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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

August 27, 2020

The Board of Trustees of the Texas Southmost College District convened in open session on August 27, 2020 at 5:32 p.m. at Texas Southmost College. Board Members present were Ms. Adela Garza, Chair; Mr. Ruben Herrera, Vice Chair; Dr. Tony Zavaleta, Secretary (via teleconference); Mrs. Delia Saenz, Mr. Arturo Rendon (via teleconference), Mr. J.J. De Leon, and Ms. Eva Alejandro. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College.

1. Call to Order

The meeting was called to order by Chair Garza, at 5:32 p.m.

2. Pledges of Allegiance

Secretary Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Public Comment

Chair Garza asked if there were any speakers signed up for public comment.

There were no speakers.

4. Consideration and possible action on the Minutes of the following meetings:

- a. Regular meeting – July 30, 2020
- b. Special Meeting – August 6, 2020
- c. Public Hearing – August 20, 2020

A motion was made by Mr. De Leon to approve the minutes of the Regular Board meeting of July 30, 2020, Special Meeting held on August 6, 2020, and Public Hearing of the Board of Trustees held on August 20, 2020. The motion was seconded by Ms. Alejandro and carried unanimously.

5. President's Report

Chair Garza called on President Rodríguez to give his report. Dr. Rodríguez reported on the following items:

d. Consideration and possible action on award RFP 20-20 for “ITECC Shop Floor Paint”

Dr. Joanna Kile, Vice President of Instruction, was called on to present this item, which is for the preparation and painting of the floor in the Automotive Technology and Auto Body Repair technology as part of the effort to earn accreditation from the National Automotive Technicians Education Foundation (NATEF).

Dr. Gisela Figueroa, Vice President for Finance and Administration, presented information on the RFP timeline. Dr. Murad Abusalim, Dean of STEM, presented the RFP description of service and scope of work.

Secretary Zavaleta asked how long the work is covered by the warranty. Dr. Abusalim said the warranty is for 10 years.

Dr. Figueroa said there were two respondents to the RFP. Triple B Development received the highest score from the committee. Funding for the project was previously approved by the board.

A motion was made by Secretary Zavaleta to award RFP 20-20 for “ITECC Shop Floor Paint” Triple B Development in the amount of \$61,812 plus \$10,000 for owner’s contingency to cover unforeseen events and authorize the President to execute the Purchase Order contracts, as presented. The motion was seconded by Mr. Rendon and carried unanimously.

e. Consideration and possible action on award RFP 20-15 for “Cadet Equipment for Criminal Justice Institute Program”

Dr. Joanna Kile, Vice President of Instruction, was called on to present this item. She asked Dr. Gisela Figueroa, Vice President for Finance and Administration to present the RFP information. Dr. Figueroa presented information on the RFP timeline. Dr. Joseph Fleishman, Associate Vice President of Instruction – Workforce Training, reviewed the description of services.

Dr. Figueroa said there were two respondents to the RFP. Manny’s Uniforms received the highest score from the committee.

Vice Chair Herrera asked if the funding was coming through the general fund. Dr. Figueroa explained funds collected from cadets’ tuition and fees collected are appropriated for these purchases.

A motion was made by Secretary Zavaleta to award RFP 20-15 for “Cadet Equipment for Criminal Justice Institute Program” to Manny’s Uniforms and authorize the President to execute the Purchase Order contracts, as presented. The motion was seconded by Ms. Alejandro and carried unanimously.

7. Student Services Committee

Chair Garza called on Mr. Rendon to present the report.