



## **Notice/Agenda of October 2023 Regular Board Meeting**

**The Board of Trustees  
College of the Mainland  
Doyle Family Administration Boardroom (A129 ), 1200 Amburn Road, Texas City,  
Texas 77591  
Monday, October 23, 2023**

A October 2023 Regular Board Meeting of the Board of Trustees of College of the Mainland will be held Monday, October 23, 2023, beginning at 1:30 PM in the Doyle Family Administration Boardroom (A129 ), 1200 Amburn Road, Texas City, Texas 77591.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Call to Order**
2. **Pledge of Allegiance (American Flag), Texas Pledge & a Moment of Silence**
3. **Roll Call & Determination of Quorum**
4. **Consideration of and Possible Action to Approve the Full Board Minutes of Monday, September 25, 2023**
5. **Comments from the Community**
  - A. Students
  - B. Employees
  - C. Other Citizens
6. **Constituent Leader Activity Reports**
  - A. Faculty Senate - Candice Edmonston
  - B. Professional Council - Alisha Lyon
  - C. Student Government Association (SGA)
7. **Human Resources Items**
  - A. Appointment Nominations
    1. Consideration of and Possible Action to Approve the Appointment Nomination of Stephanie Dilissio to the Position of Research Specialist, Office of Planning, Effectiveness, Analytics & Research Department
    2. Consideration of and Possible Action to Approve the Appointment Nomination of Oswehl Wells to the Position of System Administrator I, Information Technology Services Department
  - B. Consideration of and Possible Action to Accept the Non-Contractual Positions Hiring Report as Written
8. **Consideration of and Possible Action to Approve the Consolidation of the Scope of the Future Academic Classroom Building into the Scope of the Library Classroom Building Project to Provide One Larger Building that Meets**

**the Program Requirements Identified by COM to Serve their Projected Enrollment Goal of 8,000 Students. Accordingly, the Majority of the Bond Funds Allocated to the Future Academic Classroom Building will be Consolidated with the Funds for the Library Classroom Building, Resulting in an Overall Project Budget which will Accommodate the General Classroom, Office, Library, and Auditorium Program Needs of COM**

9. **Consideration of and Possible Action to Approve Award of Contract 23-30 to Durotech, Inc. for Construction Manager at Risk Services for the New Public Services Center for a Not-to-Exceed Amount of \$54,391 for Pre-Construction Services, Plus Construction Management Fees (Construction Manager's Fee of 2.94% of the Actual Cost of the Work and General Conditions Fee of 4.73% of the Actual Cost of the Work) to be Paid with 2023 Bond Funds**
10. **Consideration of and Possible Action to Approve the Design Development for the Welding Building Addition/Renovation & Industrial Education Building Renovation, as Presented and Attached**
11. **Consideration of and Possible Action to Award Contract 23-31 to Pogue Construction Company, LP for Construction Manager at Risk Services for Welding Building Addition/Renovation & Industrial Education Building Renovation for a Not-to-Exceed Amount of \$25,000 for Pre-Construction Services, Plus Construction Management Fees (Construction Manager's Fee of 3.50% of the Actual Cost of the Work and General Conditions Fee of 5.82% of the Actual Cost of the Work) to be Paid with 2023 Bond Funds**
12. **Consideration of and Possible Action to Approve an Increase to Contract 23-10 Awarded to Puff Emerson in the Amount of \$10,225, for a Revised Not-to-Exceed Amount of \$145,225 to be Paid from Title V Grant Funds**
13. **Bond Update - A Presentation by Lockwood, Andrews, & Newnam, Inc. (LAN)**
14. **Consideration of and Possible Action to Approve the New Level One Certificate and Occupational Skills Award in Robotic Process Automation**
15. **Consideration of and Possible Action to Approve Award of Contract 24-05 for Purchase of Hardware, Software, and Services to Create a Backup and Disaster Recovery System Locally and at a Co-Location Datacenter to be Paid from FY24 Fund Balance**
16. **Financial Report(s)**
  - A. Consideration of and Possible Action to Accept the September 2023 Investment and Financial Reports
17. **Discussion of Procedure for the President's Annual Evaluation**
18. **Board Report**
19. **President's Report**
  - A. Updates
    1. QEP Update
    2. Fiesta Comunidad Update
  - B. Reminders/Announcements
    1. Board Meetings  
November 2023 - To be determined, if needed  
**December 2023 - Monday, December 11th, 1:00 p.m.**  
January 2024 - Monday, January 22nd, 1:30 p.m.
    2. Holiday Reception - Monday, December 11th, 3:00 p.m. - 5:00 p.m., Student Center
  - C. Fall Graduation - Saturday, December 16th, Abundant Life
  - D. Resignations and Retirement Report
  - E. Miscellaneous

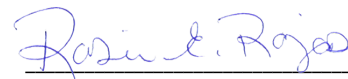
**20. Adjournment to closed or executive session pursuant to the Texas Government Code of the Open Meetings Act**

**21. Consideration of and Possible Action on any Items Discussed in Closed Session**

**22. Adjourn**

*\*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board reserves the right to conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, including but not limited to the following provisions; 1)Section 551.071-consultation with attorney, 2)Section 551.072-deliberation regarding real property, 3) Section 551.073-deliberation regarding prospective gifts, 4)Section 551.074-deliberation regarding personnel matters, and/or complaints against school personnel, 5)Section 551.082-deliberation regarding student disciplinary matters and/or complaints against personnel. 6)Section 551.087-deliberation regarding economic development negotiations, and/or 7)Section 551.089 – deliberation regarding security devices or security audits. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on, Thursday, October 19, 2023, 3:00 P.M.



Rosie E. Rojas  
Board Clerk

***Administration***

President Warren Nichols Ed.D.  
Vice President Jerry Fliger, Ph.D.  
Vice President David Wesse, Ph.D.  
Vice President Helen Brewer, Ph.D.  
Vice President Lisa Watson, Ph.D.



PRESIDENT'S OFFICE

# Call to Order

Call to Order on (insert date)  
at (insert time)



PRESIDENT'S OFFICE

Pledge of Allegiance to the American Flag  
Texas Pledge  
Moment of Silence

The Texas State Flag Pledge  
"Honor the Texas flag; I pledge  
allegiance to thee, Texas, one state under  
God, one and indivisible."



College of the Mainland  
Board of Trustees  
2023-2024

Mr. Don Gartman,  
Board Chair  
2538 Quaker Dr.  
Texas City, 77590  
409-739-2618  
[dgartman@com.edu](mailto:dgartman@com.edu)

Mr. Alan L. Waters,  
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Mrs. Dawn King,  
Board Vice Chair  
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Dr. Verna J. Henson,  
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409- 995-0948  
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Mrs. Melissa Skipworth,  
Board Secretary  
1061 Misty Cliff  
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[mskipworth@com.edu](mailto:mskipworth@com.edu)

Dr. Bill McGarvey,  
Trustee  
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Texas City, TX 77591  
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Mr. Kyle L. Dickson,  
Trustee  
2514 Pilgrim Estate Dr.  
Texas City, TX 77590  
281-488-0630  
[dickson@murray-lobb.com](mailto:dickson@murray-lobb.com)



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Full Board Minutes

Presented for recommended acceptance to Board of Trustees on the same date.

### MINUTE ORDER

Motion to be acted upon: "I move the Board of Trustees approve the Full Board Minutes of September 25, 2023.

### PURPOSE

To ensure accuracy of the monthly minutes.

### BACKGROUND

Minutes are brought forward every month for approval.

### IMPLICATIONS

Financial: N/A

Strategic Goal #1: Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

Human Resources: N/A

### Attachments

1. Minutes of 9/25/23

**College of the Mainland Board of Trustees  
Minutes of Monday, September 25, 2023  
1:30 p.m., Doyle Family Administration Building**

**Call to Order**

Don Gartman called the meeting to order at 1:30 p.m.

**Pledge of Allegiance (American Flag), Texas Pledge & a Moment of Silence**

**Roll Call & Determination of Quorum**

Roll call indicated that all Trustees were present.

**Minutes**

**Consideration of and Possible Action to Approve the Full Board Minutes of Monday, August 28, 2023**

Alan Waters moved the Board of Trustees approve the Full Board Minutes of Monday, August 28, 2023. Kyle Dickson seconded the motion; all voted in approval.

**Comments from the Community**

Tami Steambarge, Dickinson resident, spoke to the Board regarding the actions of a trustee.

**Introduction of New Student Government Association (SGA) Officers and AY24 Plan**

Connor Jennings, SGA Advisor, introduced the SGA officers.

**Constituent Leader Activity Reports**

**Faculty Senate** – Candic Edmonston, Faculty Senate President, updated the Board on faculty activities.

**Professional Council** – Alisha Lyon, Professional Council President, updated the Board on professional employee activities.

**Classified Council** – Jennifer Denison, Classified Council President, updated the Board on classified employee activities.

**InterCOM Community Newsletter**

Monique Sennet, Communications Officer, Marketing and Public Affairs Department, shared with the Board a sneak peak preview of a monthly video series that will launch the first Thursday of each month.

**Fall 2023 Enrollment Overview**

Dr. Helen Brewer reviewed the Fall 2023 enrollment.

**SACSCOC (The Southern Association of Colleges and Schools Commission on Colleges) On-site Visit**

Dr. Jerry Fliger updated the Board on the SACSCOC on-site visit (October 1<sup>st</sup> – 5<sup>th</sup>).

**QEP (Quality Enhancement Plan) Update**

Dr. Jerry Fliger updated the Board on the QEP- LEAP.

**Human Resources Items**

**Appointment Nominations**

**Consideration of and Possible Action to Approve the Appointment Nomination of Andrea Cruz to the Position of Faculty – Barber, Cosmetology Department**

Melissa Skipworth moved the Board of Trustees approve the appointment of Andrea Cruz to the position of Faculty – Barber, Cosmetology Department. Alan Waters seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Appointment Nomination of Thomas Elder to the**

**position of Range Master, Public Service Careers Department**

Alan Waters moved the Board of Trustees approve the appointment of Thomas Elder to the position of Range Master, Public Service Careers Department. Melissa Skipworth seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Appointment Nomination of Andrew Ryker to the position of Faculty – Music, Fine Arts Department**

Melissa Skipworth moved the Board of Trustees approve the appointment of Andrew Ryker to the position of Faculty - Music, Fine Arts Department. Alan Waters seconded the motion; all voted in approval.

**Consideration of and Possible Action to Accept the Non-Contractual Positions Hiring Report as Written**

Bill McGarvey moved the Board of Trustees accept the Non-Contractual Positions Hiring Report. Alan Waters seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve the Schematic Design for the Welding Building Addition/Renovation & Industrial Education Renovation Project, as Presented and Attached**

Alan Waters moved the Board of Trustees approve the schematic design for the Welding Building addition/renovation & Industrial Education renovation project, as presented. Melissa Skipworth seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve an Increase to Contract 20-01 for Custodial & Maintenance Services with IQS for an Additional \$61,000 for a Revised Not-to-Exceed Amount of \$1,230,220 to be Paid from FY24 Operating Budget**

Melissa Skipworth moved the Board of Trustees approve an increase to contract 20-01 for custodial & maintenance services with IQS for an additional \$61,000 for a revised not-to-exceed amount of \$1,230,220 to be paid from FY24 Operating Budget. Verna Henson seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve Award of Contract 23-33 to Kirksey Architecture for Architectural Services for the Design of the New Corporate and Continuing Education Center for a Not-to-Exceed Amount of \$860,000 Plus any Reimbursable and Supplemental Services Approved by the Owner, as Identified in the AIA B-101 Standard Form of Agreement Between Owner and Architect to be Paid with 2023 Bond Funds**

Verna Henson moved the Board of Trustees approve award of contract 23-33 to Kirksey Architecture for architectural services for the design of the new Corporate and Continuing Education Center for a not-to-exceed amount of \$860,000 plus any reimbursable and supplemental services approved by the Owner, as identified in the AIA B-101 Standard Form of Agreement Between Owner and Architect to be paid with 2023 Bond Funds. Alan Waters seconded the motion; all voted in approval.

**Consideration of and Possible Action to Approve Contract 24-02 for the Purchase of ManageEngine Software Licensing and Ongoing Maintenance for an Amount Not-to-Exceed \$144,248 to be Paid from FY24 Fund Balance**

Alan Waters moved the Board of Trustees approve contract 24-02 for the purchase of ManageEngine software licensing and ongoing maintenance for an amount not-to-exceed \$144,248 to be paid from FY24 Fund Balance. Melissa Skipworth seconded the motion; all voted in approval.

**Consideration of and Possible Action to Adopt a Maintenance and Operations Tax Rate of .1441/100 and an Interest and Sinking Rate of .1244/100 for a Total Rate of .2685/100 for the 2023 Tax Year**

**A Roll Call Vote is Required**

Alan Waters moved the Board of Trustees adopt a maintenance and operations tax rate of .1441/100 and an interest and sinking tax rate of .1244/100 for a total tax rate of .2685/100 for the 2023 tax year. Kyle Dickson seconded the motion; a roll call vote indicated that all voted in approval.

## Financial Report(s)

### Consideration of and Possible Action to Accept the August 2023 Investment and Financial Reports

Melissa Skipworth moved the Board of Trustees accept the August 2023 Investment and Financial Reports. Alan Waters seconded the motion; all voted in approval.

### August 2023 Quarterly Investment Report

Alan Waters moved to accept the August 2023 Quarterly Investment Report. Verna Henson seconded; all voted in approval.

## Board Report

**Melissa Skipworth** – September 15<sup>th</sup> was “Thank an Officer Day” Mrs. Skipworth thanked Chief Sylvia Chapa for keeping everyone safe. Mrs. Skipworth attended the Opening Day for Dickinson softball; COM made a donation to help them get overhead lights. At opening day they announced the 1<sup>st</sup> lighted game is scheduled in a couple of weeks. MI Lewis needs drivers on the 4<sup>th</sup> Saturday of October. Mrs. Skipworth was unable to attend the September 15<sup>th</sup> kickoff for Hispanic Heritage Month. Professor Naranjo shared the videos with her and she appreciates the work going into these events.

**Bill McGarvey** – acknowledged Scott Turnbough’s last day and thanked him for his service to COM.

## President's Report

### Updates

**Title V Grant** – COM has received a \$3 million third Title V Grant.

**8-Week Implementation** – In Fall 2024 a vast majority of our classes will be offered in an 8-week session. We will continue to have the 16-week term. An implementation task force meets every 2 weeks and are making recommendations to the President. A student forum will be held in November to provide information o the students.

## Reminders/Announcements

**BOT Workshop** – Wednesday, October 11<sup>th</sup>, 1:00 p.m. – 5:00 p.m. (HB 8 & flat funding model proposal)

### Board Meetings

**October 2023** - Monday, October 23rd, 1:30 p.m.

**November 2023** - To be determined, if needed

**December 2023** - Monday, December 11th, 1:30 p.m.

**Holiday Reception** - Monday, December 11th, 3:00 p.m. - 5:00 p.m., Student Center

**Fall Graduation** - Saturday, December 16th, Abundant Life

### Resignations and Retirement Report

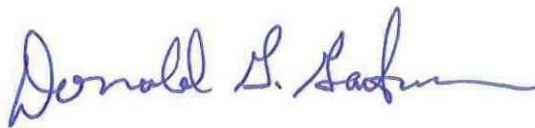
### Miscellaneous

Alan Waters moved for adjournment. Kyle Dickson seconded the motion; all voted in approval.

### Adjournment at 2:52 p.m.



Melissa Skipworth, Secretary  
Board of Trustees



Don Gartman, Chair  
Board of Trustees

## Comments from the Community

A citizen desiring to appear before the Board of Trustees shall complete a Public Comment Request Form indicating the topic about which they wish to speak which shall be filed with the Board Clerk ten (10) minutes prior to the start of the meeting. Time allotted each citizen or organization shall be limited to five minutes. The total time for hearing of citizens shall be no more than 60 minutes at any one meeting. Presentation of matters concerning a complaint or charge against a College District employee or officer will be heard in closed session unless the individual who is the subject of the change or complaint requests a public hearing.

We appreciate your concerns. If the matter(s) you raise are not included on the board agenda, state law, specifically the Texas Open Meetings Act, prohibits the Board from discussing, commenting on or taking action on these issues at this board meeting. Thank you.



PRESIDENT'S OFFICE

## Constituents Leader Activity Reports

- A. Faculty Senate – Candice Edmonston
- B. Professional Council – Alisha Lyon
- C. Student Government Association – Christian Delgado



**PRESIDENT'S OFFICE**

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Recommendation – Research Specialist (Replacement)

Presented for recommended approval to the Board of Trustees on October 23, 2023 and forwarded for recommended approval to the Board of Trustees on the same date.

**MINUTE ORDER**

**Motion to be acted upon: “I move the Board of Trustees approve the appointment of Stephanie Dilissio to the position of Research Specialist, Office of Planning, Effectiveness, Analytics & Research Department.”**

**PURPOSE**

Responsible for coordinating survey activities, maintaining a wide range of spreadsheets and research projects, training faculty and staff in procedures to enter planning and assessment data into the assessment product, and maintaining a calendar of meetings, projects, and deadlines. Also assists with budget and travel requests. Reports to the Director, Planning, Effectiveness, Assessment & Research.

**BACKGROUND**

This is a replacement position for Lauren Harper-Dunn.

**IMPLICATIONS**

Financial: \$59,726 from budget 11-0-0000-5144-5140.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

**ATTACHMENTS**

1. Appointment Nomination



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Recommendation – Systems Administrator I (Replacement)

Presented for recommended approval to the Board of Trustees on October 23, 2023 and forwarded for recommended approval to the Board of Trustees on the same date.

**MINUTE ORDER**

**Motion to be acted upon: “I move the Board of Trustees approve the appointment of Oswerl Wells to the position of System Administrator I, Information Technology Services Department.”**

**PURPOSE**

Responsible for the installation, support, maintenance, modification, security, and upgrade of College of the Mainland's hosted applications, servers, and infrastructure systems, including virtual machine environment, cloud, email, active directory, server operating systems, and datacenter technologies such as backup systems, data recovery, and more.

**BACKGROUND**

This is a replacement position for Justin Haynes.

**IMPLICATIONS**

Financial: \$65,699 from budget 11-0-0000-3516-5140.

Strategic Goal 5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

**ATTACHMENTS**

1. Appointment Nomination

## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Recommendation – Acceptance of Non-Contractual Positions Hiring Report

Presented for recommended acceptance to Board of Trustees on October 23, 2023.

### MINUTE ORDER

**Motion to be acted upon: “I move the Board of Trustees accept the *Non-Contractual Positions Hiring Report as written.*”**

### PURPOSE

The *Non-Contractual Positions Hiring Report* is being presented to the Board of Trustees for review and acceptance.

### BACKGROUND

Notwithstanding Board policy DC (Local) which states that the Board delegates to the College President final authority to employ and dismiss non-contractual classified employees on an at-will basis, based on recommendations from the staff the persons listed on the attached Non-Contractual Positions Hiring Report is recommended for employment.

### IMPLICATIONS

#### Financial:

Faculty/ EMS Clinical Coordinator - \$67,720 from budget 11-0-0000-1306-5100

Administrative Assistant IV - \$48,231 from budget 11-0-0000-5105-5160

Strategic Goal #5: College of the Mainland will provide services/processes that enhance the integrity/safety/quality of the institution (including physical facilities) and that enhance the quality of the faculty and staff.

#### Attachments

Non-contractual Positions Hiring Report

	POSITION	DEPARTMENT	CLASS SUMMARY	POSITION STATUS	SELECTED CANDIDATE	SALARY	SALARY RANGE
1	Faculty/ EMS Clinical Coordinator (FT Temporary)	Public Services Careers/EMS	Responsible for providing instruction within the appropriate department/program. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation. Serves on College committees as needed and assigned. Participate in student orientated instructional and advisement activities as needed and assigned.	Replacement for Doug Chappell	Karl Moore	\$67,720	\$49,983 - \$65,720 - \$80,887
2	Administrative Assistant IV	President's Office	Reporting to the Administrative Officer, this position provides varied secretarial and office administrative assistance in the office of the President.	Replacement for Michelle Gerami	Rebecca Becker	\$48,231	\$39,489 - \$49,361 - \$59,233
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PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Approval of Library Classroom Building (LCB) Programming Scope Update: Recommendation to consolidate the scope of the future Academic Classroom Building (ACB) into the scope of the Library Classroom Building.

**FUNDING SOURCE:**

2023 Bond

**PURPOSE:**

Recommendation to consolidate the scope of the future Academic Classroom Building (ACB) into the scope of the Library Classroom Building (LCB) to provide one larger building that meets the program requirements identified by COM in workshops to serve their planned enrollment goal of 8,000 students. This consolidation allows for efficiencies which will be used to align the project with the budget identified in the 2023 Bond.

**PROPOSED MOTION:**

**“I move the Board of Trustees approve the consolidation of the scope of the future Academic Classroom Building into the scope of the Library Classroom Building project to provide one larger building that meets the program requirements identified by COM to serve their projected enrollment goal of 8,000 students. Accordingly, the majority of the bond funds allocated to the future Academic Classroom Building will be consolidated with the funds for the Library Classroom Building, resulting in an overall project budget which will accommodate the general classroom, office, library, and auditorium program needs of COM.”**

**BACKGROUND:**

Cannon Design has conducted two workshops with COM staff and end users to identify the program needs for the LCB. As a result of those workshops, it was identified that COM has a need for additional classrooms, beyond what the bond identified for the LCB project, sooner to accommodate expected growth within the next several years. The current LCB budget would not be able to accommodate the program needs identified in the more detailed information-gathering workshops held with COM. Rather than reduce the remaining building components (library and auditorium) to maintain the budget, which would reduce these components such that they would not be effective, it was proposed that the remaining program needs from the future ACB be consolidated with the LCB, resulting in one “right-sized” building that will meet the program requirements identified by COM to serve their projected enrollment goal of 8,000 students. This delivers the general classrooms and associated office space earlier, meeting COM’s stated expected growth needs, as well as allowing the library and auditorium components to be sized appropriately to meet the campus and community needs. Accordingly, the majority of the bond funds allocated for the ACB will be added to the LCB project. By combining the two programs, several efficiencies are realized which result in cost savings over two separate buildings, allowing the consolidated building to be aligned with the overall Bond budget.

**Attachments:**

1. LAN Cover Letter



**Lockwood, Andrews  
& Newnam, Inc.**  
A LEO A DALY COMPANY

To: Dr. Warren Nichols, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 11, 2023

Re: Approval of Library Classroom Building Programming Scope Update

**Background:** College of the Mainland (COM) has identified their program needs for the Library Classroom Building (LCB) in programming workshops. As a result of this detailed information-gathering, it became apparent that COM has a need for additional classrooms beyond what was identified in the LCB bond scope, sooner, to adequately serve COM's projected enrollment goal of 8,000 students. Reducing the remaining program spaces such as the library and auditorium would not meet the campus or community needs. Therefore, in order to deliver the building that will meet COM's needs, it is recommended to consolidate the scope and associated budget from the future Academic Classroom Building with the LCB project to provide one larger "right-sized" building which can provide the spaces that will serve COM's needs. By combining the two, several efficiencies are realized which result in cost savings over two separate buildings, allowing the consolidated building to be aligned with the overall Bond budget.

**Recommendation:** LAN recommends the consolidation of the scope of the future Academic Classroom Building into the scope of the Library Classroom Building project to provide one larger building that meets the program requirements identified by COM to serve their projected enrollment goal of 8,000 students. Accordingly, the majority of the bond funds allocated to the future Academic Classroom Building will be consolidated with the funds for the Library Classroom Building, resulting in an overall project budget which will accommodate the overall general classroom, office, library, and auditorium program needs of COM. We recommend this for the October 23, 2023 Board Meeting.

A handwritten signature in blue ink, appearing to read 'P. Drnevich'.

Paula J. Drnevich, AIA, LEED AP, REFP  
Program Manager, LAN  
[pjdrnevich@lan-inc.com](mailto:pjdrnevich@lan-inc.com)  
mobile: (281) 384.8233

# Library + Classroom Building

Project Program Update – Board of  
Trustees Meeting

October 23, 2023

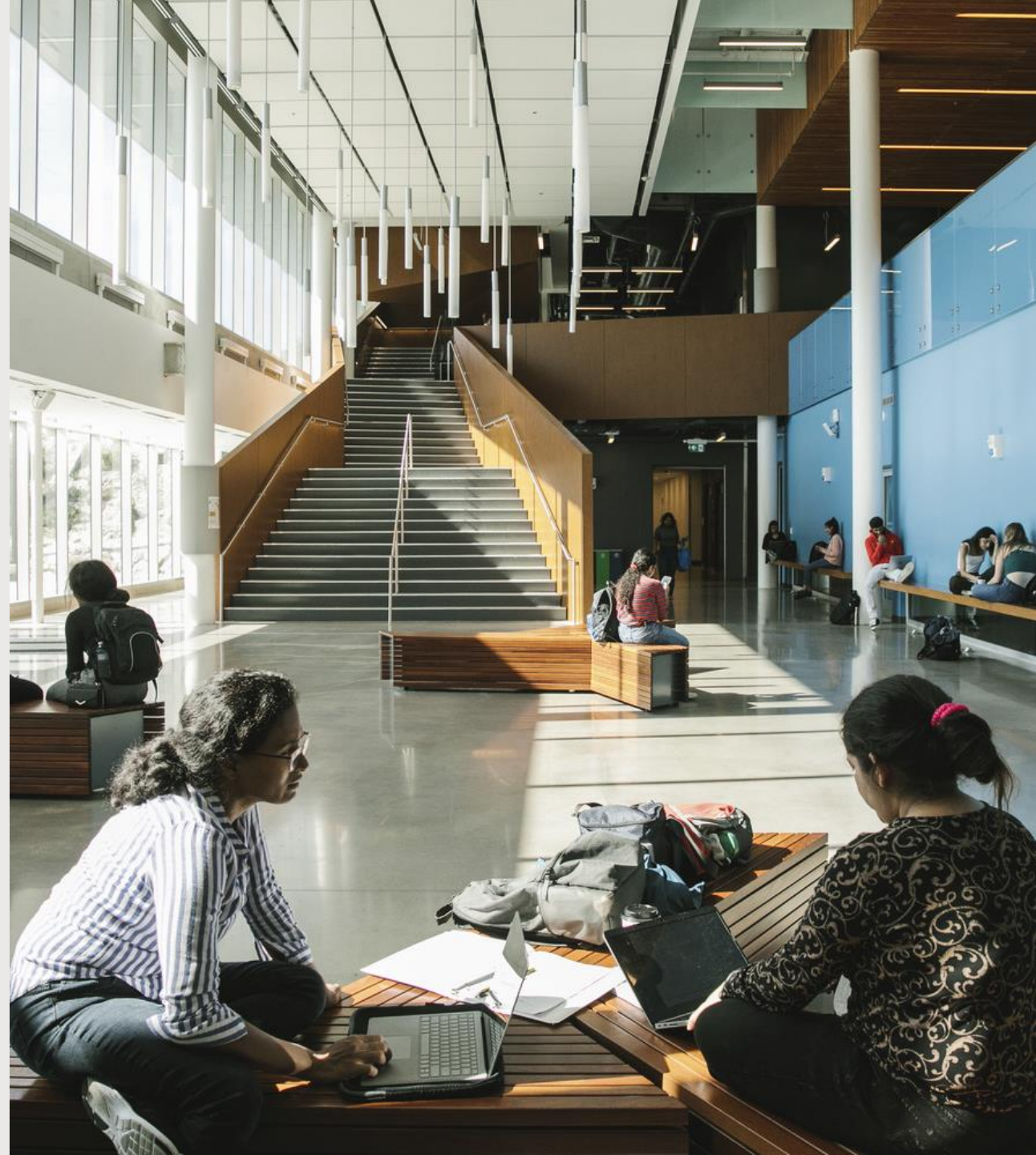


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CANNONDESIGN



# Objective

Consider consolidation of the Library Classroom Building (LCB) and future Academic Classroom Building (ACB) projects into one larger "right-sized" building.

- Allows meeting COM's project objectives.
- Allows planning for enrollment goal of 8,000 students.
- Allows general education classrooms and faculty offices to be delivered sooner.

# Agenda

- Discuss a combined building project
- Discuss current program based upon COM input
- Receive approval to combine projects to finalize project program

# Why Combine the LCB & ACB?

The LCB program validation phase has identified that COM's future needs do not align with the Bond assumptions.

Original LCB Bond Budget



\$67.2M (\$502/GSF)  
134,000 GSF

Original LCB Bond Budget, Current Market Cost



\$67.2M (\$624/GSF)  
107,692 GSF

Current LCB Program, Current Market Cost



\$77M (\$624/SF)  
123,415 GSF

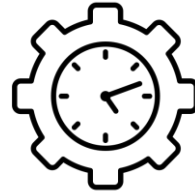
# Aligning Project with COM Needs

- Reducing current program will not meet future COM objectives.
  - The planned number of classrooms cannot be reduced
  - Library reduction will be undersized to support future enrollment projections
  - Auditorium reduction will be undersized to support COM needs
- Bond planning assumptions vs. COM's identified needs
  - Bond lecture model vs. planned collaborative model (750 sf/ classroom vs. 900 sf)
  - Bond inclusion of 20% shell space
  - Bond cost / sf = \$502
  - Bond library not aligned with enrollment growth projections
  - Bond auditorium undersized to meet community needs

# Benefits of Combining Projects



- Construction cost per square foot economy of scale with a larger building.
- Mitigate 'cost' of inflation.
- Reduced overall 'soft costs' (surveys, geotech, fees, etc.).



- Gain efficiencies with shared spaces (lobbies, study rooms, mechanical spaces, circulation, etc.).
- Allows appropriately sized library and auditorium to meet COM & community needs.



- Provide general education classrooms sooner (2027 vs. 2030) to meet COM enrollment growth.
- Allows for reservation of future building site on campus (former LRC site).

# Proposed Combined Project Budget

- If combining both projects, the LCB project budget will need to be increased.
- LAN working with COM to identify remaining bond projects/ campus needs and associated funding.
- Currently working to identify the amount of ACB project bond funds that can be applied to the combined project.



# Planning Needs

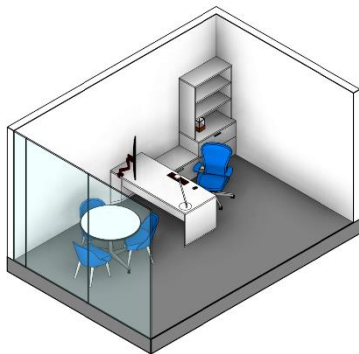
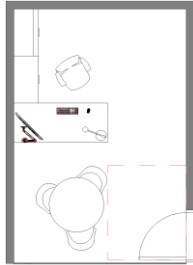
# Planning Parameters

- Planning to meet COM-provided enrollment target of **8,000** students
- Academic Environments
  - Each classroom is sized to accommodate 30 students in a flexible, lecture and computer configuration
  - 900 sf general education classrooms and computer classrooms (to allow for future use flexibility through standardization)
  - Computer classrooms will utilize laptops
- Departmental Planning Assumptions
  - Part-time staff is the same as Adjuncts
  - Part-time/ Adjuncts assumed occupancy is 3 per office, 3 times per day (morning, afternoon, evening)
  - Faculty growth provided by COM and aligned with 8,000 students
- Library Study Seating Target = 480 seats (11% of your projected FTE)
  - 8,000 student enrollment translates to an estimated FTE of 4,357 (given your existing part-time vs full-time student ratio)
  - Seating 10-12% of your FTE is appropriate given your institution type and was validated as a target with the Library Director (today you are seating 10.5% of your FTE, **296 seats**)
  - Planned total study seating (**480 seats**) includes study seats within the library and study seats within the shared common spaces of the building

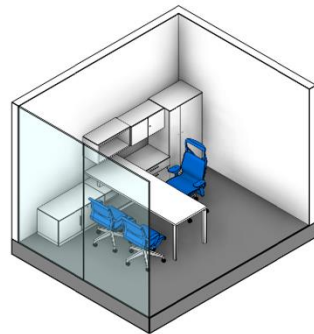
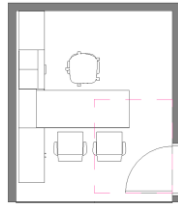
# **Program Needs - Offices**

# Offices

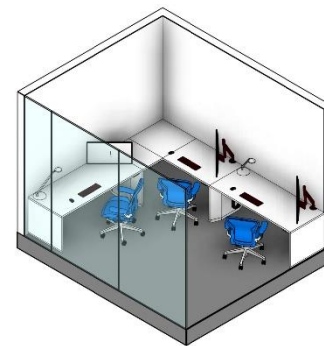
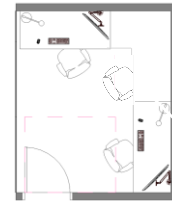
**DEPT CHAIR  
/ DIRECTOR  
OFFICE**  
180 SF



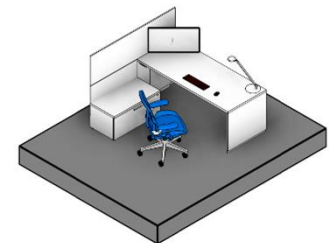
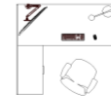
**STANDARD  
OFFICE**  
(Full-Time)  
120 SF



**SHARED  
OFFICE\***  
(Part-Time)  
120 SF



**WORKSTATION**  
(Student Worker  
Shared)  
80 SF



\*3 PT / office,  
3X per day

# **Program Needs - Library**

# Library

Library TODAY  
16,200 GSF\*

4,482 students

~2,811 FTE

296 study seats

seats 10.5% of FTE

Needs:

Rightsizing staff areas

General collection stable,  
collection of "things" growing,

Study/research/collaboration  
needs (21<sup>st</sup> century library): flexible  
event space, enclosed study rooms  
of varying sizes, enclosed  
classrooms, digital and tinkering  
research tools, display



Library PLANNED  
32,234 GSF

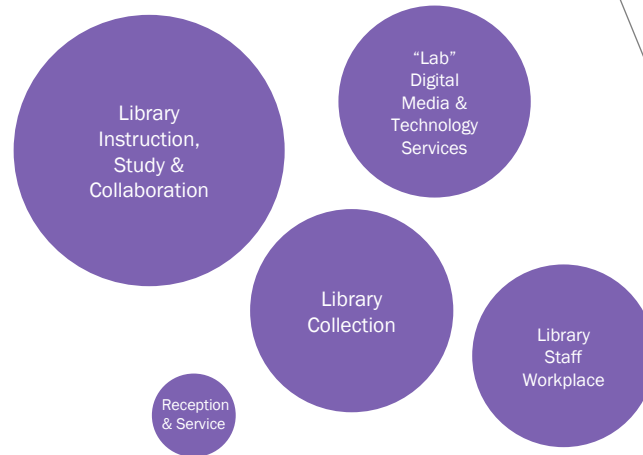
8,000 students

4,357 FTE

480 study seats

330 seats within library  
150 seats in in common space  
seats 11% of FTE

+ 2 library staff  
+ 1 student worker



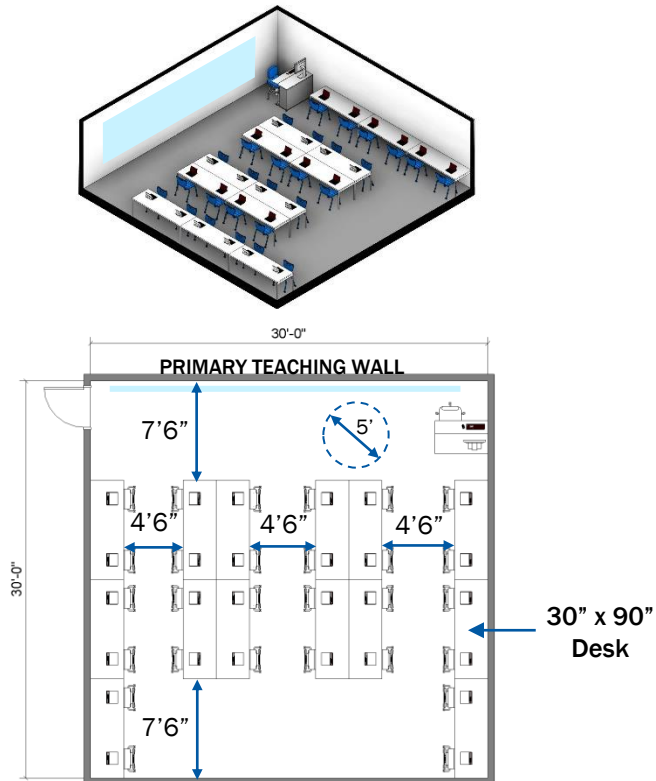
LIBRARY		
<b>Reception &amp; Service</b>		
Reception/Entry	1	space
Catalog Terminals	2	terminals
Self Checkout Terminal	1	terminal
Print/Copy/Scan	2	areas
Service Desk	3	stations
Book Cart Parking	2	carts
Consultation Room	2	rooms
<b>Staff Workplace</b>		
Private Office - Library Director	1	office
Private Office - Library Staff	6	offices
Staff Open Office	10	desks
Workroom - Processing & Cataloging	1	room
Archives Workroom - Preservation & Research	1	room
Storage (supplies & seasonal/display items)	1	room
Breakroom	1	area
internal office circulation		
<b>Study, Collaboration &amp; Event</b>		
Open Study (mix of seating types, 62 seats)	1	space
Study Room - large (16p)	1	room
Study Room - medium (8p)	4	rooms
Study Room - small (2-4p)	10	rooms
Wellness/Sensory Room (1p)	2	rooms
Vending & Coffee Counter	1	area
Flexible Event Room/Quiet Reading Room, 50 seats	1	room
Furniture Storage	1	room
Family Study Room	1	room
Family Restroom	1	room
<b>"Lab" Digital Media, Technology, &amp; Instruction</b>		
Library Computer Classroom (30p)	2	rooms
Computer Lab (open)	1	space
Makerspace	1	room
Digital Scholarship	1	room
"Lab" Help Desk	1	station
Lab Storage	1	room
<b>Collection</b>		
Standard Browsable Shelving (5H)	154	DFS
Reserve Shelving + "collection of things" cubbie display (6H)	18	DFS
Archives/COM History Shelving Compact Non-Browsable (5H)	17	DFS
Laptop carts	3	carts
Gallery/Display	1	space

\*Rough area takeoff from floor plans shared

# **Program Needs - Classrooms**

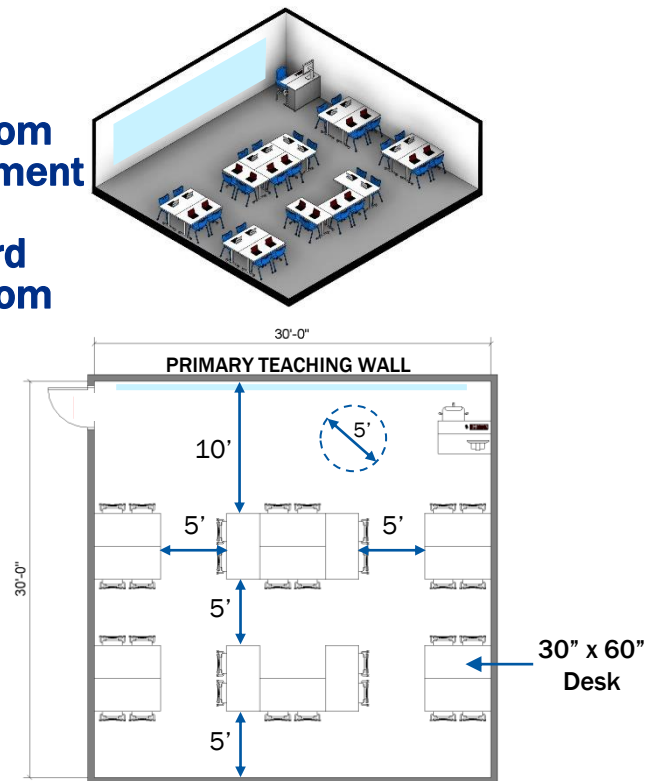
# Classroom Planning

All classrooms accommodate 30 students in different instruction models. The baseline classroom module is driven by the sizing needs of a *right-size flex* classroom setting – this is about +/-30 sf/ seat.



**Computer**  
Fixed, Laptops  
900 SF  
28 Seats

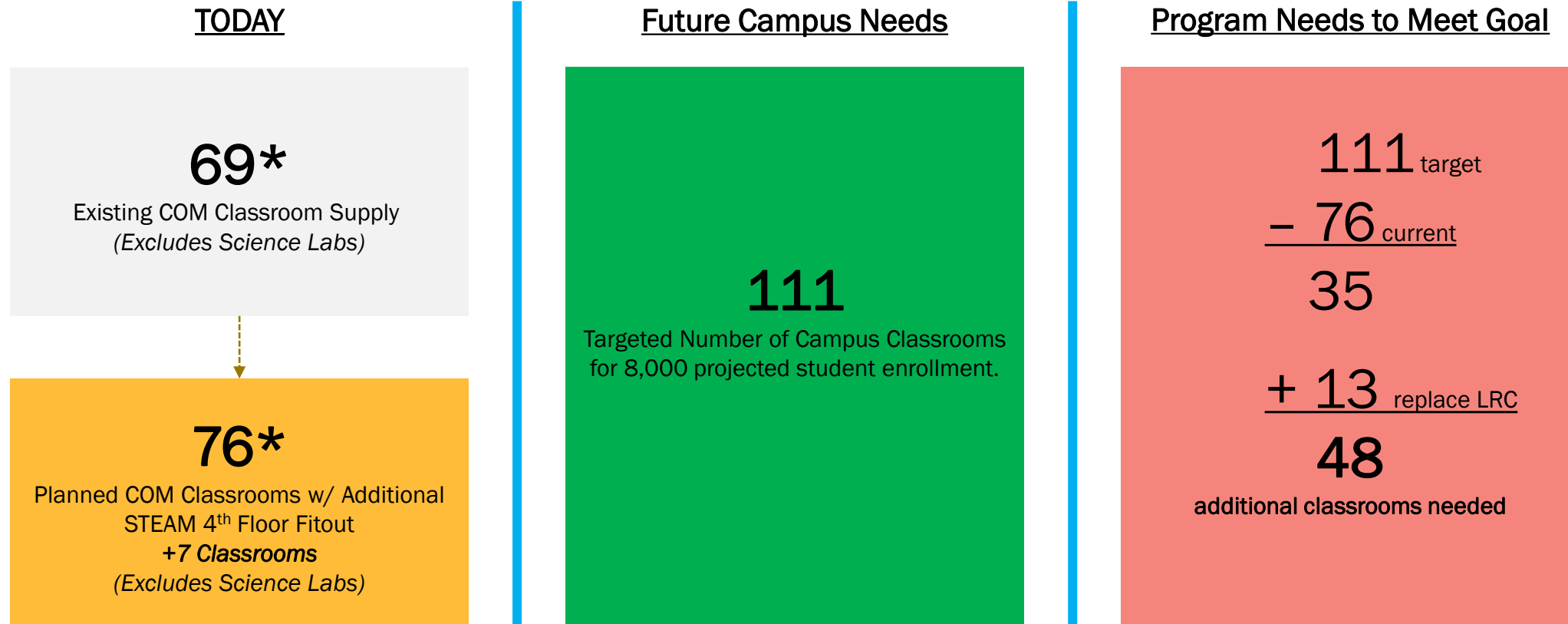
**Flex  
Classroom  
requirement  
Drives  
Standard  
Classroom  
Size**



**Flex**  
900 SF  
30 Seats

# Combined Building

# Classroom Supply (All Campus)

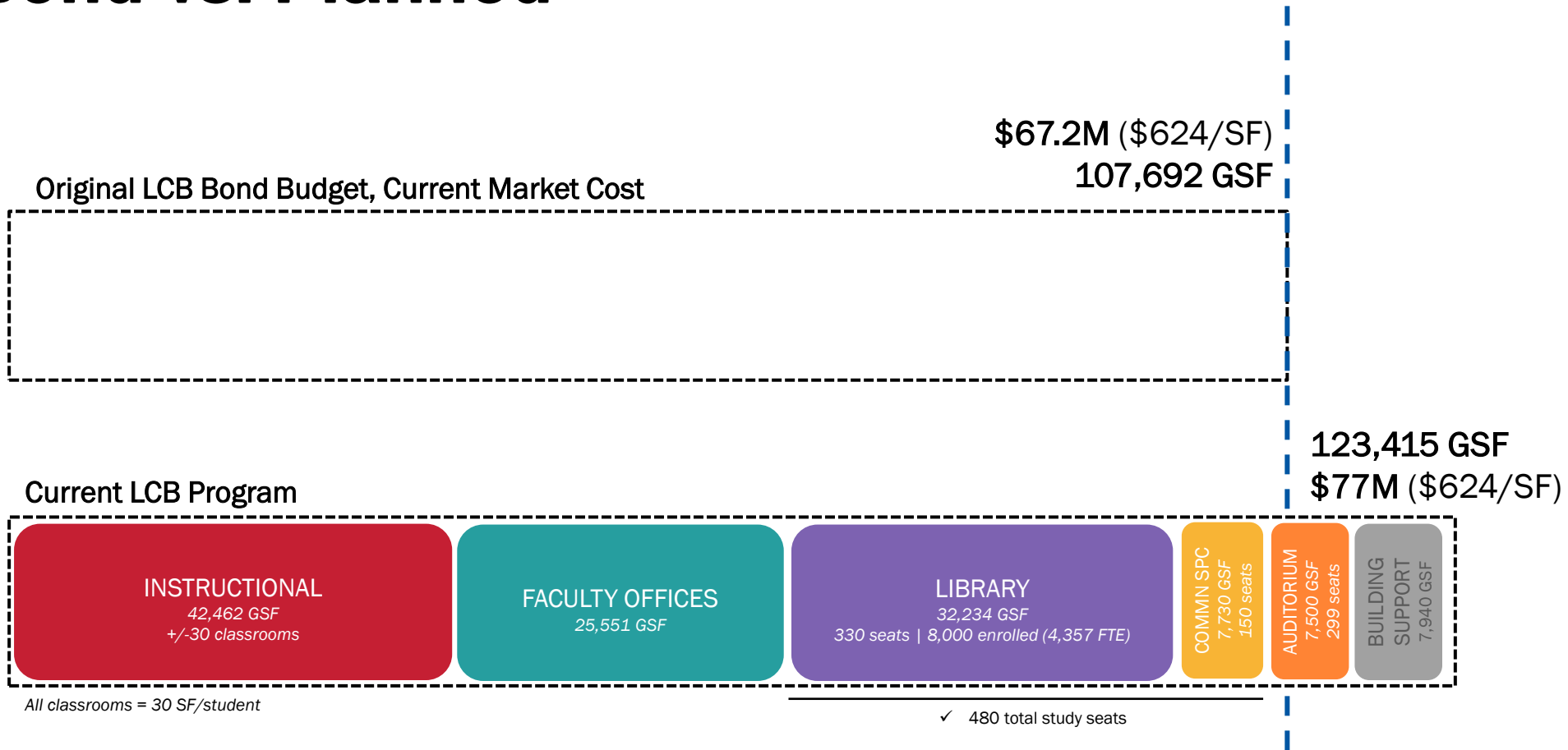


\* Includes 13 classrooms in LRC

Notes: Supply excludes Science Labs, **total campus supply not validated**

Source: College of the Mainland Scheduling Data, Fall 2022 – Fall 2023

# Bond vs. Planned



\* Subject to cost estimate validation

# Combined Building

## Current Program

123,415 GSF  
\$77M (\$624/SF)

Increased project size  
and budget



✓ 480 total study seats

## Scenario: A

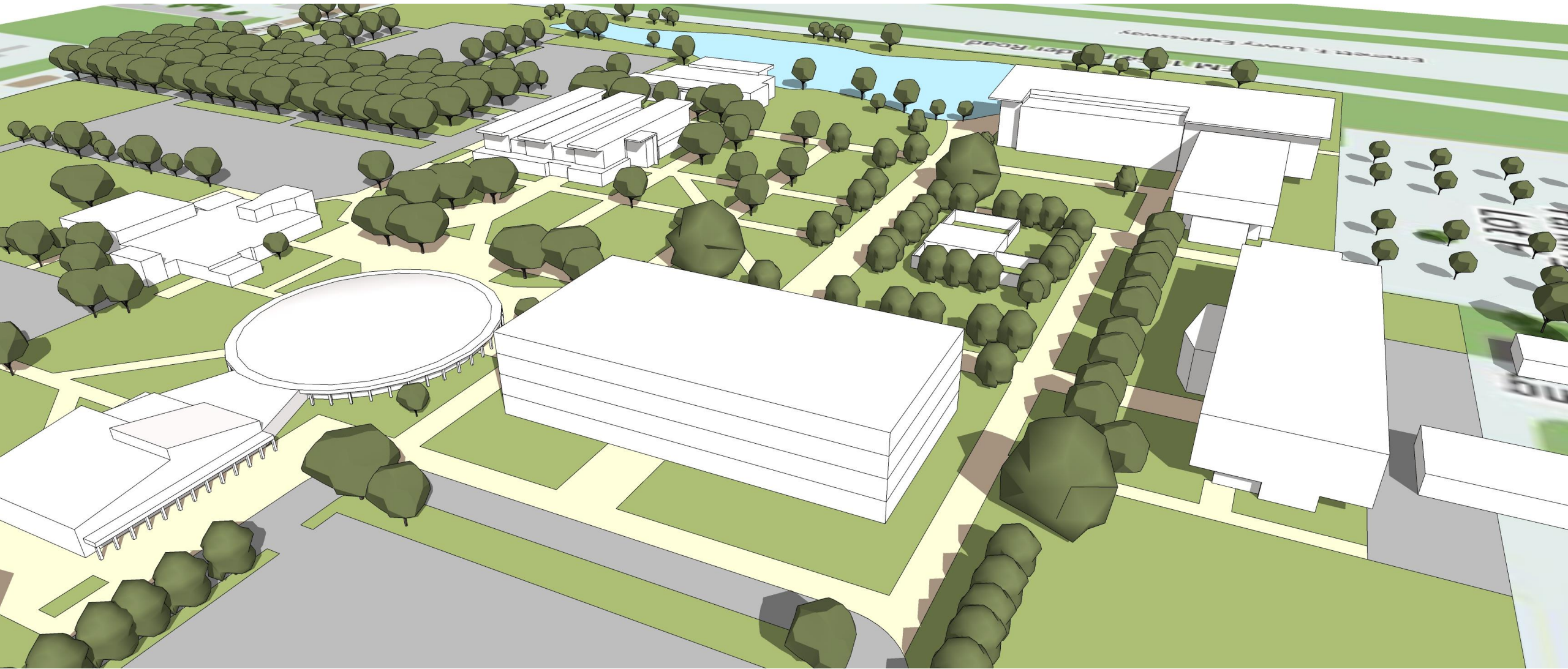
+/-18 Classrooms, XX Offices



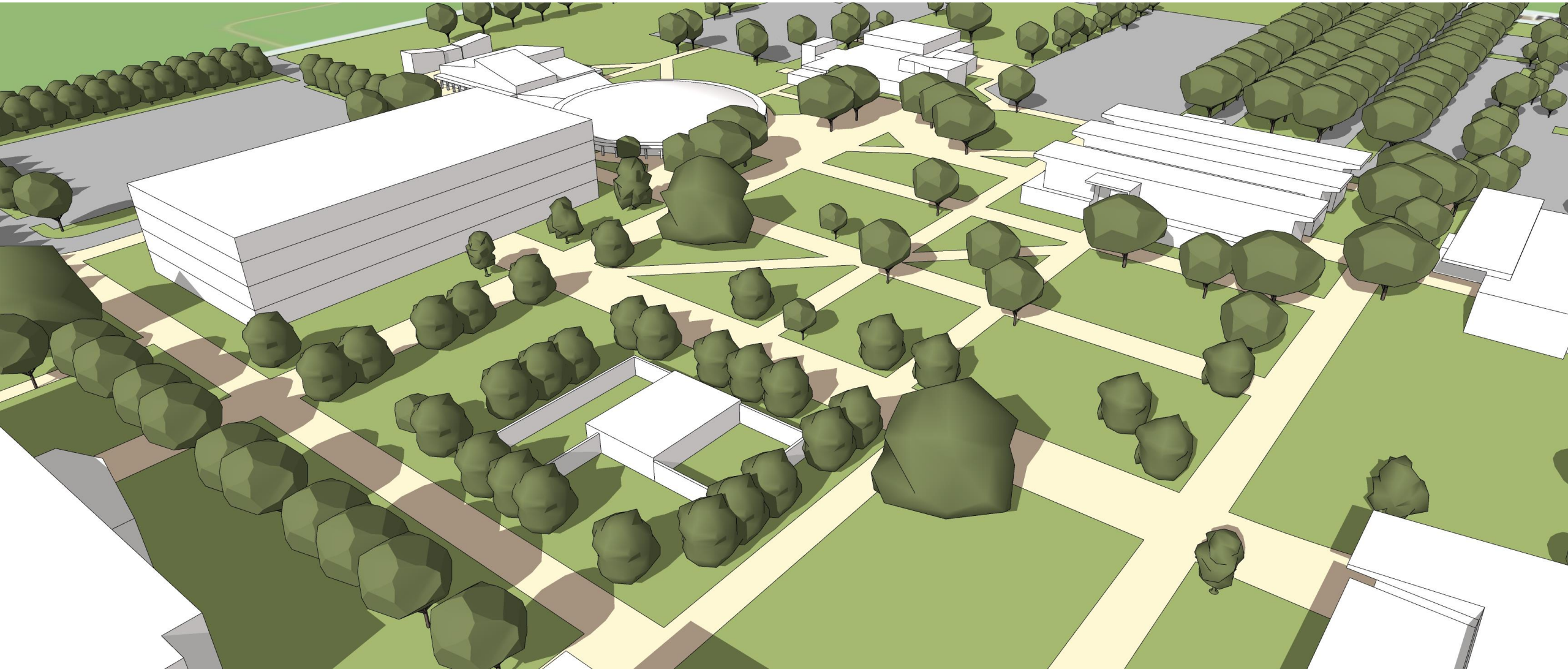
✓ 480 total study seats

\* Subject to cost estimate validation

# Massing - View from South



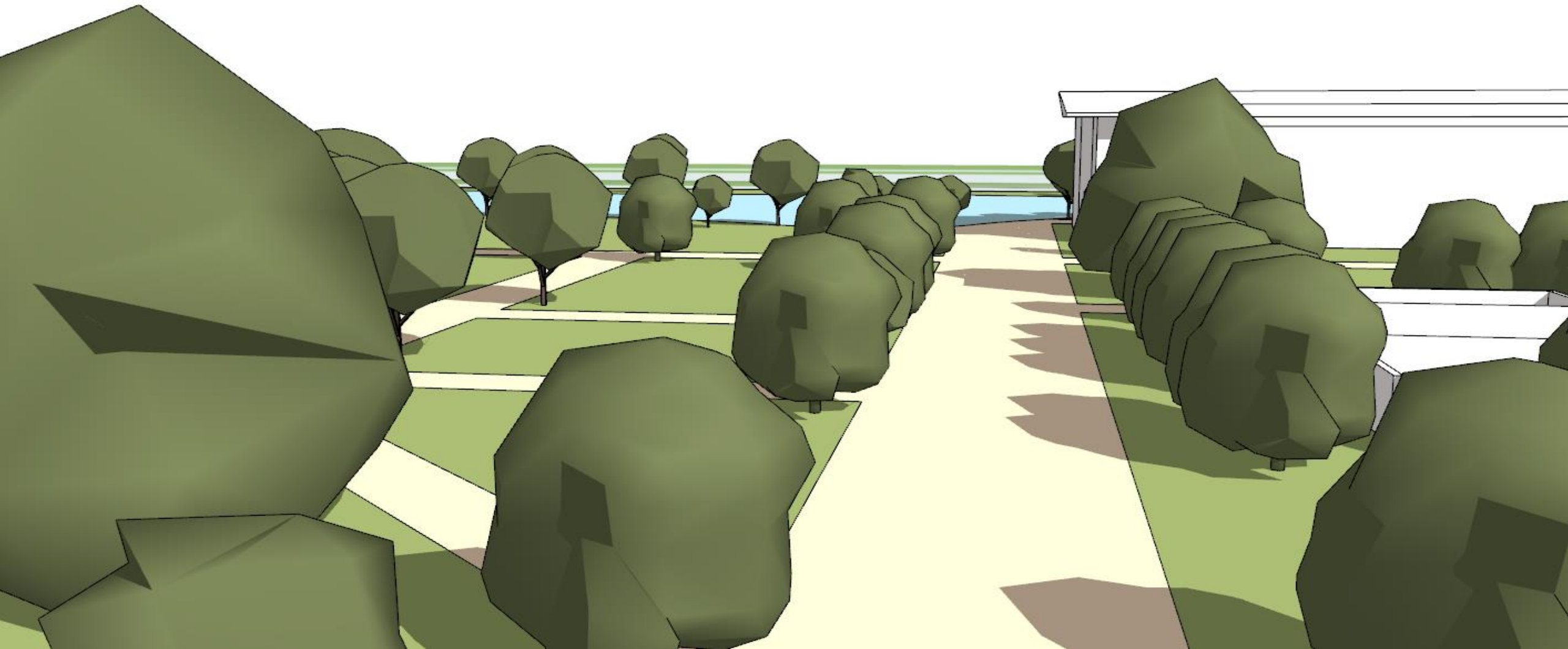
# Massing – View from Northeast



# Massing - From Monticello



# Massing - View to Lake



# Next Steps

- LAN in conjunction with COM provide revised target construction cost
- Confirm number of classrooms that can be accommodated in combined building option
- Confirm number of offices that can be accommodated in combined building option

# Thank You!

Project Program Update – Board of  
Trustees Meeting

October 23, 2023

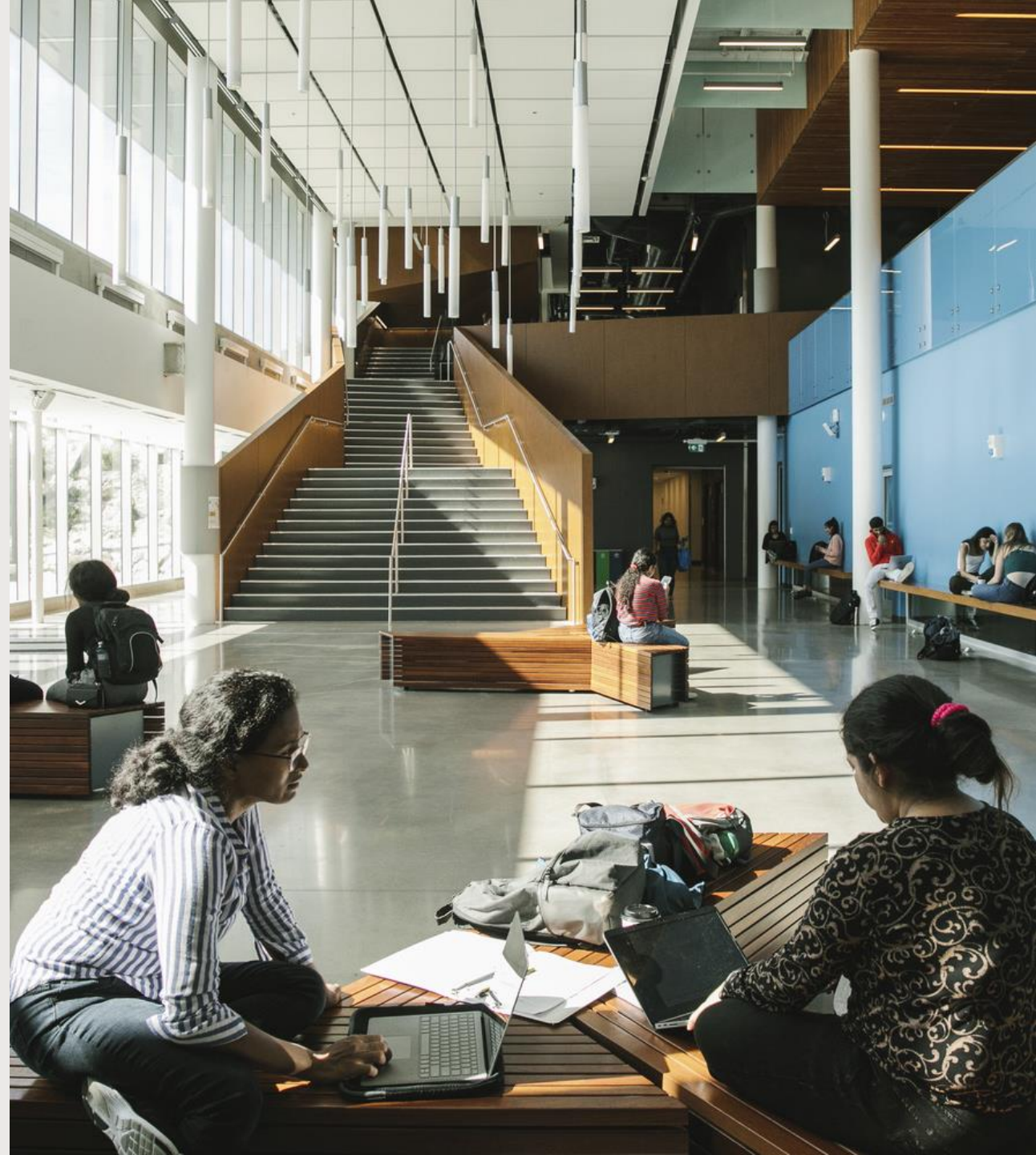


+



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**CANNONDESIGN**





PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Approval of contract 23-30: Construction Manager at Risk Services for the new Public Services Center

**FUNDING SOURCE:**

2023 Bond

**PURPOSE**

Provide Construction Manager at Risk Services for the construction of the new Public Services Center building under COM 2023 Bond.

**PROPOSED MOTION:**

**“I move the Board of Trustees approve award of contract # 23-30 to Durotech, Inc. for Construction Manager at Risk Services for the new Public Services Center for a not-to-exceed amount of \$54,391.00 for Pre-Construction Services, plus Construction Management fees (Construction Manager’s Fee of 2.94% of the actual Cost of the Work and General Conditions Fee of 4.73% of the actual Cost of the Work) to be paid with 2023 Bond Funds.”**

**BACKGROUND:**

On September 15, 2023, six (6) responses were received in response to a Request for Proposal (RFP) for Construction Manager at Risk (one-step) Services for the construction of the new Public Services Center. The Respondents were evaluated according to the published scoring criteria outlined in the RFP. Based on the published evaluation criteria, Durotech, Inc was the highest ranked proposer. Therefore, it is the COM Administration’s recommendation to award a contract to Durotech, Inc. for Pre-Construction and Construction Services for the new Public Services Center project. The Owner’s budget for the Cost of the Work is \$24,000,000.00. The subject procurement was solicited as an RFP in accordance with the Texas Government Code 2269 for Contracting and Delivery Procedures for Construction Projects.

**Attachments:**

1. LAN Cover Letter
2. RFP # 23-30 Evaluation Results



To: Dr. Warren Nichols, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 10, 2023

Re: Request for Proposal (RFP) # 23-30, Construction Manager at Risk Services for the new Public Services Center project – Evaluation Committee Results and Recommendation

**Background:** College of the Mainland (COM) elected to use Construction Manager at Risk as the contracting method for the new Public Services Center project.

**Selection Process:** Based on this direction, COM advertised a request for proposals for the Construction Manager at Risk Selection Process (One-Step). COM received proposals from six (6) interested firms on Friday September 15, 2023. As stated in the RFP, a selection committee comprised of COM Staff, RDLR Architects, and LAN reviewed the proposals and ranked them according to the criteria listed in the RFP. The result of the ranking is summarized below.

Firm Name	Ranking	Score
Durotech Inc.	1	93.16
Tellepsen Builders	2	89.84
Brookstone Construction	3	80.72
Pogue Construction Company, LP	4	79.68
Anslow-Bryant Construction, Ltd.	5	73.38
Turner Construction Company	6	69.69

**Recommendation:** LAN recommends the selection of Durotech, Inc. as the Best Value in response to RFP # 23-30. LAN also recommends approval of the negotiated contract with Durotech, Inc at the October 23, 2023 Board Meeting.

*CW Scheibe*

C.W. Scheibe, CCM, PMP  
Program Manager, LAN  
[cwscheibe@lan-inc.com](mailto:cwscheibe@lan-inc.com)  
mobile: (972) 890-3002



## RFP # 23-30, Public Services Center

Proposal Date and Time: 09/15/2023 at 2:00 P.M.

Recorded By: C.W. Scheibe

Architect: RDLR Architects

Program Manager: Lockwood, Andrews & Newnam, Inc.

### Construction Manager At Risk Proposal Evaluation

	Point Value (total/each)	Durotech Inc.	Tellepsen Builders	Turner Construction Company	Pogue Construction Company, LP	Brookstone Construction	Anslow-Bryant Construction, Ltd.
<b>1. Fee Proposal</b>	<b>25</b>						
Base Proposal: Owner's Budget for Cost of the Work Plus CMAR Fees		\$ 25,840,800	\$ 25,720,800	\$ 26,289,600	\$ 25,509,600	\$ 25,521,600	\$ 25,449,600
Points Awarded		<b>23.50</b>	<b>23.88</b>	<b>20.69</b>	<b>24.88</b>	<b>24.63</b>	<b>25.00</b>
<b>2. Evaluation Survey of Company References and Project Contacts</b>	<b>15</b>						
Points Awarded		12.96	11.96	3.00	15.00	4.79	6.38
<b>3. History of Company Performance</b>	<b>10</b>						
Points Awarded		9.70	9.20	8.20	7.20	9.10	7.40
<b>4. Demonstrated Company Skill With CMAR Concepts</b>	<b>30</b>						
Points Awarded		28.80	28.20	22.80	20.40	25.60	21.00
<b>5. Similar Company Project Experience and Qualifications</b>	<b>10</b>						
Points Awarded		9.10	8.00	7.30	5.60	8.40	6.20
<b>6. Similar Individual Personnel Project Experience and Qualifications</b>	<b>10</b>						
Points Awarded		9.10	8.60	7.70	6.60	8.20	7.40
<b>Total:</b>	<b>100</b>	<b>93.16</b>	<b>89.84</b>	<b>69.69</b>	<b>79.68</b>	<b>80.72</b>	<b>73.38</b>

<b>Rank</b>	<b>1</b>	<b>2</b>	<b>6</b>	<b>4</b>	<b>3</b>	<b>5</b>
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Owner's Budget for the Cost of the Work	\$ 24,000,000.00						
Respondent Construction Services Fee (%)		2.94%	2.45%	2.77%	2.50%	2.05%	2.00%
Respondent General Conditions Cost (%)		4.73%	4.72%	6.77%	3.79%	4.29%	4.04%
Base Proposal ((Owner's Budget for COW X CSF) + (Owner's Budget for COW X GCC)+Owner's Budget for COW)	\$	25,840,800.00	\$ 25,720,800.00	\$ 26,289,600.00	\$ 25,509,600.00	\$ 25,521,600.00	\$ 25,449,600.00
Respondent Pre-construction Cost (\$)	\$	54,391.00	\$ 20,000.00	\$ 77,777.00	\$ 25,000.00	\$ 29,500.00	\$ 55,000.00



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Approval of Design Development for the Welding Building Addition/Renovation & Industrial Education Building Renovation Project

**FUNDING SOURCE:**

2023 Bond

**PURPOSE**

Approve the Design Development for the Welding Building Addition/Renovation & Industrial Education Building Renovation Project, allowing Joiner Architects to proceed to the Construction Document Phase.

**PROPOSED MOTION:**

**“I move the Board of Trustees approve the Design Development for the Welding Building Addition/Renovation & Industrial Education Building Renovation, as presented and attached.”**

**BACKGROUND:**

Joiner Architects began design for the Welding Building Addition/Renovation and Industrial Education Renovation Projects on August 8, 2023. Joiner presented the Design Development to COM on October 18, 2023. LAN and the COM Administration recommend approval of the Design Development documents so that Joiner Architects can proceed to the next phase of design, Construction Documents.

**Attachments:**

1. LAN Cover Letter
2. Design Development Presentation



**Lockwood, Andrews  
& Newnam, Inc.**  
A LEO A DALY COMPANY

To: Dr. Warren Nichols, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 10, 2023

Re: Design Development Approval for the Welding Building Addition/Renovation & Industrial Education Building Renovation Project

**Background:** The Schematic Design Presentation was approved by the COM Board of Trustees on September 25, 2023. Joiner Architects moved to the next phase of design (Design Development). Joiner Architects submitted their Design Development documents for COM and LAN review on September 5, 2023.

LAN has reviewed the Design Development documents and recommends COM approve the Design Development documents, allowing Joiner Architects to proceed to the next phase of design, which is the creation of the Construction Documents.

*CW Scheibe*

C.W. Scheibe, CCM, PMP  
Program Manager, LAN  
[cwscheibe@lan-inc.com](mailto:cwscheibe@lan-inc.com)  
mobile: (972) 890-3002

**WELDING BUILDING & INDUSTRIAL EDUCATION BUILDING**



# Table of Contents



## Administration

## Acknowledgement

Anticipated Project Schedule	1
Site Aerial Image	2
Area of Work Site Plan	3
Area of Work Landscape Plan	4
Welding Building Demolition Plan	5
Welding Building Floor Plan	6
Welding Building Phasing Plan	7
Welding Building Roof Plan	8
Welding Building Exterior Elevations	9
Welding Building Wall Sections	10-11
Welding Building Reflected Ceiling Plan	12
Welding Building Program of Spaces	13
Welding Building Finish Schedule	14
Welding Building Front Rendering	15
Welding Building Interior Lobby Rendering	16
Welding Building Engineering Design Narratives	17
Welding Building Civil Site Plan	18
Welding Building Addition Foundation Plan	19
Welding Building Addition Roof Framing Plan	20
Welding Building Mechanical Plan	21
Welding Building Electrical Lighting Plan	22
Welding Building Electrical Power & Technology Plan	23

Welding Building Plumbing Plan	24
Welding Building Code Analysis	25
Industrial Education Building Demolition Plan	26
Industrial Education Building Floor Plan	27
Industrial Education Building Phasing Plan	28
Industrial Education Building Roof Plan	29
Industrial Education Building Exterior Elevations	30
Industrial Education Building Wall Sections	31
Industrial Education Building Reflected Ceiling Plan	32
Industrial Education Building Program of Spaces	33
Industrial Education Building Finish Schedule	34
Industrial Education Building Front Rendering	35
Industrial Education Building Engineering Design Narratives	36
Industrial Education Building Civil Site Plan	37
Industrial Education Building Mechanical Plan	38
Industrial Education Building Electrical Lighting Plan	39
Industrial Education Building Electrical Power & Tech Plan	40
Industrial Education Building Plumbing Plan	41
Industrial Education Building Code Analysis	42
Outline Specifications	43-62
Anticipated Project Cost	63
Meeting Minutes	64-72

## Board of Trustees

Mr. Donald G. Gartman	Board Chair
Ms. Dawn King	Vice-Chair
Ms. Melissa Skipworth	Secretary
Dr. William (Bill) McGarvey	Member
Mr. Kyle Dickson	Member
Mr. Alan Waters	Member
Dr. Verna Henson	Member

## Administration

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Dr. Jerry Fliger	Vice President for Instruction
Dr. Helen Brewer	Vice President for Student Services
Dr. David Wesse	Vice President for Fiscal Affairs
Dr. Lisa Watson	Vice President for Institutional Advancement & Director of COM Foundation
Mr. Bo Bacon	Director of Facility Services
Ms. Sonja Blinka	Director of Purchasing
Mr. Kermit Harris	Program Manager, Industrial Workforce Programs
Ms. Rebecca Montz	Dean of Instruction - Business & Industry, Health, Human and Consumer Science, & Public Safety
Ms. J. Paige Parrish	Dean, Continuing Education
Mr. William Roy	Safety Officer
Mr. Victor Woods	Welding Technology Program Coordinator

## Program Management

Mr. J.P. Grom, LAN	Vice President, Business Group Director
Ms. Paula Dmevich, LAN	Program Manager
Mr. C.W. Scheibe, LAN	Program Manager

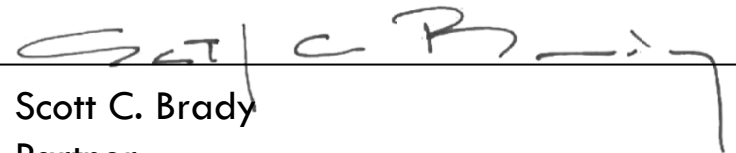
# Acknowledgment



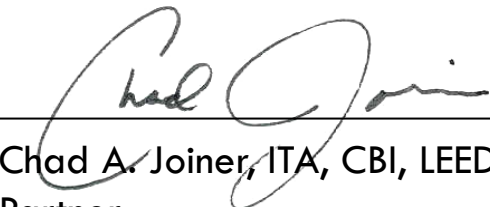
The Principals and staff of Joiner Architects wish to express our sincere appreciation to The College of the Mainland for allowing our Firm the opportunity to be involved in the design of the Renovations and Additions to the Welding Building and Industrial Education Building. It has been a pleasure thus far, and we look forward to a successful project!



Joby M. Copley, AIA  
Partner



Scott C. Brady  
Partner



Chad A. Joiner, ITA, CBI, LEED GREEN ASSOCIATE  
Partner

## Design Team

Architect \_\_\_\_\_ Joiner Architects  
Civil Engineer \_\_\_\_\_ PRD Land Development Services  
Surveyor \_\_\_\_\_ Fitz & Shipman  
Geotechnical Engineer \_\_\_\_\_ Raba Kistner  
Structural Engineer \_\_\_\_\_ Dally & Associates  
MEPT Engineer \_\_\_\_\_ DBR

# Anticipated Project Schedule

## DESIGN PHASES

Programming & Schematic Design Complete \_\_\_\_\_ September 25, 2023  
Design Development Complete \_\_\_\_\_ October 23, 2023  
Construction Documents Complete \_\_\_\_\_ March 25, 2024

## PROCUREMENT

Construction Manager at Risk Contract Approval \_\_\_\_\_ October 23, 2023  
Issue Construction Documents for Guaranteed Maximum Price \_\_\_\_\_ March 4, 2024  
Issue Construction Documents for Permitting \_\_\_\_\_ March 25, 2024  
Present Guaranteed Maximum Price to the Board of Trustees \_\_\_\_\_ April 22, 2024

## CONSTRUCTION PHASE

Issue Notice to Proceed & Begin Construction \_\_\_\_\_ May 18, 2024  
Permit Approval \_\_\_\_\_ July 25, 2024  
Substantial Completion & Owner Move-in \_\_\_\_\_ September 29, 2025

## PUNCH LIST/CLOSEOUT

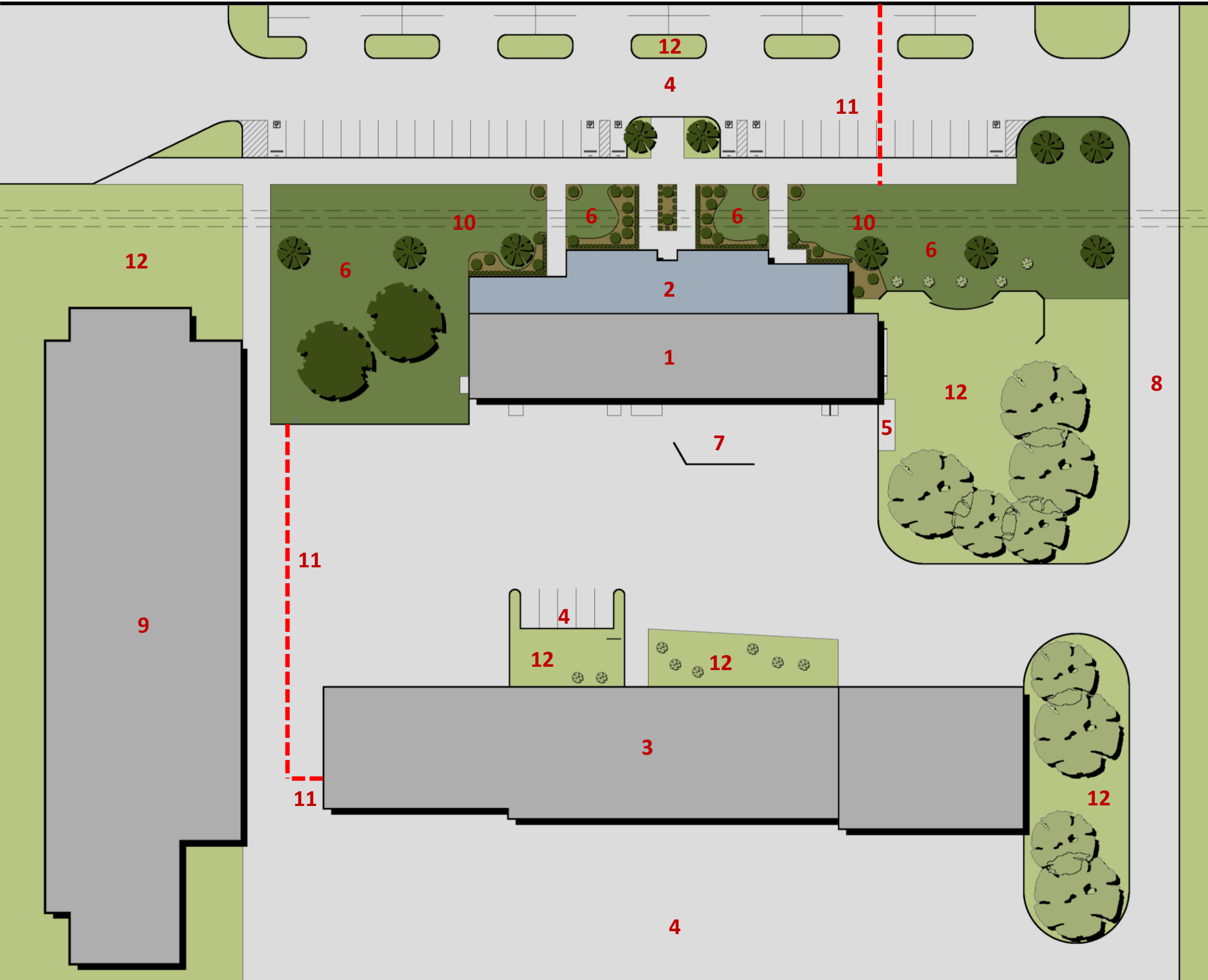
Project Closeout Complete \_\_\_\_\_ December 29, 2025

## WARRANTY PHASE

Warranty Phase Complete \_\_\_\_\_ September 29, 2026



# Area of Work Site Plan

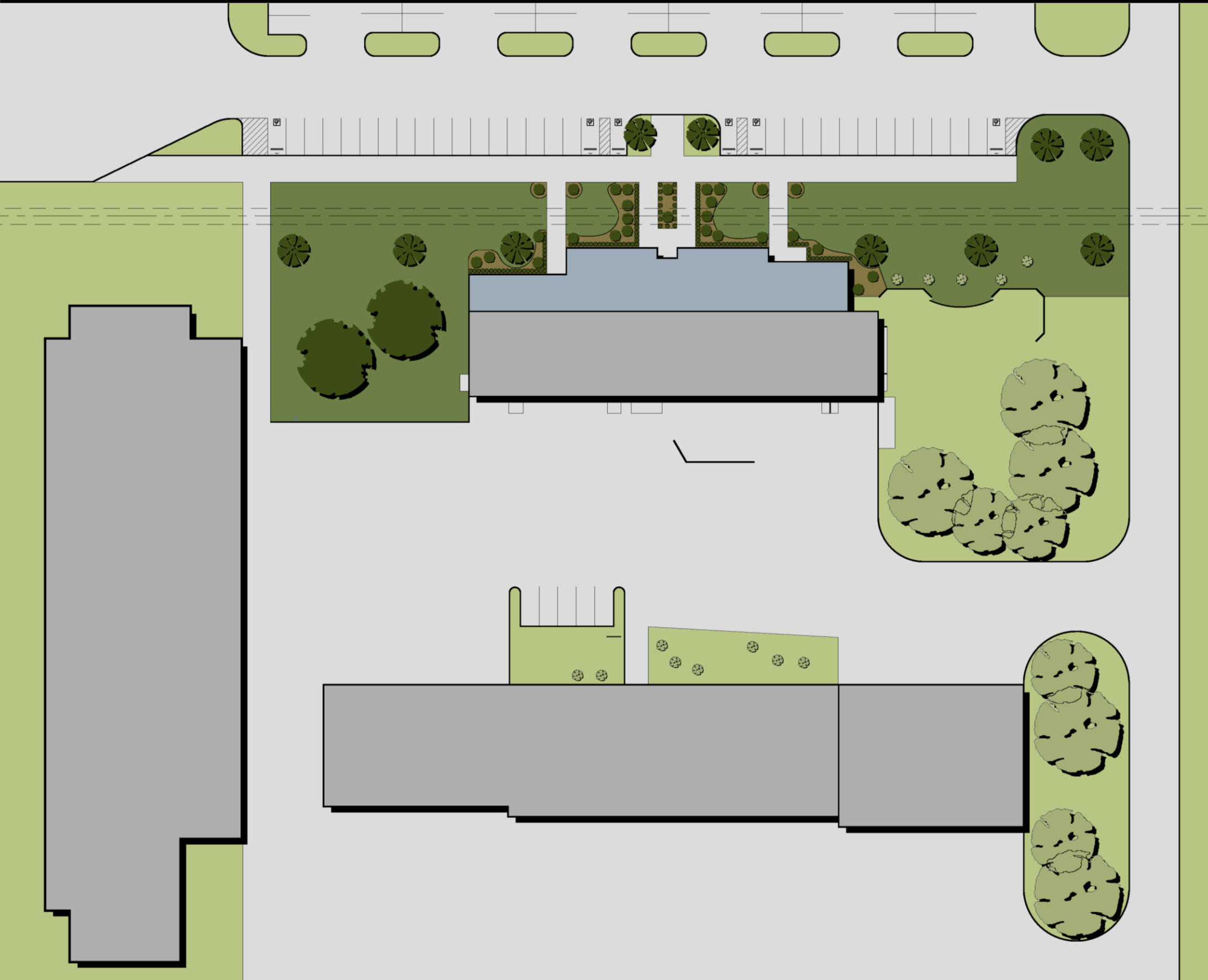


**LEGEND:**

- 1. EXISTING WELDING BUILDING
- 2. WELDING BUILDING 5,000 SF ADDITION
- 3. EXISTING INDUSTRIAL EDUCATION BUILDING
- 4. EXISTING PARKING LOT/PAVING
- 5. NEW PIPE RACK PAVED AREA
- 6. LANDSCAPING ENHANCEMENTS
- 7. EXISTING SERVICE YARD
- 8. EXISTING ACCESS DRIVE
- 9. EXISTING INDUSTRIAL CAREERS BUILDING
- 10. EXISTING OVERHEAD POWER LINE
- 11. REMOVE/REPLACE CONCRETE PAVING FOR NEW UNDERGROUND UTILITIES
- 12. EXISTING LANDSCAPING TO REMAIN



# Area of Work Landscape Plan



PLANT	QTY	DESCRIPTION
	2	LIVE OAK TREE (3" MIN. CALIPER, 102" TALL)
	28	GRAPE MYRTLE (MULTI-TRUNK MIN. 3 & MAX. 5, MIN. 3 FEET CLEAR TRUNK TO GROUND)
	10	VITEX, TEXAS LILAC (2" MIN. CALIPER, 102" TALL)
	100	SHRUBS (MIXED, DWARF YOUNG HOLLY, DWARF PITTOSPORUM, PINK MUHLY GRASS (1 GAL.))
	9	EXISTING LIVE OAK TREES
	13	EXISTING GRAPE MYRTLE TREES
		SOD (ST. AUGUSTINE) 2,000 SQ. YDS.
	40	GROUND COVER (PURPLE TRAILING LANTANA) (1 GALLON)

WELDING BUILDING & INDUSTRIAL EDUCATION BUILDING

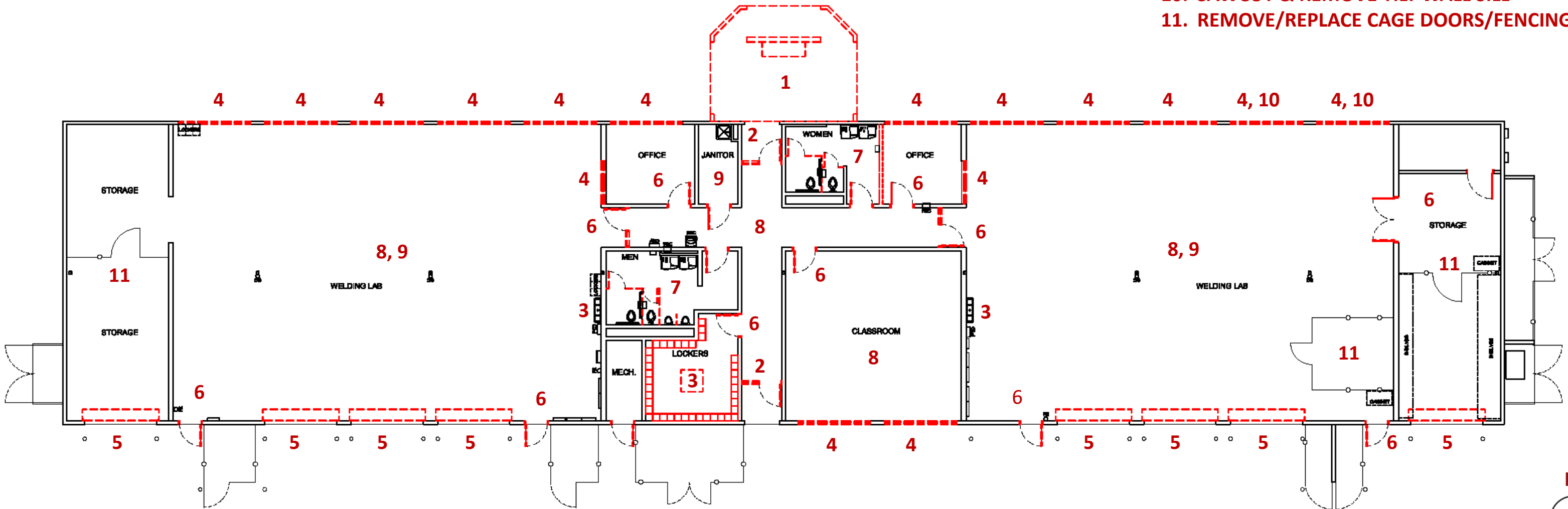
# Welding Building Demolition Plan

### GENERAL NOTES:

- ALL EXISTING FURNITURE AND EQUIPMENT IN AREAS OF WORK TO BE REMOVED BY COM PRIOR TO CONSTRUCTION.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES EXCEPT THOSE AT RESTROOMS THAT HAVE BEEN RECENTLY REPLACED.

### LEGEND:

1. REMOVE CONCRETE TILT WALL ENTRY
2. REMOVE STOREFRONT DOORS
3. REMOVE LOCKERS & EQUIPMENT
4. REMOVE/REPLACE ALL WINDOWS
5. REMOVE/REPLACE ALL OVERHEAD DOORS
6. REMOVE/REPLACE ALL DOORS/FRAMES
7. REMOVE/REPLACE ALL TOILET PARTITIONS
8. PREPARE ALL WALLS/STRUCTURE/FLOORS FOR NEW FINISHES THROUGHOUT BLDG
9. REMOVE/REPLACE PLUMBING FIXTURES
10. SAWCUT & REMOVE TILT WALL SILL
11. REMOVE/REPLACE CAGE DOORS/FENCING



# Welding Building Floor Plan

**GENERAL NOTES:**

- NEW FINISHES THROUGHOUT EXISTING BUILDING AND BUILDING ADDITION.
- NEW INTERIOR & EXTERIOR DOORS, FRAMES, HARDWARE, WINDOWS, INSULATED OVERHEAD DOORS.
- K13 SPRAYED ACOUSTICAL INSULATION AT EXPOSED STRUCTURE IN LABS AND ANCILLARY SPACES.
- NEW ELECTRICAL DEVICES, LED LIGHTING, SECURITY/ACCESS CONTROL, AND FIRE ALARM DEVICES THROUGHOUT.
- LOCKING SECURITY DOOR HARDWARE AT CLASSROOMS/LABS/OFFICES.
- WET PIPE FIRE SPRINKLER THROUGHOUT.
- ROLLER SHADES AT WINDOWS.
- ALL FURNITURE AND TECHNOLOGY EQUIPMENT BY COM.
- NEW CAGE FENCING/DOORS.

**LEGEND:**

1. NEW RESTROOM TOILET PARTITIONS
2. FULL HEIGHT CLASSROOM MARKER WALLS
3. ARTICULATING WELDING BOOTH VENT ARMS
4. REINFORCE EXISTING WELDING BOOTHS
5. ADD OXYGEN/C25/ARGON GASSES
6. ADD OXYGEN GAS
7. CLERESTORY WINDOWS
8. NEW LOCKERS
9. WOOD CABINETS & RESIDENTIAL APPLIANCES
10. SIX ADDITIONAL WELDING BOOTHS



# Welding Building Phasing Plan

LEGEND:

PHASE I

PHASE II

PHASE III



# Welding Building Roof Plan

**GENERAL NOTES:**

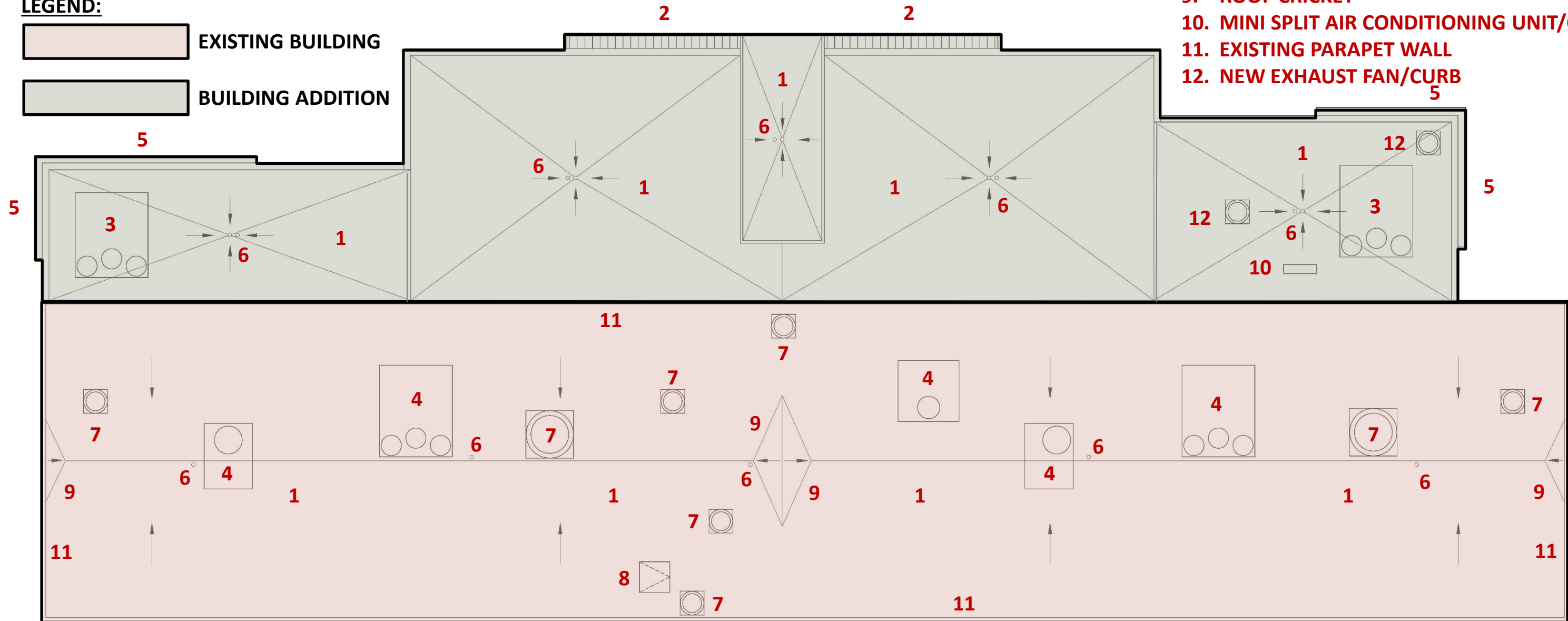
- REMOVE AND REPLACE ENTIRE ROOFING SYSTEM ABOVE STEEL ROOF DECKING AT EXISTING BUILDING.
- EXISTING ROOF MOUNTED HVAC EQUIPMENT SHALL BE REMOVED DUE TO ROOF REPLACEMENT SCOPE OF WORK. DISCONNECT EXISTING FEEDERS AND PULL WIRING/CONDUIT BACK TO NEAREST ACTIVE JUNCTION BOX. RECONNECT EXISTING HVAC ONCE REPLACED IN THEIR NEW LOCATIONS. PROVIDE NEW ROOF MOUNTED RECEPTACLES FOR HVAC EQUIPMENT TO MEET LATEST NEC EDITION.
- EXISTING ROOF TOP A/C UNITS TO BE REFURBISHED. REPLACE AND LUBRICATE BEARINGS, BLOWER, CABINET, COIL & DRAIN PAN. CLEAN AND BALANCE BLOWER WHEELS AND REPLACE FAN BELTS.
- PROVIDE ELECTRICAL FEEDERS & RECEPTACLES PER NEC TO NEW ROOF TOP HVAC EQUIPMENT.

**LEGEND:**

- 1. TWO-PLY HYBRID BUILT-UP ROOFING SYSTEM
- 2. ALUMINUM WINDOW CANOPY
- 3. NEW DX ROOF TOP AIR CONDITIONING UNIT
- 4. ROOF TOP A/C UNIT (REFURBISH/NEW CURB)
- 5. LOUVERED SCREEN WALL
- 6. INTERNAL ROOF DRAINS
- 7. REPLACE EXISTING EXHAUST FAN/CURB
- 8. EXISTING ROOF HATCH TO REMAIN
- 9. ROOF CRICKET
- 10. MINI SPLIT AIR CONDITIONING UNIT/CURB
- 11. EXISTING PARAPET WALL
- 12. NEW EXHAUST FAN/CURB

**LEGEND:**

- EXISTING BUILDING
- BUILDING ADDITION



# Welding Building Exterior Elevations

## GENERAL NOTES:

- BUILDING ADDITION VERTICAL SURFACES TO CONSIST OF BRICK VENEER, TWO COLORS OF INSULATED METAL WALL PANELS, PLASTER, AND LOUVERED RTU SCREEN WALLS. ALL COLORS TO MATCH SURROUNDING BUILDINGS.
- NEW WATERPROOF CONCRETE MASONRY COATINGS WITH COLORS MATCHING SURROUNDING BUILDINGS ON ALL EXISTING VERTICAL CONCRETE SURFACES.
- NEW EXTERIOR DOORS, WINDOWS, AND INSULATED OVERHEAD COILING DOORS.
- NEW EXTERIOR ELECTRICAL DEVICES & LED LIGHTING.



NORTH



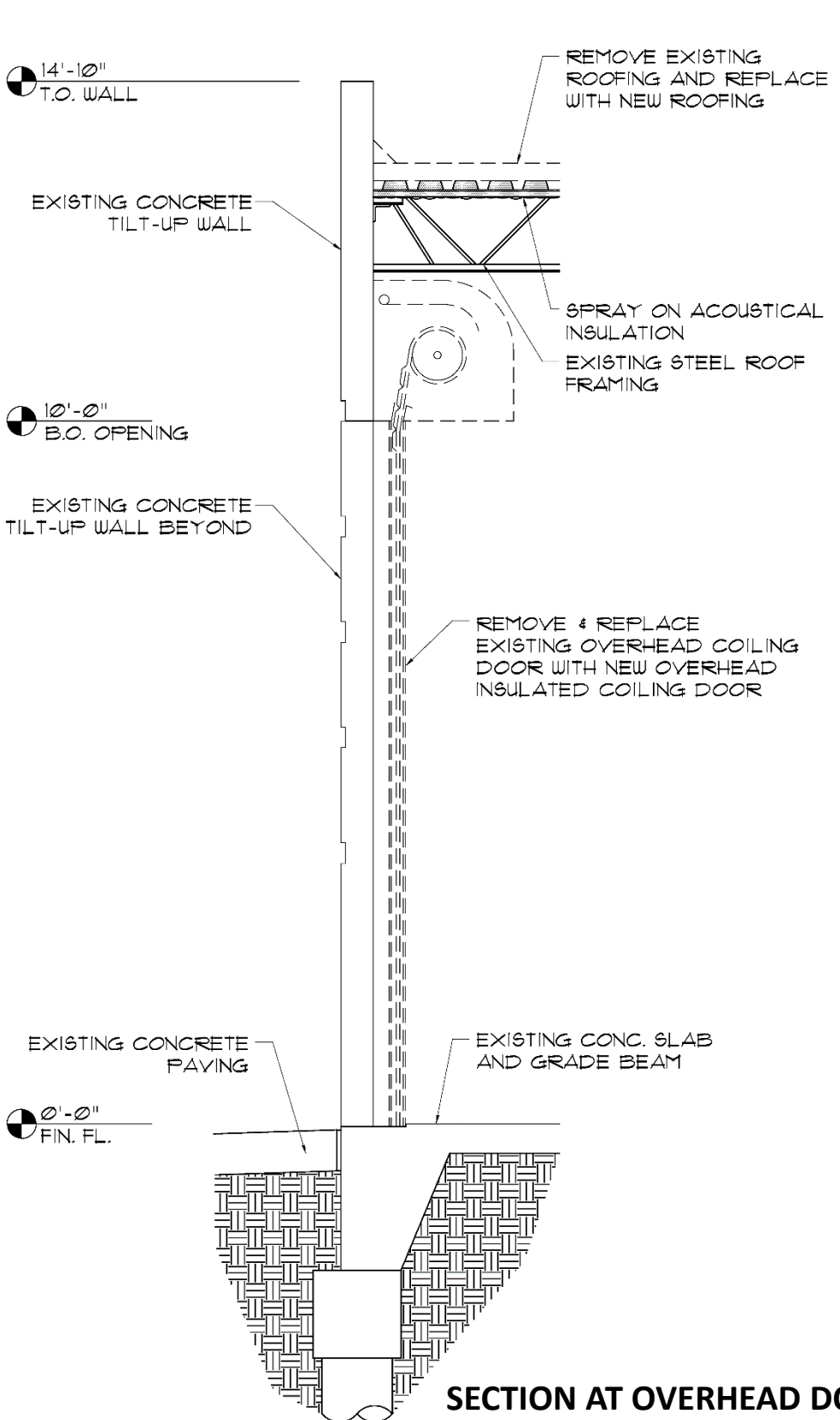
EAST

WEST

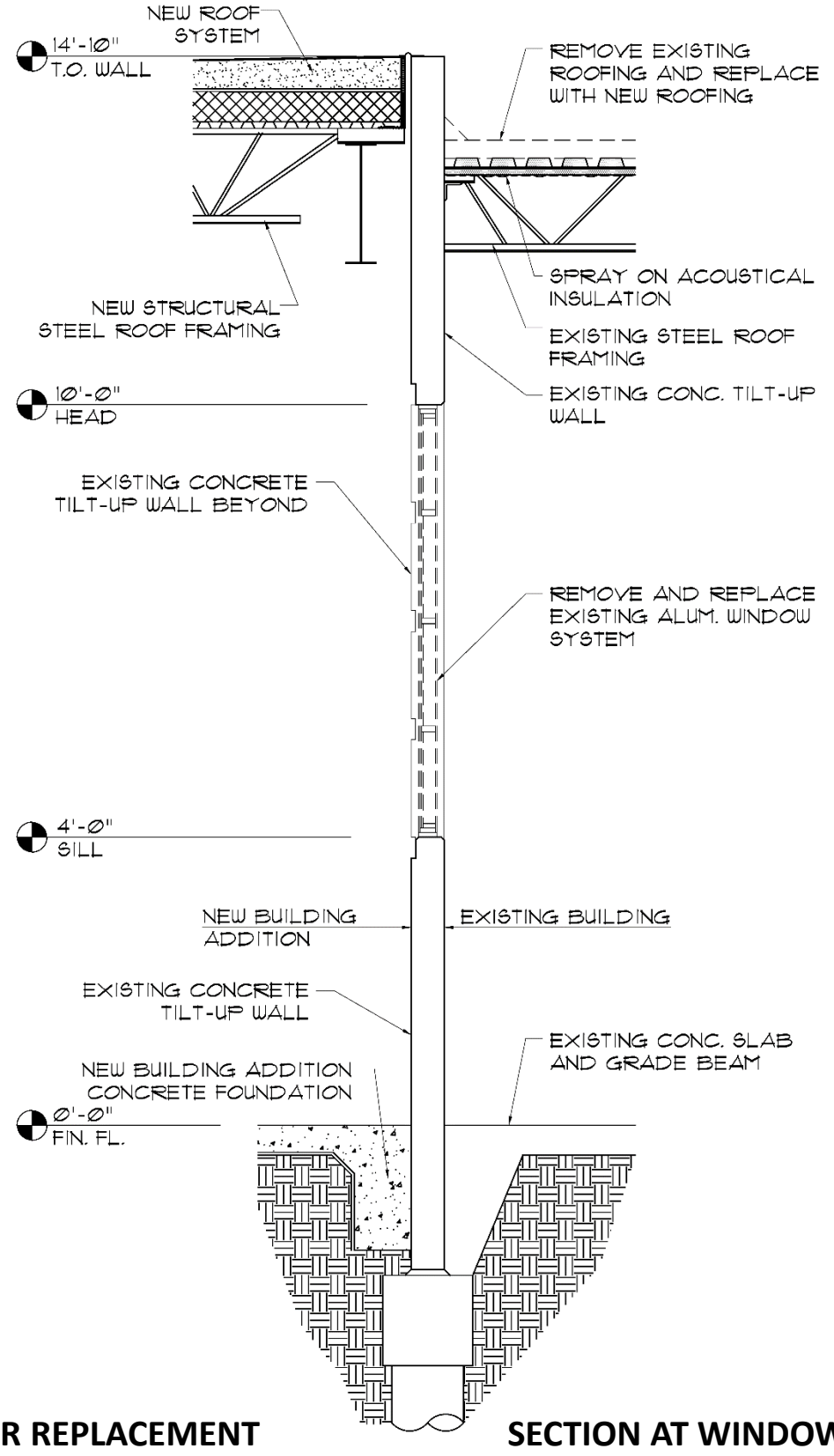


SOUTH

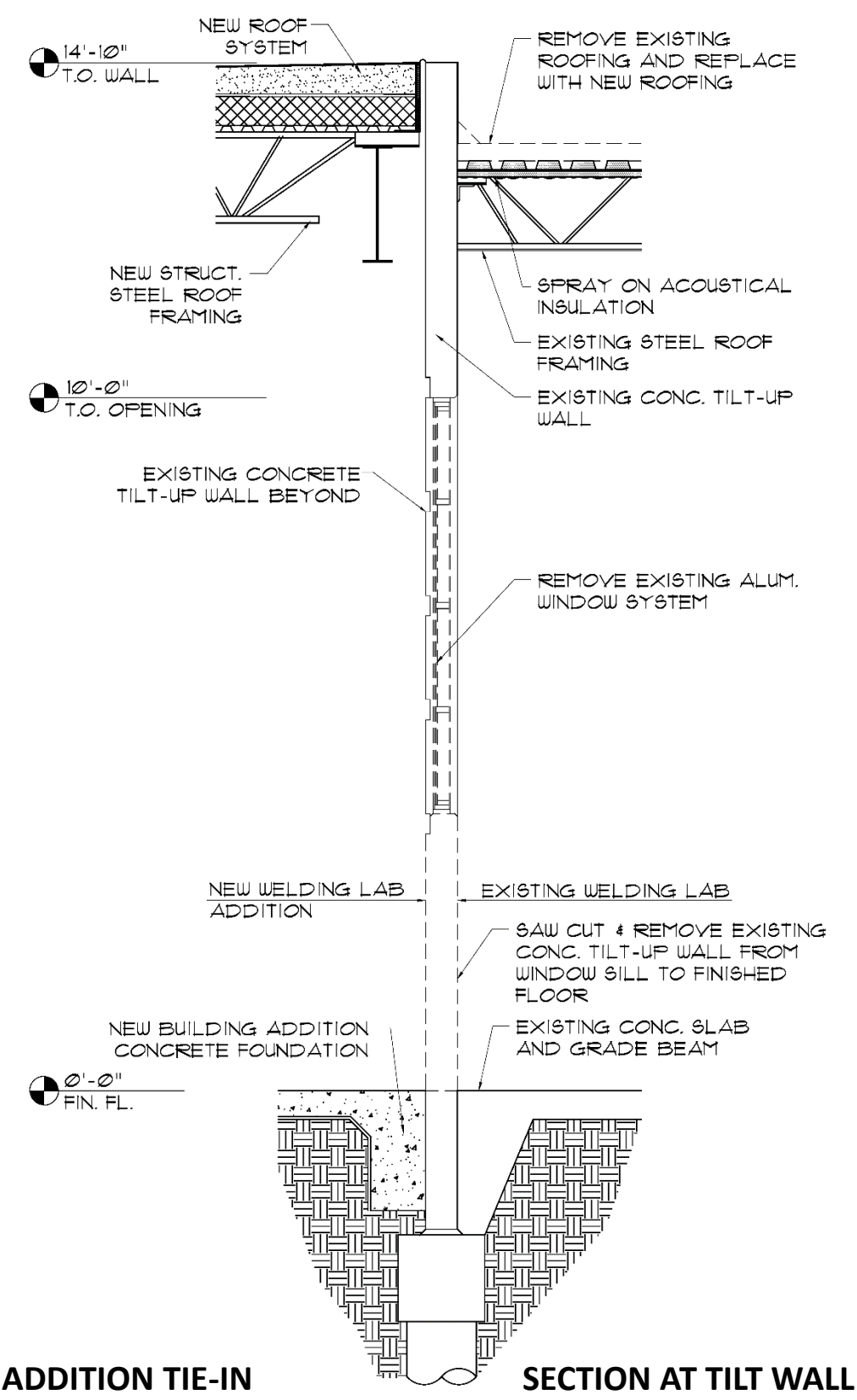
# Welding Building Wall Sections



SECTION AT OVERHEAD DOOR REPLACEMENT



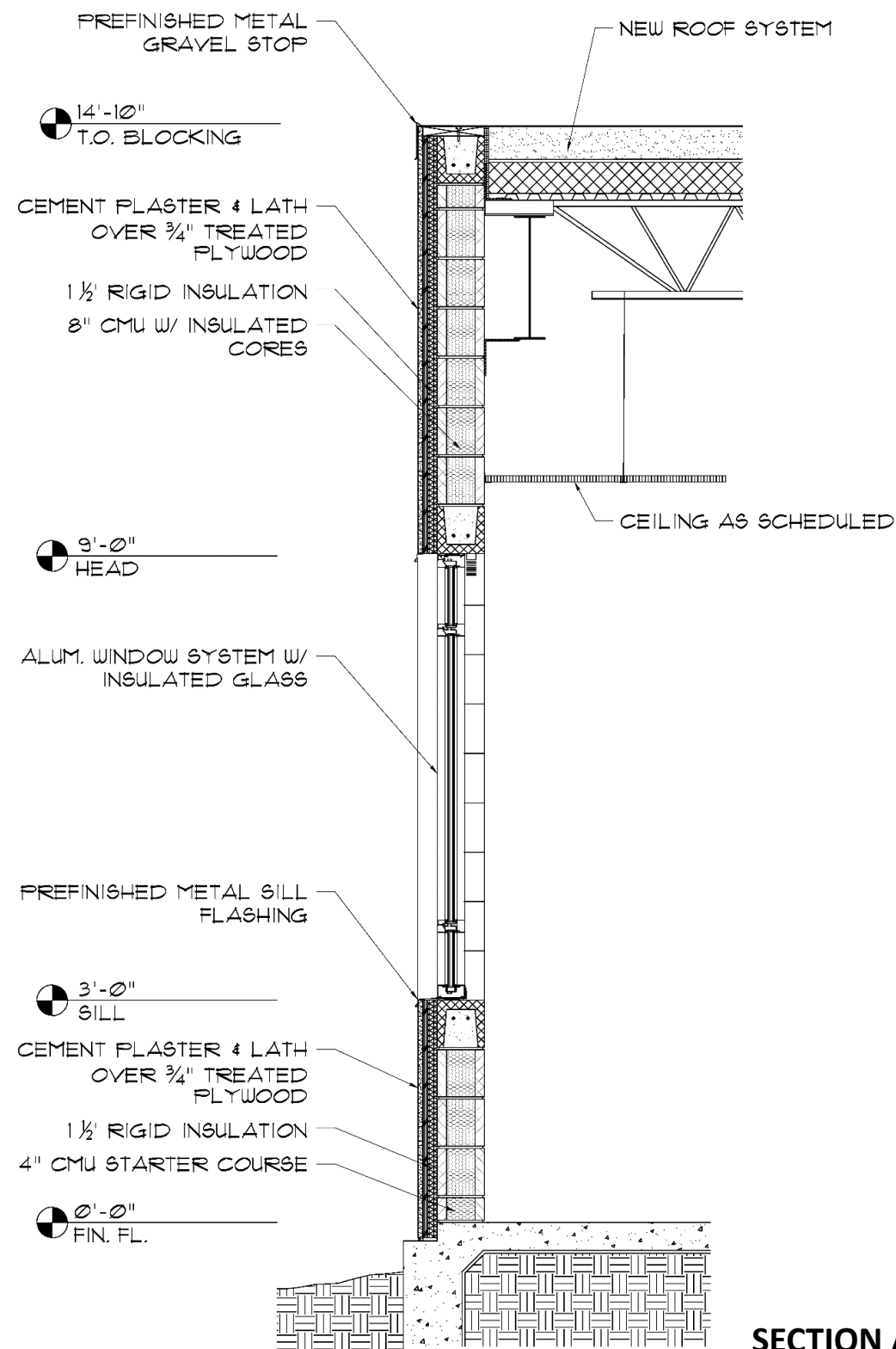
SECTION AT WINDOW & ADDITION TIE-IN



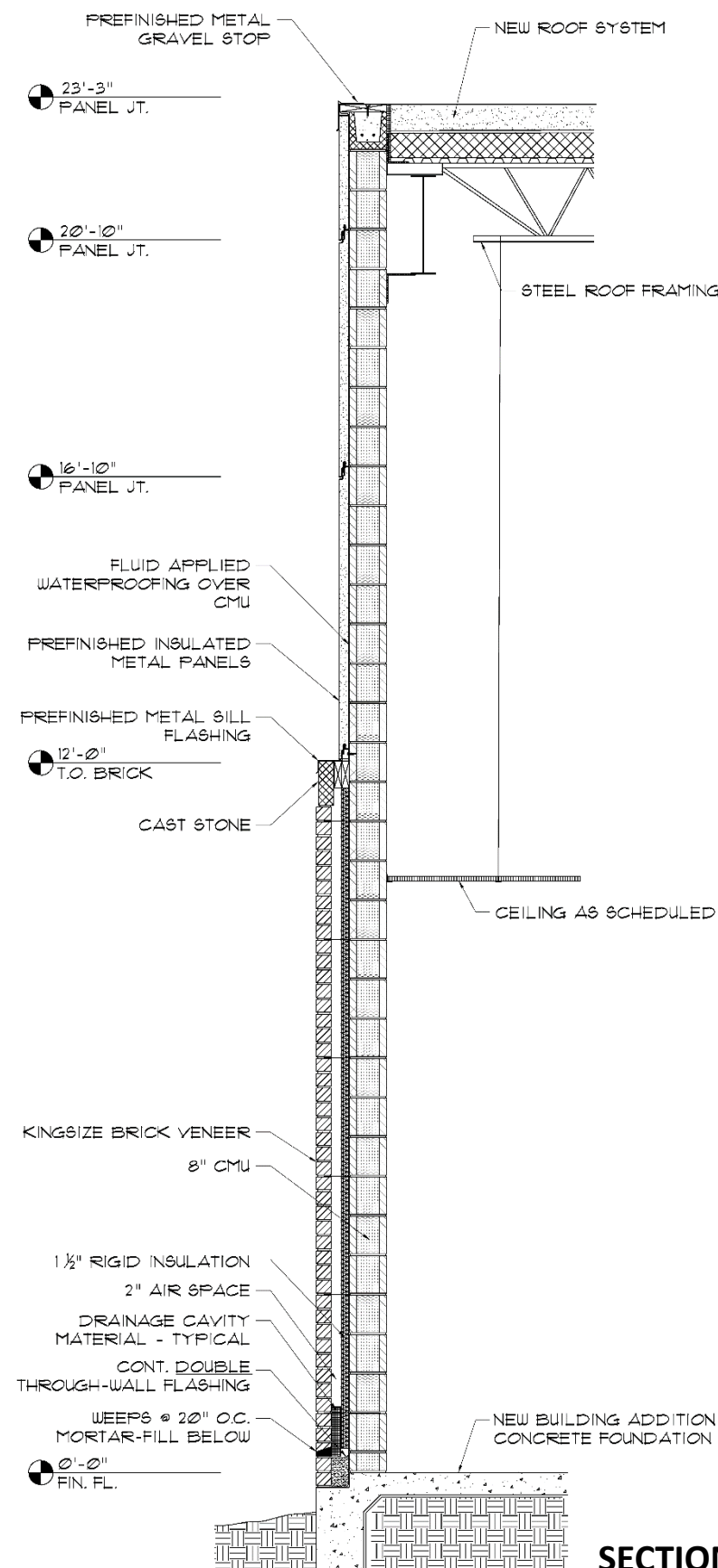
SECTION AT TILT WALL REMOVAL

WELDING BUILDING & INDUSTRIAL EDUCATION BUILDING

# Welding Building Wall Sections





SECTION AT ADDITION WINDOW



SECTION AT ADDITION EXTERIOR WALL

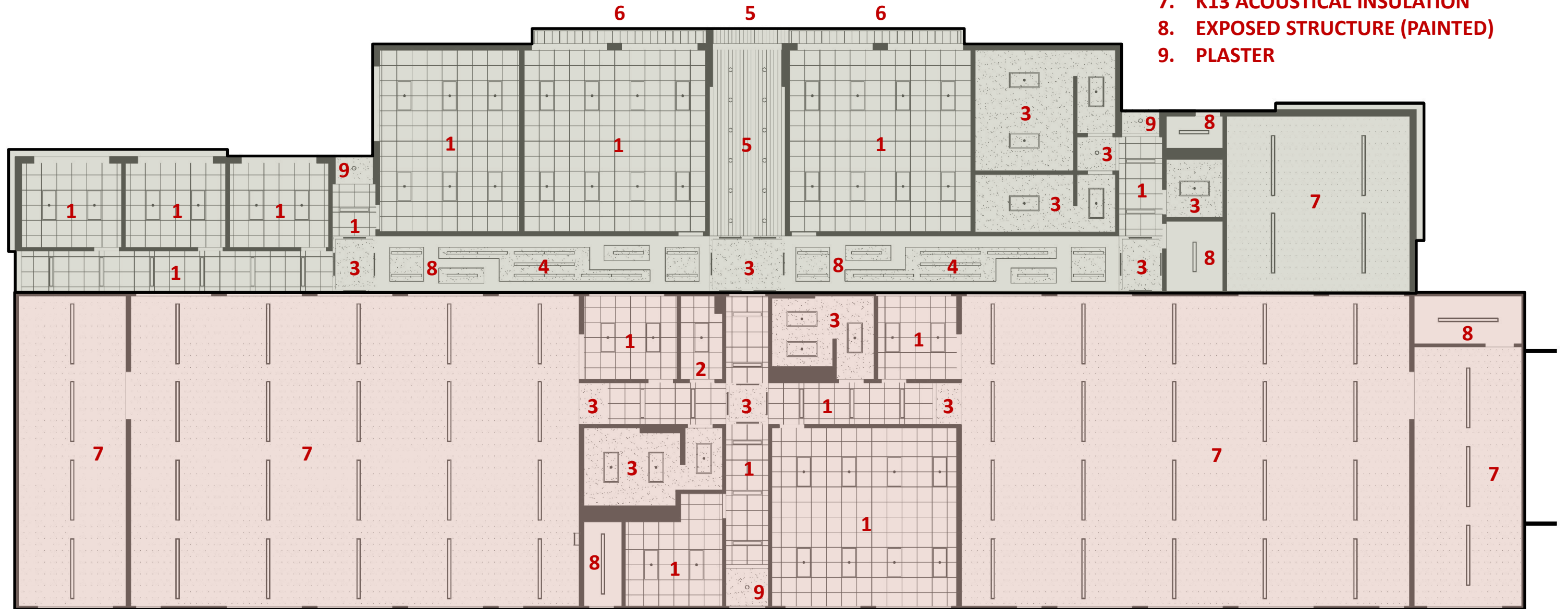
# Welding Building Reflected Ceiling Plan

**LEGEND:**

-  EXISTING BUILDING
-  BUILDING ADDITION

**LEGEND:**

- 1. 2X2 LAY-IN ACOUSTICAL CEILING
- 2. 2X2 LAY-IN ACOUST. CEILING (VINYL FACED)
- 3. PAINTED GYPSUM BOARD
- 4. WOOD VENEER ACOUSTICAL CLOUDS
- 5. PREFINISHED METAL PANELS
- 6. ALUMINUM SOFFIT PANELS
- 7. K13 ACOUSTICAL INSULATION
- 8. EXPOSED STRUCTURE (PAINTED)
- 9. PLASTER



# Welding Building Program of Spaces

SPACE	QTY	LENGTH	WIDTH	AREA (SF)
<b>Existing Building</b>				
Western Welding Lab	1	41'-1"	59'-5"	2,440
Storage	1	14'-3"	41'-1"	584
Office	1	11'-0"	12'-4"	136
Janitor	1	5'-6"	11'-0"	99
Men's Restroom	1	9'-8"	12'-9"	123
Women's Restroom	1	9'-4"	13'-6"	127
Computer Lab	1	11'-2"	12'-10"	165
Classroom	1	24'-6"	23'-8"	577
Office	1	10'-5"	11'-0"	115
Eastern Welding Lab	1	41'-4"	59'-4"	2,439
Storage	1	14'-3"	41'-1"	584
Electrical	1	14'-2"	6'-4"	90
Mechanical	1	5'-0"	11'-2"	50
<b>Subtotal</b>				<b>7,529</b>
<b>Circulation/Walls</b>				<b>810</b>
<b>Existing Building Total</b>				<b>8,339</b>
<b>Building Addition</b>				
Welding Lab Expansion	1	23'-4"	24'-3"	567
Unisex Restroom	1	7'-6"	7'-8"	58
Women's Locker Room	1	7'-8"	18'-6"	141
Men's Locker Room	1	12'-0"	16'-0"	208
Classroom	2	24'-2"	24'-2"	1,166
Breakroom	1	18'-6"	24'-2"	447
Office	3	11'-2"	13'-3"	441
Electrical	1	7'-6"	9'-6"	71
Fire Riser	1	4'-3"	7'-6"	32
<b>Subtotal</b>				<b>3,131</b>
<b>Circulation/Walls</b>				<b>1,858</b>
<b>Building Addition Total</b>				<b>4,989</b>
<b>TOTAL AREA</b>				<b>13,328</b>

# Welding Building Finish Schedule

SPACE	QTY	FLOOR	WALL BASE	WALLS	CEILING	CEILING HT.	COMMENTS
<b>Existing Building</b>							
Western Welding Lab	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Storage	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Office	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
Janitor	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Scrubbable Ceiling Tile/Epoxy Paint
Men's Restroom	1	Ceramic Tile	Ceramic Tile	Ceramic Tile	Painted Gyp Bd	9'	Multi-Color Ceramic Tile
Women's Restroom	1	Ceramic Tile	Ceramic Tile	Ceramic Tile	Painted Gyp Bd	9'	Multi-Color Ceramic Tile
Computer Lab	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Marker Board
Classroom	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Vinyl Marker Wall at Teaching Wall
Office	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
Eastern Welding Lab	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Storage	1	Polished Conc.	4" Vinyl	Paint	Acoustical Insul.	N/A	
Electrical	1	Polished Conc.	None	Paint	Painted Struct.	N/A	
Mechanical	1	Polished Conc.	None	Paint	Painted Struct.	N/A	
Corridors	2	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
<b>Building Addition</b>							
Welding Lab Expansion	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Unisex Restroom	1	Ceramic Tile	Ceramic Tile	Ceramic Tile	Painted Gyp Bd	9'	Multi-Color Ceramic Tile
Women's Locker Room	1	Polished Conc.	4" Vinyl	Paint	Painted Gyp Bd	9'	Prefinished Metal Lockers
Men's Locker Room	1	Polished Conc.	4" Vinyl	Paint	Painted Gyp Bd	9'	Prefinished Metal Lockers
Classroom	2	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Vinyl Marker Wall at Teaching Wall
Breakroom	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Plam Faced Cabinets & Solid Surface Ctop
Office	3	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
Electrical	1	Polished Conc.	None	Paint	Painted Struct.	N/A	
Fire Riser	1	Polished Conc.	None	Paint	Painted Struct.	N/A	
Lobby	1	Polished Conc.	4" Vinyl	Paint	Prefin. Metal	26'	
Clerestory Corridor	1	Polished Conc.	4" Vinyl	Paint	Acoust.Clouds	19'	Paint Exposed Structure Between Clouds
Corridors	2	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	

# Welding Building Front Rendering



# Welding Building Interior Lobby Rendering



## CIVIL ENGINEERING:

- RAINWATER WILL BE COLLECTED VIA ROOF DRAINS, AND CONVEYED TO THE REGIONAL DETENTION SYSTEM. EXPANSION OF THE DETENTION SYSTEM IS CURRENTLY BEING STUDIED AND WILL BE PROVIDED AS REQUIRED BY RELEVANT CRITERIA.
- THE AREA AROUND THE BUILDING ADDITION AND NEW DOOR LOCATIONS SHALL BE REGRADED TO ENSURE COMPLIANT ACCESSIBLE PATHS.
- A NEW 8" FIRE WATER LINE SHALL BE PROVIDED TO SERVICE THE BUILDING EXPANSION AND FIRE SPRINKLER SYSTEM. NEW WATER LINES WILL BE TAPPED FROM THE NEAREST WATER MAIN LOCATED WITHIN THE CAMPUS AND CONNECTED TO THE BUILDING.

## STRUCTURAL ENGINEERING:

- BUILDING ADDITION:
  - CONCRETE SLAB-ON-GRADE FOUNDATION WITH FOOTINGS PER THE GEOTECHNICAL RECOMMENDATIONS.
  - STEEL COLUMNS, BEAMS AND JOISTS, AND 1.5" METAL "B" DECK.
  - WIND BRACING AND MOMENT FRAMES AS REQUIRED BY CODE.
  - STEEL FRAMED ROOF TOP AIR CONDITIONING UNIT SCREEN WALLS.
  - CONCRETE MASONRY UNIT INTERIOR AND EXTERIOR WALLS TO MATCH EXISTING.

## MECHANICAL ENGINEERING:

- EXISTING HVAC EQUIPMENT SHALL REMAIN AND BE MODIFIED BASED ON NEW INTERIOR LAYOUTS.
- TWO NEW ROOF MOUNTED DX UNITS SHALL BE PROVIDED FOR THE BUILDING ADDITION.
- NEW WELDING BOOTH SCRUBBERS SHALL BE PROVIDED IN THE WELDING BOOTH EXPANSION TO MATCH EXISTING UNITS.
- NEW AND EXISTING WELDING BOOTHS SHALL BE PROVIDED WITH ARTICULATING "SNORKEL" TYPE CAPTURE ARM.
- NEW EQUIPMENT TO BE INTEGRATED INTO EXISTING BUILDING AUTOMATION SYSTEM.

## PLUMBING ENGINEERING:

- PROVIDE A NEW AUTOMATIC WET SPRINKLER SYSTEM IN THE EXISTING BUILDING AND BUILDING ADDITION.
- ADDITIONAL WELDING GAS PIPING WILL NEED TO BE ADDED. SYSTEM SHALL BE MANIFOLDED TO EXTERIOR CYLINDERS.
- PROVIDE NEW WALL MOUNTED WATER CLOSET AND LAVATORY, AND FLOOR DRAIN AT NEW STAFF RESTROOM.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES, EXCEPT THOSE AT RESTROOMS WHICH WERE RECENTLY REPLACED.

## ELECTRICAL & TECHNOLOGY ENGINEERING:

- THE EXISTING ELECTRICAL GEAR AND DEVICES SHALL BE REPLACED AS THEY HAVE REACHED THE END OF USEFUL LIFE.
- THE EXISTING LIGHTING SHALL BE REPLACED WITH NEW LED LIGHTING THROUGHOUT THE FACILITY.
- NEW LIGHTING AT THE ADDITION SHALL BE LED THROUGHOUT.
- THE EXISTING FIRE ALARM SHALL BE REPLACED WITH NEW CAMPUS STANDARD.
- ACCESS CONTROL TO BE PROVIDED TO ALL EXTERIOR DOORS.
- CAT 6 DATA CABLE AND WIRELESS ACCESS POINTS THROUGHOUT.
- CLASSROOM TEACHER'S STATION SHALL HAVE AUDIO/VIDEO INTERFACE TO OVERHEAD PROJECTOR.

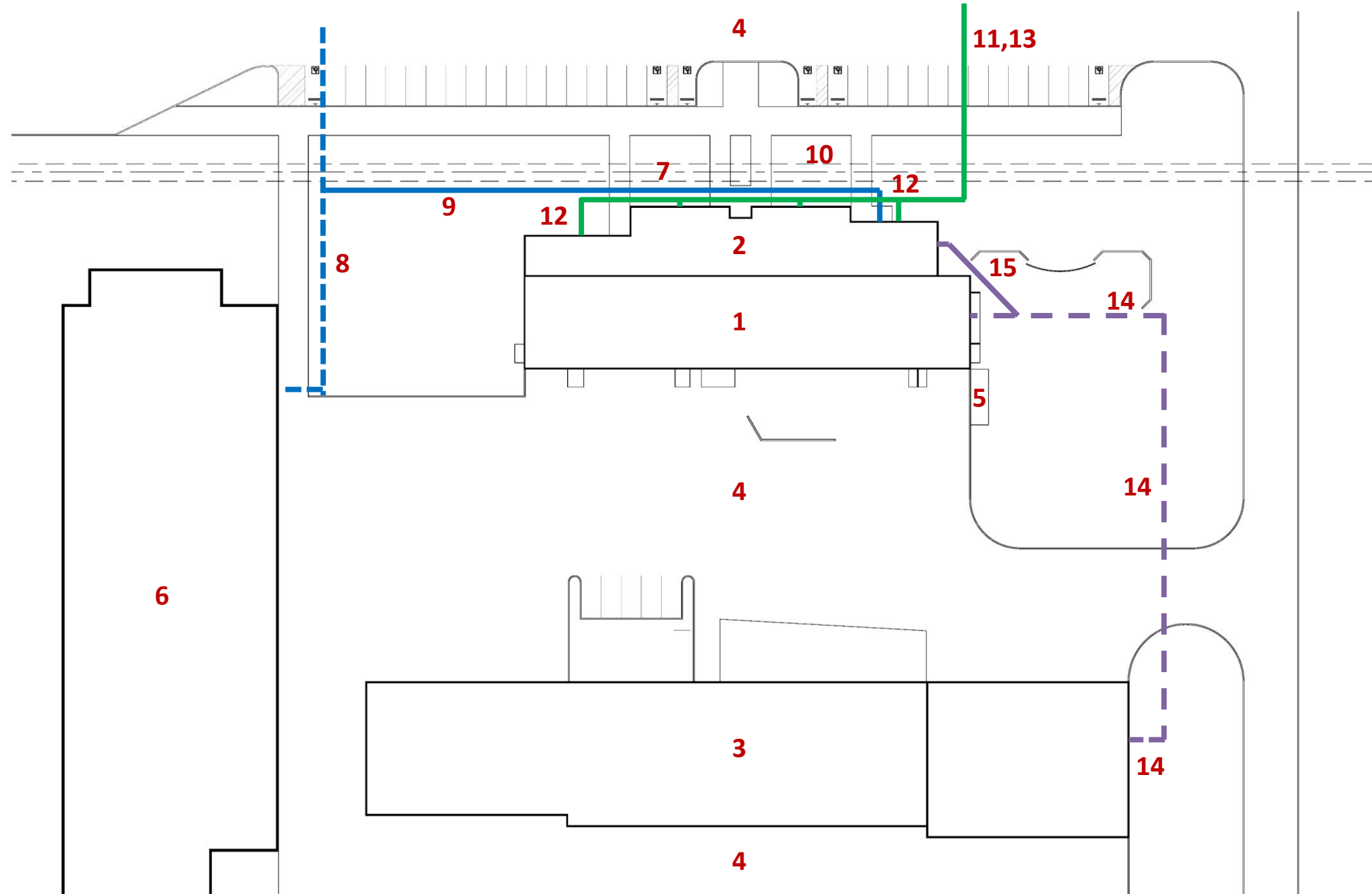
# Welding Building Civil Site Plan

### GENERAL NOTES:

- ADDITIONAL STORM WATER DETENTION SHALL BE REQUIRED, AND IS CURRENTLY BEING STUDIED CAMPUS WIDE. EXPANSION OF THE DETENTION SYSTEM WILL BE REQUIRED AT A RATE OF 0.75 AC-FT/AC OF ADDITIONAL IMPERVIOUS COVER, AS REQUIRED BY GCDD2 CRITERIA. THIS COMES OUT TO A TOTAL OF ~0.1 AC-FT OF ADDITIONAL DETENTION. THERE MAY BE EXCESS VOLUME IN THE EXISTING SYSTEM THAT COVERS THIS REQUIREMENT, BUT THAT HAS NOT YET BEEN CONFIRMED.

### LEGEND:

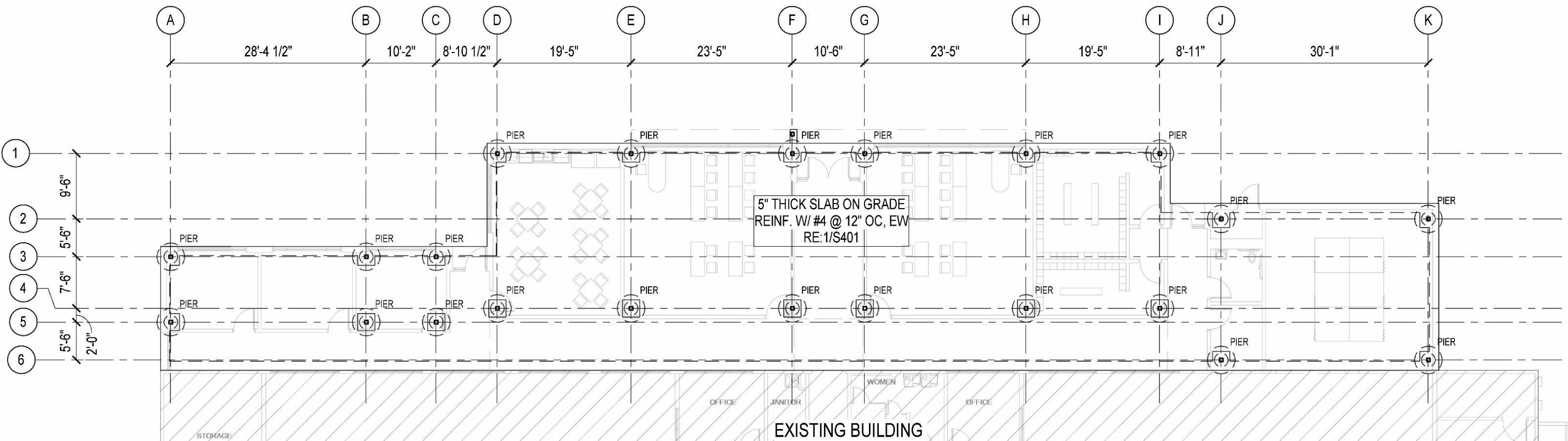
- 1. EXISTING WELDING BUILDING
- 2. WELDING BUILDING 5,000 SF ADDITION
- 3. EXISTING INDUSTRIAL EDUCATION BUILDING
- 4. EXISTING PARKING LOT/PAVING
- 5. NEW PIPE RACK PAVED AREA
- 6. EXISTING INDUSTRIAL CAREERS BUILDING
- 7. EXISTING OVERHEAD POWER LINE
- 8. EXISTING 12" FIRE WATER LINE
- 9. PROPOSED 8" FIRE WATER LINE
- 10. REGRADE AREA TO ACCOMMODATE ADDITION
- 11. PROPOSED 12" STORM SEWER
- 12. PROPOSED ROOF DRAIN CONNECTIONS
- 13. REMOVE/REPLACE CONCRETE PAVING FOR NEW STORM SEWER TIE-IN
- 14. EXISTING SANITARY SEWER LINE
- 15. PROPOSED SANITARY SEWER LINE



# Welding Building Addition Foundation Plan

### GENERAL NOTES:

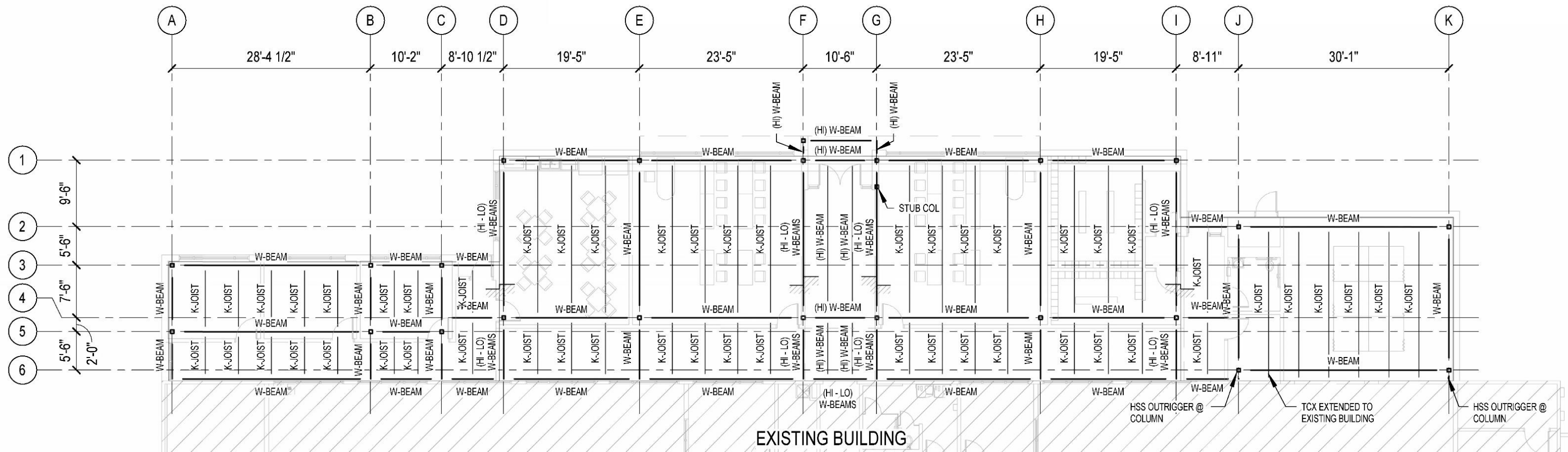
- CONCRETE SLAB-ON-GRADE FOUNDATION WITH FOOTINGS PER THE GEOTECHNICAL RECOMMENDATIONS.
- SUBGRADE PREPARATION AND COMPACTION PER GEOTECHNICAL RECOMMENDATIONS.



# Welding Building Addition Roof Framing Plan

**GENERAL NOTES:**

- STEEL COLUMNS, BEAMS AND JOISTS, AND 1.5" METAL "B" DECK.
- WIND BRACING AND MOMENT FRAMES AS REQUIRED BY CODE.
- STEEL FRAMED ROOF TOP AIR CONDITIONING UNIT SCREEN WALLS.
- CONCRETE MASONRY UNIT INTERIOR AND EXTERIOR WALLS TO MATCH EXISTING.



N



# Welding Building Mechanical Plan

### GENERAL NOTES:

- EXISTING ROOF TOP A/C UNITS TO BE REFURBISHED. REPLACE AND LUBRICATE BEARINGS, BLOWER, CABINET, COIL & DRAIN PAN. CLEAN AND BALANCE BLOWER WHEELS AND REPLACE FAN BELTS.
- SEE ARCHITECTURAL ROOF PLAN FOR EXISTING HVAC EQUIPMENT TO BE REMOVED AND REPLACED.
- INTEGRATE ALL NEW HVAC EQUIPMENT INTO CURRENT CAMPUS BUILDING AUTOMATION SYSTEM.
- ALL EXISTING SPACES WITH LAY-IN CEILING TO BE REMOVED SHALL RECEIVE NEW HVAC GRILLES/DEVICES.
- ALL EXISTING HVAC DUCTWORK TO REMAIN. CLEAN DUCTWORK AND REPLACE INSULATION AS REQUIRED.

### LEGEND:

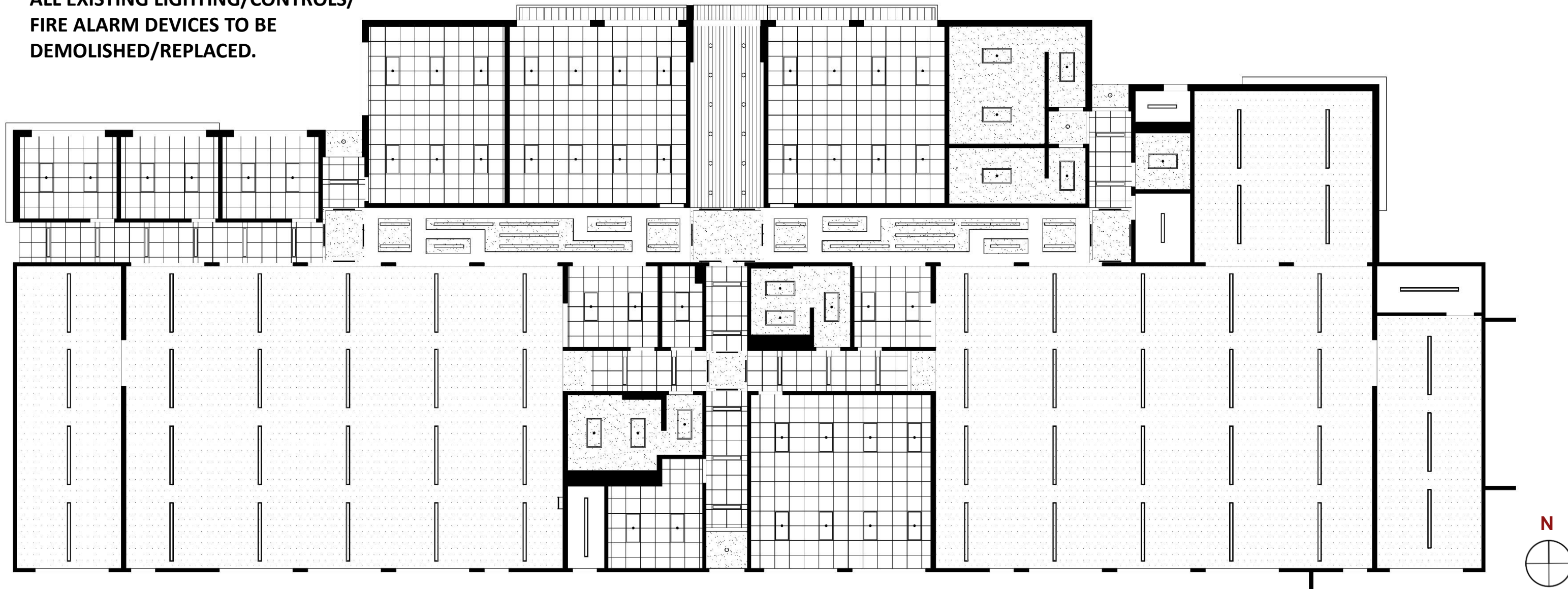
- 1. FAN BOX AND DUCT RUN
- 2. WALL MOUNTED MINI-SPLIT A/C UNIT
- 3. ELECTRIC UNIT HEATER
- 4. WELDING BOOTH EXHAUST AIR SCRUBBERS
- 5. REPLACE EXISTING WELDING BOOTH EXTRACTION DEVICES
- 6. INCREASE AIR FLOW IN SPACE



# Welding Building Electrical Lighting Plan

## GENERAL NOTES:

- ALL NEW LIGHTING TO BE LED (TROUGHER-TYPE AT LAY-IN CEILINGS) WITH DUAL TECHNOLOGY OCCUPANCY SENSORS (ULTRASONIC AT RESTROOMS).
- TEACHING SPACES TO HAVE DIMMERS FOR EACH ZONE AT TEACHING WALL AND GENERAL LIGHTING.
- SET ROOM CONTROLLERS TO MANUAL-ON/AUTO-OFF. SET CORRIDORS/RESTROOMS TO AUTO-ON/AUTO OFF WITH MANUAL OFF OVERRIDE & ENTRY SWITCH CONTROL.
- LABS TO HAVE LINEAR MEDIUM BAY FIXTURES WITH MANUAL CONTROLS.
- PROVIDE EXIT EDGE-LIT TYPE EXIT SIGNS AT CLASSROOM AREAS AND NEMA 4X EXIT SIGNS IN LABS.
- PROVIDE EGRESS LIGHTS WITH EMERGENCY BATTERIES AT EACH EXIT DOOR. ALL EMERGENCY LIGHTING FIXTURES SHALL HAVE BATTERY PACKS OR MINI INVERTERS.
- PROVIDE NEW VOICE EVACUATION TYPE FIRE ALARM SYSTEM AND DEVICES THROUGHOUT.
- PROVIDE NEW WALL SCONCES ON EXTERIOR WALLS. PROVIDE LIGHTING CONTACTORS TO ROUTE EXTERIOR LIGHTING CIRCUITS CONTROLLED VIA TIME SWITCH. EXTERIOR LIGHTING SHALL BE PHOTOCCELL CONTROLLED WITH ON/OFF SCHEDULING.
- ALL EXISTING LIGHTING/CONTROLS/FIRE ALARM DEVICES TO BE DEMOLISHED/REPLACED.



# Welding Building Electrical Power & Technology Plan

### GENERAL NOTES:

- ALL EXISTING FEEDERS TO PANELS SHALL BE REPLACED AND INSTALLED WITH GROUND WIRE.
- ALL BRANCH CIRCUITS ASSOCIATED WITH EXISTING PANELS BEING REPLACED SHALL BE PULLED BACK TO NEAREST ACTIVE JUNCTION BOX. PROVIDE ALL MATERIALS AND LABOR TO EXTEND BRANCH CIRCUITS TO NEW PANELBOARD LOCATIONS.
- ALL DATA DROPS, CABLING, AND TEACHER PRESENTATION STATIONS SHALL BE PER COM STANDARDS.
- NEW ELECTRICAL DEVICES AND WIRELESS ACCESS POINTS THROUGHOUT.
- ALL TECHNOLOGY EQUIPMENT BY COM.

### LEGEND:

1. ELEC PANELS/TRANSFORMER FED FROM MDP FOR CLASSROOMS & OFFICES
2. NEW WELDING BOOTH ELEC PANELS/ TRANSFORMER
3. REPLACE EXISTING MLO/MDP WITH MCB/MDP
4. REPLACE EXISTING ELECTRICAL PANELS
5. NEW TECHNOLOGY CABINET
6. CARD READER ACCESS CONTROL



# Welding Building Plumbing Plan

**GENERAL NOTES:**

- REMOVE AND REPLACE EXISTING WATER HEATER ABOVE CEILING ADJACENT TO RESTROOMS.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES EXCEPT THOSE AT RESTROOMS THAT HAVE BEEN RECENTLY REPLACED.
- NEW WET PIPE FIRE SPRINKLER SYSTEM THROUGHOUT.

**LEGEND:**

1. FIRE SPRINKLER WATER ENTRY
2. OXYGEN/ARGON/C25 GAS PIPING TO WELDING BOOTHS
3. OXYGEN PIPING TO WELDING BOOTHS
4. APPROXIMATE LOCATION OF STORM SEWER
5. APPROX. LOCATION OF SANITARY SEWER
6. PLUMBING TO NEW SINK/DISHWASHER
7. PLUMBING TO NEW RESTROOM FIXTURES
8. EXISTING RESTROOM FIXTURES TO REMAIN



**CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION:  
SECTION 302 - CLASSIFICATION**

**EXISTING BUILDING RENOVATION & ADDITION:  
OCCUPANCY GROUP B, ONE STORY, EDUCATIONAL OCCUPANCIES  
FOR STUDENTS ABOVE 12TH GRADE**

**CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS:  
CONSTRUCTION TYPE TO TYPE IIB (FULLY SPRINKLERED)**

**B OCCUPANCY - HEIGHT LIMITATION - 4 STORIES  
TABLE 506.2 B OCCUPANCY  
TYPE IIB BASIC ALLOWABLE AREA - 92,000 SF  
SECTION 506 BUILDING AREA MODIFICATIONS - NOT REQUIRED  
TOTAL ALLOWABLE AREA – 92,000 SF**

**EXISTING AREA OF BUILDING = 8,339 SF  
BUILDING ADDITION = 4,989 SF  
TOTAL AREA = 13,328 SF**

**CHAPTER 6 - TYPES OF CONSTRUCTION:  
SECTION 602 - TYPE: IIB**

**TABLE 601 - FIRE RESISTANT REQUIREMENTS FOR BUILDING ELEMENTS: (HOURS)  
FOR TYPE IIB CONSTRUCTION:**

<b>STRUCTURAL FRAME</b>	<b>0 HOUR</b>
<b>EXT BEARING WALLS</b>	<b>0 HOUR</b>
<b>INT BEARING WALLS</b>	<b>0 HOUR</b>
<b>INT NON-BEARING WALLS</b>	<b>0 HOUR</b>
<b>FLOOR CONSTRUCTION</b>	<b>0 HOUR</b>
<b>ROOF CONSTRUCTION</b>	<b>0 HOUR</b>

**AREA SEPARATION IS NOT REQUIRED. TOTAL ALLOWABLE AREA EXCEEDS BUILDING AREA.**

**TABLE 602 - FIRE RESISTANCE REQUIREMENTS FOR EXTERIOR WALLS BASED ON FIRE  
SEPARATION DISTANCE  
X ≥ 30 ALL CONSTRUCTION TYPES = 0 HOURS**

**CHAPTER 9 - FIRE PROTECTION SYSTEMS WILL BE PROVIDED  
WITH A NEW FULLY AUTOMATIC SPRINKLER SYSTEM.**

**CHAPTER 10 - MEANS OF EGRESS:  
TABLE 1004.1.1 - MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT:**

**ALLOWED:  
BUSINESS = 100 SF/OCCUPANT CLASSROOM AREAS = 20 SF/ OCCUPANT  
SHOPS & OTHER VOCATIONAL ROOM AREAS = 50 SF/OCCUPANT  
CLASSROOM AREAS = 20 SF/OCCUPANT  
LOCKER ROOMS = 50 SF/OCCUPANT  
STORAGE ROOMS = 300 SF/OCCUPANT**

**DESIGNED TOTAL OCCUPANT LOAD = 222 OCCUPANTS  
TABLE 1020.2 MINIMUM CORRIDOR WIDTH  
B OCCUPANCY = 44"**

**1005.3.2 OTHER EGRESS COMPONENTS:**

**222 OCCUPANTS x 0.20" EGRESS WIDTH = 44.4" OF EGRESS WIDTH REQUIRED.**

**9 EXIT DOORS @ 34" PER DOOR MIN = 306" PROVIDED.**

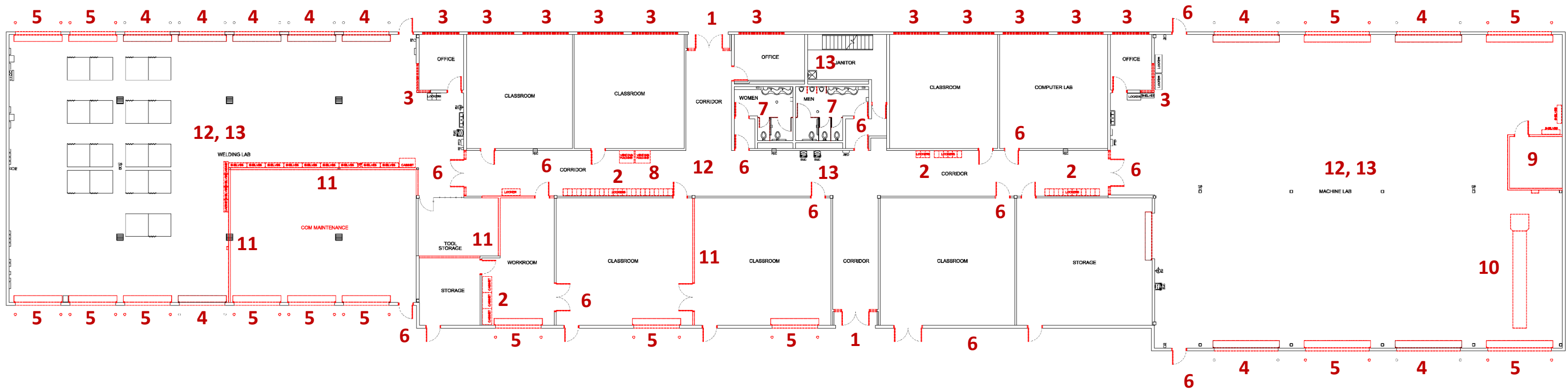
# Industrial Education Building Demolition Plan

**GENERAL NOTES:**

- ALL EXISTING FURNITURE AND EQUIPMENT IN AREAS OF WORK TO BE REMOVED BY COM PRIOR TO CONSTRUCTION.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES EXCEPT THOSE AT RESTROOMS THAT HAVE BEEN RECENTLY REPLACED.

**LEGEND:**

1. REMOVE/REPLACE ALL STOREFRONT DOORS
2. REMOVE/RELOCATE LOCKERS
3. REMOVE/REPLACE ALL WINDOWS
4. REMOVE/REPLACE OVERHEAD DOORS
5. REMOVE OVERHEAD DOORS & INFILL WALL
6. REMOVE/REPLACE ALL DOORS/FRAMES
7. REMOVE/REPLACE TOILET PARTITIONS
8. RELOCATE VENDING MACHINES
9. DEMOLISH STORAGE ROOM
10. INFILL SLAB AUTO DEPRESSION
11. DEMOLISH PARTITION
12. PREPARE ALL WALLS/STRUCTURE/FLOORS FOR NEW FINISHES THROUGHOUT BLDG
13. REMOVE/REPLACE PLUMBING FIXTURES



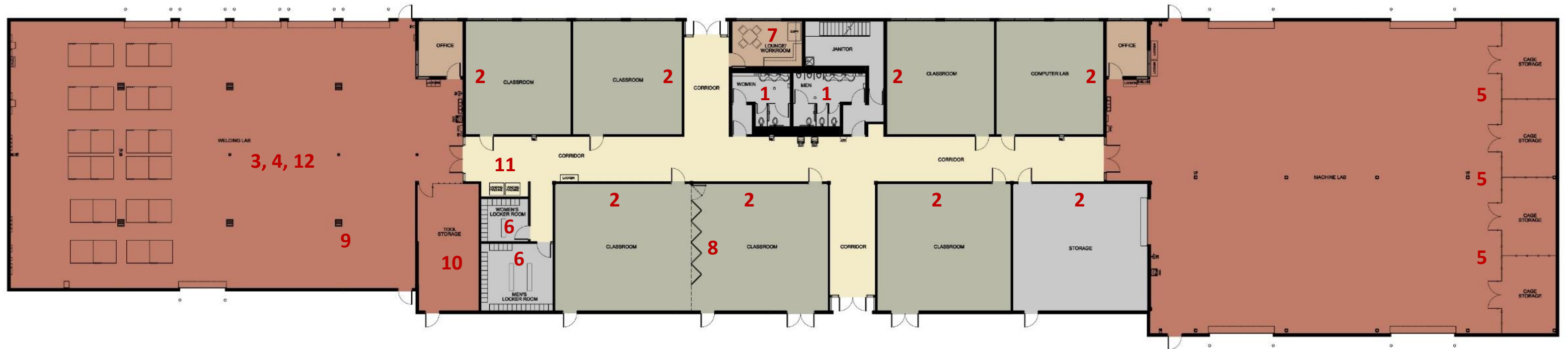
# Industrial Education Building Floor Plan

**GENERAL NOTES:**

- NEW FINISHES THROUGHOUT EXISTING BUILDING.
- NEW INTERIOR & EXTERIOR DOORS, FRAMES, HARDWARE, WINDOWS, INSULATED OVERHEAD DOORS.
- ROLLER SHADES AT ALL EXTERIOR WINDOWS.
- K13 SPRAYED ACOUSTICAL INSULATION AT EXPOSED STRUCTURE IN LABS, ANCILLARY SPACES, AND CLASSROOMS.
- NEW ELECTRICAL DEVICES, LED LIGHTING, SECURITY/ACCESS CONTROL, AND FIRE ALARM DEVICES THROUGHOUT.
- WET PIPE FIRE SPRINKLER THROUGHOUT.
- MODIFY ARTICULATING ARMS AT WELDING BOOTHS TO LOWER.
- LOCKING SECURITY DOOR HARDWARE AT CLASSROOMS/LABS/OFFICES.
- ALL FURNITURE AND TECHNOLOGY EQUIPMENT BY COM.

**LEGEND:**

1. NEW RESTROOM TOILET PARTITIONS
2. FULL HEIGHT CLASSROOM MARKER WALLS
3. ADD COPPER PLUMBED GASSES
4. REPLACE TWO AIR COMPRESSORS
5. WIRE CAGE STORAGE AREAS
6. LOCKER ROOMS WITH RELOCATED LOCKERS
7. WORKROOM WITH WOOD CABINETS
8. FOLDING ACOUSTICAL PARTITION
9. ENLARGED WELDING LAB
10. ENLARGED TOOL ROOM
11. RELOCATED/RECESSED VENDING MACHINES
12. FUTURE ORBITAL WELDERS



N



# Industrial Education Building Phasing Plan

**LEGEND:**

PHASE I

PHASE II

PHASE III



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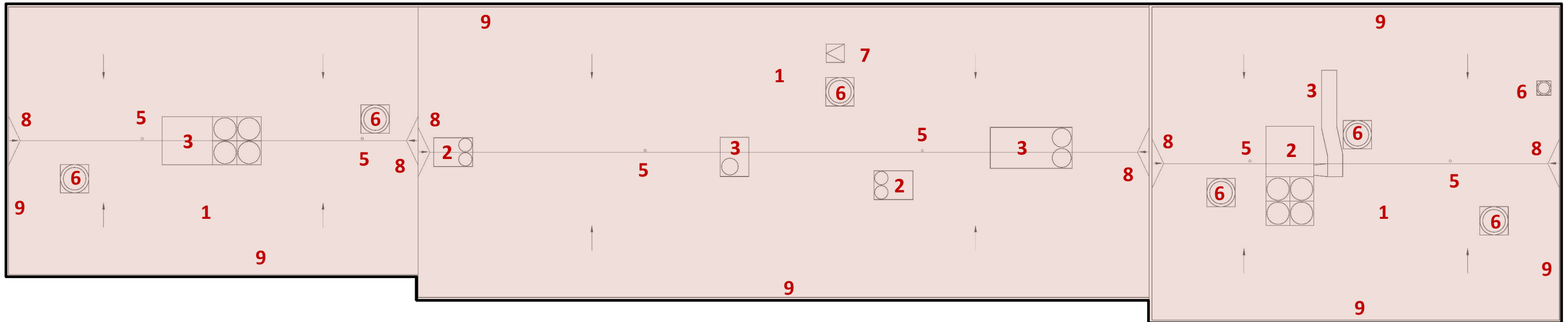
# Industrial Education Building Roof Plan

### GENERAL NOTES:

- REPLACE AND LUBRICATE BEARINGS, BLOWER, CABINET, COIL & DRAIN PAN. CLEAN AND BALANCE BLOWER WHEELS AND REPLACE FAN BELTS AT EXISTING ROOF TOP A/C UNITS TO BE REFURBISHED.
- PROVIDE ELECTRICAL FEEDERS & RECEPTACLES PER NEC TO NEW ROOF TOP HVAC EQUIPMENT.

### LEGEND:

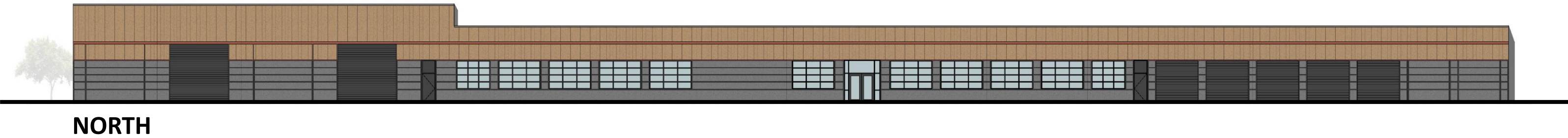
1. RECENTLY REPLACED ROOF TO REMAIN
2. EXISTING ROOF TOP AIR CONDITIONING UNIT AND CURB TO BE REPLACED
3. EXISTING ROOF TOP AIR CONDITIONING UNIT TO BE REFURBISHED
4. EXISTING DUCTWORK TO BE REPLACED
5. EXISTING INTERNAL ROOF DRAINS
6. EXHAUST FAN/CURB TO BE REPLACED
7. EXISTING ROOF HATCH TO REMAIN
8. EXISTING ROOF CRICKET
9. EXISTING PARAPET WALL



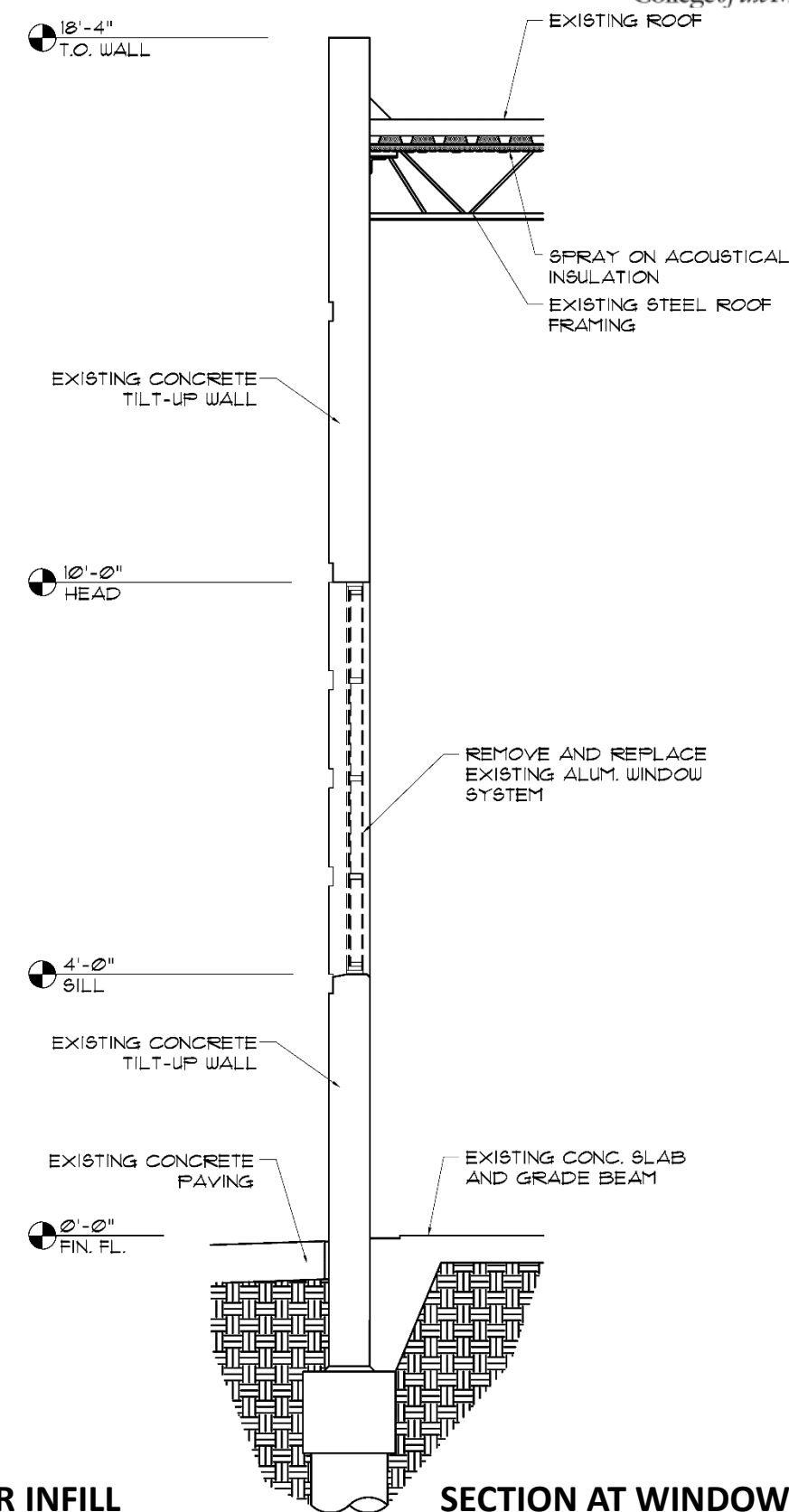
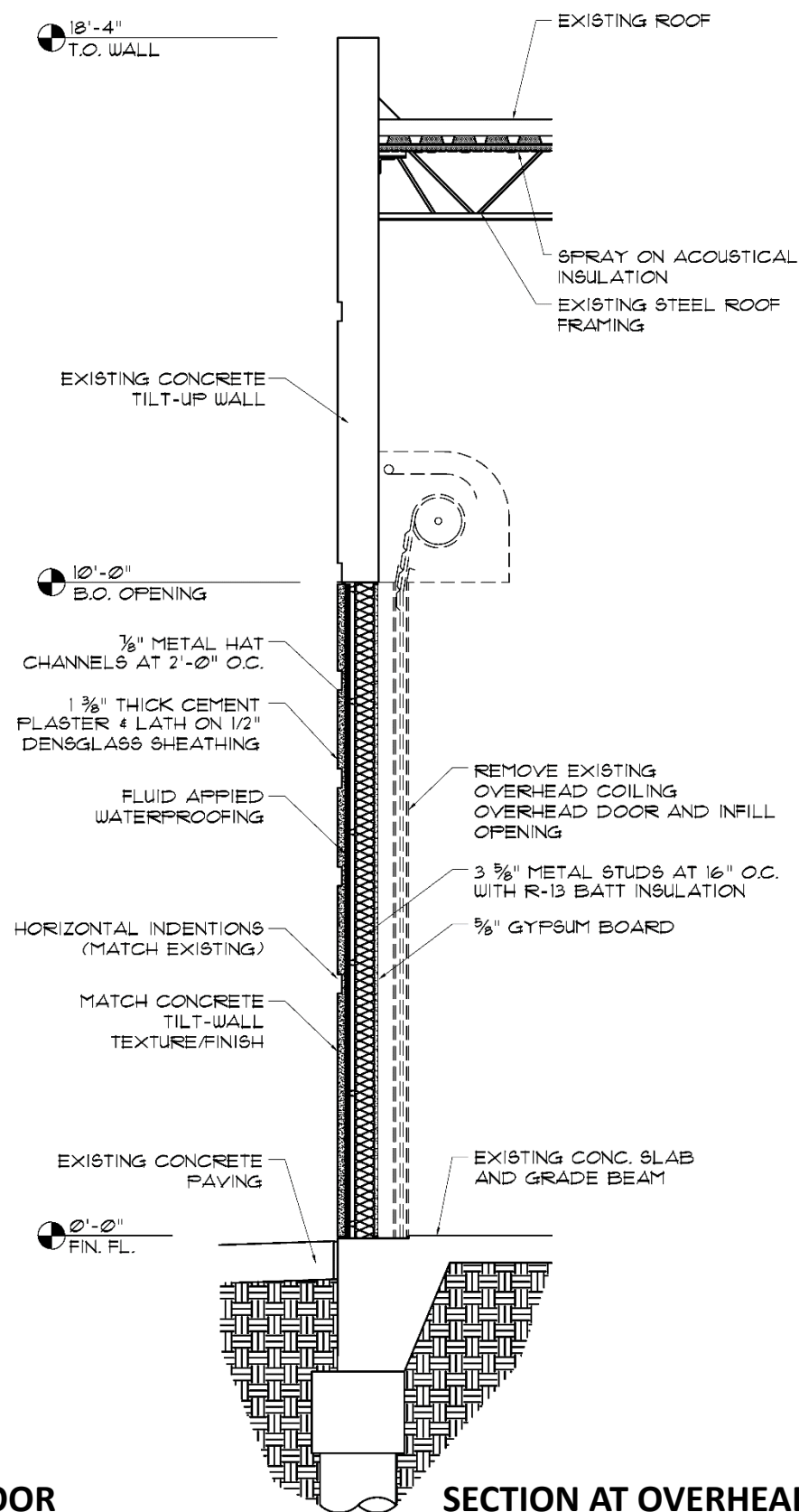
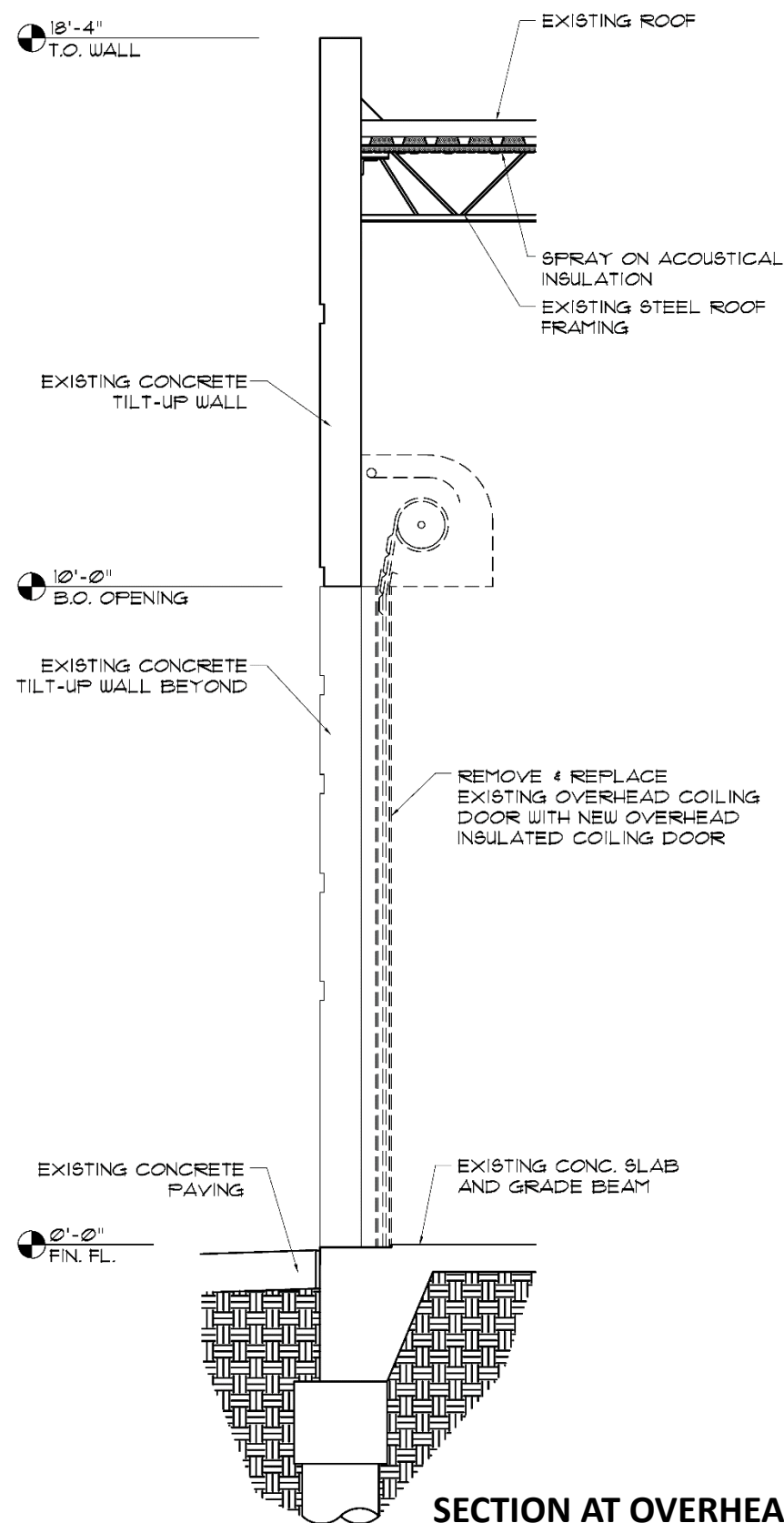
# Industrial Education Building Exterior Elevations

**GENERAL NOTES:**

- NEW WATERPROOF CONCRETE MASONRY COATINGS WITH COLORS MATCHING SURROUNDING BUILDINGS ON ALL EXISTING VERTICAL CONCRETE SURFACES.
- NEW EXTERIOR DOORS, WINDOWS, AND INSULATED OVERHEAD COILING DOORS.
- NEW EXTERIOR ELECTRICAL DEVICES & LED LIGHTING.



# Industrial Education Building Wall Sections



# Industrial Education Building Reflected Ceiling Plan

**LEGEND:**

- 1. 2X2 LAY-IN ACOUSTICAL CEILING
- 2. 2X2 LAY-IN ACOUSTICAL CEILING (VINYL FACED)
- 3. PAINTED GYPSUM BOARD
- 4. K13 ACOUSTICAL INSULATION
- 5. PLASTER



# Industrial Education Building Program of Spaces

SPACE	QTY	LENGTH	WIDTH	AREA (SF)
Welding Lab	1	58' - 9"	89' - 4"	5,248
Office	1	9'-9"	12'-2"	118
Tool Storage	1	13'-4"	28'-0"	373
Women's Locker Room	1	9'-6"	10'-5"	99
Men's Locker Room	1	14'-9"	15'-10"	235
Small Classroom	1	23'-3"	25'-0"	581
Small Classroom	1	24'-1"	25'-0"	601
Large Classroom	2	28'-0"	30'-2"	1,686
Lounge/Workroom	1	10'-4"	15'-5"	155
Women's Restroom	1	11'-10"	12'-10"	124
Men's Restroom	1	11'-10"	16'-0"	150
Janitor	1	9'-10"	17'-4"	171
Mechanical Mezzanine	1	21'-8"	33'-10"	626
Classroom/Lab	1	23'-8"	25'-0"	592
Computer Lab	1	23'-8"	25'-0"	592
Small Classroom	1	28'-0"	29'-6"	826
Lab	1	28'-0"	29'-8"	831
Office	1	9'-0"	12'-2"	109
Machine Lab	1	68'-9"	89'-6"	5,327
Cage Storage	4	12'-0"	17'-2"	824
<b>Subtotal</b>				<b>19,268</b>
<b>Circulation/Walls</b>				<b>2,899</b>
<b>TOTAL AREA</b>				<b>22,167</b>

# Industrial Education Building Finish Schedule

SPACE	QTY	FLOOR	WALL BASE	WALLS	CEILING	CEILING HT.	COMMENTS
<b>Existing Building</b>							
Welding Lab	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Office	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
Tool Storage	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Women's Locker Room	1	Polished Conc.	4" Vinyl	Paint	Painted Gyp Bd	9'	Reuse Existing Metal Lockers
Men's Locker Room	1	Polished Conc.	4" Vinyl	Paint	Painted Gyp Bd	9'	Reuse Existing Metal Lockers
Small Classroom	3	Polished Conc.	4" Vinyl	VWC	Acoustical Insul.	N/A	Vinly Marker Wall at Teaching Wall
Large Classroom	1	Polished Conc.	4" Vinyl	VWC	Acoustical Insul.	N/A	Vinly Marker Wall at Teaching Wall
Classroom/Lab	2	Polished Conc.	4" Vinyl	VWC	Acoustical Insul.	N/A	Vinyl Marker Wall at Teaching Wall/Folding Partition
Computer Lab	1	Polished Conc.	4" Vinyl	VWC	Acoustical Insul.	N/A	Vinly Marker Wall at Teaching Wall
Lounge/Workroom	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Plam Faced Cabinets & Solid Surface Ctop
Women's Restroom	1	Ceramic Tile	Ceramic Tile	Ceramic Tile	Painted Gyp Bd	9'	Multi-Color Ceramic Tile
Men's Restroom	1	Ceramic Tile	Ceramic Tile	Ceramic Tile	Painted Gyp Bd	9'	Multi-Color Ceramic Tile
Janitor	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	Scrubbable Ceiling Tile/Epoxy Paint
Mechanical Mezzanine	1	Polished Conc.	None	Paint	Painted Struct.	N/A	
Lab	1	Polished Conc.	None	VWC	Acoustical Insul.	N/A	Epoxy Paint
Office	1	Polished Conc.	4" Vinyl	Paint	Acoustical Tile	10'	
Machine Lab	1	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Cage Storage	4	Polished Conc.	None	Paint	Acoustical Insul.	N/A	Epoxy Paint
Corridors	4	Polished Conc.	Ceramic Tile	VWC/Cer. Tile	Acoustical Tile	10'	Ceramic Tile Wainscot & VWC Above

# Industrial Education Building Front Rendering



## CIVIL ENGINEERING:

- A NEW 8" FIRE WATER LINE SHALL BE PROVIDED TO SERVICE THE NEW FIRE SPRINKLER SYSTEM. NEW WATER LINES WILL BE TAPPED FROM THE NEAREST WATER MAIN LOCATED WITHIN THE CAMPUS AND CONNECTED TO THE BUILDING.

## STRUCTURAL ENGINEERING:

- EXTERIOR WALL INFILL WITH PLASTER FINISH AT REMOVED OVERHEAD DOORS.
- STRUCTURAL REVIEW OF THE EXISTING ROOFTOP FRAMING AND ADDITIONAL FRAMING AS REQUIRED FOR NEW ROOF TOP AIR CONDITIONING UNITS.

## MECHANICAL ENGINEERING:

- SOME EXISTING HVAC EQUIPMENT AND DUCTWORK SHALL BE REPLACED AS IT HAS REACHED ITS EXPECTED SERVICE LIFE.
- A NEW BUILDING AUTOMATION SYSTEM SHALL BE INTEGRATED INTO THE EXISTING EQUIPMENT, AS WELL AS THE NEW.

## PLUMBING ENGINEERING:

- PROVIDE A NEW AUTOMATIC WET SPRINKLER SYSTEM.
- ADDITIONAL WELDING GAS PIPING WILL NEED TO BE ADDED. SYSTEM SHALL BE MANIFOLDED TO EXTERIOR CYLINDERS.
- REPLACE TWO EXISTING NON-FUNCTIONING AIR COMPRESSORS.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES, EXCEPT THOSE AT RESTROOMS WHICH WERE RECENTLY REPLACED.

## ELECTRICAL & TECHNOLOGY ENGINEERING:

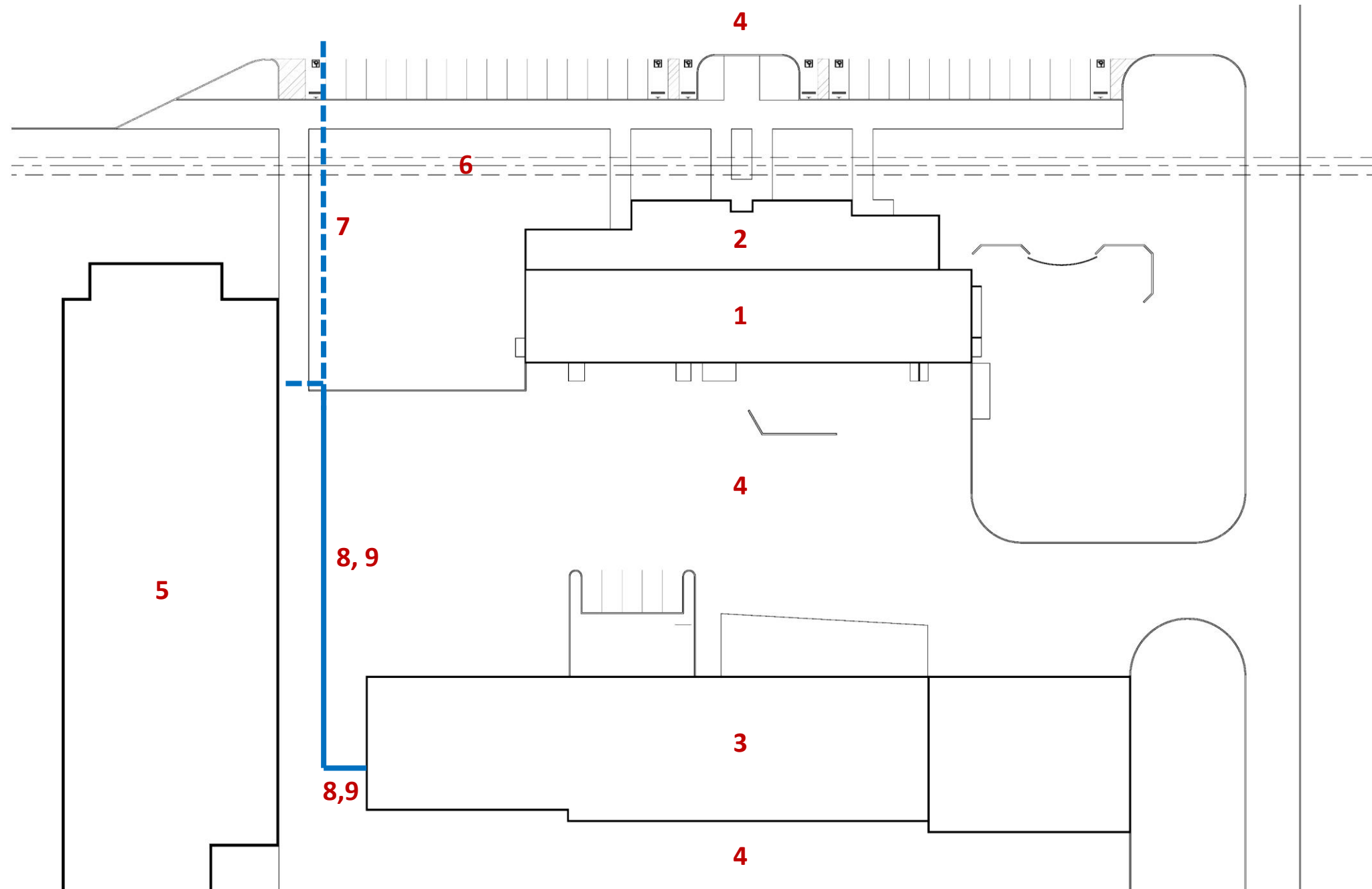
- THE EXISTING ELECTRICAL GEAR AND DEVICES SHALL BE REPLACED AS THEY HAVE REACHED THE END OF USEFUL LIFE.
- THE EXISTING LIGHTING SHALL BE REPLACED WITH NEW LED LIGHTING THROUGHOUT THE FACILITY.
- EXISTING FIRE ALARM SHALL BE REPLACED WITH NEW CAMPUS STANDARD.
- ACCESS CONTROL TO BE PROVIDED TO ALL EXTERIOR DOORS.
- CAT 6 DATA CABLE AND WIRELESS ACCESS POINTS THROUGHOUT.
- CLASSROOM TEACHER'S STATION SHALL HAVE AUDIO/VIDEO INTERFACE TO OVERHEAD PROJECTOR.

### GENERAL NOTES:

- ADDITIONAL STORM WATER DETENTION SHALL BE REQUIRED, AND IS CURRENTLY BEING STUDIED CAMPUS WIDE. EXPANSION OF THE DETENTION SYSTEM WILL BE REQUIRED AT A RATE OF 0.75 AC-FT/AC OF ADDITIONAL IMPERVIOUS COVER, AS REQUIRED BY GCDD2 CRITERIA. THIS COMES OUT TO A TOTAL OF ~0.1 AC-FT OF ADDITIONAL DETENTION. THERE MAY BE EXCESS VOLUME IN THE EXISTING SYSTEM THAT COVERS THIS REQUIREMENT, BUT THAT HAS NOT YET BEEN CONFIRMED.

### LEGEND:

- 1. EXISTING WELDING BUILDING
- 2. WELDING BUILDING 5,000 SF ADDITION
- 3. EXISTING INDUSTRIAL EDUCATION BUILDING
- 4. EXISTING PARKING LOT/PAVING
- 5. EXISTING INDUSTRIAL CAREERS BUILDING
- 6. EXISTING OVERHEAD POWER LINE
- 7. EXISTING 12" FIRE WATER LINE
- 8. PROPOSED 8" FIRE WATER LINE
- 9. REMOVE/REPLACE CONCRETE PAVING FOR NEW FIRE WATER LINE



WELDING BUILDING & INDUSTRIAL EDUCATION BUILDING

# Industrial Education Building Mechanical Plan

## GENERAL NOTES:

- EXISTING ROOF TOP A/C UNITS TO REMAIN SHALL BE REFURBISHED. REPLACE AND LUBRICATE BEARINGS, BLOWER, CABINET, COIL & DRAIN PAN. CLEAN AND BALANCE BLOWER WHEELS AND REPLACE FAN BELTS.
- SEE ARCHITECTURAL ROOF PLAN FOR EXISTING HVAC EQUIPMENT TO BE REMOVED AND REPLACED.
- INTEGRATE ALL NEW & EXISTING HVAC EQUIPMENT INTO CURRENT CAMPUS BUILDING AUTOMATION SYSTEM.
- ALL EXISTING SPACES WITH LAY-IN CEILING TO BE REMOVED SHALL RECEIVE NEW HVAC GRILLES/DEVICES.
- ALL EXISTING HVAC INTERIOR DUCTWORK TO REMAIN. CLEAN DUCTWORK AND REPLACE INSULATION AS REQUIRED.

## LEGEND:

1. REMOVE EXISTING VEHICLE EXHAUST SYSTEM
2. REPLACE EXISTING WELDING BOOTH EXTRACTION DEVICES
3. MODIFY DUCTWORK IN RENOVATED SPACE



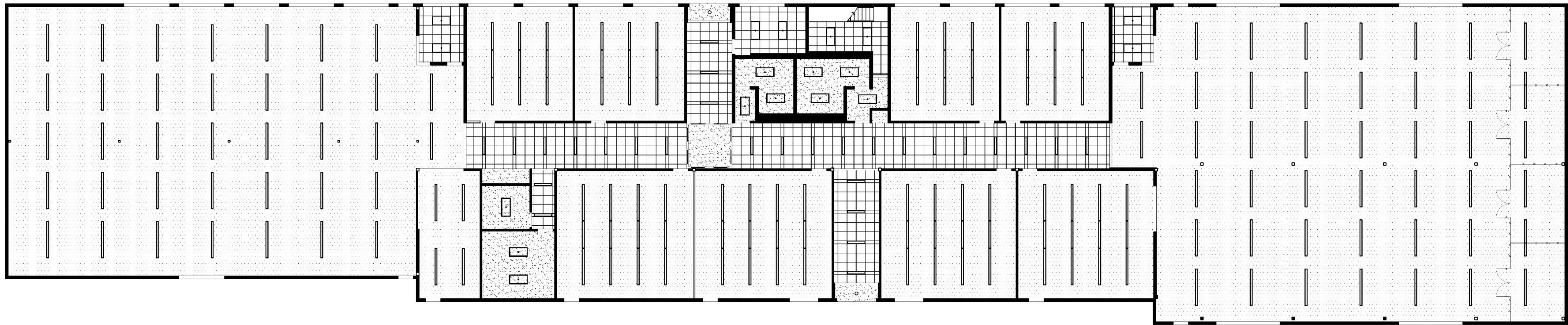
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# Industrial Education Building Electrical Lighting Plan

## GENERAL NOTES:

- ALL NEW LIGHTING TO BE LED (TROUGHER-TYPE AT LAY-IN CEILINGS) WITH DUAL TECHNOLOGY OCCUPANCY SENSORS (ULTRASONIC AT RESTROOMS).
- TEACHING SPACES TO HAVE DIMMERS FOR TEACHING WALL AND GENERAL LIGHTING.
- SET ROOM CONTROLLERS TO MANUAL-ON/AUTO-OFF. SET CORRIDORS/RESTROOMS TO AUTO-ON/AUTO OFF WITH MANUAL OFF OVERRIDE & ENTRY SWITCH CONTROL.
- LABS TO HAVE LINEAR MEDIUM BAY FIXTURES WITH MANUAL CONTROLS.
- PROVIDE EXIT EDGE-LIT TYPE EXIT SIGNS AT CLASSROOM AREAS AND NEMA 4X EXIT SIGNS IN LABS.
- PROVIDE EGRESS LIGHTS WITH EMERGENCY BATTERIES AT EACH EXIT DOOR. ALL EMERGENCY LIGHTING FIXTURES SHALL HAVE BATTERY PACKS OR MINI INVERTERS.
- PROVIDE NEW VOICE EVACUATION TYPE FIRE ALARM SYSTEM AND DEVICES THROUGHOUT.
- PROVIDE NEW WALL SCONCES ON EXTERIOR WALLS. PROVIDE LIGHTING CONTACTORS TO ROUTE EXTERIOR LIGHTING CIRCUITS CONTROLLED VIA TIME SWITCH. EXTERIOR LIGHTING SHALL BE PHOTOCCELL CONTROLLED WITH ON/OFF SCHEDULING.
- ALL EXISTING LIGHTING/CONTROLS/FIRE ALARM DEVICES TO BE DEMOLISHED/REPLACED.



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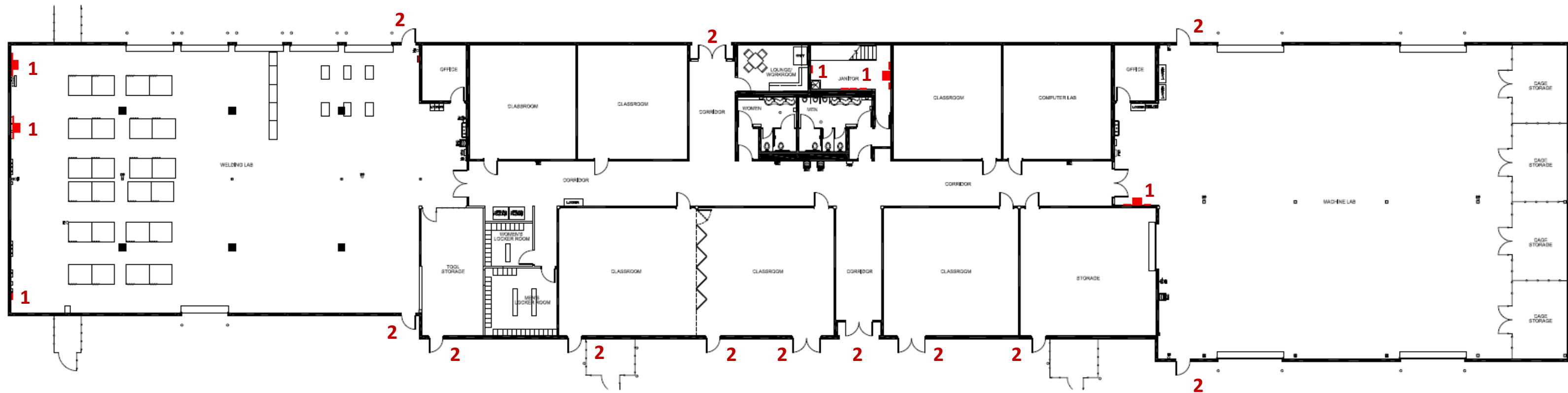
# Industrial Education Building Electrical Power & Technology Plan

## GENERAL NOTES:

- ALL EXISTING FEEDERS TO PANELS SHALL BE REPLACED AND INSTALLED WITH GROUND WIRE.
- ALL BRANCH CIRCUITS ASSOCIATED WITH EXISTING PANELS BEING REPLACED SHALL BE PULLED BACK TO NEAREST ACTIVE JUNCTION BOX.
- ALL DATA DROPS, CABLING, AND TEACHER PRESENTATION STATIONS SHALL BE PER COM STANDARDS.
- NEW ELECTRICAL DEVICES AND WIRELESS ACCESS POINTS THROUGHOUT.
- ALL TECHNOLOGY EQUIPMENT BY COM.
- MODIFY ALL EXISTING TEACHING SPACES TO ACCOMMODATE PROGRAMMATIC REQUIREMENTS.

## LEGEND:

- 1. REPLACE EXISTING ELECTRICAL PANELS
- 2. CARD READER ACCESS CONTROL



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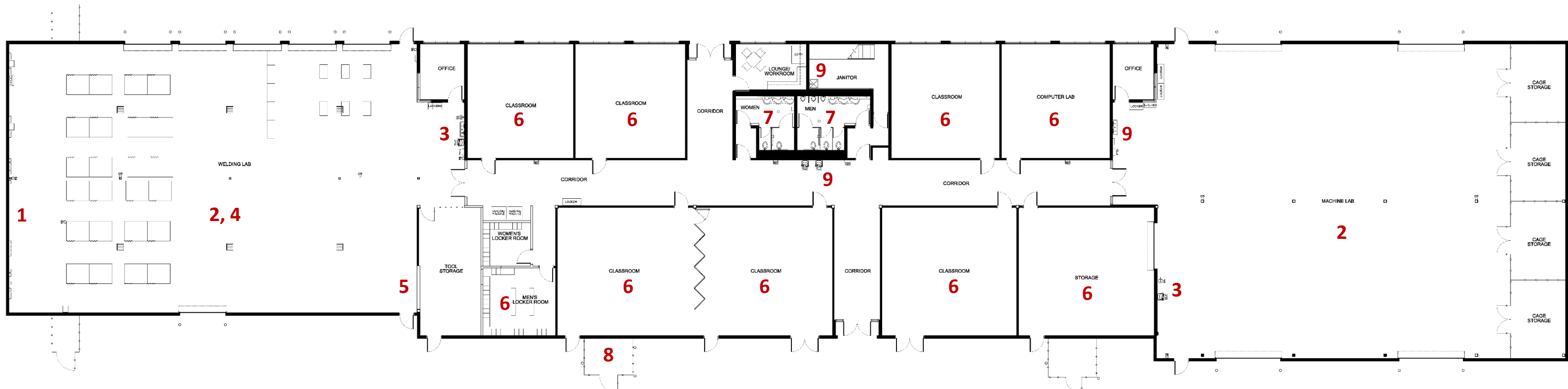
# Industrial Education Building Plumbing Plan

### GENERAL NOTES:

- REMOVE AND REPLACE EXISTING WATER HEATER IN MECHANICAL MEZZANINE.
- REMOVE AND REPLACE ALL EXISTING PLUMBING FIXTURES EXCEPT THOSE AT RESTROOMS THAT HAVE BEEN RECENTLY REPLACED.
- ADJUST EXISTING AIR AND GAS PIPING AT WELDING BOOTHS TO ACCOMMODATE NEW LAYOUT. PROVIDE CENTRAL STORAGE WITH LOOP AND DROPS TO EACH BOOTH.
- NEW WET PIPE FIRE SPRINKLER SYSTEM THROUGHOUT.

### LEGEND:

1. FIRE SPRINKLER WATER ENTRY
2. DISCONNECT/RECONNECT NATURAL GAS TO NEW UNIT HEATERS THROUGHOUT SPACE
3. REMOVE/REPLACE EYE WASH/EDF
4. ARGON/C25 GAS PIPING TO WELDING BOOTHS
5. DEMO/CAP EXISTING EYE WASH STATION
6. DEMO/CAP EXISTING GAS/AIR/WATER LINES THIS SPACE
7. EXISTING RESTROOM FIXTURES TO REMAIN
8. REPLACE EXISTING AIR COMPRESSORS
9. REPLACE PLUMBING FIXTURES



**CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION:  
SECTION 302 - CLASSIFICATION**

**EXISTING BUILDING RENOVATION & ADDITION:  
OCCUPANCY GROUP B, ONE STORY, EDUCATIONAL OCCUPANCIES  
FOR STUDENTS ABOVE 12TH GRADE**

**CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS:  
CONSTRUCTION TYPE TO TYPE IIB (FULLY SPRINKLERED)**

**B OCCUPANCY - HEIGHT LIMITATION - 4 STORIES  
TABLE 506.2 B OCCUPANCY  
TYPE IIB BASIC ALLOWABLE AREA - 92,000 SF  
SECTION 506 BUILDING AREA MODIFICATIONS - NOT REQUIRED  
TOTAL ALLOWABLE AREA – 92,000 SF**

**EXISTING AREA OF BUILDING = 22,167 SF**

**CHAPTER 6 - TYPES OF CONSTRUCTION:  
SECTION 602 - TYPE: IIB**

**TABLE 601 - FIRE RESISTANT REQUIREMENTS FOR BUILDING ELEMENTS: (HOURS)  
FOR TYPE IIB CONSTRUCTION:**

<b>STRUCTURAL FRAME</b>	<b>0 HOUR</b>
<b>EXT BEARING WALLS</b>	<b>0 HOUR</b>
<b>INT BEARING WALLS</b>	<b>0 HOUR</b>
<b>INT NON-BEARING WALLS</b>	<b>0 HOUR</b>
<b>FLOOR CONSTRUCTION</b>	<b>0 HOUR</b>
<b>ROOF CONSTRUCTION</b>	<b>0 HOUR</b>

**AREA SEPARATION IS NOT REQUIRED. TOTAL ALLOWABLE AREA EXCEEDS BUILDING AREA.**

**TABLE 602 - FIRE RESISTANCE REQUIREMENTS FOR EXTERIOR WALLS BASED ON FIRE  
SEPARATION DISTANCE  
X ≥ 30 ALL CONSTRUCTION TYPES = 0 HOURS**

**CHAPTER 9 - FIRE PROTECTION SYSTEMS WILL BE PROVIDED  
WITH A NEW FULLY AUTOMATIC SPRINKLER SYSTEM.**

**CHAPTER 10 - MEANS OF EGRESS:  
TABLE 1004.1.1 - MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT:**

**ALLOWED:  
BUSINESS = 100 SF/OCCUPANT CLASSROOM AREAS = 20 SF/ OCCUPANT  
CLASSROOM AREAS = 20 SF/OCCUPANT  
SHOPS & OTHER VOCATIONAL ROOM AREAS = 50 SF/OCCUPANT  
LOCKER ROOMS = 50 SF/OCCUPANT  
STORAGE ROOMS = 300 SF/OCCUPANT**

**DESIGNED TOTAL OCCUPANT LOAD = 470 OCCUPANTS  
TABLE 1020.2 MINIMUM CORRIDOR WIDTH  
B OCCUPANCY = 44"**

**1005.3.2 OTHER EGRESS COMPONENTS:**

**470 OCCUPANTS x 0.20" EGRESS WIDTH = 94" OF EGRESS WIDTH REQUIRED.**

**15 EXIT DOORS @ 34" PER DOOR MIN = 510" PROVIDED.**

## DIVISION 2 - EXISTING CONDITIONS

Partial demolition of existing building elements and/or components as required to accommodate renovations as shown on the drawings or as required. Earthwork and rigid flatwork demolition shall also be part of this scope. All work shall comply with all local, state and federal requirements as related to air quality and the disposal of removed materials. No materials shall be burned or buried onsite. Both buildings shall remain partially operational throughout all construction phases.

## DIVISION 3 – CONCRETE

### 03 30 00 Cast-In-Place Concrete

The slab on grade (SOG) will be placed on compacted select fill extending a minimum of 5' beyond the edge of the building footprint. A minimum of 42" and 60" of properly placed and compacted select fill material to be constructed immediately beneath the floor slabs. The fill should be placed on prepared surfaces in lifts not to exceed 8" loose measure, with compacted thickness not to exceed 6". The fill shall be compacted to at least 95% of the Standard Effort (ASTM D 698) maximum dry density at a moisture content within 2 percent of the optimum moisture content. The slab will have contraction joints spaced at a maximum spacing of thirty-six times the slab thickness (not to exceed 18 feet, UNO). Smooth dowels (3/4" dia. X 16" long at 12" on center shall be provided at construction joints. Grade beams will be provided at slab perimeters and below all CMU wall locations and shall have the same size reinforcing. Column load and grade beams will be supported on drilled and underreamed piers embedded approximately 8-10 feet below existing grade. All concrete shall be 3,000 PSI minimum at 28 days. All concrete reinforcing bars shall be Grade 60. All specifics shall be confirmed with the Geotechnical Report once completed.

### 03 11 00 – Cast-In-Place Forming

All forms, shores, backshores, falsework, bracing, and other temporary supports shall be engineered to support all loads imposed including the wet weight of concrete, construction equipment, live loads, lateral loads due to wind and wet concrete imbalance. Temporary supports, shores, backshores, and other bracing may only be safely removed once cast-in-place concrete has setup and cured.

### 03 20 00 – Concrete Reinforcing

All reinforcing shall comply with ACI 318-11 building code requirements for structural concrete CRSI manual of standard practice. Welding of reinforcing is permitted only where shown on the drawings or when approved by the engineer of record. Welding of reinforcing bars shall be with low hydrogen electrodes in accordance with the recommended practices of AWS D1.4. All reinforcing bar bends shall be made cold. Bottom bars of grade beam shall be spliced (where required) at the piers only. Top bars shall be spliced (where required) at the midspan of the grade beams. Lap length shall be 44 times bar diameter unless specified otherwise. Provide corner bars to match top and bottom steel. All reinforcing steel for slabs shall be chaired with slab bolsters for support on soil at 4'-0" maximum centers each way for reinforcing for slabs. Slab on grade construction shall follow the recommendations of guide for concrete floor and slab construction ACI 302.1R. Provide (3) #3 x 4'-0" top and bottom at all slab on grade re-entrant corners.

## 03 52 16 – Insulating Concrete Decks

Lightweight insulating concrete composed of vermiculite complying with ASTM C332 and Portland cement conforming to ASTM C150, Type I or II with a minimum of 140 PSI at 28 days and 25 to 32 PCF dry density. The system shall be reinforced with ¾" long polypropylene fiber mesh (cellular concrete system only). Integral to the lightweight insulating system shall be rigid continuous insulation board in layered sheets totaling 5" and yielding a minimum of an R25.

## DIVISION 4 - MASONRY

### 04 20 00 – Unit Masonry Assemblies

The face brick veneer will be a combination of a match of the existing brick color from the STEAM Building and/or a new proposed brick color to coincide with modular or king size. Samples of all brick colors will be provided and reviewed with COM. Brick shall comply with ASTM C216, Type FSB grade SW in shapes indicated or required with exposed surfaces matching finish color of exposed faces of adjacent units. Brick weeps shall have bug screens Concrete masonry units (CMU) to comply with ASTM C90, Type N for typical cavity block and interior use, Type S for exterior exposed masonry walls with a minimum average net area compressive strength of 2,000 PSI. CMU shall be standard sizes and gray in color.

## DIVISION 5 – METALS

### 05 12 00 - Structural Steel

Structural steel consists of beams, girders, bracings, columns, anchor bolts, metal decking supporting members. All members shall be primed unless exposed to the weather, and then shall be galvanized. All plates and rolled shapes shall conform to ASTM A992 or ASTM A572. All cold formed steel pipe shall conform to ASTM A53, Grade B or A501. All tubing shall conform to ASTM A500, Grade B. High strength bolts shall confirm to ASTM A325. All steel welds and bolts shall be inspected by owner's testing agency for correctness.

### 05 21 00 - Steel Joist Framing

Open web K-Series steel framed joists bearing on structural steel supporting members. Members shall be comprised of top and bottom angled chords and joist seats with interwoven welded webbed steel members. All joists to comply with Steel Joist Institute's specifications for web and steel angled chord members.

### 05 31 00 – Metal Decking

Metal roof decking shall be 1.5 deep, Type B, 20 ga. steel, slotted, and galvanized and confirm to the SDI requirements. Decking shall be welded to structural supporting members conforming to AWS Code and AWS filler metal specifications. Decking shall be fabricated in lengths to be continuous for three or more spans, and to provide 2-" minimum end bearing on the supporting members.

## 05 40 00 - Cold Formed Metal Framing

Cold-formed metal stud framing in various sizes, related accessories, and fasteners where required in lieu of metal drywall studs due to metal drywall stud height limitation, or to support heavier loads than typical light ga. metal drywall studs. Basic system components include steel top track, runner tracks, blocking, lintels, clip angles, shoes, reinforcements, fasteners, and related accessories. All steel shall conform to ASTM A 653, Grade 33 (for 25 ga. through 18 ga. and Grade 50 for 16 ga. through 12 ga.), Zinc-Coated to G60 and 40 KSI minimum.

## 05 50 00 - Metal Fabrication

Miscellaneous metal fabrications and related items which may include loose lintels, thresholds, pipe rails, roof curbs, storefront bracing, track supports, pipe rail supports, cast iron gratings, areaway steel grating, ladders, bollards, gates, fence, roof edge angles, downspouts, cast iron downspout boots, trench covers, metal column covers, and miscellaneous steel shapes.

## DIVISION 6 - WOOD AND PLASTICS

### 06 10 00 - Rough Carpentry

Wood framing and rough carpentry including dimensional lumber, plywood, wood blocking, cants, nailers required to support or reinforce other materials or systems. Materials shall be fire retardant, wolmanized, or non-treated as required.

### 06 10 00 – Sheathing

Wall sheathing shall consist of 5/8" thick Glass Mat Type X fire-rated gypsum sheathing board complying with ASTM D3273. Sheathing shall be mold resistant with a water absorption less than 10 percent (%) per ASTM C473. All sheathing joints to be sealed with glass-fiber tape with trowel silicone emulsion sealant to completely seal the system. Sheathing shall be DensGlass Gold, Georgia-Pacific Gypsum or equal approved by owner.

### 06 40 00 – Finish Carpentry and Millwork

Finish carpentry and millwork including wood closet and utility shelving, finish hardware installation, and wood door installation. All components shall be fabricated to comply with the American Woodworking Institute standards.

### 06 82 00 – Glass Fiber Reinforced Plastic

Glass fiber reinforced plastic sheet wallcovering in textured, chemical- and stain-resistant, high-impact, polyester or acrylic modified vinyl plastic sheets, 0.090" thick minimum. Comply with ASTM D 256 for impact resistance and ASTM E 84 for flame spread and smoke developed characteristics. Manufacturers to be Crane Kemlite, Lasco, or Nudo Products.

## DIVISION 7 - THERMAL AND MOISTURE PROTECTION

### 07 10 50 – Under Slab Vapor Retarder

Low permanence vapor retarder for installation under concrete slabs on grade manufactured specifically for long term below slab use. Retarder shall comply with ASTM E 1745, Class A, 15 mils thick. All joints and penetrations shall be prepared and sealed using manufactures standard tape and sealant. Retarder shall be Stego Wrap, WR Meadows Pre-molded Membrane Vapor Seal With Plasmatic Core (PMPC), Griffolyn, or equal approved by owner.

### 07 13 10 – Shower Stall Waterproofing

Chlorinated polyethylene (CPE) waterproofing cleavage membrane for full mortar bed ceramic tile installation. Membrane shall be 0.04" thick weighing approximately 60 lbs. per roll. Membrane shall be Chloraloy 240 CPE Shower Pan Liner manufactured by the Noble Company or equal approved by owner.

### 07 16 00 – Below Grade Waterproofing

Pre-applied waterproofing system, with joint sealing tape, and other accessories at below grade horizontal surfaces. Waterproofing Membrane shall be a two-part, self-curing, synthetic rubber- based material meeting or exceeding the performance requirements of ASTM C836. Manufacturer to be Grace, Sika USA, or WR Meadows.

### 07 21 00 - Building Insulation

Insulation consists of wall cavity thermal batt insulation, foam insulation, and rigid continuous insulation board insulation. Batt insulation shall be unfaced, mineral fiber composition, with a flame spread of 25 or less and installed in all exterior stud wall cavities and interior stud walls requiring acoustical performance. Foam insulation shall consist of R19 expanding foam within CMU cells. Foam insulation to be Core-Fill 500 or equal. Rigid insulation board shall be 1.5" extruded polystyrene for installation on the outside of all sheathed stud walls and CMU walls with R-value of 5.0 per inch minimum.

### 07 27 26 – Fluid-Applied Weather Barriers

Dampproofing of exterior stud and masonry envelope walls shall consist of a fluid-applied, single-component, vapor permeable weather membrane with a low VOC. The barrier shall be applied at 25 mils and composed of a synthetic polymer with superior elasticity and flexibility providing a resistance to air flow, bulk water, and wind driven rain, yet allow moisture to escape the assembly. The barrier shall be a complete system with all associated flashing and joint compounds and sealants by DuPont Tyvek Fluid Applied WB System, Carlisle Coatings, GE Silicones, or owner approved equal.

### 07 42 13 – Metal Wall Panels

Factory-formed, concealed fastener insulated metal wall panels with interconnecting joints, fastened to supports with concealed fasteners, with field-applied sealants inside laps and matching trim and accessories. Provide metal wall panel assemblies capable of withstanding the effects of indicated loads and stresses within L/120 deflection of panel perimeter normal to plane of wall and under conditions per ASTM E 72. Construction shall be of 22 ga. aluminum face sheet, smooth surface, coil-coated per ASTM B209, 3003- H14 or 5052-H32 alloy with 20-year finish warranty. Manufacturer shall be MBCI, Berridge, or Centria.

## 07 54 19 – Membrane Roofing

Flat roof areas shall be a two-ply hybrid SBS modified torch applied base and KEE fleeceback thermoplastic cap sheet fully adhered in urethane low rise foam adhesive. Two layers of 2.2" polyiso rigid insulation shall be mechanically fastened to the steel deck, and ½" Densdeck primed gypsum cover board shall be adhered to the polyiso rigid insulation. Provide 30-year NDL warranty.

## 07 62 00 - Sheet Metal Flashing and Trim

24-ga. sheet metal finished with Kynar 500 for counter-flashings, wind clips, roof penetrations, metal roof edging, and any other sheet metal related items. All items to comply with the SMACNA sheet metal manual guidelines and standards and FM Global Loss Prevention Data Sheet I-49.

## 07 65 00 – Flexible Flashing

Self-Adhering 40 mil thick membrane flashing: comprised of 32 mils of highly adhesive rubberized asphalt integrally bonded to an 8 mil. high density, cross laminated polyethylene film. Prior to adhesion, apply manufacturer's standard primer to all surfaces to receive flexible flashing. Provide membrane at all joints, holes, gaps, or openings to ensure a continuously sealed building envelope. Manufacturers to be Sandell Manufacturing Company, Henry Company, or WR Grace.

## 07 72 00 – Roof Accessories

Provide strut and hanger type pipe support for gas, electrical conduit, condensate, and water lines with recycled plastics and carbon black for UV protection bases (10" x 16" x 3"; 6 lbs. each); Model Type PP-10 with strut & hanger for lines 2-1/2" and smaller, Model Type PS-1-2 with hanger for lines 3" and larger. Approved manufacturers include Portable Pipe Hanger, Inc. or MAPA.

## 07 72 13 – Manufactured Roof Curbs

Prefabricated roof curbs with minimum 18 ga., G90 hot dipped galvanized steel frame per ASTM A 653 and SMACNA guidelines with fully welded and mitered corners and internally reinforced with matching steel angles. Curbs shall include factory-installed wood nailers of pressure treated southern yellow pine, 1-1/2" thick 3 lbs. density fiberglass thermal insulation, and all required gasketing and stainless-steel counterflashing. Construct curbs to follow roof slopes and ensure level top surface for equipment mounting. Approved manufacturers include Custom Curb Inc. and Roof Products, Inc.

## 07 84 13 – Penetration Firestopping

Through-Penetration firestop systems for penetrations through fire resistance-rated construction complying with ASTM E814 or UL 1479 for F-Rated assemblies, T-Rated assemblies, and L-Rated assemblies. Materials shall consist of cast-in -place devices, latex sealants, intumescent sheeting/putties, mortars, foams, and wraps. All systems shall be UL compliant and clearly labeled once in place.

## 07 92 00 - Joint Sealants

Exterior joint sealants shall be two component polyurethane, non-sag conforming to FS TT-S-00227E and used in masonry veneer joints, sealants in the closure of building systems, door and window frame sealants, and sealants connecting dissimilar materials. Interior sealants shall be one-part paintable acrylic latex conforming to ASTM C834 for moving joints, non-rated interior sealants, and interior caulking of dissimilar materials. Sealants at wet areas shall be mildew resistant. Approved manufacturers include: Pecora, BASF, Tremco, or owner approved equal.

## 07 95 00 – Expansion Control

Provide expansion joint assemblies of design, basic profile, materials, and operation for floors, walls, and ceilings. Select units comparable to those indicated or required to accommodate joint size, variations in adjacent surfaces, and structural movement. Furnish units in longest practicable lengths to minimize number of end joints. Provide hairline mitered corners where joint changes direction or abuts other materials. Include closure materials and transition pieces, tee-joints, corner, curbs, cross-connections, and other accessories as required to provide continuous joint cover assemblies. Aluminum assemblies shall conform to ASTM B221, alloy, 6063-T5 for extrusions; ASTM B209, alloy 6061-T6, for sheet and plate. Joins in Fire Barriers shall be designed for dynamic structural movement without material degradation or fatigue. Approved manufacturers include Balco Metalines, Construction Specialties, Inc. or JointMaster Architectural Joint Systems.

## DIVISION 8 - DOORS AND WINDOWS

### 08 11 13 – Hollow Metal Doors and Frames

Hollow metal doors and frames shall consist of cold-rolled sheet steel per ASTM A 1008/A 1008M, Commercial Steel, Type B. All doors to be 1-3/4" thick fabricated with smooth, flush surfaces without visible joints or seams. Exterior doors and interior doors at wet areas shall be hot-dipped galvanized (A60). Exterior doors shall be 14 ga. and have a polystyrene core of R8 or better. Interior doors shall be 16 ga. at 4' wide max, and 14 ga. over 4' wide. Provide mineral fiber core at fire rated doors. All frames and door shall be fully welded and grinded smooth. No knock-down frames shall be permitted. All hollow metal doors and frames shall be painted.

### 08 14 16 - Flush Wood Doors

5-ply AWI PC-HPDL-3 High Pressure Decorative Laminate (HPDL), structural composite lumber (SCL) core, stile and rails abrasively planed as an assembly prior to laminating, factory machine and fit. Exposed edges shall be painted wood on all four edges. Blocking shall consist of 5" top rail, 5" bottom rail, and 10" mid rail. All fire rated doors shall be solid mineral core and UL rated/stamped. Door manufacturer shall be Ampco, Eggers, or Marshfield, and laminate to be Formica, Nevamar, Wilsonart, or owner approved equal.

## 08 31 00 – Access Doors

Access doors in gypsum board and masonry partitions to access concealed devices and equipment. Standard type flush galvanized steel door for stud and masonry construction prepared for field-painting. Provide concealed continuous piano hinges with flush screwdriver operated cam lock. Insulate door assemblies at building envelope. Approved manufacturers shall be: JL Industries, Larsen's Manufacturing Co., or Babcock-Davis.

## 08 41 13 - Aluminum Framed Entrances and Storefronts

Aluminum entrances and storefronts to be composed of 2" x 4-1/2" thermally broken, center glazed, stick fabricated components. Doors shall be 1-23/32" thick partially glazed side stile aluminum storefront doors with 6" vertical stiles, 6" mid and top-rails, and 12" bottom rail. All windows shall receive sill pans and end dams to drain water away from the system. All components shall be anodized. Storefront manufacturer shall be Kawneer, model Trifab VG VersaGlaz 451 or owner approved equal.

## 08 44 13 - Aluminum Curtainwall System

Aluminum structural glazed curtainwall systems including 2-1/2" x 6" profile mullions and anchorage capable of withstanding wind-load design pressures calculated according to requirements of authorities having jurisdiction. Glazed curtainwall system shall be designed with anchorage assemblies and lateral support bracing to the structure and all structural connections of the glazed curtainwall systems in conformance with the applicable codes. Glazed curtainwall system shall also be designed to provide for noiseless expansion and/or contraction of component materials as will be caused by a wall material temperature from 0 deg F to 180 deg F without causing harmful buckling, failure of joint seals, undue stress on fasteners and glass, or other detrimental effects. All components shall be anodized. Acceptable manufacturer shall be Kawneer, model 1600 wall system or owner approved equal.

## 08 71 00 - Door Hardware

Finish hardware will be fully handicap accessible and prepared by the owner's preferred hardware consultant in compliance with current COM guidelines. Door hardware to incorporate access control on all exterior doors. Interior doors at offices, labs, classrooms, and like shall have interior thumb turn lock to secure the space.

## 08 80 00 – Glazing

Exterior glass at new exterior windows shall be 1" low emissivity insulated glazing and tempered where required by Code. Interior glass shall be clear float glass and tempered where required by COM and/or Code.

## 08 87 23 – Safety and Security Film

Safety and security clear film for slip-solution application to all interior classroom door/glazing. Window film to be optically clear polyester film with a durable acrylic abrasion resistant coating over one surface, and a pressure sensitive adhesive over the other. The film may be laminated to other clear polyester film layers to achieve the desired thickness of the film (14 mils minimum). Visual light transmission to be 85%. Acceptable manufacturers to be 3M Window Film, Madico Window Film, Johnson Window Films, or Solar Guard.

## 08 91 00 – Metal Louvers

Fixed wall louvers and accessories to support mechanical system air intake and exhaust. Louvers shall be fabricated from extruded aluminum with 4" depth and anodized or prefinished with custom Kynar 500 color to match adjacent veneer. All louvers shall have drainable blades and insect screens.

## DIVISION 9 – FINISHES

### 09 24 00 – Lath and Plaster

Plaster shall be composed of Portland cement, masonry cement, sand, water and synthetic fiber reinforced strands. Portland cement complying with ASTM C926, Type I, white in color. Masonry cement shall comply with ASTM C91, Type N. Sand shall comply with ASTM C897. Water shall be potable. Reinforcement shall be ½" alkali resistant glass fiber or polypropylene. Plaster shall be formulated and applied to expanded metal diamond shaped lath, weighing 3.4 lbs. per square yard and zinc coated. Lath shall be supported horizontally with galvanized runner channels in two directions on stud backup and directly applied to masonry backup. Accessories such as casing beads, control joints, corner beads, hanger wire, and soffit reveals and vents shall be provided.

### 09 21 16 - Gypsum Board Assemblies

Metal stud framing in various sizes, related accessories, and fasteners where required to support drywall wall board and similar substrates. Basic system components include top track, runner tracks, blocking, lintels, clip angles, shoes, reinforcements, fasteners, and related accessories. All studs/tracks shall be zinc coated, 25-ga. minimum, and confirm to ASTM C754 and C645. Gypsum wall board shall be 5/8" thick and fire rated Type-X, water resistant, or standard gypsum core as required. All restroom and locker room ceilings shall be gypsum board. Manufacturers shall be Clark/Dietrich, National Gypsum Company, or owner approved equal.

### 09 30 13 - Ceramic Tiling

Ceramic wall tile to be located at restrooms and drinking fountains. Porcelain wall tile wainscoting to be found at all major corridors of stud wall construction. Porcelain floor tile to be found at restrooms and below drinking fountains. Porcelain tiling to be color-through with smooth edges. Manufacturers shall be Dal Tile, Master Tile, Crossville, Ceramic Tile International, American Olean, American Tile Supply, Interceramic, Emser, or Concept Surfaces. All porcelain and/or ceramic tiles sizes and colors to be determined/approved by Owner. Tile grout to be dry-set conforming to ANSI A118.4.

### 09 51 00 - Acoustical Ceilings

Acoustical ceilings shall be composed of lay-in type 2'x2' panels in overhead suspended steel grid with capped face where required. Standard ceiling panels shall be 5/8" square lay-in fine fissured panels. Panels at clean rooms such as janitor closets shall have vinyl faced scrubbable finish. Rated applications shall receive Fire Guard designation. Suspension system includes a heavy-duty double web galvanized T with painted cap. An aluminum capped grid shall be provided at all wet areas.

## 09 54 26 – Wood Panel Ceiling

24"x72" FSC-certified fire-retardant particle board with face cut wood veneers ceiling panels with tegular edge in overhead suspended black capped face exposed Tee steel system grid, with 8" Axiom floating perimeter trim at all cloud locations. All overhead building systems and exposed finishes shall be coordinated at exposed cloud locations. Armstrong World Industries, Woodworks 6487 as basis of design.

## 09 65 12 - Resilient Base

4" high x 1/8" thick Thermoplastic Type TV, Style B, coved wall base, constructed with compound that contains bio-based Phthalate free plasticizers, from a rapidly renewable resource, and contains 4-6 percentage (%) pre-consumer waste. Wall base to be adhered to wall substrate with acrylic wall base adhesive.

## 09 65 19 - Resilient Flooring

Luxury Vinyl Tile shall be Class 2 (through pattern tile) 0.125" thick and have 20 mil. wear commercial wear layer or greater with 20-year warranty and comply with ASTM F 1066 and ADA for slip resistance. Plank size to be determined by owner. All manufacturer recommendations shall be followed, and pre/post manufacturer inspections shall be required. Manufacturer to be Azrock, Armstrong, Tarkett, or Mannington.

## 09 68 16 – Carpeting

Carpet shall be Closed Cell Cushion with 79 oz/sq yd total weight, solution dyed. Carpet walk-off Mats shall be Abrasive Action II where required. Manufacturer to be Mannington, Interface, or Tandus. Colors and styles to be selected/approved by owner.

## 09 72 00 – Wall Coverings

Type II Class A Vinyl wall covering with flame spread rating of 25 or less according to ASTM E84. Adhesive to be provided as recommended by Wall Covering manufacturer. Wall coverings to be provided at interior drywall walls of occupied spaces (none at exterior walls).

## 09 84 00 – Fixed Sound Absorptive/Sound Reflective Panels

Back-mounted woven polyester fabric faced glass fiber scrim acoustical wall panels with NRC of 0.75 minimum and flame spread of 25. Panels shall be square edged with core density from 5-7 PCF with overall thickness of 1". Abuse resistant panels shall have perforated co-polymer facing for durability. Manufacturers include Decoustics, Wenger, Wall Technology, or owner approved equal.

## 09 91 00 – Painting

Field painting of interior and exterior new surfaces. All surfaces not scheduled to receive a pre-finish shall be prepared, primed, and field painted. Exterior metals shall receive primer and two coats of alkyd high gloss enamel. Where required or requested, exterior concrete shall receive a primer and two coats of acrylic paint. Interior gypsum board surfaces to receive a primer and two coats of semi-gloss latex paint. Interior wood shall receive a primer and two coats of semi-gloss enamel. Interior concrete block shall receive a block filler/primer and two coats of semi-gloss enamel (epoxy at wet areas). Eggshell finish is preferred. Manufactures include Benjamin Moore, Glidden, Sherwin Williams, Kelly Moore, Pittsburg Paints, Monarch, Jones Blair or owner approved equal.

## DIVISION 10 – SPECIALTIES

### 10 01 00 – Miscellaneous Specialties

Electric Projection Screen with Universal Projector Mount and Ceiling Tile Bracket per COM standard. Flat panel television with universal tilt mount per COM standard. Recessed Knox Box to be 3200 Series Model 3275.

### 10 11 00 – Visual Display Surfaces

Porcelain-enamel framed steel markerboards and tackboards with all associated hardware, fasteners, and accessories. Markerboard face material shall be 24-ga. magnetic enamel coated steel sheeting suitable for a dry erase, magnetic, and projection surface. Core material shall be 7/16" 2-ply hardboard with 0.015" thick aluminum backing. Markerboards shall have marker trays, map rails, and flag holders. Vinyl fabric faced cork in extruded frame tackboards with rigid hardboard back panel. All frames to be clear anodized aluminum.

### 10 14 00 – Signage and Graphics

High pressure laminate room identification signs with 1/8" thick acrylic backing, 1/32" raised characters, and Grade II braille. Dedication wall plaque to be cast aluminum with COM Board and staff, General Contractor, and Architect. Exterior wall address and building identification to be cast aluminum numbers and lettering with finish contrasting with substrate.

### 10 21 15 – Toilet Compartments & Screens

Phenolic core floor mounted and overhead braced toilet compartment partitions and urinal screens. All partitions to be solid phenolic core material. Doors shall be 3/4" thick and panels shall be 1/2" thick. Hinges shall be 16 ga continuous piano hinges. Door strikes and keepers as well as coat hooks and bumpers should be provided. Brackets for wall-to-partition and partition-to-pilaster attachment shall be continuous 18-ga. stainless steel, through bolted and extend full height of panel. Partitions provided between urinals should be floor and wall braced.

## 10 28 00 - Toilet Accessories

Toilet accessories to be stainless steel and vandal/tamper resistant with stainless steel fasteners. All accessories to be fully ADA compliant. Paper towel and soap dispensers shall be furnished and installed by contractor. All mirrors to be tempered glass. Manufacturer shall be Bobrick, and/or owner approved equal.

## 10 51 30 – Metal Lockers

Wardrobe and custodial heavy duty, fully welded, 16 ga., baked enamel finished metal lockers on concrete bases. Lockers to have solid metal sides, shelves, and mini-louvers on door face, and padlock hasp. Door hinges to be 5-knuckle, nonremovable-pin hinges (min. two per door). All fasteners to be zinc-cadmium, nickel-plated steel, or stainless-steel (tamper-proof). Acceptable manufacturers to be Lyon Inc., American Locker Security Systems, Inc. or Penco Products.

## 10 52 00 - Fire Protection Specialties

Fire extinguishers shall be multi-purpose dry chemical type, 10 lbs. complying with NFPA 10 “Standard for Portable Fire Extinguishers”. Extinguishers shall be enclosed in semi-recessed aluminum vertical-duo style cabinets with clear tempered safety glass with extinguisher designation on front face. Edges shall be rolled with factory applied finish. Manufacturer shall be J.L. Industries, Larsen’s Manufacturing Co., or owner approved equal.

## 10 56 13 – Metal Storage Shelving

Prefinished metal storage shelving fabricated with rigid posts, plumb and true, and shelves flat and free of dents or distortion. Fabricate exposed metal edges free of sharp edges and burrs. Fabricate connections to form a rigid structure, free of buckling and warping. Acceptable manufacturers to be Lyon Inc., Penco Products, Inc. or Western Pacific Storage Systems.

## 10 73 16 – Aluminum Canopies

Pre-engineered aluminum canopies and solar screens composed of extruded aluminum sections of 6063 T6 aluminum with non-corrosive accessories and fasteners compatible with canopy system components. All connections to be ground and welded, and shop-assembled to the greatest extent possible. Canopy manufacturer shall provide a complete and finished system. Manufacturer shall be Avadek, or owner approved equal.

## 10 82 13– Rooftop Equipment Screens

Horizontal louvered aluminum equipment screen walls fabricated of 0.080” thick formed aluminum, 6063-T5 alloy. Profile to be 4-5/8” wide x 5-3/8” deep chevron shape with drainable blades with 3-3/8” space between blades. Provide primary and secondary steel framing members to provide a maximum blade support spacing of 48” center to center. Finish to be coil-coated 20-year fluoropolymer finish consisting of at least 70% Kynar 500 (1 mil) or anodized finish. Acceptable manufacturer to be Ruskin Company or Architectural Louvers.

## DIVISION 11 - EQUIPMENT

### 11 31 00 – Residential Appliances

Residential appliances shall be energy star rated with stainless steel finish unless directed otherwise by the COM. Manufacturer shall be Whirlpool, U-Line, GE, or owner approved equal.

## DIVISION 12 – FURNISHINGS

### 12 21 24 – Roller Shades

Manually or Electrically Operated Black-Out Shade System with intelligent shade operation master control. Shade color to be determined to coordinate adjacent wall colors.

### 12 30 00 - Manufactured Casework

High pressure laminate faced wood casework and accessories including countertops, splashes, supports, shelving and filler panels. Casework bases shall be constructed of 2"x4" pressure treated lumber, with 1-1/8" plywood for countertops. Provide PVC edges applied with hot-melt and balanced high-pressure laminate applied with rigid PVA glue (no melamine). Cabinets doors shall be constructed of 3/4" plywood. Doors 6' tall and above shall be 1" plywood. No particle board or waferboard shall be used. Countertops to be solid surface (no plastic laminated). Provide cabinet locks keyed alike per room. Provide 2-1/2" 5-knuckle hinges. Manufacturer shall be Global Casework or Owner approved equal.

## DIVISION 21 – FIRE SUPPRESSION SYSTEM:

### 1. Fire Protection:

- a. The new building will be protected by a fire sprinkler protection system. A new fire protection sprinkler system with concealed heads will be installed for the entire facility. New automatic wet pipe fire protection system shall be designed in accordance with NFPA 13 and COM standards. A new fire sprinkler riser room will be provided within the new facility and located in a riser room on an exterior wall with exterior door access is TBD on the ground floor. The quantity of zones and size of the room and fire water main will be sized to accommodate the entire facility. Coordination will be required with civil for backflow prevention, metering and FDC connection location.
- b. Fire sprinkler piping will be schedule 40 black steel pipe with appropriate fittings and pressure control devices.
- c. Pressure regulating valves shall be provided where system pressure exceeds 150 psi. Pressure restricting devices shall be included for all hose outlets where pressure exceeds 100 psi.
- d. Fire sprinkler piping will be supported with hangers and supports attached to structure.
- e. Flexible heads are acceptable to COM (Tyco or Reliable Heads to be utilized for flex heads).

## DIVISION 22 – PLUMBING:

### 1. Domestic water:

- a. The water piping will be built with new type L copper piping for hot and cold water. All verticals need to coordinate with architect and MEPT consultants in the walls. New hot water copper piping will be provided throughout the facility to meet latest energy code requirements. A new hot water re-circulation system will be provided.
- b. New electric water heaters will be provided throughout the facility to serve the new restrooms and sinks. The satellite water heaters will be provided with hot water re-circulation loops with re-circulation pumps with time switches.
- c. Hot water shall be stored at 120 F temperature and be distributed as required.
- d. Hot water to be provided to all mop sinks, dishwashers, restroom lavatories, and sinks. Thermostatic mixing valves will be utilized to deliver tempered water to all hand washing facilities.
- e. Domestic hot water supply and return piping shall be insulated. Domestic cold-water piping shall be insulated in exterior walls and within 8' (ft.) of exterior walls.
- f. Potable water below grade and outside the building shall be schedule C-900 pvc pipe.
- g. Potable water below grade within the building shall be type K copper, with no joints allowed below building.
- h. Potable water above slab shall be welded type L copper, with no-lead solder joints.
- i. All plumbing fixtures to be standard wall-mounted institutional type.

- j. Fixtures shall be of type and mounting height to comply with Texas Government Code, Chapter 469 with effective date of March 2012.
- k. Water closets and urinals shall be of the manual flush valve type, wall hung on cast iron carriers. Urinals shall have individual cleanouts above rim.
- l. Lavatories shall be of the wall hung type on concealed arm carriers with push button metered faucets.
- m. All electric water coolers shall be vandal resistant bubbler with pushbutton activation mechanism and drinking glass/bottle fillers. Drinking fountain bodies shall be stainless steel (plastic is not acceptable and will not be accepted).
- n. No dielectric unions shall be allowed.

## 2. Sanitary Waste and Vent:

- a. Waste and vent piping within walls will have new waste and vent piping.
- b. Waste and vent piping above slab shall be service weight cast iron (no-hub).
- c. Waste and vent piping below grade shall be schedule 40 PVC pipe for building services.
- d. Restrooms and mechanical rooms shall have 4" floor drains with trap primers.
- e. Kitchens in the mini-apartments will require grease traps.
- f. The new areas will be provided with new sanitary waste and vent piping with new stub-outs to civil site utilities.

## 3. Storm Piping:

- a. The building will have internal roof drains connected below grade to civil storm utilities.
- b. Storm drainage piping below grade shall be schedule 40 PVC pipe.
- c. Storm drainage above slab shall be service weight cast iron with no-hub joints and drainage pattern fittings.
- d. Building drainage will be tied into building's drainage.

## 4. Natural Gas Service:

- a. Natural gas piping below grade and outside the building shall be yellow polyethylene with socket heat fusion weld fittings.
- b. Natural gas piping above ground shall be seamless schedule 40 black steel.
- c. No dielectric unions or insulated couplings shall be used.

## DIVISION 23 – HEATING VENTILATION AND AIR CONDITIONING:

### A. Mechanical System:

#### 1. Outdoor Design Conditions:

- a. Summer: 97/77 °F DB/WB
- b. Winter: 20 °F DB
- c. Ambient conditions for air cooled equipment: 105 °F DB

#### 2. Indoor Design Conditions:

- a. Summer: 75 °F DB
- b. Winter: 70 °F DB
- c. Relative Humidity: 50-55% maximum

#### 3. Noise Criteria:

- a. Indoor noise criteria: 25-40 NC
- b. Other considerations: HVAC design shall emphasize energy efficiency, proper ventilation (per ASHRAE), thermal comfort, and controllability.

#### 4. Air Handling/RTU Systems:

- a. Air distribution throughout the space shall be provided by Packaged Rooftop Units located on the roof. These units shall be DX VAV air handling units with outside air. Outside air quantities for each unit shall be controlled by return air CO2 concentration. Variable frequency drive motors are provided to regulate airflow output and maximize system efficiency. Each multi-zone air handling unit employs the use of several fan powered terminal units (FPT's) with electric heat to specifically control the air flow and temperature into each space. Dedicated FPT's shall be provided for each classroom and conference room, which will maximize the thermal comfort of the occupants. Offices with similar loading conditions shall be grouped together and served by a FPT unit. Each series fan powered terminal box uses an ECM motor to control the amperage allowed to the electrical rotors regulating airflow output to increase system efficiency.
- b. Air distribution for Welding Lab Expansion shall be provided by Packaged Rooftop Unit located on roof. This unit shall be DX Single-zone VAV air handling unit with electric heat. Variable frequency drive motors are provided to regulate airflow output and maximize system efficiency. Temperature and humidity sensors shall be provided to regulate temperature and humidity in the space.
- c. Supply, return, and exhaust ductwork shall be fabricated of galvanized steel in compliance with SMACNA standards. Supply and return ductwork shall be internally lined within 15 feet of air handling unit and 15 feet downstream of fan powered boxes. Return air boots shall be lined. All other supply and return ductwork shall be externally insulated. Air devices shall be aluminum.
- d. All restroom exhaust shall be with roof mounted exhaust fans.
- e. MDF and IDF rooms shall be provided with wall mounted split systems for 24/7 cooling.
- f. All new welding booths shall be provided with high-efficiency air cleaners with fume extraction arms.

#### 5. Controls and Implementation

- a. All Energy Management, Temperature and HVAC system controls shall utilize BACnet protocol Direct Digital Controls with web-based user interface. DDC system shall be utilized to maximize all equipment capabilities allowing for maximum overall efficiency. System shall be based on Unify Energy Solutions.

## DIVISION 26 – ELECTRICAL:

### Applicable Electrical Codes and Design Standards

- 2018 International Building Code
- 2014 NFPA 70 – National Electrical Code
- ASHRAE 90.1 – 2012
- NFPA 101

#### A. Electrical Power Distribution System Description<sup>1</sup>. Service & Distribution:

- a. The existing facility is to be fed by 480/277V-3 Phase 4 wire electrical distribution system. Existing main switchboard shall be replaced to new main circuit breaker to allow for additional distribution feeders. New additions shall be provided with new 480/277, 208/120 and transformers for welding area and general building areas.

#### B. Electrical Branch Circuit Description:

- a. Receptacles layouts within classrooms and administrative spaces shall be installed to comply with COM standards. Convenience outlets shall be 20-amp, specification grade. All MDF & IDF rooms shall be provided with emergency power per COM standards. Additional circuits will be provided as required. Raceways shall be Schedule 80 PVC for underground feeders. Provide electrical metallic tubing and rigid metallic tubing (where exposed to potential damage) for all above ground, indoor applications. MC cable and AC cable are not permitted. Flexible metallic conduit shall be permitted only for connections to vibrating equipment such as motors. Intermediate Metallic Conduit (IMC) is not permitted. Schedule 40 PVC shall be used for underground conduit serving Parking lot lighting.

#### B. Lighting Systems Description:

- a. Provide new lighting to comply with ASHRAE 90.1 – 2012. Lighting shall utilize new LED fixtures. Lighting layouts shall be provided to meet minimum light levels as defined within IESNA & COM standards.
- b. A new lighting control system shall allow the COM to locally or centrally schedule, monitor, and adjust the lighting on a room-by-room basis via IP address and a standard web browser. Lighting control system for addition shall utilize Wattstopper DLM Room controllers with digital occupancy sensors. Enclosed spaces shall be controlled by DLM room controllers. Occupancy sensor programming shall be used for any enclosed office, conference room, or meeting rooms.
- c. Emergency egress lighting shall be provided for all corridors & paths of egress. Emergency lighting shall be battery backup to comply with NFPA 101 & NEC. All exterior exits within the existing building shall be provided with egress illumination at the building exterior.

DIVISION 27 – TECHNOLOGY/ INTERCOM:

- A. Construction documents shall show structured cabling pathways, workstation outlet locations, and outlet content as well as MDF and IDF layout for space planning purposes. The structured cabling system manufacturer shall be by SYSTIMAX CommScope. System shall utilize Category 6 Horizontal cabling. OS2 Single Mode Fiber backbone cabling. Structure Cabling.
- B. Classroom AV systems consists of one Video Presentation Work Area Outlet (VWAO) directly connected to a ceiling mounted overhead projector or wall mounted display. Projectors and displays shall be specified by the COM.
- C. Provide new campus paging system and intercom shall be integrated with the school's phone system. Ceiling mounted speakers shall be provided in all classrooms, hallways, and common areas. Volume control overhead speakers shall be installed in offices and conference rooms. The system shall tie into the Master Clock System.
- D. A wireless master clock system shall be provided. Master Clock system shall be by American Time and Signal.

DIVISION 28 – SECURITY/ACCESS CONTROL/INTRUSION DETECTION & FIRE DETECTION VOICE EVACUATION NOTIFICATION:

A. Physical Access Control and Intrusion Detection System:

- a. The intrusion detection and access control system shall be integrated.
- b. Intrusion system is to be COM standard.
- c. Access Control system shall be the COM standard.
- d. Card readers are recommended to be installed at all exterior doors.

B. Electronic Video Surveillance:

- a. An IP based digital video surveillance system including cameras, cabling, digital image storage, integration, and accessibility with Owner's Local/Wide Area Network (LAN/WAN), Internet accessibility thru remote view application software with simultaneous user access capability.
- b. All cameras mounted less than 9'-0" shall be installed in vandal resistant housings and wall mounted for field of view and focusing properly.
- c. Cameras will be installed at all building entrances, main reception, & main reception desk and at all building exits.
- d. Exterior cameras shall be provided to monitor parking areas, auto loading and unloading, and at exterior doors.

C. Fire alarm/detection:

- a. New fire alarm system shall be provided.
- b. The system shall include smoke detectors, pull stations, A/V devices (horns, strobes, and horn/strobes), heat detectors, and other devices as required by code.
- c. Each initiation device shall have its own address to identify the exact location of the fire alarm.
- d. System shall include annunciation, sprinkler system supervision, and operation of life safety systems, and intelligent microprocessor control with field programmable software.

## DIVISION 31 - EARTHWORK

### 31 10 00 - Site Clearing

Clearing and grubbing consists of removal and disposal of all onsite trees, stumps, brush, roots, vegetation, rubbish, and other objectionable matter within the area of work.

### 31 20 00 – Earthwork

Excavating for the building pad, paving and site utilities. Providing stable and compact subgrade below the building pad and site utilities. Placing and compacting fill under improved areas to conform to elevations indicated. Filling, backfilling, and finish grading of areas around the building and other improvements using previously approved stripped topsoil or additional topsoil from approved sources and delivered to the site.

### 31 31 16 - Soil Treatment

Termite pre-construction soil treatment complying with EPA/OSHA regulations shall be provided under building slab with written warranty agreeing to re-treat and repair damage caused by termite infestation during a 5-year period following substantial completion.

### 31 32 00 - Soil Stabilization

The addition of lime to natural subgrade material and compacting embankments to stabilize them as required by the Geotechnical Investigation.

### 31 35 00 – Drilled Concrete Piers

Columns and grade beams will be supported on drilled and underreamed piers for new. Drilled concrete piers shall have a bearing depth of approximately 8-10 feet below natural grade. The drilled underreamed footings will be in accordance with the geotechnical report and located below the natural ground as indicated. Unless noted otherwise, the vertical reinforcing in the shaft will be roughly 0.5% of the shaft cross-sectional area with #3 circular ties at 12" on center. Intermediate piers may be located between gridlines if required to support grade beams. Generally, an intermediate pier is added when the distance between grid lines are more than 22' (ft.). A 24" deep pier cap reinforced with #5 closed ties at 12" on center will occur at each pier location. The minimum dimension of the pier cap will be 24" by 24". All concrete shall be 3,000 PSI minimum at 28 days. All concrete reinforcing bars shall be Grade 60.

## DIVISION 32 – EXTERIOR IMPROVEMENTS

### 32 13 13 - Concrete Flatwork

Concrete flatwork shall be 3,000 PSI minimum at 28 days. All concrete requirements shall conform to section 03 30 00 Cast in Place Concrete. Thicknesses shall be 4" at sidewalks, 5" at parking stalls, 6" at driveways, and 7" at bus/dumpster driveway. Provide construction, expansion, and tooled joints where appropriate.

### 32 17 00 - Pavement Markings

Pavement paint striping shall be 4" wide latex, water-based complying with FS TT-P-1952B. Color to match existing.

## 32 92 23 - Lawns – Sodding

Sodding shall consist of live, growing St. Augustine grass (95% pure), secured from sources where the soil is fertile and has been fumigated. Sod shall have a healthy virile root system of dense, thick matted roots throughout and grown in a sandy loam soil consisting of a minimum of 60% sand. Sod shall be machine-cut and delivered to site in ¾" thickness. No hydro mulch permitted.

## DIVISION 33 – UTILITIES

### 33 31 13 - Polyvinyl Chloride Pipe Storm Drains

Unplasticized polyvinyl chloride (PVC) plastic sewer pipe and fittings for gravity flow sewers, including all clearing and grubbing, excavation, sheetings, shoring, dewatering, pipe laying, jointing, backfilling and any other work that is required or necessary to complete the installation as shown on the plans and as specified. All PVC plastic pipe furnished on this project shall meet the requirements of ASTM Standard D 1784, "Rigid Poly (Vinyl Chloride) and Chlorinated Poly (Vinyl Chloride) Compounds," and ASTM Standard 0 3034 (SoR-35), "Type PSM Poly (Vinyl Chloride). (PVC) Sewer Pipe and Fittings", latest revisions.

# Anticipated Project Cost

## WELDING BUILDING

Construction Budget_____	\$	5,500,000
Architectural & Engineering Design Fees_____	\$	525,000
Reimbursables_____	\$	25,000
Cost Estimating_____	\$	20,000
Windstorm Engineering_____	\$	5,000
Construction Material Testing_____	\$	30,000
HVAC System Testing & Balancing_____	\$	20,000
Building Commissioning_____	\$	25,000
Technology & Security Equipment_____	\$	269,550
Fixtures, Furniture & Equipment_____	\$	423,579
<b>TOTAL ANTICIPATED PROJECT COST</b>	<b>\$</b>	<b>6,843,129</b>

## INDUSTRIAL EDUCATION BUILDING

Construction Budget_____	\$	7,500,000
Architectural & Engineering Design Fees_____	\$	700,000
Reimbursables_____	\$	25,000
Cost Estimating_____	\$	20,000
Windstorm Engineering_____	\$	3,000
Construction Material Testing_____	\$	10,000
HVAC System Testing & Balancing_____	\$	10,000
Building Commissioning_____	\$	10,000
Technology & Security Equipment_____	\$	358,416
Fixtures, Furniture & Equipment_____	\$	563,225
<b>TOTAL ANTICIPATED PROJECT COST</b>	<b>\$</b>	<b>9,199,641</b>



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## Meeting Minutes

**Project:** College of the Mainland Welding Building & Industrial Arts Renovations/Additions

**Joiner Project No.:** 23008 & 23009

**Meeting:** Design Kick-off Meeting

**Meeting Date:** August 7, 2023

**Meeting Time:** 2:30 PM

**Location:** College of the Mainland

### ATTENDEES:

Bo Bacon, College of the Mainland	TBacon@com.edu
Sonja Blinka, College of the Mainland	SBlinka@com.edu
Helen Brewer, College of the Mainland	HBrewer1@com.edu
Derek Lewis, College of the Mainland	DLewis22@com.edu
Rebecca Montz, College of the Mainland	RMontz@com.edu
Dr. Warren Nichols, College of the Mainland	WNichols@com.edu
William Roy, College of the Mainland	WRoy@com.edu
Victor Woods, College of the Mainland	VWoods@com.edu

Paula Drnevich, LAN	PJDrnevich@lan-inc.com
J.P. Grom, LAN	JPGrom@lan-inc.com
C.W. Scheibe, LAN	CWScheibe@lan-inc.com

Joby Copley, Joiner Architects      Jobyc@joinerarchitects.com

Brent Moe, DBR      BMoe@dbrinc.com

### DISTRIBUTION:

All Attendees	
Kermit Harris, College of the Mainland	KHarris13@com.edu
Jay Khayrattee, Matrix Engineers	jayk@matrixstructural.com
Ray Nikel, Joiner Architects	Rayn@joinerarchitects.com
Trent Perez, PRD Engineers	tperez@prd-llc.com
Rosie Rojas, College of the Mainland	RRojas@com.edu

*The following notes constitute project specifics discussed and conclusions reached. Meeting attendees should review all items listed below and advise Joiner within 5 working days of receiving notes of any errors or omissions.*

1. The representatives for the Industrial Arts Building were not in attendance. LAN to setup a separate meeting to discuss the needs for that building.
2. The Welding Building requires the following additional spaces:
  - Three offices (match existing size)
  - Male/female locker rooms (60 total metal lockers & 30/60 M/F ratio)
  - Two classrooms (tables/chairs not labs)
  - Breakroom (20 occupants)

2. The Welding Building will receive a new roof as part of the scope of work. The Industrial Arts Building recently received a new roof.
3. It was noted that the Welding Building currently has 36 welding booths (18 each side). These booths to be removed and replaced with 24 booths each side of more durable construction matching the Industrial Arts Building booths. Booth ventilation to be reused.
4. Both buildings have non-insulated exterior overhead coiling doors. Many of these doors can be removed and openings infilled. Others to be replaced with sealed/insulated doors. Exact doors to remain to be determined.
5. Send LAN a link to the as-built drawing scans.
6. Both buildings to receive electrical, lighting, technology, and HVAC building Code/upgrades throughout.
7. Both buildings to receive ADA upgrades if/where required.
8. Both buildings to receive minor exterior finish updates.
9. Both buildings to receive new fire alarm system and wet pipe fire sprinkler system.
10. Construction will need to be phased to ensure classes can continue throughout the year, including summers.
11. Access control to be provided to all exterior doors.
12. The welding program currently has two welding simulators to be reused.
13. It was noted that the existing Welding Building has 21 tons of air conditioning, and existing units are in good condition and shall remain.
14. It was noted that the welding booth ventilation is good, but it was requested to provide added filtration to the welding booth units to keep the lab cleaner.
15. Joiner to coordinate surveying boundaries for each building with Ellis Surveying.
16. No paving or parking lot revisions to be part of this project.
17. Remove all resilient tile flooring. Sealed concrete or epoxy is preferred throughout.
18. LAN is currently working on construction standards/design guidelines and should have them ready to send out in approximately 2-3 weeks.
19. Owner/LAN to forward any existing asbestos reports for both buildings.
20. All design communication with the COM to be routed through LAN.
21. A separate COM Steering Committee shall review/approve all design milestones.

# Meeting Minutes & Programming Information



9990 Richmond Avenue  
South Building, Suite 300  
Houston, TX 77042

v 713.914.0888  
f 713.914.0886

www.dbrinc.com

## Meeting Notes

**DATE** 2023-08-07  
**TIME** 2:30 PM  
**PROJECT** #| College of the Mainland Welding Building & Industrial Arts Renovations/Additions

**MEETING TITLE:** Kick-Off Meeting (Welding Building & Industrial Education Building)

### General

1. DBR needs to finalize fee agreement/proposal to Joiner.
2. Lead contact: LAN (Program Manager) and from the Owner's Side: Bo Bacon
3. Coordination to go through LAN. (CW, JP, Paula)
4. Focus groups will start and be scheduled between LAN and Architect.
5. Both Tilt wall building
6. Architect has existing drawings that can be shared for both buildings.
7. Facility assessments need to be done by the design team to make recommendations.
8. May have some asbestos (need reports – owner to send for review) (Current reports were done in 2010-2012)
9. Project construction will have phasing strategy requirements. (Classes will need to remain in session, potentially downsized)
10. CMAR will be utilized on the project.
11. Projects will be permitted separately but done under one CMAR contractor.
12. Alarm systems need to be upgraded (Fire Alarm and Fire protection) (Buildings are not sprinkled and need fire alarm upgrade)
13. All exterior doors access controlled.
14. All interior doors need to be lockable.
15. Technology scope to be included in the projects.
16. COM is working on design guidelines and construction standards. (To be distributed when available)

### Schedule:

- Programming/SD: September 2023
- DD: October 2023
- CD: March 2024
- Procurement: April 2024
- Construction: May 2025 – August 2025

### Welding:

1. Welding: 8,400 SF Renovation & 5,000 SF Addition
2. Budget: \$5,500,000.00
3. 3 office space.
4. 2 classrooms (Tables & Chairs only – typical classroom – No welding in the classrooms)
5. Breakroom
6. Locker Room (one existing small classroom and want to add a larger locker room. Would like a woman's and men's locker room) (60 Lockers – Pending) – Owner to come up with an estimate of men vs. women locker room count.
7. Remodel the welding booths (Improve lighting)
8. Ventilation on the building it is good (more maintenance related items – not new design of ventilation. Done by filtration system) (A walk will be perform)
9. New Roof required.
10. New Lighting for the entire facility (Facilities need to be assessed and a site walk done to both)
11. HVAC to be assessed to see what can be reused and try and determine what can be done to make the space cleaner (gets dirty quickly)
12. Existing facility has 36 Welding Booths.
13. Morning/day/evening classes done in one day
14. 2 Lincoln virtual simulators used for new students (existing) – may be able to go in the old existing locker room.

## Meeting Notes

15. New sub arc welding will be done and cutting (potentially added to the addition area)
16. Owner did mention the program is always full and would potentially like growth to 48 booths (24 booths on each side)
17. Current HVAC is DX RTUs with welding filtration system (21 Tons of AC recently added)
18. Welding has a BAS system (Unify)
19. Offices and classrooms are on a separate unit
20. Existing plumbing has not caused issues for the owner at this time. (Copper for domestic currently)

### Industrial Education Building:

1. Industrial 22,260 SF Renovation
2. Budget: \$7,500,000.00
3. Brand new roof already installed.
4. New Lighting for the entire facility (Facilities need to be assessed and a site walk done to both)
5. HVAC equipment is old and will need replacement (no BAS – BAS needs to be added)
6. A meeting will need to be setup with the continuing education program. (Later date)
7. Building will be used for high school and continuing education students.
8. Existing plumbing has not caused issues for the owner at this time. (Copper for domestic currently)



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## Meeting Minutes

**Project:** College of the Mainland Industrial Education Building Renovation

**Joiner Project No.:** 23009

**Meeting:** Design Kick-off Meeting

**Meeting Date:** August 14, 2023

**Meeting Time:** 10:00 AM

**Location:** College of the Mainland

### ATTENDEES:

Bo Bacon, College of the Mainland	TBacon@com.edu
Kermit Harris, College of the Mainland	KHarris13@com.edu
Dr. Michael Hejazi, College of the Mainland	MHejazi@com.edu
Janet Parrish, College of the Mainland	JParrish@com.edu
Victor Woods, College of the Mainland	VWoods@com.edu
Paula Drnevich, LAN	PJDrnevich@lan-inc.com
C.W. Scheibe, LAN	CWScheibe@lan-inc.com
Joby Copley, Joiner Architects	Jobyc@joinerarchitects.com
Erik McDonald, DBR	EMcdonald@dbrinc.com

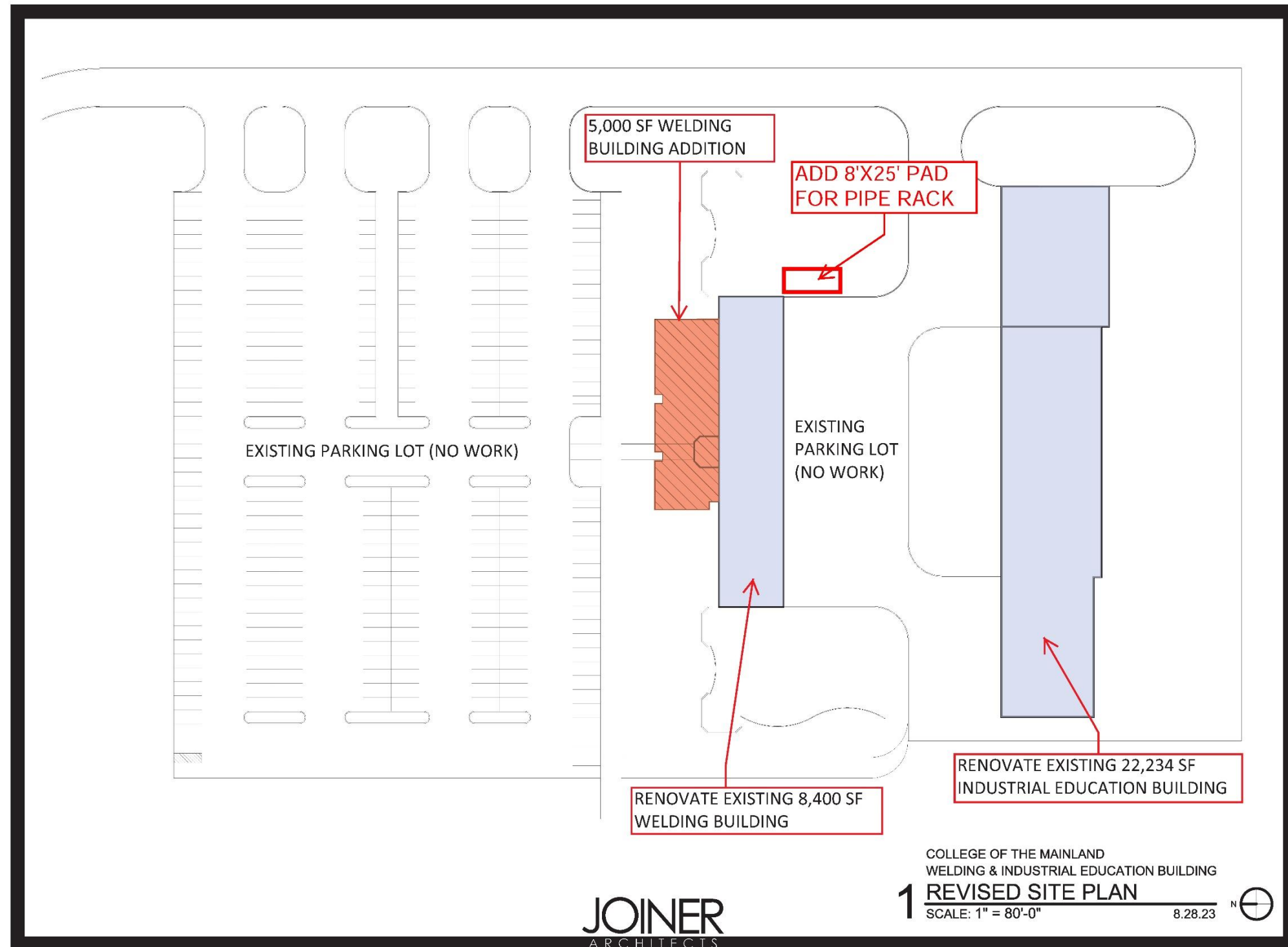
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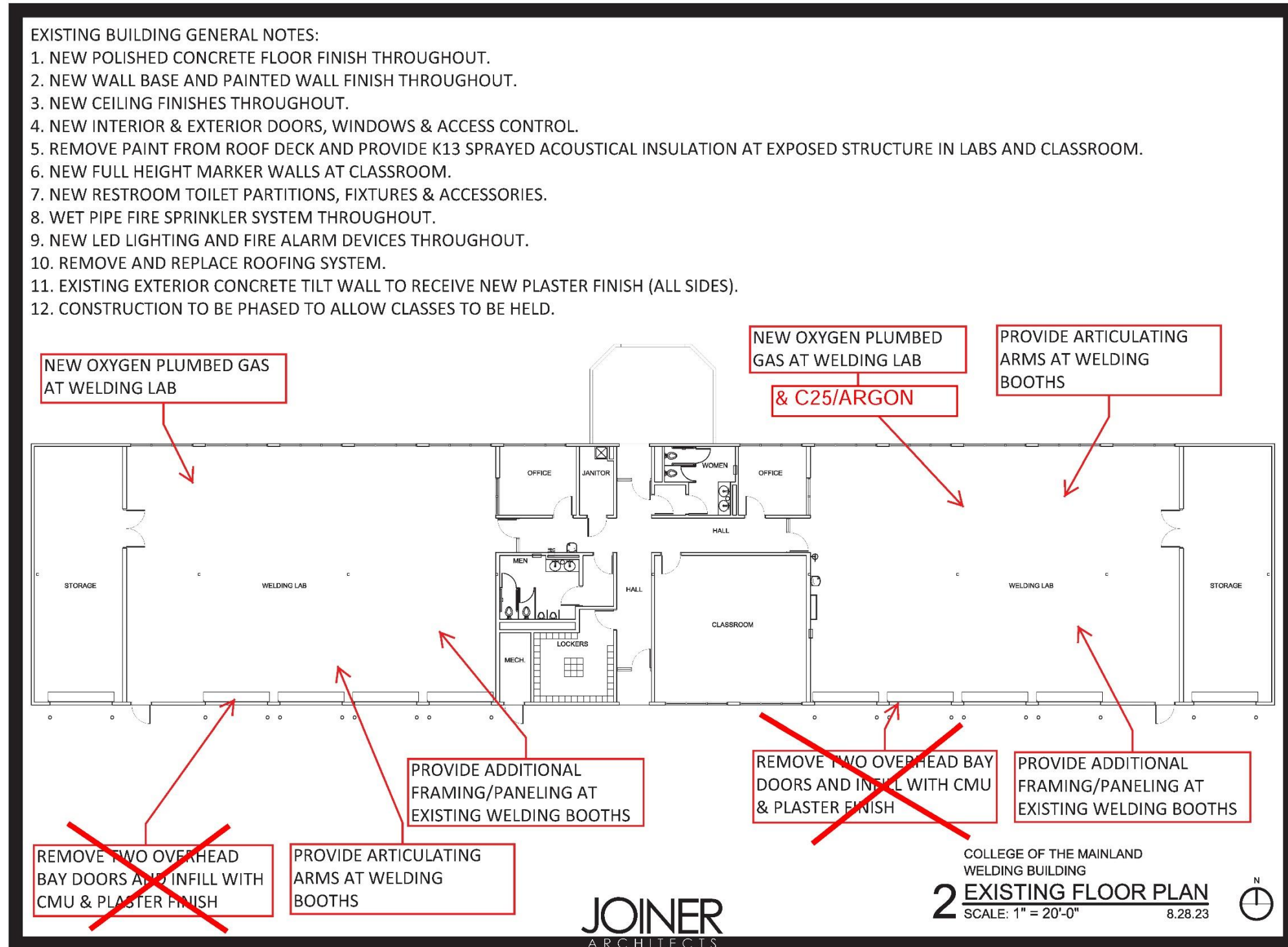
All Attendees	
J.P. Grom, LAN	JPGrom@lan-inc.com
Jay Khayrattee, Matrix Engineers	jayk@matrixstructural.com
Rebecca Montz, College of the Mainland	RMontz@com.edu
Dr. Warren Nichols, College of the Mainland	WNichols@com.edu
Ray Nikel, Joiner Architects	Rayn@joinerarchitects.com
Trent Perez, PRD Engineers	tperez@prd-llc.com
Rosie Rojas, College of the Mainland	RRojas@com.edu
William Roy, College of the Mainland	WRoy@com.edu

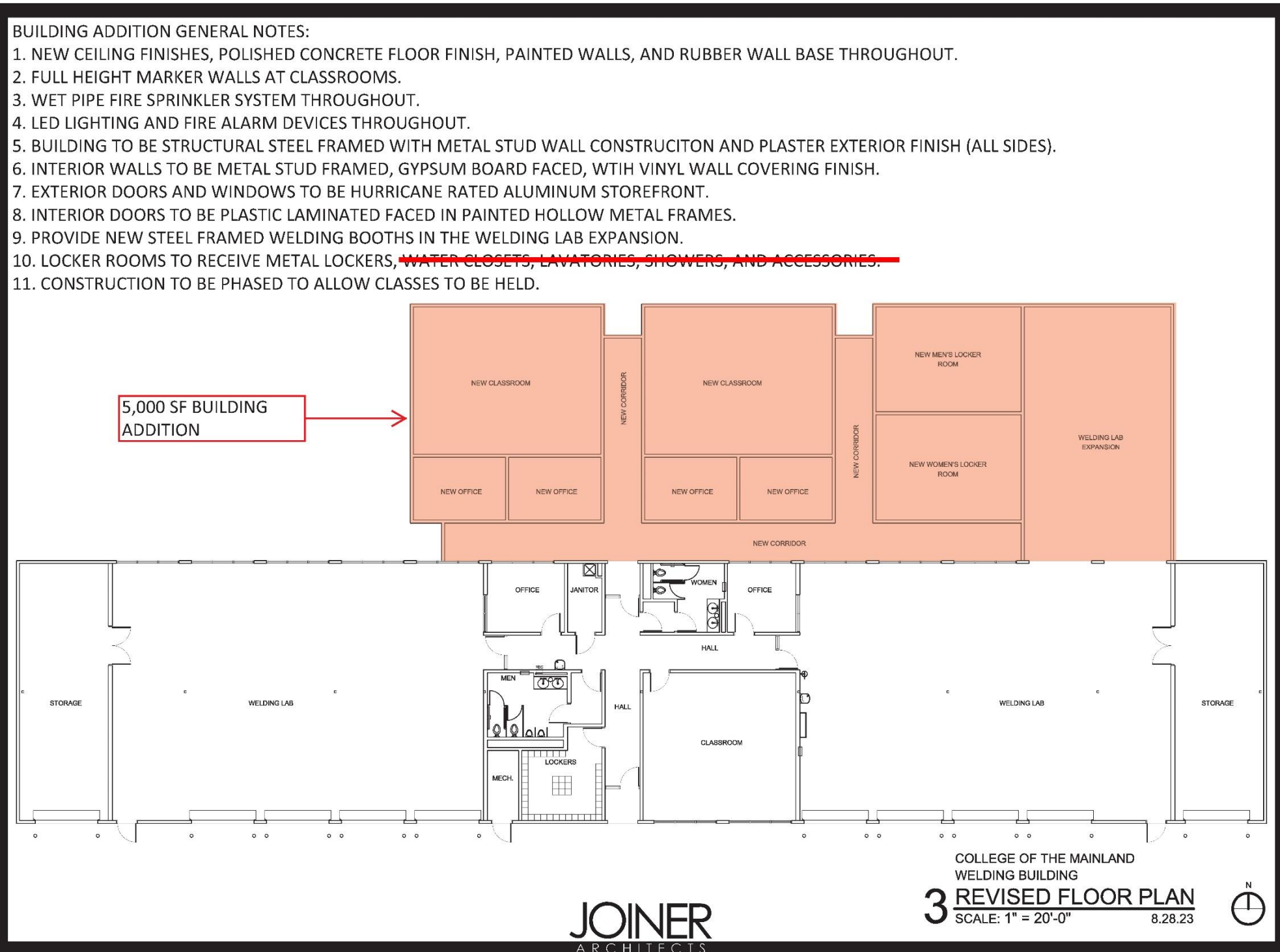
The following notes constitute project specifics discussed and conclusions reached. Meeting attendees should review all items listed below and advise Joiner within 5 working days of receiving notes of any errors or omissions.

1. COM is currently evaluating all of their existing equipment within this building, and will advise on equipment to be reused, preferred locations, MEP requirements, sizes, required clearances, etc. This information was requested by August 31<sup>st</sup> by LAN.
2. Welding booths at the western lab to receive copper plumbed gas (argon & C25) with exterior tanks. Local portable bottles to be removed.
3. COM noted that they lack storage space in general.
4. COM noted that they have three compressors, two of which serving the western lab are not functioning and need be replaced.

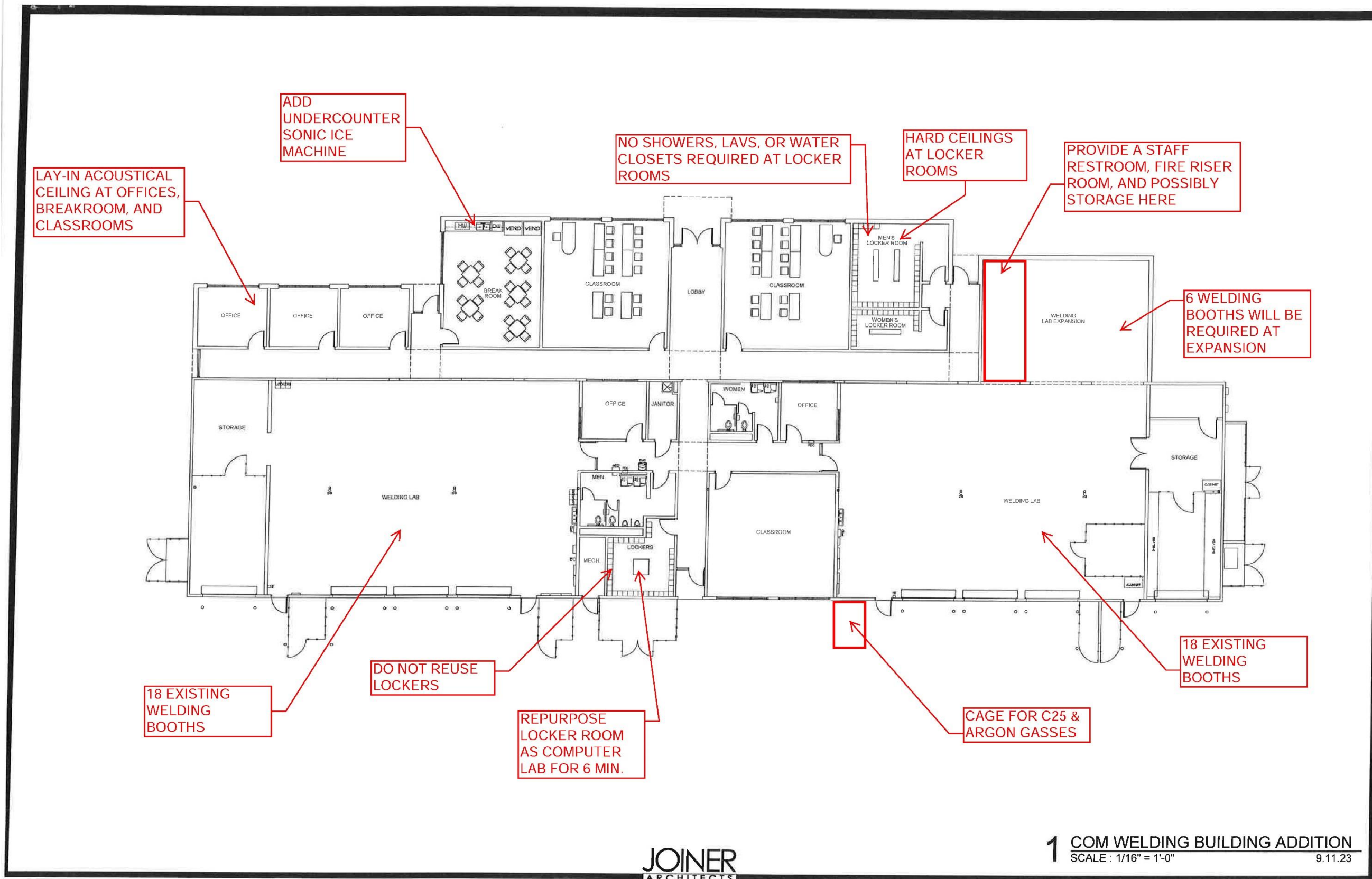
5. Current programs within the building are:
  - a. Western Lab: Welding and Pipe Fitting.
  - b. Eastern Lab: Computer Numerical Control (CNC), Lathe, Manual Machining, and Millwrighting.
6. Remove large manual overhead doors and infill openings:
  - a. Western Lab:
    - South side: 3 openings
    - North side: 2 openings
  - b. Eastern Lab:
    - South side: 2 openings (2<sup>nd</sup> & 4<sup>th</sup>)
    - North side: 2 openings (2<sup>nd</sup> & 4<sup>th</sup>)
7. Remove the wood framed storage room and infill the unused auto slab depression in the eastern lab, and provide multiple locking wire cage storage areas the full width of the lab along the east wall. COM to elaborate further.
8. Three owner-furnished plumbing training stations shall be provided in the western lab.
9. An organizational chart was requested by LAN from COM.
10. A future possible program was mentioned pertaining to thermo-dynamic aerospace material assembly.
11. Joiner to send the team a floor plan of the building for end users to make notes, locate equipment, etc.
12. It was noted that the overall building floor plan shall remain intact, and all current spaces will be refinished. No need to completely remove/relocate walls unless necessary.
13. Exposed structure (no ceiling tile/grid) in classrooms preferred. Ensure acoustics are evaluated. Possibly provide K13 acoustical insulation overhead.
14. LAN noted that the technology equipment shall be owner-furnished and outside of the construction contract.
15. Classrooms to receive full height/width marker walls at the instructional wall.
16. A computer lab shall be required accommodating twenty students and one instructor.
17. Oxygen to be provided at the Welding Building, but not the Industrial Education Building.
18. No new welding booths required at the Industrial Education Building.
19. Remove loose welding booth ventilation arms where present and provide articulating arms to match existing elsewhere. This applies to both buildings.
20. The existing framing for the welding booths at the Welding Building can remain, but the paneling and mid support will need to be removed and replaced with sturdier construction.
21. Renovations in the fleet mechanic's work space to be incorporated as a final phase to allow usage of this space as long as possible.
22. No new office space required within the Industrial Education Building.
23. All new flooring to be sealed/stained/polished concrete. No epoxy.
24. It was noted that several of the existing roof top A/C units will need to be replaced.
25. The existing roof was recently replaced at the Industrial Education Building.
26. New LED lighting to be provided throughout.
27. Owner noted that there are existing electrical issues/non-functioning receptacles in the eastern lab.
28. Ensure structure is intact supporting the overhead crane in the eastern lab.
29. Both buildings to be wet pipe fire sprinkled.
30. Joiner to provide a written scope of work and general floor/site plans to LAN by August 28<sup>th</sup> for inclusion into the CMAR proposal documents.

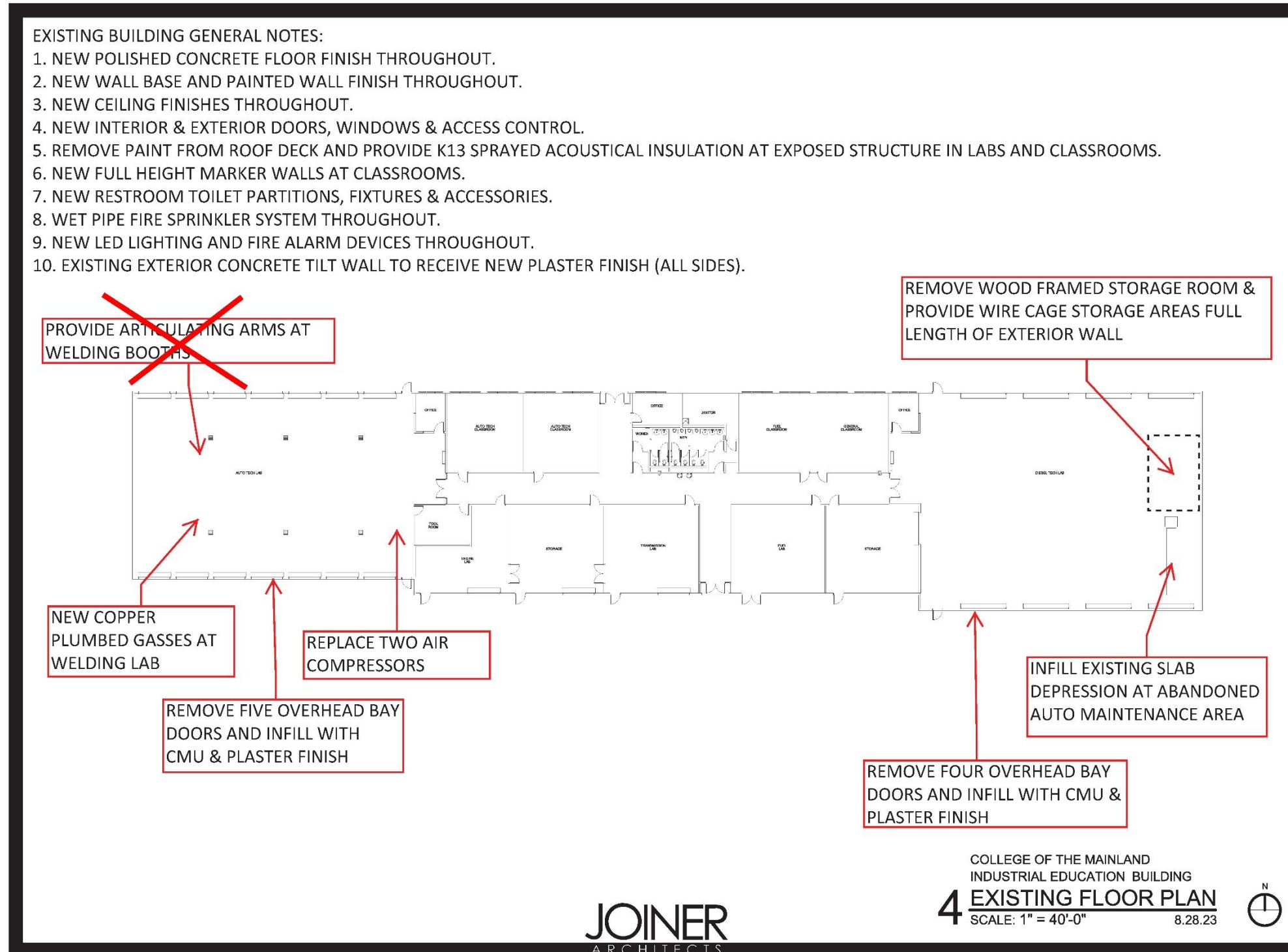




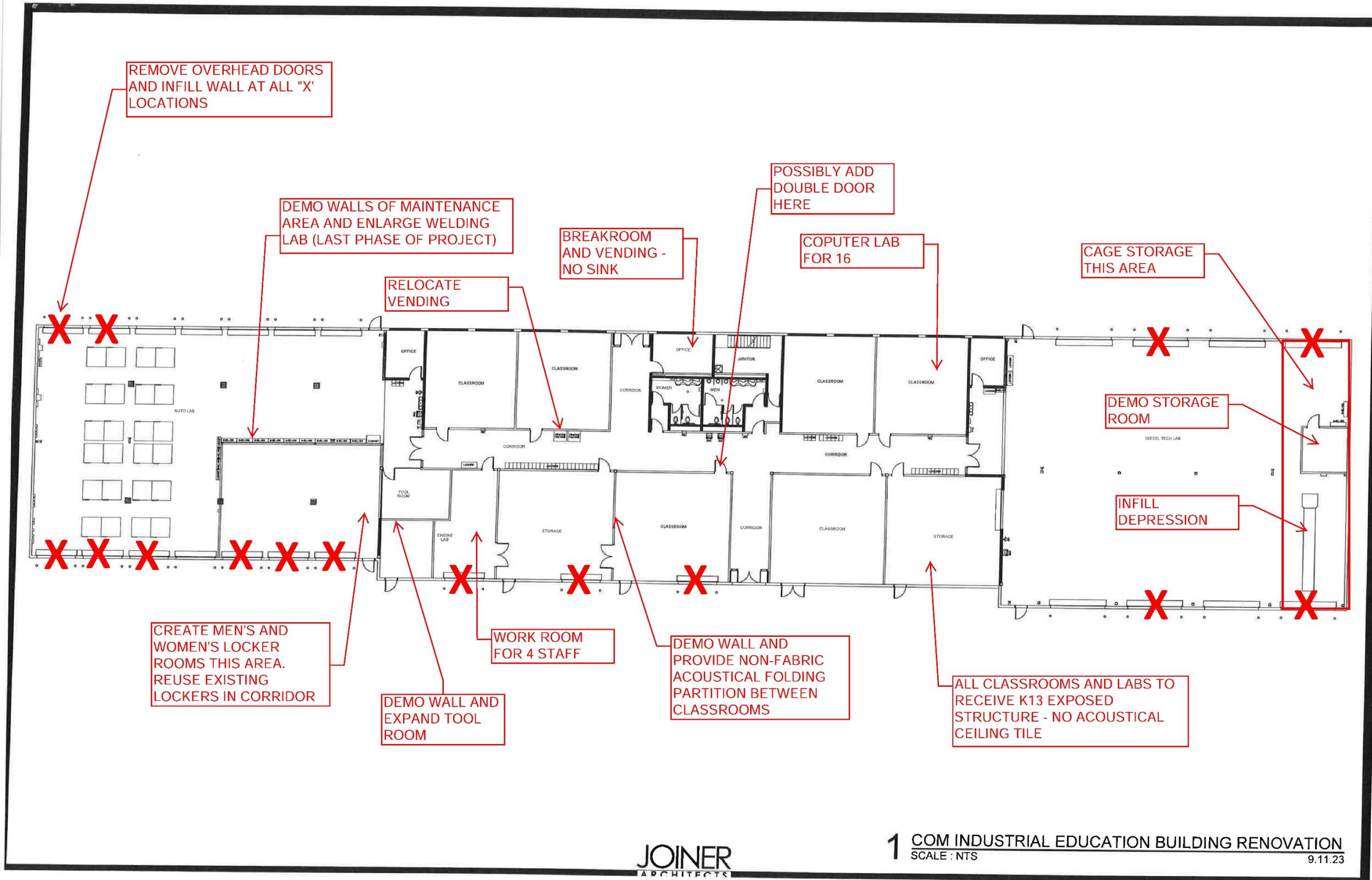


# Meeting Minutes & Programming Information





# Meeting Minutes & Programming Information



**THANK YOU**

**JOINER**  
ARCHITECTS



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Approval of contract 23-31: Construction Manager at Risk Services for the Welding Building Addition/Renovation & Industrial Education Building Renovation

**FUNDING SOURCE:**

2023 Bond

**PURPOSE**

Provide Construction Manager at Risk Services for the Welding Building Addition/Renovation & Industrial Education Building Renovation under COM 2023 Bond.

**PROPOSED MOTION:**

**“I move the Board of Trustees approve award of contract # 23-31 to Pogue Construction Company, LP for Construction Manager at Risk Services for Welding Building Addition/Renovation & Industrial Education Building Renovation for a not-to-exceed amount of \$25,000.00 for Pre-Construction Services, plus Construction Management fees (Construction Manager’s Fee of 3.50% of the actual Cost of the Work and General Conditions Fee of 5.82% of the actual Cost of the Work) to be paid with 2023 Bond Funds.”**

**BACKGROUND:**

On September 15, 2023, five (5) proposals were received in response to a Request for Proposal (RFP) for Construction Manager at Risk (one-step) Services for the Welding Building Addition/Renovation & Industrial Education Building Renovation. The Respondents were evaluated according to the published scoring criteria outlined in the RFP. LAN began negotiations with the highest ranked proposer on September 22, 2023. The negotiations were unsuccessful. After consulting with COM Administration, LAN formally ended negotiations with the highest ranked proposer on September 27, 2023 and immediately began negotiations with the next highest ranked proposer, Pogue Construction Company, LP. Therefore, it is the COM Administration’s recommendation to award a contract to Pogue Construction Company, LP. for Pre-Construction and Construction Services for the Welding Building Addition/Renovation & Industrial Education Building Renovation project. The Owner’s Budget for the Cost of the Work is \$13,000,000.00. The subject procurement was solicited as an RFP in accordance with the Texas Government Code 2269 for Contracting and Delivery Procedures for Construction Projects.

**Attachments:**

1. LAN Cover Letter
2. RFP # 23-31 Evaluation Results



To: Dr. Warren Nichols, President, College of the Mainland (COM)

From: Lockwood, Andrews & Newnam (LAN)

Date: October 10, 2023

Re: Request for Proposal (RFP) # 23-31, Construction Manager at Risk Services for the Welding Building Addition/Renovation & Industrial Education Building Renovation project – Evaluation Committee Results and Recommendation

**Background:** College of the Mainland (COM) elected to use Construction Manager at Risk as the contracting method for Welding Building Addition/Renovation & Industrial Education Building Renovation project.

**Selection Process:** Based on this direction, COM advertised a request for proposals for the Construction Manager at Risk Selection Process (One-Step). COM received proposals from five (5) interested firms on Friday September 15, 2023. As stated in the RFP, a selection committee comprised of COM Staff, Joiner Architects, and LAN reviewed the proposals and ranked them according to the criteria listed in the RFP. The result of the ranking is summarized below.

Firm Name	Ranking	Score
Durotech Inc.	1	82.56
Pogue Construction Company, LP	2	79.56
Tellepsen Builders	3	77.38
Anslow-Bryant Construction, Ltd.	4	77.16
Millenium Project Solutions	5	73.43

**Negotiations:** LAN began negotiations with the highest ranked vendor (Durotech, Inc.) on September 22, 2023. Contract negotiations with Durotech were unsuccessful and formally ended on September 27, 2023. LAN began negotiations on September 27, 2023 with the next highest ranked proposer (Pogue Construction Company, LP).

**Recommendation:** LAN recommends the selection of Pogue Construction Company, LP as the Best Value in response to RFP # 23-31. LAN also recommends approval of the negotiated contract with Pogue Construction Company, LP at the October 23, 2023 Board Meeting.

*CW Scheibe*

C.W. Scheibe, CCM, PMP  
Program Manager, LAN  
[cwscheibe@lan-inc.com](mailto:cwscheibe@lan-inc.com)  
mobile: (972) 890-3002



## RFP # 23-31, Welding Building A/R & Industrial Education Building Renovation

Proposal Date and Time: 09/15/2023 at 2:00 P.M.

Recorded By: C.W. Scheibe

Architect: Joiner Architects

Program Manager: Lockwood, Andrews & Newnam, Inc.

### Construction Manager At Risk Proposal Evaluation

	Point Value (total/each)	Durotech Inc.	Tellepsen Builders	Pogue Construction Company, LP	Anslow-Bryant Construction, Ltd.	Millenium Project Solutions
<b>1. Fee Proposal</b>	<b>25</b>					
Base Proposal: Owner's Budget for Cost of the Work Plus CMAR Fees		\$ 14,894,100	\$ 14,725,100	\$ 14,211,600	\$ 14,142,700	\$ 14,209,000
Points Awarded		<b>16.88</b>	<b>19.38</b>	<b>24.63</b>	<b>25.00</b>	<b>24.63</b>
<b>2. Evaluation Survey of Company References and Project Contacts</b>	<b>15</b>					
Points Awarded		7.78	3.00	9.43	10.36	15.00
<b>3. History of Company Performance</b>	<b>10</b>					
Points Awarded		9.70	9.00	7.70	7.00	6.40
<b>4. Demonstrated Company Skill With CMAR Concepts</b>	<b>30</b>					
Points Awarded		29.20	28.60	22.40	20.20	14.60
<b>5. Similar Company Project Experience and Qualifications</b>	<b>10</b>					
Points Awarded		9.50	8.60	7.30	7.40	6.40
<b>6. Similar Individual Personnel Project Experience and Qualifications</b>	<b>10</b>					
Points Awarded		9.50	8.80	8.10	7.20	6.40
<b>Total:</b>	<b>100</b>	<b>82.56</b>	<b>77.38</b>	<b>79.56</b>	<b>77.16</b>	<b>73.43</b>
<b>Rank</b>		<b>1</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>5</b>

**Owner's Budget for the Cost of the Work \$ 13,000,000.00**

Respondent Construction Services Fee (%)		5.96%	3.75%	3.50%	2.50%	3.40%
Respondent General Conditions Cost (%)		8.61%	9.52%	5.82%	6.29%	5.90%
Base Proposal ((Owner's Budget for COW X CSF) + (Owner's Budget for COW X GCC)+Owner's Budget for COW)		\$ 14,894,100.00	\$ 14,725,100.00	\$ 14,211,600.00	\$ 14,142,700.00	\$ 14,209,000.00
Respondent Pre-construction Cost (\$)		\$ 36,445.00	\$ 27,000.00	\$ 25,000.00	\$ 40,000.00	\$ 12,000.00



PRESIDENT'S OFFICE

**MINUTE ORDER**

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

**AGENDA ITEM DESCRIPTION:**

Increase to Contract 23-10 for Glycol Separation Unit (GSU) Software

**FUNDING SOURCE:**

*To be paid from Title V – Pathways Grant Funds.*

**PURPOSE:**

Increase contract funding to support Change Order 1 for additional Delta V configuration software in support of the Glycol Separation Unit.

**PROPOSED MOTION:** *“I move the Board of Trustees approve an increase to contract 23-10 awarded to Puffer Emerson in the amount of \$10,225.00, for a revised not-to-exceed amount of \$145,225.00 to be paid from Title V Grant Funds.”*

**BACKGROUND:**

On September 26, 2022 the Board of Trustees approved award of contract 23-10 for the purchase of Glycol Separation Unit Software from Puffer/Emerson for a not to exceed amount of \$135,000.00. The approved amount included \$7,481.00 in contingency funds. During the design, it was determined enhanced graphics were needed to support the new GSU per the attached Change Order request in an amount of \$17,703.93. Adding this Change Order to the contract would result in a \$10,222.93 deficit. Therefore, it is the recommendation of COM Administration to increase the contract for an additional \$10,225.00 to proceed with Change Order 1. This increase will result in a contract value change from \$135,000.00 to \$145,225.00 as follows:

Software & Peripherals	\$127,519.00
<u>Original 6% Contingency</u>	<u>\$ 7,481.00</u>
Original Contract Value:	\$135,000.00
<u>Change Order 001:</u>	<u>\$ 10,225.00</u>
<b>Revised Contract Value:</b>	<b>\$145,225.00</b>

**Attachment:** Puffer/Emerson Change Order 001 Proposal



## Change Request Form

**17253\_CR\_17253-001\_Rev1**

Puffer Project No.	17253	Purchase Order No.	B0002804
Project Name	COLLEGE OF THE MAINLAND DeltaV System	Requestor Name	Derrick Lewis
Change Request No.	17253-001	Request Date	7/17/2023
CR Revision No.	1	Response Date	8/8/2023
Submitted To	Derrick Lewis	Decision By Date	

### Scope Change Description

DeltaV configuration work based on revised P&IDs:

1. New tags have been added to the I/O list based on latest P&IDs.
2. DeltaV software configuration for new tags.
3. HMI graphics have increased to 7 graphics total. 1 Overview Graphic and 6 process graphics according to revised P&IDs.

### Risk / Quality Impact Analysis

None.

Schedule Impact	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Impact in Weeks		

### Commercial Impact

Labor	Hours	Description	
Project Management	3		
Design Services	6		
Procurement/Expediting	0		
Shop Labor	0		
Application Specialist	96		
Field Services	0		
Material	Cost	Material	Cost
DeltaV Licenses	\$ -	PLC Licenses	\$ -
DeltaV Hardware	\$ -	PLC Hardware	\$ -
Enclosure Material	\$ -	Fees	\$ -
Third Party Licenses	\$ -	Third Party Equipment	\$ -
Totals			
Services		\$	17,703.93
Material		\$	-
Other		\$	-
<b>Change Request Total</b>		<b>\$</b>	<b>17,703.93</b>

### Attachments

Puffer Sweiven Representative Title	Project Manager
Puffer Sweiven Representative Name	Jie Deng
Puffer Sweiven Representative Signature	<i>Jie Deng</i>

**Customer Response Form****17253\_CR\_17253-001\_Rev1**

Puffer Project No.	17253	Purchase Order No.	B0002804
Project Name	COLLEGE OF THE MAINLAND DeltaV System	Requestor Name	Derrick Lewis
Change Request No.	17253-001	Request Date	7/17/2023
CR Revision No.	1	Response Date	8/8/2023
Submitted To	Derrick Lewis	Decision By Date	

**Deciding Organization to Fill Out**

Deciding Org		Decision Submitted To	
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**Change Implementation Decision** Approved Approved with modifications Rejected

If approved, implement change on PO revision no.

If approved, expected PO revision issuance date

**Additional Comments****Customer Authorization**

Title	Name	Signature	Date

**Puffer Sweiven - Internal Use Only**

Title	Name	Signature	Date
Decision (select one):	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/ modifications	<input type="checkbox"/> Rejected

# Bond Update

College of the Mainland, 2023 Bond

Published October 10, 2023



Lockwood, Andrews  
& Newnam, Inc.  
A LEO A DALY COMPANY



# Library Classroom Building (LCB)

## Completed Activities:

- Programming Workshop # 2 (Sep 21-22)
- Prelim. Programming Report (Oct 6)
- CMAR RFP published (Oct 3)

## Project Milestones:

- Design Phase: July 2023 – Oct 2024
- CMAR Procurement: Oct 2023 – Dec 2023
- Construction Phase: Dec 2024 – Sep 2026
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Schematic Design Workshop # 1
- CMAR RFP Evaluation/Selection
- Geotechnical borings

## Project Cost:

- Total Project Budget: \$92,479,202.40
- Project Cost to Date: \$68,821.08
- Total Construction Cost: \$67,200,000.00
- Construction Cost to Date: \$0.00
- Project scope is being reviewed to fit Budget

# Public Services Center (PSC)

## Completed Activities:

- Programming Report
- CMAR RFP Evaluation and Selection

## Project Milestones:

- Design Phase: July 2023 – June 2024
- CMAR Procurement: Aug 2023 – Oct 2023
- Construction Phase: Oct 2024 – May 2026
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Schematic Design – ongoing
- CMAR Contract Board Approval (Oct 2023)

## Project Cost:

- Total Project Budget: \$34,493,359.65
- Project Cost to Date: \$0.00
- Total Construction Cost: \$24,000,000.00
- Construction Cost to Date: \$0.00
- Project is in Budget

# Welding Building & Industrial Ed (WELD\_IE)

## Completed Activities:

- Schematic Design Approval
- CMAR RFP Evaluation and Selection

## Project Milestones:

- Design Phase: July 2023 – Mar 2024
- CMAR Procurement: Aug 2023 – Oct 2023
- Construction Phase: May 2024 – Sep 2025
- Project is on Schedule

## Ongoing/Upcoming Activities:

- Design Development
- CMAR Contract Board Approval (Oct 2023)

## Project Cost:

- Total Project Budget: \$17,941,882.00
- Project Cost to Date: \$0.00
- Total Construction Cost: \$13,000,000.00
- Construction Cost to Date: \$0.00
- Project is in Budget

# Corporate & Continuing Education Center (CCEC)

**Completed Activities:**

- Architect Contract approved by BoT
- CMAR RFP published (Oct 3)

**Project Milestones:**

- Design Phase: Oct 2023 – Aug 2024
- CMAR Procurement: Oct 2023 – Dec 2023
- Construction Phase: Oct 2024- Oct 2025
- Project is on Schedule

**Ongoing/Upcoming Activities:**

- Design Kick-off Meeting
- Programming Workshop #1
- CMAR RFP Evaluation/Selection

**Project Cost:**

- Total Project Budget: \$13,807,344.24
- Project Cost to Date: \$0.00
- Total Construction Cost: \$10,000,000.00
- Construction Cost to Date: \$0.00
- Project is in Budget



# Questions





## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 12, 2023  
Subject: Approval of New Credit Program

Presented for recommended approval to the Board of Trustees on October 23, 2023

### MINUTE ORDER

**Motion to be acted upon: "I move the Board of Trustees approve the new Level One Certificate and Occupational Skills Award in Robotic Process Automation."**

### PURPOSE

COM is seeking to establish a new Level One Certificate and Occupation Skills Award in Robotic Process Automation.

### BACKGROUND

The Robotic Process Automation Career Training (RPACT) program will establish a new career pathway for students at College of the Mainland (COM) in the emerging and growing field of RPA. COM will develop the first RPA workforce program in Texas to provide an accessible, affordable, efficient pathway for students to become qualified, successful RPA technicians. RPA is an emerging software technology that allows RPA technicians to configure software robots that run on a personal computer. These robots streamline and automate mundane, repetitive enterprise operations. RPA frees workers from tedious tasks, allows workflow to be automated, reduces business costs, and provides more time for workers to perform more important and complex work.

Some of the industries employing RPA are banking and financial services, healthcare, insurance, the public sector, manufacturing, retail and energy. Some of these industries are represented on the COM RPA advisory committee. Additionally, the College has received a National Science Foundation (NSF) grant to help support this program launch.

## Program Demand

Growth is already evident in the job market. In September 2021, the Texas Workforce Commission (2021) identified 683 open jobs in Texas matching the search term “Robotic Process Automation” – 326 of which (48%) were posted at the time of research. EMSI (2021) found over 7,000 RPA-technician related job postings in the US in the past year - out of every nine openings, eight went unfilled. Among RPA employers this report found, all of the top five companies have operations in Texas with four in the greater Houston area.

## IMPLICATIONS

Staffing will include all necessary faculty and support staff to operate the program and to effectively deliver the course information.

The computer labs in the STEAM building provide the space sufficient for the class sizes. The program will utilize existing technology and equipment.

The work-based learning component takes place almost entirely off-site, but the program will have much practice with the RPA tools to correlate didactic learning with the hands-on practical experience needed to complete the Certificate program. This is a benefit for both the students and industry.

## Financial

	FY 2024-2025	FY 2025-2026	FY 2026-2027
Projected Enrollment	12	24	24
Tuition and College Fees	\$ 23,340	\$ 46,680	\$ 46,680
State Funding	\$ 21,006	\$ 42,012	\$ 42,012
Local Funding	\$ 116,704	\$ 86,250	\$ 91,083
Projected Revenue	\$ 161,050	\$ 174,942	\$ 179,775
Total Operating Costs (Salary + Benefits + Supp Instruction+ Accreditation + Licensing + Equipment Maintenance)	\$ 161,050	\$ 174,942	\$ 179,775

## STRATEGIC GOALS

**Student Success:** Expanding the offerings to students interested in emerging fields related to computer science, information technology and business. Prepare students for job opportunities in the region.

**Facility Improvement:** Provide an environment at College of the Mainland that is conducive to learning while addressing the workforce needs of local business and industry. Future Robotic Process Automation students will utilize campus resources including the computer labs, Library, and Student Center.

## CURRICULAR CHANGE SUMMARY FORM

**Program/Discipline**      Robotic Process Automation

**Requestor:**                      Christina Bergvall

**Department Chair/Program Coordinator:**      Leslie Richardson/Fay Alexander

**Effective Semester for Change :**      *Note: Except for compelling reasons as approved by the VPI, curriculum changes should be implemented in fall semesters; therefore, changes should be submitted in time to be included in the next year's academic catalog (deadline typically the February Curriculum Committee meeting).*      Fall 2024

**Signatures from Department Chair, Dean and Vice President required before sending to curriculum committee.**

*(If this is a new degree to an existing program or a new program, please use the New Degree/Certificate Form.)  
(If making multiple changes for a degree or certificate, please include all changes on the Degree Change Form.)*

**Helpful links:**

ACGM (Academic Course Guide Manual) Use the ACGM to access academic transfer courses and learning outcomes:

<http://www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/acgm.htm>

GIPWE(Guidelines for Instructional Programs in Workforce Education): The GIPWE provides the guidelines for developing degrees/certificates. It also provides guides for determining lecture/lab/external hours for courses.

<http://www.theccb.state.tx.us/reports/pdf/3378.pdf?CFID=22492757&CFTOKEN=11583987>

WECM (Workforce Education Course Manual):Use the WECM to access workforce education courses.

<http://www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/wecm/>

**What changes are being proposed:**

- Change existing certificate
- Change existing degree
- Change existing course
- Change existing Marketable Skills Achievement Award
- Change prerequisite/co-requisite
- Expire existing certificate
- Expire course (course to be removed from catalog)
- Expire existing degree
- Expire Marketable Skills Achievement Award
- New certificate
- New Marketable Skills Achievement Award
- New course
- Remove Course from program degree/certificate
- Other

Certification Form for New Certificate Programs

## CURRICULAR CHANGE SUMMARY FORM

**Rationale:** (Note box will expand while you type)

The goal of the RPACT project is to launch a workforce program of stackable credentials in Robotic Process Automation that supports industry-recognized RPA tool certifications and offers cooperative work-based learning opportunities. While RPA is a rapidly growing field, in many industries, it is not well known to the general public. RPA is a software technology used to automate repetitive and routine computer software tasks that have formerly been performed manually. Employing RPA allows workers to direct their attention to more important tasks that are not candidates for automation. Some of the industries employing RPA are banking and financial services, healthcare, insurance, the public sector, manufacturing, retail and energy. Some of these industries are represented on the advisory committee. The College has received an NSF grant to support this program.

**If adding a new course or making changes to a course, show changes on the New Course or Course Change Form. If changes to degree-certificate plans, please make these changes on the Degree Plan Change Form. The forms are found on the I drive. I/Committees/Institutional Committees/Curriculum Committee/Forms. Include this chart with the submission of this form.**

**Capstone Course:** (All workforce certificates/degrees must include a capstone course. List course and explain what qualifies this to be a capstone course.)

ITSC 1380 Cooperative Education - Computer and Information Sciences, General

**Change to Existing Course:**

**Course Rubric & Number:**

**Course Name:**

**Explanation of change:**

**New courses to be added to degree/certificate (rubric/number/name):** (Courses not currently in the offered at COM)

ITSW 1391 "BLUE PRISM I: Fundamentals of Robotic Process Automation using Blue Prism Tools (Special topics in Computer and Information Sciences, General)"

ITSE 1391 UiPath I: Robotic Process Automation Design and Development (Special topics in Computer Science)

ITSC 1392 "BLUE PRISM II: Development of Robotic Process Automation using Blue Prism Tools (Special topics in Computer and Information Sciences, General)"

ITSE 1392 "UiPath II: Intermediate Robotic Process Automation (RPA) Design and Development (Special Topics in Computer Science)

ITSE 1394 Blue Prism III: Advanced Robotic Process Automation (Special Topics in Computer Science)

ITSE 1393 UiPath III: Advanced RPA Developer (Special Topics in Computer Science)

ITSC 1315 IT Project Management

ITSC 1380 Cooperative Education- Computer and Information Sciences, General

## CURRICULAR CHANGE SUMMARY FORM

### Existing courses to be added to degree/certificate (rubric/number/name):

COSC 1301 Introduction to Computing  
 COSC 1336 Programming Fundamentals I

### Courses to be removed from degree/certificate (rubric/number/name):

### Course to be expired and removed from catalog (rubric/number/name): *(Per department that this course falls under)*

### List of degree/certificates that will or currently require this course:

Robotic Process Automation Certificate  
 Robotic Process Automation OSA  
 IT Programming Certificate

### Type of delivery proposed (Internet, face-to-face, hybrid, etc.):

Face-to-face, hybrid

## PROGRAM LEVEL ASSESSMENT CHART

Program: Robotic Process Automation	Award, Certificate, or Degree?: Certificate, OSA
CIP Number: 11	Assessment Year:
Submitted by: Fay Alexander	

1. Student Learner Outcome (SLO)	2. Criteria For Success	3. Means of Assessment	4. Summary of Data Collected	5. Use of Results
Outcome 1: Students will describe RPA benefits	Measure 1 (Outcome 1) ITSW 1391 (Blue Prism I)	Acheivement 1: 75% of the students completing the		

**CURRICULAR CHANGE SUMMARY FORM**

	<p>and ITSE 1391 (UiPath I): RPA Benefits Assignment</p> <p>The assignment will ask students to accurately describe what activities are appropriate for RPA and what kind must be completed by a human.</p> <p>Measure 2 (Outcome 1) ITSW 1391 (Blue Prism I) and ITSE 1391 (UiPath I): RPA Scenario Assignment</p> <p>Students will analyze whether a particular scenario is benefited by a software robot.</p>	<p>assignment will score 75% or higher on the assignment.</p> <p>Acheivement 2: 75% of the students completing the assignment will score 75% or higher on the assignment.</p>		
<p>Outcome 2: Students will demonstrate the use of basic capabilities of the Blue Prism RPA tool</p>	<p>Measure 1 (Outcome 2) ITSC 1392 Blue Prism II Assignment: Build a process flow in Blue Prism.</p> <p>Measure 2 (Outcome 2) ITSC 1392 Blue Prism II</p>	<p>Achievement 1: 75% of the students completing the assignment will score 75% or better.</p> <p>Achievement 2: 75% of the students completing the assignment will</p>		

**CURRICULAR CHANGE SUMMARY FORM**

	Assignment: Create a workflow that can log -in a Web application.	score 75% or better.		
Outcome 3: (For Certificate only) Students will demonstrate the use of basic capabilities of the UiPath RPA tools.	Measure 1 (Outcome 3)  ITSE 1392 UiPath II Assignment: Create an automation that sends an email with an attachment in Microsoft Outlook.  Measure 2 (Outcome 3):ITSE 1392 UiPath II Create a software robot that uses the Excel application.	Achievement 1:  75% of the students completing the assignment will score 75% or better on the assignment.  Achievement 2: 75% of the students completing the assignment will score 75% or better on the assignment.		

**CURRICULAR CHANGE SUMMARY FORM**

**Substantive Change Check-list**

Initiates coursework or programs at a more advanced level than currently approved <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Offers a new degree or certificate program that is significantly different from any other we currently offer <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:
Initiates a new branch campus <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Initiates joint degrees with another institution <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Initiates a certificate program at a new off-campus site <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Initiates a program at an off-campus site (including Early College High School programs offered at the high school) where students can earn at least 25% of credits towards a degree or certificate <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Expands program offerings at previously approved off-campus sites, that are significantly different from current programs <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Significantly alters the educational mission of the institution <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Offers more than 25% of a degree or certificate program online <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Initiates a program or courses offered through contractual agreement or consortium <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:

## CURRICULAR CHANGE SUMMARY FORM

Initiates a merger with another institution <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Relocates a main or branch campus <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Changes ownership or control of the institution <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Changes clock hours to credit hours <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Significantly changes the length of a program (adding a semester or more) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Initiates a degree completion program <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:
Closes a program or institution <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:

*Richardson*

Department Chair (signature)

10/10/23

Date

*[Signature]*

Instructional Dean (signature)

10-10-23

Date

# COM | College of the Mainland

## CURRICULAR CHANGE SUMMARY FORM

### To be completed by Curriculum Committee

Date change discussed: October 9<sup>th</sup>, 2023

Curriculum Change:  Approved  Disapproved

### Curriculum Committee Comments:

(If disapproved, provide detailed reasons for disapproval including what actions need to be taken for approval.)

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Jennifer Bierke 10/11/23  
Curriculum Committee Representative Date

OCT 13 2023

[Signature]  
Vice President for Instruction (signature)

\_\_\_\_\_  
Date



## DEGREE PLAN FORM

**Award:** Certificate: Level 1  
**Name:** Robotic Process Automation Career Training (RPACT)

*The bold cells in the following table automatically calculate*

Current

Proposed

Semester #2							Semester #1						
Course	Name	Lec Hours	Lab Hours	External Hours	Cont	SCH	Course	Name	Lec Hours	Lab Hours	Ext Hours	Cont	SCH
					0		COSC 1301	Introduction to Computing	3	1		64	3
					0		ITSW 1391	Blue Prism I	2	3		80	3
					0		ITSE 1391	UI Path I	2	3		80	3
					0		COSC 1336	Programming Fundamentals I	3	1		64	3
					0							0	
					0							0	
					0							0	

Semester Total	0	0	Semester Total	288	12
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Semester #3							Semester #2						
Course	Name	Lec Hours	Lab Hours	External Hours	Cont	SCH	Course	Name	Lec Hours	Lab Hours	Ext Hours	Cont	SCH
					0		ITSC 1392	Blue Prism II	2	3		80	3
					0		ITSE 1392	UI Path II	2	3		80	3
					0		ITSC 1315	IT Project Management	3	1		64	3
					0							0	
					0							0	

Semester Total	0	0	Semester Total	224	9
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Semester #4							Semester #3						
Course	Name	Lec Hours	Lab Hours	External Hours	Cont	SCH	Course	Name	Lec Hours	Lab Hours	Ext Hours	Cont	SCH
					0		ITSC 1380	Cooperative Education	1	14		240	3
					0		ITSE 1394	Blue Prism III	2	3		80	3
					0			or					
					0		ITSE 1393	UI Path III	2	3			
					0								

Semester Total	0	0	Semester Total	320	6
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<b>Degree total</b>	### #REF!	<b>Degree total</b>	832	27
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This box is for certificates that do not lead to an AAS degree for Financial Aid. The number in this box should equal the total credit hours. Updated May 2017	####	This box is for certificates that do not lead to an AAS degree for Financial Aid. The number in this box should equal the total credit hours.	<b>27.73</b>
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College of the Mainland

DEGREE PLAN FORM

Award: Occupational Skills Award
Name: Robotic Process Automation Career Training (RPACT)

The bold cells in the following table automatically calculate

Current

Proposed

Table with 14 columns: Course, Name, Lec Hours, Lab Hours, External Hours, Cont, SCH for Semester #2 and Semester #1.

Summary row for Semesters #2 and #1: Semester Total, Cont, SCH, Semester Total, Cont, SCH.

Table with 14 columns: Course, Name, Lec Hours, Lab Hours, External Hours, Cont, SCH for Semester #3 and Semester #2.

Summary row for Semesters #3 and #2: Semester Total, Cont, SCH, Semester Total, Cont, SCH.

Table with 14 columns: Course, Name, Lec Hours, Lab Hours, External Hours, Cont, SCH for Semester #4 and Semester #3.

Summary row for Semesters #4 and #3: Semester Total, Cont, SCH, Semester Total, Cont, SCH.

Degree total ### #REF! Degree total 288 12

This box is for certificates that do not lead to an AAS degree for Financial Aid. Updated May 2017. #REF! This box is for certificates that do not lead to an AAS degree for Financial Aid. The number in this box should equal the total credit hours. 9.60





ITSE 1392 (Lecture 2, Lab 3, WECM) Special topic - UiPath II. Intermediate Robotic Process Automation (RPA) Design & Development . This course offers comprehensive knowledge and professional-level skills focused on developing knowledge skills and tools necessary to elicit, document, deliver and manage requirements throughout the technology delivery life-cycle. The course prepares the student for UiPath's RPA Associate Certification. Prerequisite: ITSE 1391 UiPath I with a grade of "C" or better.

**Course Description**

ITSE 1394 (Lecture 2, Lab 3, WECM) Special Topic - Blue Prism III. Advanced Robotic Process Automation (RPA). This course offers advanced skills and knowledge required to design and develop robotic process automation. The course provides a deep understanding of RPA Design and Development strategies and methodologies. A student completing the course shall design, develop, configure, troubleshoot, modify and make improvements depending on project requirements for a defined process. The course prepares the student for - "Blue Prism Developer Certification" exam. Prerequisite: ITSC 1392 Blue Prism II with a grade of "C" or better.

**Course Description**

ITSE 1393 (Lecture 2, Lab 3, WECM) Special Topic - UiPath III. Advanced RPA Developer. UiPath III provides training for the Advanced RPA Developer. This course prepares the student for the UiPath Certification UiARD. This course is for technical RPA roles and covers the Robotic Enterprise Framework. Prerequisite: Completion of UiPath II with a grade of "C" or better.

**Course Description**

ITSE 1315 (Lecture 3, Lab 1 WECM) IT Project Management. Use of project management tools for developing a project plan including timelines, milestones, scheduling, life cycle phases, management frameworks, skills and processes.

**Course Description**

ITSC 1380 (Lecture 1, Lab 14 WECM) Cooperative Education- Computer and Information Science, General. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Pre-requisite: ITSC 1392 or ITSE 1392 with grade "C" or better.



PRESIDENT'S OFFICE

## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 23, 2023  
Subject: Agenda Item for COM Board of Trustees

### AGENDA ITEM DESCRIPTION:

Approval of contract 24-05: Disaster Recovery System

### FUNDING SOURCE:

2024 Fund Balance

Project 2024-04: 11-0-6000-5999-5931

Project 2024-07: 11-0-6000-5999-5932

### PURPOSE:

The purpose is to secure College of the Mainland server data by storing backups locally and at a hardened offsite datacenter.

### PROPOSED MOTION:

**“I move the Board of Trustees approve award of contract 24-05 for purchase of hardware, software, and services to create a backup and disaster recovery system locally and at a co-location datacenter to be paid from FY24 Fund Balance budget.”**

### BACKGROUND:

College of the Mainland currently uses Dell backup software that requires a proprietary appliance. The term of the contract is expiring. In order to get a better return on our investment, we are moving to a backup software solution that is hardware agnostic. This affords us the flexibility to purchase storage as a commodity that is not tied to a particular manufacturer. We will also be repurposing a portion of our previous production hardware at a colocation site for disaster recovery of our critical systems in the event the main campus is unavailable. Sentinel Technologies is an authorized partner to TD Synnex, the manufacturer of the hardware, software and service components of Black Pearl for \$83,976.00 and VEEAM for \$53,400.00 under the Omnia cooperative contract award based on competitive solicitations. Therefore, it is the recommendation of COM Administration to approve award of the subject contract to Sentinel Technologies for an amount not-to-exceed \$153,525.00 which includes contingency funding.

### ATTACHMENTS:

Sentinel Proposals  
Omnia Award Notice



We have prepared a contract for you

**NAS device**

Contract # 003571  
Version 1

Prepared for:

**College of the Mainland**

Ron LeVick  
rlevick@com.edu



**SENTINEL**<sup>®</sup>

## Appendix A

-

The Agreement referenced below by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and College of the Mainland (Customer) with principal offices at 1200 North Amburn Road, Texas City TX 77591 is hereby appended to include the following:

Commencement Date

Agreement No.

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### **Omnia Contract Number R-200803**

## Statement of Work

### **Executive Summary**

#### **Executive Summary**

The College of the Mainland is poised to revolutionize their data storage infrastructure through the implementation of Spectra Logic as their chosen vendor. The installation will introduce the state-of-the-art Black Pearl NAS with Sentinel technology at both their Disaster Recovery (DR) and main data centers. This strategic move represents a significant leap forward in optimizing data management and accessibility across critical locations.

With the Black Pearl NAS, The College of The Mainland anticipates seamless scalability and unparalleled data protection, enabling them to efficiently manage massive data volumes while ensuring data integrity. The integration of Sentinel technology brings real-time monitoring and predictive analytics to the forefront, empowering proactive error detection and maintenance, minimizing downtime, and enhancing overall system reliability.

### **Project Overview**

### **Project Phases**

#### **Phase 1 - Project Initiation Meeting**

Sentinel Project Management will coordinate a kick-off meeting to review and approve the Scope of Work provided to the Customer. Customer and Sentinel provided resources will be introduced and their relevant roles for the project discussed. Sentinel Project Management will then coordinate a time for a site visit by Sentinel Engineers in order to draft a blueprint of all proposed work which will be provided to the Customer. High level timelines for project milestones will also be identified and discussed.



## Statement of Work

### **Phase 2 - Analysis & Design**

Sentinel engineers will perform a high-level audit of the Customer's relevant infrastructure. The data collected from this audit will be used to generate a design for the implementation of the solution. Sentinel engineers will inform the Customer of any design requirements that will need to be completed by the Customer's IT staff prior to the start of the next phase (such as provisioning of storage space, acquisitions of licenses, and other essential design components not covered within this document). Upon acceptance of the work as detailed within the blueprint by the Customer, Sentinel engineers and project managers will then coordinate specific dates and times appropriate for accommodating the nature of the work involved (i.e. work which will require outages will be scheduled during appropriate maintenance windows).

### **Phase 3 - Staging**

During the staging phase, equipment will be unboxed, burned-in, configured and tested off-site before being repacked and delivered for onsite implementation. This ensures maximum efficiency and quality while minimizing the disruptions and impacts to the Customer's environment.

### **Phase 4 - Implementation**

Sentinel engineers will proceed with the implementation of all items specified within this Scope of Work and further detailed in the Customer approved Design Document.

### **Phase 5 - Post Support**

Sentinel engineers will be dedicated to being available for the resolution of any problems or issues that arise during the post support portion of the project.

### **Phase 6 - Project Completion**

Upon conclusion of all other phases of work Sentinel's engineers will provide the Customer with updated design documents for the project. Sentinel's project management team will then arrange for a meeting with the Customer to review the status of all project items. If no project items remain open Sentinel's project managers will request that the Customer sign off on the project, thus closing the project at that time.

## Scope of Work

### Scope Overview

- Implementation of Spectra Logic Black Pearl NAS with Sentinel technology.
- Deployment at both Disaster Recovery (DR) and main data centers.
- Seamless scalability and enhanced data protection.
- Real-time monitoring and predictive analytics for proactive maintenance.
- Streamlined data workflows and increased productivity.

### Project Overview

- Project Name: Spectra Logic Black Pearl NAS Implementation.
- Client: College of the Mainland
- Objective: Upgrade data storage infrastructure for improved management and accessibility.
- Locations: DR and main data centers.
- Key Features: Black Pearl NAS with Sentinel technology for data scalability and protection.
- Benefits: Enhanced data integrity, reduced downtime, and future-proof storage capabilities.

### Cutover / Migration Strategy

Sentinel has provided Engineering and Project Management professional services to support a cutover/migration strategy. The project team will deploy the solution within an estimated 0# of cutover window(s). Any additional cutovers, or phased installation work will be added into scope via the change order (PCR) process, and may require additional professional services to complete.

### Cutover Planning Services Provided by Sentinel

Prior to any cutover, the Sentinel PM and Lead Engineer on the project will provide a “Solution Installation and Cutover Plan” which details the following:

- Start time and End time that is targeted for the maintenance window required for the cutover.
- Step by step plan for the work that is to be done prior to the installation, during the installation, and after the installation.
- Task ownership for each of the tasks identified.
- Task durations for each of the tasks identified.
- Back-out plan – along with a timeframe that identifies when we will initiate the back out plan.



## Statement of Work

- Test and Acceptance plans to be executed.

Once the cutover/installation plan has been created, the Sentinel Project Team and the Customer will meet to review and approve the plan. Prior to the cutover, a “go/no-go” call will take place to once again review the cutover plan, and ensure that all stakeholders involved in the cutover are available, and all pre-cutover tasks have been completed successfully in preparation for the maintenance window. If a Customer requests to cancel and reschedule a cutover, rescheduling charges may apply. Any impact to Customer resource schedules as a result of a “no-go” call, will be Customer responsibility.

## **Project Completion Criteria**

- Successful installation of Spectra Logic Black Pearl NAS with Sentinel technology at both DR and main data centers.
- Validation of seamless data scalability and enhanced protection measures.
- Real-time monitoring and predictive analytics operational for proactive maintenance.
- Data workflows streamlined and productivity improvements observed.
- Client's team trained on using and managing the new infrastructure.
- Project documentation completed and handed over to the client.

## **Documentation and Knowledge Transfer**

- Provide documentation of the setup including a revised Sentinel design doc as well as any available vendor-created administrative and/or best practices guides.
- Provide knowledge transfer including basic functional overviews of products implemented, demonstrating the normal operations as installed in the Customer's environment.
  - Note that knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

Sentinel welcomes Customer to be involved in all aspects of the project life cycle to achieve the highest level of knowledge transfer during the project. While there is no way to guarantee the level of knowledge transfer that will occur, additional time can be added to the staging, installation or testing portions of the project to try and accomplish this need. This request should be scheduled with the Project Manager. If additional time is added for this request, it will be handled through Sentinel's PCR process.



## Statement of Work

Customer's that seek to get the most out of the knowledge transfer have had a higher degree of success by combining the specific deployment knowledge transfer with formal course training. When the course work is done prior to the project knowledge transfer Sentinel has seen the highest degree of self support post installation. That knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

## **Project Management**

Sentinel will provide a project manager committed to the success of the project. The project manager will be responsible for:

- Complete success of the project.
- Optimal coordination of all resources.
- Guiding the Customer on aspects of the project they are required to perform.
- Tracking and reporting of progress.
- Management of agreed to budget issues.
- Management of expected timelines for implementation.
- Changes to the project and communications of changes in writing using a Project Change Form.
- Post installation document gathering, assembly and presentation.
- Post installation project completion agreement and signature.

Project management will ensure complete project success. Communication is the cornerstone of project management and the project manager will be the central communication mechanism for all parties. This will assure all relevant parties are informed about decisions that may affect the success of their component of the solution.

## **Responsibilities and Assumptions**

### **Customer Responsibilities**

- Provide access to installation locations.
- Ensure power and network connectivity availability.
- Define data storage requirements and access policies.
- Appoint a responsible point of contact.
- Arrange for team training and familiarization.



## Statement of Work

### **Assumptions**

- Accurate information about storage needs.
- Compatibility of existing infrastructure.
- Access to necessary resources and support.

### **Sentinels**

- The Sentinel technology will be effectively integrated into the system during the rack and stack process.
- Once installed, the Sentinels will continuously monitor the health and performance of the Black Pearl NAS system while on-site.
- The Sentinels' integration will ensure the overall system is operational and working seamlessly.

### **General Assumptions**

The following is a list of responsibilities and/or tasks that Sentinel assumes have been completed or reviewed by Customer to the execution of the above-mentioned project. If additional responsibilities are uncovered during the project, Sentinel will make sure that Customer is made aware of any issues promptly to determine resolution.

### **Project Exclusions**

Any work item not explicitly listed as in scope or a Sentinel responsibility in this proposal shall be considered out of scope. Additional scope items may be added via the PCR process described herein.

### **Product Lead Times**

Depending on the technologies quoted, orders may be direct or through distribution. Lead times should be expected to be 8 weeks but can exceed 8 weeks. Should expedited equipment requirements arise, there could be an additional charge to source through a warehousing distribution partner.



## Statement of Work

### **Site Readiness and Site Survey Requirement**

Every effort has been made to ensure that proper power cords and patch cables have been included to match your environment's infrastructure. The notes section of the Bill of Materials (BOM) explicitly states the quantity and type of cords quoted.

### **Permits & Access**

Unless otherwise agreed, all permits, variances, access to facilities, roof access, building warranty concerns or other site specific information and procedures are the responsibility of the Customer. Sentinel can assist as needed, but will need to be informed of any requirements prior to the site survey to consider these within the validation process.

### **Remote Support**

Sentinel's service estimate assumes remote access support through IP VPN or IP PPP connection. Without this access, additional services may be incurred for optimization and tuning required pre and post installation.

### **Travel Requirements and Cost**

Unless specified within the proposal, all travel expenses and time are not included. Travel time shall be invoiced at pre-negotiated rates and expenses plus per diem at actual costs.

### **Existing Hardware Compatibility & Firmware Updates**

Where Customer provides existing server or other hardware, it is assumed the Customer has verified all such hardware is compatible with the versions of the software specified within the scope. This includes relevant firmware updates. Sentinel will not be providing firmware updates to any servers as part of this Scope of Work.

### **3<sup>rd</sup> Party Integration**

Unless noted otherwise, Sentinel assumes no reliance on 3rd Party applications, connections or plug-ins to software deployments and updates as specified in this scope. If during Analysis and Planning any required 3rd Party integration is uncovered, additional hours may be incurred.



## Statement of Work

### **Fiber**

It is assumed that the Customer's existing fiber will support proposed transmission speeds (i.e. 1GB, 10GB, 40GB, etc.). Customer must ensure that the fiber optic cabling is within manufacturer tolerances for distance and loss in order to support the required transport speeds. In some cases, specialized equipment, such as attenuators and mode conditioning cables, may be required to properly support these speeds. This equipment will be at the expense of the Customer.

### **Optics (SFP, SFP+, GBIC, etc...)**

Every effort was made in the pre-sales process through white board sessions, BOM reviews and diagrams to identify any and all optics required. **OPTICS AS QUOTED AND SOLD ASSUME A STAND ALONE SYSTEM UNLESS OTHERWISE NOTED.** Migration items and integration items to existing equipment, if not noted, are not included nor is time for the interconnection, planning or design of same. Should any question exist as to the total number, types and use of the optics, Sentinel can set up a design review and white board session prior to the order upon request.

### **Power, Racks & Cooling**

Like the optics, Sentinel has made a best effort to match any power requirements and answer any requests of the Customer related to equipment specifications, power cables included or other physical requirements. Any adjustments to fit in racks, connect to specific power terminal types, or secure electrician services to run a new service are beyond the fixed bid project price. Sentinel will respond to any inquiry and provide product literature. Any sizing charts provided are done so as a convenience to the Customer and DO NOT represent a commitment by Sentinel that, as sold, the equipment is ready for the Customer site. Sentinel offers Technology Area Design (TAD) consulting services should the Customer prefer a more formal and accurate solution.

### **Patch Cables / Cable Lengths**

In most cases the BOM includes any note(s) on cable lengths included. Without the design validation of a formal TAD engagement, only a best effort is made to match the site requirements. Any changes to the cord lengths, connectors or other site readiness items will be in addition to the solution once the order is placed with the manufacturer(s). Many of the vendors offer the ability to select the appropriate items prior to order, but will charge for any replacements needed after the order and this offer will be extended to the Customer through the Sentinel Project Change Request (PCR) process. Unless specified, Sentinel assumes the Customer will provide all patch cables needed and can provide the product literature on any devices upon request.



 Statement of Work

## Labor Union Requirements

Sentinel has NOT included any parameters for Union workers. Any requirement would require a subcontract arrangement to be determined up front and would increase the cost of deployment.

## Patching and Equipment Cabling

Sentinel assumes, unless noted here, that the Customer will patch in all equipment to the cabling plant within the facility. Sentinel can perform this connection service at an additional charge with an approved PCR.

## Customer Proposal Acknowledgement

**Four options are available to ensure the accuracy of the selected items; please initial next to which method you agree to: (SELECT AND INITIAL ONLY ONE)**

**Note: In the absence of the Customer selecting one of the four options below, it is agreed that the contract will default to Option #1.**

**Initials**

**Option 1**

Customer waives the opportunity to complete a site/closet checklist, has reviewed the BOM and agrees to quantity, type and length of the power and patch cables provided. [Financial obligation for labor and materials for changes identified post order will be the Customer's responsibility]

\_\_\_\_\_

**Option 2**

Customer has provided a site/closet review checklist document and confirms the quantity, type and length of the power and patch cables quoted. [Financial obligation for labor and materials for changes identified post order will be the Customer's responsibility, unless Sentinel provided the incorrect part based upon the provided checklist]

\_\_\_\_\_

**Option 3**

Customer elects a "for charge" onsite survey of the facilities and closets to determine the quantity, type and length of the power and patch cables required. In addition, Sentinel will assess each closet's cooling and UPS readiness for the proposed equipment being provided. [Financial obligation for labor and materials for changes identified post order will be Sentinel's full responsibility, unless changes to the site have taken place subsequent to the site assessment]

\_\_\_\_\_

**Option 4**

Not applicable. This SOW does not contain any work that would be performed in or impacted by the Customer's MDF, IDF or Data Center facilities.

\_\_\_\_\_



Statement of Work

Black Pearl 3 Year

Product Description	Qty	Price	Ext. Price
BlackPearl Gen2 V Series Platform, 2U, 256GB RAM (8x 32GB), 16-core CPU, 1x 2-port 25Gb NIC, 10x 8TB Enterprise SAS (Self Encrypting)	2	\$21,626.65	\$43,253.30
BlackPearl OS License for base functionality including: Pool & Volume management, Replication, Attack Hardened extension, Snapshots Management, Multifactor Authentication, Flash tier management, CIFS, NFS, software filesystem	2	\$4,535.00	\$9,070.00
BlackPearl OS hard disk drive (HDD) Capacity License for base functionality per raw Terabyte	160	\$15.00	\$2,400.00
Short Reach SFP, 10GigE - 2x required if customer has a 10Gb Network	4	\$38.00	\$152.00
Support - Hardware Support charge for BlackPearl Hardware, SpectraGuard Next Business Day Support includes parts replacement and On Site service. - 3 Year(s)	2	\$7,830.73	\$15,661.46
Support - Software Support base charge per BlackPearl Series class system. Includes 9x5 SpectraGuard Phone Support, free Software upgrades for BlackPearl V Series - 3 Year(s)	2	\$4,167.94	\$8,335.88

Subtotal: **\$78,872.64**

Professional Services BP NAS

Product Description	Ext Price
Professional Services - Fixed Price	\$5,104.00

Subtotal: **\$5,104.00**



**SENTINEL**<sup>®</sup>

## Solution-Specific Terms & Assumptions

-

### **Terms & Assumptions**

- Fixed Fee Services will be progress billed monthly based on percentage of completion. Generally, services for all non-business impacting tasks are quoted at a standard rate for labor from 9:00 a.m. – 5:00 p.m. If Customer requires, Contractor can perform some of these services outside of normal business hours at an overtime labor rate. Notwithstanding the above, services related to migrations, cutovers, or changes to critical core infrastructure are assumed to be performed outside of business hours and are included in the services pricing provided in this contract. For the fixed charges listed, the Contractor shall furnish all of the materials and perform all of the work shown on the drawings and/or described in the specifications entitled Appendix A, as annexed hereto as it pertains to work to be performed at designated customer locations. Any alteration or deviation from the above specifications, including but not limited to any such alteration or deviation involving additional material and/or labor costs, will be executed only upon a written order for same, signed by Customer and Contractor, and if there is any charge for such alteration or deviation, the additional charge will be added to the contract price detailed above.



# SENTINEL<sup>®</sup>

## General Terms and Assumptions

-

### Terms & Assumptions

- With regard to any software licenses installed by Contractor as necessary to effectuate the provision of services under this Agreement, thus not within the scope of the deliverables, Customer is hereby prohibited from duplicating said software in any form or fashion and is further restricted from using the software beyond the intended scope set forth herein. Moreover, Customer is restricted from licensing, sublicensing or transferring said software to any third party (except to a related party) without the express permission of Contractor, under which circumstance the software shall stay under the control and auspices of the Contractor. In the event Customer loses or damages the software, a copy may be provided at a nominal charge. Contractor may, at its discretion, remove said software upon the completion of its provision of services. Alternatively, at the end of this engagement or the license period, whichever occurs first, Customer is required to either destroy or return all copies of said software to Contractor, as expressly directed by Contractor.
- The manufacturer/support provider has the right to inspect any products that have either never had support coverage or have not had support coverage for an extended period to determine their eligibility for maintenance/support. Devices subject to inspection will be flagged as such and are subject to a non-refundable inspection fee, which shall be the responsibility of Customer. Sentinel will work with the manufacturer/support provider on Customer's behalf until device eligibility is determined. Devices that do not pass the inspection will be ineligible for support.
- For products purchased pursuant to this agreement, Contractor agrees to provide storage at no additional charge for up to 90 days. If the storage period exceeds 90 days, Customer agrees to the following: a.) Customer will be responsible to pay a fee of 2% per month for storage of purchased products from that point forward, b.) Customer will be invoiced and will be responsible to pay the unpaid balance for any products purchased from Contractor that have not been paid in full and, c.) Ownership will transfer from Contractor to Customer.
- For all products purchased, it is assumed that prior to order execution with Contractor, Customer has reviewed, understood, and agreed to each manufacturer's respective terms and conditions governing the purchase of products, including, but not limited to, applicable warranties, order cancellation, and return policies. In the event of a return request, Sentinel may assist Customer by facilitating the request between Customer and the manufacturer. In addition, product return requests will be subject to Sentinel's own return policies, which may include restocking fees and/or shipping and handling costs.
- Under no circumstances will Customer have the right to withhold payment to Sentinel due to an alleged breach of any express or implied warranties with regard to the products purchased herein. Any such claim shall be handled directly between the manufacturer and Customer. If Contractor receives any financial relief or incentives intended for Customer as a result of a settlement between Customer and the manufacturer, Contractor agrees to pass through the incentives or financial relief to Customer.

## Payment Terms - Hardware and Services

-

**Hardware/Software:** For orders over \$100K, 50% at contract execution, balance upon shipment from manufacturer

**All Invoices:** Net 30



## NAS device

Prepared by:

**Sentinel Technologies, Inc**

Dino Merino

dmerino@sentinel.com

Prepared for:

**College of the Mainland**

1200 N Amburn Rd

Texas City, TX 77591

Ron LeVick

rlevick@com.edu

Contract Information:

**Contract #: 003571**

Version: 1

Delivery Date: 10/13/2023

Expiration Date: 11/12/2023

## Quote Summary

Description	Amount
Black Pearl 3 Year	\$78,872.64
Professional Services BP NAS	\$5,104.00

**Total: \$83,976.64**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Regarding the resale of any products, pricing may be subject to a manufacturer price increase before the expiration date of the quote.

Total Project - Project Total Cost is based on the combined purchase of all Hardware/Software, Professional Services and Solution Maintenance from Sentinel as detailed in the attached Bill of Materials. Unbundling or materially reducing any of these essential elements of the solution may result in modifications to the cost of the remaining elements.

**Sentinel Technologies, Inc**

**College of the Mainland**

Signature: 

Name: Robert Lenartowicz

Title: Chief Operating Officer

Date: 10/13/2023

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



We have prepared a contract for you

**VEEAM configuration**

Contract # 003620  
Version 1

Prepared for:

**College of the Mainland**

Ron LeVick  
rlevick@com.edu



# SENTINEL<sup>®</sup>

## Appendix A

-

The Agreement referenced below by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and College of Mainland (Customer) with principal offices at 1200 N. Amburn Rd., Texas City, TX 77591 is hereby appended to include the following:

Commencement Date

Agreement No.

---

### **Omnia Contract Number R-200803**

## COM Work Order

### **Work Order Details**

#### **Summary**

Veeam installation entails deploying the software on a host server, configuring repositories, and connecting to virtualization platforms. Replication setup involves creating jobs, selecting source and target VMs, and scheduling with defined recovery objectives. Veeam's user-friendly interface ensures efficient data protection and disaster recovery.

#### **Vendor Responsibilities**

Veeam Installation:

- **Server Deployment:** Install Veeam software on a designated server or VM, ensuring hardware and software prerequisites are met.
- **Repository Configuration:** Set up storage repositories for backup data, specifying storage locations and retention policies.
- **Platform Integration:** Connect Veeam to virtualization platforms (VMware, Hyper-V) to discover and manage virtual machines.
- **Licensing and Updates:** Activate licenses, keep software up-to-date with patches, and manage licensing requirements for optimal functionality

#### **Customer Responsibilities**

- Defined any customer responsibilities.
- Customer shall identify a technical resource that shall be able to make client configuration decisions and be the point of contact for all technical questions.
- Provide adequate rack space, cooling, and electrical power needed for each component proposed.
- Ensure that adequate physical access to facilities be afforded to vendor technicians as needed.
- Provide Ethernet, fiber cabling, optics and patch cables if not listed in the proposal.



### Veeam COM 3 year

Product Description	Qty	Price	Ext. Price
<b>Initial Term: 36 Months   Requested Start Date: 10/30/2023   Billing Model: Annual   Renewal Term: 36 Months</b>			
VEEAM AVAILABILITY SUITE VUL LICS SUB 3YR UPFRONT BILLING SKU	12	\$4,102.00	\$49,224.00
<i><b>Solution Subscriptions</b> - Unless explicitly indicated otherwise within this contract, the below term for these subscription services will automatically renew, absent at least ninety (90) days' notice of cancelation by Customer before the start of the renewal term. For subscription services that do not automatically renew, Customer must provide Sentinel with at least ninety (90) days' notice of its intention to renew the services and shall hold Sentinel harmless from any service interruption to result from the cessation of services due to Customer's failure to provide timely notice as stated herein.</i>			

**Subtotal: \$49,224.00**

### Professional Services Veeam

Product Description	Ext Price
Professional Services - Fixed Price	\$4,176.00

**Subtotal: \$4,176.00**

## Solution-Specific Terms & Assumptions

-

### Terms & Assumptions

- Fixed Fee Services will be progress billed monthly based on percentage of completion. Generally, services for all non-business impacting tasks are quoted at a standard rate for labor from 9:00 a.m. – 5:00 p.m. If Customer requires, Contractor can perform some of these services outside of normal business hours at an overtime labor rate. Notwithstanding the above, services related to migrations, cutovers, or changes to critical core infrastructure are assumed to be performed outside of business hours and are included in the services pricing provided in this contract. For the fixed charges listed, the Contractor shall furnish all of the materials and perform all of the work shown on the drawings and/or described in the specifications entitled Appendix A, as annexed hereto as it pertains to work to be performed at designated customer locations. Any alteration or deviation from the above specifications, including but not limited to any such alteration or deviation involving additional material and/or labor costs, will be executed only upon a written order for same, signed by Customer and Contractor, and if there is any charge for such alteration or deviation, the additional charge will be added to the contract price detailed above.



# SENTINEL<sup>®</sup>

## General Terms and Assumptions

-

### Terms & Assumptions

- With regard to any software licenses installed by Contractor as necessary to effectuate the provision of services under this Agreement, thus not within the scope of the deliverables, Customer is hereby prohibited from duplicating said software in any form or fashion and is further restricted from using the software beyond the intended scope set forth herein. Moreover, Customer is restricted from licensing, sublicensing or transferring said software to any third party (except to a related party) without the express permission of Contractor, under which circumstance the software shall stay under the control and auspices of the Contractor. In the event Customer loses or damages the software, a copy may be provided at a nominal charge. Contractor may, at its discretion, remove said software upon the completion of its provision of services. Alternatively, at the end of this engagement or the license period, whichever occurs first, Customer is required to either destroy or return all copies of said software to Contractor, as expressly directed by Contractor.
- The manufacturer/support provider has the right to inspect any products that have either never had support coverage or have not had support coverage for an extended period to determine their eligibility for maintenance/support. Devices subject to inspection will be flagged as such and are subject to a non-refundable inspection fee, which shall be the responsibility of Customer. Sentinel will work with the manufacturer/support provider on Customer's behalf until device eligibility is determined. Devices that do not pass the inspection will be ineligible for support.
- For products purchased pursuant to this agreement, Contractor agrees to provide storage at no additional charge for up to 90 days. If the storage period exceeds 90 days, Customer agrees to the following: a.) Customer will be responsible to pay a fee of 2% per month for storage of purchased products from that point forward, b.) Customer will be invoiced and will be responsible to pay the unpaid balance for any products purchased from Contractor that have not been paid in full and, c.) Ownership will transfer from Contractor to Customer.
- For all products purchased, it is assumed that prior to order execution with Contractor, Customer has reviewed, understood, and agreed to each manufacturer's respective terms and conditions governing the purchase of products, including, but not limited to, applicable warranties, order cancellation, and return policies. In the event of a return request, Sentinel may assist Customer by facilitating the request between Customer and the manufacturer. In addition, product return requests will be subject to Sentinel's own return policies, which may include restocking fees and/or shipping and handling costs.
- Under no circumstances will Customer have the right to withhold payment to Sentinel due to an alleged breach of any express or implied warranties with regard to the products purchased herein. Any such claim shall be handled directly between the manufacturer and Customer. If Contractor receives any financial relief or incentives intended for Customer as a result of a settlement between Customer and the manufacturer, Contractor agrees to pass through the incentives or financial relief to Customer.

## Payment Terms - Hardware and Services

-

**Hardware/Software:** For orders over \$100K, 50% at contract execution, balance upon shipment from manufacturer

**All Invoices:** Net 30



**SENTINEL**<sup>®</sup>

## VEEAM configuration

Prepared by:

**Sentinel Technologies, Inc**

Dino Merino

dmerino@sentinel.com

Prepared for:

**College of the Mainland**

1200 N Amburn Rd

Texas City, TX 77591

Ron LeVick

rlevick@com.edu

Contract Information:

**Contract #: 003620**

Version: 1

Delivery Date: 10/13/2023

Expiration Date: 11/12/2023

## Quote Summary

Description	Amount
Veeam COM 3 year	\$49,224.00
Professional Services Veeam	\$4,176.00
<b>Total:</b>	<b>\$53,400.00</b>

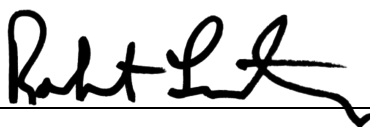
Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Regarding the resale of any products, pricing may be subject to a manufacturer price increase before the expiration date of the quote.

Total Project - Project Total Cost is based on the combined purchase of all Hardware/Software, Professional Services and Solution Maintenance from Sentinel as detailed in the attached Bill of Materials. Unbundling or materially reducing any of these essential elements of the solution may result in modifications to the cost of the remaining elements.

**Sentinel Technologies, Inc**

**College of the Mainland**

Signature: 

Signature: \_\_\_\_\_

Name: Robert Lenartowicz

Name: \_\_\_\_\_

Title: Chief Operating Officer

Title: \_\_\_\_\_

Date: 10/13/2023

Date: \_\_\_\_\_



August 25, 2020

Daniel Brennan  
Vice President & Senior Counsel  
SYNNEX Corporation  
39 Pelham Ridge Drive  
Greenville, SC 29615

Re: Award of Contract #R200803

Dear Mr. Brennan:

Per official action taken by the Board of Directors of Region 4 Education Service Center on August 25, 2020, we are pleased to announce that after successful negotiated terms and conditions, SYNNEX Corporation has been awarded an annual contract for the following, based on the sealed proposal (RFP#20-08) submitted on July 14, 2020:

**Commodity/Service**

**Supplier**

Cyber Security Solutions and  
Associated Products and Services

SYNNEX Corporation

This contract is effective October 1, 2020 and will expire on September 30, 2023. As indicated above, your contract # is R200803. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC/OMNIA Partners, Public Sector and SYNNEX Corporation.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact Deborah Bushnell, the Contract Manager assigned to your contract, at (713) 554-7348 or [deborah.bushnell@omniapartners.com](mailto:deborah.bushnell@omniapartners.com).

Sincerely,

DocuSigned by:

AB11C28E709E4C4...

Robert Zingelmann

Chief Financial Officer, Finance and Operations Services

September 2023

# Monthly Financial Report

# Cash Situation

*(in millions)*

Gross cash balance at the end of month: \$18.9

Net unrestricted cash: \$18.9

Minimum required cash : \$8.2

Excess cash above minimum: \$10.7

# Unaudited Operations

## Year to Date *(in millions)*

### Revenues

Budget: \$42.0

Actual: \$3.6

(9% earned at 9% of year)

### Expense

Budget: \$42.0

Actual: \$2.9

(7% Spent at 9% of year)



## MINUTE ORDER

To: Board of Trustees  
From: Dr. Warren Nichols, President  
Date: October 13, 2023  
Subject: Monthly Investment and Financial Reports

### **AGENDA ITEM DESCRIPTION:**

Consideration of and possible acceptance of the September 2023 Investment and Financial Reports.

### **PURPOSE**

To report to the Board of Trustees the year-to-date revenues and expenses for the college, comparison of revenues and expenses to budget, and the college's current cash balance.

### **FUNDING SOURCE:**

N/A

### **PROPOSED MOTION:**

*Suggested motion: "I move the Board of Trustees accept the September 2023 Investment Report and the September 2023 Financial Reports."*

### **BACKGROUND**

The investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the PFIA under Education Code 51.0032 and Government Code 2256.023.

In accordance with COM policy CDA (LOCAL) – Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.

### **ATTACHMENTS**

1. September 2023 Investment Discussion & Report
2. September 2023 Revenue & Expense Summary
3. September 2023 Expense by Division Report



**INVESTMENT REPORT**  
**For the Month Ended September 2023**

**Investment discussion:**

College of the Mainland earned \$90,631 for the month of September on its short-term investments in TexPool & Logic for a total of \$90,631 investment interest earned fiscal year to date. The College earned an additional \$0 fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$90,631 interest for the fiscal year to date period ending September: TexPool - \$66,181 Logic 20 – \$24,450 and TFB - \$0.

Investments in the TexPool & Logic investment pools remain more profitable than fixed rate certificate of deposits purchased at our depository bank. In addition, the investment pool provides more efficient liquidity than certificates of deposit, which are restricted to specific term lengths. Therefore, all investment funds remain in TexPool, Logic and interest earning checking accounts.

**Investment Compliance Statement:**

We provide reasonable assurance that the attached listing constitutes all investments currently owned by the College of the Mainland District as of the date indicated and that all these investments and investing procedures conform to the “Public Funds Investment Act” as amended by House Bill 2459 of the 74<sup>th</sup> Texas Legislature.

Furthermore, these same investments are in compliance with College of the Mainland’s investment policy and strategy as adopted by the College of the Mainland’s Board of Trustees.

A handwritten signature in blue ink, appearing to read 'D. Wesse', positioned above a horizontal line.

David Wesse  
Vice President of Fiscal Affairs  
College of the Mainland

A handwritten signature in blue ink, appearing to read 'Trudy Trochesset', positioned above a horizontal line.

Trudy Trochesset  
Controller  
College of the Mainland



**TexPool Investments for September 2023**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 16,520,265	\$ -	\$ 3,200,000	66,059	13,386,324	14,971,335	5.295%
Moody	41	27,908	-	-	122	28,030	27,916	5.246%
<b>Totals</b>		<b>\$ 16,548,173</b>	<b>\$ -</b>	<b>\$ 3,200,000</b>	<b>\$ 66,181</b>	<b>\$ 13,414,354</b>	<b>\$ 14,999,252</b>	

Note: For the above listed investments in TexPool, book value is equivalent to market value.  
 There was no accrued interest as of September 2023

**Logic (Hilltop Securities) Investments for September 2023**

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
COM Bond 2020	45	\$ 5,412,075	\$ -	\$ 23,662	24,450	5,412,863	5,392,194	5.517%
<b>Totals</b>		<b>\$ 5,412,075</b>	<b>\$ -</b>	<b>\$ 23,662</b>	<b>\$ 24,450</b>	<b>\$ 5,412,863</b>	<b>\$ 5,392,194</b>	
<b>Totals</b>		<b>\$ 21,960,248</b>	<b>\$ -</b>	<b>\$ 3,223,662</b>	<b>\$ 90,631</b>	<b>\$ 18,827,217</b>	<b>\$ 20,391,445</b>	

Unrestricted Fund (Unaudited)

Summary of Revenue

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Operating revenue</b>						
Tuition-credit	(2,654,663)	(5,927,997)	(3,273,334)	45%	(2,405,724)	(248,939)
Tuition-non-credit	(96,847)	(1,176,000)	(1,079,153)	8%	(86,610)	(10,238)
Exemptions and waivers	709,020	1,248,000	538,980	57%	598,103	110,918
Registration fees	(1,174,993)	(2,095,017)	(920,024)	56%	(1,092,053)	(82,940)
Other fees	(53,456)	(154,000)	(100,544)	35%	(39,236)	(14,220)
Grant revenue	0	(152,000)	(152,000)	0%	(33,206)	33,206
Sales and service revenue	(2,450)	(995,000)	(992,550)	0%	(8,974)	6,524
Miscellaneous revenue	(103,281)	(269,000)	(165,719)	38%	(14,666)	(88,615)
TPEG transfer in/out	0	465,000	465,000	0%	0	0
<b><u>Totals for Operating revenue</u></b>	<b><u>(3,376,671)</u></b>	<b><u>(9,056,014)</u></b>	<b><u>(5,679,343)</u></b>	<b><u>37%</u></b>	<b><u>(3,082,367)</u></b>	<b><u>(294,304)</u></b>
<b>Non-operating revenue</b>						
State appropriation-Academic	0	(7,738,496)	(7,738,496)	0%	(797,898)	797,898
Property tax revenue	(171,689)	(25,032,183)	(24,860,494)	1%	(72,357)	(99,332)
Interest revenue	(66,059)	(469,000)	(402,941)	14%	(34,326)	(31,734)
FTZ reimbursement	0	(534,307)	(534,307)	0%	0	0
Renew & replace transfer out	0	830,000	830,000	0%	0	0
<b><u>Totals for Non-operating revenue</u></b>	<b><u>(237,749)</u></b>	<b><u>(32,943,986)</u></b>	<b><u>(32,706,237)</u></b>	<b><u>1%</u></b>	<b><u>(904,580)</u></b>	<b><u>666,832</u></b>
<b><u>Total Revenue</u></b>	<b><u>(3,614,419)</u></b>	<b><u>(42,000,000)</u></b>	<b><u>(38,385,581)</u></b>	<b><u>9%</u></b>	<b><u>(3,986,947)</u></b>	<b><u>372,528</u></b>

**Unrestricted Fund (Unaudited)**

**Summary of Expense**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Salary and wages</b>						
Faculty full-time	631,335	7,963,058	7,331,723	8%	592,677	38,658
Admin full-time	147,368	1,802,001	1,654,633	8%	140,883	6,486
Professional full-time	686,526	8,390,070	7,703,544	8%	579,248	107,278
Classified full-time	337,550	4,227,727	3,890,177	8%	0	337,550
Part-time	18,080	3,722,477	3,704,397	0%	18,752	(672)
Salary increase	0	1,017,724	1,017,724	0%	0	0
Vacancy savings	0	(1,587,628)	(1,587,628)	0%	0	0
<b><u>Totals for Salary and wages</u></b>	<b><u>1,820,859</u></b>	<b><u>25,535,429</u></b>	<b><u>23,714,570</u></b>	<b><u>7%</u></b>	<b><u>1,331,560</u></b>	<b><u>489,299</u></b>
<b>Benefits</b>						
Benefits	402,609	4,411,113	4,008,504	9%	329,671	72,938
<b><u>Totals for Benefits</u></b>	<b><u>402,609</u></b>	<b><u>4,411,113</u></b>	<b><u>4,008,504</u></b>	<b><u>9%</u></b>	<b><u>329,671</u></b>	<b><u>72,938</u></b>
<b>Operating expenses</b>						
Contract services	214,632	3,988,612	3,773,979	5%	558,363	(343,731)
Legal	0	20,470	20,470	0%	0	0
Operations	10,971	811,149	800,178	1%	4,298	6,673
Utilities and Rent	245,310	2,589,766	2,344,456	9%	149,544	95,766
Postage, printing, and supplies	70,873	1,513,962	1,443,089	5%	56,804	14,069
Bank fees	4,883	90,100	85,217	5%	4,873	10
Capital outlay & leases	9,028	88,693	79,665	10%	3,799	5,229
Insurance	18,466	2,557,348	2,538,882	1%	12,847	5,619
Public rel, marketing and advert	22,646	272,203	249,557	8%	2,983	19,664
Misc.	108,772	430,804	322,032	25%	93,570	15,202
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
<b><u>Totals for Operating expenses</u></b>	<b><u>705,581</u></b>	<b><u>12,053,458</u></b>	<b><u>11,347,877</u></b>	<b><u>6%</u></b>	<b><u>887,081</u></b>	<b><u>(181,499)</u></b>

**Unrestricted Fund (Unaudited)**

<u>Total Expense</u>	<u>2,929,049</u>	<u>42,000,000</u>	<u>39,070,951</u>	<u>7%</u>	<u>2,548,312</u>	<u>380,737</u>
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**Unrestricted Fund (Unaudited)**

**Summary of Fund Bal**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b>Salary and wages</b>						
Faculty full-time	5,909	0	(5,909)	0%	13,352	(7,443)
<b><u>Totals for Salary and wages</u></b>	<b><u>5,909</u></b>	<b><u>0</u></b>	<b><u>(5,909)</u></b>	<b><u>0%</u></b>	<b><u>13,352</u></b>	<b><u>(7,443)</u></b>
<b>Benefits</b>						
Benefits	1,313	0	(1,313)	0%	2,502	(1,189)
<b><u>Totals for Benefits</u></b>	<b><u>1,313</u></b>	<b><u>0</u></b>	<b><u>(1,313)</u></b>	<b><u>0%</u></b>	<b><u>2,502</u></b>	<b><u>(1,189)</u></b>
<b>Operating expenses</b>						
Contract services	59,092	0	(59,092)	0%	32,957	26,135
Postage, printing, and supplies	354	0	(354)	0%	0	354
Capital outlay & leases	103,644	0	(103,644)	0%	0	103,644
<b><u>Totals for Operating expenses</u></b>	<b><u>163,090</u></b>	<b><u>0</u></b>	<b><u>(163,090)</u></b>	<b><u>0%</u></b>	<b><u>32,957</u></b>	<b><u>130,133</u></b>
<b><u>Total Fund Bal</u></b>	<b><u>170,313</u></b>	<b><u>0</u></b>	<b><u>(170,313)</u></b>	<b><u>0%</u></b>	<b><u>48,811</u></b>	<b><u>121,502</u></b>



Unrestricted Fund (Unaudited)

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b><u>Expense by Division</u></b>						
<b><u>Summary for President</u></b>						
Board of Trustees	0	19,700	19,700	0%	0	0
Campus Police	63,547	717,431	653,884	9%	39,752	23,795
Gen Institution	62,413	361,484	299,071	17%	43,025	19,388
Information Technology Serv	216,197	2,293,510	2,077,313	9%	570,276	(354,079)
Internal Audit	0	150,000	150,000	0%	0	0
OPEAR	19,336	456,539	437,203	4%	43,022	(23,686)
Presidents Office	67,522	523,853	456,331	13%	48,606	18,916
Self Study SACS	0	10,237	10,237	0%	88	(88)
Staff Attorney	31,450	289,071	257,621	11%	18,583	12,867
<b>Totals for President</b>	<b><u>460,465</u></b>	<b><u>4,821,825</u></b>	<b><u>4,361,360</u></b>	<b><u>10%</u></b>	<b><u>763,352</u></b>	<b><u>(302,887)</u></b>
<b><u>Summary for VP Fiscal Affairs</u></b>						
Central Mail	8,906	116,461	107,555	8%	15,084	(6,178)
Custodial Services	44,423	1,401,924	1,357,501	3%	14,974	29,448
Facilities	212,422	4,607,924	4,395,502	5%	159,919	52,503
Financial Services	84,723	832,010	747,287	10%	38,782	45,941
Grounds	7,450	463,200	455,750	2%	761	6,688
Human Resources	71,151	586,115	514,964	12%	51,999	19,152
Purchasing	30,925	303,367	272,442	10%	24,424	6,501
Records Mgmt	618	20,952	20,334	3%	345	273
Reimbursement	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(1,587,628)	(1,587,628)	0%	0	0
Staff Benefits	20,152	5,428,116	5,407,964	0%	58,569	(38,418)
Tax Admin	0	232,631	232,631	0%	0	0
Utilities	97,816	1,195,000	1,097,184	8%	0	97,816

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Vehicle Operations	5,858	102,331	96,473	6%	1,546	4,312
VP College & Fin Svcs	19,434	190,272	170,838	10%	17,474	1,960
<b><u>Totals for VP Fiscal Affairs</u></b>	<b><u>603,878</u></b>	<b><u>13,583,026</u></b>	<b><u>12,979,148</u></b>	<b><u>4%</u></b>	<b><u>383,879</u></b>	<b><u>219,999</u></b>
<b><u>Summary for VP Institutional Advancement</u></b>						
COM Foundation Dept	5,532	104,747	99,215	5%	10,342	(4,809)
Marketing and Communications	90,823	903,902	813,079	10%	46,826	43,997
VP Institutional Advancement	67,755	562,156	494,401	12%	56,534	11,221
<b><u>Totals for VP Institutional Advancement</u></b>	<b><u>164,110</u></b>	<b><u>1,570,805</u></b>	<b><u>1,406,695</u></b>	<b><u>10%</u></b>	<b><u>113,701</u></b>	<b><u>50,409</u></b>
<b><u>Summary for VP Instruction</u></b>						
Acad Succ Re/Wr	72,406	871,736	799,330	8%	68,530	3,876
Academic Planning	14,484	158,606	144,122	9%	0	14,484
Accting-Credit	6,633	58,790	52,157	11%	5,949	683
Adm-C.I.D.T.	6,753	70,457	63,704	10%	892	5,861
Adm-Cont Ed	53,156	426,430	373,274	12%	21,198	31,958
Adm-Ind Tech	709	8,000	7,291	9%	708	1
Adm-Instruct	828	81,065	80,237	1%	793	35
Adm-Perf & Vis Arts	5,665	63,113	57,448	9%	1,636	4,029
Adm-Pub Svc Ed	10,108	105,608	95,500	10%	5,492	4,615
Adm-Science	5,952	74,191	68,239	8%	1,066	4,886
Adm-Soc Sci	6,425	75,783	69,358	8%	1,783	4,642
Adult Education	16,707	194,037	177,330	9%	10,931	5,776
Allied Health CE	4,496	199,358	194,862	2%	0	4,496
Art	21,874	221,843	199,969	10%	20,058	1,816
Art Gallery	0	5,750	5,750	0%	0	0
Biol & Nutrition	63,949	621,884	557,935	10%	63,842	107
C.I.S.	6,539	63,757	57,218	10%	6,673	(135)
Chemistry	14,025	149,102	135,077	9%	13,094	930

**Unrestricted Fund (Unaudited)**

	<u>Current</u> <u>Actual</u>	<u>2023-24</u> <u>Budget</u>	<u>Budget</u> <u>Remaining</u>	<u>Budget</u> <u>Pct.YTD</u>	<u>Prior Year to</u> <u>Actual</u>	<u>Curr. vs Prior</u> <u>Year to Year</u>
Child Develop	7,144	67,823	60,679	11%	6,440	704
Cmnty Theater	27,263	273,730	246,467	10%	21,213	6,050
Collegiate H.S.-CR	15,181	145,553	130,372	10%	9,949	5,231
Cosmetology	46,278	473,977	427,699	10%	41,665	4,612
Criminal Justice	7,174	68,713	61,539	10%	6,673	501
Culinary Arts	0	116,340	116,340	0%	0	0
Dean Cont Ed	18,078	132,158	114,080	14%	12,205	5,873
Dean Gen Ed	20,116	379,679	359,564	5%	13,060	7,055
Dental Hygiene	7,645	165,312	157,667	5%	0	7,645
Distance Ed	51,840	381,426	329,586	14%	33,815	18,025
Drafting	0	67,330	67,330	0%	6,630	(6,630)
Dual Credit Dept	14,614	161,527	146,913	9%	3,094	11,520
Economics	7,076	69,186	62,110	10%	6,710	366
EMS-Credit	10,402	181,118	170,716	6%	14,465	(4,063)
Engineering	1,794	5,100	3,306	35%	1,668	125
Fire Tech	8,377	178,828	170,451	5%	8,246	130
Firearms Acad	0	40,450	40,450	0%	0	0
Foreign Lang	6,552	63,407	56,855	10%	6,081	471
Gen Bus-Credit	14,090	176,553	162,463	8%	13,804	286
Geology	7,050	75,866	68,816	9%	96	6,954
Government	29,548	274,957	245,409	11%	27,080	2,467
Graphic Arts	6,880	66,382	59,502	10%	6,316	564
Health and PE Credit	13,524	121,886	108,362	11%	12,125	1,399
Health Info Mgmt	20,908	208,477	187,569	10%	15,241	5,667
Hist & Geog	26,776	220,905	194,129	12%	19,087	7,689
Humanities	14,694	137,799	123,105	11%	13,465	1,229
Instr Tech Department	21,031	238,446	217,415	9%	12,951	8,080
Instr Tech Lab Mgrs	4,323	35,899	31,576	12%	605	3,719

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Law Enforcement	3,512	198,653	195,141	2%	3,078	433
Law Enforcemnt-NonCR	3,512	850	(2,662)	413%	3,078	433
LC Ctr Admin	0	20,800	20,800	0%	106	(106)
Library	90,879	704,735	613,856	13%	68,039	22,840
Massage Therapy	0	7,400	7,400	0%	0	0
Math	64,448	638,620	574,172	10%	59,829	4,619
Medical Assistant	6,835	96,200	89,365	7%	6,059	776
Music	16,053	224,735	208,682	7%	24,404	(8,351)
Networking	5,910	62,829	56,919	9%	5,531	380
Nursing Administration	172,528	2,022,831	1,850,303	9%	142,317	30,211
Nursing-AD	0	0	0	0%	0	0
Nursing-VN	0	0	0	0%	0	0
Pharmacy Tech	8,153	83,382	75,229	10%	7,408	745
Philosophy	2,483	0	(2,483)	0%	2,297	185
Physics	7,082	74,263	67,181	10%	6,585	497
Process Tech	38,901	485,920	447,019	8%	34,903	3,998
Prof Develop Acad	0	9,000	9,000	0%	0	0
Psychology	30,728	297,909	267,181	10%	28,965	1,763
QEP	641	0	(641)	0%	0	641
Radiography	9,116	274,775	265,659	3%	0	9,116
Safety-CR	7,137	71,896	64,759	10%	7,039	99
Senior Adult Dept	14,317	174,007	159,690	8%	9,635	4,682
Social Science Non CR	2,483	0	(2,483)	0%	2,297	185
Sociology	6,566	63,820	57,254	10%	0	6,566
Speaking,Reading,Writing	33,254	578,709	545,455	6%	28,017	5,238
Theater Arts-Credit	11,535	167,355	155,820	7%	8,921	2,614
Thermal Tech-NonCR	60	26,750	26,690	0%	1,739	(1,680)
VP Instruction	31,022	3,150,696	3,119,674	1%	31,594	(572)

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
Welding-Cred	38,402	457,830	419,428	8%	29,696	8,705
<b><u>Totals for VP Instruction</u></b>	<b><u>1,324,622</u></b>	<b><u>17,872,302</u></b>	<b><u>16,547,679</u></b>	<b><u>7%</u></b>	<b><u>1,046,872</u></b>	<b><u>277,750</u></b>
<b><u>Summary for VP of Instruction</u></b>						
Allied Health Admin	2,311	12,000	9,689	19%	799	1,512
CE-CAN Program	84	16,368	16,284	1%	0	84
CE-CPR	0	0	0	0%	0	0
CE-Dental	0	5,756	5,756	0%	0	0
Program Development	9,206	82,231	73,025	11%	9,577	(371)
<b><u>Totals for VP of Instruction</u></b>	<b><u>11,600</u></b>	<b><u>116,355</u></b>	<b><u>104,755</u></b>	<b><u>10%</u></b>	<b><u>10,376</u></b>	<b><u>1,224</u></b>
<b><u>Summary for VP Student Services</u></b>						
Admissions	36,240	366,177	329,937	10%	13,724	22,516
Advise Center	53,542	543,617	490,075	10%	42,164	11,379
Career & Placement	10,898	111,998	101,100	10%	7,110	3,788
Enrollment Mgmt	491	40,381	39,890	1%	249	242
Facilities & Student Recreat	1,294	115,640	114,346	1%	1,237	57
Judicial Affairs	18,147	204,013	185,866	9%	13,570	4,577
Multicultural Department	2,389	32,500	30,111	7%	0	2,389
Recruitment	66,400	641,899	575,499	10%	30,958	35,442
Stu Financial Svcs	51,126	571,715	520,589	9%	37,055	14,071
Stu Organizations	28,632	309,643	281,011	9%	19,574	9,058
Student Graduation	5,788	74,080	68,292	8%	6,278	(490)
Svcs-Disab Students	4,343	39,901	35,558	11%	0	4,343
Testing	23,240	310,625	287,385	7%	14,047	9,193
Veteran Affairs	18,543	163,836	145,293	11%	13,199	5,344
VP Student Services	43,302	509,662	466,360	8%	30,967	12,335
<b><u>Totals for VP Student Services</u></b>	<b><u>364,374</u></b>	<b><u>4,035,687</u></b>	<b><u>3,671,313</u></b>	<b><u>9%</u></b>	<b><u>230,131</u></b>	<b><u>134,243</u></b>

**Unrestricted Fund (Unaudited)**

	<u>Current Actual</u>	<u>2023-24 Budget</u>	<u>Budget Remaining</u>	<u>Budget Pct.YTD</u>	<u>Prior Year to Actual</u>	<u>Curr. vs Prior Year to Year</u>
<b><u>Totals for Expense</u></b>	<b><u>2,929,049</u></b>	<b><u>42,000,000</u></b>	<b><u>39,070,951</u></b>	<b><u>7%</u></b>	<b><u>2,548,312</u></b>	<b><u>380,737</u></b>
<b><u>Fund Bal by Division</u></b>						
<b><u>Summary for VP Fiscal Affairs</u></b>						
Fund Balance - Institutional Support	0	0	0	0%	24,792	(24,792)
Fund Balance - Instruction	66,669	0	(66,669)	0%	24,019	42,649
Fund Balance - Student Services	103,644	0	(103,644)	0%	0	103,644
<b><u>Totals for VP Fiscal Affairs</u></b>	<b><u>170,313</u></b>	<b><u>0</u></b>	<b><u>(170,313)</u></b>	<b><u>0%</u></b>	<b><u>48,811</u></b>	<b><u>121,502</u></b>
<b><u>Totals for Fund Bal</u></b>	<b><u>170,313</u></b>	<b><u>0</u></b>	<b><u>(170,313)</u></b>	<b><u>0%</u></b>	<b><u>48,811</u></b>	<b><u>121,502</u></b>
<b><u>Totals for Report</u></b>	<b><u>3,099,362</u></b>	<b><u>42,000,000</u></b>	<b><u>38,900,638</u></b>		<b><u>2,597,122</u></b>	<b><u>502,239</u></b>



PRESIDENT'S OFFICE

## Discussion of Procedure for the President's Annual Evaluation



PRESIDENT'S OFFICE

## Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

## President's Report

Presenter: Dr. Warren Nichols

### A. Updates

1. QEP Update
2. Fiesta Comunidad Update

### B. Reminders/Announcements

1. Board Meetings
  - a. November 2023 – to be Determined, if Needed
  - b. December 2023 – **Monday, December 11<sup>th</sup>, 1:00 p.m.**
2. Holiday Reception – Monday, December 11<sup>th</sup>,  
3:00 p.m. – 5:00 p.m., Student Center
3. Fall Graduation - Saturday, December 16<sup>th</sup>, Abundant Life

### C. Resignations and Retirement Report

### D. Miscellaneous Updates

QEP Timeline		
Week		Activity
Week 1	10/9/2023	Develop a timeline of the project.
		Review available data in anticipation of week 2 selection.
Week 2	10/16/2023	Data review and narrowing selection to 3-5 potential topics.
Week 3	10/23/2023	Develop community feedback process (surveys, forums, focus groups).
Week 4	10/30/2023	Community feedback process and engagement.
<b>Week 5</b>	<b>11/6/2023</b>	<b>Review community feedback and make a topic selection.</b>
		<b>Identify sub-committees and chairs for each group.</b>
Week 6	11/13/2023	Draft program learning outcomes, and student learning outcomes.
Week 7	11/20/2023	Thanksgiving Break
Week 8	11/27/2023	Draft action plan to address program learning objectives and student learning outcomes.
Week 9	12/4/2023	Draft assessment plan.
Week 10	12/11/2023	Budget plan submitted to President for review and provide final documents to the writer.
Week 11	12/18/2023	College Closed - Winter Break
Week 12	12/25/2023	College Closed - Winter Break
Week 13	1/1/2024	Prepare presentation for Convocation.
<b>Week 14</b>	<b>1/8/2024</b>	<b>Convocation Presentation</b>
Week 15	1/15/2024	Hold for activities.
Week 16	1/22/2024	Hold for activities.
<b>Week 17</b>	<b>1/29/2024</b>	<b>1<sup>st</sup> Draft QEP submission to President/Cabinet.</b>
Week 18	2/5/2024	1 <sup>st</sup> QEP draft made available to the college community.
Week 19	2/12/2024	Feedback to the writer.
<b>Week 20</b>	<b>2/19/2024</b>	<b>2<sup>nd</sup> Draft QEP submission to President/Cabinet.</b>
Week 21	2/26/2024	Final QEP reviewed by President/Cabinet.
	<b>3/1/2024</b>	<b>Final Submission</b>



PRESIDENT'S OFFICE

**Resignations & Retirements**

Last Name	First Name	Position	Hire Date	Last Date of Work	Termination Reason
Delanoix	Jimmie	Accounting Specialist IV – Payroll	01/05/2015	10/01/2023	Termination
Bacon	Diana Marisa	Nursing Academic Coach	03/01/2022	10/06/2023	Resignation
Korn	Deborah	Telecommunications Operator	01/03/2011	12/31/2023	Retirement



## PRESIDENT'S OFFICE

# Executive Session

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.



PRESIDENT'S OFFICE

## **Possible Action on Agenda Items, Including Closed Session Matters**

Consideration of and Possible Action on any items discussed in closed session.