

January 26, 2021 | Link: [Board Agenda – January 26, 2021](#)

## MEMORANDUM

**To:** Alamo Colleges District Family

**From:** Kristi Wyatt, Associate Vice Chancellor of Communications and Engagement

**Date:** January 26, 2021

**Subject:** Board Meeting Report

On behalf of Dr. Mike Flores, the following is a summary of proceedings of the Alamo Colleges District Board of Trustees meeting of January 26, 2021.

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### INVOCATION

Ms. Judah Leggett, Northeast Lakeview College

### MEMORIALS

Paul W. Lee – November 28, 2020  
Math Professor – St. Philip's College

Harlan J. Adamcik – October 20, 2020  
Music Faculty Member – San Antonio College

William Paul Kline – December 6, 2020  
Music Assistant Professor - San Antonio College

Thomas Richard Norris – November 20, 2020  
Information Technology Information Systems Specialist – Northwest Vista College

Emmanuel Murokozi – December 10, 2020  
Information Technology Application Analyst Programmer – District Support Office

Gladys Malave – December 17, 2020  
Biology Faculty – Northwest Vista College

### ELECTION OF BOARD OFFICERS

Dr. Gene Sprague, Chair  
Dr. Yvonne Katz, Vice Chair  
Clint Kingsbery, Secretary  
Gloria Ray, Assistant Secretary

## **CITIZENS TO BE HEARD**

### **CEREMONIALS/RECOGNITION OF SPECIAL GUESTS**

Alamo Colleges District Employee of the Month (December)  
Alyssa Forey, Palo Alto College

Palo Alto College Recipient of \$20M gift from Author and Philanthropist MacKenzie Scott

Acknowledgment of Contributors to 2020 Election Process

### **CHANCELLOR'S REPORT**

Presidents' Update on Student Success Initiatives

Four Disciplines of Execution (4DX) Report & Wildly Important Goal (WIG)  
Presentation – Will Fanning, John Jacobs and Tammy Perez, Northeast Lakeview College

Program Highlights: Women Leaders of Northeast Lakeview College, Dr. Chantae Recasner, Talia Christian, Ariana Hayward, Kayla Thai, Catherine Roca and Meaghan Setterbro

New Advertising Campaign Update, Kristi Wyatt

Executive Faculty Council Report, Cindy Katz

Executive Staff Senate, Destiny C. Harper-Lane

**STUDENT SUCCESS** – Clint Kingsbery, Chair  
Response to COVID-19 Update, Kristi Wyatt and Shayne A. West

**LEGISLATIVE COMMITTEE** - Joe Alderete, Jr., Chair  
Legislative Report, Joe Alderete, Jr.

**POLICY AND LONG-RANGE PLANNING COMMITTEE**, *Joe Alderete, Jr., Chair*  
Discussion and Possible Action on Approval of Revision of E.2.1 (Policy)  
Accreditation and Substantive Change, Laura Sanchez and Linda Boyer-Owens  
The Board hereby approves the revisions to Alamo Colleges Policy E.2.1 (Policy)  
Accreditation and Substantive Change.

**AUDIT, BUDGET AND FINANCE COMMITTEE**, *Roberto Zárate, Chair*  
Debt Management, Tracey Sulak Bedwell

Discussion and Possible Action by the Board of Trustees for Consideration and Approval of a Resolution Authorizing the issuance of Obligations Designated as “Alamo Community College District Maintenance Tax Refunding Bonds, Series 2021”; Levying a Continuing Direct Ad Valorem Tax, within the Limitations Prescribed by Law, for the Payment of the Bonds; Providing the Terms and Conditions of Said Obligations, and Resolving other Matters Incident and Relating to the Issuance, Payment, Security, Sale and Delivery of Said Obligations, Including the Approval and Distribution of an Official Statement Pertaining Thereto; Authorizing the Execution of a Paying Agent/Registrar Agreement and a Purchase Contract; Complying with the Letter of Representations on File with the Depository Trust Company; Delegating the Authority to Certain Members of the Board of Trustees and District Staff to Execute Certain Documents Relating to the Sale of the Bonds; and Providing an Effective Date, Dr. Diane Snyder

The Alamo Colleges Board of Trustees adopted a resolution authorizing the issuance of obligations designated as “Alamo Community College Maintenance Tax Refunding Bonds, Series 2021”; levying a continuing direct annual ad valorem tax, within the limitations prescribed by law; providing the terms and conditions of said obligations, and resolving other matters incident and relating to the issuance, payment, sale and delivery of said obligations, including the approval and distribution of an Official Statement pertaining thereto; authorizing the execution of a Paying Agent/Registrar Agreement and a Purchase Contract; complying with the requirements of the Letter of Representations on file with the Depository Trust Company; delegating the authority to certain members of the Board of Trustees and District Staff to execute certain documents relating to the sale of the Bonds; and providing an effective date.

Discussion and Possible Action by the Board of Trustees for Consideration and Approval of a Resolution Authorizing the Issuance of Obligations Designated as "Alamo Community College District Limited Tax Bonds, Series 2021"; Levying a Continuing Direct Annual Ad Valorem Tax, within the Limitations Prescribed by Law, for the Payment of the Bonds; Providing the Terms and Conditions of Said Obligations, and Resolving their Matters Incident and Relating to the Issuance, Payment, Security, Sale and Delivery of Said Obligations, Including the Approval and Distribution of an Official Statement Pertaining Thereto; Authorizing the Execution of a Paying Agent/Registrar Agreement and a Purchase Contract, Complying with the Letter of Representations on File with Depository Trust Company; Delegating the Authority to Certain Members of the Board of Trustees and District Staff to Execute Certain Documents Relating to the Sale of the Bonds; and Providing an Effective Date, Dr. Diane Snyder

The Alamo Colleges Board of Trustees adopted a resolution authorizing the issuance of obligations designated as “Alamo Community College District Limited Tax Bonds, Series 2021”; levying a continuing direct annual ad valorem tax, within the limitations prescribed by law; providing the terms and conditions of said obligations, and

resolving other matters incident and relating to the issuance, payment, sale and delivery of said obligations, including the approval and distribution of an Official Statement pertaining thereto; authorizing the execution of a Paying Agent/Registrar Agreement and a Purchase Contract; complying with the requirements of the Letter of Representations on file with the Depository Trust Company; delegating the authority to certain members of the Board of Trustees and District Staff to execute certain documents relating to the sale of the Bonds; and providing an effective date.

Discussion and Possible Action for the Purchase of Student Intake and Eligibility Support Services, Dr. Diane Snyder and Xavier Urrutia

The Board of Trustees awarded a contract to Graduation Alliance, Inc. providing for the purchase of Student Intake and Eligibility Support Services for an annual estimated amount of \$150,000, as requested by the office of the Interim Vice Chancellor for Economic and Workforce Development.

Discussion and Possible Action for the Purchase of Job Skills Training Curriculum and Materials, Dr. Diane Snyder and Xavier Urrutia

The Board of Trustees awarded a contract to University of the Incarnate Word for an estimated annual amount of \$175,250; and a contract to Dynamic Advancement, LLC. for an estimated annual amount of \$349,760, providing for Job Skills Training Curriculum and Materials in support of the City of San Antonio Train for Jobs SA, as requested by the office of the Interim Vice Chancellor for Economic and Workforce Development.

Discussion and Possible Action on the Contract Renewal Providing for the Purchase of the CANVAS Learning Management System Software Maintenance and Support, Dr. Diane Snyder and Dr. Tom Cleary

The Board of Trustees renewed the contract with Instructure, Inc. providing for the purchase of the CANVAS Learning Management System Software Maintenance and Support Renewal in the amount of \$2,387,985.25 for a five-year period ending December 2025, as requested by the office of the Vice Chancellor for Planning, Performance and Information Systems.

Internal Audit Quarterly Update

Discussion and Possible Action on the Annual Review of the Internal Audit Charter, Frank Cortez

The Board of Trustees approved the Internal Audit Charter attached to this Minute Order to be effective as of January 26, 2021.

Discussion and Possible Action on the Annual Review of the Audit Committee Charter, Frank Cortez

The Board of Trustees approved the Audit Committee Charter attached to this Minute Order to be effective as of January 26, 2021.

Discussion and Possible Action on the Audit Services Policy C.1.2 and the Internal Audit Protocol C.1.2.1., Frank Cortez

The Board of Trustees approved the policies and procedures related to audit services as attached to this Minute Order.

**BUILDING, GROUNDS AND SITES SELECTION**, *Joe Alderete, Jr., Chair*

Discussion and Possible Action for the Purchase of Construction Services for Renovation of the Eastside Education & Training Center (EETC) for the Alamo Colleges District, Dr. Diane Snyder and Dr. Sammi Morrill

The Board of Trustees found that the Competitive Sealed Proposal (CSP) procurement method is most appropriate to this project and awards a contract providing for the purchase of Construction Services for Renovation of the Eastside Education & Training Center for the Alamo Colleges District to Tejas Premier Building Contractor, Inc. for the amount of \$1,120,555, as requested by the Interim Vice Chancellor for Economic and Workforce Development, subject to contract terms acceptable to District Counsel.

Discussion and Possible Action on Guaranteed Maximum Price for Alamo Colleges District – Southside Education and Training Center Capital Improvement Project (CIP), Construction Manager-at-Risk Contract with Thomas S. Byrne dba Byrne Construction Services (CSP 18C-005), Lacy Hampton

The Board of Trustees approved the Guaranteed Maximum Price Construction Manager-at-Risk fee negotiated with Thomas S. Byrne dba Byrne Construction Services in the amount of \$15,759,604 (including contingency) for the construction of the Alamo Colleges District – Southside Education and Training Center Capital Improvement Project (CIP), subject to subsequent execution of GMP amendment acceptable to District Counsel by Chancellor or delegate.

Discussion and Possible Action on Guaranteed Maximum Price for Alamo Colleges District – Palo Alto College (PAC) Physical Plant Improvements Capital Improvement Project (CIP), Construction Manager-at-Risk Contract with Bartlett Cocke General Contractors (CSP 18C-005)

The Board of Trustees approved the Guaranteed Maximum Price Construction Manager-at-Risk fee negotiated with Bartlett Cocke General Contractors in the amount of \$3,843,136 (including contingency) for the construction of the Alamo Colleges District – Palo Alto College (PAC) Physical Plant Improvements Capital Improvement Project (CIP), subject to subsequent execution of GMP amendment acceptable to District Counsel by Chancellor or delegate.

Discussion and Possible Action on Amending a Contract with Columbia Contracting Corporation Providing for an Increased Authorization for the Purchase of Plumbing and Pipefitting Maintenance & Repair Services.

The Board of Trustees amended the contract with Columbia Contracting Corporation providing for an increased authorization for the Purchase of Plumbing and Pipefitting Maintenance & Repair Services for a total of \$539,000 as requested by the office of the Vice Chancellor for Finance and Administration.

Discussion and Possible Action on Approval of Purchase of the Westside Education and Training Center Site from Edgewood Independent School District

The Board of Trustees approved the purchase of the Westside Education and Training Center site from Edgewood Independent School District for \$1,000,000 in a single-closing transaction, and delegates to Administration authority to sign a real estate purchase agreement and associated closing instruments and documentation, including, without limitation, Exhibits B-2.1, B-2.2 and B-2.3, substantially in the form attached as may be adjusted by District Counsel, as well as any appropriate related documentation and amendments.

## **FISCAL SERVICES REPORTS**

Discussion and Possible Action on Monthly Contracts Report

The Alamo Colleges District Board of Trustees approved the report on non-grant contracts (public) made to the Alamo Colleges District for the period of September 1, 2020, through August 31, 2021.

Discussion and Possible Action on Monthly Grants and Contracts Report

The Alamo Colleges District Board of Trustees hereby approved the report on grants and contracts (public) and ratifies acceptance of the donations and grants made to the Alamo Colleges District.

Discussion and Possible Action on Approval of Construction Reports

The Alamo Colleges District Board of Trustees approved the construction reports as presented.

Discussion and Possible Action on Approval of Financial Reports

The Alamo Colleges Board of Trustees accepted the financial reports as presented.

Discussion and Possible Action on Approval of Monthly Report on Cooperative Purchases in Excess of \$100,000

The Alamo Colleges District Board of Trustees approved the monthly Cooperative Purchase Report as presented.

Discussion and Possible Action on Approval of Investment Report Through November 30, 2020

The Alamo Colleges District Board of Trustees accepted the Investment Report as presented.

Capital Improvement Program (CIP) Executive Summary

### **CONSENT AGENDA**

The consent agenda was approved

### **EXECUTIVE SESSION**

#### **ITEM COMPLETED AFTER EXECUTIVE SESSION**

Roberto Zárate announced the retirement of the district director of internal audit effective Feb. 1, 2021, and the Board of Trustees approved Frank Cortez as interim director and initiation of an internal search for filling the vacancy.

**Next Regular Board Meeting Date: Tuesday, February 23, 2021**

Alamo College District Board Room

2222 N. Alamo St.

San Antonio, Texas, 78215