



Notice/Agenda of July 2024 Regular Board Meeting

The Board of Trustees College of the Mainland

The July 2024 Regular Board Meeting of the Board of Trustees of College of the Mainland will be held Monday, July 22, 2024, 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, June 24, 2024**
5. **Comments from the Community**
 - A. Students
 - B. Employees
 - C. Other Citizens
6. **Constituent Leader Activity Reports**
 - A. Professional Council - Alisha Lyon, President
 - B. Classified Council - Sonia Kukuch, President
7. **Bond Update - Presented by LAN (Lockwood, Andrews & Newnam, Inc.)**
8. **Human Resources Items**
 - A. Appointment Nominations
 1. Consideration of and Possible Action to Approve the Appointment Nomination of Jonathon Cooper to the Position of Faculty – Process Technology, Process Technology Department
 2. Consideration of and Possible Action to Approve the Appointment Nomination of Lenora Dawson to the Position of Faculty – Process Technology, Process Technology Department
 3. Consideration of and Possible Action to Approve the Appointment Nomination of Marcial Cavazos to the Position of Faculty - Communication, Humanities Department

4. Consideration of and Possible Action to Approve the Appointment Nomination of Monique Suarez to the Position of Faculty - English, Humanities Department
- B. Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written
9. **Consideration of and Possible Action to Approve Contract 23-37 to Ninyo & Moore Geotechnical & Environmental Sciences Consultants for Special Inspection and Testing Agency Services for Parking Lot A, B, C and Underground Utilities Project for a Not-to-Exceed of \$161,445, which Includes a Time and Material Estimate of \$146,445 and a \$15,000 Owner Contingency for Unforeseen Conditions to be Paid with 2023 Bond Funds**
10. **Consideration of and Possible Action to Approve the Granting of a 75' Drainage Easement to the City of Texas City at the Public Service Careers (PSC) Building and Corporate & Continuing Education Center (CCEC) Project Site Finding that the Easement will be Used by the City in Carrying Out a Purpose that Benefits the Public Interest of the College**
11. **Consideration of and Possible Action to Approve the Construction Documents for the New Corporate & Continuing Education Center Project, as Presented and Attached**
12. **Consideration of and Possible Action to Approve a Contract Increase in the Amount of \$24,874.13 to Contract 22-10 Awarded to D2L for a Revised Total Amount Not-to-Exceed \$421,510.59 to be Paid Using Title V Grant Funds**
13. **Financial Report(s)**
 - A. Consideration of and Possible Action to Accept the June 2024 Investment and Financial Reports
14. **Board Report**
15. **President's Report**
 - A. Updates
 - B. Reminders/Announcements
 1. Board Meetings
 - August 2024 - Monday, August 26th
 - September 2024 - Monday, September 23rd
 - October 2024 - Monday, October 28th
 - December 2024 - Monday, December 9th
 - C. Resignations and Retirement Report
 - D. Miscellaneous Updates
16. **Adjournment to a Closed or Executive Session Pursuant to the Texas Government Code of the Open Meetings Act**

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

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.

- A. Consideration of and Possible Action to Accept the Texas School Safety Junior College Audit Report
- B. Discussion of Personnel Issue
17. **Consideration of and Possible Action on any Items Discussed in Closed Session**
 - A. Consideration of and Possible Action to Accept the Texas School Safety Junior College Audit Report

18. 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, July 18, 2024, 3:00 P.M.

Administration

President Helen Brewer, Ph.D.

Vice President for Fiscal Affairs, David Wesse, Ph.D.

Vice President for Academic Affairs, Heather Rhodes, Ed.D.

Interim Vice President for Student Affairs, Michelle Brezina



Leanne Downton
Board Liaison



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,
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Mr. Kyle L. Dickson,
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MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
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 June 24, 2024."

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 6/24/24

**College of the Mainland Board of Trustees
Minutes of Monday, June 24, 2024
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, except Alan Waters.

Minutes

Consideration of and Possible Action to Approve the Full Board Minutes of Wednesday, May 29, 2024

Melissa Skipworth moved the Board of Trustees approve the Full Board Minutes of Wednesday, May 29, 2024. Kyle Dickson seconded the motion; all voted in approval.

Comments from the Community

No comments this month.

Constituent Leader Activity Reports

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

Bond Update - Presented by LAN (Lockwood, Andrews & Newnam, Inc.)

Paula Drnevich and C.W. Scheibe updated the Board on the bond projects.

Human Resources Items

Appointment Nominations

Consideration of and Possible Action to Approve the Appointment Nomination of Eduardo Gonzalez to the Position of Facilities Services Manager, Facility Department

Bill McGarvey moved the Board of Trustees approve the appointment of Eduardo Gonzalez to the position of Facilities Services Manager, Facility Department. Dawn King seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Appointment Nomination of Jordan Patterson to the Position of CE Allied Health Coordinator, Continuing Education Department

Verna Henson moved the Board of Trustees approve the appointment of Jordan Patterson to the position of CE Allied Health Coordinator, Continuing Education Department. Kyle Dickson seconded the motion; all voted in approval.

Consideration of and Possible Acceptance of the Non-Contractual Positions Hiring Report as Written

Melissa Skipworth moved the Board of Trustees accept the Non-Contractual Positions Hiring Report as written. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Action to Approve the Construction Documents for the New Public Safety Careers Center Project, as Presented and Attached

Verna Henson moved the Board of Trustees approve the construction documents for the new Public Safety Careers Center project, as presented and attached. Kyle Dickson seconded the motion; all voted in approval.

Financial Report(s)

Consideration of and Possible Action to Accept the May 2024 Investment and Financial Reports

Verna Henson moved the Board of Trustees accept the May 2024 Investment Report and the May 2024 Financial Reports. Bill McGarvey seconded the motion; all voted in approval.

Consideration of and Possible Acceptance of the May 2024 Quarterly Investment Report

Melissa Skipworth moved the Board of Trustees accept the May 2024 Investment Quarterly Report. Dawn King seconded the motion; all voted in approval.

Board Report

No Board Report this month.

President's Report

Updates

Summer 2024 and Fall 2024 Enrollment Update(s)

Dr. Helen Brewer updated the Board on the Summer 2024 and Fall 2024 enrollments.

SACS Update

Dr. Brewer announced that SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) informed us that we have successfully completed our review & affirmation of accreditation. We have been approved with no sanctions or further reporting requirements.

Promise Program Update

Dr. Brewer updated the Board on the Promise Program.

Academic Master Plan

Dr. Nichols reported that we are continuing to work on the Academic Master Plan. We will bring forth a more detailed report at a later time.

Culinary Arts Update

Dr. Nichols updated the Board on the Culinary Arts Program.

Reminders/Announcements

Board Meetings

July 2024 – Monday, July 22nd

August 2024 – Monday, August 26th

September 2024 – Monday, September 23rd

October 2024 – Monday, October 28th

December 2024 – Monday, December 9th

COM's Pride Month Celebration, Tuesday, June 25th, 12:30 – 1:30 p.m., COM Conference Center

COM's 4th of July Celebration – Tuesday, July 2nd, Noon, LRC Breezeway

Board Budget Workshop - Friday, July 19th, 9:00 a.m. - Noon

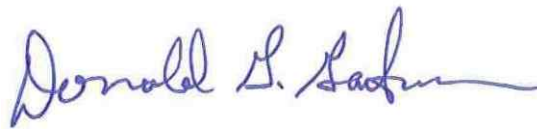
Resignations and Retirement Report

Miscellaneous

Adjournment at 2:28 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. Professional Council – Alisha Lyon, President
- B. Classified Council – Sonia Kukuch, President

Bond Update

College of the Mainland, 2023 Bond Program
Board Meeting

July 22, 2024



Library Classroom Building (LCB)

Architect: Cannon Design

Contractor/CMAR: Vaughn Const

Completed Activities:

- Design Development – Workshop # 3 was held June 17/18
- Acoustic STC review meeting- held June 25
- VE Discussion- held June 27

Project Milestones:

- Design Phase: July 2023 – Feb 2025
- Construction Phase: Apr 2025 – Apr 2027
- Project is on Schedule

Ongoing/Upcoming Activities:

- Design Development – Workshop # 4 scheduled for July 15
- Design Development – Graphics Workshop scheduled for July 26
- VE Discussion after completion of DD – scheduled for August 5

Project Cost:

- Total Project Budget: \$ 123,453,618
- Project Cost to Date: \$ 1,894,543.09
- Total Construction Cost: \$ 99,546,407
- Construction Cost to Date: \$ 0.00
- Project scope is aligned with current Budget



Public Safety Careers Center (PSC)

Architect: RDLR Architects

CMAR: Durotech, Inc.

Completed Activities:

- MEP Early Procurement Package – Advertised 6/28 & 7/5
- Burn Building – Met with LaMarque City Manager, Fire Chief, and TCTRC on 6/18
 - TCTRC provided proposed location on 7/10

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:

- Texas City Development Board approval
- Replat –
 - Texas City is requesting a 75' easement east of detention pond
 - RDLR reviewing request to determine effect on design
- Submit for permit
- GMP / Procurement – See next slide for timeline

Project Cost:

- Total Project Budget: \$34,189,359.65
- Project Cost to Date: \$1,386,078.54
- Total Construction Cost: \$25,870,000.00
- Construction Cost to Date: \$0.00
- Project is in Budget

Public Safety Careers Center (PSC)

Architect: RDLR Architects

CMAR: Durotech, Inc.

Event	Date	Remarks
MEP Package Advertisement	June 28 & July 5	
MEP Package – Bids Due	July 19, 2024	
Issue for Permit Set	TBD (Early/Mid July)	Texas City is still reviewing overall campus site plan. The Development Application has been submitted and pending approval from Texas City. Once the Development Application is approved by Texas City, RDLR can submit for permit review.
Issue for Procurement/Issue for Bid Set Due to <u>Durotech</u>	July 17, 2024	
First Advertisement		
Second Advertisement		
Prebid Conference		Will be held onsite at COM. I will reserve the Conference Center once <u>Durotech</u> provides date.
Bids due from Subcontractors / Bid Day		Please invite LAN and COM Procurement to <u>Durotech's</u> office for bid date
MEP Package – Bid Date	July 19, 2024	
MEP Package – GMP Due to Procurement for inclusion on Board Agenda	August 14, 2024	
MEP Package – GMP Approval by COM Board of Trustees	August 26, 2024	
GMP Due to COM and LAN	September 9, 2024	
GMP due to COM Procurement for inclusion on the September Board of Trustees Meeting Agenda	September 11, 2024	
GMP Approval by COM Board of Trustees	September 23, 2024	
Mobilization (Start Construction)	Sep/Oct 2024	



Welding Building & Industrial Ed (WELD_IE)

Architect: Joiner Architects

CMAR: Pogue Construction

Completed Activities:

- GMP Executed
- Received permit
- Preconstruction Meeting
- Bonds/Insurance review completed

Project Milestones:

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

Ongoing/Upcoming Activities:

- Mobilization/Construction start

Project Cost:

- Total Project Budget: \$ 15,715,720.67*
- Project Cost to Date: \$ 920,564.72
- Total Construction Cost: \$ 12,372,216.00
- Construction Cost to Date: \$ 0.00
- Project is in Budget

* Budget adjusted on 6/26/2024

Corporate & Continuing Ed Center (CCEC)

Architect: Kirksey Architecture

CMAR: Tellepsen

Completed Activities:

- 100% Construction Documents
- Design Quality Review (LAN)

Project Milestones:

- Design Phase: Oct 2023 – Jul 2024
- CMAR Procurement: July 2024 – Sep 2024
- Construction Phase: Oct 2024- Nov 2025

Ongoing/Upcoming Activities:

- Texas City Development Board approval
- Submit for permit review
- GMP / Bid Timeline – See timeline slide

Project Cost:

- Total Project Budget: \$15,652,505.57*
- Project Cost to Date: \$474,713.70
- Total Construction Cost: \$13,000,000.00*
- Construction Cost to Date: \$0.00
- Project Budget (**See next slide**)

**Budget adjusted on 6/26/2024*

Corporate & Continuing Ed Center (CCEC)

Architect: Kirksey Architecture

CMAR: Tellepsen

Event	Date	Remarks
Issue for Permit Set	TBD (Early/Mid July)	Texas City is still reviewing overall campus site plan. The Development Application has been submitted and pending approval from Texas City. Once the Development Application is approved by Texas City, Kirksey can submit for permit review.
100% CD Presentation to the COM Bond Steering Committee	July 8, 2024	Steering Committee Meeting canceled due to hurricane.
100% CD Final Presentation Due for COM Board of Trustees due to LAN	July 12, 2024	
Issue for Procurement/Issue for Bid Set Due to <u>Tellepsen</u>	July 17, 2024	
First Advertisement	July 20/21, 2024	
100% CD Presentation to COM Board of Trustees	July 22, 2024	Need to submit board minute order
Second Advertisement	July 27/28, 2024	
Prebid Conference	August 1, 2024	Need to reserve the Conference Center
Bids due from Subcontractors / Bid Day	August 15, 2024	Please invite LAN and COM Procurement to <u>Tellepsen's</u> office for bid date
GMP Due to COM and LAN	September 9, 2024	
GMP due to COM Procurement for inclusion on the September Board of Trustees Meeting Agenda	September 11, 2024	
GMP Approval by COM Board of Trustees	September 23, 2024	
Mobilization (Start Construction)	October 28, 2024	



CCEC Budget

FROM	TO	AMOUNT
WELD_IE (Construction)	CCEC (Construction)	\$ 1,000,000.00
WELD_IE (FF&E)	CCEC (Construction)	\$ 100,000.00
WELD_IE (Owner Allowance)	CCEC (Construction)	\$ 400,000.00
CCEC (Architect/Engineer)	CCEC (Construction)	\$ 50,000.00
WELD_IE (Technology and Security)	CCEC (Construction)	\$ 300,000.00
WELD_IE (Testing and Inspection)	CCEC (Construction)	\$ 100,000.00
WELD_IE (A/E)	CCEC (Construction)	\$ 40,000.00
WELD_IE (Gen Misc Work)	CCEC (Construction)	\$ 33,161.33
TOTAL		\$ 2,023,161.33

Current

	Corporate & Continuing Education (CCEC) Activity: 6740	Welding Building Addition/Renovation (WELD) & Industrial Education Building Remodel Activity: 6750
Project Budgets:		
Construction	\$ 10,355,508.18	\$ 13,456,411.50
Owner Allowance	\$ 621,330.49	\$ 807,384.69
Architect/Engineer	\$ 1,070,069.18	\$ 1,340,495.86
Specialty Consulting Services	\$ 69,036.72	\$ 89,709.41
Land Surveying	\$ -	\$ -
Testing and Inspection	\$ 207,110.16	\$ 194,128.23
Technology and Security	\$ 483,257.05	\$ 627,965.87
FF&E	\$ 681,403.93	\$ 908,803.51
General Misc. Work, Materials, & Equip.	\$ 122,591.80	\$ 174,273.53
Move and Relocation	\$ 69,036.72	\$ 89,709.40
Land Acquisition and Development	\$ -	\$ -
Program Management	\$ -	\$ -
TOTAL:	\$ 13,679,344.24	\$ 17,688,882.00

Proposed

	Corporate & Continuing Education (CCEC) Activity: 6740	Welding Building Addition/Renovation (WELD) & Industrial Education Building Remodel Activity: 6750
Project Budgets:		
Construction	\$ 12,378,669.51	\$ 12,456,411.50
Owner Allowance	\$ 621,330.49	\$ 407,384.69
Architect/Engineer	\$ 1,020,069.18	\$ 1,300,495.86
Specialty Consulting Services	\$ 69,036.72	\$ 89,709.41
Land Surveying	\$ -	\$ -
Testing and Inspection	\$ 207,110.16	\$ 94,128.23
Technology and Security	\$ 483,257.05	\$ 327,965.87
FF&E	\$ 681,403.93	\$ 808,803.51
General Misc. Work, Materials, & Equip.	\$ 122,591.80	\$ 141,112.20
Move and Relocation	\$ 69,036.72	\$ 89,709.40
Land Acquisition and Development	\$ -	\$ -
Program Management	\$ -	\$ -
TOTAL:	\$ 15,652,505.57	\$ 15,715,720.67



Infrastructure – Parking lots A, B and C, and Deferred Maintenance – Underground Utilities

Completed Activities:

- Construction Permit acquired
- Broaddus Construction Contract executed. Bonds and Insurance executed.
- Communication regarding parking lot closures and contractor activities sent via Marketing
- Preconstruction meeting held
- Demo and utilities subcontractors – Pre-installation meeting held

Ongoing/Upcoming Activities:

- Mobilization started July 2, 2024 -Construction trailer, fencing, etc. ongoing
- Phase 1 – Parking Lot C and Underground Utilities July 2, 2024 – Nov 16, 2024
- Phase 2 – Parking Lot A Nov 17, 2024 - May 15, 2025
- Phase 3 – Parking Lot B May 16, 2025 – Sept 12, 2025

Project Milestones:

- Design Phase(Parking Lots):Completed Apr 2024
- GC Procurement (CSP): Apr 2024–Jun 2024
- Construction Permit Ready for Issued: June 17, 2024
- Construction Phase: July 2024 –Oct 2025

Project Cost:

- Total Project Budget: \$ 13,000,000*
- Project Cost to Date: \$ 377,608.65
- Total Construction Budget: \$ 10,400,000
- Construction Cost to Date: \$ 0.00
- Project is in Budget

* Combined TPC for both Parking lots and Deferred Maintenance- Utilities

Infrastructure – Parking lots A, B and C, and Deferred Maintenance – Underground Utilities

COM Parking Lots ABC
Broaddus Construction
Site Logistics Plan
June 26th, 2024

PROJECT PHASES:

Phase 1 - Parking Lot C and
Underground Utilities
From 7/2/24 through 11/16/24

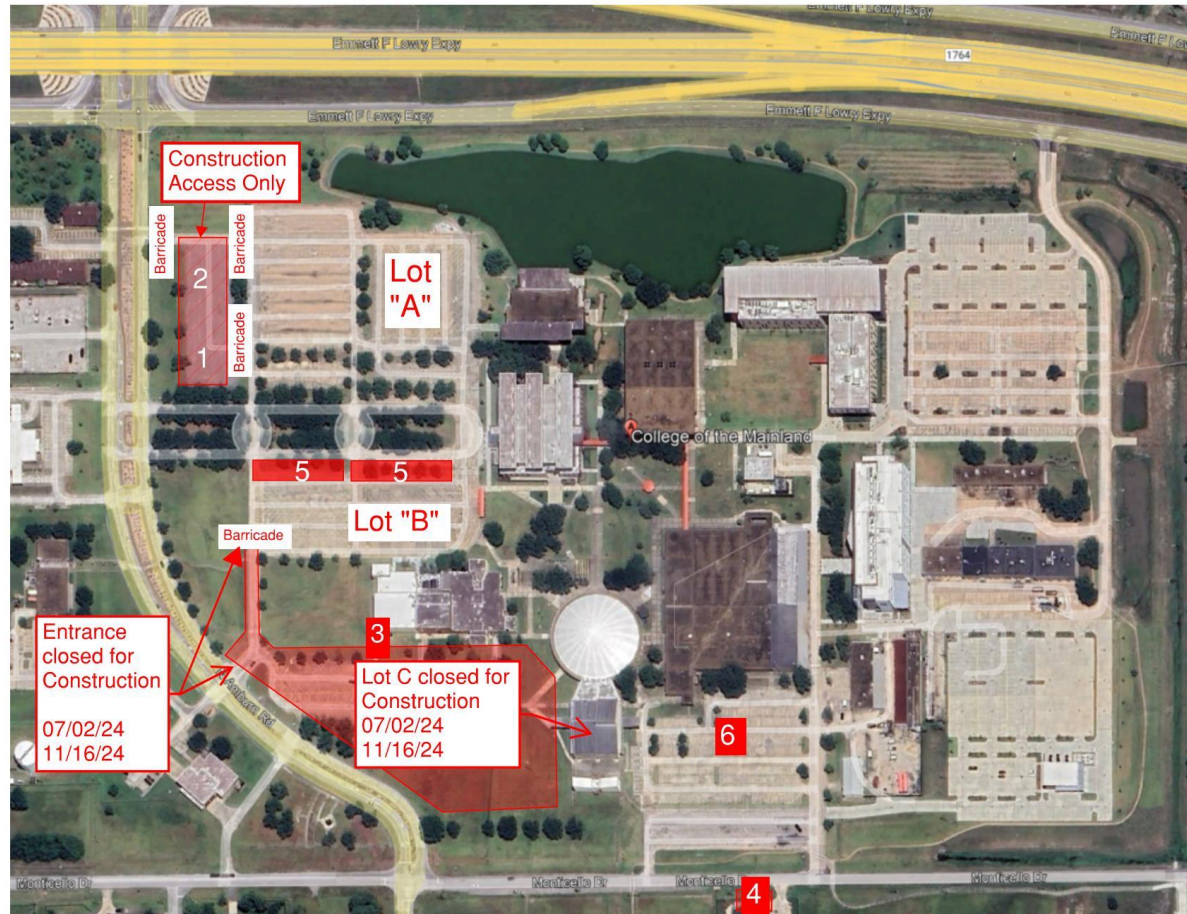
Phase 2 - Parking Lot A
From 11/17/24 through 5/15/25

Phase 3 - Parking Lot B
From 5/16/25 through 9/12/25

LEGEND:

- 1 - Construction Material Storage
From 07/02/24
To 09/12/25
- 2 - Construction parking only
From 07/02/24
To 09/12/25
- 3 - Construction Trailer
From 07/02/24
To 09/12/25
- 4 - Additional construction parking.
From 07/02/24
To 09/12/25
- 5 - Area to be closed for utility work
From TBD
To TBD
- 6 - Parking Lot D
Closed from 4/1/25
to 6/1/27

Overall Plan Phase 1



Infrastructure – COMmons and Site Lighting

A/E: TBD

Contractor: TBD

Completed Activities:

- Conceptual design is ongoing. Received input from COM staff May 15, 2024.
- On-site walkthrough with all teams to see what COM likes/dislikes held June 27

Project Milestones:

- Design Phase: TBD
- GC Procurement (CSP): TBD
- Construction Phase: TBD

Ongoing/Upcoming Activities:

- Design presentation to Cabinet and Bond Steering Committee for input.
- Design is being coordinated with Memorial Garden design
- Portion of site lighting (safety issue) to be done as part of Weld/IE project by allowance

Project Cost:

- Total Project Budget: \$ 8,600,000*
- Project Cost to Date: \$ 16,500.00
- Total Construction Budget: \$ 6,880,000
- Construction Cost to Date: \$ 0.00
- Project is in Budget

* Combined TPC for COMmons upgrades and Campus Site Lighting

Infrastructure — COMmons Conceptual Presentation



EXISTING CONDITIONS



COLLEGE OF THE MAINLAND

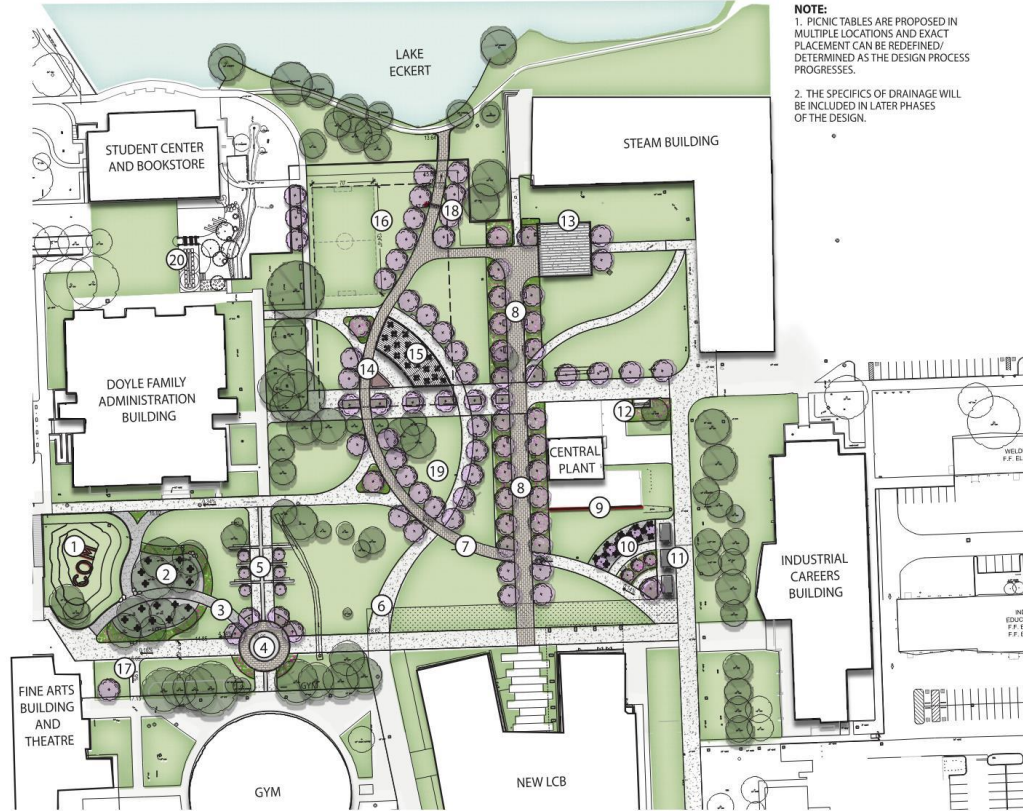


EXISTING CONDITIONS



COLLEGE OF THE MAINLAND





NOTE:
 1. PICNIC TABLES ARE PROPOSED IN MULTIPLE LOCATIONS AND EXACT PLACEMENT CAN BE REDEFINED/ DETERMINED AS THE DESIGN PROCESS PROGRESSES.
 2. THE SPECIFICS OF DRAINAGE WILL BE INCLUDED IN LATER PHASES OF THE DESIGN.

- ① COM FLOWER BED/TERRACING
- ② SHADED GARDEN/PICNIC AREA
- ③ GRAVEL PATH
- ④ COM SEAL
- ⑤ FORMAL DONOR/MEMORIAL SPACE
- ⑥ CONCRETE PAVING
- ⑦ SPECIAL PAVING
- ⑧ BREEZEWAY ALLEY
- ⑨ COM MURAL
- ⑩ FOOD TRUCK DINING AREA
- ⑪ FOOD TRUCK ALLEY
- ⑫ REFUGE AREA
- ⑬ PAVILION
- ⑭ DUCK TRADITION STATUE
- ⑮ SEATING UNDER TRELLIS
- ⑯ RECREATIONAL FIELD
- ⑰ STALLWORTH SQUARE
- ⑱ COM ARCH
- ⑲ OPEN LAWN
- ⑳ MEMORIAL GARDEN



COLLEGE OF THE MAINLAND



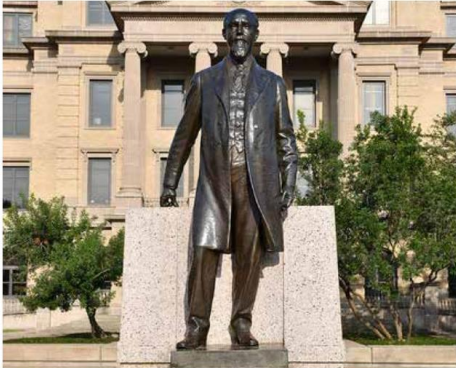
PRECEDENT IMAGERY - CENTRAL QUAD



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - STATUE/SCULPTURE



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - ARCHES/MURALS/FOUNTAIN/SWING SEATS



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - TERRACING/SHADED GARDEN



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - STEAM BREEZEWAY/PAVILLION



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - LANDSCAPE



COLLEGE OF THE MAINLAND



PRECEDENT IMAGERY - TRADITIONS



COLLEGE OF THE MAINLAND



Infrastructure

**COMmons and
Site Lighting**

Conceptual Plan

Next Steps:

- Continue to integrate with landscaping on new buildings
- Project design and construction will be phased to coordinate with other work on campus
- Final completion will be after demolition of LRC

Questions?

Infrastructure – Deferred Maintenance - Buildings

A/E: Various to be identified

Contractor: TBD

Ongoing Activities:

- Re-roof of Student Center and Conference Center:
 - Contract with architect executed and design ongoing
 - Will competitively bid to co-ops
 - Work to begin this fall
- Cooling Tower Replacement:
 - Cannon/CZ is preparing proposal for design through DD phase only to more fully identify scope and more accurate pricing
 - Replacement of the cooling tower will be scheduled based on best timing
- Other projects as identified by COM
 - Based on priority of project

Project Milestones:

- Design Phase: TBD
- GC Procurement (CSP): TBD
- Construction Phase: TBD

Project Cost:

- Total Project Budget: \$ 5,000,000
- Project Cost to Date: \$ 0.00
- Total Construction Budget: \$ 4,000,000
- Construction Cost to Date: \$ 0.00
- Project is in Budget

Infrastructure – Campus Wayfinding, Signage

A/E: TBD

Contractor: TBD

Completed Activities:

- Initial coordination discussion held May 2

Project Milestones:

- Design Phase: June 2024 – June 2026
- Bid Package: Various
- Supplier Procurement (CSP): Various
- Construction Phase: Per project

Ongoing/Upcoming Activities:

- Continue coordination and planning for project elements

Project Cost:

- Total Project Budget: \$ 1,700,000
- Project Cost to Date: \$ 0.00
- Total Construction Cost: \$ 1,360,000
- Construction Cost to Date: \$ 0.00
- Project is in Budget

Campus Furniture Planning

A/E: Cannon Design Furniture Studio

Contractor: TBD

Completed Activities:

- Furniture Planning – Meetings with each Project’s User Groups held during May and June
- Meeting regarding Outdoor Furniture held June 6

Project Milestones:

- Design Phase: April 2024 – Sept 2024
- Bid Package: Sept 2024 – Jan 2025
- Supplier Procurement (CSP): Jan 2025
- Construction Phase: Per project

Ongoing/Upcoming Activities:

- Furniture committee meeting # 3 – the July 9 meeting is being rescheduled. Meeting # 4 – August 8
- Furniture Rodeo – Sept. 4 and 5

Project Cost:

- Total Project Budget: \$ TBD
- Project Cost to Date: \$ 42,301.16
- Total Construction Cost: \$ TBD
from within overall FF&E budget of \$11,531,102.10
- Construction Cost to Date: \$ 0.00
- Project is in Budget

Questions





PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
Subject: Recommendation – Faculty – Process Technology (Replacement)

Presented for recommended approval to the Board of Trustees on July 22, 2024 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 Jonathon Cooper to the position of Faculty – Process Technology, Process Technology Department.”

PURPOSE

Responsible for providing instruction within the Instructional Department. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation and maintain open and consistent communications with students. Attend Department meetings and other mandatory College events. Participate in mandatory College training and professional development. Serve on College committees as needed and assigned. Participate in student advisement and mentoring activities as needed and assigned.

BACKGROUND

This is a replacement position for Adrian Mejia.

IMPLICATIONS

Financial: \$72,293 from budget 11-0-0000-1219-5100.

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: July 22, 2024
Subject: Recommendation – Faculty – Process Technology (Replacement)

Presented for recommended approval to the Board of Trustees on July 22, 2024 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 Lenora Dawson to the position of Faculty – Process Technology, Process Technology Department.”

PURPOSE

Responsible for providing instruction within the Instructional Department. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation and maintain open and consistent communications with students. Attend Department meetings and other mandatory College events. Participate in mandatory College training and professional development. Serve on College committees as needed and assigned. Participate in student advisement and mentoring activities as needed and assigned.

BACKGROUND

This is a replacement position for Elissa Scurry.

IMPLICATIONS

Financial: \$72,293 from budget 11-0-0000-1219-5100.

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: July 22, 2024
Subject: Recommendation – Faculty - Communication (Replacement)

Presented for recommended approval to the Board of Trustees on July 22, 2024 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 Marcial Cavazos to the position of Faculty - Communication, Humanities Department.”

PURPOSE

Responsible for providing instruction within the appropriate department/program. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation. Serve on college committees as needed and assigned. Participate in student-oriented instructional and advisement activities as needed and assigned.

BACKGROUND

This is a replacement position for Dr. R.E. Davis.

IMPLICATIONS

Financial: \$55,930 from budget 11-0-0000-1112-5100.

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: July 22, 2024
Subject: Recommendation – Faculty - English (Replacement)

Presented for recommended approval to the Board of Trustees on July 22, 2024 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 Monique Suarez to the position of Faculty - English, Humanities Department.”

PURPOSE

Responsible for providing instruction within the appropriate department/program. Develop and revise curriculum and course work. Provide scheduled office hours for student consultation. Serve on college committees as needed and assigned. Participate in student-oriented instructional and advisement activities as needed and assigned.

BACKGROUND

This is a replacement position for Steve Remollino.

IMPLICATIONS

Financial: \$48,430 from budget 11-0-0000-1102-5100.

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: July 22, 2024
Subject: Recommendation – Acceptance of Non-Contractual Positions Hiring Report

Presented for recommended acceptance to Board of Trustees on July 22, 2024.

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:

Executive Administrative Assistant - \$65,699 from budget 11-0-0000-3110-5160

Graphic Designer - \$65,699 from budget 11-0-0000-5146-5140

Administrative Assistant IV - \$45,625 from budget 11-0-0000-5158-5160

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	Executive Administrative Assistant	VP, Academic Affairs: Dean - Business, Human Services, Industrial Careers, Public Safety	Provides varied secretarial and office administrative assistance to a Dean and associated professional staff. In addition to providing secretarial and office administrative services for a designated unit or section and related supervisory and/or professional staff, incumbents also have responsibility for the work of additional office support personnel.	New position for new Dean's Office	Julie Kellagher	\$65,699	\$52,559 - \$65,699 - \$78,839
2	Graphic Designer (FT Temporary Position)	Marketing & Communication	Responsible for the creation and production of college communications in all formats, including digital and electronic, as assigned, working with writers, photographers, editors, freelance designers, production vendors, commercial printers and/or the Web Manager to achieve a correct documents, advertisements, and electronic visuals that will catch the eye of the intended audience. Responsible for managing the flow and assignment of these communications through the development process, including client discussions, proofing and authorizations.	Full Time Temporary Position	Whitney Symes	\$65,699	\$52,559 - \$65,699 - \$78,839
3	Administrative Assistant IV	President's Office/General Counsel & Chief Compliance Officer	Provides a variety of administrative support duties for the office of the General Counsel.	Replacing Valerie Pieper	Jessica Nunes	\$45,625	\$40,081 - \$50,101 - \$60,121
4							
5							
6							
7							
8							



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
Subject: Agenda Item for COM Board of Trustees

AGENDA ITEM DESCRIPTION:

Approval of Contract # 23-37: Special Inspection and Testing Materials Services for the Parking Lots A, B, C and Underground Utilities Project

FUNDING SOURCE:

2023 Bond

PURPOSE

Provide Special Inspection and Testing Materials Services for the Parking Lots A, B, C and Underground Utilities Project.

PROPOSED MOTION:

“I move the Board of Trustees approve Contract # 23-37 to Ninyo & Moore Geotechnical & Environmental Sciences Consultants for Special Inspection and Testing Agency Services for the Parking Lot A, B, C and Underground Utilities Project for a not-to-exceed amount of \$ 161,445.00, which includes a time and material estimate of \$146,445.00 and a \$15,000.00 owner contingency for unforeseen conditions to be paid with 2023 Bond Funds.”

BACKGROUND:

Similar to the pool of Architect & Engineering Services selected to support the various 2023 Bond construction projects, Special Inspection and Testing Agency Services must be also be selected in accordance with Texas Government Code 2254 on the basis of demonstrated competence and qualifications. Therefore, COM published a Request for Qualifications (RFQ) 23-37 for Special Inspection and Testing Agency Services on March 26, 2024. The RFQ was advertised to select a pool of professional services providers to provide Special Inspection and Testing Agency Services. A total of nine (9) firms responded to the RFQ and were evaluated and ranked by the evaluation committee, comprising of COM and LAN personnel. The evaluation committee recommended the top five (5) ranked firms be placed in the pool of qualified professional service providers. From the top five (5) ranked firms placed in the pool, Ninyo and Moore Geotechnical and Environmental Sciences Consultant was selected as the best qualified to provide the requested professional services for the Parking Lot A, B, C and Underground Utilities Project due to their experience with recent projects of similar size, scope, and complexity.

The evaluation and ranking for RFQ # 23-37 were as follows:

Firm Name	Ranking	Score
Terracon Consultants, Inc.	1	94.75
Paradigm Consultants, Inc.	2	90.80
Ninyo & Moore	3	88.65
Alpha Testing, Inc.	4	85.11
Raba Kisner, Inc.	5	76.16
HTS, Inc. Consultants	6	73.08
Associated Testing Laboratories, Inc.	7	59.88
Geotech Engineering and Testing	8	59.50
Quartet Engineers Corporation	9	37.00

Each firm within the pool consisting of the top 5 ranked firms may be recommended to serve the college in their respective capacities relative to the size and complexity of each construction project under the Bond. Therefore, it is recommended Ninyo & Moore serve as the consultant for Parking Lots A, B, C and Underground Utilities project.

Attachments:

1. Ninyo & Moore Geotechnical & Environmental Sciences Consultants for the Parking Lots A, B, C and Underground Utilities Proposal



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

From: Lockwood, Andrews & Newnam (LAN)

Date: July 11, 2024

Re: Recommendation to approve Ninyo & Moore Geotechnical & Environmental Sciences Consultants for Special Inspection and Testing Agency Services for the Parking Lot A, B, C and Underground Utilities Project.

Background: COM published RFQ # 23-37 for Special Inspection and Testing Agency Services on March 26, 2024. The RFQ was to select a pool of professional services providers to provide Special Inspection and Testing Agency Services. A total of nine (9) firms responded to the RFQ and were evaluated and ranked by the evaluation committee, comprising of COM and LAN personnel. The evaluation committee recommended the top five (5) ranked firms be placed in the pool of qualified professional service providers. The evaluation and ranking for RFQ # 23-37 were as follows:

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HTS, Inc. Consultants	6	73.08
Associated Testing Laboratories, Inc.	7	59.88
Geotech Engineering and Testing	8	59.50
Quartet Engineers Corporation	9	37.00

Recommendation: Based on the size and scope of the project, LAN recommends the selection of Ninyo & Moore to provide Special Inspection and Testing Agency Services for the Parking Lot A, B, C and Underground Utilities Project. Ninyo and Moore provided a proposal for time and materials for an amount of \$146,445.00. LAN recommends the Board of Trustees approve an amount of \$161,445.00, which provides the base amount of \$146,445.00 plus a \$15,000.00 **Owner's Contingency** for unforeseen conditions that may arise during the project.

Paula J Drnevich, AIA, LEED AP, REFP
Program Manager, LAN
pjdrnevich@lan-inc.com
cell: 281.384.8233

June 20, 2024
Project No. 701694001

Ms. Sonja Blinka
Director of Purchasing
College of the Mainland
1200 Amburn Road
Texas City, Texas 77591

Subject: Proposal for Construction Materials Testing and Observation Services
Parking Lots A, B, C & Underground Utilities
N. Amburn Road and Monticello Drive
Texas City, Texas

Dear Ms. Blinka:

We are pleased to present this proposal to provide materials testing services at the subject site. In preparation of this proposal, we have reviewed the provided plans and specifications. The project will consist of the redevelopment of Parking Lots A, B, and C at the College of the Mainland located in Texas City, Texas. The construction will include fill placement, utility backfill, concrete paving and subgrade, and masonry for dumpster enclosers. This proposal was prepared without the benefit of a construction schedule and is based on our assumptions as to the needed materials testing.

Ninyo & Moore's Houston laboratory is supervised by registered civil engineers and meets the requirements of the ASTM E329, ASTM C1077, and ASTM D3740. Ninyo & Moore's testing equipment is calibrated annually by representatives utilizing equipment traceable to the National Institute of Standards and Technology, and regularly participates in Cement and Concrete Reference Laboratory (CCRL) and AASHTO re:source's Material Reference Laboratory (AMRL) reference testing. In addition, we are accredited by the American Association for Laboratory Accreditation (A2LA). A list of our scope of accreditation can be found at the A2LA website (www.a2la.org).

SCOPE OF SERVICES

- Attend preconstruction and site meetings, as requested.
- Perform proofrolling observation of the paving subgrade.
- Perform gradation testing for paving subgrade.

- Perform field observation and in-place density testing of the paving subgrade and utilities.
- Perform field observation and concrete sampling/testing for the paving and curb.
- Perform field observation and grout testing for the CMU walls.
- Perform laboratory testing of soil materials such as Moisture-Density Relationships (Proctor), Atterberg Limits (PI), and 200 Wash.
- Perform laboratory testing to evaluate the compressive strength of concrete samples and grout prisms.
- Consultation and project management.

ESTIMATED FEE

We propose to provide our services on a time-and-materials basis accrued in accordance with the attached cost estimate. We estimate the fee for our services to be approximately \$146,400 (One Hundred Forty-Six Thousand Four Hundred Dollars). Our estimated fee does not include weekend work, stand-by time or costs associated with retesting or re-inspecting materials that were found not to be in compliance with the project plans or specifications. Any additional services requested and not part of the cost estimate will be charged in accordance with our attached Schedule of Fees. A breakdown of our fee is presented in the attached Table 1.

To authorize our services, please sign and return the attached Work Authorization and Agreement. We look forward to working with you.

Respectfully submitted,
NINYO & MOORE



Joe Keys
Project Manager

JHK/JTS/lS

Attachments: Table 1 – Breakdown of Estimated Fee
Schedule of Fees
Work Authorization and Agreement



Jay Sunderwala, PE
Managing Principal Engineer

Table 1 - Breakdown of Estimated Fee

Earthwork

Engineering Technician						
Utilities	30 days	@ 8	hours/day	@ \$ 60.00	/hour	\$ 14,400.00
% Solids/Proctor Pick Ups	15 days	@ 4	hours/day	@ \$ 60.00	/hour	\$ 3,600.00
Paving Subgrades	60 days	@ 6	hours/day	@ \$ 60.00	/hour	\$ 21,600.00
Vehicle Usage Charge		660	hours	@ \$ 15.00	/hour	\$ 9,900.00
Nuclear Density Gauge		600	hours	@ \$ 15.00	/hour	\$ 9,000.00
Laboratory Testing						
Standard Proctor Density, D 698		3	sample	@ \$ 230.00	/sample	\$ 690.00
Standard Proctor Density Treated Soils, D 698		8	samples	@ \$ 255.00	/sample	\$ 2,040.00
200 Wash		20	samples	@ \$ 60.00	/sample	\$ 1,200.00
Atterberg Limits		20	samples	@ \$ 70.00	/sample	\$ 1,400.00
Lime Recommendation		3	sample	@ \$ 275.00	/sample	\$ 825.00
				Subtotal		\$ 64,655.00

Concrete

Engineering Technician	20 days	@ 8	hours/day	@ \$ 60.00	/hour	\$ 9,600.00
Engineering Technician (OT)	20 days	@ 4	hours/day	@ \$ 90.00	/hour	\$ 7,200.00
Engineering Technician	10 days	@ 6	hours/day	@ \$ 60.00	/hour	\$ 3,600.00
Cylinder Pick Ups (no charge if already onsite for other services)	20 days	@ 4	hours/day	@ \$ 60.00	/hour	\$ 4,800.00
Vehicle Usage Charge		320	hours	@ \$ 15.00	/hour	\$ 4,800.00
Compression Tests of Cylinders	110 sets	@ 4	samples/set	@ \$ 80.00	/set	\$ 35,200.00
Concrete Cores		8	samples	@ \$ 250.00	/sample	\$ 2,000.00
				Subtotal		\$ 67,200.00

Masonry

Engineering Technician	2 days	@ 8	hours/day	@ \$ 60.00	/hour	\$ 960.00
Vehicle Usage Charge		16	hours	@ \$ 15.00	/hour	\$ 240.00
Laboratory Testing						
Grout Prisms	2 sets	@ 4	samples/set	@ \$ 55.00	/sample	\$ 440.00
				Subtotal		\$ 1,640.00

Engineering Review, Consultation, and Data Processing

Principal Engineer		10	hours	@ \$ 180.00	/hour	\$ 1,800.00
Project Manager		80	hours	@ \$ 105.00	/hour	\$ 8,400.00
Data Processor/Dispatch		50	hours	@ \$ 55.00	/hour	\$ 2,750.00
				Subtotal		\$ 12,950.00

TOTAL ESTIMATED FEE

\$ 146,445.00

Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$ 180
Senior Engineer/Geologist/Environmental Scientist	\$ 150
Senior Project Engineer/Geologist/Environmental Scientist	\$ 140
Project Engineer/Geologist/Environmental Scientist	\$ 130
Senior Staff Engineer/Geologist/Environmental Scientist	\$ 115
Staff Engineer/Geologist/Environmental Scientist	\$ 110
GIS Analyst	\$ 85
Technical Illustrator/CAD Operator	\$ 55

Field Staff

Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 140
Nondestructive Examination Technician (UT, MT, LP)	\$ 120
Certified Asbestos/Lead Technician	\$ 120
Field Operations Manager	\$ 105
Supervisory Technician	\$ 75
Senior Technician	\$ 65
Technician	\$ 60

Administrative Staff

Geotechnical/Environmental/Laboratory Assistant	\$ 55
Information Specialist	\$ 55
Data Processor	\$ 55

Other Charges

Concrete Coring Equipment (includes technician)	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
GPR Equipment	\$ 180/hr
Inclinometer	\$ 100/hr
Hand Auger Equipment	\$ 80/hr
Rebar Locator (Pachometer)	\$ 50/hr
Vapor Emission Kit	\$ 75/kit
Nuclear Density Gauge	\$ 15/hr
X-Ray Fluorescence	\$ 70/hr
PID/FID	\$ 50/hr
Air Sampling Pump	\$ 25/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony	\$ 400/hr
Direct Expenses	Cost plus 15%

Special equipment charges will be provided upon request.

Notes

For field and laboratory technicians and special inspectors, overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday, evening hours, and all day on Saturday and Sunday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day and on holidays.

Field technician and special inspection hours are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours.

Invoices are payable upon receipt. A service charge of 1.5 percent per month may be charged on accounts not paid within 30 days.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318	\$ 70
California Bearing Ratio (CBR), D 1883, per point	\$ 240
One Dimensional Consolidation, D 2435	\$ 450
Consolidation Additional Increments, D 2435	\$ 60
Hydrometer Analysis, D 422	\$ 145
Double Hydrometer Analysis, D 4221	\$ 250
Moisture Content, D 2216	\$ 10
Moisture and Density, D 2937	\$ 55
Permeability, D 2434	\$ 300
Specific Gravity, D 854	\$ 65
Standard Proctor Density, D 698	\$ 230
Modified Proctor Density, D 1557	\$ 250
(Rock corrections add \$70)	
Sieve Analysis, D 422	\$ 65
Sieve Analysis, 200 Wash, D 1140	\$ 60
Swell Test, D 4546	\$ 350
Triaxial Shear, U.U., D 2850 per point	\$ 75
Unconfined Compression, D 2166	\$ 50
Pinhole Dispersion Test, D 4647	\$ 320
Crumb Test Dispersion Test, D 4647	\$ 45
Lime Determination, PI Method	\$ 275
Lime Determination, pH Method, D 62765	\$ 265
Compressive Strength Cement Stabilized Sand, D 1633	\$ 80
Standard Proctor Density Treated Soils, D 698	\$ 255
Modified Proctor Density Treated Soils, D 1557	\$ 270

MASONRY

Brick Absorption, 24-hour submersion, C 67	\$ 85
Brick Absorption, 5-hour boiling, C 67	\$ 85
Brick Absorption, 7-day, C 67	\$ 85
Brick Compression Test, C 67	\$ 50
Brick Moisture as received, C 67	\$ 50
Brick Measurement, C 67	\$ 65
CMU Block Compression Test, 8x8x16, C 140	\$ 150
CMU Block Unit Weight and Absorption, C 140	\$ 100
CMU Block Moisture Content, C 140	\$ 95
CMU Block Measurement, C 140	\$ 35
Compressive Strength, Grout prism, C 1019, each	\$ 55
Compressive Strength, Mortar Cube, C 109, each	\$ 30

CONCRETE

Compression Strength, C 39	\$ 20
Flexural Test, C 78 or C 293	\$ 30
Splitting Tensile Strength, C 496	\$ 125
Time of Setting of Cement by Vicat Needle, C 191	\$ 250
Concrete Laboratory Mix Verification, Excluding cylinders	\$ 500
Concrete Coring, Measurement, and Compressive Strength	\$ 250
Concrete Core Compressive Strength, Includes Prep, C 42	\$ 90
Concrete Core Measurement, C 174	\$ 30
Concrete Coring Minimum Charge	\$ 600
Concrete Coring – 4" Diameter to 6-inch depth	\$ 120
Concrete Coring Additional Thickness 6" to 12" depth	\$ 11/in
Concrete Coring Additional Thickness over 12" depth	\$ 15/in
Compressive Strength Lt. Wt. Insulating Concrete, C 495	\$ 30
Unit Weight of Lt. Wt. Insulating Concrete, C 495	\$ 25

FIREPROOFING

Density of SFRM, E 605	\$ 45
Cohesion/Adhesion of SFRM, E 736	\$ 35

ASPHALT

Asphalt Mix Design Review, Job Spec	\$ 500
Asphalt Mix Design, 5 points	\$ 2500
Extraction, % Asphalt, including Gradation, Tex 210F	\$ 230
Hveem Stability, Tex 208F	\$110/set
Bulk Density Lab Molded Samples, Tex 207F	\$ 65/set
Bulk Density Core, Tex 207F	\$ 60
Molding Specimens, Tex 206F	\$ 75/set
Measurement of Asphalt Cores	\$ 25
Asphalt Coring Minimum Charge	\$ 600
Asphalt Coring – 4" Diameter to 6-inch depth	\$ 105
Concrete Coring Additional Thickness over 6" depth	\$ 10/in
Maximum Theoretical Unit Weight, Tex 227F	\$ 105

AGGREGATES

Clay Lumps and Friable Particles, C 142	\$ 65
Los Angeles Abrasion, C 131 or C 535	\$ 240
Organic Impurities, C 40	\$ 55
Sieve Analysis, Coarse Aggregate, C 136	\$ 75
Sieve Analysis, Fine Aggregate, C 136	\$ 75
Decantation, C 117	\$ 55
Specific Gravity, Coarse, C 127	\$ 120
Specific Gravity, Fine, C 128	\$ 135

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

WORK AUTHORIZATION AND AGREEMENT

Please Sign and Return One Copy to: **NINYO & MOORE**
2313 W. Sam Houston Parkway, North, Suite 119
Houston, Texas 77043

PROJECT NO. **701694001**

1. PROJECT ADDRESS: **N. Amburn Road and Monticello Drive
Texas City, Texas**
2. PROJECT DESCRIPTION: **Construction Materials Testing and Observation Services
Parking Lots A, B, C & Underground Utilities**
3. SCOPE OF STUDY: **Please refer to proposal dated June 20, 2024.**
4. FEE: **\$146,400 (One Hundred Forty-Six Thousand Four Hundred Dollars – Time and Materials)**
5. PORTION OF FEE IN ADVANCE OF WORK: **None**
6. CLIENT: **College of the Mainland
1200 Amburn Road
Texas City, Texas 77591** PHONE: **409-938-1211**

CONTACT: **Ms. Sonja Blinka** PHONE: **409-933-8474**
7. STATEMENT TO BE SENT TO: **Client**

CONDITIONS OF AGREEMENT BETWEEN CLIENT AND NINYO & MOORE

This AGREEMENT is made by and between: NINYO & MOORE GEOTECHNICAL AND ENVIRONMENTAL SCIENCES CONSULTANTS, hereinafter referred to as CONSULTANT, and **College of the Mainland**, hereinafter referred to as CLIENT. This AGREEMENT between the parties consists of these TERMS, the attached Proposal identified as No. **701694001** dated **June 20, 2024**, and any exhibits or attachments noted in the Proposal. Together, these elements will constitute the entire AGREEMENT superseding any and all prior negotiations, correspondence, or agreements either written or oral. Any changes to this AGREEMENT must be mutually agreed to in writing.

STANDARD OF CARE

CLIENT recognizes that subsurface conditions may vary from those observed at locations where borings, surveys, or explorations are made, and that site conditions may change with time. Data, interpretations, and recommendations by CONSULTANT will be based solely on information available to CONSULTANT. CONSULTANT is responsible for those data, interpretations, and recommendations, but will not be responsible for other parties' interpretations or use of the information developed.

Services performed by CONSULTANT under this AGREEMENT are expected by CLIENT to be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the geotechnical engineering profession practicing contemporaneously under similar conditions in the locality of the project. Under no circumstance is any warranty, expressed or implied, made in connection with the providing of geotechnical consulting services.

SITE ACCESS AND SITE CONDITIONS

CLIENT will grant or obtain free access to the site for all equipment and personnel necessary for CONSULTANT to perform the work set forth in this agreement. CLIENT will notify any and all possessors of the project site that CLIENT has granted CONSULTANT free access to the site. Client will protect all property, inside and out, including all plants and landscaping. CONSULTANT will take reasonable precautions to reduce the potential for damage to the site, but it is understood by CLIENT that, in the normal course of work, some damage may occur and the correction of such damage or alteration is not part of this AGREEMENT unless so specified in the Proposal.

CLIENT is responsible for accurately delineating the locations of all subterranean structures and utilities. CONSULTANT will take reasonable precautions to avoid known subterranean structures, and CLIENT waives any claim against CONSULTANT, and agrees to defend, indemnify and hold CONSULTANT harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to subterranean structures and utilities not identified or accurately located. In addition, CLIENT agrees to compensate CONSULTANT for any time spent or expenses incurred by CONSULTANT in defense of any such claim, with compensation to be based upon CONSULTANT's prevailing fee schedule and expense reimbursement policy.

SAMPLE DISPOSAL

CONSULTANT will dispose of remaining soil, rock, and water samples approximately thirty (30) days after submission of the report covering those samples. Further storage or transfer of samples can be made at CLIENT's expense upon CLIENT's prior written request.

MONITORING

If CONSULTANT is retained by CLIENT to provide a site representative for the purpose of monitoring specific portions of construction work or other field activities as set forth in the Proposal, then this phrase applies. For the specified assignment, CONSULTANT will report observations and professional opinions to CLIENT or CLIENT's agent. No action of CONSULTANT or CONSULTANT's site representative can be construed as altering any AGREEMENT between the CLIENT and others. CONSULTANT will report to CLIENT or CLIENT's agent any observed geotechnically related work which, in CONSULTANT's professional opinion, does not conform with plans and specifications. The CONSULTANT has no right to reject or stop work of any agent or subcontractor of CLIENT; such rights are reserved solely for CLIENT. Furthermore, CONSULTANT's presence on the site does not in any way guarantee the completion or quality of the performance of the work of any party retained by CLIENT to provide field or construction-related services.

If CONSULTANT is not retained by Client for the purpose of monitoring construction work or field activities, CONSULTANT will expressly not be held liable or responsible for such activities or for the geotechnical performance of the completed project. Monitoring of construction work or field activities and the geotechnical performance of the completed project is and will remain the sole and express responsibility of the CLIENT or other party designated by the CLIENT. CLIENT hereby agrees to indemnify and hold harmless CONSULTANT from and against any loss or judgment, suffered by the CONSULTANT as a result of a claim or lawsuit resulting from CLIENT's failure to monitor construction work or field activities for which CONSULTANT has not been retained.

CONSULTANT will not be responsible for and will not have control or charge of specific means, methods, techniques, sequences or procedures of construction or other field activities selected by any agent or agreement of CLIENT. It is mutually understood and agreed by CLIENT and CONSULTANT that CONSULTANT has no control or enforcement ability over any persons or parties who are not employees of CONSULTANT. CONSULTANT does not purport to be, nor is CONSULTANT responsible for, any safety precautions nor programs incident thereto for such non-employees of CONSULTANT.

OWNERSHIP AND MAINTENANCE OF DOCUMENTS

Unless otherwise specified in this Agreement or in an Addendum, and provided that CONSULTANT has been fully paid for the Services, CLIENT shall have the right to use the documents, maps, photographs, drawings and specifications resulting from CONSULTANT's efforts on the project, for purposes reasonably contemplated by the parties. CONSULTANT shall have the right, but shall not be obligated, to retain copies of all such materials and shall have the right to use the same for any purpose, unless such use would be expected to cause harm to CLIENT. CLIENT shall specify in advance, in writing, and be charged for all arrangements for special or extended-period maintenance of such materials by CONSULTANT. CONSULTANT retains the right of ownership with respect to any patentable concepts or copyrightable materials arising from its Services.

Reuse of any material described by CLIENT, including publication to third parties, on extension of this project or on any other project without CONSULTANT's written authorization, shall be at CLIENT's risk, and CLIENT agrees to indemnify, defend, and hold harmless CONSULTANT from all claims, damages, and expenses, including attorney's fees, arising out of such unauthorized reuse.

BILLING AND PAYMENT

CLIENT will pay CONSULTANT in accordance with the procedures indicated in the Proposal and its attachments. Invoices will be submitted to CLIENT by CONSULTANT, and will be due and payable upon presentation. If CLIENT objects to all or any portion of any invoice, CLIENT will so notify CONSULTANT in writing within fourteen (14) calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice not in dispute. The parties

will immediately make every effort to settle the disputed portion of the invoice. In the absence of written notification described above, the balance as stated on the invoice will be paid.

Invoices are delinquent if payment has not been received within thirty (30) days from date of invoice. CLIENT will pay an additional charge of three quarters of a percent (.75) per month (or the maximum percentage allowed by law, whichever is lower) on any delinquent amount, excepting any portion of the invoiced amount in dispute and resolved in favor of CLIENT. Payment thereafter will first be applied to accrued interest and then to the principal unpaid amount. All time spent and expenses incurred (including any attorney's fees) in connection with collection of any delinquent amount will be paid by CLIENT to CONSULTANT per CONSULTANT's current fee schedules. In the event CLIENT fails to pay CONSULTANT within sixty (60) days after invoices are rendered, CLIENT agrees that CONSULTANT will have the right to consider the failure to pay the CONSULTANT's invoice as a breach of this AGREEMENT and CONSULTANT may cease work on the project. At CONSULTANT's option, CONSULTANT may waive said major breach upon payment by CLIENT of all arrearages and outstanding invoices.

TERMINATION

This AGREEMENT may be terminated by either party seven (7) days after written notice in the event of any breach of any provision of this AGREEMENT or in the event of substantial failure of performance by either party, or if CLIENT suspends the work for more than three (3) months. In the event of termination, CONSULTANT will be paid for services performed prior to the date of termination plus reasonable termination expenses, including, but not limited to, the cost of completing analyses, records, and reports necessary to document job status at the time of termination.

RISK ALLOCATION

Many risks potentially affect CONSULTANT by virtue of entering into this AGREEMENT to perform professional consulting services on behalf of CLIENT. The principal risk is the potential for human error by CONSULTANT. For CLIENT to obtain the benefit of a fee which includes a nominal allowance for dealing with CONSULTANT's liability, CLIENT agrees to limit CONSULTANT's liability to CLIENT and to all other parties for claims arising out of CONSULTANT's performance of the services described in this AGREEMENT. The aggregate liability of CONSULTANT will not exceed \$50,000 for negligent professional acts, errors, or omissions, including attorney's fees and costs which may be awarded to the prevailing party, and CLIENT agrees to indemnify and hold harmless CONSULTANT from and against all liabilities in excess of the monetary limit established above.

Limitations on liability and indemnities in this AGREEMENT are business understandings between the parties voluntarily and knowingly entered into, and shall apply to all theories of recovery including, but not limited to, breach of contract, warranty, tort (including negligence), strict or statutory liability, or any other cause of action, except for willful misconduct or gross negligence. The parties also agree that CLIENT will not seek damages in excess of the limitations indirectly through suits with other parties who may join CONSULTANT as a third-party nor by an award of attorney's fees and costs to the prevailing party in excess of the aggregate liability agreed upon herein by the parties. Parties means CLIENT and CONSULTANT and their officers, employees, agents, affiliates, and subcontractors.

Both CLIENT and CONSULTANT agree that they will not be liable to each other, under any circumstances, for special, indirect, consequential, or punitive damages arising out of or related to this AGREEMENT.

INDEMNIFICATION

If any claim is brought against CONSULTANT, its employees, agents and subcontractors and/or CLIENT by a third party, relating in any way to the Services, the contribution and indemnification rights and obligations of CONSULTANT and Client, subject to the paragraph titled "Risk Allocation" above, such claim shall be determined as follows:

1. If any negligence, breach of contract, or willful misconduct of CONSULTANT caused any damage, injury, or loss claimed by the third party, then CONSULTANT and CLIENT shall each indemnify the other against any loss or judgement on a comparative negligence basis (CLIENT responsibility to include that of its agents, employees, and other contractors); and
2. Unless CONSULTANT was liable for negligence, breach of contract, or willful misconduct which in whole or in part, caused the damage, injury, or loss asserted in the third party claim, CLIENT shall indemnify CONSULTANT against the claim, liability, loss, legal fees, consulting fees, and other costs of defense reasonably incurred.

DISCOVERY OF UNANTICIPATED HAZARDOUS MATERIALS

CLIENT represents that CLIENT has made a reasonable effort to evaluate if hazardous materials are on or near the project site, and that CLIENT has informed CONSULTANT of CLIENT's findings relative to the possible presence of such materials.

Hazardous materials may exist at a site where there is no reason to believe they could or should be present. CONSULTANT and CLIENT agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. CONSULTANT and CLIENT also agree that the discovery of unanticipated hazardous materials may make it necessary for CONSULTANT to take immediate measures to protect health and safety. CLIENT agrees to compensate CONSULTANT for any equipment decontamination or other costs incident to the discovery of unanticipated hazardous materials.

CONSULTANT agrees to notify CLIENT when unanticipated hazardous materials or suspected hazardous materials are encountered. CLIENT agrees to make any disclosures required by law to the appropriate governing agencies. CLIENT also agrees to hold CONSULTANT harmless for any and all consequences of disclosures made by CONSULTANT which are required by governing law. In the event the project site is not owned by CLIENT, CLIENT recognizes that it is CLIENT's responsibility to inform the property owner of the discovery of unanticipated hazardous materials or suspected hazardous materials.

Notwithstanding any other provision of the AGREEMENT, CLIENT waives any claim against CONSULTANT and, to the maximum extent permitted by law, agrees to defend, indemnify, and save CONSULTANT harmless from any claim, liability, and/or defense costs for injury or loss arising from CONSULTANT's discovery of unanticipated hazardous materials or suspected hazardous materials, including, but not limited to, any costs created by delay of the project and any cost associated with possible reduction of the property's value.

CLIENT will be responsible for ultimate disposal of any samples secured by CONSULTANT which are found to be contaminated.

DISPUTE RESOLUTION

If a dispute at law arises from matters related to the services provided under this AGREEMENT and that dispute requires litigation, then:

1. The claim will be brought and tried in judicial jurisdiction of the court of the county where CONSULTANT's principal place of business is located and CLIENT waives the right to remove the action to any other county or judicial jurisdiction, and;
2. The prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' and expert witness fees, and other claim-related expenses.

GOVERNING LAW AND SURVIVAL

If any of the provisions contained in this AGREEMENT are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions will not be impaired. Risk allocation and indemnities will survive termination or failure of this AGREEMENT for any cause.

The parties have read, or had the opportunity to read, the foregoing, including all attachments, addendums, and exhibits hereto, have had an opportunity to discuss the same, understand completely the terms, and willingly enter into this AGREEMENT which will become effective on the date signed below by CLIENT.

Printed Name of Client or Authorized Agent

Signature of Client or Authorized Agent



Jay Sunderwala, PE / Managing Principal Engineer

Date

06/20/24

Date

PM: JHK



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
Subject: Agenda Item for COM Board of Trustees

AGENDA ITEM DESCRIPTION:

Approve the granting of a 75' Drainage Easement to the City of Texas City at the PSC and CCEC Project site.

FUNDING SOURCE:

N/A

PURPOSE

Grant a 75' Drainage Easement to the City of Texas City

PROPOSED MOTION:

“I move the Board of Trustees approve the granting of a 75' Drainage Easement to the City of Texas City at the PSC and CCEC Project site finding that the Easement will be used by the City in carrying out a purpose that benefits the public interest of the College.”

BACKGROUND:

The College of the Mainland owns three separate tracts of land just south of Monticello Drive and east of N Amburn Road, totaling 29.354 Acres (1,278,681 SQ FT). This area is where the new Corporate and Continuing Education Center (CCEC) building, and the new Public Safety Careers Center (PSC) buildings will be constructed. The Surveyor for the two projects, Ellis Surveying Services, submitted for replat to Texas City to combine the three tracts of land into a single lot subdivision. The Texas City Engineering Department has requested a 75' drainage easement that will run along the east side of the tract. The granting of the easement will not affect the design or placement of the new buildings. There is no financial impact associated with this action.

Attachments:

1. LAN Cover Letter
2. Minor Plat of College of the Mainland PSC and CCEC



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

From: Lockwood, Andrews & Newnam (LAN)

Date: July 11, 2024

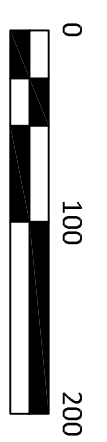
Re: Recommendation to approve the granting of a 75' Drainage Easement to the City of Texas City

Background: The College of the Mainland owns three separate tracts of land just south of Monticello Drive and east of N Amburn Road, totaling 29.354 Acres (1,278,681 SQ FT). This area is where the new Corporate and Continuing Education Center (CCEC) building, and the new Public Safety Careers Center (PSC) buildings will be constructed. The Surveyor for the two projects, Ellis Surveying Services, submitted for replat to Texas City to combine the three tracts of land into a single lot subdivision. The Texas City Engineering Department has requested a 75' drainage easement that will run along the east side of the tract. The granting of the easement will not affect the design or placement of the new buildings.

Recommendation: LAN recommends the COM Board of Trustees approve the 75' drainage easement, as requested by Texas City. Any delay in approving the easement request may delay the plat approval, Planning Development Application, and ultimately the approval of the permits required to start construction.

A handwritten signature in blue ink, reading "C.W. Scheibe".

C.W. Scheibe, CCM, PMP
Program Manager, LAN
cwscheibe@lan-inc.com
cell: 972.890.3002



CALLED 50.1455 ACRES
COLLEGE OF THE MAINLAND
Vol. 1889 Pg. 378
G.C.D.R.

30' PIPELINE ESM'T. VOL. 1665 PG. 397 & VOL. 1897 GP. 175 G.C.D.R.

S.A. & M.G. R.R. SURVEY A-189
S.F. AUSTIN LEAGUE SURVEY NO. 4 A-2

8' SIDEWALK ESM'T. G.C.C.F. No. 9337919 G.C.D.R.

LOT 15
FND 1.127" IR.
5/8" IR.

LOT 14
FND 1.127" IR.

LOT 13
FND 1.127" IR.

LOT 12
FND 1.127" IR.

LOT 11
FND 1.127" IR.

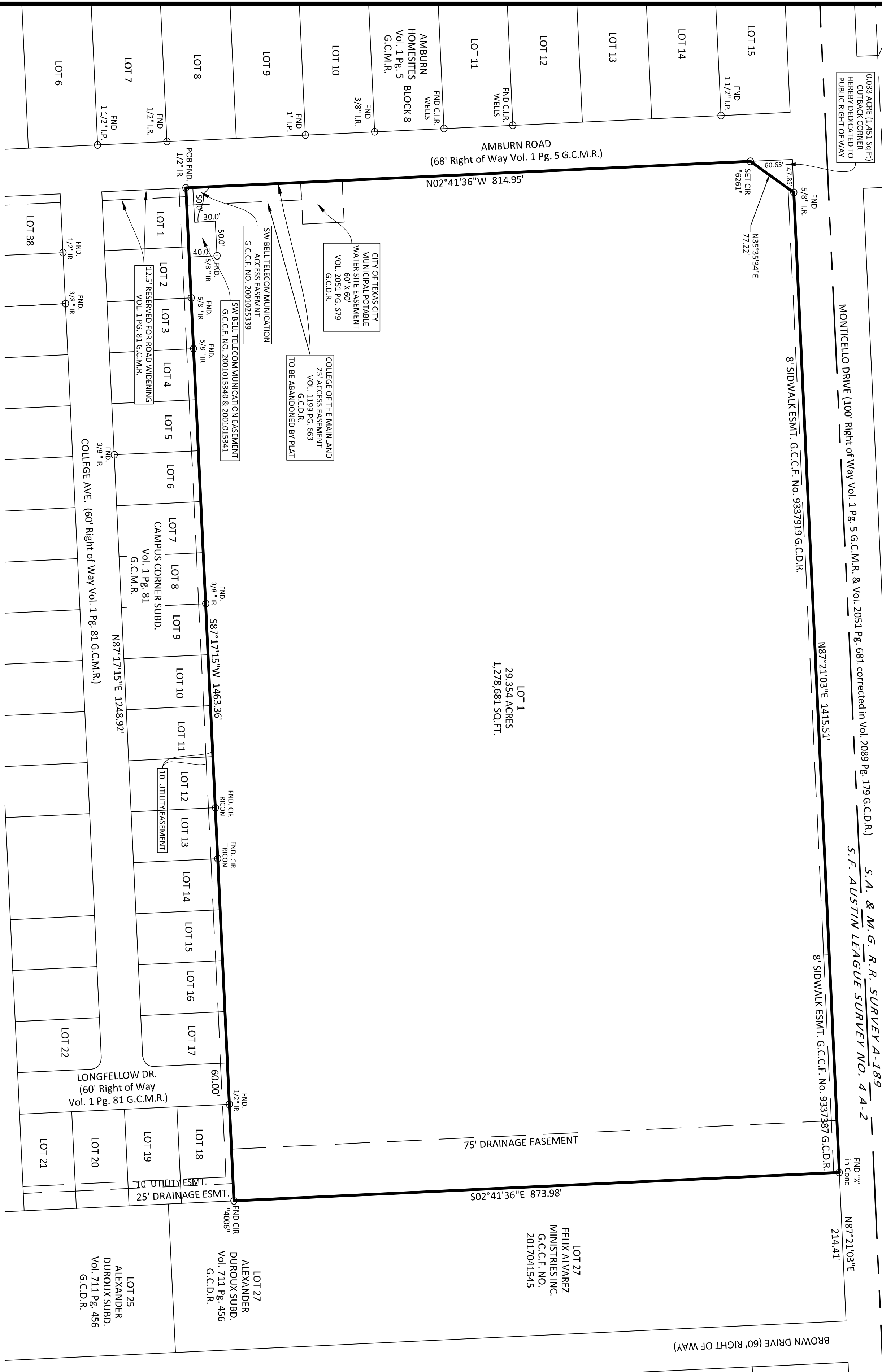
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LOT 9
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LOT 8
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LOT 7
FND 1.127" IR.

LOT 6
FND 1.127" IR.



CALLED 17.0 ACRES
COLLEGE OF THE MAINLAND
Vol. 1889 Pg. 392
G.C.D.R.

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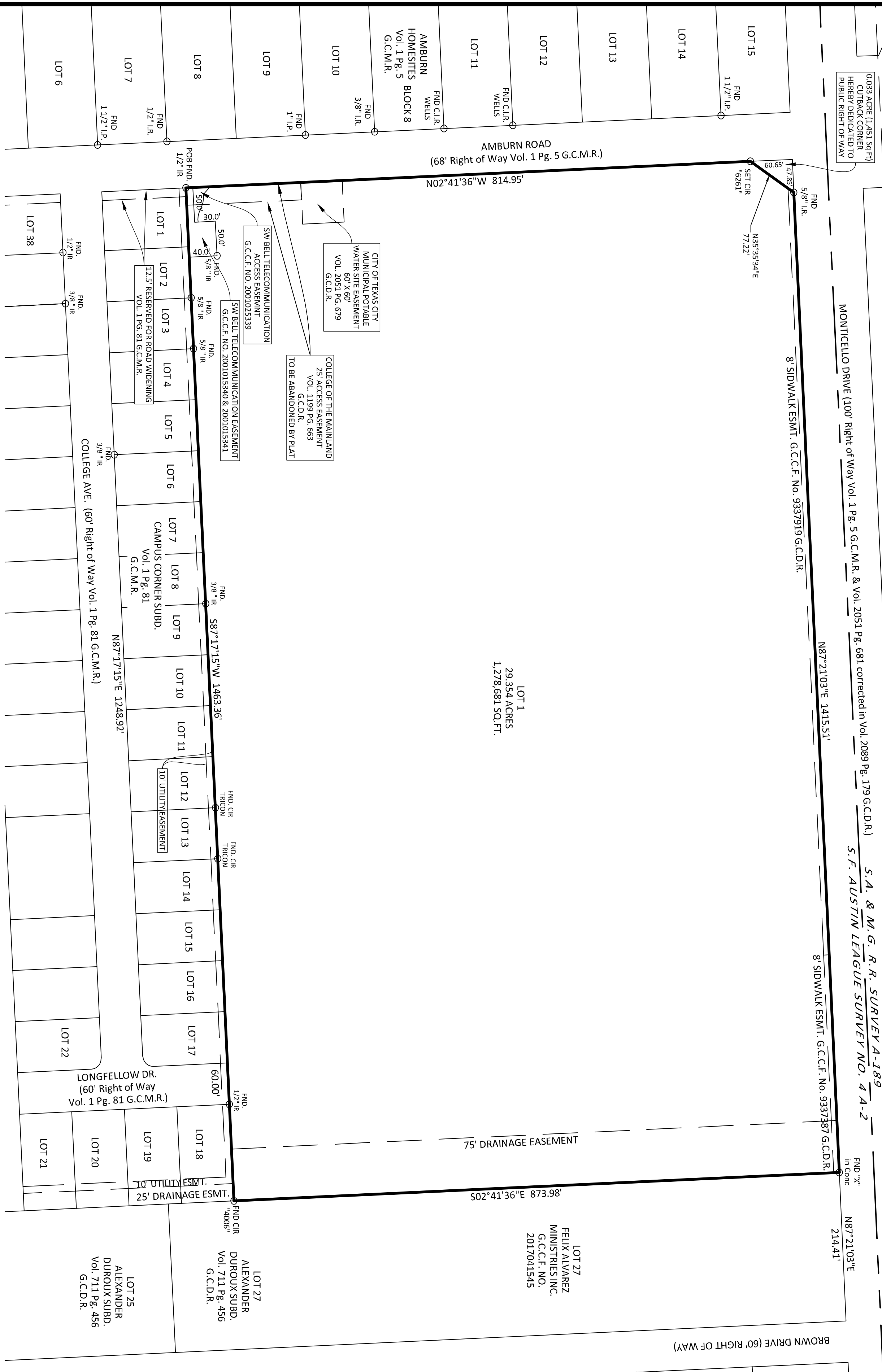
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STATE OF TEXAS
COUNTY OF GALVESTON

That the College of the Mainland action herein by and through its duly authorized officers, does hereby adopt this plat designating the herein described property as **COLLEGE OF THE MAINLAND PSC and CCEC**, in addition to the City of Texas City, Texas and does hereby dedicate, in fee simple, to the public use forever, the streets, alley, and public use areas, shown hereon, and does hereby dedicate the easements shown on the plat for the purposes indicated to the public use forever, said dedications being free and clear of all liens and encumbrances except as shown herein. No buildings, fences, trees, shrubs or other improvements shall be constructed or placed upon, over, or across the easements on said plat. Utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to a particular utility or utilities, said use by public utility being subordinate to the public's and City of Texas City's use thereof. The City of Texas City and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction, maintenance or efficiency of its respective system on any of these easements. The City of Texas City and any public utility shall at all times have the right of ingress and egress to and from and upon any said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective system without the necessity at any time of procuring the permission of anyone. The College of the Mainland, does hereby bind itself, its successors and assigns to forever warrant and defend all and singular the above described streets, alleys, easements and rights unto the public against every person whosever lawfully claiming or to claim the same or any part thereof. This plat approved subject to all platting ordinances, rules, regulations, and resolutions of the City of Texas City.

WITNESS MY HAND THIS _____ DAY OF _____, 20____.

Dr. Warren Nichols, President
College of the Mainland

STATE OF TEXAS
COUNTY OF GALVESTON
BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein described.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 20____.

Notary Public for
the State of Texas
My Commission Expires _____.

METES AND BOUNDS DESCRIPTION

BEING a 29.354 acre (1.278,681 Sq Ft) tract of land, situated in the S.F. Austin League Survey No. 4 Abstract No. 2 Galveston County, Texas, being a 29.354 acre tract of land, as more fully described in the plat of said Survey No. 4, as recorded in the Galveston County Clerk's Records, Volume 1889 Page 386 Galveston County Deed Records, a 6.303 acre tract of land, as more fully described in the plat of said Survey No. 4, as recorded in the Galveston County Clerk's Records, Volume 1889 Page 370 Galveston County Deed Records, said 29.354 acre tract being more fully described by metes and bounds as follows:

BEGINNING at a 4 1/2 inch iron rod found at the northwest corner of the CAMPUS CORNERS SUBDIVISION, as per the map or plat thereof recorded in Volume 1 Page 81 of the Galveston County Map Records, and being in the east line of Amburn Road (68' right of way);

THENCE North 02°41'36" West, with the west line of said 4.354 acre tract and continuing with the west line of said 20 acre tract, same being the said east line of Amburn Road (68' right of way), a distance of 814.95 feet to set from rod with orange cap stamped Scott Ellis 6261;

THENCE North 35°33'34" East, a distance of 77.22 feet to a found 5/8 inch iron rod in the south line of Monticello Drive (100' right of way);

THENCE North 87°21'03" East, with the said south line of Monticello Drive (100' right of way), a distance of 1415.51 feet to a found "x" in concrete, for the northeast corner of the herein described tract, being in the west line of lot 27 of the ALEXANDER DUBROUX SUBDIVISION, as per the map or plat thereof recorded under Volume 711 Page 456 of the Galveston County Deed Records;

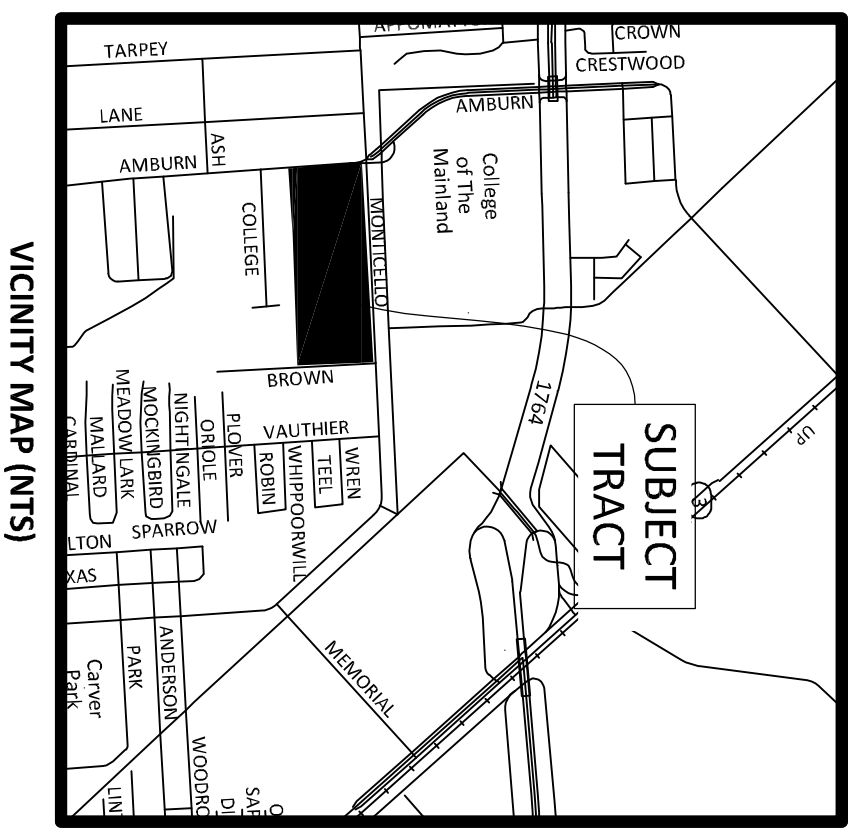
THENCE South 02°41'36" East, with the west line of said lot 27, a distance of 873.98 feet to a found iron rod with yellow cap stamped Robert Ellis 4006 for the southeast corner of the herein described tract and being the northeast corner of said CAMPUS CORNERS SUBDIVISION;

THENCE South 87°17'15" West, with the north line of said CAMPUS CORNERS SUBDIVISION, a distance of 1463.36 feet to the **PLACE OF BEGINNING** of the tract herein described;

BASIS OF BEARING: Grid North, Texas State Coordinate System (NAD83), Texas South Central Zone.

Surveyor
Ellis Surveying Services, LLC
2805 25th Ave N Texas City, TX 77590
Tel: (409) 938-8700
Texas Firm Reg. No. 100340-00

Owner
College of the Mainland
1200 N. Amburn Road
Texas City, Texas 77591
Tel: 409-933-1211



GENERAL NOTES:

- 1) By graphical plotting only. This subdivision lies within Flood Zone "x" and "Special" "x", as shown on Flood Insurance Rate Map (FIRM) Nos. 48167C02456G and 48167C02656G dated 8-15-2019.
- 2) Purpose of this Minor Plat, is to combine the three College of the Mainland tracts into a One Lot Subdivision.
- 3) The 25' wide "Access Easement" dedicated to the College of the Mainland as an Assign described in Vol. 1199 Page 653 Galveston County Deed Records, is hereby voided and abandoned by acceptance and recordation of this subdivision plat.
- 4) All of the property subdivided in the foregoing plat is within the incorporated boundary of the City of Texas City, Texas.

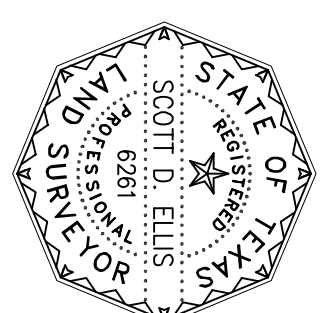
MINOR PLAT OF
COLLEGE OF THE MAINLAND PSC and CCEC

29.354 ACRES
1 LOT, 1 BLOCK, 0 RESERVES

COMBINING THREE COLLEGE OF THE MAINLAND TRACTS
INTO A SINGLE LOT SUBDIVISION

20 ACRE VOLUME 1889 PAGE 386
6.303 ACRE FILE NUMBER NO. 2001017322 &
4.354 ACRE VOLUME 1889 PAGE 370
GALVESTON COUNTY CLERK'S RECORDS

CITY OF TEXAS CITY
GALVESTON COUNTY, TEXAS
July, 2024



KNOW ALL MEN BY THESE PRESENTS, I, the undersigned Scott D. Ellis, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat and the regulations and laws and made on the ground and that the corner monuments were property placed under my supervision.

Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.

Scott D. Ellis, PLS
Tex. Reg. No. 6261

On this _____ day of _____, 20____, this Minor Plat
COLLEGE OF THE MAINLAND PSC and CCEC was approved by the City
Engineer of the City of Texas City.

Kim O. Golden, P.E.

I, Dwight Sullivan, County Clerk, Galveston County, Texas, do hereby certify that the written instrument was filed for record in my office on _____ 20____ at _____ O'Clock _____ M., and duly recorded on _____ 20____ at _____ O'Clock _____ M., under Galveston County Clerk's File No. _____ Galveston County Map Records.

WITNESS my hand and seal of office, at Galveston, Texas, the day and date last above written.

Dwight Sullivan, County Clerk
Galveston County, Texas.

ABBREVIATIONS
G.C.F. - GALVESTON COUNTY CLERK'S FILE
G.C.M.R. - GALVESTON COUNTY MAP RECORD
G.C.D.R. - GALVESTON COUNTY DEED RECORD
C.C.F. NO. - CLERK'S FILE NUMBER
C.I.R. - CAPPED IRON ROD
I.P. - IRON PIPE
I.R. - IRON ROD
R.O.W. - RIGHT OF WAY
P.O.B. - POINT OF BEGINNING

By _____
Deputy



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
Subject: Agenda Item for COM Board of Trustees

AGENDA ITEM DESCRIPTION:

Approval of the Construction Documents for the new Corporate & Continuing Education Center Project.

FUNDING SOURCE:

2023 Bond

PURPOSE

Approve the Construction Documents for the new Corporate & Continuing Education Center Project, allowing Kirksey Architecture to complete the Design Phase and proceed to the Procurement Phase.

PROPOSED MOTION:

“I move the Board of Trustees approve the Construction Documents for the new Corporate & Continuing Education Center Project, as presented and attached.

BACKGROUND:

Kirksey Architecture began design for the new Corporate & Continuing Education Center on September 26, 2023. Kirksey was scheduled to present the Construction Documents to the 2023 Bond Steering Committee on July 8, 2024, which was canceled due to Hurricane Beryl. LAN recommends approval of the Construction Documents so that Kirksey can complete design and proceed to bid/procurement.

Attachments:

1. LAN Summary/Cover Letter
2. 100% Construction Document Presentation



**NEW CORPORATE
AND CONTINUING
EDUCATION CENTER
COLLEGE OF THE
MAINLAND**

Design Updated Views | College of the Mainland

CONSTRUCTION DOCUMENTS

July 1st, 2024

TEXAS CITY | TEXAS

Kirksey
ARCHITECTURAL

COM
College of the Mainland.

UPDATED VIEWS



NEW CORPORATE AND CONTINUING EDUCATION CENTER

















Construction Estimate

Estimate Totals

Description	Amount	Totals
Labor	81,880	
Material	817,464	
Subcontract	10,287,020	
Equipment	12,971	
Other		
	11,199,335	11,199,335
Material Sales Tax (%M)		
Equipment Sales Tax	1,070	
Sub Guard Insurance	154,305	
	155,375	11,354,710
Plan Development Contingency	681,283	
CM Contingency	227,094	
	908,377	12,263,087
Performance Bond	106,644	
Bond Prem per Mo > 1 Yr. Dur	4,266	
Builders risk Tier 2 (1 year)	34,863	
Liability Insurance	111,562	
	257,335	12,520,422
General Conditions	1,118,074	
Fee	306,750	
	1,424,824	13,945,246
Total		13,945,246

Previous Estimate	\$13,945,246
Accepted V/E Items	\$525,096
Construction Estimate with accepted VE items	\$13,420,150
Restroom VE Option	\$TBD
Construction Estimate with accepted VE items (including removing exterior restroom)	\$TBD

GMP/Bid Timeline

Event	Date	Remarks
Issue for Permit Set	TBD (Early/Mid July)	Texas City is still reviewing overall campus site plan. The Development Application has been submitted and pending approval from Texas City. Once the Development Application is approved by Texas City, Kirksey can submit for permit review.
100% CD Presentation to the COM Bond Steering Committee	July 8, 2024	Steering Committee Meeting canceled due to hurricane.
100% CD Final Presentation Due for COM Board of Trustees due to LAN	July 12, 2024	
Issue for Procurement/Issue for Bid Set Due to <u>Tellepsen</u>	July 17, 2024	
First Advertisement	July 20/21, 2024	
100% CD Presentation to COM Board of Trustees	July 22, 2024	
Second Advertisement	July 27/28, 2024	
Prebid Conference	August 1, 2024	Need to reserve the Conference Center
Bids due from Subcontractors / Bid Day	August 15, 2024	Please invite LAN and COM Procurement to <u>Tellepsen's</u> office for bid date
GMP Due to COM and LAN	September 9, 2024	
GMP due to COM Procurement for inclusion on the September Board of Trustees Meeting Agenda	September 11, 2024	
GMP Approval by COM Board of Trustees	September 23, 2024	
Mobilization (Start Construction)	October 28, 2024	

THANK YOU

Kirksey
ARCHITECTURE

COM
College of the Mainland.



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

From: Lockwood, Andrews & Newnam (LAN)

Date: July 22, 2024

Re: Construction Document Approval for the new Corporate & Continuing Education Center Project

Kirksey Architecture began design on September 26, 2023. Construction Documents were completed and was scheduled to be presented to the 2023 Bond Steering Committee on July 8, 2024 (meeting canceled due to Hurricane Beryl).

LAN has reviewed the Construction Documents. Based on our review, LAN recommends COM approve the Programming Report, allowing Kirksey to proceed to the permitting and procurement/bid phases.

A handwritten signature in blue ink, reading "C.W. Scheibe".

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



PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 22, 2024
Subject: Agenda Item for COM Board of Trustees

AGENDA ITEM DESCRIPTION:

Approval of an increase to contract 22-10 awarded to D2L for the purchase of additional Virtual Learning Software.

FUNDING SOURCE:

Title 5 Grant

PURPOSE

To implement Creator+ package of ready-made content templates, easy-to-use interactive elements, screen captures, and practice exercises that allow the faculty to craft beautiful, accessible, and instructionally sound content using seamless and familiar Brightspace workflows.

PROPOSED MOTION:

“I move the Board of Trustees approve a contract increase in the amount of \$24,874.13 to contract 22-10 awarded to D2L for a revised total contract amount not-to-exceed \$421,510.59 to be paid using Title V Grant funds.”

BACKGROUND:

In December 2021, the Board of Trustees approved award of the subject contract to D2L Brightspace for the purchase of Brightspace software as a virtual learning tool with annual renewals for a total five (5) year possible contract term based on a competitive bid process. Adding Creator+ simplifies the complexity of creating learning content to make the faculty feel confident and empowered to build compelling, accessible, and engaging courses for their learners. The cost to add the Creator module to the remaining three (3) annual renewals is \$24,874.13. Therefore, it is recommended to increase the total contract amount by an additional \$24,874.13.73 for the remainder of the contract term including renewals. This increase changes the contract amount from the originally approved \$396,636.46 to a revised contract amount of \$421,510.59.

Attachments:

D2L Proposal



Order Form

ORDER# Q-65167 **D2L Ltd.**
ORDER DATE July 12, 2024 210 West Pennsylvania Avenue, Suite 400A
Towson, MD 21204

CLIENT
College of the Mainland ("Client")
1200 Amburn Road
Texas City, Texas 77591
US

ORDER START DATE	August 1, 2024	ORDER END DATE	August 31, 2027
CURRENCY	U.S. Dollar		

Pricing Summary

ITEM	YEAR 1	YEAR 2	YEAR 3	YEAR 4
Pricing Period	August 1, 2024 - August 31, 2024	September 1, 2024 - August 31, 2025	September 1, 2025 - August 31, 2026	September 1, 2026 - August 31, 2027
Fees Due	August 1, 2024	September 1, 2024	September 1, 2025	September 1, 2026
FTE	2965	2965	2965	2965
Software	\$681.95	\$8,183.40	\$8,183.40	\$8,183.40
Discounts	\$-733.1	\$-3,358.6	\$0	\$0
Support	\$51.150	\$1,227.51	\$1,227.51	\$1,227.51
Total	\$0.00	\$6,052.31	\$9,410.91	\$9,410.91

Pricing quoted is in U.S. Dollar and does not include applicable taxes. Unless stated otherwise, pricing under this Order is valid for 30 days from the Order Date ("Offer Expiration Date").
If Client exceeds its entitled use under this Order, overage fees shall apply.



Pricing Details

Discounts

Annual Discount

Software

Creator+

Support

Plus Administrator Support

AI Generations

AI Generation” means any single request made to D2L Generative AI Services by a user, inclusive of any Input and Output in such single request.



Is your organization exempt from sales tax? If yes, kindly attach a copy of your sales tax exemption certificate to this Order Form.

- Yes, sales tax exemption certificate is attached
 No

Does your organization require a Purchase Order to process payment of this contract? If yes, kindly attach a Purchase Order that references the Order # from page 1 of this document.

- Yes, Purchase Order is attached
 No

SPECIAL TERMS AND CONDITIONS

For clarity, the discount offered in Year 1 of this Order is contingent on Client signing this Order on or before August 1, 2024. For clarity, should Client not sign this Order on or before August 1, 2024, the discount shall no longer be valid. D2L reserves the right to accept or reject any signed Order Form after the Offer Expiration Date.

This Order Form between D2L and Client is governed by the terms of the existing executed agreement between the Parties ("Agreement"), and may be accepted as a binding agreement under the Agreement provided that (a) it is signed and returned, or (b) a valid Purchase Order ("PO") referencing D2L's Order # above is provided. Unless otherwise indicated on this Order Form, all other terms of the Agreement remain in full force and effect. No modifications to this Order Form or supplemental terms provided on a PO or similar document will have any binding effect.

This Order Form is valid up to and inclusive of the Offer Expiration Date. D2L reserves the right to accept or reject any signed Order Form after the Expiration Date.

To accept this Order Form, sign here:

Print Name: _____

Date: _____

June 2024

Monthly Financial Report

Cash Situation

(in millions)

Gross cash balance at the end of month:	\$37.7
Less pending I&S liability:	<u>(\$10.2)</u>
Net unrestricted cash:	\$27.5
Minimum required cash :	\$8.2
Excess cash above minimum:	\$19.3

Unaudited Operations

Year to Date *(in millions)*

Revenues

Budget: \$42.0

Actual: \$42.8

(102% earned at 83% of year)

Expense

Budget: \$42.0

Actual: \$34.8

(83% Spent at 83% of year)



MINUTE ORDER

To: Board of Trustees
From: Dr. Warren Nichols, President
Date: July 15, 2024
Subject: Monthly Investment & Financial Reports

AGENDA ITEM DESCRIPTION:

Consideration of and possible acceptance of the June 2024 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 June 2024 Investment Report and the June 2024 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. June 2024 Investment Discussion & Report
2. June 2024 Revenue & Expense Summary
3. June 2024 Expense by Division Report



INVESTMENT REPORT
For the Month Ended June 2024

Investment discussion:

College of the Mainland earned \$252,476 for the month of June on its short-term investments in TexPool & Logic for a total of \$2,221,091 investment interest earned fiscal year to date. The College earned an additional \$3 fiscal year to date, from interest-bearing checking accounts. In total, the College earned \$2,221,094 interest for the fiscal year to date period ending June TexPool - \$1,245,643, Logic - \$975,448 and TFB - \$3.

Investments in the TexPool & Logic investment pools remain more profitable than the 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 74th 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 'David 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 June 2024

Investment	COM Fund	Balance Beginning of Month	Increases	Decreases	Interest Earned	Balance End of Month	Average Balance	Annualized Average Interest Rate
Operating	11	\$ 38,754,715	\$ 2,000,000	\$ 3,250,000	159,928	37,664,643	36,620,707	5.241%
Moody	41	29,047	-	-	127	29,173	29,059	5.237%
Totals		\$ 38,783,761	\$ 2,000,000	\$ 3,250,000	\$ 160,055	\$ 37,693,816	\$ 36,649,767	

Note: For the above listed investments in TexPool, book value is equivalent to market value.
There was no accrued interest as of June 2024

Logic (Hilltop Securities) Investments for June 2024

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	\$ 2,330,678	\$ -	\$ -	10,361	2,341,039	2,330,678	5.411%
COM Pre Bond 2023	46	\$ 18,564,278	\$ -	\$ 395,779	82,060	18,250,559	18,458,803	5.411%
Totals		\$ 20,894,956	\$ -	\$ 395,779	\$ 92,421	\$ 20,591,598	\$ 20,789,481	
Totals		\$ 59,678,717	\$ 2,000,000	\$ 3,645,779	\$ 252,476	\$ 58,285,414	\$ 57,439,248	



June 2024 - Revenue and Expense Summary

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>
Operating revenue						
Tuition-credit	(6,148,706)	(5,927,997)	220,709	104%	(5,248,113)	(900,593)
Tuition-non-credit	(450,873)	(1,176,000)	(725,127)	38%	(455,482)	4,609
Exemptions and waivers	1,448,754	1,248,000	(200,754)	116%	1,271,093	177,661
Registration fees	(2,309,306)	(2,095,017)	214,289	110%	(2,442,737)	133,430
Other fees	(177,128)	(154,000)	23,128	115%	(173,127)	(4,001)
Grant revenue	(140,303)	(152,000)	(11,697)	92%	(148,125)	7,822
Sales and service revenue	(45,084)	(995,000)	(949,916)	5%	(44,458)	(626)
Miscellaneous revenue	(536,524)	(269,000)	267,524	199%	(929,878)	393,354
TPEG transfer in/out	0	465,000	465,000	0%	0	0
<u>Totals for Operating revenue</u>	<u>(8,359,170)</u>	<u>(9,056,014)</u>	<u>(696,844)</u>	<u>92%</u>	<u>(8,170,826)</u>	<u>(188,344)</u>
Non-operating revenue						
State appropriation-Academic	(7,738,496)	(7,738,496)	0	100%	(5,385,789)	(2,352,707)
Property tax revenue	(24,567,332)	(25,032,183)	(464,851)	98%	(23,144,268)	(1,423,064)
Interest revenue	(1,244,381)	(469,000)	775,381	265%	(1,013,963)	(230,418)
FTZ reimbursement	(883,022)	(534,307)	348,715	165%	(547,722)	(335,301)
Renew & replace transfer out	0	830,000	830,000	0%	0	0
<u>Totals for Non-operating revenue</u>	<u>(34,433,232)</u>	<u>(32,943,986)</u>	<u>1,489,246</u>	<u>105%</u>	<u>(30,091,742)</u>	<u>(4,341,489)</u>
<u>Total Revenue</u>	<u>(42,792,402)</u>	<u>(42,000,000)</u>	<u>792,402</u>	<u>102%</u>	<u>(38,262,568)</u>	<u>(4,529,833)</u>



June 2024 - Revenue and Expense Summary

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>
Salary and wages						
Faculty full-time	6,447,232	7,963,058	1,515,827	81%	6,219,936	227,295
Admin full-time	1,448,862	1,802,001	353,139	80%	1,475,886	(27,024)
Professional full-time	6,779,955	8,390,070	1,610,115	81%	6,369,093	410,861
Classified full-time	3,350,060	4,227,727	877,667	79%	2,964,697	385,363
Part-time	3,019,042	3,615,631	596,589	83%	2,601,005	418,037
Salary increase	0	1,017,724	1,017,724	0%	0	0
Vacancy savings	0	(1,587,628)	(1,587,628)	0%	0	0
Totals for Salary and wages	<u>21,045,150</u>	<u>25,428,583</u>	<u>4,383,433</u>	<u>83%</u>	<u>19,630,618</u>	<u>1,414,532</u>
Benefits						
Benefits	3,862,183	4,411,113	548,930	88%	3,637,988	224,195
Totals for Benefits	<u>3,862,183</u>	<u>4,411,113</u>	<u>548,930</u>	<u>88%</u>	<u>3,637,988</u>	<u>224,195</u>
Operating expenses						
Contract services	3,269,530	4,118,820	849,290	79%	2,915,258	354,271
Legal	281	20,608	20,326	1%	5,360	(5,079)
Operations	541,142	717,354	176,213	75%	501,823	39,319
Utilities and Rent	1,713,939	2,575,076	861,137	67%	1,801,285	(87,346)
Postage, printing, and supplies	874,419	1,466,555	592,136	60%	882,201	(7,782)
Bank fees	110,399	90,100	(20,299)	123%	66,206	44,192
Capital outlay & leases	100,182	118,475	18,293	85%	58,810	41,371
Insurance	2,607,695	2,557,423	(50,272)	102%	2,355,113	252,582
Public rel, marketing and advert	147,912	280,765	132,853	53%	168,927	(21,015)
Misc.	490,451	524,777	34,326	93%	457,070	33,382
Reimbursement from Others	0	(309,649)	(309,649)	0%	0	0
Totals for Operating expenses	<u>9,855,949</u>	<u>12,160,304</u>	<u>2,304,355</u>	<u>81%</u>	<u>9,212,053</u>	<u>643,896</u>



June 2024 - Revenue and Expense Summary

Unrestricted Fund (Unaudited)

<u>Total Expense</u>	<u>34,763,282</u>	<u>42,000,000</u>	<u>7,236,718</u>	<u>83%</u>	<u>32,480,659</u>	<u>2,282,623</u>
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June 2024 - Revenue and Expense Summary

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>
Salary and wages						
Faculty full-time	0	0	0	0%	108,294	(108,294)
<u>Totals for Salary and wages</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>	<u>108,294</u>	<u>(108,294)</u>
Benefits						
Benefits	12,094	0	(12,094)	0%	15,878	(3,784)
<u>Totals for Benefits</u>	<u>12,094</u>	<u>0</u>	<u>(12,094)</u>	<u>0%</u>	<u>15,878</u>	<u>(3,784)</u>
Operating expenses						
Contract services	811,933	0	(811,933)	0%	619,786	192,147
Legal	40,000	0	(40,000)	0%	5,619	34,381
Operations	33,961	0	(33,961)	0%	1,000	32,961
Utilities and Rent	3,190	0	(3,190)	0%	0	3,190
Postage, printing, and supplies	199,361	0	(199,361)	0%	418,055	(218,694)
Capital outlay & leases	421,713	0	(421,713)	0%	1,975,235	(1,553,522)
Public rel, marketing and advert	15,981	0	(15,981)	0%	169,821	(153,840)
Misc.	9,950	0	(9,950)	0%	24,909	(14,959)
<u>Totals for Operating expenses</u>	<u>1,536,089</u>	<u>0</u>	<u>(1,536,089)</u>	<u>0%</u>	<u>3,214,424</u>	<u>(1,678,335)</u>
<u>Total Fund Bal</u>	<u>1,548,183</u>	<u>0</u>	<u>(1,548,183)</u>	<u>0%</u>	<u>3,338,597</u>	<u>(1,790,414)</u>



June 2024 - Expense by Division Report

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>
<u>Expense by Division</u>						
<u>Summary for President</u>						
Board of Trustees	2,300	19,700	17,400	12%	0	2,300
Campus Police	578,969	782,470	203,501	74%	547,947	31,021
EVP-Academic & Student	78,219	6,552	(71,667)	1194%	0	78,219
Gen Institution	392,651	361,484	(31,167)	109%	310,260	82,391
Information Technology Serv	2,013,590	2,422,829	409,240	83%	1,933,976	79,614
Internal Audit	128,730	150,000	21,270	86%	80,501	48,229
OPEAR	333,988	473,529	139,541	71%	332,933	1,055
Presidents Office	651,407	626,317	(25,090)	104%	527,072	124,335
Self Study SACS	500	10,237	9,737	5%	14,825	(14,325)
Staff Attorney	244,270	313,694	69,425	78%	129,830	114,439
Totals for President	<u>4,424,622</u>	<u>5,166,812</u>	<u>742,189</u>	<u>86%</u>	<u>3,877,344</u>	<u>547,278</u>
<u>Summary for VP Fiscal Affairs</u>						
Central Mail	96,746	129,890	33,145	74%	110,767	(14,022)
Custodial Services	1,046,201	1,418,914	372,713	74%	232,511	813,689
Facilities	4,225,669	4,688,848	463,179	90%	4,845,658	(619,989)
Financial Services	773,816	927,699	153,883	83%	769,513	4,303
Grounds	353,782	471,968	118,186	75%	103,143	250,639
Human Resources	590,228	635,665	45,437	93%	618,288	(28,061)
Purchasing	291,745	340,607	48,861	86%	283,991	7,754
Records Mgmt	13,232	20,952	7,720	63%	21,593	(8,361)
Reimbursement	0	(309,649)	(309,649)	0%	0	0
Salary Savings	0	(1,587,628)	(1,587,628)	0%	0	0
Staff Benefits	1,060,301	2,626,988	1,566,687	40%	977,565	82,736
Tax Admin	303,256	232,631	(70,625)	130%	263,489	39,767



June 2024 - Expense by Division Report

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>
Utilities	775,644	1,195,000	419,356	65%	812,279	(36,636)
Vehicle Operations	103,546	113,669	10,123	91%	97,042	6,504
VP College & Fin Svcs	229,756	215,037	(14,719)	107%	181,650	48,106
<u>Totals for VP Fiscal Affairs</u>	<u>9,863,921</u>	<u>11,120,590</u>	<u>1,256,668</u>	<u>89%</u>	<u>9,317,491</u>	<u>546,430</u>
<u>Summary for VP Institutional Advancement</u>						
COM Foundation Dept	89,658	122,521	32,864	73%	103,119	(13,461)
Marketing and Communications	745,580	964,951	219,370	77%	717,603	27,978
VP Institutional Advancement	497,572	602,428	104,856	83%	521,300	(23,728)
<u>Totals for VP Institutional Advancement</u>	<u>1,332,810</u>	<u>1,689,900</u>	<u>357,090</u>	<u>79%</u>	<u>1,342,022</u>	<u>(9,212)</u>
<u>Summary for VP Instruction</u>						
Acad Succ Re/Wr	877,674	1,080,598	202,924	81%	924,531	(46,857)
Academic Planning	166,125	185,427	19,302	90%	0	166,125
Accting-Credit	96,410	100,955	4,546	95%	88,335	8,075
Adm-C.I.D.T.	69,534	79,859	10,325	87%	53,403	16,131
Adm-Cont Ed	362,335	404,649	42,314	90%	375,893	(13,559)
Adm-Ind Tech	7,094	8,428	1,333	84%	7,082	12
Adm-Instruct	32,843	76,453	43,610	43%	55,148	(22,304)
Adm-Math	0	8,555	8,555	0%	0	0
Adm-Perf & Vis Arts	53,895	69,569	15,674	77%	47,750	6,145
Adm-Pub Svc Ed	100,722	125,890	25,168	80%	99,812	910
Adm-Science	57,468	82,328	24,860	70%	46,416	11,052
Adm-Soc Sci	65,908	83,139	17,232	79%	63,829	2,078
Adult Education	210,462	232,551	22,088	91%	170,546	39,916
Allied Health Admin	10,638	12,555	1,917	85%	9,657	982
Allied Health CE	59,872	217,983	158,111	27%	84,469	(24,597)
Art	237,275	268,686	31,411	88%	229,345	7,929
Art Gallery	15,203	26,666	11,462	57%	750	14,454



June 2024 - Expense by Division Report

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>
Biol & Nutrition	743,985	814,613	70,628	91%	671,904	72,081
Bus Ed-NonCR	0	0	0	0%	2,100	(2,100)
C.I.S.	101,699	105,998	4,299	96%	87,718	13,981
CE-CAN Program	20,039	30,153	10,114	66%	31,583	(11,544)
CE-CPR	0	0	0	0%	3,766	(3,766)
CE-Dental	0	5,756	5,756	0%	10,149	(10,149)
Chemistry	178,106	197,767	19,662	90%	163,782	14,323
Child Develop	84,405	92,885	8,479	91%	71,217	13,189
Cmnty Theater	299,720	305,988	6,268	98%	308,098	(8,378)
Collegiate H.S.-CR	144,742	164,149	19,407	88%	137,843	6,899
Cosmetology	664,170	715,659	51,489	93%	613,453	50,717
Criminal Justice	1,500,058	1,837,268	337,211	82%	70,543	1,429,515
Culinary Arts	57,146	123,946	66,800	46%	0	57,146
Dean Cont Ed	181,014	213,292	32,279	85%	136,465	44,549
Dean Gen Ed	245,354	408,127	162,772	60%	184,268	61,086
Dental Hygiene	87,095	181,173	94,078	48%	73,313	13,781
Distance Ed	343,599	421,741	78,142	81%	312,596	31,002
Drafting	7,324	73,799	66,476	10%	78,971	(71,647)
Dual Credit Dept	152,974	181,947	28,973	84%	132,714	20,261
Economics	79,790	84,863	5,073	94%	77,486	2,304
EMS-Credit	194,757	267,096	72,339	73%	269,612	(74,855)
Engineering	39,182	9,876	(29,306)	397%	17,024	22,158
Fire Tech	375,498	404,844	29,347	93%	341,368	34,130
Firearms Acad	39,952	42,915	2,963	93%	76,069	(36,117)
Foreign Lang	62,353	70,808	8,454	88%	63,264	(911)
Gen Bus-Credit	274,360	322,779	48,418	85%	230,813	43,547
Geology	101,665	110,751	9,086	92%	73,830	27,835
Government	345,070	368,686	23,616	94%	323,057	22,013



June 2024 - Expense by Division Report

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>
Graphic Arts	141,379	142,491	1,112	99%	128,074	13,305
Health and PE Credit	137,997	152,855	14,858	90%	138,305	(308)
Health Info Mgmt	224,000	244,080	20,080	92%	198,627	25,373
Hist & Geog	359,095	310,021	(49,075)	116%	290,925	68,170
Humanities	175,307	209,219	33,912	84%	177,407	(2,100)
Instr Tech Department	231,481	264,391	32,910	88%	193,638	37,843
Instr Tech Lab Mgrs	4,086	36,874	32,788	11%	24,965	(20,879)
Law Enforcement	178,872	289,881	111,009	62%	71,245	107,626
Law Enforcemnt-NonCR	66,877	32,867	(34,011)	203%	74,959	(8,082)
LC Ctr Admin	5,077	20,982	15,905	24%	3,108	1,968
Library	670,316	766,756	96,440	87%	644,608	25,708
Management	0	0	0	0%	20,499	(20,499)
Massage Therapy	3,574	7,400	3,826	48%	18,167	(14,594)
Math	764,039	844,765	80,726	90%	729,869	34,170
Medical Assistant	84,037	105,174	21,137	80%	78,182	5,855
Music	225,847	302,339	76,492	75%	297,695	(71,848)
Networking	93,388	103,562	10,174	90%	92,358	1,029
Nursing Administration	395,458	573,953	178,495	69%	1,828,187	(1,432,729)
Nursing-AD	0	0	0	0%	560	(560)
Nursing-VN	0	0	0	0%	0	0
Pharmacy Tech	83,760	99,991	16,231	84%	83,629	131
Philosophy	56,586	30,592	(25,994)	185%	45,462	11,123
Physics	95,784	103,929	8,144	92%	105,272	(9,487)
Process Tech	450,375	552,787	102,412	81%	396,871	53,505
Prof Develop Acad	850	9,000	8,150	9%	366	484
Program Development	90,693	102,766	12,073	88%	192,432	(101,740)
Psychology	357,408	379,657	22,249	94%	325,500	31,909
QEP	10,671	630	(10,041)	1695%	0	10,671



June 2024 - Expense by Division Report

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>
Radiography	139,527	319,331	179,804	44%	4,587	134,940
Safety-CR	69,729	81,656	11,927	85%	93,165	(23,436)
Senior Adult Dept	231,951	261,152	29,201	89%	217,733	14,218
Social Science Non CR	41,778	16,706	(25,072)	250%	33,038	8,740
Sociology	75,776	79,762	3,986	95%	25,342	50,434
Speaking, Reading, Writing	453,959	629,532	175,573	72%	344,103	109,857
Theater Arts-Credit	136,889	198,563	61,674	69%	92,316	44,573
Thermal Tech-NonCR	95,617	165,199	69,582	58%	110,019	(14,402)
VP Instruction	285,680	991,014	705,334	29%	323,289	(37,609)
Welding-Cred	399,169	547,929	148,760	73%	411,259	(12,090)
<u>Totals for VP Instruction</u>	<u>15,584,544</u>	<u>19,598,971</u>	<u>4,014,427</u>	<u>80%</u>	<u>14,635,736</u>	<u>948,807</u>
<u>Summary for VP Student Services</u>						
Admissions	350,676	411,821	61,145	85%	279,294	71,382
Advise Center	515,608	612,641	97,033	84%	521,908	(6,300)
Career & Placement	76,195	123,384	47,189	62%	74,621	1,574
Enrollment Mgmt	51,701	46,015	(5,686)	112%	62,806	(11,105)
Facilities & Student Recreat	99,395	118,997	19,603	84%	77,755	21,640
Judicial Affairs	180,087	225,614	45,527	80%	191,072	(10,986)
Multicultural Department	24,752	32,500	7,748	76%	16,236	8,516
Recruitment	588,318	617,171	28,853	95%	552,302	36,015
Stu Financial Svcs	482,841	621,200	138,359	78%	518,078	(35,237)
Stu Organizations	294,730	345,809	51,078	85%	295,281	(551)
Student Graduation	58,540	70,008	11,468	84%	62,797	(4,258)
Svcs-Disab Students	41,844	46,554	4,710	90%	35,475	6,369
Testing	268,458	335,897	67,438	80%	256,668	11,790
Veteran Affairs	165,178	191,181	26,002	86%	126,242	38,937
VP Student Services	359,062	624,936	265,874	57%	237,530	121,532



June 2024 - Expense by Division Report

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>
<u>Totals for VP Student Services</u>	<u>3,557,384</u>	<u>4,423,728</u>	<u>866,344</u>	<u>80%</u>	<u>3,308,065</u>	<u>249,319</u>
<u>Totals for Expense</u>	<u>34,763,282</u>	<u>42,000,000</u>	<u>7,236,718</u>	<u>83%</u>	<u>32,480,659</u>	<u>2,282,623</u>
Fund Bal by Division						
Summary for VP Fiscal Affairs						
Fund Balance - Academic Support	0	0	0	0%	5,625	(5,625)
Fund Balance - Institutional Support	739,226	0	(739,226)	0%	884,020	(144,794)
Fund Balance - Instruction	273,718	0	(273,718)	0%	272,603	1,114
Fund Balance - Oper & Maint	245,871	0	(245,871)	0%	2,052,776	(1,806,906)
Fund Balance - Student Services	289,368	0	(289,368)	0%	123,572	165,797
Totals for VP Fiscal Affairs	<u>1,548,183</u>	<u>0</u>	<u>(1,548,183)</u>	<u>0%</u>	<u>3,338,597</u>	<u>(1,790,414)</u>
Totals for Fund Bal	<u>1,548,183</u>	<u>0</u>	<u>(1,548,183)</u>	<u>0%</u>	<u>3,338,597</u>	<u>(1,790,414)</u>
Totals for Report	<u>36,311,465</u>	<u>42,000,000</u>	<u>5,688,535</u>		<u>35,819,255</u>	<u>492,209</u>



PRESIDENT'S OFFICE

Board Report

Presenter: Board Chair

A. Miscellaneous Updates



PRESIDENT'S OFFICE

President's Report

Presenter: Dr. Warren Nichols

A. Updates

B. Reminders/Announcements

1. Board Meetings

- a. August 2024 – Monday, August 26th
- b. September 2024 – Monday, September 23rd
- c. October 2024 – Monday, October 28th
- d. December 2024 – Monday, December 9th

C. Resignations and Retirement Report

D. Miscellaneous Updates



PRESIDENT'S OFFICE

Resignations & Retirements

Last Name	First Name	Position	Hire Date	Last Date of Work	Termination Reason
Boyd	Paul	Faculty Doctoral	08/26/1995	08/02/2024	Retirement
Belcher	Sandra	Director, Collegiate High School	07/01/2010	09/30/2024	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.



College of the Mainland™

PRESIDENT'S OFFICE

MINUTE ORDER

To: Board of Trustees
From: Rodney Meyers Chief of Police
Date: July 15, 2024
Subject: Texas School Safety Junior College Audit Report

Presented for recommended acceptance to the Board of Trustees on July 22, 2024.

MINUTE ORDER

Motion to be acted upon: "I move the Board of Trustees accept the Texas School Safety Junior College Audit Report."

PURPOSE

Briefing of the Board of Trustees regarding the findings from the 2024 Junior College Safety and Security Audit.

BACKGROUND

The Texas Education Code §37.108 requires all Texas public junior colleges to conduct a safety and security audit every three years. The Texas School Safety Center (TxSSC) collects and aggregates information from these audits through the Junior College Audit Report (JCAR). Notification of the Board of Trustees is part of the JCAR process. According to TEC §37.108(c), the findings of this audit are not subject to disclosure under Chapter 552, Government Code.

IMPLICATIONS

Financial: None
Strategic Goal #: 1, 2, 3
Human Resources: None

ATTACHMENTS

1. TxSSC Audit Board of Trustees Briefing
2. 2021 Junior College Audit Report



PRESIDENT'S OFFICE

Possible Action on Agenda Items, Including Closed Session Matters

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



College of the Mainland™

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