

South Texas College
Board of Trustees
Facilities Committee Meeting
Pecan Campus, Ann Richards Administration Building X
Board Room
Tuesday, November 11, 2025
@ 4:00 PM
McAllen, Texas

"At any time 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 any time during the course of this meeting, the Board of Trustees may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code."

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ACTION ITEM I, Approval of October 14, 2025 Facilities Committee Meeting Minutes

Purpose The Minutes for the Facilities Committee Meeting of October 14, 2025, are presented for Committee approval.

Enclosed Documents Appendix A – October 14, 2025 Facilities Committee Meeting Minutes

Appendix A

October 14, 2025 Facilities Committee Meeting Minutes follows in the packet.

**South Texas College
Board of Trustees
Facilities Committee
Ann Richards Administration Building Board Room
Pecan Campus, McAllen, Texas
Tuesday, October 14, 2025, 2025 @ 4:00 PM**

MINUTES

The Facilities Committee Meeting was held on October 14, 2025 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 4:35 p.m. with Dr. Alejo Salinas, Jr. presiding.

Members present: Dr. Alejo Salinas, Jr., and Mr. Paul Rodriguez.

Other Trustees present: Mr. Danny Guzman.

Members absent: Ms. Rose Benavidez

Also present: Dr. Ricardo J. Solis, Ms. Mary Del Paz, Mr. Rick De La Garza, Dr. Brett Millan, Dr. Anahid Petrosian, Dr. Margo Vargas-Ayala, Dr. Matt Hebbard, Dr. Jesus Campos, Mr. Nick Hinojosa, Mr. Jose Vela, Ms. Kelly Nelson, Mr. Cristian Saitos, Ms. Monica Benitez, Ms. Janis Lopez, Mr. Martin Villarreal, Ms. Gardenia Perez, Mr. Robert Gomez, Mr. Sergio Riojas, Mr. Martin Villarreal, Ms. Lynda Lopez, Mr. Andrew Fish, and Ms. Venisa Earhart.

Approval of September 9, 2025 Facilities Committee Meeting Minutes

The following Minutes for the Facilities Committee meetings were presented for Committee approval.

1. September 9, 2025 Facilities Committee Meeting

Dr. Salinas adopted the Minutes for the September 9, 2025 as presented.

ACTION ITEM II, Review and Recommend Action on Approval of Proposed District Wide Building Names

Purpose	To approve the proposed building names as presented.
Justification	The naming of buildings is necessary so that each building can be specifically identified for students, faculty, staff, and the public. It has been proposed that the names of some of the existing and new buildings should be changed to accurately identify their function(s).
Enclosed Documents	Appendix A – List of Proposed Building Names were included in the packet for the Committee's information and review.
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 the proposed district wide building names as presented.

Upon a motion by Mr. Paul Rodriguez and a second by Dr. Alejo Salinas the Committee recommended Board approval of the proposed district wide building names as presented.

The motion carried.

ACTION ITEM III, Review and Discussion on the Process for the Selection of On-Call Services from Architects and Engineers

Purpose To review and discuss the process for the selection of on-call architectural and engineering services for district-wide construction projects.

Justification A pre-approved pool of architectural, civil engineering, and mechanical, electrical, and plumbing (MEP) engineering firms reduces the estimated project schedules by eliminating the need to solicit qualifications on a project-by-project basis.

On September 9, 2025, the Facilities Committee requested information about procurement processes for on-call professional services. College staff have reviewed the processes used by other local entities.

Based on their review, College staff has developed the following process which is similar to other local entities. The list below of submittal documents would be required in order to be considered for inclusion in the architectural and engineering on-call services pool.

Round 1		Submittal Requirement
1	Execution of Offer	Pass/Fail
2	Grant Forms (if required)	Pass/Fail
3	Statement of Qualifications - Statement of Interest - Prime Firm - Project Team - Representative Projects - Project Execution	Pass/Fail
4	References for Three (3) Projects	Pass/Fail
5	Insurance Certificate	Pass/Fail
6	Form 1295	Pass/Fail

College staff would present the list of qualified architectural and engineering firms that met the above submittal requirements for the Facilities Committee recommendation and Board approval.

As projects are initiated, the Facilities Committee would select firms to be evaluated for the projects. The evaluation committee(s) will evaluate the selected firms and rank them by the most qualified, as per the Texas Government Code 2254: Professional and Consulting Services.

The evaluation committee would follow the July 25, 2023 Board-approved criteria for scoring of the statements of qualifications.

Round 2		Maximum Points
1	Statement of Interest	100
2	Prime Firm	100
3	Project Team	100
4	Representative Project	100
5	Reference	100
6	Project Execution	100

The rankings for the evaluated firms would be presented for Board approval of the highest-ranked firm at the subsequent Board meeting.

Options for contract terms are proposed as follows:

- One (1) year term
- One (1) year term, with the option to renew for one (1) additional one (1) year term
- One (1) year term, with the option to renew for two (2) additional one (1) year terms

Enclosed Documents

Appendix A – List of Pending Projects were included in the packet for the Committee's information and review.

Staff Resource

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

Recommendation

This item was presented for the Committee's review and discussion only. No recommendation was requested.

No action was taken on this item. Chair, Dr. Salinas, asked that the presentation be done at the next meeting. Mr. Rick De La Garza will present at the October Board meeting.

Appendix A

List of Pending Projects follows in the packet.

ACTION ITEM IV, Review and Recommend Action on Substantial Completion of the Regional Center for Public Safety Excellence Perimeter Fence

Purpose	To approve substantial completion of the project.
Justification	College staff visited the site and developed a construction punch list on October 6, 2025. <ul style="list-style-type: none">• Contractor: AJ3 Construction, LLC. A Certificate of Substantial Completion has been issued. Substantial Completion was accomplished within the time allowed in the Owner/Contractor agreement for this project by AJ3 Construction, LLC. The original cost approved for this project was \$118,139.76.
Enclosed Documents	Appendix A – Current Budget Status, Appendix B – Photos, Appendix C – Substantial Completion Letter, and Appendix D – Fact Sheet were included in the packet for the Committee's information and review.
Funding	The funds for the Regional Center for Public Safety Excellence Perimeter Fence Project 2022-009C are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction Mary Del Paz, Vice President for Finance and Administrative Services

Upon a motion by Mr. Paul Rodriguez and a second by Dr. Alejo Salinas the Committee recommended Board approval of substantial completion of the Regional Center for Public Safety Excellence Perimeter Fence project as presented.

The motion carried.

Appendix A
Current Budget Status

Regional Center for Public Safety Excellence Perimeter Fence					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$168,000.00	\$118,139.76	\$0	\$118,139.76	\$38,069.59	\$80,070.17

Appendix B
Photos followed in the packet.

Appendix C
Substantial Completion Certificate followed in the packet.

Appendix D
Fact Sheet followed in the packet.

**ACTION ITEM V, Review and Recommend Action on Amended Lease Agreement
with P&N Shah Family, L.P. for the Cosmetology Program**

Purpose To approve a facility lease addendum with P&N Shah Family, L.P. for additional space.

Justification On April 25, 2023, the Board of Trustees authorized a facility lease addendum with P&N Shah Family, L.P. for the College's Cosmetology program. This space provided for specific needs including general classrooms, student common area, cosmetology labs, office spaces, and a dispensary/storage area on site.

Since that time, the STC Cosmetology has thrived in that space, and could benefit from an expansion on site, while the College continues its plans to renovate space at the STC Pecan Plaza.

The program currently serves three active student cohorts, totaling 39 students and up to 45 (15 per cohort). The cosmetology program has been extremely successful, filling up cohorts within a matter of days of opening enrollment. Program growth has reached a point where the primary barrier to expansion is the limited space provided in the current lease. Additionally, due to limited space within the leased facility, the program has been utilizing an off-site storage unit at a cost of \$3,504 annually to store program supplies and equipment.

The program has identified three additional rooms at the existing facility that would directly support program operations, student learning, and faculty needs.

The additional spaces are available as follows:

Room Details and Proposed Use

Room	Square Footage	Intended Use
Room 1	227 sq. ft.	Relocate student open lab and include a student dining area; previous open lab repurposed as adjunct faculty office
Room 2	237 sq. ft.	Additional on-site storage adjacent to existing dispensary; consolidate current lab storage, which will be converted into a faculty office
Room 3	359 sq. ft.	Additional classroom

The lessor will renovate existing spaces to make them generally ready for the College, including new entrance doors, removing unnecessary furniture and cabinets, and repainting walls.

The total additional spaces would increase our footprint by 823 square feet. The proposed lease provides these additional spaces at \$1.75 per rentable square foot per month, which reflects an increase of \$17,283 per year.

If the Board approves this addendum, the total facilities lease agreement would cost \$125,643.00 per year.

The additional space will also allow the College to eliminate an off-site storage lease, saving \$3,504 per year.

Administration has confirmed this expansion will strengthen the cosmetology program by improving operational efficiency, increasing instructional and support capacity, and enhancing both the student and faculty experience. The additional lease costs remain within the program's budget capacity, making this a fiscally responsible proposal that directly benefits student success and program quality.

The addendum would extend the current lease and new cost through December 31, 2028, after which renewal terms may be considered.

The proposed lease amendment has been reviewed by Administration and legal counsel and is recommended for Board approval.

**Enclosed
Documents**

None.

Staff Resource

Dr. Anahid Petrosian, Vice President and Provost for Academic Affairs and Economic Development
Mr. Jose Vela, Point of Contact, Technology Campus
Ms. Carla Balleza, Cosmetology Program Chair

Upon a motion by Mr. Paul Rodriguez and a second by Dr. Alejo Salinas, the Committee recommend Board approval of the facility lease addendum with P&N Shah Family, L.P. for the use of additional spaces at the Shah Eye Center facility for the period as presented.

The motion carried.

ACTION ITEM VI, Update on Status of Unexpended Plant Fund Construction Projects and Renewals & Replacements Projects

Purpose	The Facilities Planning and Construction staff prepared the attached design and construction update. This update summarizes the status of each capital improvement and renewals & replacements project currently in progress, including a categorization based on priority.
Enclosed Documents	Appendix A – Capital Improvement Projects Milestones, Appendix B – Budget Report, Appendix C – Capital Improvement Projects Overview, Appendix D – Renewals & Replacements Projects Overview, and Appendix E – Outstanding Issues were included in the packet for the Committee's information and review.
Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	This item was presented for the Committee's information only. No action was requested.

Appendix A

Capital Improvement Projects Milestones followed in the packet.

Appendix B

Budget Report followed in the packet.

Appendix C

Capital Improvement Projects Overview followed in the packet.

Appendix D

Renewals & Replacements Projects Overview followed in the packet.

Appendix E

Outstanding Issues followed in the packet.

Adjournment

There being no further business to discuss, the Facilities Committee Meeting of the South Texas College Board of Trustees adjourned at 4:42 p.m.

I certify that the foregoing are the true and correct Minutes of the October 14 2025 Facilities Committee Meeting of the South Texas College Board of Trustees.

Dr. Alejo Salinas, Jr., Presiding

ACTION ITEM II, Review and Recommend Action As Necessary on the Process for the Selection of On-Call Services from Architects and Engineers

Purpose To review and take action as necessary on the process for the selection of on-call architectural and engineering services for district-wide construction projects.

Justification A pre-approved pool of architectural, civil engineering, and mechanical, electrical, and plumbing (MEP) engineering firms reduces the estimated project schedules by eliminating the need to solicit qualifications on a project-by-project basis.

On October 28, 2025, College staff presented information about various procurement processes for on-call professional services to the Board of Trustees. The Board requested to have legal counsel review the processes and provide an update at the next meeting.

Legal counsel will be present to provide information as requested and answer any questions.

As part of the presentation, College staff noted that in each of the processes reviewed, staff evaluates the firms and ranks them to select the most qualified, as per the Texas Government Code, Chapter 2254: Professional and Consulting Services.

Sec. 2254.004. CONTRACT FOR PROFESSIONAL SERVICES OF ARCHITECT, ENGINEER, OR SURVEYOR.

(a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:

(1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and

(2) then attempt to negotiate with that provider a contract at a fair and reasonable price.

(b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:

(1) formally end negotiations with that provider;

(2) select the next most highly qualified provider; and

(3) attempt to negotiate a contract with that provider at a fair and reasonable price.

(c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into.

Enclosed Documents Appendix A – On-Call Services Processes Comparison
Appendix B – List of FY 2026-2029 Proposed Capital Improvement Projects
Appendix C – List of FY 2026-2029 Proposed Renewals & Replacements Projects

Staff Resource	Ricardo de la Garza, Executive Director for Facilities Planning & Construction Deyadira Leal, Director for Purchasing Mary Del Paz, Vice President for Finance and Administrative Services
Recommendation	This item is presented for the Board of Trustees' review to provide direction to College staff and/or take action as necessary on the selection process for on-call architectural and engineering services for district-wide construction projects.

Appendix A

On-Call Services Processes Comparison follows in the packet.

Appendix B

List of FY 2026-2029 Proposed Capital Improvement Projects follows in the packet.

Appendix C

List of FY 2026-2029 Proposed Renewals & Replacements Projects follows in the packet.

SOUTH TEXAS COLLEGE
ON-CALL PROFESSIONAL SERVICES

Type of Entity	Process 1		Process 2		Process 3		Process 4		STC Current Process	
	County	City	School District	Solicit the Request for Qualifications (RFQ) annually.	Community College	Solicit the Request for Qualifications (RFQ)	Solicitation	Solicit the Request for Qualifications (RFQ)	Type of Service	Architectural/Engineering Services
Solicitation	Solicit the Request for Qualifications (RFQ) annually.			Solicit the Request for Qualifications (RFQ) annually.		Solicit the Request for Qualifications (RFQ)		Solicit the Request for Qualifications (RFQ)		
Type of Service	Architectural/Engineering Services	Engineering Services		Architectural/Engineering Services						
Initial Review of Qualifications	Review the Qualifications Received based on checklist items. If the checklist required documents are complete, the firms are placed on the Commissioners Court agenda.		Review the Qualifications Received based on "Pass/Fail" Criteria. If the firms pass, the firms are placed on the City Council agenda.	The staff will review and evaluate the responses from the qualifying firms and recommend the top 3-5 ranked firms for each profession.	The staff will review and evaluate the responses and recommend several top-ranked architectural firms. Received 15-18 and 4 firms approved.	The staff will review and evaluate all engineering firms. Received 23 and approved all qualified (various professions).	Initial Review of Qualifications	Review the Required Submittal Documents for Round 1, which is based on Pass/Fail. The staff will perform this review.		
Approval by Governing Body	Submit to the Commissioners Court for review and approval of firms that completed all the checklist requirements items. The Commissioners Court accepts all those that have completed the required checklist of documents.		Submit to the City Council for review and approval of firms considered qualified based on initial review and interview. The City Council accepts all those that have completed the required checklist of documents.	The board approves the top-ranked firm for each profession and each type (Architect, Civil Engineer, and Mechanical, Electrical, and Plumbing Engineer). The contracts are negotiated to lock in fee.	The board approves the recommended firms and contracts are negotiated to lock in fee.	The board approves the recommended firms and contracts are negotiated to lock in fee.	Evaluation and Ranking	If the vendor's submission documents pass, the firm will be considered and moved to Round 2 for evaluation. The staff evaluation committee will evaluate and rank the firms.		
Selection of a firm for a project	The Precinct in need of services will review the qualification statements for three engineers from the pool and complete an evaluation to determine most qualified firm and present to the Commissioners Court for approval.		The city department in need of services will determine the firm that is most qualified for the project and negotiate a price. The recommended firm is presented to the council for approval.	The approved firms are on a rotation or the best qualified is selected for a specific project.	The approved firms are on a rotation.	The approved firms are on a rotation.	Facilities Committee	The Facilities Committee will review the evaluation committee's highest-ranked firm and recommend action to the Board of Trustees or select Round 3 (interviews and evaluations by the Board).		
Administration	This process was submitted to the District Attorney's Office for review.		N/A	N/A	N/A	N/A	Board of Trustees	The Board of Trustees will approve the Facilities Committee's recommendation.		
Legal	Legal Counsel has reviewed the process and has not had concerns with it.		Legal Counsel has reviewed the process and has not had concerns with it.	Legal has been present at the Board meetings.	Legal has been present at the Board meetings.	Legal has been present at the Board meetings.	Board of Trustees	If Round 3 was selected, the Board members will evaluate the selected firms and recommend the top-ranked firm for approval.		
Dollar Threshold Maximum	N/A		N/A	N/A	\$1,000,000 Construction Costs \$100,000 Design Fees	Dollar Amount Threshold		N/A		

Capital Improvement Projects

FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Pecan Campus						
Relocation of Portable Building Relocation of existing portable buildings as needed	MEP and Civil	\$ 104,000				\$ 104,000
Total Pecan Campus		\$ 104,000	\$ -	\$ -	\$ -	\$ 104,000
Pecan Plaza						
Human Resources Building A Renovation Modify interior spaces to create an open concept for visitors	Architect	\$ 1,879,200	\$ 1,252,800	\$ -	\$ -	\$ 3,132,000
Building C Folklorico Renovation Renovation of 2,500 sq.ft. in the existing West Building C for Folklorico program	Architect	86,000.00	1,073,000			1,159,000
Total Pecan Plaza		\$ 1,965,200	\$ 2,325,800	\$ -	\$ -	\$ 4,291,000
Dr. Ramiro R. Casso Health Science Professions Campus						
Total Dr. Ramiro R. Casso Health Science Professions Campus		\$ -	\$ -	\$ -	\$ -	\$ -
Technology Campus						
Automotive Lab Exhaust System Provide vehicle exhaust system for automotive labs.	MEP	\$ 200,500		\$ -		\$ 200,500
Athletic Field and Basketball Court Improvements Create a basketball court with canopy since the previous one was removed for the welding program.	Architect	-	200,500			200,500
Truck Driving Range Canopy Design and construction of a new canopy for students.	Architect	227,000.00	-			227,000
Total Technology Campus		\$ 427,500	\$ 200,500	\$ -	\$ -	\$ 628,000

Capital Improvement Projects

FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Mid Valley Campus						
Site Drainage Upgrades	Civil	\$ -	\$ -	\$ -	\$ 281,250	\$ 281,250
Total Mid Valley Campus		\$ -	\$ -	\$ -	\$ 281,250	\$ 281,250
Starr County Campus						
Exterior Solar Panels Structures Construction of a structure on lawn area of Building F for solar panel installation training. Similar to Tech Campus Solar Panel Structures. Also, west portion of Building F (1.500C, 1.506, 1.508, & 1.516)	Architect	\$ 346,250				\$ 346,250
Physical Plant Building P Additional Pole Lights Design and construction of additional lighting surrounding Physical Plant.	MEP	73,000		-		73,000
Total Starr County Campus		\$ 419,250	\$ -	\$ -	\$ -	\$ 419,250

Capital Improvement Projects

FY 2026 through FY 2029

F

Capital Improvement Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Regional Center for Public Safety Excellence						
F.L.A.G. Training Area Gas Supply Line Extension of the existing propane tank gas line to the F.L.A.G. Training Area.	MEP	\$ 24,000		\$ -		\$ 24,000
Emergency Response Support Facility Design and construction of a new 400 s.f. facility.	Architect	181,600		-		181,600
Obstacle Course and Fitness Trail Design and construction of a obstacle course and exercise equipment for Cadet physical training activities	Architect	219,500		-		219,500
Total Regional Center for Public Safety Excellence		\$ 425,100	\$ -	\$ -	\$ -	\$ 425,100
District Wide						
Campus Master Plan		\$ 375,000				\$ 375,000
Total District Wide		\$ 375,000	\$ -	\$ -	\$ -	\$ 375,000
Grand Total		\$ 3,716,050	\$ 2,526,300		\$ 281,250	\$ 6,523,600

Renewal & Replacements Projects

FY 2026 through FY 2029

F

Renewal & Replacements Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Pecan Campus						
Pecan Campus Student Services Bldg. K HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	\$ -	\$ 222,000			\$ 222,000
Pecan Campus Sylvia Esterline Center for Learning Excellence Bldg. C HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	662,000			662,000
Library Bldg. F HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	442,000			442,000
Student Activities Center Bldg. H HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	220,500			220,500
Ann Richards Administration Bldg. X HVAC Replacements Replace/Upgrade of existing HVAC equipment at PCN Campus.	MEP	-	220,500			220,500
Total Pecan Campus		\$ -	\$ 1,767,000	\$ -	\$ -	\$ 1,767,000
Pecan Plaza						
Total Pecan Plaza		\$ -	\$ -	\$ -	\$ -	\$ -
Dr. Ramiro R. Casso Health Science Professions Campus						
East Building A West Side Window Waterproofing Repairs Provide proper waterproofing for windows on west side of HSP East Building A to prevent water infiltration.	Architect	\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000
Total Dr. Ramiro R. Casso Health Science Professions Campus		\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000

Renewal & Replacements Projects

FY 2026 through FY 2029

F

Renewal & Replacements Project Description	Professional Services	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY 2029 Projected	FY 2026 to FY 2029 Total Project Cost
Technology Campus						
Replacement of Existing Perimeter Fence & Regrading of Existing Swales Replacement of the existing perimeter fence and regrading of existing swale on the west side of campus	Civil	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Total Technology Campus		\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Mid Valley Campus						
Resurfacing of Parking Lot 2 Resurfacing of Lot #2, South side of South Academic Building H.	Civil	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000
Resurfacing of Parking Lot 7 Resurfacing of Lot #7, East side of Library Building E	Civil	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
Total Mid Valley Campus		\$ -	\$ 415,000	\$ -	\$ -	\$ 415,000
Starr County Campus						
Total Starr County Campus		\$ -	\$ -	\$ -	\$ -	\$ -
Regional Center for Public Safety Excellence						
Total Regional Center for Public Safety Excellence		\$ -	\$ -	\$ -	\$ -	\$ -
District Wide						
Total District Wide		\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total		\$ -	\$ 2,347,000		\$ -	\$ 2,347,000

ACTION ITEM III, Review and Recommend Action on Contracting Construction Services for the District Wide Directional Wayfinding Signage

Purpose	To contract construction services for the project.
Justification	<p>On February 25, 2025, the Board of Trustees approved the solicitation of construction services for the project.</p> <p>The projects consist of installing updated facility signage district-wide.</p> <p>The proposed scope of work is summarized as follows:</p> <ul style="list-style-type: none">• Installation of new facility signage• Installation of updated facility signage
Enclosed Documents	<p>Appendix A – RFP Solicitation Information</p> <p>Appendix B – Project Presentation</p> <p>Appendix C – Ranking and Evaluations of Respondents</p> <p>Appendix D – Fact Sheet</p>
Funding	<p>The total estimated cost of the District Wide Facility Signage Project 2025-029C is \$500,000.</p> <p>The funds are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.</p> <p>The total estimated cost of the District Wide Signage Replacement Project 2025-028R is \$250,000.</p> <p>The funds are available in the Renewals and Replacements Fund for use in FY 2025 – 2026.</p>
Staff Resource	<p>Ricardo de la Garza, Executive Director for Facilities Planning & Construction</p> <p>Mary Del Paz, Vice President for Finance and Administrative Services</p>
Recommendation	<p>Administration requests the Facilities Committee recommend Board approval to authorize contracting construction services with The Sign Depot in the amount of \$249,264 for the District Wide Directional Wayfinding Signage project as presented.</p>

Appendix A
RFP Solicitation Information

Advertised on	September 17, 2025 and September 24, 2025
RFP Responses Due	October 2, 2025
RFP Issued To	Five Hundred Eighty (580) Vendors
Responses Received From	Four (4) Vendors, of which two (2) submitted incomplete required documentation; therefore, they were not considered.
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.



DISTRICT WIDE
Directional Wayfinding Signage



EXISTING DIRECTIONAL WAYFINDING SIGNAGE

EXISTING DIRECTIONAL WAYFINDING SIGNAGE



Existing Vehicular Wayfinding Signage



Existing Parking Lot Wayfinding Signage



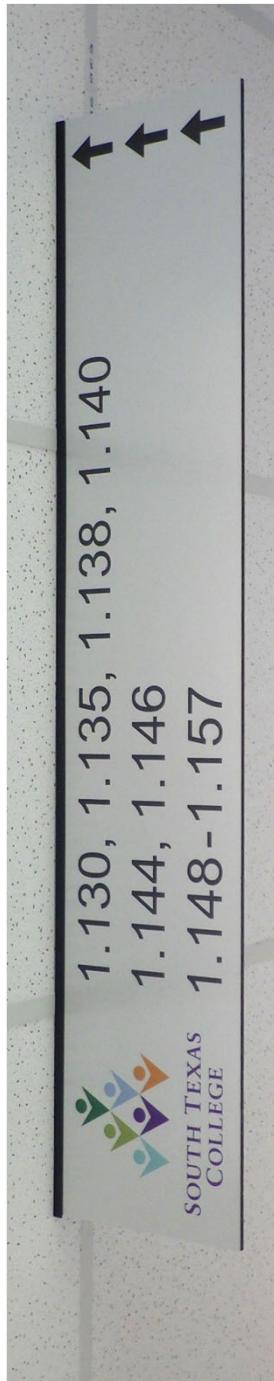
Existing Pedestrian Wayfinding Signage

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



Existing Directory Wayfinding Signage

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



Existing Interior Wayfinding Signage

EXISTING DIRECTIONAL WAYFINDING SIGNAGE



Existing Wayfinding Property Signage
(600 West Parking Lot)



PROPOSED DIRECTIONAL WAYFINDING SIGNAGE

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



Vehicular Wayfinding Signage

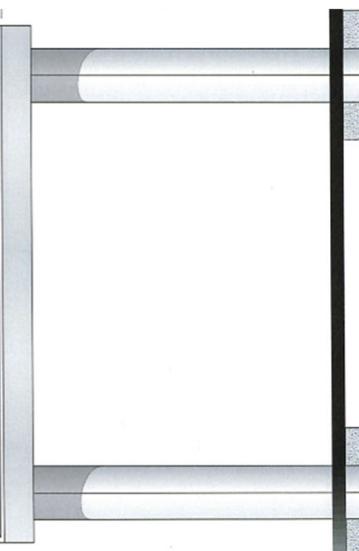
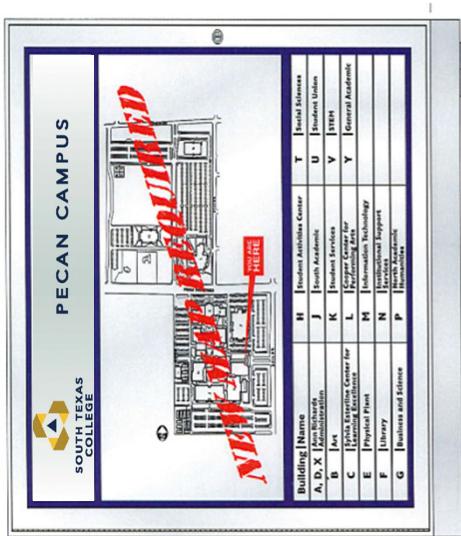


Parking Lot Wayfinding Signage



Pedestrian Wayfinding Signage

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



Directory Wayfinding Signage

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



SOUTH TEXAS
COLLEGE



North Academic Humanities Building P	
1st Floor	
Faculty Offices	1.116-1.126
Faculty Offices	1.148-1.157
Student Collaboration Rm	1.131
Communications Studio	1.135
2nd Floor	
Faculty Offices	2.116-2.126
Faculty Offices	2.148-2.157
Info Commons	2.102
Small Conference Rm	2.131
Large Conference Rm	2.131A
3rd Floor	
Faculty Offices	3.116-3.126
Faculty Offices	3.148-3.157
Open Computer Lab	3.102

Interior Wayfinding Signage

PROPOSED DIRECTIONAL WAYFINDING SIGNAGE



Wayfinding Property Signage (600 West Parking Lot
and Starr County Campus North Entrance)

Phase I - Building Signage	\$500,000
Phase II - Entry Monument Signs	\$1,040,000
Phase III - Exterior Wayfinding Signage	\$250,000
Phase IV - Interior Facility Signage	\$250,000

PROPOSED BUDGET



**SOUTH TEXAS COLLEGE
RE-BID DISTRICT WIDE EXTERIOR WAYFINDING SIGNAGE
PROJECT NO. 25-26-1019**

NAME	Bayou Graphics	HPAM Sign Pro LLC	Huntington Sky Production dba Fastsigns	The Sign Depot
ADDRESS	11321 Neeshaw Drive	1516 Shiloh Ave	1009 S 77 Sunshine Strip	105 E Interstate 2 Ste F
CITY/STATE/ZIP	Houston, TX 77065	Bryan, TX 77803	Harlingen, TX 78550	Pharr, TX 78577
PHONE	832-912-8200		956-266-7276	956-687-7446
CONTACT	Kurt Stanley	Seth Sullivan	Ernest Macias	Ruben Cepeda
#	Description	Proposed	Proposed	Proposed
1	Replacement of Existing Signage and Installation of New Signs District Wide	\$ 170,487.62	\$ 239,191.87	\$ 297,200.00
2	Bid Bond Provided	No	No	Yes
TOTAL EVALUATION POINTS		****	****	81.03
RANKING		****	****	2
The Director of Purchasing has reviewed all the responses and evaluations completed.				
****The vendor's proposals were incomplete, therefore not considered or evaluated.				

SOUTH TEXAS COLLEGE
RE-BID DISTRICT WIDE EXTERIOR WAYFINDING SIGNAGE
PROJECT NO. 25-26-1019
EVALUATION SUMMARY

VENDOR		Huntington Sky Production dba Fastsigns	The Sign Depot	
ADDRESS		1009 S 77 Sunshine Strip	105 E Interstate 2 Ste F	
CITY/STATE/ZIP		Harlingen, TX 78550	Pharr, TX 78577	
PHONE		956-266-7276	956-687-7446	
CONTACT		Ernest Macias	Ruben Cepeda	
1	The Respondent's price proposal. (up to 45 points)	38.54	45 45 45 45 45	
		38.54		
		38.54		
		38.54		
		38.54		
2	The Respondent's experience and reputation. (up to 10 points)	8	8 8 8.5 9 8	
		9		
		9		
		9		
		8		
3	The quality of the Respondent's goods or services. (up to 10 points)	8	8 8 9 9 8	
		9		
		9		
		9		
		8		
4	The Respondent's safety record. (up to 5 points)	4	4 4 4.5 3.5 4	
		4		
		4		
		5		
		4		
5	The Respondent's proposed personnel. (up to 8 points)	6	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 6 6	
		7		
		7.5		
		7		
		7		
7	The Respondent's organization and approach to the project. (up to 6 points)	5	5 5 5 4.5 4	
		5		
		5		
		5		
		4		
8	The Respondent's time frame for completing the project. (up to 7 points)	1.39	7 7 7 7 7	
		1.39		
		1.39		
		1.39		
		1.39		
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		
TOTAL EVALUATION POINTS		81.03	91.8	
RANKING		2	1	

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



Project Fact Sheet

11/5/2025

Project Name		District Wide - Facility Signage		Project No.		2025-029C			
Funding Source(s):		Unexpended Plant Fund							
		FY 24-25			FY 24-25				
		Total Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Project Budget	FY 25-26 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date	
Construction:		\$ 500,000.00	\$ 8,012.26	\$ 491,987.74	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 8,012.26	
Design		-	-	-	-	-	-	-	
Miscellaneous:		-	-	-	-	-	-	-	
FFE:		-	-	-	-	-	-	-	
Technology:		-	-	-	-	-	-	-	
Total:		\$ 500,000.00	\$ 8,012.26	\$ 491,987.74	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 8,012.26	
Project Team		Board Status							
Approval to Solicit :	N/A	Board Approval of Schematic Design	N/A	Vendor	Contract Amount	Actual Expenditures	Variance		
Architect/Engineer:	N/A			TBD	\$ -	\$ -	\$ -		
Contractor:	TBD								
Contractor:	TBD	Substantial Completion	TBD	Board Acceptance	TBD				
STC FPC Project Manager:	David Valdez	Final Completion	TBD	Board Acceptance	TBD				
Project Description		Project Scope							
Provide New Facility Signage at each campus District Wide.		Design and installation of Facility Signage District Wide.							
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	2/18/2025	8/26/2025	9/29/2025	1/25/2026	2/24/2026	N/A		
Project Calendar of Expenditures by Fiscal Year									
Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech		Project Total		
2024-25	8,012.26	-	-	-	-	-	\$	8,012.26	
2025-26	-	-	-	-	-	-	\$	-	
Project Total	\$ 8,012.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8,012.26	
Current Agenda Item									
11/11/2025 Facilities Committee Meeting - Review and Recommend Action on Contracting Construction Services for the District Wide Directional Wayfinding Signage									
									
Facility Signage									

FPC Project Manager

David A. Valdez

FPC Director

Robert S. Dooney

FPC Executive Director

Randy



Project Fact Sheet

10/29/2025

Project Name	District Wide - Signage Replacement					Project No.	2025-028R														
Funding Source(s):	Renewals & Replacements Fund																				
Construction: Design Miscellaneous: FFE: Technology: Total:		FY 24-25 <table border="1"> <tr> <th>Total Project Budget</th> <th>FY 24-25 Actual Expenditures</th> <th>Variance of Project Budget vs. Actual Expenditures</th> </tr> <tr> <td>\$ 250,000.00</td> <td>\$ -</td> <td>\$ 250,000.00</td> </tr> </table>			Total Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	\$ 250,000.00	\$ -	\$ 250,000.00	FY 25-26 <table border="1"> <tr> <th>Total Project Budget</th> <th>FY 25-26 Actual Expenditures</th> <th>Variance of Project Budget vs. Actual Expenditures</th> <th>Total Actual Expenditures To Date</th> </tr> <tr> <td>\$ 250,000.00</td> <td>\$ -</td> <td>\$ 250,000.00</td> <td>\$ -</td> </tr> </table>			Total Project Budget	FY 25-26 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -
		Total Project Budget	FY 24-25 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures																	
		\$ 250,000.00	\$ -	\$ 250,000.00																	
		Total Project Budget	FY 25-26 Actual Expenditures	Variance of Project Budget vs. Actual Expenditures	Total Actual Expenditures To Date																
		\$ 250,000.00	\$ -	\$ 250,000.00	\$ -																
Project Team Approval to Solicit : N/A Architect/Engineer: N/A Contractor: TBD Contractor: TBD STC FPC Project Manager: David Valdez		Board Approval of Schematic Design N/A			Contract Vendor TBD																
		Substantial Completion TBD			Board Acceptance TBD																
		Final Completion TBD			Board Acceptance TBD																
Project Description Replacing and Updating the existing College Signage at each campus District Wide.		Project Scope Design and installation to replace existing College signage (Entry Monument, Facility, and Directional Wayfinding Signage District Wide).																			
		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	2/18/2025	10/8/2025	11/30/2025	3/24/2026	4/28/2026	N/A												
		Project Calendar of Expenditures by Fiscal Year																			
		Fiscal Year	Construction	Design	Miscellaneous	FFE	Tech	Project Total													
2024-25	-	-	262.50	-	-	\$ 262.50															
2025-26	-	-	-	-	-	\$ -															
Project Total	\$ -	\$ -	262.50	\$ -	\$ -	\$ 262.50															
Current Agenda Item 11/11/2025 Facilities Committee Meeting - Review and Recommend Action on Contracting Construction Services for the District Wide Directional Wayfinding Signage																					
Directional Wayfinding Signage		Directional Wayfinding Signage		Entry Monument Signage		Interior Facility Wayfinding Signage															

FPC Project Manager

David A. Valdez

FPC Director

Robert S. Donay

FPC Executive Director

R. S. Donay

**ACTION ITEM IV, Review and Recommend Action on Final Completion of the
Regional Center for Public Safety Excellence Perimeter Fence**

Purpose	To approve final completion and release of final payment for the project.
Justification	<p>On October 28, 2025, the Board of Trustees approved Substantial Completion of this project.</p> <ul style="list-style-type: none">• Contractor: AJ3 Construction, LLC. <p>Final Completion, including punch list items, was accomplished as required in the Owner/Contractor agreement for this project. The original cost approved for this project was \$118,139.76.</p>
Enclosed Documents	Appendix A – Current Budget Status Appendix B – Photos Appendix C – Final Completion Letter Appendix D – Fact Sheet
Funding	The funds for the Regional Center for Public Safety Excellence Perimeter Fence Project 2022-009C are available in the Unexpended Construction Plant Fund for use in FY 2025 – 2026.
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 with AJ3 Construction, LLC. in the amount of \$80,070.17 for the Regional Center for Public Safety Excellence Perimeter Fence project presented.

Appendix A
Current Budget Status

Regional Center for Public Safety Excellence Perimeter Fence					
Construction Budget	Approved Proposal Amount	Net Total Change Orders	Current Project Cost	Previous Amount Paid	Remaining Balance
\$168,000.00	\$118,139.76	\$0	\$118,139.76	\$38,069.59	\$80,070.17

Appendix B
Photos follow in the packet.

Appendix C

Final Completion Letter follows in the packet.

Appendix D

Fact Sheet follows in the packet.

Regional Center for Public Safety Excellence Perimeter Fence



Regional Center for Public Safety Excellence Perimeter Fence





**SOUTH TEXAS
COLLEGE**

P.O. BOX 9701
McAllen, TX 78502-9701

Facilities Planning & Construction
3200 W. Pecan Blvd. • McAllen, TX 78501

(956) 872-3737
(956) 872-3747

November 03, 2025

South Texas College
3200 W. Pecan Blvd., Bldg N., Suite 179
McAllen, TX 78501

Re: 24-25-1018 Regional Center for Public Safety Excellence Perimeter Fence

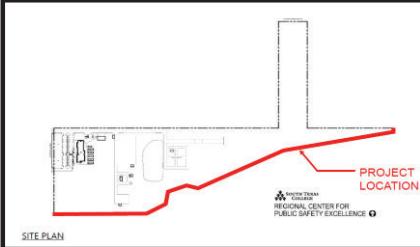
South Texas College Facilities Planning and Construction recommends Final Acceptance of the STC **Regional Center for Public Safety Excellence Perimeter** Fence as of **October 30, 2025** and recommends release of final payment to AJ3 Construction, LLC.

If you have any questions, please contact our office.

Sincerely,

Rick de la Garza, Executive Director
Facilities Planning & Construction
3200 W. Pecan Blvd., Bldg. N. Suite 179
McAllen, TX 78501
Phone: 956-872-3737
Fax: 956-872-3747

Project Fact Sheet
10/29/2025

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								
		<u>Total</u> Project Budget	FY 23-24		Variance of Project Budget vs. Actual		FY 23-24		Variance of Project Budget vs. Actual	<u>Total Actual</u> Expenditures To Date					
			Project Budget	Expenditures	Expenditures		Project Budget	Actual Expenditures	Expenditures						
Construction:		\$ 168,000.00	\$ 168,000.00	\$ -	\$ 168,000.00		\$ 168,000.00	\$ 38,069.59	\$ 129,930.41	\$ 38,069.59					
Design		5,000.00	5,000.00	-	5,000.00		5,000.00	-	5,000.00	\$ -					
Miscellaneous:		20,000.00	20,000.00	-	20,000.00		19,500.00	502.12	18,997.88	\$ 502.12					
FFE:		-	-	-	-		-	-	-						
Technology:		-	-	-	-		-	-	-						
Total:		\$ 193,000.00	\$ 193,000.00	\$ -	\$ 193,000.00		\$ 192,500.00	\$ 38,571.71	\$ 153,928.29	\$ 38,571.71					
Project Team										Board Status					
Approval to Solicit							Contract Amount			Actual Expenditures					
Architect/Engineer:	N/A						Vendor	Variance							
Architect/Engineer:	N/A			Board Approval of Schematic Design			AJ3 Construction								
Contractor:	AJ3 Construction LLC						LLC	\$ 118,139.76	\$ -	\$ 118,139.76					
STC FPC Project Manager:	David Valdez			Substantial Completion			Board Acceptance	TBD							
				Final Completion			Board Acceptance	TBD							
Project Description										Project Scope					
Add perimeter fence along the West and South Side of the Regional Center for Public Safety Property					Construction of approximately 4,200 linear feet of 8 foot height chain link perimeter fence along the south side of the Regional Center for Public Safety Excellence.										
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		4/8/2025	5/28/2025	10/28/2025		11/27/2025		N/A					
Project Calendar of Expenditures by Fiscal Year															
Fiscal Year	Construction		Design	Miscellaneous		FFE	Technology		Project Total						
2024-25	\$ 38,069.59	\$ -		\$ 502.12	\$ -	\$ -	\$ -		\$ -	\$ 38,571.71					
Project Total	\$ 38,069.59	\$ -		\$ 502.12	\$ -	\$ -	\$ -		\$ -	\$ 38,571.71					
Current Agenda Item															
11/11/2025 Facilities Committee Meeting - Review and Recommend Action on Final Completion of the Regional Center for Public Safety Excellence Perimeter Fence															
  															
Proposed Layout															

FPC Project Manager

David A. Valdez

FPC Director

Robert S. Domay

FPC Executive Director

R. S. Domay