, Inc.	Ethos Holistique Holdings, LLC./dba Ethos Engineering	Half Associates, Inc.	Sigma HN Engineers, PLLC.
ADDRESS	1004 West Exp 83	5656 S Staples St Ste 110	200 S 10th St Ste 901	1126 S Commerce St	5000 W Military Ste 100	701 S 15th St
CITY/STATE/ZIP	Alamo, TX 78516	Corpus Christi, TX 78411	McAllen, TX 78501	Harlingen, TX 78550	McAllen, TX 78503	McAllen, TX 78501
PHONE	956-207-7068	361-992-2284	956-683-1640	956-230-3435	956-445-5210	956-332-3206
FAX		361-992-2287	956-683-1903	956-720-0830	956-664-0282	956-687-5561
CONTACT	Luis E. Madrigal	William B. Stark	Hugo Avila	Cesar Gonzalez	Menton J. Murray, III	Jesus Gabriel Hinojosa
2.1 Statement of Interest (up to 100 points)						
2.1.1 Statement of interest on project	93	95	95	94	95	97
2.1.2 Firm History including credentials	95	92	99	98	99	99
2.1.3 Narrative describing the design team's unique qualifications and specialized design experience as it relates to the project	90	98	95	95	95	90
2.1.4 Availability and commitment of firm and its principal(s) and key professionals	95	95	95	95	95	95
	92	92	94	93	94	94
2.2 Prime Firm (up to 100 points)						
2.2.1 Resumes giving the experience and expertise principles and key members for the prime firm that will be involved in the project(s), including their experience with similar projects and the number of years with the prime firm	93	95	96	94	95	97
2.2.2 Proposed project assignments, lines of authority, and communication for principals and key professional members of the prime firm that will be involved in the project(s). Indicate the estimated percent of time these individuals will be involved in the project(s).	94	91	100	97	96	98
2.2.3 Prime Firm meeting availability	85	95	95	95	90	95
2.2.4 Describe any litigation the prime firm is currently involved in which could affect the firm's ability to provide professional services to STC	94	94	95	95	94	95
	93	92	94	94	93	94
2.3 Project Team (up to 100 points)						
2.3.1 Organizational chart showing, the roles of the prime firm and each consultant firm or individual included. -Identify the consultant and provide a brief history about the consultant -Describe the consultant's proposed role in the project and its related project experience -List a project(s) that the prime firm and the consultant have worked together during the last five years -Provide a statement of the consultant's availability for the project(s) -Provide resumes giving the experience and expertise of principals and key professional members for the consultant who will be assigned to the project(s)	93	94	96	94	95	97
	94	93	99	97	96	98
	90	90	95	95	85	85
	94	95	95	95	95	95
	93	93	95	94	94	95
2.4 Representative Projects (up to 100 points)						
2.4.1 Specific data on 3 projects the prime firm provided or is providing professional services in an educational setting -Project name and location; Project Owner and contact information; Project construction cost; Project size in gross square feet; Date project was started and completed; Professional services prime firm provided for the project; Project manager; Project engineer; Project designer; Names of consultant firms and their expertise.	93	95	95	94	95	97
	96	97	99	98	99	99
	90	90	95	95	95	85
	94	95	95	95	95	95
	92	92	93	93	93	93
2.5 Three References (up to 100 points)						
2.5.1 Provide references for 3 projects, other than STC. The references shall include the following current information: -Owner's name, Owner's representative who served as the day-to-day liaison during planning, design, and construction of the project, and the Owner representative's telephone number and email address	76	76	76	76	100	100
	76	76	76	76	100	100
	76	76	76	76	100	100
	76	76	76	76	100	100
	76	76	76	76	100	100
2.6 Project Execution (up to 100 points)						
2.6.1 Provide a summary of your approach to the project that addresses key elements such as your interaction with STC staff, management of the different phases of the project, how you maintain quality control, and final project close-out.	93	95	96	94	95	97
2.6.2 Provide information as part of submission response to assure that Engineering firm is willing and able to expedite design services and construction administration for the project. Please provide insight if Engineer is intending to supplement production capability in order to meet schedule demands.	97	97	99	97	98	99
	90	95	95	95	90	90
	95	95	95	95	95	95
	91	91	92	92	92	92
TOTAL EVALUATION POINTS	539.80	545.20	554.40	550.60	570.60	573.20
RANKING	6	5	3	4	2	1

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

Project Fact Sheet
1/6/2025

Project Name: DW - HVAC Replacements Phase II - Pecan Campus Building G, H, and X **Project No.** 2025-015R

Funding Source(s): Renewals and Replacements Fund

	<u>Original Total</u> <u>Project Budget</u>	FY24-25			<u>Total Actual</u> <u>Expenditures To Date</u>	
		<u>Project Budget</u>	<u>FY 24-25</u>			<u>Variance of Project</u> <u>Budget vs. Actual</u> <u>Expenditures</u>
			<u>Actual Expenditures</u>			
Construction:	\$ 1,800,000.00	\$ 1,800,000.00	\$ -	\$ 1,800,000.00	\$ -	
Design:	180,000.00	180,000.00		180,000.00	-	
Miscellaneous:	6,000.00	6,000.00	208.12	5,791.88	208.12	
FFE:	-	-	-	-	-	
Technology:	-	-	-	-	-	
Total:	\$ 1,986,000.00	\$ 1,986,000.00	\$ 208.12	\$ 1,985,791.88	\$ 208.12	

Project Team

Approval to Solicit Architect/Engineer: 10/29/2024	Board Approval of Schematic Design	N/A	Board Status			
Architect/Engineer: TBD			Vendor	Contract Amount	Actual Expenditures	Variance
Contractor: TBD			TBD	\$ -	\$ -	\$ -

STC FPC Project Manager: Martin Villarreal

Project Description: Replace existing aging air conditioning roof top units to reduce repairs.

Project Scope: Removal and replacement of multiple existing air conditioning units with UV lights in buildings G, H, & X at the Pecan Campus.

Projected Timeline

Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
10/29/2023	1/28/2025	N/A	7/22/2025	8/15/2025	2/10/2026	3/24/2026	N/A

Project Calendar of Expenditures by Fiscal Year

Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2024-25	\$ -	\$ -	208.12	\$ -	\$ -	\$ 208.12
Project Total	\$ -	\$ -	\$ 208.12	\$ -	\$ -	\$ 208.12

Current Agenda Item

1/14/2025 Facilities Committee Meeting: Review and Recommend Action on Approval of Engineering Services for the District Wide HVAC Replacements Phase II at Pecan Campus



Business and Science
Building G



Student Activities Center
Building H



Ann Richards
Administration Building X

FPC Project Manager Martin Villarreal

FPC Asst. Director Rob Gill

FPC Director RNA

Consent Agenda:

e. Approval to Proceed with Solicitation of Construction Services for the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs

Purpose To approve the solicitation of construction services for the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs project.

Justification Solicitation of Request for Proposals (RFP) for construction services is necessary to procure a contractor for the project.

The project consists of repairing the ceiling in the atrium in Building B.

The proposed scope of work is summarized as follows:

- Replacing the ceiling liner

Enclosed Documents Appendix A – Project Presentation
Appendix B – Fact Sheet

Funding The total Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs Project 2025-027R estimated cost, including construction and miscellaneous, is \$61,200.

- Construction \$60,000
- Miscellaneous 1,200
- Total \$61,200**

Staff Resource The funds are available in the Renewals and Replacements Fund for use in FY 2024 – 2025.

Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs project as presented.

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

The Board of Trustees of South Texas College approves and authorizes the solicitation of construction services for the Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A

Project presentation follows in the packet.

Appendix B

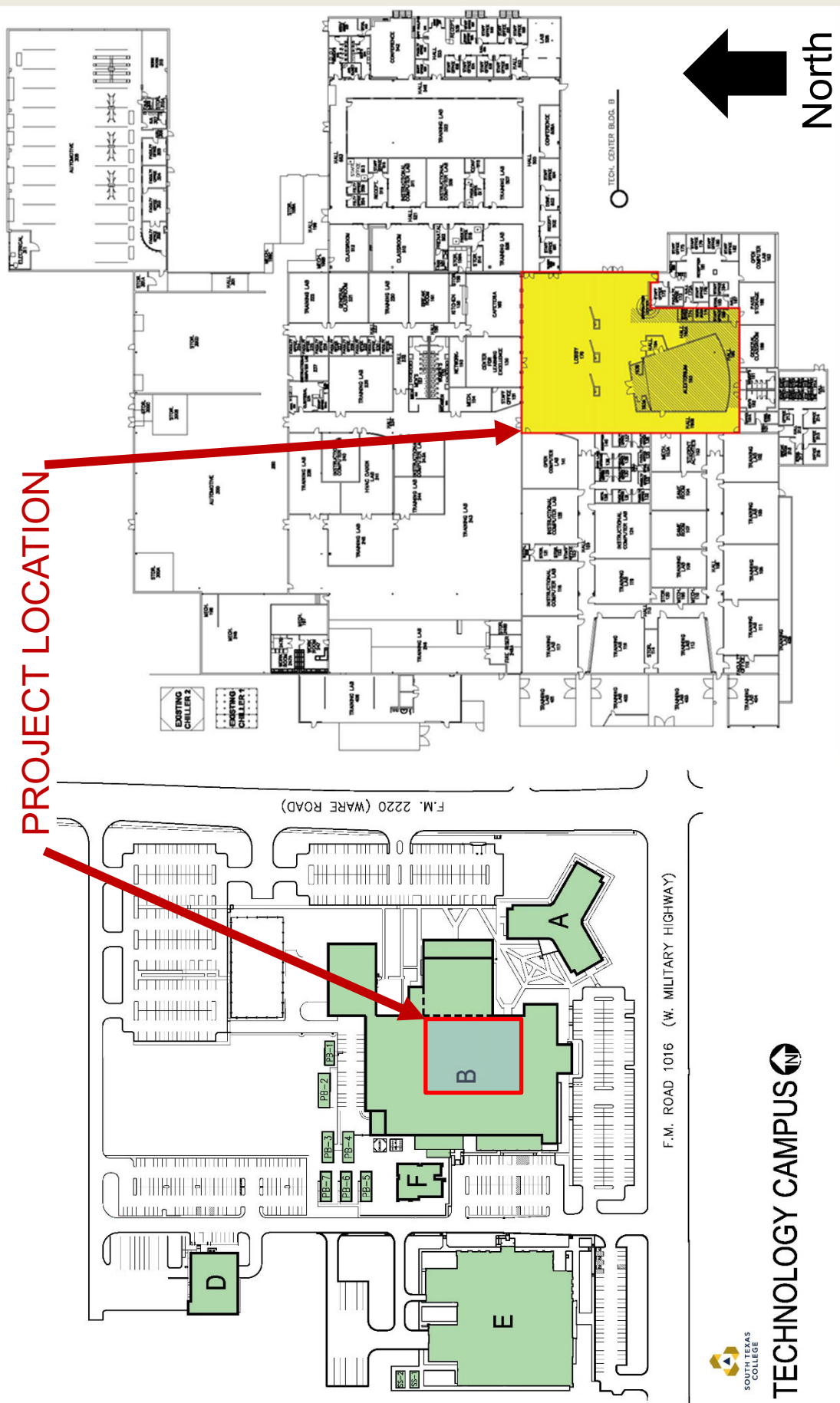
Fact Sheet follows in the packet.



**SOUTH TEXAS
COLLEGE**

**Technology Campus
Advanced Technical Careers Building B Atrium
Ceiling Repairs
2025-027R**

Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs Site Plan and Building Plan



Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs Existing Photos



Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs Budget



Requested By
Advanced Technical Careers


Scope of Work

1. This project will involve, but is not limited to, replacing existing ceiling liner with new ceiling liner.

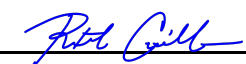
Estimated Total Project Budget


Construction	\$60,000
Miscellaneous	\$1,200
Total Project Budget	\$61,200

Project Fact Sheet
1/7/2025

Project Name		Technology Campus Advanced Technical Careers Building B Atrium Ceiling Repairs				Project No.		2025-027R					
Funding Source(s):		Renewals & Replacements Fund											
		FY 24-25		Variance of				Total Actual					
		Total		FY 24-25		Project Budget		Expenditures To					
		Project Budget		Actual		vs. Actual		Date					
		Expenditures		Expenditures		Expenditures		Expenditures					
Construction:		\$ 60,000.00	\$ -	\$ -	\$ 60,000.00			\$ -					
Design		\$ -	\$ -	\$ -	\$ -			-					
Miscellaneous:		\$ 1,200.00	\$ -	\$ -	\$ 1,200.00			-					
FFE:		\$ -	\$ -	\$ -	\$ -			-					
Technology:		\$ -	\$ -	\$ -	\$ -			-					
Total:		\$ 61,200.00	\$ -	\$ -	\$ 61,200.00			\$ 61,200.00					
Project Team				Board Status									
Approval to Solicit :	N/A	Board Approval of Schematic Design		NA		Location		Contract Amount		Actual Expenditures		Variance	
Architect/Engineer:	N/A												
		Substantial Completion											
STC FPC Project Manager: Kelly Nelson										Final Completion		Board Acceptance	
Project Description		Project Scope											
This project will involve, but not limited to, replacing existing ceiling liner with new ceiling liner		Need to replace existing damaged ceiling liner in the Atrium area of the exposed ceiling.											
Projected Timeline													
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval to Solicit for Construction Services	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In						
N/A	N/A	1/28/2025	2/25/2025	3/15/2025	5/13/2025	5/27/2025	N/A						
Project Calendar of Expenditures by Fiscal Year													
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total							
2024-25	-	-	-	-	-	-							
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
Current Agenda Item													
1/14/2025 January Facilities Committee Meeting: Review and Recommend Action on Authorization to Solicit Construction Services for the Technology Campus Technical Careers Building B Atrium Ceiling Repairs													
 <p>Technology Campus Advanced Technical Careers Building B</p>													

FPC Project Manager 

FPC Asst. Director 

FPC Director 

Consent Agenda:

f. Approval on Authorization to Solicit Construction Services for the Regional Center for Public Safety Excellence Perimeter Fence

Purpose To approve the solicitation of construction services for the Regional Center for Public Safety Excellence Perimeter Fence project.

Justification Solicitation of Request for Proposals (RFP) for construction services is necessary to procure a contractor for the project.

The project consists of constructing a perimeter fence on the south side of the property for additional security.

The proposed scope of work is summarized as follows:

- Constructing a perimeter fence
- Total Linear Feet: Approximately 4,200

Enclosed Documents Appendix A – Project Presentation
Appendix B – Fact Sheet

Funding The total Regional Center for Public Safety Excellence Perimeter Fence Project 2022-009C estimated cost, including construction, design, and miscellaneous, is \$193,000.

- Construction \$168,000
- Design 5,000
- Miscellaneous 20,000

Total **\$193,000**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence Perimeter Fence project as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the solicitation of construction services for the Regional Center for Public Safety Excellence Perimeter Fence project as presented.

Appendix A

Project presentation follows in the packet.

Appendix B

Fact Sheet follows in the packet.



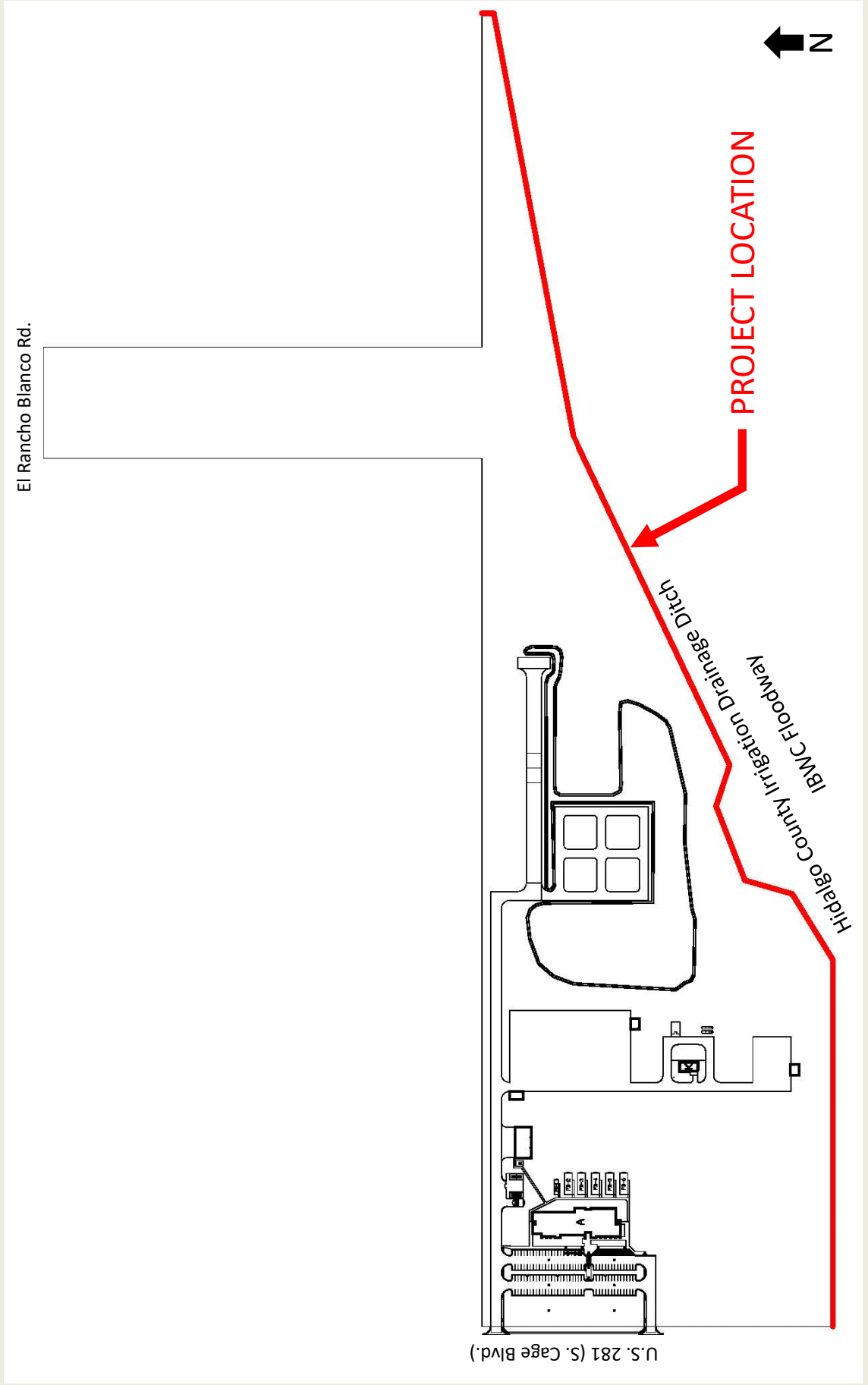
**SOUTH TEXAS
COLLEGE**

Regional Center for Public Safety Excellence

Perimeter Fence

2022-009C

Regional Center for Public Safety Excellence Perimeter Fence Project Site



Regional Center for Public Safety Excellence Perimeter Fence Project Budget



Requested By

Regional Center for Public Safety Excellence staff

Scope of Work

Installation of approximately 4,200 l.f. of perimeter chain link fence along the South side of the Regional Center for Public Safety Excellence property.

Estimated Total Project Budget

Construction	\$ 168,000
Design	5,000
Miscellaneous	20,000
Total Project Budget	\$ 193,000

Project Fact Sheet
1/6/2025

Project Name: Regional Center for Public Safety Excellence - Perimeter Fence		Project No.: 2022-009C	
Funding Source(s): Unexpended Plant Fund			
		FY 23-24	FY 24-25
	Total	FY 23-24	FY 23-24
	Project Budget	Actual	Actual
		Variance of	Variance of
		Project Budget	Project Budget vs.
		vs. Actual	Actual
		Expenditures	Expenditures
		Expenditures	Expenditures
Construction:	\$ 168,000.00	\$ 168,000.00	\$ 168,000.00
Design:	5,000.00	5,000.00	5,000.00
Miscellaneous:	20,000.00	20,000.00	19,500.00
FFE:	-	-	-
Technology:	-	-	-
Total:	\$ 193,000.00	\$ 193,000.00	\$ 192,500.00

Project Team		Board Status					
Approval to Solicit Architect/Engineer:	N/A	Board Approval of Schematic Design	TBD	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	N/A		N/A	\$ -	\$ -	\$ -	
Contractor:	TBD		TBD	\$ -	\$ -	\$ -	
STC FPC Project Manager:	David Valdez	Substantial Completion	TBD	Board Acceptance	TBD		
		Final Completion	TBD	Board Acceptance	TBD		

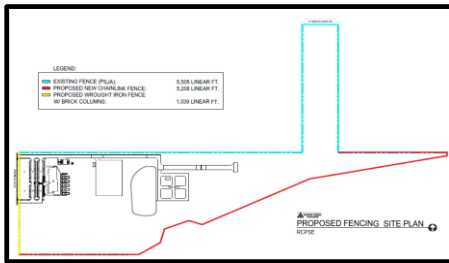
Project Description	Project Scope
Add perimeter fence along the West and South Side of the Regional Center for Public Safety Property	Add perimeter Fence along the West side of the RCPSE property (Brick and Iron/ Metal fence). Add Perimeter fence along the South side of the RCPSE (Chain link fence)

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
N/A	N/A	N/A	1/28/2025	2/10/2025	4/22/2025	05/27/2025	N/A
Project Calendar of Expenditures by Fiscal Year							

Fiscal Year	Construction	Design	Miscellaneous	FFE	Technology	Project Total
2024-25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Authorization to Solicit Construction Services for the Regional Center for Public Safety Excellence Perimeter Fence



Proposed Layout



FPC Project Manager David A Valdez

FPC Asst. Director Pat Gill

FPC Director RNA

Consent Agenda:

g. Approval on Authorization on Contracting Construction Services for the Pecan Campus Athletic Fields Reseeding and Regrading

Purpose To contract construction services for the project.

Justification On June 22, 2021, the Board of Trustees approved this project as part of the College's Renewals & Replacements projects.

The existing athletic fields require reseeding and regrading to maintain their condition.

The proposed scope of work is summarized below:

- Reseeding and regrading the existing athletic fields

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Pecan Campus Athletic Fields Reseeding and Regrading Project 2020-037R budgeted amount, including construction, design, and miscellaneous, is \$111,000.

• Construction	\$100,000	
• Design	10,000	
• Miscellaneous	1,000	
Total		\$111,000

The funds are available in the Renewals and Replacements Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation Administration requests the Facilities Committee recommend Board approval to authorize contracting construction services with GST Construction, Inc. in the amount of \$113,754 for the Pecan Campus Athletic Fields Reseeding and Regrading project as presented.

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

The Board of Trustees of South Texas College approves and authorizes contracting construction services with GST Construction, Inc. in the amount of \$113,754 for the Pecan Campus Athletic Fields Reseeding and Regrading project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A
RFP Solicitation Information

Advertised on	November 27, 2024 and December 4, 2024
RFP Responses Due	December 12, 2024
RFP Issued To	Twenty-seven (27) Vendors
Responses Received From	Three (3) Vendors
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B
Project Presentation follows in the packet.

Appendix C
Ranking and Evaluations of Respondents follow in the packet.

Appendix D
Fact Sheet follows in the packet.



**SOUTH TEXAS
COLLEGE**

**Pecan Campus
Reseeding and Regrading of Athletic Fields
2020-037R**

Pecan Campus Reseeding and Regrading of Athletic Fields



PROJECT LOCATION



North

Pecan Campus Reseeding and Regrading of Athletic Fields



Requested By
Student Activities and Wellness

Scope of Work
Reseeding and Regrading of the existing Pecan Campus Athletic Fields.

<u>Estimated Total Project Budget</u>	
Construction	\$ 100,000
Design	10,000
Miscellaneous	1,000
Total Project Budget	\$ 111,000

**SOUTH TEXAS COLLEGE
 PECAN CAMPUS RESEEDING AND REGRADING OF ATHLETIC FIELDS
 PROJECT NO. 24-25-1020**

NAME		Calidad Construction, LLC.	Coastal Landscape Management & Design	GST Construction, Inc.
ADDRESS		7512 N 17th St	1268 Juan Antonio Rd	7337 E Owassa Rd
CITY/STATE/ZIP		McAllen, TX 78504	Victoria, TX 77904	Edinburg, TX 78542
PHONE		956-460-3614	817-988-5005	956-212-3898
CONTACT		Arturo Garza, III	Chris Price	Jacobo Garza
#	Description	Proposed	Proposed	Proposed
1	Pecan Campus Reseeding and Regrading of Athletic Fields	\$ 75,000.00	\$ 84,956.64	\$ 74,254.00
2	Begin Work Within	10 Working Days	20 Working Days	10 Working Days
3	Completion of Work Within	30 Calendar Days	60 Working Days	35 Calendar Days
4	Alternate #1: Hybrid Bermuda grass in lieu of hybrid grass seed.	\$ 150,000.00	\$ 151,810.07	\$ 113,754.00
5	Begin Work Within	10 Working Days	20 Working Days	10 Working Days
6	Completion of Work Within	40 Calendar Days	60 Working Days	35 Calendar Days
TOTAL AMOUNT PROPOSED		\$ 150,000.00	\$ 151,810.07	\$ 113,754.00
TOTAL EVALUATION POINTS		76.82	****	92.5
RANKING		2	****	1

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

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

**SOUTH TEXAS COLLEGE
PECAN CAMPUS RESEEDING AND REGRADING OF ATHLETIC FIELDS
PROJECT NO. 24-25-1020
EVALUATION SUMMARY**

VENDOR		Calidad Construction, LLC.		GST Construction, Inc.	
ADDRESS		7512 N 17th St		7337 E Owassa Rd	
CITY/STATE/ZIP		McAllen, TX 78504		Edinburg, TX 78542	
PHONE		956-460-3614		956-212-3898	
CONTACT		Arturo Garza III		Jacobo Garza	
1	The Respondent's price proposal. (up to 45 points) -a. Refer to RFP Section 4, Pricing and Delivery Schedule.	34.12	34.12	45	45
		34.12		45	
		34.12		45	
		34.12		45	
		34.12		45	
2	The Respondent's experience and reputation. (up to 10 points) -a. Provide total number of current company employees. -b. Provide dollar amounts for each project contracted in the past twenty four months. -c. Provide number of years your company has been in business. -d. Are there currently or in the past five years, any judgements, claims, arbitration proceedings, claim on bonds or suits pending or outstanding against your organization or its officers? -e. Provide a customer reference list of no less than five (5) organizations from whom your organization has previously provided services of equal type and scope within the past five (5) years as requested in the RFP. Reference list is to include company name, contact person, telephone number and description of the project. References will be contacted as part of this evaluation.	6	7.2	8.5	8.7
		8		9	
		7		9	
		7		8	
		8		9	
3	The quality of the Respondent's goods or services. (up to 10 points) -a. Describe your company's quality control program. -b. Explain the methods used to maintain quality control in the construction project. -c. Describe company's process for addressing warranty claims. -d. Describe the experience of key personnel responsible for maintaining quality control. -e. Provide examples of past STC construction projects or other similar projects. (all respondents will receive a minimum of 3 points for item (e) unless it is determined that past performance bond is poor). Reference for similar projects will be contacted and responses will be considered as part of this evaluation.	6	7.2	8.5	8.7
		8		9	
		7		9	
		7		8	
		8		9	
4	The Respondent's safety record. (up to 5 points) -a. Provide copy of your company's safety program or describe how job site safety is managed. Include safety policies which employees must be in compliance with. -b. What is your company's Experience Modifier Rate (EMR) for the three (3) most recent annual insurance-year ratings? -c. Have you had any OSHA fines within the last three (3) years? If yes, provide details.	3	3.4	4.5	4.2
		4		4.5	
		3		4	
		3		4	
		4		4	

**SOUTH TEXAS COLLEGE
PECAN CAMPUS RESEEDING AND REGRADING OF ATHLETIC FIELDS
PROJECT NO. 24-25-1020
EVALUATION SUMMARY**

VENDOR		Calidad Construction, LLC.		GST Construction, Inc.	
5	The Respondent's proposed personnel. (up to 8 points)	6	6.3	7	7
	-a. Provide resumes of the Respondent's team that will be directly involved in the project. The resume must include experience in similar projects, number of years with the firm and city of residence.	6.5		7.5	
	-b. Describe the project assignment and the percent of time each team will be involved in the project.	6.5		6.5	
	c. Provide list of member(s) on your staff, directly involved in managing the project, who are Certified Construction Manager through the Construction Management Association of America (CMAA) or similar.	6		7	
	-d. Within 24 hours after the proposal delivery date and time, provide a list of key subcontractors to be used including a list of five projects recently completed by each subcontractor.	6.5		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	6.8	7	6.8
	-a. Attach a letter of intent from a surety company indicating your company's ability to bond for the entire construction cost of the project and total bonding limitation.	6		7	
	-b. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution or other entity? If yes, provide details and prospects for resolution.	7		7	
	-c. Provide a list and description of all construction projects currently under contract including total cost and start and end dates.	7		6	
	-d. Attach a Dunn and Bradstreet Analysis or current financial statements, preferably audited.	7		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4.5	5	5.1
	-a. Provide a statement of the project approach.	4.5		5.5	
	-b. Submit a work schedule with key dates and milestones.	4		5	
	-c. Do you anticipate difficulties in serving STC and how do you plan to manage these? What assistance will you require from STC?	4		5	
		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	6.3	6.3	7	7
	-a. Refer to RFP Section 4, Pricing and Delivery Schedule.	6.3		7	
		6.3		7	
		6.3		7	
		6.3		7	
9	The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses. (up to 1 point)	1	1	0	0
		1		0	
		1		0	
		1		0	
		1		0	
TOTAL EVALUATION POINTS		76.82		92.5	
RANKING		2		1	

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

Project Fact Sheet
1/6/2025

Project Name: Pecan Campus - Reseeding and Regrading of Athletic Fields		Project No. 1920-037R	
Funding Source(s): Renewal & Replacements Fund			
		FY 24-25	
	Original Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures
Construction:	\$ 100,000.00	\$ 100,000.00	\$ -
Design:	10,000.00	10,000.00	-
Miscellaneous:	1,000.00	1,000.00	-
FFE:	-	-	-
Technology:	-	-	-
Total:	\$ 111,000.00	\$ 111,000.00	\$ -
			Total Actual Expenditures To Date
			\$ -

Project Team		Board Status					
Approval to Solicit Architect/Engineer:	TBD	Board Approval of Schematic Design	TBD	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	TBD		TBD				\$ -
Contractor:	TBD						\$ -
		Substantial Completion	TBD	Board Acceptance	TBD		

STC FPC Project Manager: David Valdez		Final Completion	TBD	Board Acceptance	TBD
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Project Description		Project Scope	
Reseeding and Regrading of Athletic Fields		Improvements for reseeding and regrading of the existing Pecan Campus Athletic Fields.	

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
N/A	N/A	N/A	1/28/2025	2/12/2025	04/22/2025	05/27/2025	N/A

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2024-25	-	-	-	-	-	-	\$ -
Project Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the Pecan Campus Athletic Fields Reseeding and Regrading



FPC Project Manager David A Valdez

FPC Asst. Director Rob Gill

FPC Director RHA

Consent Agenda:

h. Approval on Authorization on Contracting Construction Services for the Pecan West Continuing Education and Testing Center Building A

Purpose To contract construction services for the Pecan West Continuing Education and Testing Center Building A project.

Justification On December 6, 2023, the Board of Trustees approved architectural services with goERO International, LLC./dba ERO Architects.

The project consists of the construction of a new 24,500 square foot Continuing Education Building, including the Testing Center space, at the Pecan West Property, which is a currently undeveloped property located west of Ware Road and south of Pecan Boulevard. The proposed scope of work is summarized as follows:

- Design and construction of the Continuing Education Building with the Testing Center
 - Continuing Education Building 20,000 s.f.
 - Testing Center 4,500 s.f.
- Total Building Square Feet 24,500 s.f.**

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Pecan West Continuing Education and Testing Center Building A Project 2021-002C budgeted amount, including construction, design, and miscellaneous, is \$10,651,375.

- Construction \$8,225,000
 - Design 822,500
 - Miscellaneous 205,625
 - FFE 699,125
 - Technology 699,125
- Total \$10,651,375**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to authorize contracting construction services with E-Con Group, LLC. in the amount of \$7,000,000 for the Pecan West Continuing Education and Testing Center Building A project as presented.

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

The Board of Trustees of South Texas College approves and authorizes contracting construction services with E-Con Group, LLC. in the amount of \$7,000,000 for the Pecan West Continuing Education and Testing Center Building A project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A

RFP Solicitation Information

Advertised on	November 27, 2024 and December 4, 2024
RFP Responses Due	December 17, 2024
RFP Issued To	Seven (7) Vendors
Responses Received From	Four (4) Vendors
Responses Reviewed By	Representative from the Architect, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

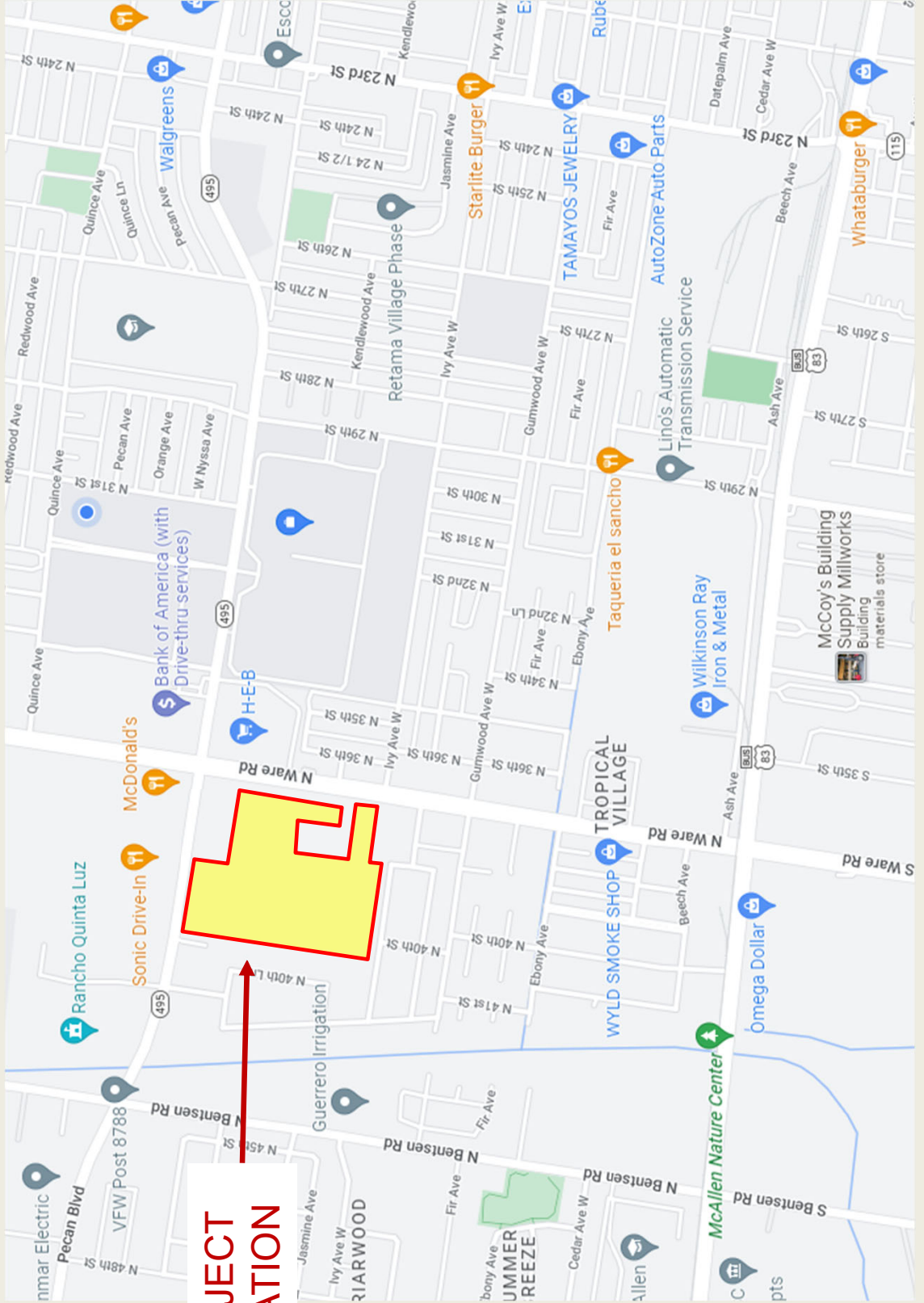
Fact Sheet follows in the packet.



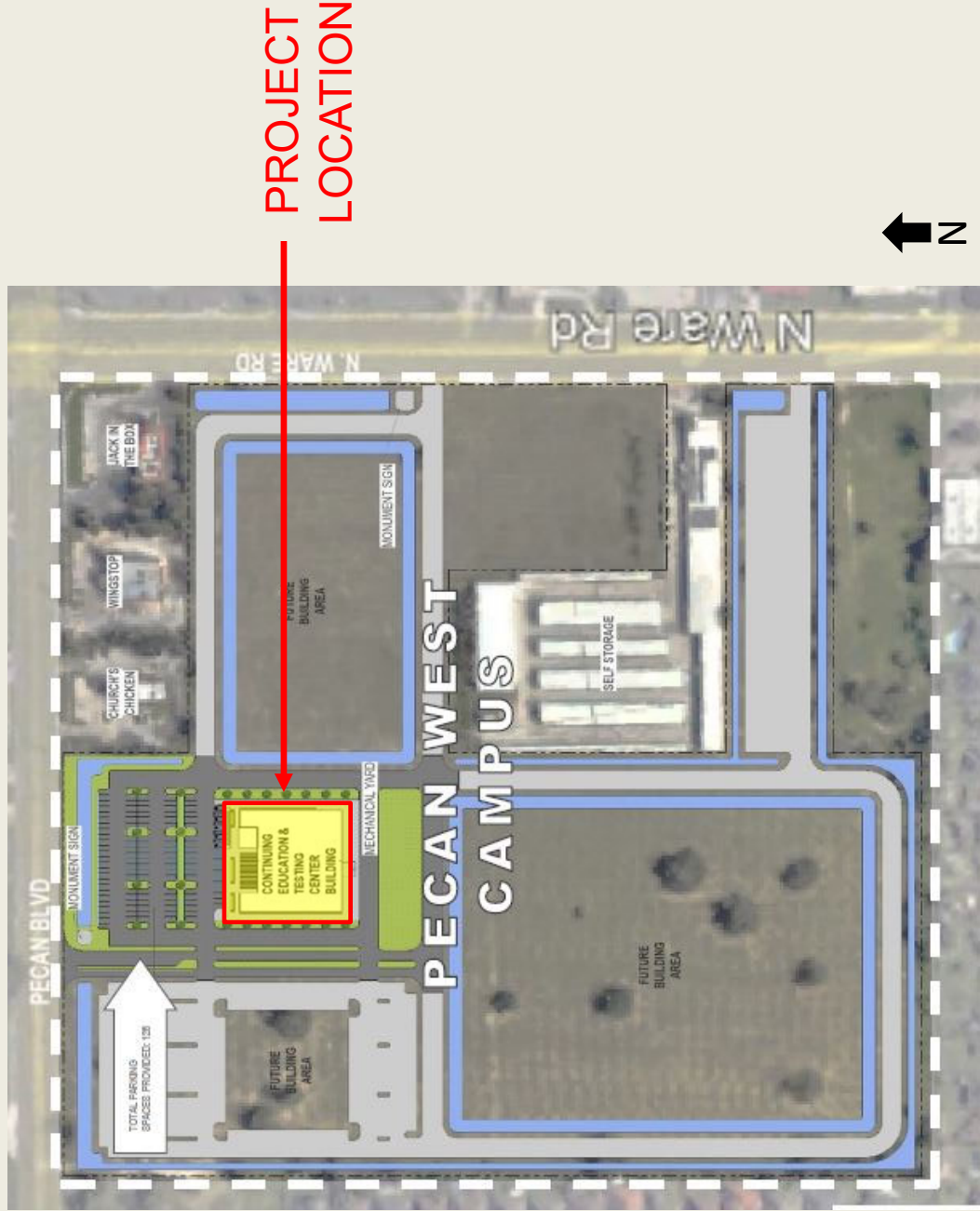
**SOUTH TEXAS
COLLEGE**

Pecan West
Continuing Education and Testing Center Building A
2021-002C

Pecan West Continuing Education and Testing Center Building A Project Site



Pecan West Continuing Education and Testing Center Building A Project Site



Pecan West Continuing Education and Testing Center Building A Proposed Scope and Budget



Scope of Work

Design and Construction of a new building for the Continuing Education program and Testing Center with classrooms, training labs, computer labs, staff & faculty offices, and support spaces.

Estimated Total Project Budget

Construction	\$ 8,225,000
Design	822,500
Miscellaneous	205,625
FFE	699,125
Technology	699,125
Total Project Budget	\$ 10,651,375

**SOUTH TEXAS COLLEGE
PECAN WEST CONTINUING EDUCATION AND TESTING CENTER BUILDING A
PROJECT NO. 24-25-1039**

NAME		E-Con Group, LLC.		Gerlach Builders, LLC.		Holchemont, Ltd.		NM Contracting, LLC.	
ADDRESS		3025 S Sugar Rd		918 Big Horn Dr		900 N Main St		2022 Orehid Ave Ste A	
CITY/STATE/ZIP		Edinburg, TX 78539		Edinburg, TX 78542		McAllen, TX 78501		McAllen, TX 78504	
PHONE		956-259-8005		956-781-9781		956-686-2901		956-631-5667	
FAX		956-259-8009		956-290-8359		956-686-2925		956-627-3959	
CONTACT		Gilbert Enriquez		Shawn Gerlach		Michael C. Montalvo		Noel Munoz, Jr.	
#	Description	Proposed		Proposed		Proposed		Proposed	
1	Pecan West Continuing Education and Testing Center Building A	\$	7,000,000.00	\$	7,295,000.00	\$	8,979,000.00	\$	6,932,900.00
2	Begin Work Within	10 Working Days		10 Working Days		10 Working Days		10 Working Days	
3	Completion of Work Within	420 Calendar Days		365 Calendar Days		375 Calendar Days		420 Calendar Days	
TOTAL PROJECT AMOUNT		\$	7,000,000.00	\$	7,295,000.00	\$	8,979,000.00	\$	6,932,900.00
TOTAL EVALUATION POINTS		90.86		88.86		82.35		85.10	
RANKING		1		2		4		3	

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

**SOUTH TEXAS COLLEGE
PECAN WEST CONTINUING EDUCATION AND TESTING CENTER BUILDING A
PROJECT NO. 24-25-1039
EVALUATION SUMMARY**


VENDOR		E-Con Group, LLC.	Gerlach Builders, LLC.	Holchemont, LTD.	NM Contracting, LLC.			
ADDRESS		3025 S Sugar Rd	918 Big Horn Dr	900 N Main St	2022 Orchid Ave Ste A			
CITY/STATE/ZIP		Edinburg, TX 78539	Edinburg, TX 78542	McAllen, TX 78501	McAllen, TX 78504			
PHONE		956-259-8005	956-781-9781	956-686-2901	956-631-5667			
FAX		956-259-8009	956-290-8359	956-686-2925	956-627-3959			
CONTACT		Gilbert Enriquez	Shawn Gerlach	Michael C. Montalvo	Noel Munoz, Jr.			
1	The Respondent's price proposal. (up to 45 points) -a. Refer to RFP Section 4, Pricing and Delivery Schedule.	44.56	42.76	42.76	34.74	34.74	45	45
		44.56	42.76		34.74		45	
		44.56	42.76		34.74		45	
		44.56	42.76		34.74		45	
		44.56	42.76		34.74		45	
2	The Respondent's experience and reputation. (up to 10 points) -a. Provide total number of current company employees. -b. Provide dollar amounts for each project contracted in the past twenty four months. -c. Provide number of years your company has been in business. -d. Are there currently or in the past five years, any judgements, claims, arbitration proceedings, claim on bonds or suits pending or outstanding against your organization or its officers? -e. Provide a customer reference list of no less than five (5) organizations from whom your organization has previously provided services of equal type and scope within the past five (5) years as requested in the RFP. Reference list is to include company name, contact person, telephone number and description of the project. References will be contacted as part of this evaluation.	9	8	7.7	9	8.3	6	5.2
		7	7		8		5	
		8	8		8		5	
		9	7		8		5	
		8.5	8.5		8.5		5	
3	The quality of the Respondent's goods or services. (up to 10 points) -a. Describe your company's quality control program. -b. Explain the methods used to maintain quality control in the construction project. -c. Describe company's process for addressing warranty claims. -d. Describe the experience of key personnel responsible for maintaining quality control. -e. Provide examples of past STC construction projects or other similar projects. (all respondents will receive a minimum of 3 points for item (e) unless it is determined that past performance bond is poor). Reference for similar projects will be contacted and responses will be considered as part of this evaluation.	9	8	8	8.5	8.3	6	5.4
		7	7		8		6	
		8	8		8		5	
		9	9		9		5	
		8	8		8		5	
4	The Respondent's safety record. (up to 5 points) -a. Provide copy of your company's safety program or describe how job site safety is managed. Include safety policies which employees must be in compliance with. -b. What is your company's Experience Modifier Rate (EMR) for the three (3) most recent annual insurance-year ratings? -c. Have you had any OSHA fines within the last three (3) years? If yes, provide details.	4	5	4.4	4	4.2	4	4.4
		5	5		5		5	
		4	4		4		4	
		4	4		4		5	
		4	4		4		4	
5	The Respondent's proposed personnel. (up to 8 points) -a. Provide resumes of the Respondent's team that will be directly involved in the project. The resume must include experience in similar projects, number of years with the firm and city of residence. -b. Describe the project assignment and the percent of time each team will be involved in the project. -c. Provide list of member(s) on your staff, directly involved in managing the project, who are Certified Construction Manager through the Construction Management Association of America (CMAA) or similar. -d. Within 24 hours after the proposal delivery date and time, provide a list of key subcontractors to be used including a list of five projects recently completed by each subcontractor.	8	8	7	8	7	6	6.2
		6	6		6		6	
		7	7		7		6	
		7	7		7		7	
		7	7		7		6	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points) -a. Attach a letter of intent from a surety company indicating your company's ability to bond for the entire construction cost of the project and total bonding limitation. -b. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution or other entity? If yes, provide details and prospects for resolution. -c. Provide a list and description of all construction projects currently under contract including total cost and start and end dates. -d. Attach a Dunn and Bradstreet Analysis or current financial statements, preferably audited.	7	7	7	7	6.8	7	6.8
		6	7		6		6	
		7	7		7		7	
		8	7		7		7	
		8	7		7		7	

**SOUTH TEXAS COLLEGE
 PECAN WEST CONTINUING EDUCATION AND TESTING CENTER BUILDING A
 PROJECT NO. 24-25-1039
 EVALUATION SUMMARY**

VENDOR	E-Con Group, LLC.	Gerlach Builders, LLC.	Holchemont, LTD.	NM Contracting, LLC.					
ADDRESS	3025 S Sugar Rd	918 Big Horn Dr	900 N Main St	2022 Orchid Ave Ste A					
CITY/STATE/ZIP	Edinburg, TX 78539	Edinburg, TX 78542	McAllen, TX 78501	McAllen, TX 78504					
PHONE	956-259-8005	956-781-9781	956-686-2901	956-631-5667					
FAX	956-259-8009	956-290-8359	956-686-2925	956-627-3959					
CONTACT	Gilbert Enriquez	Shawn Gerlach	Michael C. Montalvo	Noel Munoz, Jr.					
7	The Respondent's organization and approach to the project. (up to 6 points)	5.5	5.3	5	5	6	5.2	5.5	5
	-a. Provide a statement of the project approach.	5		5		5		5	
	-b. Submit a work schedule with key dates and milestones.	5		5		5		5	
	-c. Do you anticipate difficulties in serving STC and how do you plan to manage these? What assistance will you require from STC?	6		5		5		5	
		5		5		5		4.5	
8	The Respondent's time frame for completing the project. (up to 7 points)	6.1	6.1	7	7	6.81	6.81	6.1	6.1
	-a. Refer to RFP Section 4, Pricing and Delivery Schedule.	6.1		7		6.81		6.1	
		6.1		7		6.81		6.1	
		6.1		7		6.81		6.1	
		6.1		7		6.81		6.1	
9	The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses. (up to 1 point)	0	0	0	0	1	1	1	1
		0		0		1		1	
		0		0		1		1	
		0		0		1		1	
		0		0		1		1	
TOTAL EVALUATION POINTS		90.86		88.86		82.35		85.10	
RANKING		1		2		4		3	

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

Project Fact Sheet
1/6/2025

Project Name: Pecan West - Continuing Education Building A		Project No. 2021-002C					
Funding Source(s): Unexpended Plant Fund							
		FY 21-22		FY 22-23			
	Original Project Budget	Revised Project Budget	FY 21-22 Project Budget	Variance of Project Budget vs. Actual Expenditures	FY 22-23 Project Budget	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 7,150,325.00	\$ 8,225,000.00	\$ -	\$ -	\$ 480,630.00	\$ -	
Design:	715,033.00	822,500.00	355,500.00	-	42,660.00	42,660.00	
Miscellaneous:	166,535.00	205,625.00	42,660.00	-	-	(1,019.91)	
FFE:	491,706.00	699,125.00	-	-	1,019.91	-	
Technology:	564,084.00	699,125.00	-	-	-	-	
Total:	\$ 9,087,683.00	\$ 10,651,375.00	\$ 398,160.00	\$ -	\$ 398,160.00	\$ 523,290.00	
						\$ 1,019.91	
						\$ 522,270.09	
			FY 23-24		FY 24-25		
			FY 23-24 Project Budget	Variance of Project Budget vs. Actual Expenditures	FY 24-25 Project Budget	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date
Construction:			\$ 1,138,100.00	\$ -	\$ 4,112,500.00	\$ -	\$ -
Design:			157,550.00	192,058.38	724,129.00	193,781.00	192,058.38
Miscellaneous:			75,500.00	543.68	95,700.00	8,546.60	1,563.59
FFE:			-	-	-	-	-
Technology:			-	-	-	-	-
Total:			\$ 1,371,150.00	\$ 192,602.06	\$ 4,932,329.00	\$ 202,327.60	\$ 193,621.97
Project Team				Board Status			
Approval to Solicit Architect/Engineer:	7/25/2023				Contract Actual Expenditures	Variance	
Architect/Engineer:	goERO International, LLC		Board Approval of Schematic Design 06/25/2024		goERO International, LLC (Site Design) \$ 22,500.00	\$ 22,500.00	\$ -
Contractor:	TBD				goERO International, LLC \$ 421,154.14	\$ 385,839.38	\$ 35,314.76
					TBD \$ -	\$ -	\$ -
			Substantial Completion	TBD	Board Acceptance	TBD	
STC FPC Project Manager:	David Valdez		Final Completion	TBD	Board Acceptance	TBD	
Project Description				Project Scope			
Design and construction of a new facility for Continuing Education.				Design and construction of a new 24,500 square foot facility to provide classrooms, a testing center, and office space for the programs serviced by Continuing Education.			
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/25/2023	12/6/2023	6/25/2024	1/28/2025	2/25/2025	03/24/2026	04/28/2026	3/24/2026
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2021-22	-	-	-	-	-	\$ -	
2022-23	-	-	-	1,019.91	-	\$ -	1,019.91
2023-24	-	192,058.38	543.68	-	-	\$ -	192,602.06
2024-25	-	193,781.00	8,546.60	-	-	\$ -	202,327.60
Project Total	\$ -	\$ 192,058.38	\$ 8,546.60	\$ -	\$ -	\$ -	\$ 193,621.97
Current Agenda Item							
01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the Pecan West Continuing Education and Testing Center Building A							
							

FPC Project Manager David A Valdez

FPC Asst. Director Patricia Guill

FPC Director RHA

Consent Agenda:

i. Approval on Authorization on Contracting Construction Services for the Pecan West Parking and Site Improvements

Purpose To contract construction services for the Pecan West Parking and Site Improvements project.

Justification On January 31, 2023, the Board of Trustees approved civil engineering services with Perez Consulting Engineers, LLC.

The project consists of the construction of a parking lot and site improvements for the new Continuing Education Building to be constructed at the Pecan West Property, which is a currently undeveloped property located west of Ware Road and south of Pecan Boulevard. The proposed scope of work is summarized as follows:

- Design and construction of the parking lot
- Design and construction of site utilities and infrastructure
- Design and construction of landscape and irrigation work

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total Pecan West Parking and Site Improvements Project 2023-018C budgeted amount, including construction, design, and miscellaneous, is \$1,875,000. Funding for the project budget is supplemented by an Economic Development Administration (EDA) grant in the amount of \$1,500,000.

- Construction \$1,668,440
 - Design 158,890
 - Miscellaneous 47,670
- Total \$1,875,000**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to authorize contracting construction services with GST Construction, Inc. in the amount of \$2,586,000 for the Pecan West Parking and Site Improvements project as presented.

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

The Board of Trustees of South Texas College approves and authorizes contracting construction services with GST Construction, Inc. in the amount of \$2,586,000 for the Pecan West Parking and Site Improvements project as presented.

Approval Recommended:

Dr. Ricardo J. Solis

President

Appendix A

RFP Solicitation Information

Advertised on	November 27, 2024 and December 4, 2024
RFP Responses Due	December 17, 2024
RFP Issued To	Eight (8) Vendors
Responses Received From	Three (3) Responses
Responses Reviewed By	Representative from the Engineer, Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

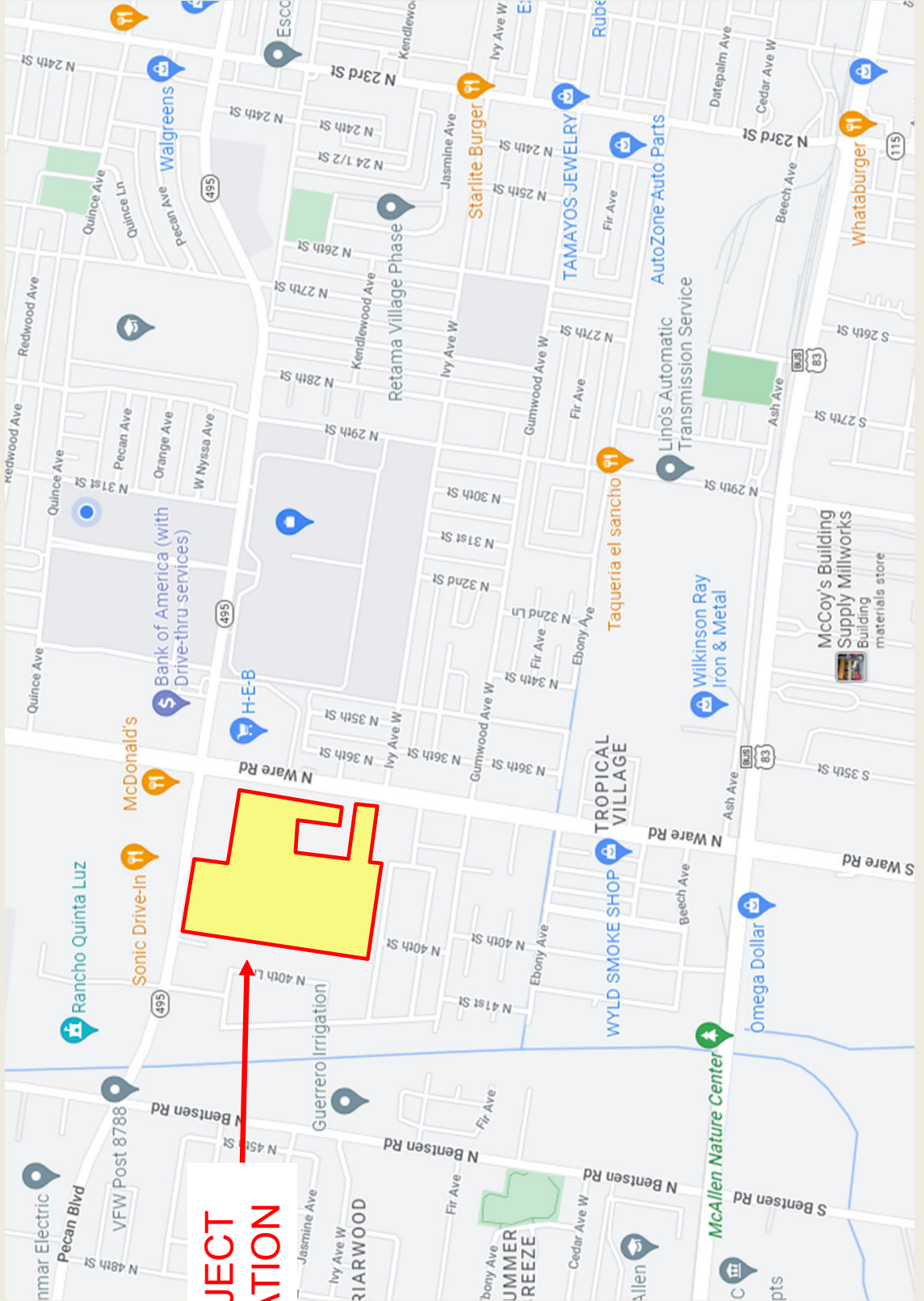
Fact Sheet follows in the packet.



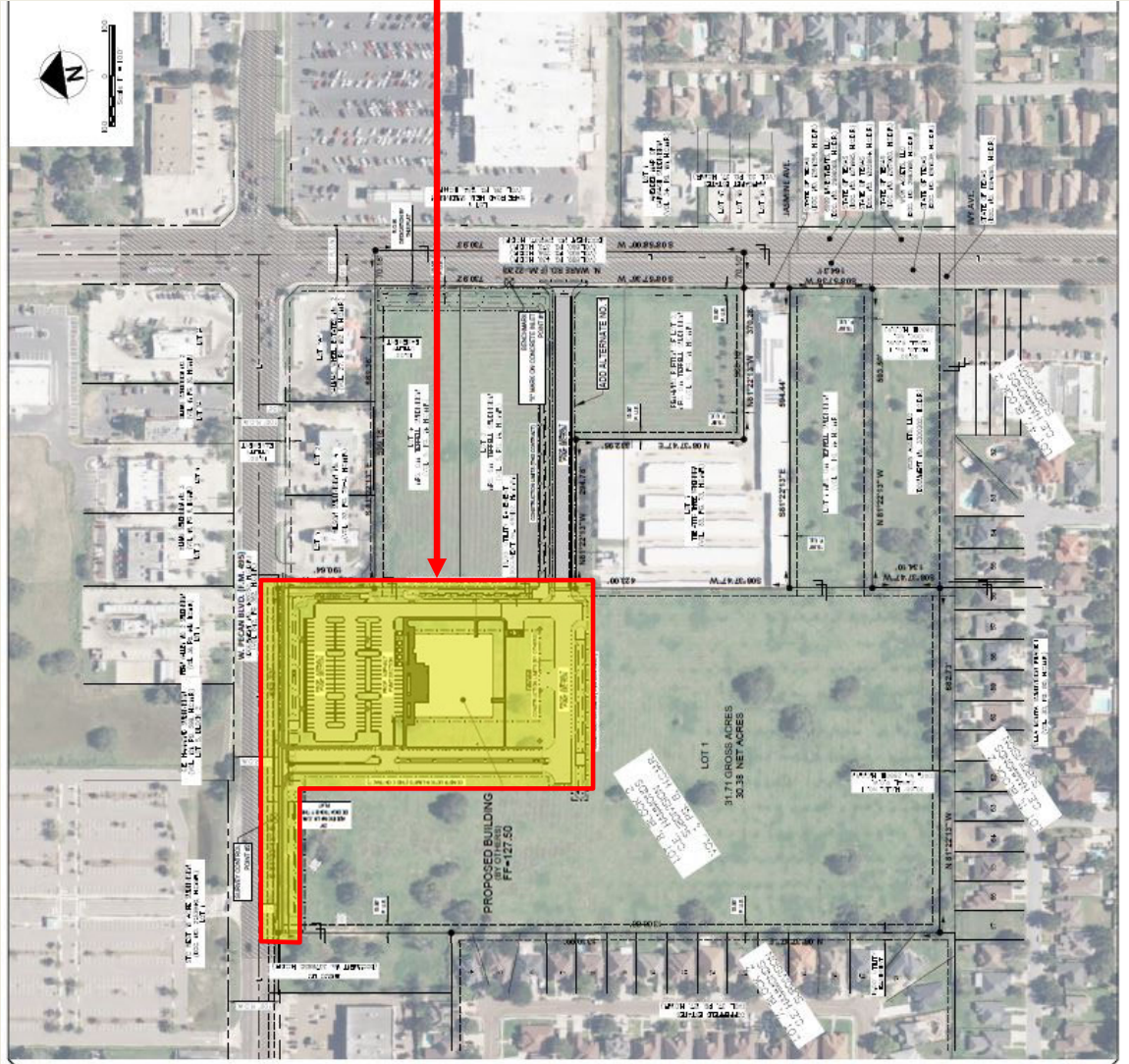
**SOUTH TEXAS
COLLEGE**

Pecan West
Parking and Site Improvements
2023-018C

Pecan West Parking and Site Improvements Project Site



Pecan West Parking and Site Improvements Project Site



**PROJECT
LOCATION**

Pecan West Parking and Site Improvements Proposed Scope and Budget



Scope of Work

Design and construction of site improvements, site infrastructure and parking area to service the Continuing Education and Testing Center Building A facility.

Estimated Total Project Budget

Construction	\$ 1,668,440
Design	158,890
Miscellaneous	47,670
Total Project Budget	\$ 1,875,000

**SOUTH TEXAS COLLEGE
PECAN WEST PARKING AND SITE IMPROVEMENTS
PROJECT NO. 24-25-1038**

NAME		E-Con Group, LLC.	Gerlach Builders, LLC.	GST Construction, Inc.
ADDRESS		3025 S Sugar Rd	918 Big Horn Dr	7337 E Owassa Rd
CITY/STATE/ZIP		Edinburg, Texas 78539	Edinburg, TX 78542	Edinburg, TX 78542
PHONE		956-259-8005	956-781-9781	956-212-3898
FAX		956-259-8009	956-290-8359	
CONTACT		Gilbert Enriquez	Shawn Gerlach	Jacobo Garza
#	Description	Proposed	Proposed	Proposed
1	Pecan West Parking and Site Improvements	\$ 2,375,000.00	\$ 3,250,000.00	\$ 2,586,000.00
2	Begin Work Within	10 Working Days	5 Working Days	10 Working Days
3	Completion of Work Within	STC has provided the construction schedule for this project.	STC has provided the construction schedule for this project.	STC has provided the construction schedule for this project.
4	Alternate 1: Access drive to Ware Road including but not limited to paving, curb and gutter, pavement marking and signage, and finished grading.	\$ 250,000.00	\$ 280,000.00	\$ 247,000.00
5	Begin Work Within	5 Working Days	5 Working Days	10 Working Days
7	Completion of Work Within	30 Calendar Days	60 Calendar Days After TxDot permit is issued	180 Calendar Days Alternate No.1 will be completed under the base contract time
8	Alternate 2: Consist of the deceleration lane along Ware Road including but not limited to paving, curb and gutter, storm sewer adjustments, pavement marking and signage, and power poles relocation all within TX Dot right of way.		\$ 101,000.00	\$ 106,000.00
9	Begin Work Within		5 Working Days	
10	Completion of Work Within		75 Calendar Days After TxDot permit is issued	180 Calendar Days Alternate No.2 will be completed under the base contract time
TOTAL PROJECT AMOUNT		\$ 2,375,000.00	\$ 3,250,000.00	\$ 2,586,000.00
TOTAL EVALUATION POINTS		****	****	92.20
RANKING		****	****	1

The Director of Purchasing has reviewed all the responses and evaluations completed.
 ****The vendor's proposal was incomplete, therefore not evaluated.

**SOUTH TEXAS COLLEGE
PECAN WEST PARKING AND SITE IMPROVEMENTS
PROJECT NO. 24-25-1038
EVALUATION SUMMARY**

VENDOR		GST Construction, Inc.	
ADDRESS		7337 E Owassa Rd	
CITY/STATE/ZIP		Edinburg, TX 78542	
PHONE		956-212-3898	
CONTACT		Jacobco Garza	
1	The Respondent's price proposal. (up to 45 points) -a. Refer to RFP Section 4, Pricing and Delivery Schedule.	45	45
		45	
		45	
		45	
		45	
2	The Respondent's experience and reputation. (up to 10 points) -a. Provide total number of current company employees. -b. Provide dollar amounts for each project contracted in the past twenty four months. -c. Provide number of years your company has been in business. -d. Are there currently or in the past five years, any judgements, claims, arbitration proceedings, claim on bonds or suits pending or outstanding against your organization or its officers? -e. Provide a customer reference list of no less than five (5) organizations from whom your organization has previously provided services of equal type and scope within the past five (5) years as requested in the RFP. Reference list is to include company name, contact person, telephone number and description of the project. References will be contacted as part of this evaluation.	8	8.6
		9	
		9	
		8	
		9	
3	The quality of the Respondent's goods or services. (up to 10 points) -a. Describe your company's quality control program. -b. Explain the methods used to maintain quality control in the construction project. -c. Describe company's process for addressing warranty claims. -d. Describe the experience of key personnel responsible for maintaining quality control. -e. Provide examples of past STC construction projects or other similar projects. (all respondents will receive a minimum of 3 points for item (e) unless it is determined that past performance bond is poor). Reference for similar projects will be contacted and responses will be considered as part of this evaluation.	8	8.6
		9	
		9	
		8	
		9	
4	The Respondent's safety record. (up to 5 points) -a. Provide copy of your company's safety program or describe how job site safety is managed. Include safety policies which employees must be in compliance with. -b. What is your company's Experience Modifier Rate (EMR) for the three (3) most recent annual insurance-year ratings? -c. Have you had any OSHA fines within the last three (3) years? If yes, provide details.	4	4
		4	
		4	
		4	
		4	
5	The Respondent's proposed personnel. (up to 8 points) -a. Provide resumes of the Respondent's team that will be directly involved in the project. The resume must include experience in similar projects, number of years with the firm and city of residence. -b. Describe the project assignment and the percent of time each team will be involved in the project. -c. Provide list of member(s) on your staff, directly involved in managing the project, who are Certified Construction Manager through the Construction Management Association of America (CMAA) or similar. -d. Within 24 hours after the proposal delivery date and time, provide a list of key subcontractors to be used including a list of five projects recently completed by each subcontractor.	7	7
		7	
		7	
		7	
		7	

**SOUTH TEXAS COLLEGE
PECAN WEST PARKING AND SITE IMPROVEMENTS
PROJECT NO. 24-25-1038
EVALUATION SUMMARY**

VENDOR		GST Construction, Inc.	
ADDRESS		7337 E Owassa Rd	
CITY/STATE/ZIP		Edinburg, TX 78542	
PHONE		956-212-3898	
CONTACT		Jacobo Garza	
6	<p>The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)</p> <p>-a. Attach a letter of intent from a surety company indicating your company's ability to bond for the entire construction cost of the project and total bonding limitation.</p> <p>-b. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution or other entity? If yes, provide details and prospects for resolution.</p> <p>-c. Provide a list and description of all construction projects currently under contract including total cost and start and end dates.</p> <p>-d. Attach a Dunn and Bradstreet Analysis or current financial statements, preferably audited.</p>	6	6.8
		7	
		7	
		7	
		7	
7	<p>The Respondent's organization and approach to the project. (up to 6 points)</p> <p>-a. Provide a statement of the project approach.</p> <p>-b. Submit a work schedule with key dates and milestones.</p> <p>-c. Do you anticipate difficulties in serving STC and how do you plan to manage these? What assistance will you require from STC?</p>	6	5.2
		5	
		5	
		5	
		5	
8	<p>The Respondent's time frame for completing the project. (up to 7 points)</p> <p>-a. Refer to RFP Section 4, Pricing and Delivery Schedule.</p>	7	7
		7	
		7	
		7	
		7	
9	<p>The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses. (up to 1 point)</p>	0	0
		0	
		0	
		0	
		0	
TOTAL EVALUATION POINTS		92.20	
RANKING		1	

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



Project Fact Sheet
1/6/2025

Project Name: Pecan West - Parking & Site Improvements **Project No.** 2023-018C

Funding Source(s): Unexpended Plant Fund / Grant Fund (STC 20% and EDA 80%)

	Total Project Budget	FY 22-23			FY 23-24			FY 24-25			Total Actual Expenditures To Date
		Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 1,668,440.00	\$ -	\$ -	\$ -	\$ 500,532.00	\$ -	\$ 500,532.00	\$ 1,466,712.00	\$ -	\$ 1,466,712.00	\$ -
Design (Site):	118,376.00	79,445.00	-	79,445.00	40,709.00	4,897.17	35,811.83	10,750.00	-	10,750.00	4,897.17
Design (Subdivision):	40,514.00	-	24,230.00	(24,230.00)	40,514.00	5,542.50	34,971.50	150,986.00	-	150,986.00	29,772.50
Miscellaneous:	47,670.00	23,835.00	1,058.91	22,776.09	46,470.00	-	46,470.00	73,738.00	6,539.76	67,198.24	7,598.67
FFE:	-	-	-	-	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-	-	-	-	-
Total:	\$ 1,875,000.00	\$ 103,280.00	\$ 25,288.91	\$ 77,991.09	\$ 628,225.00	\$ 10,439.67	\$ 617,785.33	\$ 1,702,186.00	\$ 6,539.76	\$ 1,695,646.24	\$ 42,268.34

Project Team **Board Status**

Approval to Solicit Architect/Engineer: 8/23/2022	Board Approval of Schematic Design TBD Substantial Completion TBD Final Completion TBD	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer: Perez Consulting Engineers		Perez Consulting (Sub-Division Plat)	\$ 40,514.00	\$ 29,772.50	\$ 10,741.50
Contractor: TBD		Perez Consulting (Parking and Site Improvements)	\$ 130,591.10	\$ 4,897.17	\$ 125,693.93
STC FPC Project Manager: David Valdez		Board Acceptance	TBD		
		Board Acceptance	TBD		

Project Description **Project Scope**

Design and construction of site improvements for the Continuing Education facility. Design and construction of site improvements, site infrastructure and parking area to service the Continuing Education facility.

Projected Timeline

Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
8/23/2022	1/31/2023	N/A	1/28/2025	4/1/2025	1/27/2026	2/24/2026	N/A

Project Calendar of Expenditures by Fiscal Year

Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2022-23	\$ -	\$ 24,230.00	\$ 1,058.91	\$ -	\$ -	\$ 25,288.91
2023-24	-	10,439.67	-	-	-	10,439.67
2024-25	-	-	6,539.76	-	-	6,539.76
Project Total	\$ -	\$ 34,669.67	\$ 7,598.67	\$ -	\$ -	\$ 42,268.34

Current Agenda Item

01/14/2025 Facilities Committee Meeting: Review and Recommend Action on Contracting Construction Services for the Pecan West Parking and Site Improvements



FPC Project Manager David A Valdez

FPC Asst. Director Robert Guill

FPC Director RANA

Consent Agenda:

j. Approval on Authorization on Contracting Construction Services for the District Wide HVAC Replacements at Mid Valley Campus

Purpose To contract construction services for the District Wide HVAC Replacements at Mid Valley Campus project.

Justification On February 13, 2024, the Board of Trustees approved contracting mechanical, electrical, and plumbing (MEP) engineering services with Ethos Holistique Holdings, LLC./dba Ethos Engineering.

The existing heating, ventilation, and air conditioning (HVAC) units were installed in 2004 and 2005, and are nearing their end of life. The project consists of replacing a total of thirteen (13) HVAC units at Buildings E, F, and G at the Mid Valley Campus for Phase I of the district-wide replacement efforts. Future phases will be scheduled at a later date.

The proposed scope of work is summarized below:

- Replacement of HVAC units at the following Mid Valley Campus buildings:
 - Building E 4 Units
 - Building F 2 Units
 - Building G 7 Units
 - Total 13 Units**

Enclosed Documents Appendix A – RFP Solicitation Information
Appendix B – Project Presentation
Appendix C – Ranking and Evaluations of Respondents
Appendix D – Fact Sheet

Funding The total District Wide HVAC Replacements at Mid Valley Campus Project 2023-013R budgeted amount, including construction, design, and miscellaneous, is \$2,530,000.

- Construction \$2,300,000
- Design 230,000
- Total \$2,530,000**

The funds are available in the Renewals and Replacements Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to authorize contracting construction services with Johnson Controls, Inc. in the amount of \$1,893,356.56 for the District Wide HVAC Replacements at Mid Valley Campus.

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

The Board of Trustees of South Texas College approves and authorizes contracting construction services with Johnson Controls, Inc. in the amount of \$1,893,356.56 for the District Wide HVAC Replacements at Mid Valley Campus as presented.

Approval Recommended:

Dr. Ricardo J. Solis

President

Appendix A

RFP Solicitation Information

Advertised on	October 30, 2024 and November 6, 2024
RFP Responses Due	December 5, 2024
RFP Issued To	Six (6) Vendors
Responses Received From	Four (4) Responses
Responses Reviewed By	A representative from the Engineers, Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.



**SOUTH TEXAS
COLLEGE**

District Wide Air Handler Replacements Phase I

**Mid Valley Campus
2023-013R**

District Wide Air Handler Replacements Ph I

Mid Valley Campus

Project Site



SOUTH TEXAS
COLLEGE

PROJECT
LOCATIONS



Buildings:
E, F, and G

District Wide Air Handler Replacements Ph I

Mid Valley Campus

Existing Photos



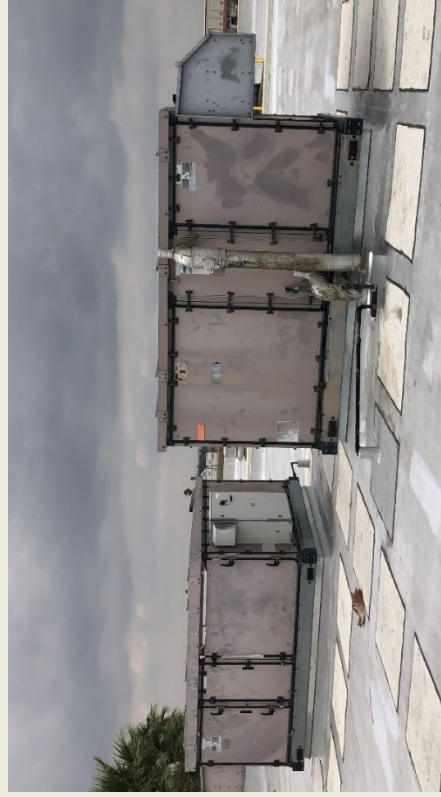
Building F



Building G



Building E



Building G

District Wide Air Handler Replacements Ph I

Mid Valley Campus



Requested By

Facilities Operations and Maintenance

Scope of Work

Removal and replacement of multiple existing air conditioning units with UV lights at the Mid Valley Campus.

Estimated Total Project Budget

Construction	\$ 2,300,000
Design	230,000
Total Project Budget	\$ 2,530,000

**SOUTH TEXAS COLLEGE
HVAC REPLACEMENT PHASE I - MID VALLEY CAMPUS
PROJECT NO. 24-25-1031**

NAME	Carrier Corp	Central Air and Heating Services, LLC.	Johnson Controls, Inc.	Victoria Air Conditioning, Ltd.
ADDRESS	9011 S Sam Houston Pkwy W #100	3028 Wilson Rd	5201 George McVay Dr Ste I&J	200 S Ben Jordan St
CITY/STATE/ZIP	Missouri City, TX 77489	Harlingen, TX 78552	McAllen, TX 78503	Victoria, Texas 77901
PHONE	713-797-8900	956-428-4509	956-451-5470	361-578-5241
FAX	713-797-8920			361-576-0811
CONTACT	Annette Riley	Chad Ufland	Omar Rodriguez	Warren Heilker
#		Proposed	Proposed	Proposed
Mid-Valley Campus				
1	Building E Base Bid Amount	\$ 581,343.00	\$ 541,207.75	\$ 577,300.00
2	Building F Base Bid Amount	\$ 388,629.00	\$ 294,331.67	\$ 353,000.00
3	Building G Base Bid Amount	\$ 1,137,172.00	\$ 1,057,817.14	\$ 1,223,000.00
4	Begin Work Within	175 Days/Equipment ETA 23-25 Weeks	10 Working Days	10 Working Days
5	Completion of Work Within	98 Days After Equipment Delivery	186 Calendar Days	365 Calendar Days
TOTAL AMOUNT PROPOSED		\$ 2,107,144.00	\$ 1,893,356.56	\$ 2,153,300.00
TOTAL EVALUATION POINTS		89.34	94.81	****
RANKING		2	1	****

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

****The vendors did not submit the required forms, therefore not evaluated.

**SOUTH TEXAS COLLEGE
HVAC REPLACEMENT PHASE I - MID VALLEY CAMPUS
PROJECT NO. 24-25-1031
EVALUATION SUMMARY**

VENDOR		Central Air and Heating Services, LLC.		Johnson Controls, Inc.	
ADDRESS		3028 Wilson Rd		5201 George McVay Dr Ste I&J	
CITY/STATE/ZIP		Harlingen, TX 78552		McAllen, TX 78503	
PHONE		956-428-4509		956-451-5470	
CONTACT		Chad Ufland		Omar Rodriguez	
1	The Respondent's price proposal. (up to 45 points)	40.43	40.43	45	45
		40.43		45	
		40.43		45	
		40.43		45	
		40.43		45	
		40.43		45	
2	The Respondent's experience and reputation (up to 10 points)	10	9	10	8.91
		9		9.5	
		10		9	
		9		9	
		8		8	
		8		8	
3	The quality of the Respondent's goods or services. (up to 10 points)	10	8.58	10	8.66
		8		9	
		9		8	
		8.5		9	
		8		8	
		8		8	
4	The Respondent's safety record. (up to 5 points)	5	4.5	5	4.33
		4.5		4.5	
		5		5	
		4.5		4.5	
		4		4	
		4		3	
5	The Respondent's proposed personnel. (up to 8 points)	8	7.41	6	6.91
		7.5		7.5	
		8		7	
		7		7	
		7		7	
		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	8	7.41	8	7.5
		7.5		7.5	
		8		8	
		7		7.5	
		7		7	
		7		7	

**SOUTH TEXAS COLLEGE
HVAC REPLACEMENT PHASE I - MID VALLEY CAMPUS
PROJECT NO. 24-25-1031
EVALUATION SUMMARY**

VENDOR		Central Air and Heating Services, LLC.		Johnson Controls, Inc.	
7	The Respondent's organization and approach to the project. (up to 6 points)	6	5.41	6	5.5
		5		5.5	
		6		6	
		5.5		5.5	
		5		5	
		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	5.6	5.6	7	7
		5.6		7	
		5.6		7	
		5.6		7	
		5.6		7	
		5.6		7	
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 point)	1	1	1	1
		1		1	
		1		1	
		1		1	
		1		1	
		1		1	
TOTAL EVALUATION POINTS		89.34		94.81	
RANKING		2		1	

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

Project Fact Sheet
1/6/2025

Project Name: DW - HVAC Replacements Phase I - Mid Valley Campus Building E, F, and G **Project No.:** 2023-013R

	Funding Source(s): Renewal and Replacement Fund							
	Original Total Project Budget	FY23-24		FY24-25		Total Actual Expenditures To Date	Variance of Project	
		Project Budget	Actual Expenditures	Project Budget	Actual Expenditures		Budget vs. Actual Expenditures	Budget vs. Actual Expenditures
Construction:	\$ 2,300,000.00	\$ 2,300,000.00	\$ -	\$ 2,300,000.00	\$ 2,300,000.00	\$ -	\$ 2,300,000.00	\$ -
Design:	230,000.00	230,000.00	97,922.49	132,077.51	149,500.00	-	149,500.00	97,922.49
Miscellaneous:	5,000.00	5,000.00	576.76	4,423.24	4,433.00	502.12	3,930.88	1,078.88
FFE:	-	-	-	-	-	-	-	-
Technology:	-	-	-	-	-	-	-	-
Total:	\$ 2,535,000.00	\$ 2,535,000.00	\$ 98,499.25	\$ 2,436,500.75	\$ 2,453,933.00	\$ 502.12	\$ 2,453,430.88	\$ 99,001.37

Project Team **Board Status**

Approval to Solicit Architect/Engineer: 10/31/2023	Board Approval of Schematic Design N/A	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer: Ethos		Ethos	\$ 149,500.00	\$ 97,922.49	\$ 51,577.51
Contractor: TBD	Substantial Completion TBD	TBD	\$ -	\$ 2,300,000.00	\$ (2,300,000.00)

STC FPC Project Manager: Martin Villarreal **Board Acceptance** TBD

Project Description **Project Scope**

Replace existing aging air conditioning roof top units to reduce repairs. Removal and replacement of multiple existing air conditioning units and UV lights in buildings E, F, & G at the Mid Valley Campus.

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
10/31/2023	2/27/2024	N/A	1/28/2025	3/5/2025	12/18/2025	1/29/2026	N/A

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2023-24	\$ -	\$ 97,922.49	\$ 576.76	\$ -	\$ -	\$ 98,499.25	
2024-25	\$ -	\$ -	\$ 502.12	\$ -	\$ -	\$ 502.12	
Project Total	\$ -	\$ 97,922.49	\$ 1,078.88	\$ -	\$ -	\$ 99,001.37	

Current Agenda Item

1/14/25 Facilities Committee Meeting: Review and Recommend Action on Construction Services for the HVAC Replacements Phase I - Mid Valley Campus Building E, F, and G



FPC Project Manager Martin Villarreal

FPC Asst. Director Rob Gill

FPC Director R. A. H.

Consent Agenda:

k. Approval on Authorization on Contracting Construction Services for the District Wide Flooring Replacements Phase IV

Purpose To contract construction services for the District Wide Flooring Replacements Phase IV project.

Justification On June 22, 2021, the Board approved the priority schedule for the District Wide Flooring Replacements. Phase IV of the replacements is as follows:

Campus	Buildings & Scope	Floor / Sq. Ft.	Highest Ranked Vendor
Pecan Campus	Building C: • Carpet and VCT	15,409 sq. ft.	Diaz Floors & Interiors, Inc.
	Building H: • Carpet and VCT	18,993 sq. ft.	5 Star GC Construction
Starr County Campus	Building G: • Carpet and VCT	3,526 sq. ft.	Diaz Floors & Interiors, Inc.
Technology Campus	Building B: • Carpet	10,815 sq. ft.	Diaz Floors & Interiors, Inc.

The flooring in these buildings has been in place for approximately 15 to 27 years. Overall, the flooring has sustained considerable wear, although some areas remain in fair condition but are outdated. Additionally, some of these buildings feature two to three different types of carpeting, and the replacement would establish a cohesive color palette throughout each building. The scope of work will include the replacement of carpet and the installation of luxury vinyl tile (LVT) to replace vinyl composition tile (VCT) in the buildings as listed above.

Enclosed Documents Appendix A – RFP Solicitation Information
 Appendix B – Project Presentation
 Appendix C – Ranking and Evaluations of Respondents
 Appendix D – Fact Sheet

Funding The total District Wide Flooring Replacements Phase IV Project 2025-014R budgeted amount, including construction, design, and miscellaneous, is \$504,000.

- Construction \$500,000
 - Miscellaneous 4,000
- Total \$504,000**

The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction

Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Facilities Committee recommended Board approval to authorize contracting construction services with 5 Star GC Construction for the Pecan Campus Building H in the amount of \$124,830.00, and with Diaz Floors & Interiors, Inc. for the Pecan Campus Building C in the amount of \$72,240.00, the Starr County Campus Building G in the amount of \$20,912.00, and the Technology Campus Building B in the amount of \$63,403.37, for a grand total of \$281,385.37 for the District Wide Flooring Replacements Phase IV project as presented.

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

The Board of Trustees of South Texas College approves and authorizes contracting construction services with 5 Star GC Construction for the Pecan Campus Building H in the amount of \$124,830.00, and with Diaz Floors & Interiors, Inc. for the Pecan Campus Building C in the amount of \$72,240.00, the Starr County Campus Building G in the amount of \$20,912.00, and the Technology Campus Building B in the amount of \$63,403.37, for a grand total of \$281,385.37 for the District Wide Flooring Replacements Phase IV project as presented.

Approval Recommended:

Dr. Ricardo J. Solis

President

Appendix A

RFP Solicitation Information

Advertised on	November 27, 2024 and December 4, 2024
RFP Responses Due	December 12, 2024
RFP Issued To	Thirty-four (34) Vendors
Responses Received From	Five (5) Responses
Responses Reviewed By	Facilities Operations & Maintenance, Facilities Planning & Construction, and Purchasing Departments

Appendix B

Project Presentation follows in the packet.

Appendix C

Ranking and Evaluations of Respondents follow in the packet.

Appendix D

Fact Sheet follows in the packet.



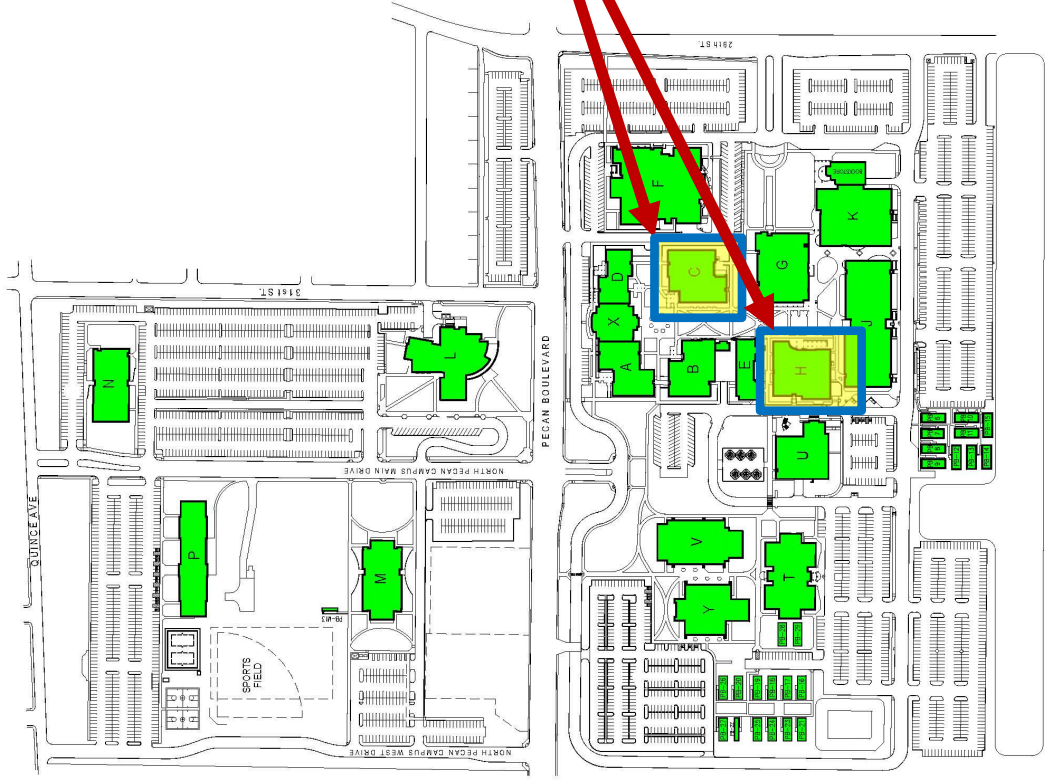
**SOUTH TEXAS
COLLEGE**

District Wide Flooring Replacement

Pecan Campus Sylvia Esterline Center for Learning Excellence Building C,
Students Activities Center Building H,
Starr County Student Services Building G,
and Technology Campus Advanced Technical Careers Building B

RFP – 24-25-1037

Pecan Campus Sylvia Esterline Center for Learning Excellence Building C and Students Activities Center Building H - Project Site

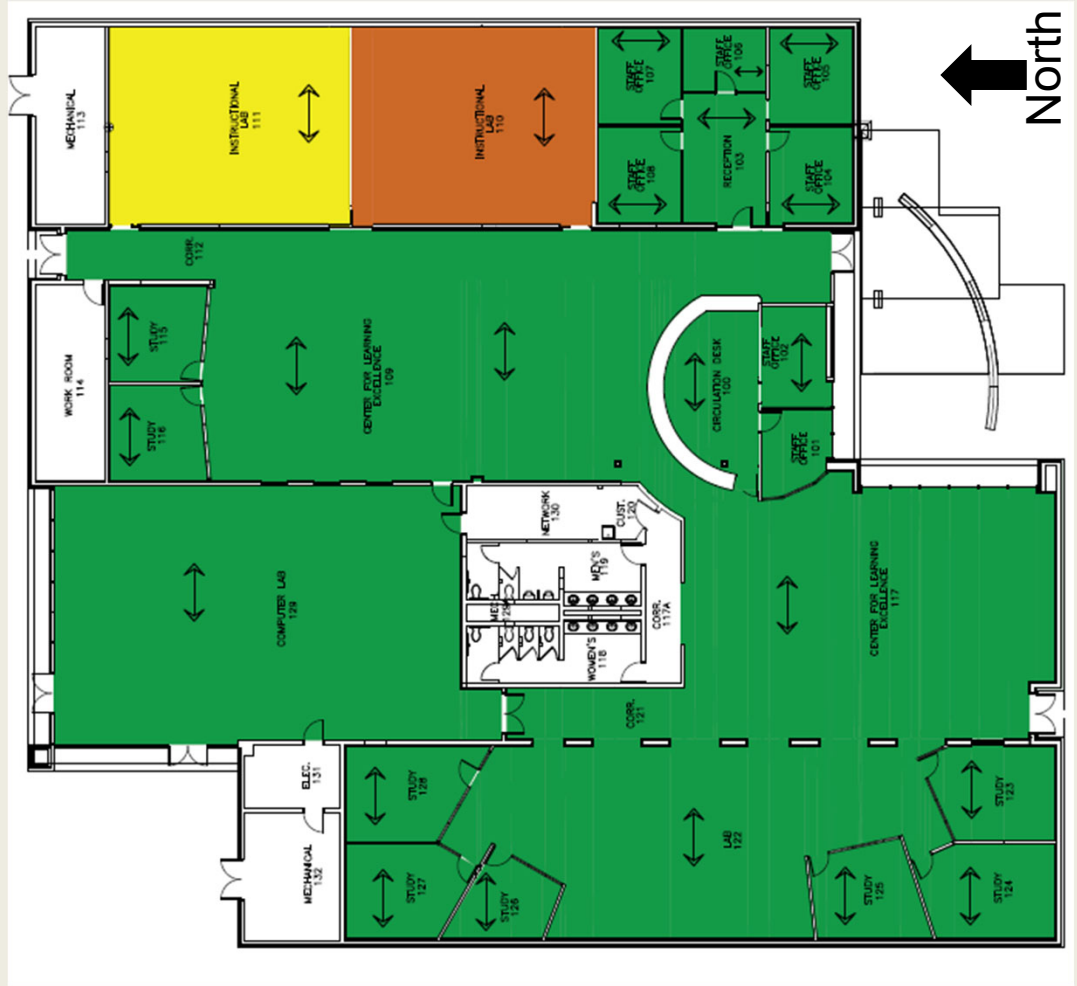


PROJECT
SITE LOCATION



Pecan Campus Sylvia Esterline Center for Learning Excellence Building C

Plan View



- VCT To be replaced with carpet
- CARPET 1 to be replaced
- CARPET 2 to be replaced

Pecan Campus Students Activities Center Building H

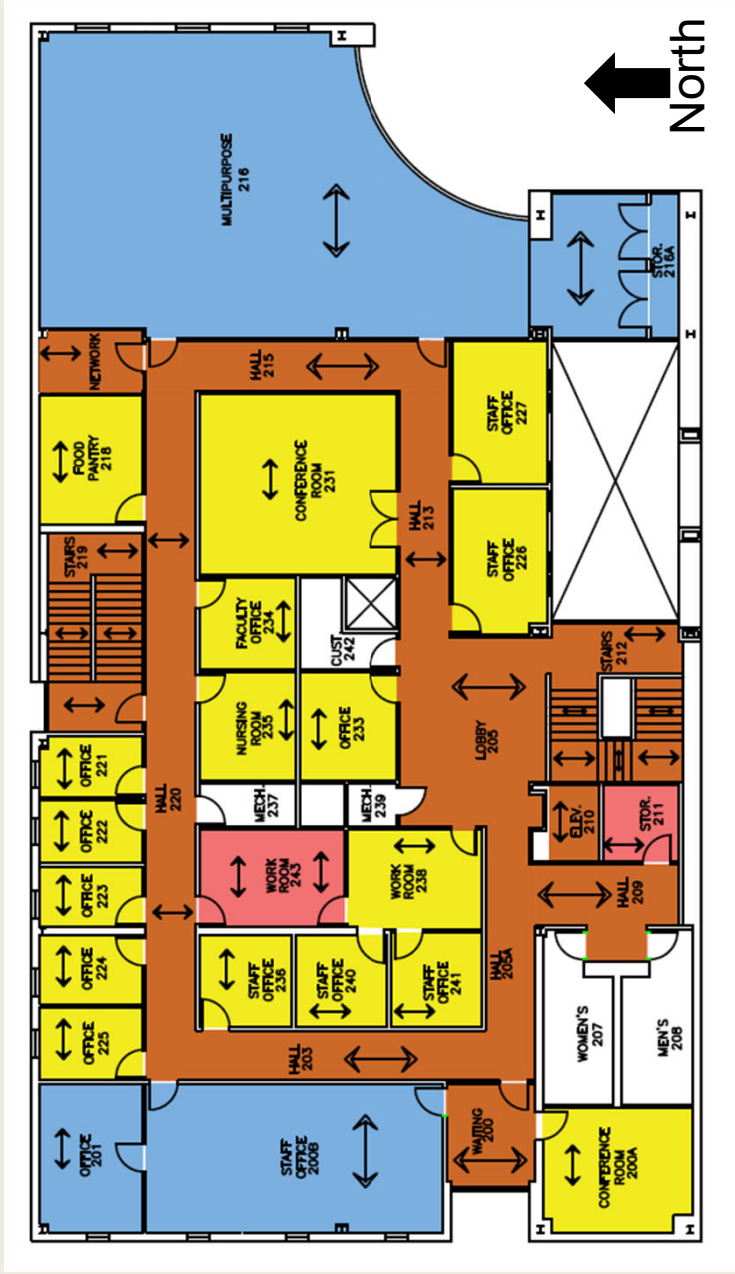
1st Floor Plan View



- VCT 1 To be replaced with LVT
- VCT 2 To be replaced with LVT
- CARPET 1 to be replaced
- CARPET 2 to be replaced

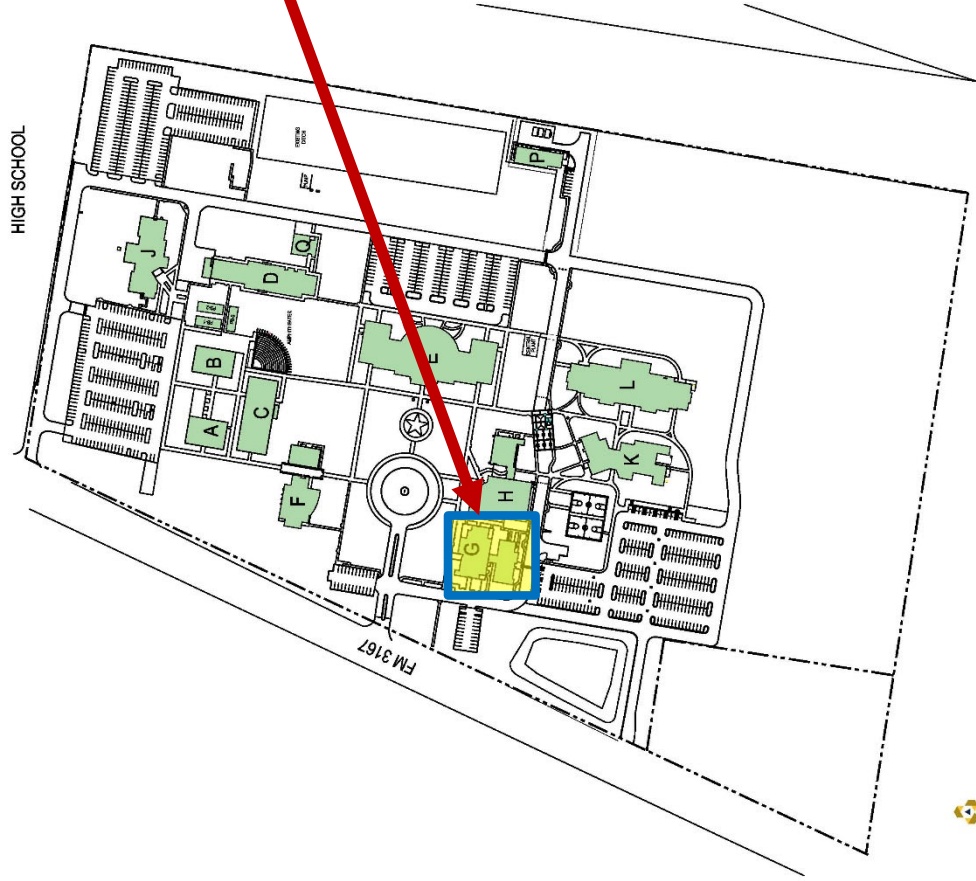
Pecan Campus Students Activities Center Building H

2nd Floor Plan View



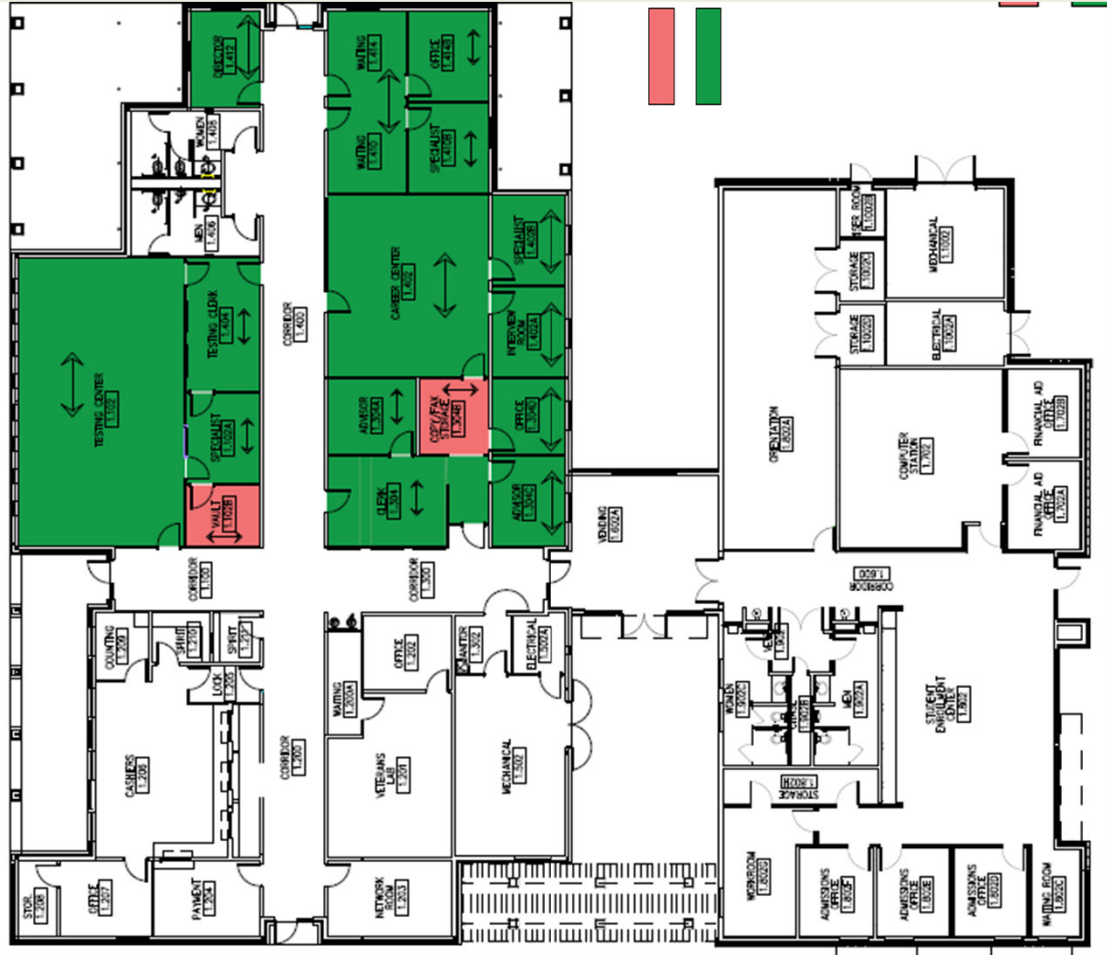
- VCT 1 To be replaced with LVT
- VCT 2 To be replaced with LVT
- CARPET 2 to be replaced
- CARPET 3 to be replaced

Starr County Campus Student Services Building G Project Site

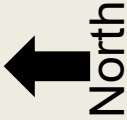


Starr County Campus Student Services Building G

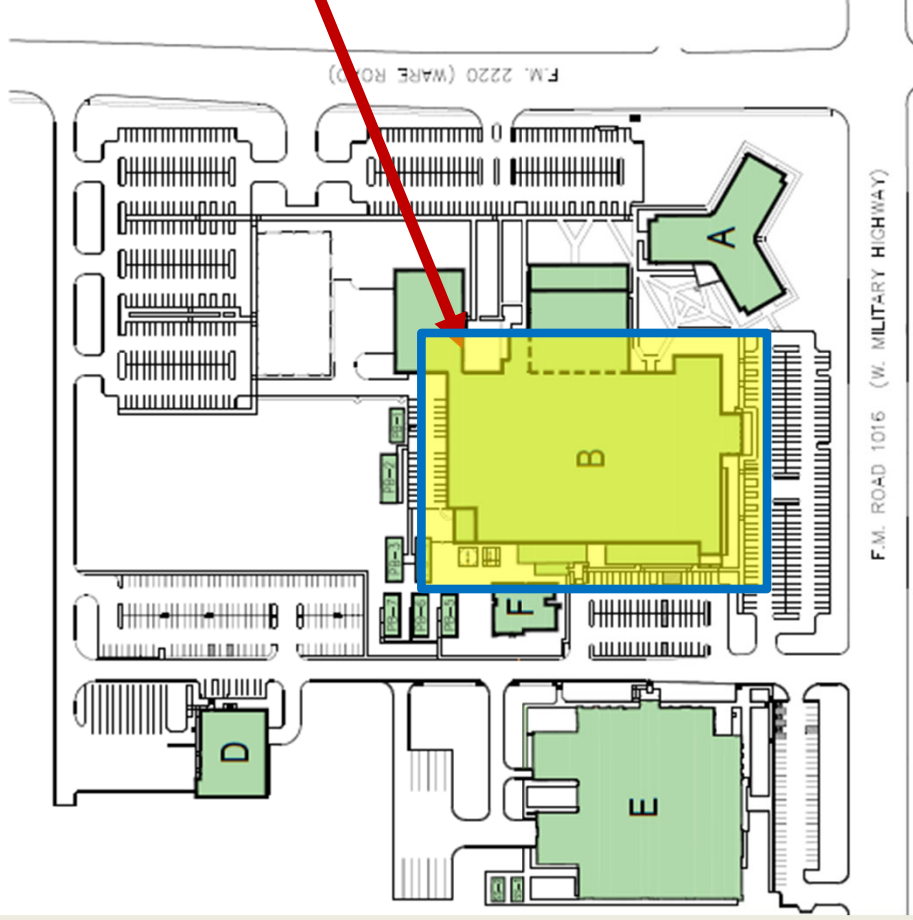
Plan View



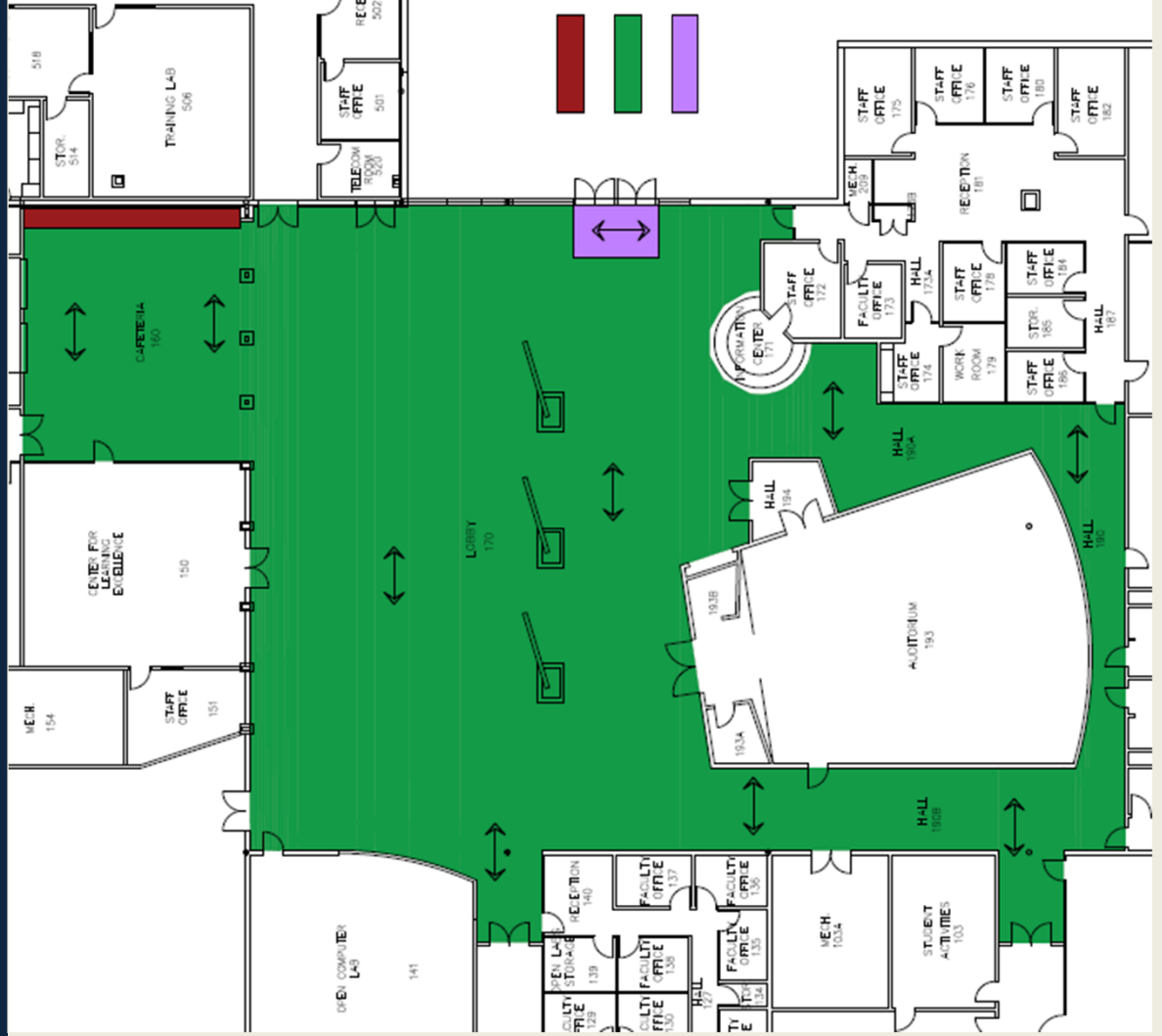
VCT to be replaced with LVT
 CARPET 1 to be replaced



Technology Campus Advanced Technical Careers Building B – Project Site



Technology Campus Advanced Technical Careers Building B - Partial Plan View



- Existing Painted Concrete to remain
- CARPET 2 to be replaced
- Walk-off carpet to be replaced



District Wide Flooring Replacement Phase IV



Requested By
Renew and Replacement Fund

Scope of Work

- Replacing various existing flooring material District Wide due to flooring nearing their life expectancy.

Estimated Total Project Budget

Construction	\$ 500,000	FY2425
Miscellaneous	4,000	
Total Project Budget	\$ 504,000	

SOUTH TEXAS COLLEGE
DISTRICT WIDE FLOORING REPLACEMENT - PECAN CAMPUS SILVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE BUILDING C, STUDENTS ACTIVITIES CENTER BUILDING H, STARR COUNTY CAMPUS STUDENT SERVICES BUILDING G, AND TECHNOLOGY CAMPUS ADVANCED TECHNICAL CAREERS BUILDING B
PROJECT NO. 24-25-1037

NAME	5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.	
ADDRESS	3209 Melody Lane Mission, TX 78574	7512 N 17th St McAllen, TX 78504	1205 W Polk Pharr, TX 78577	1301 Business Park Dr Ste D Mission, TX 78572	1211 S Alamo Rd Alamo, TX 78516	
PHONE	956-655-6829	956-460-3614	956-787-0056	956-584-3592	956-961-4631	
FAX	956-599-9055			956-584-2149	956-961-4632	
CONTACT	Peyton Oakley	Arturo Garza, III	Andres Diaz, Sr.	Vicente Garza	Gregory Ontiveros	
#	Description	Proposed	Proposed	Proposed	Proposed	
1	Pecan Campus Silvia Esterline Center for Learning Excellence Building C Project Total	\$ 95,703.00	\$ 129,600.00	\$ 72,240.00	\$ 113,758.00	\$ 93,100.00
	Carpet Project Amount	\$ 95,703.00	\$ 129,600.00	\$ 68,640.00	\$ 113,758.00	\$ 93,100.00
2	Begin Work Within	10 Working Days	10 Working Days	If no stock is available, carpet has a production date of 4-6 weeks from date of order placed. Once we receive carpet, we can schedule the installation with STC personnel.	21 Working Days	30 Working Days
3	Completion of Work Within	75 Calendar Days	50 Calendar Days	15-25 Calendar Days	75 Calendar Days	15 Calendar Days
TOTAL PROJECT AMOUNT		\$ 95,703.00	\$ 129,600.00	\$ 72,240.00	\$ 113,758.00	\$ 93,100.00
TOTAL EVALUATION POINTS		81.26	69.78	93.8	76.07	83.61
RANKING		3	5	1	4	2
4	Students Activities Center Building H Project Total	\$ 124,830.00	\$ 160,258.98	\$ 143,720.00	\$ 141,867.00	\$ 146,300.00
	Carpet Project Amount	\$ 88,350.00	\$ 95,459.10	\$ 65,600.00	\$ 104,040.00	\$ 91,000.00
	LVT Flooring Project Amount	\$ 36,480.00	\$ 64,799.88	\$ 74,520.00	\$ 37,827.00	\$ 55,300.00
5	Begin Work Within	10 Working Days	10 Working Days	If no stock is available, carpet has a production date of 4-6 weeks from date of order placed. Once we receive carpet, we can schedule the installation with STC personnel.	21 Working Days	30 Working Days
6	Completion of Work Within	75 Calendar Days	50 Calendar Days	30-40 Calendar Days	75 Calendar Days	30 Calendar Days
TOTAL PROJECT AMOUNT		\$ 124,830.00	\$ 160,258.98	\$ 143,720.00	\$ 141,867.00	\$ 146,300.00
TOTAL EVALUATION POINTS		92.3	79.75	87.88	87.09	87.09
RANKING		1	4	2	3	3

SOUTH TEXAS COLLEGE
DISTRICT WIDE FLOORING REPLACEMENT - PECAN CAMPUS SILVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE BUILDING C, STUDENTS ACTIVITIES CENTER BUILDING H, STARR COUNTY CAMPUS STUDENT SERVICES BUILDING G, AND TECHNOLOGY CAMPUS ADVANCED TECHNICAL CAREERS BUILDING B
PROJECT NO. 24-25-1037

NAME	5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.
7	Starr County Campus Student Services Building G Project Total				
	Carpet Project Amount	\$ 31,350.00	\$ 39,286.77	\$ 20,912.00	\$ 32,900.00
	LVT Flooring Project Amount	\$ 28,842.00	\$ 26,850.77	\$ 16,400.00	\$ 28,400.00
		\$ 2,508.00	\$ 12,436.00	\$ 2,592.00	\$ 5,500.00
8	Begin Work Within	10 Working Days	10 Working Days	If no stock is available, carpet has a production date of 4-6 weeks from date of order placed. Once we receive carpet, we can schedule the installation with STC personnel.	30 Working Days
9	Completion of Work Within	75 Calendar Days	40 Calendar Days	10-15 Calendar Days	10 Calendar Days
	TOTAL PROJECT AMOUNT	\$ 31,350.00	\$ 39,286.77	\$ 20,912.00	\$ 33,531.00
	TOTAL EVALUATION POINTS	77.31	68.65	93.8	75.56
	RANKING	2	5	1	4
10	Technology Campus Advanced Technical Careers Building B Project Total				
	Carpet Project Amount	\$ 67,380.00	\$ 173,247.91	\$ 63,403.37	\$ 67,800.00
	Alternate No.1: Versa Shield Moisture Barrier	\$ 67,830.00	\$ 107,463.44	\$ 53,008.37	\$ 67,800.00
		\$ 31,000.00	\$ 65,784.47	\$ 9,915.00	\$ 52,500.00
11	Begin Work Within	10 Working Days	10 Working Days	If no stock is available, carpet has a production date of 4-6 weeks from date of order placed. Once we receive carpet, we can schedule the installation with STC personnel.	30 Working Days
12	Completion of Work Within	75 Calendar Days	60 Calendar Days	10-15 Calendar Days	15 Calendar Days
	TOTAL PROJECT AMOUNT	\$ 98,830.00	\$ 173,247.91	\$ 63,403.37	\$ 120,300.00
	TOTAL EVALUATION POINTS	76.16	61.16	93.8	47.5
	RANKING	2	4	1	5

The Director of Purchasing has reviewed all the responses and evaluations completed.
 Note: The College included in the RFP a required project timeline beginning April 7, 2025, with a completion date no later than July 1, 2025.
 Note: Diaz Floors & Interiors, Inc. included the cover base amount in the project total instead of including it in the carpet and LVT flooring total.

**SOUTH TEXAS COLLEGE
PECAN CAMPUS SILVIA ESTERLINE CENTER FOR LEARNING EXCELLENCE BUILDING C
PROJECT NO. 24-25-1037
EVALUATION SUMMARY**

VENDOR		5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.
ADDRESS		3209 Melody Lane	7512 N 17th St	1205 W Polk	1301 Business Park Dr Ste D	1211 S Alamo Rd
CITY/STATE/ZIP		Mission, TX 78574	McAllen, TX 78504	Pharr, TX 78577	Mission, TX 78572	Alamo, TX 78516
PHONE		956-655-6829	956-460-3614	956-787-0056	956-584-3592	956-961-4631
FAX		956-599-9055			956-584-2149	956-961-4632
CONTACT		Peyton Oakley	Arturo Garza III	Andres Diaz, Sr.	Vicente Garza	Gregory Ontiveros
1	The Respondent's price proposal. (up to 45 points)	33.96	25.08	45	28.57	34.91
		33.96	25.08	45	28.57	34.91
		33.96	25.08	45	28.57	34.91
		33.96	25.08	45	28.57	34.91
		33.96	25.08	45	28.57	34.91
2	The Respondent's experience and reputation. (up to 10 points)	8.5	7	9	9	8.5
		8	8	8.5	8	8.5
		9	8.5	9	9	8.5
		9	6	8.5	8.5	8.5
		8	8	9	9	9
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	7	8.5	8	9
		8	8	9	8	8.5
		9	8	9	9	8.5
		8	6	8	8.5	8.5
		9	7	8	9	9
4	The Respondent's safety record. (up to 5 points)	3.5	3	4	4	4.5
		4	4	4	4	4
		4.5	4	4	4.5	4.5
		4	3	4	4	4
		5	4	5	5	5
5	The Respondent's proposed personnel. (up to 8 points)	6.5	6.5	6.5	6.5	7
		7	7	7	7	7
		7	6.5	7	7	7
		7	6	7	7	7
		7	7	7	7	7
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	7	7	7	7
		7	7	7	7	7
		7	7	7.5	7.5	7
		7	7	7	7	7
		7	7	7	7	7
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4	5	5	5
		5	5	5	5	5
		5.5	5	5.5	5	5
		5.5	5	5	5	5
		5	5	6	5	5
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 point)	0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
TOTAL EVALUATION POINTS		81.26	69.78	93.8	76.07	83.61
RANKING		3	5	1	4	2

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

**SOUTH TEXAS COLLEGE
PECAN STUDENT ACTIVITIES CENTER BUILDING H
PROJECT NO. 24-25-1037
EVALUATION SUMMARY**

VENDOR		5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.
ADDRESS		3209 Melody Lane	7512 N 17th St	1205 W Polk	1301 Business Park Dr Ste D	1211 S Alamo Rd
CITY/STATE/ZIP		Mission, TX 78574	McAllen, TX 78504	Pharr, TX 78577	Mission, TX 78572	Alamo, TX 78516
PHONE		956-655-6829	956-460-3614	956-787-0056	956-584-3592	956-961-4631
FAX		956-599-9055			956-584-2149	956-961-4632
CONTACT		Peyton Oakley	Arturo Garza III	Andres Diaz, Sr.	Vicente Garza	Gregory Ontiveros
1	The Respondent's price proposal. (up to 45 points)	45	35.05	39.08	39.59	38.39
		45	35.05	39.08	39.59	38.39
		45	35.05	39.08	39.59	38.39
		45	35.05	39.08	39.59	38.39
		45	35.05	39.08	39.59	38.39
2	The Respondent's experience and reputation. (up to 10 points)	8.5	7	9	9	8.5
		8	8	8.5	8	8.5
		9	8.5	9	9	8.5
		9	6	8.5	8.5	8.5
		8	8	9	9	9
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	7	8.5	8	9
		8	8	9	8	8.5
		9	8	9	9	8.5
		8	6	8	8.5	8.5
		9	7	8	9	9
4	The Respondent's safety record. (up to 5 points)	3.5	3	4	4	4.5
		4	4	4	4	4
		4.5	4	4	4.5	4.5
		4	3	4	4	4
		5	4	5	5	5
5	The Respondent's proposed personnel. (up to 8 points)	6.5	6.5	6.5	6.5	7
		7	7	7	7	7
		7	6.5	7	7	7
		7	6	7	7	7
		7	7	7	7	7
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	7	7	7	7
		7	7	7	7	7
		7	7	7.5	7.5	7
		7	7	7	7	7
		7	7	7	7	7
7	The Respondent's organization and approach to the project. (up to 6 points)	5	4	5	5	5
		5	5	5	5	5
		5.5	5	5.5	5	5
		5.5	5	5	5	5
		5	5	6	5	5
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
		7	7	7	7	7
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 point)	0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
		0	1	1	0	1
TOTAL EVALUATION POINTS		92.3	79.75	87.88	87.09	87.09
RANKING		1	4	2	3	3

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

**SOUTH TEXAS COLLEGE
STARR COUNTY CAMPUS STUDENT SERVICES BUILDING G
PROJECT NO. 24-25-1037
EVALUATION SUMMARY**

VENDOR		5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.						
ADDRESS		3209 Melody Lane	7512 N 17th St	1205 W Polk	1301 Business Park Dr Ste D	1211 S Alamo Rd						
CITY/STATE/ZIP		Mission, TX 78574	McAllen, TX 78504	Pharr, TX 78577	Mission, TX 78572	Alamo, TX 78516						
PHONE		956-655-6829	956-460-3614	956-787-0056	956-584-3592	956-961-4631						
FAX		956-599-9055			956-584-2149	956-961-4632						
CONTACT		Peyton Oakley	Arturo Garza III	Andres Diaz, Sr.	Vicente Garza	Gregory Ontiveros						
1	The Respondent's price proposal. (up to 45 points)	30.01	30.01	23.95	23.95	45	45	28.06	28.06	27.75	27.75	
		30.01				23.95				45		27.75
		30.01				23.95				45		27.75
		30.01				23.95				45		27.75
		30.01				23.95				45		27.75
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.5	7.5	7.5	9	8.8	9	8.7	8.5	8.6	
		8				8				8.5		8.5
		9				8.5				9		8.5
		9				6				8.5		8.5
		8				8				9		9
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	8.5	7.2	7.2	8.5	8.5	8	8.5	9	8.7	
		8				8				8		8.5
		9				8				9		8.5
		8				6				8.5		8.5
		9				7				8		9
4	The Respondent's safety record. (up to 5 points)	3.5	4.2	3.6	3.6	4	4.2	4	4.3	4.5	4.4	
		4				4				4		4
		4.5				4				4		4.5
		4				3				4		4
		5				4				5		5
5	The Respondent's proposed personnel. (up to 8 points)	6.5	6.9	6.6	6.6	6.5	6.9	6.5	6.9	7	7	
		7				7				7		7
		7				6.5				7		7
		7				6				7		7
		7				7				7		7
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	7	7	7	7	7.1	7	7.1	7	7	
		7				7				7.5		7
		7				7				7		7
		7				7				7		7
		7				7				7		7
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5.2	4.8	4.8	5	5.3	5	5	5	5	
		5				5				5		5
		5.5				5				5		5
		5.5				5				5		5
		5				5				6		5
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7	7	7	7	7	7	7	
		7				7				7		7
		7				7				7		7
		7				7				7		7
		7				7				7		7
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 point)	0	0	1	1	1	1	0	0	1	1	
		0				1				0		1
		0				1				0		1
		0				1				0		1
		0				1				0		1
TOTAL EVALUATION POINTS		77.31	68.65	93.8	75.56	76.45						
RANKING		2	5	1	4	3						

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





**SOUTH TEXAS COLLEGE
TECHNOLOGY CAMPUS ADVANCED TECHNICAL CAREERS BUILDING B
PROJECT NO. 24-25-1037
EVALUATION SUMMARY**

VENDOR		5 Star GC Construction	Calidad Construction, LLC.	Diaz Floors & Interiors, Inc.	W.E. Imhoff & Co. Inc./ dba Intertech Flooring	Ontiveros Floor Covering, LLC.					
ADDRESS		3209 Melody Lane	7512 N 17th St	1205 W Polk	1301 Business Park Dr Ste D	1211 S Alamo Rd					
CITY/STATE/ZIP		Mission, TX 78574	McAllen, TX 78504	Pharr, TX 78577	Mission, TX 78572	Alamo, TX 78516					
PHONE		956-655-6829	956-460-3614	956-787-0056	956-584-3592	956-961-4631					
FAX		956-599-9055			956-584-2149	956-961-4632					
CONTACT		Peyton Oakley	Arturo Garza III	Andres Diaz, Sr.	Vicente Garza	Gregory Ontiveros					
1	The Respondent's price proposal. (up to 45 points)	28.86	28.86	16.46	16.46	45	45	0	0	23.71	23.71
		28.86		16.46		45		0		23.71	
		28.86		16.46		45		0		23.71	
		28.86		16.46		45		0		23.71	
		28.86		16.46		45		0		23.71	
2	The Respondent's experience and reputation. (up to 10 points)	8.5	8.5	7	7.5	9	8.8	9	8.7	8.5	8.6
		8		8		8.5		8		8.5	
		9		8.5		9		9		8.5	
		9		6		8.5		8.5		8.5	
		8		8		9		9		9	
3	The quality of the Respondent's goods or services. (up to 10 points)	8.5	8.5	7	7.2	8.5	8.5	8	8.5	9	8.7
		8		8		9		8		8.5	
		9		8		9		9		8.5	
		8		6		8		8.5		8.5	
		9		7		8		9		9	
4	The Respondent's safety record. (up to 5 points)	3.5	4.2	3	3.6	4	4.2	4	4.3	4.5	4.4
		4		4		4		4		4	
		4.5		4		4		4.5		4.5	
		4		3		4		4		4	
		5		4		5		5		5	
5	The Respondent's proposed personnel. (up to 8 points)	6.5	6.9	6.5	6.6	6.5	6.9	6.5	6.9	7	7
		7		7		7		7		7	
		7		6.5		7		7		7	
		7		6		7		7		7	
		7		7		7		7		7	
6	The Respondent's financial capability in relation to the size and scope of the project. (up to 8 points)	7	7	7	7	7	7.1	7	7.1	7	7
		7		7		7		7		7	
		7		7		7.5		7.5		7	
		7		7		7		7		7	
		7		7		7		7		7	
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5.2	4	4.8	5	5.3	5	5	5	5
		5		5		5		5		5	
		5.5		5		5.5		5		5	
		5.5		5		5		5		5	
		5		5		6		5		5	
8	The Respondent's time frame for completing the project. (up to 7 points)	7	7	7	7	7	7	7	7	7	7
		7		7		7		7		7	
		7		7		7		7		7	
		7		7		7		7		7	
		7		7		7		7		7	
9	The impact on the ability to the district to comply with the laws and rules relating to historically underutilized business. (up to 1 point)	0	0	1	1	1	1	0	0	1	1
		0		1		1		0		1	
		0		1		1		0		1	
		0		1		1		0		1	
		0		1		1		0		1	
TOTAL EVALUATION POINTS		76.16	61.16	93.8	47.5	72.41					
RANKING		2	4	1	5	3					

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

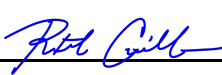
Project Fact Sheet


1/6/2025

Project Name District Wide - Flooring Replacement Phase IV		Project No. 2025-014R	
Funding Source(s): Renewals & Replacements Fund			
		FY 24-25	
		Total	Variance of
		Project Budget	Project Budget
		Expenditures	vs. Actual
		Expenditures	Expenditures
Construction:	\$ 500,000.00	\$ 2,424.44	\$ 497,575.56
Design:	\$ -	\$ -	\$ -
Miscellaneous:	\$ 4,000.00	\$ -	\$ 4,000.00
FFE:	\$ -	\$ -	\$ -
Technology:	\$ -	\$ -	\$ -
Total:	\$ 504,000.00	\$ 2,424.44	\$ 501,575.56
Project Team		Board Status	
Approval to Solicit : N/A	Architect/Engineer: N/A	Board Approval of Schematic Design: NA	
Contractor:			
Contractor:			
STC FPC Project Manager: Kelly Nelson			
Project Description		Project Scope	
Replacing various flooring material district wide due to flooring reaching their life expectancy. Request for Proposals or Request for Quotes are issued depending on the estimated construction cost.		Every fiscal year, different facilities are scheduled to have the flooring replaced. Maintenance developed a flooring priority schedule determining which flooring material needs to be replaced. Average six flooring replacements per fiscal year.	
Projected Timeline			
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor
N/A	N/A	N/A	1/28/2025
Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
2/15/2025	8/13/2025	9/24/2025	N/A
Project Calendar of Expenditures by Fiscal Year			
Fiscal Year	Construction	Design	Miscellaneous
2024-25	2,424.44	-	-
Project Total	\$ 2,424.44	\$ -	\$ -
Current Agenda Item			
01/14/2025 Facilities Committee Meeting: Recommend and approval for Construction Services Phase IV at sPecan Campus Silvia Esterline Center for Learning Excellence Building C & Students Activities Center Building H, Starr County Campus Student Services Building G, and Technology Campus Advanced Technical Careers Building B			
			
Pecan Campus Silvia Esterline Center for Learning Excellence Building C	Pecan Campus Students Activities Center Building H	Starr County Campus Student Services Building G	Technology Campus Advanced Technical Careers Building B

FPC Project Manager 

FPC Asst. Director _____



FPC Director 

Consent Agenda:

I. Approval of Proposed Change Order for the Mid Valley Campus Building M Automotive Lab Expansion

Purpose To approve a proposed change order for the contract construction services for the Mid Valley Campus Building M Automotive Lab Expansion project.

Justification A change order to the construction contract is needed to cover additional costs to the contractor for associated General Conditions requested by the contractor. The contractor was delayed by eighty (80) days due to underground utilities that were not installed as indicated on the plans. The architect, contractor, and College staff have negotiated and agreed on the number of days that the contractor was delayed in performing the work. The contractor's general conditions amount is \$47,006.00. In addition, the change order authorizes garage door modifications in the amount of \$2,922.75, for a total change order amount of \$49,928.75.

The project contains a Contingency Allowance of \$37,892.76 which will be applied to the change order amount. The remaining balance of \$12,035.99 will be paid by available funds for the project and increase the contract amount.

Construction Contract Amount	\$4,188,000.00	
Net Effect of Change Order No. 7 to Contract Amount		12,035.99
Revised Construction Contract Amount	\$4,200,035.99	

Enclosed Documents Appendix A – Change Order #7
Appendix B – Fact Sheet

Funding The funds are available in the Unexpended Construction Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval of the proposed change order with Holchemont, Ltc. in the amount of \$49,928.75 and an additional eighty (80) days for the Mid Valley Campus Building M Automotive Lab Expansion project as presented.

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

The Board of Trustees of South Texas College approves and authorizes the proposed change order with Holchemont, Ltc. in the amount of \$49,928.75 and an additional eighty (80) days for the Mid Valley Campus Building M Automotive Lab Expansion project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A

Change Order #7 follows in the packet.

Appendix B

Fact Sheet follows in the packet.



AIA[®]

Document G701[®] – 2017

Change Order

PROJECT: *(Name and address)*

South Texas College
Mid-Valley Campus
Workforce Center Bldg D
Automotive, HVAC-R & Welding Lab
Expansion

CONTRACT INFORMATION:

Contract For: General Construction

Date: February 21, 2023

CHANGE ORDER INFORMATION:

Change Order Number: 007

Date: December 18, 2024

OWNER: *(Name and address)*

South Texas College
3201 Pecan Blvd
McAllen, Texas 78501

ARCHITECT: *(Name and address)*

PBK Architects, Inc.
6316 N. 10th Street, Bldg A, Ste 1
McAllen, TX 78504

CONTRACTOR: *(Name and address)*

Holchemont, LTD
900 N. Main Street
McAllen, Texas 78501

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Additional General Conditions \$47,006.00
Automotive Garage Door Modifications \$2,922.75

Contingency Balance	\$37,892.76
-Additional General Conditions	(\$37,892.76)
Contingency Balance	\$0.00
Additional General Conditions	\$9,113.24
Automotive Garage Door Modifications	\$2,922.75

The original Contract Sum was	\$ 4,188,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 4,188,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 12,035.99
The new Contract Sum including this Change Order will be	\$ 4,200,035.99

The Contract Time will be increased by eighty (80) days.
The new date of Substantial Completion will be determined in the Certificates of Substantial Completion.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

PBK Architects, Inc
ARCHITECT *(Firm name)*

Holchemont, LTD
CONTRACTOR *(Firm name)*

South Texas College
OWNER *(Firm name)*

SIGNATURE

David I. Iglesias, Principal
PRINTED NAME AND TITLE

01/07/2025
DATE

SIGNATURE

Michael Montalvo, President
PRINTED NAME AND TITLE

DATE

SIGNATURE

Ricardo J. Solis, President
PRINTED NAME AND TITLE

DATE

Project Fact Sheet
1/6/2025

Project Name: MVC - Automotive Lab Building M Project No. 2022-012C

Funding Source(s): Unexpended Plant Fund

	Original Total Project Budget	*Revised Total Project Budget	FY21-22			FY22-23		
			Project Budget	FY 21-22		Project Budget	FY 22-23	
				Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures
Construction:	\$ 700,000.00	\$ 2,045,000.00	\$ 147,000.00	\$ -	\$ 147,000.00	\$ 762,960.00	\$ 410,418.05	\$ 352,541.95
Design:	70,000.00	95,370.00	56,000.00	10,306.24	45,693.76	37,208.00	62,733.06	(25,525.06)
Miscellaneous:	17,500.00	17,500.00	5,350.00	-	5,350.00	17,500.00	23,623.27	(6,123.27)
FFE:	38,500.00	38,500.00	-	-	-	38,500.00	-	38,500.00
Technology:	59,500.00	59,500.00	-	-	-	59,500.00	-	59,500.00
Total:	\$ 885,500.00	\$ 2,255,870.00	\$ 208,350.00	\$ 10,306.24	\$ 198,043.76	\$ 915,668.00	\$ 496,774.38	\$ 418,893.62

	FY 23-24			FY 24-25			Total Actual Expenditures To Date
	Project Budget	FY 23-24		Project Budget	FY 24-25		
		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 1,330,000.00	\$ 1,513,607.00	\$ (183,607.00)				\$ 1,924,025.05
Other:		\$ 5,891.94					\$ 5,891.94
Design:	18,000.00	17,944.88	55.12				90,984.18
Miscellaneous:	5,500.00	13,146.67	(7,646.67)				36,769.94
FFE:	38,500.00	-	38,500.00				-
Technology:	59,500.00	12,739.96	46,760.04				12,739.96
Total:	\$ 1,451,500.00	\$ 1,563,330.45	\$ (105,938.51)				\$ 2,070,411.07

Project Team				Board Status			
Approval to Solicit Architect/Engineer:	7/27/2021	Board Approval of Schematic Design	6/28/2022	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	PBK Architects			PBK Architects	\$ 61,806.04	\$ 90,984.18	\$ (29,178.14)
Contractor:	Holchemont			Holchemont	\$ 2,045,000.00	\$ 1,924,025.05	\$ 120,974.95
		Substantial Completion	6/5/2024	Board Acceptance	6/25/2024		
STC FPC Project Manager:	Martin Villarreal	Final Completion	TBD	Board Acceptance	TBD		

Project Description Expand the Automotive Program area, which is currently sharing a small space with Welding Program. Would need to accommodate large specialized equipment.

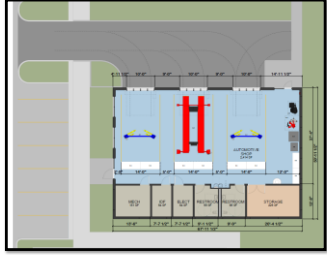
Project Scope Design and Construction of an Automotive Lab Expansion including 3 bays, storage, wash station, and eyewash. 3,468 sqft

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/27/2021	10/26/2021	6/28/2022	1/31/2023	4/10/2023	6/25/2024	1/28/2025	5/25/2024

Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2021-22	\$ -	\$ 10,306.24	\$ -	\$ -	\$ -	\$ 10,306.24
2022-23	410,418.05	62,733.06	23,623.27	-	-	496,774.38
2023-24	1,513,607.00	17,944.88	13,146.67	-	12,739.96	1,557,438.51
2024-25	-	-	-	-	-	-
Project Total	\$ 1,924,025.05	\$ 90,984.18	\$ 36,769.94	\$ -	\$ 12,739.96	\$ 2,064,519.13

Current Agenda Item

1/14/25 Facilities Committee Meeting - Review and Recommend Action on Final Completion for the Mid Valley Campus Workforce Building M Automotive Lab



FPC Project Manager Martin Villarreal

FPC Asst. Director Phil Cuijlb

FPC Director RHA

Consent Agenda:

m. Approval on Authorization to Proceed with Final Completion of the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area

Purpose To approve final completion of the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area project.

Justification On June 25, 2024, the Board of Trustees approved Substantial Completion of this project.

- Engineer: PBK Architects, Inc.
- Contractor: Holchemont, Ltd.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with by Holchemont, Ltd. The original cost approved for this project was \$954,000.

Enclosed Documents Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Final Completion Letter
Appendix D – Fact Sheet

Funding The funds for Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area Project 2022-014C are available in the Unexpended Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval of final completion and release of final payment of \$55,056.30 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area project as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the final completion and release of final payment of \$55,056.30 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A
Current Budget Status

Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$421,875.00	\$954,000.00	\$0	\$954,000.00	\$898,943.70	\$55,056.30

Appendix B
Photos follow in the packet.

Appendix C
Final Completion Letter follows in the packet.

Appendix D
Fact Sheet follows in the packet.

Mid Valley Campus Workforce Center Building D
HVAC-R Classroom & Covered Area



Mid Valley Campus Workforce Center Building D HVAC-R Classroom & Covered Area



January 09, 2025

Mr. Ricardo De La Garza
Executive Director of Facilities Planning and Construction
South Texas College
Pecan Campus N-172
McAllen, Texas 78501

Re: Final Completion for the HVAC-R Lab at STC Mid-Valley Campus, Building D

Mr. De La Garza,

As of December 11, 2024, Holchemont has completed construction and has addressed all punch list items for the HVAC-R Lab at STC Mid-Valley Campus, Building D.

To the best of our knowledge the work has been performed in accordance with the Contract Documents and PBK Architects recommends final project acceptance. The close-out documentation including the as-built documents, warranties, O&M manuals have been submitted and are currently under review. PBK recommends the procuring of the Consent of Surety, and Affidavit for the Release of Liens prior to release of the final retainage payment to Holchemont.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,



David Iglesias, Principal
PBK Architects, Inc.

cc: file

Project Name: MVC - Workforce Building D HVAC-R Classroom & Outdoor Lab				Project No. 2022-014C			
Funding Source(s): Unexpended Plant Fund							
				FY21-22	Variance of Project	FY22-23	Variance of Project
	Original Total	*Revised Total		FY 21-22	Budget vs. Actual	FY 22-23	Budget vs. Actual
	Project Budget	Project Budget	Project Budget	Actual Expenditures	Expenditures	Actual Expenditures	Expenditures
Construction:	\$ 400,000.00	\$ 954,000.00	\$ 84,000.00	\$ -	\$ 84,000.00	\$ 337,500.00	\$ 255,909.24
Design:	40,000.00	42,187.00	32,000.00	6,690.24	25,309.76	20,368.00	35,473.44
Miscellaneous:	12,000.00	12,000.00	8,000.00	-	8,000.00	12,000.00	12,976.84
FFE:	22,000.00	22,000.00	-	-	-	22,000.00	-
Technology:	34,000.00	34,000.00	-	-	-	34,000.00	-
Total:	\$ 508,000.00	\$ 1,064,187.00	\$ 124,000.00	\$ 6,690.24	\$ 117,309.76	\$ 425,868.00	\$ 304,359.52
*Revised Project Budget based on the Construction cost amount.							
	FY 23-24		FY 24-25				
	FY 23-24	Variance of Project		FY 24-25	Variance of Project		Total Actual
	Project Budget	Budget vs. Actual		Project Budget	vs. Actual		Expenditures To
	Expenditures	Expenditures		Actual Expenditures	Expenditures		Date
Construction:	\$ 620,000.00	\$ 643,034.46	\$ -	\$ -	\$ -		\$ 898,943.70
Other:		\$ 2,024.15					2,024.15
Design:	11,000.00	10,546.47	453.53				52,710.15
Miscellaneous:	4,200.00	1,357.66	2,842.34				14,334.50
FFE:	22,000.00	-	22,000.00				-
Technology:	34,000.00	12,948.46	21,051.54				12,948.46
Total:	\$ 691,200.00	\$ 669,911.20	\$ 23,312.95	\$ -	\$ -		\$ 980,960.96
Project Team				Board Status			
Approval to Solicit Architect/Engineer:	7/27/2021			Board Approval of Schematic Design:	6/28/2022		
Architect/Engineer:	PBK Architects			Substantial Completion:	6/5/2024		
Contractor:	Holchemont			Final Completion:	TBD		
STC FPC Project Manager:	Martin Villarreal			Board Acceptance:	6/25/2024		
				Board Acceptance:	TBD		
Project Description				Project Scope			
Add exterior space adjacent to Building D, for 5 work benches, 2 gas storage cabinets, and 1 classroom.				Design and construction of HVAC-R Classroom and Outside Covered Area for brazing instruction and equipment storage. 2,255 sqft			
Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/27/2021	10/26/2021	6/28/2022	1/31/2023	4/10/2023	6/25/2024	1/28/2025	5/25/2024
Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2021-22	\$ -	\$ 6,690.24	\$ -	\$ -		\$ 6,690.24	
2022-23	255,909.24	35,473.44	12,976.84			\$ 304,359.52	
2023-24	645,058.61	10,546.47	1,357.66		12,948.46	\$ 669,911.20	
2024-25							
Project Total	\$ 900,967.85	\$ 52,710.15	\$ 14,334.50	\$ -	\$ 12,948.46	\$ 980,960.96	
Current Agenda Item							
1/14/25 Facilities Committee Meeting - Review and Recommend Action on Final Completion for the Mid Valley Campus Workforce Building D HVAC-R Classroom and OutdoorLab							

FPC Project Manager Martin Villarreal

FPC Asst. Director Robert Guillot

FPC Director RHA

Consent Agenda:

n. Approval on Authorization to Proceed with Final Completion of the Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation

Purpose To approve final completion of the Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation project.

Justification On July 16, 2024, the Board of Trustees approved Substantial Completion of this project.

- Engineer: PBK Architects, Inc.
- Contractor: Holchemont, Ltd.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with by Holchemont, Ltd. The original cost approved for this project was \$1,189,000.

Enclosed Documents Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Final Completion Letter
Appendix D – Fact Sheet

Funding The funds for Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation Project 2022-013C are available in the Unexpended Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation The Committee recommended Board approval of final completion and release of final payment of \$78,230.99 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation project as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the final completion and release of final payment of \$78,230.99 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation project as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Appendix A
Current Budget Status

Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$707,550.00	\$1,189,000.00	\$0	\$1,189,000.00	\$1,110,769.01	\$78,230.99

Appendix B
Photos follow in the packet.

Appendix C
Final Completion Letter follows in the packet.

Appendix D
Fact Sheet follows in the packet.

Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation



Mid Valley Campus Workforce Center Building D Welding Expansion and Renovation



January 09, 2025

Mr. Ricardo De La Garza
Executive Director of Facilities Planning and Construction
South Texas College
Pecan Campus N-172
McAllen, Texas 78501

Re: Final Completion for the Welding Lab at STC Mid-Valley Campus, Building D

Mr. De La Garza,

As of December 11, 2024, Holchemont has completed construction and has addressed all punch list items for the Welding Lab at STC Mid-Valley Campus, Building D.

To the best of our knowledge the work has been performed in accordance with the Contract Documents and PBK Architects recommends final project acceptance. The close-out documentation including the as-built documents, warranties, O&M manuals have been submitted and are currently under review. PBK recommends the procuring of the Consent of Surety, and Affidavit for the Release of Liens prior to release of the final retainage payment to Holchemont.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,



David Iglesias, Principal
PBK Architects, Inc.

cc: file

Project Fact Sheet
1/6/2025

Project Name: MVC - Workforce Center Building D Welding Lab Expansion		Project No.: 2022-013C	
Funding Source(s): Unexpended Plant Fund			
	Original Total Project Budget	*Revised Total Project Budget	FY21-22
			FY 21-22 Actual Expenditures
			Variance of Project Budget vs. Actual Expenditures
			FY22-23
			FY 22-23 Actual Expenditures
			Variance of Project Budget vs. Actual Expenditures
Construction:	\$ 370,000.00	\$ 1,189,000.00	\$ 77,000.00 \$ - \$ 77,000.00
Design:	37,000.00	70,755.00	29,600.00 7,497.40 22,102.60
Miscellaneous:	12,000.00	12,000.00	8,000.00 - 8,000.00
FFE:	90,000.00	90,000.00	- - -
Technology:	10,000.00	10,000.00	- - -
Total:	\$ 519,000.00	\$ 1,371,755.00	\$ 114,600.00 \$ 7,497.40 \$ 107,102.60
*Revised Project Budget based on the Construction cost amount.			

	FY 23-24			FY 24-25			Total Actual Expenditures To Date
	Project Budget	FY 23-24 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 773,000.00	\$ 890,721.46	\$ (117,721.46)	\$ -	\$ -	\$ -	\$ 1,110,769.01
Other:	\$ -	\$ 1,611.75	444.16	\$ -	\$ -	\$ -	\$ 1,611.75
Design:	13,000.00	12,555.84	444.16	-	-	-	73,547.69
Miscellaneous:	4,200.00	767.67	3,432.33	-	-	-	17,467.01
FFE:	90,000.00	-	90,000.00	-	-	-	-
Technology:	18,500.00	2,635.53	15,864.47	-	-	-	2,635.53
Total:	\$ 898,700.00	\$ 908,292.25	\$ (7,980.50)	\$ -	\$ -	\$ -	\$ 1,206,030.99

Project Team		Board Status					
Approval to Solicit Architect/Engineer:	7/27/2021	Board Approval of Schematic Design	6/28/2022	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	PBK Architects			PBK Architects	\$ 54,195.70	\$ 73,547.69	\$ (19,351.99)
Contractor:	Holchemont	Substantial Completion	7/2/2024	Board Acceptance	7/23/2024		
STC FPC Project Manager:	Martin Villarreal	Final Completion	TBD	Board Acceptance	TBD		

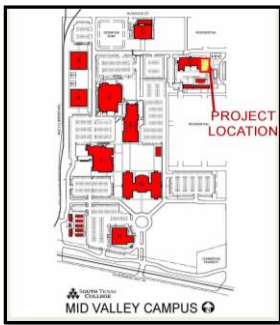
Project Description	Project Scope
Expand the Welding Labs in Building D, which currently shares a small space with Automotive Program.	Design and Construction of a Welding Lab Expansion for Additional 26 Welding Stations. 3,764 sqft

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/27/2021	10/26/2021	6/28/2022	1/31/2023	4/10/2023	7/16/2024	1/28/2025	5/25/2024

Project Calendar of Expenditures by Fiscal Year							
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total	
2021-22	\$ -	\$ 7,497.40	\$ -	\$ -	\$ -	\$ 7,497.40	
2022-23	220,047.55	53,494.45	16,699.34	-	-	\$ 290,241.34	
2024-25	892,333.21	12,555.84	767.67	-	2,635.53	\$ 908,292.25	
2023-25	-	-	-	-	-	\$ -	
Project Total	\$ 1,112,380.76	\$ 73,547.69	\$ 17,467.01	\$ -	\$ 2,635.53	\$ 1,206,030.99	

Current Agenda Item

1/14/25 Facilities Committee Meeting - Review and Recommend Action on Final Completion for the Mid Valley Campus Workforce Building D Welding Lab Expansion



FPC Project Manager Martin Villarreal

FPC Asst. Director Rob Gill

FPC Director R. R. R.

Consent Agenda:

o. Approval on Authorization to Proceed with Final Completion of the Mid Valley Campus Workforce Center Building M Automotive Lab Expansion

Purpose To approve final completion of the Mid Valley Campus Workforce Center Building M Automotive Lab Expansion project.

Justification On June 25, 2024, the Board of Trustees approved Substantial Completion of this project.

- Engineer: PBK Architects, Inc.
- Contractor: Holchemont, Ltd.

Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. It is recommended that final completion and release of final payment for this project with by Holchemont, Ltd. The original cost approved for this project was \$2,045,000.

Enclosed Documents Appendix A – Current Budget Status
Appendix B – Photos
Appendix C – Final Completion Letter
Appendix D – Fact Sheet

Funding The funds for Mid Valley Campus Workforce Center Building M Automotive Lab Expansion Project 2022-012C are available in the Unexpended Plant Fund for use in FY 2024 – 2025.

Staff Resource Ricardo de la Garza, Executive Director for Facilities Planning & Construction
Mary Del Paz, Vice President for Finance and Administrative Services

Recommendation Administration requests the Committee recommend Board approval of final completion and release of final payment of \$120,974.95 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building M Automotive Lab Expansion project as presented.

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

The Board of Trustees of South Texas College approves and authorizes to proceed with the final completion and release of final payment of \$120,974.95 to Holchemont, Ltd. for the Mid Valley Campus Workforce Center Building M Automotive Lab Expansion project as presented.

Approval Recommended:

**Dr. Ricardo J. Solis
President**

Appendix A
Current Budget Status

Mid Valley Campus Workforce Center Building M Automotive Lab Expansion					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$953,700.00	\$2,045,000.00	\$0	\$2,045,000.00	\$1,924,025.05	\$120,974.95

Appendix B
Photos follow in the packet.

Appendix C
Final Completion Letter follows in the packet.

Appendix D
Fact Sheet follows in the packet.

Mid Valley Campus Workforce Center Building M Automotive Lab Expansion



Mid Valley Campus Workforce Center Building M Automotive Lab Expansion



January 09, 2025

Mr. Ricardo De La Garza
Executive Director of Facilities Planning and Construction
South Texas College
Pecan Campus N-172
McAllen, Texas 78501

Re: Final Completion for the Automotive Lab at STC Mid-Valley Campus, Building M

Mr. De La Garza,

As of December 11, 2024, Holchemont has completed construction and has addressed all punch list items for the Automotive Lab at STC Mid-Valley Campus, Building M.

To the best of our knowledge the work has been performed in accordance with the Contract Documents and PBK Architects recommends final project acceptance. The close-out documentation including the as-built documents, warranties, O&M manuals have been submitted and are currently under review. PBK recommends the procuring of the Consent of Surety, and Affidavit for the Release of Liens prior to release of the final retainage payment to Holchemont.

If you have any questions or need any additional information, please don't hesitate to call me.

Sincerely,



David Iglesias, Principal
PBK Architects, Inc.

cc: file

Project Fact Sheet
1/6/2025

Project Name: MVC - Automotive Lab Building M **Project No.** 2022-012C

Funding Source(s): Unexpended Plant Fund

	Original Total Project Budget	*Revised Total Project Budget	FY21-22			FY22-23		
			Project Budget	FY 21-22		Project Budget	FY 22-23	
				Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures
Construction:	\$ 700,000.00	\$ 2,045,000.00	\$ 147,000.00	\$ -	\$ 147,000.00	\$ 762,960.00	\$ 410,418.05	\$ 352,541.95
Design:	70,000.00	95,370.00	56,000.00	10,306.24	45,693.76	37,208.00	62,733.06	(25,525.06)
Miscellaneous:	17,500.00	17,500.00	5,350.00	-	5,350.00	17,500.00	23,623.27	(6,123.27)
FFE:	38,500.00	38,500.00	-	-	-	38,500.00	-	38,500.00
Technology:	59,500.00	59,500.00	-	-	-	59,500.00	-	59,500.00
Total:	\$ 885,500.00	\$ 2,255,870.00	\$ 208,350.00	\$ 10,306.24	\$ 198,043.76	\$ 915,668.00	\$ 496,774.38	\$ 418,893.62

	FY 23-24			FY 24-25			Total Actual Expenditures To Date
	Project Budget	FY 23-24		Project Budget	FY 24-25		
		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures		Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	
Construction:	\$ 1,330,000.00	\$ 1,513,607.00	\$ (183,607.00)				\$ 1,924,025.05
Other:		\$ 5,891.94					\$ 5,891.94
Design:	18,000.00	17,944.88	55.12				90,984.18
Miscellaneous:	5,500.00	13,146.67	(7,646.67)				36,769.94
FFE:	38,500.00	-	38,500.00				-
Technology:	59,500.00	12,739.96	46,760.04				12,739.96
Total:	\$ 1,451,500.00	\$ 1,563,330.45	\$ (105,938.51)				\$ 2,070,411.07

Project Team		Board Status					
Approval to Solicit Architect/Engineer:	7/27/2021	Board Approval of Schematic Design	6/28/2022	Vendor	Contract Amount	Actual Expenditures	Variance
Architect/Engineer:	PBK Architects			PBK Architects	\$ 61,806.04	\$ 90,984.18	\$ (29,178.14)
Contractor:	Holchemont			Holchemont	\$ 2,045,000.00	\$ 1,924,025.05	\$ 120,974.95
		Substantial Completion	6/5/2024	Board Acceptance	6/25/2024		
STC FPC Project Manager:	Martin Villarreal	Final Completion	TBD	Board Acceptance	TBD		

Project Description: Expand the Automotive Program area, which is currently sharing a small space with Welding Program. Would need to accommodate large specialized equipment.

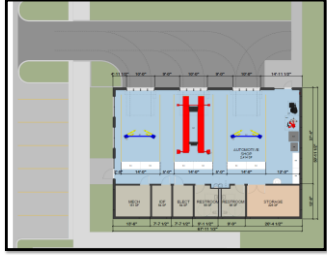
Project Scope: Design and Construction of an Automotive Lab Expansion including 3 bays, storage, wash station, and eyewash. 3,468 sqft

Projected Timeline							
Board Approval to Solicit Architect/Engineer	Board Approval of Architect/Engineer	Board Approval of Schematic Design	Board Approval of Contractor	Construction Start Date	Board Approval of Substantial Completion Date	Board Approval of Final Completion Date	FFE Completion of Move In
7/27/2021	10/26/2021	6/28/2022	1/31/2023	4/10/2023	6/25/2024	1/28/2025	5/25/2024

Project Calendar of Expenditures by Fiscal Year						
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total
2021-22	\$ -	\$ 10,306.24	\$ -	\$ -	\$ -	\$ 10,306.24
2022-23	410,418.05	62,733.06	23,623.27	-	-	496,774.38
2023-24	1,513,607.00	17,944.88	13,146.67	-	12,739.96	1,557,438.51
2024-25	-	-	-	-	-	-
Project Total	\$ 1,924,025.05	\$ 90,984.18	\$ 36,769.94	\$ -	\$ 12,739.96	\$ 2,064,519.13

Current Agenda Item

1/14/25 Facilities Committee Meeting - Review and Recommend Action on Final Completion for the Mid Valley Campus Workforce Building M Automotive Lab



FPC Project Manager Martin Villarreal

FPC Asst. Director Phil Guill

FPC Director RHA

Approval of Financial Reports for October and November 2024

Administration recommends Board approval of the financial reports for the months of October and November 2024.

The following financial reports have been provided under separate cover:

- 1) Quarterly Investment Report and Money Market Accounts for October and November 2024.
- 2) Summary of Revenues for October and November 2024.
- 3) Summary of State Appropriations Revenue for October and November 2024.
- 4) Summary of Property Tax Revenue for October and November 2024.
- 5) Summary of Expenditures by Classification for October and November 2024.
- 6) Summary of Expenditures by Function for October and November 2024.
- 7) Summary of Auxiliary Fund Revenues and Expenditures for October and November 2024.
- 8) Summary of Grant Revenues and Expenditures for October and November 2024.
- 9) Foundation Financial Activity for October and November 2024.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, will respond to questions posed by the Board.

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

The Board of Trustees of South Texas College approves and authorizes the submitted financial reports for the month of October and November 2024.

Approval Recommended:

Dr. Ricardo J. Solis
President

Review of Informational Reports as of November and December 2024

Administration includes the following information reports as of November and December 2024 for the Board's information.

- 1) Checks for \$125,000 and above for November and December 2024.
- 2) Check Register for November and December 2024.
- 3) Summary of Purchase Orders (Purchasing) for November and December 2024.
- 4) Summary of Bid Solicitations (Purchasing) for November and December 2024.
- 5) Employee New Hires for November and December 2024.
- 6) Employee Resignations/Retirements for November and December 2024.

The reports are presented for review by the Board and are provided under separate cover.

Ms. Mary Del Paz, Vice President for Finance and Administrative Services, will respond to questions posed by the Board.

No action is required from the Board. This item is presented for information purposes.

Review and Discussion of College President's Contract (Texas Government Code 551.074, Personnel Matters)

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

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

The Board of Trustees of South Texas College approves and authorizes the proposed amendment to the President's Contract as presented.

Approval Recommended:

Dr. Ricardo J. Solis
President

Announcements

A. Next Meetings:

- Tuesday, February 11, 2025
 - 3:30 p.m. - Education & Workforce Development Committee
 - 4:00 p.m. – Facilities Committee
 - 5:00 p.m. – Finance, Audit and Human Resources Committee
- Tuesday, February 25, 2025
 - 5:30 p.m. – Regular Board Meeting

B. Other Announcements:

The ACCT Legislative Conference will be held on February 9 – 12, 2025 in Washington, D.C.