



**Mission Consolidated Independent School District**

- 1201 Bryce Drive, Mission, Texas 78572
- Telephone: (956) 323 5505 Fax: (956) 323 5634
- Website: [www.mcisd.net](http://www.mcisd.net)

## *Notice and Agenda*

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Board of Trustees WORKSHOP (Committee Meetings)** on **Wednesday, April 7, 2021, at 6:30 PM** in the **by Video Conference or Telephone Call**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

In accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act, a quorum of the District's Board of Trustees will hold its regular Board meeting by videoconference or teleconference. The public will have the option to attend and participate in the meeting remotely by videoconference or by teleconference.

Members of the public may access this meeting as follows:

<https://mcisd.webex.com/mcisd/onstage/g.php?MTID=e831ecec79bd0d1236ae221e23958aaeb>

United States Toll Free 1-844-992-4726

United States Toll +1-408-418-9388

Access Code: 187 078 8218

Further information on joining the meeting will be available at the Mission CISD's website at [www.mcisd.net](http://www.mcisd.net)

**Public Comment:** Members of the public wishing to make public comment during the meeting must register by emailing [agallardo@mcisd.org](mailto:agallardo@mcisd.org) before 4:00 p.m. on the date of the meeting. The Member of the Public (Member) must provide the following information in the email:

1. The subject the Member will discuss;
2. A telephone number at which the Member of the Public may be reached;
3. The name of the interpreter and the contact information for the interpreter if the Member requires an interpreter to provide public comment; and
4. Whether the registrant will require the use of a TTY service to facilitate the public comment.

### A G E N D A

**I. Call to Order**

**II. Public Comment(s) on Specific Agenda Item(s)**

**III. Superintendent's Update**

**IV. TRANSFORMING TEACHING and LEARNING COMMITTEE**

**V. Presentation(s) to the Board**

1. Early Childhood--Brain Development Program	
<b>VI. Discussion</b>	
1. Summer Programs 2021	5
2. Advanced Placement Exams	6
3. Purchase of Bilingual/ESL Program Evaluation	7
4. Purchase of Bilingual Classroom Supplies	8
5. Purchase of Bilingual/ESL Classroom Library Books	9
6. Purchase of Electronic Translators	10
7. Purchase of Brain Development Program for Early Childhood	11
<b>VII. Informational</b>	
1. Resilient School Support Program Grant	
2. Community Project Funding Request for Mission FARMERS Project	
<b>VIII. <u>FACILITIES/ENVIRONMENT COMMITTEE</u></b>	
1. Construction Project	
a. Administration's Rankings for the On-Call Architectural Design Material Testing, 15 Laboratory Analysis/Geo-Technical Investigation/Environmental Services, Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services, and Authorize the Superintendent to Enter into Negotiations	
b. Best and Final Offer (BAFO), Enter into Contract for the On-Call Structural Engineering, and Civil Engineering Professional Services	19
c. Mission CISD-Air Duct Cleaning Project	
(1) Status Report	
d. Mission CISD-Tom Landry Stadium Scoreboard Project	
(1) Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project	25
e. Tom Landry Stadium Repairs Project	
(1) Status Report	
(2) Administration's Rankings, Enter into Negotiations in the Order of Ranking for the Tom Landry Stadium Repairs Project, Delegate Authority to the Superintendent to Enter into Negotiations, Accept the Best and Final Offer(BAFO), and to Enter into Contract	31
f. Mission CISD-Mims Elementary Marquee Project	
(1) Administration's Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project	51
g. Mission CISD-Roosevelt Auditorium Project	
(1) Roosevelt Auditorium Project Assessment Report-Rick Hinojosa Structural Engineering	
h. Mission CISD-Warehouse, Transportation and Maintenance Building Project	
(1) Warehouse, Transportation, and Maintenance Building Project Assessment Report-PBK Architects	
i. Lee Field House Roof Project	
(1) Status Update	
<b>IX. <u>SUPPORT SERVICES</u></b>	
1. Discussion	
a. Recommendation of the Selection for:	
(1) Coordinator for Child Nutrition Program	
(2) Special Education Speech Language Pathologist	
(3) Special Education Transition Specialist	

b. Recommendation of the New Employment Position through Repurposing of Vacancies:	
(1) Information Security Analyst	53
2. Informational	
a. Community Project Funding Request for Safety and Security	
b. Personnel Employments, Resignations, Transfers and Compensation Changes	59
<b>X. <u>FINANCE COMMITTEE</u></b>	
1. Presentation(s) to the Board	
a. Self-Funded Group Plan Update Review by Carlisle Insurance	
b. Hurricane Hanna Claim Update	
2. Discussion	
a. Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal 60 Year 2021-2022 and 2022-2023	
b. Extend District's Legal Services Contract	61
c. Statement of Impact from Horizon Montessori Public Schools	62
d. Interlocal Agreement with Houston ISD as Medicaid Billing Agent	69
e. Bids, Proposals, and Purchase of \$50,000 and Over	
(1) Purchase of Integrating Brain Development #230-21-4	
(2) Purchase of Electronic Translators #241-21-8	70
(3) Purchase of Bilingual/ESL Program Evaluations #241-21-9	71
(4) Purchase of Bilingual/ESL Classroom Supplies	72
(5) Purchase of Bilingual/ESL Library Books	79
(6) Purchase of Early Childhood Learning System	
(7) Purchase of Advanced Placement Exams	84
(8) Purchase of Exterior Doors/Hardware	
(9) Purchase of Desktop Computers	85
3. Donations	86
4. Supplemental Budget Amendment for the Month of April 2021	88
5. Informational	
a. 2021-2022 Budget Update	
b. Financial Reports for the Month of February 2021	91
(1) General Fund	
(2) Debt Service	
(3) Self-Funded Health Insurance Fund	94
6. Tax Levy Adjustments for the Month of February 2021	100
7. Disbursements for the Month of March 2021	105
<b>XI. Adjournment</b>	

In accordance with the Texas Open Meetings Act, the Board may enter into a closed meeting to deliberate any item that is listed above that fits within an exception listed in Subchapter D. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

This Notice was posted by 7:00 p.m., on April 1, 2021

*Carol G. Perez, Ed. M.*  
Dr. Carol G. Perez, Superintendent of Schools  
Mission Consolidated Independent School District

**SUBJECT:** Approval of Summer Programs for 2021

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Kim Risica, Executive Director for Special Programs & School Improvement

### **BACKGROUND INFORMATION**

The proposed Summer School Programs will provide accelerated instruction, supplemental instruction, and credit recovery programs for all students interested in attending and/or meeting qualifications in grades 1-12. In addition, the program also provides the required Summer Bilingual Education (grades PK and K) and STAAR End of Course for Secondary.

### **ADMINISTRATIVE CONSIDERATIONS**

Summer School Programs will be held at the following three (3) elementary campuses: *Salinas* (Alton, Cantu, Waitz and Cavazos), *Bryan* (Mims, Castro and Midkiff), *Leal* (Escobar Rios, Marcell, O'Grady and Pearson), and two secondary campuses: *Ralph Cantu Jr. High* (Alton Memorial Jr. High, K. White Jr. High and Mission Jr. High), *Veterans Memorial High School* (Mission High School and Mission Collegiate High School). Most programs will operate Monday through Thursday through the month of June.

### **FUNDING SOURCE/AND AMOUNT**

Programs planned for eligible students will be made available through various funding sources: Migrant funds \$50,000; Individuals with Disabilities Act, \$70,000; CTE, \$25,000; CCMR, \$10,000; State Compensatory Education/Title I \$600,000; State Bilingual, \$75,000.  
Estimated cost: \$830,000.00

### **RECOMMENDATION**

Approval of Summer Programs for 2021

### **CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Kim Risica, Executive Director for Special Programs & School Improvement  
Francisca Cruz, Executive Director for SPED/504/RTI/Dyslexia  
Edilberto Flores, Executive Director for Pre-K-12 (MHS)  
Cynthia Wilson, Executive Director for Pre-K-12 (VMHS)  
Angelina Martinez, Bilingual/ESL Director

**SUBJECT:** Consideration and Approval of the Purchase of Advanced Placement Exams

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

### **BACKGROUND INFORMATION**

Each year, students enrolled in Advanced Placement courses take the AP exam for the respective course in May. After testing, campuses submit their invoices for payment. College Board exams are \$94 each, however, a School Site Waiver Fee of \$9 is deducted, resulting in a cost of \$85 per exam. Students identified as lower SES receive additional fee reductions totaling \$60 (College Board fee reduction of \$32 and Texas fee reduction of \$28) resulting in a cost of \$25; lower SES students pay \$15. All other students pay \$40 per exam, while the district covers the difference. For 2021, the invoices are anticipated to exceed \$50,000, with the district's cost being approximately \$63,573 for approximately 1,613 AP exams.

This year, AP will allow campuses to test students across three different testing windows in order to ensure a safe testing environment. The first window will be from May 3-17 and be exclusively for pencil and paper tests conducted on the campus. The second window will be from May 18-28 and be a combination of pencil and paper tests conducted on campus and digital versions of the exams, which can be administered at home or on the campus. The third window will be from June 1-11 and will primarily be digital versions of the exams that can be administered at home or on the campus. The one exception will be the Spanish Language and Culture exam, which is required to be taken on the campus. Campuses can choose to test during all three windows, allowing small group testing.

### **ADMINISTRATIVE CONSIDERATIONS**

The requesting department has submitted a Sole Source Justification. As per Texas Educational Code 44.031(j) a Sole Source Purchase would be exempt from complying with TEC 44.031(a) requiring an approved purchasing method for contracts valued at \$50,000 or more.

Purchasing Department's review of the purchase request reached the following conclusion:

1. The District has attempted to solicit proposals but competition is limited.

### **FUNDING SOURCE / AMOUNT**

174 Account and AP Funds / Approximately \$63,573.

### **RECOMMENDATION:**

Approval of the purchase of Advanced Placement Exams from College Board.

### **CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Cynthia Wilson, Executive Director for VMHS Vertical Team  
Edilberto Flores, Executive Director for MHS Vertical Team  
John Hill, Director for Curriculum  
Adelina Alaniz, Coordinator for Advanced Academics  
Sandra Rodriguez, Mission High School Principal  
Fidel Garza, Veterans Memorial High School Principal  
Ana Lisa Flores, Mission Collegiate High School Principal  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Purchase of Bilingual/ESL Program Evaluation

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

### **BACKGROUND INFORMATION**

Every year, the Bilingual/ESL department conducts an internal evaluation in accordance with Texas Education Code (a) All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success.

In order to support program planning and identify areas of opportunity, the Bilingual/ESL department is requesting an elaborate external program evaluation.

### **ADMINISTRATIVE CONSIDERATIONS**

On June 24, 2020, the Board of Trustees awarded renewals of catalog contracts for Library Books 261-20-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

### **FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	\$
Estimated Expenditure	

### **RECOMMENDATION**

Approval of Purchase of Bilingual/ESL Program Evaluation.

Deadline for bid submissions will be April 12, 2021 and a recommendation will be brought to the regular board meeting next week.

### **CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Purchase of Bilingual Classroom Supplies

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

### **BACKGROUND INFORMATION**

The PreK to 5<sup>th</sup> Grade Dual Language program is in need of resources that are beneficial to English learners due to the specific learning children need to learn a new language, while learning science, math, social studies and language arts at the same time. Students are expected to use language in relevant and real world ways.

A teacher survey was conducted to determine what resources would be beneficial our English Learners in the classroom. Based on the teacher survey results, input from elementary content coordinators, and input from the Bilingual department, the proposed resources were deemed necessary to enrich our Bilingual Dual Language program.

### **ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded renewals of catalog contracts for Classroom Supplies 240-21-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

### **FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$80,000</b>
Estimated Expenditure	

### **RECOMMENDATION**

Approval of Purchase of Bilingual Classroom Supplies.

Administration recommends classroom supplies be purchased using vendors awarded on the listed tabulation sheet.

### **CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Purchase of Bilingual/ESL Classroom Library Books

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

Research shows that strong native language skills contribute to English Learners' academic success throughout their education – in their native language and in English. Providing our English Learners with culturally relevant books in their native language will promote the continued development of their native language skills, as well as biliteracy and bilingualism.

A teacher and librarian survey identified a need for more culturally relevant Books in Spanish. Campus librarians made the selection of books that would meet their campus English Learners' specific needs. These books will be made available to all Dual Language and ESL students PK-12th grade.

**ADMINISTRATIVE CONSIDERATIONS**

On June 24, 2020, the Board of Trustees awarded renewals of catalog contracts for Library Books 261-20-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$252,000</b>
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Bilingual/ESL Classroom Library Books.

Administration recommends classroom library books be purchased using vendors awarded on the listed tabulation sheet.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Purchase of Electronic Translators

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

Our English Learners make up thirty-six percent of the student population at Mission CISD. In addition, many of our English Learners' parents do not speak English. For many of our parents, language seems to be a barrier that keeps them from participating in their child's academic tasks. By providing campuses with a handheld translator that can be checked out to parents, we will decrease this language barrier to better meet the needs of our English learners and their parents. Translators will be distributed as follows: 30 for each elementary, 50 for each Junior High, and 100 for each High School

**ADMINISTRATIVE CONSIDERATIONS**

On June 24, 2020, the Board of Trustees awarded renewals of catalog contracts for Library Books 261-20-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	\$
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Electronic Translators.

Deadline for bid submissions will be April 12, 2021 and a recommendation will be brought to the regular board meeting next week.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Award Purchase of Integrating Brain Development Program for Early Childhood # 230-21-4

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction

**BACKGROUND INFORMATION**

To improve the state's overall literacy rates, HB3 prioritizes early literacy, including high impact strategies such as training for all Kinder-3<sup>rd</sup> grade teachers and administrators in the Science of Teaching Reading, additional funding for dyslexia, and improving literacy rates in early childhood grade levels. Currently, our district has 64% students in PreK 3, 83% students in PreK 4, 68% in Kinder, 61% in 1<sup>st</sup> grade, and 51% in 2<sup>nd</sup> grade already at-risk of not graduating from high school based upon Middle of the Year reading assessments. In light of these gaps, Mission CISD is in need of professional development in an innovative, research-based early childhood approach, which integrates learning with brain development in fun, meaningful ways for children in PreK 3 and PreK 4, Kindergarten, 1st grade, and 2nd grade. The professional development needs to include interactive teaching and learning experiences for children, while focusing on brain development targeting "how" to learn through balancing left brain and right brain activities through mind-body connections. The professional development should integrate with the district's curriculum.

**ADMINISTRATIVE CONSIDERATIONS**

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a)

**FUNDING SOURCE/AND AMOUNT**

Respective departmental budgets	<b>\$910,600</b>
Estimated Expenditure	

**RECOMMENDATION**

Administration recommends awarding contract to Kids U US dba Fueling Brains

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Francisca Cruz, Executive Director for SPED/504/RTI/Dyslexia  
Edilberto Flores, Executive Director for Pre-K-12 (MHS)  
Cynthia Wilson, Executive Director for Pre-K-12 (VMHS)  
Kim Risica, Executive Director for Special Programs & School Improvement  
Angelina Martinez, Bilingual/ESL Director  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing  
Elementary Principals

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Early Childhood Learning System Integrating Brain Development #230-21-4
Awarded To:	1. <u>Kids U US dba Fueling Brains</u>
Term:	One Year/One year option to renew for two years
Term Period :	April 2020 – June 2021

Mission Consolidated Independent School District  
 Tabulation Form  
 Early Childhood Learning System Integrating Brain Development #230-21-4

VENDOR NAME:		Debbie Wells Consulting			Early Childhood Writing Consultants			Kids U Us dba Fueling Brains		
		Contact Name: Debbie Wells			Contact Name: Maria J Tamez			Contact Name: Anil Karim		
		Phone # 361-781-2377			Phone # 956-342-0896			Phone # 832-876-2552		
		Email <a href="mailto:weld25@gmail.com">weld25@gmail.com</a>			Email <a href="mailto:mariajamez@gmail.com">mariajamez@gmail.com</a>			Email <a href="mailto:anil@quelingbrains.com">anil@quelingbrains.com</a>		
Qty	Detailed Desc	Note	Price per Day/Unit	Sub-total	Note	Price per Day/Unit	Sub-total	Note	Price per Day/Unit	Sub-total
	Maximum number of participants			60-75 people in person			50 people			
	Professional Development in person per day		\$ 1,500.00	\$ 1,500.00		\$ 2,700.00	\$ 2,700.00	40 attendants	\$ 2,500.00	\$ 2,500.00
	Professional Development virtually per day		1,500.00	1,500.00		\$ 2,400.00	\$ 2,400.00	40 attendants	\$ 2,500.00	\$ 2,500.00
	Professional Development Per Teacher (Optional)								\$ 500.00	\$ 500.00
	Professional Development - Assistant Foundation Certification (Optional)								\$ 500.00	\$ 500.00
	Professional Development Administrator Certification (Optional)								\$ 500.00	\$ 500.00
4	Full-day Initial Option 1 VIRTUAL					\$ 6,000.00	\$ 24,000.00			
4	1/2 day follow-up					\$ 3,000.00	\$ 12,000.00			
4	1/2 day follow-up					\$ 3,000.00	\$ 12,000.00			
6	Coaching Sessions Virtual only					\$ 600.00	\$ 3,600.00			
147	License per teacher est 147 Classroom Template					\$ 15.00	\$ 2,205.00			
200	Training Supply Costs				must be purchase on our own	\$ 17.00	\$ 3,400.00			\$ 53,805.00
4	Full-day Initial ONSITE					\$ 7,250.00	\$ 29,000.00			
4	1/2 day follow-up					\$ 3,600.00	\$ 14,400.00			
4	1/2 day follow-up					\$ 3,600.00	\$ 14,400.00			
6	Coaching Sessions Virtual only					\$ 600.00	\$ 3,600.00			
147	License per teacher est 147 Classroom Template					\$ 15.00	\$ 2,205.00			
200	Training Supply Costs				must be purchase on our own	\$ 17.00	\$ 3,400.00			\$ 63,605.00
2933	1st year Software								\$ 100.00	\$ 293,300.00
294	1st year Coaching 294 in Hours							294*100*10	\$ 100.00	\$ 294,000.00
3	1st year Days of Brain Professional Development							200 staff members on different school zones	\$ 10,000.00	\$ 30,000.00
2933	1st year Materials								\$ 100.00	\$ 293,300.00
2933	2nd year Software								\$ 125.00	\$ 366,625.00
2933	2nd year Coaching 147 in Hours								\$ 50.00	\$ 146,650.00
2933	2nd year Materials								\$ 100.00	\$ 293,300.00
2933	3rd year Software								\$ 125.00	\$ 366,625.00
2933	3rd year Coaching 147 in Hours								\$ 50.00	\$ 146,650.00
2933	3rd year Materials								\$ 100.00	\$ 293,300.00

<b>Note:</b>	

Mission Consolidated Independent School District  
Early Childhood Learning System Integrating Brain Development #230-21-4

<b>Bid Evaluation Matrix</b>		<b>Vendors</b>	
		Early Childhood	Fueling Brain
Criteria	Weight		
<b>Price of service/product</b>	<b>30</b>		
Base Proposal		30	2
<b>Reputation of Vendor (References)</b>	<b>4</b>		
References		0	4
<b>Quality of Vendor Services \ Product (References)</b>	<b>14</b>		
on-going support is available to teachers, including customized teacher coaching sessions	7	2	7
interactive teaching and learning experiences are available for children	7	2	7
<b>Meet district's needs</b>	<b>50</b>		
innovative, research-based and able to be delivered in person as well as virtually?	8	2	8
early childhood integrated with brain development in fun, meaningful ways for children	8	2	8
brain development targeted to teach children how to learn	9	0	9
professional development targeting left brain and right brain activities through mind-body connections	9	0	9
intelligence tracking system/intelligence dashboard is available for progress monitoring	8	0	8
professional development integrate with the district's curriculum	8	3	8
<b>Past relationship with vendor</b>	<b>2</b>	0	0
<b>Total</b>	<b>100</b>	<b>41.0</b>	<b>70.0</b>

Review Committee: on 4/1/2021 at 9:00am

Enrique Alvarez

Jessica Reyna Garza

Martina Garcia

Edilberto Flores

Cynthia Wilson

Sharon Roberts

Kim Risica

**SUBJECT:** Consideration and Approval to Accept Administrations Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter Into Contract

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In order to expedite the process of beginning construction of a smaller project which may require engineering and/or design, the district may need the services of a design or engineering or materials testing firm.

At the Regular Board Meeting held on May 06, 2020, the Board approved the following:

Administration requests approval to advertise for Consideration and Approval for Request for Qualifications for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design.

The ranking of Request for Qualifications responses must be on the basis of demonstrated competence, qualifications, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except that cost-related or price-related evaluation factors are not permitted as provided by Section 2254.004, Government Code.

This on-call service will be used on services for construction projects up to a \$500,000.00 total construction cost. Any services above this threshold will be brought forward to the Board of Trustees for consideration and approval. All projects utilizing the on-call services agreement will be presented to the Committee as informational items.

Administration will begin advertising for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design and then begin the process of reviewing the firms as per the RFQ's and schedule presentations for the Board to review and possibly select a firm if needed.

As per the Committee meeting the on-call contract will be for a maximum three-year term with a performance evaluation review for renewal yearly.

As per the Committee meeting multiple firms may be selected for the on-call services for each discipline.

At the Regular Board meeting held on January 13, 2021, the Board was given a status update on the on-call services.

Initial advertisements and solicitations were posted; however, this initiative was never implemented due to circumstances beyond our control. Administration will

again advertise and solicit for the on-call services for the different disciplines in the best interest of the district.

Advertisements in the local newspapers were posted on February 13, 2021 and February 17, 2021. Original deadline was February 25, 2021 at 2 pm, however, due to inclement weather an addendum was posted to extend until March 4, 2021. Request for Qualification (RFQ's) will be opened on March 4, 2021 and firms may be able to view and attend remotely. Pre-ranking of the RFQ's will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of RFQ's by Administration is a district process to pre-check if all requested documents and information in the Request for Qualifications was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop Format, Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the On-Call Professional Services.

RFQ's were submitted on March 4, 2021 and were reviewed and ranked by the Administration Committee. Pre-ranking was scheduled for Monday, March 08, 2021 at 3:00 p.m.. This Administrative review was presented at the Regular Board of Trustees Meeting of Wednesday, March 10, 2021.

Firms submitting RFQ's by discipline:

**Civil Engineering:**

- Hinojosa Engineering Inc.
- M2 Engineering PLLC
- Javier Hinojosa Engineering
- SAMES, Inc.
- Izaguirre Engineering Group LLC

**Structural Engineering:**

- Chanin Engineering, LLC
- Hinojosa Engineering, Inc.
- Izaguirre Engineering Group LLC

**Architecture/Design:**

- EGV Architects, Inc.
- PBK Architects
- Izaguirre Engineering Group LLC
- TWG-The Warren Group Architects Inc.

**Mechanical/Electrical/Plumbing Engineering (MEP):**

- Leaf Engineering (PBK)
- Half & Associates, Inc.<sup>16</sup>

- Trinity MEP Engineering
- Izaguirre Engineering Group LLC
- Ethos Engineering
- DBR Engineering

**Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:**

- Izaguirre Engineering Group LLC
- Millennium Engineers Group (MEG)
- Raba Kistner
- Terracon Consultants, Inc.

At the Regular Board Meeting held on March 10, 2021 the Board approved the following, to enter into negotiations with the top ranked firm Javier Hinojosa Engineering for civil engineering and Chanin Engineering, LLC. for structural engineering. These disciplines when ranked did not have a tie between firms submitting qualifications thus we could proceed into the negotiations phase.

The disciplines of Architectural Design, Mechanical, Electrical and Plumbing (MEP) and Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services had firms with equal rankings. Due to equal scoring of top firms in these three disciplines Administration recommended that these firms present in an interview format to the Administration Ranking Committee. This additional step needed to be done to distinguish a top ranked firm for these services, there can be no ties. However, this award of on-call professional services does not mean that selected firms will have exclusive rights to all MCISD projects.

**ADMINISTRATIVE CONSIDERATIONS**

On Wednesday, March 31, 2021, virtual presentations were conducted with each firm being allowed fifteen (15) minutes of presentation time with an additional fifteen (15) minutes of a question and answer session.

Administrations ranking of the presentations was conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rumalda Ruiz and Mr. Martin Castaneda with Ms. Daisy Cuevas assisting.

Administration presents Consideration and Approval to Accept Administrations Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter Into Contract.

Administration currently is considering small projects and in order to expedite these we are presenting delegating authority to the Superintendent to negotiate and enter into contract with the top firms of each discipline. If approved, Administration will inform the Board of Trustees those firms selected immediately so as to be

informed. At this time the rankings have not been calculated as these continue to be reviewed and finalized. Rankings will be presented at the Board Work Shop.

Firms submitting RFQ's by discipline and with equal points:

**Architecture/Design:**

- PBK Architects
- EGV Architects, Inc.

**Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:**

- Raba Kistner
- Terracon Consultants, Inc.

**Mechanical/Electrical/Plumbing Engineering (MEP):**

- DBR Engineering
- Leaf Engineering (PBK)
- Halff & Associates, Inc.

**FUNDING SOURCE AND AMOUNT**

General Funds

**RECOMMENDATION**

Administration recommends Consideration and Approval to Accept Administrations Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter Into Contract.

**EXHIBIT**

Presentation Sheet & Rankings to be distributed at Board Work Shop

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations  
Dora Garcia, Purchasing Coordinator

**SUBJECT:** Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In order to expedite the process of beginning construction of a smaller project which may require engineering and/or design, the district may need the services of a design or engineering or materials testing firm.

At the Regular Board Meeting held on May 06, 2020, the Board approved the following:

Administration requests approval to advertise for Consideration and Approval for Request for Qualifications for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design.

The ranking of Request for Qualifications responses must be on the basis of demonstrated competence, qualifications, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except that cost-related or price-related evaluation factors are not permitted as provided by Section 2254.004, Government Code.

This on-call service will be used on services for construction projects up to a \$500,000.00 total construction cost. Any services above this threshold will be brought forward to the Board of Trustees for consideration and approval. All projects utilizing the on-call services agreement will be presented to the Committee as informational items.

Administration will begin advertising for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design and then begin the process of reviewing the firms as per the RFQ's and schedule presentations for the Board to review and possibly select a firm if needed.

As per the Committee meeting the on-call contract will be for a maximum three-year term with a performance evaluation review for renewal yearly.

As per the Committee meeting multiple firms may be selected for the on-call services for each discipline.

At the Regular Board meeting held on January 13, 2021, the Board was given a status update on the on-call services.

Initial advertisements and solicitations were posted; however, this initiative was never implemented due to circumstances beyond our control. Administration will again advertise and solicit for the on-call services for the different disciplines in the best interest of the district.

Advertisements in the local newspapers were posted on February 13, 2021 and February 17, 2021. Original deadline was February 25, 2021 at 2 pm, however, due to inclement weather an addendum was posted to extend until March 4, 2021. Request for Qualification (RFQ's) will be opened on March 4, 2021 and firms may be able to view and attend remotely. Pre-ranking of the RFQ's will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of RFQ's by Administration is a district process to pre-check if all requested documents and information in the Request for Qualifications was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop Format, Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the On-Call Professional Services.

RFQ's were submitted on March 4, 2021 and were reviewed and ranked by the Administration Committee. Pre-ranking was scheduled for Monday, March 08, 2021 at 3:00 p.m.. This Administrative review was presented at the Regular Board of Trustees Meeting of Wednesday, March 10, 2021.

Firms submitting RFQ's by discipline:

**Civil Engineering:**

- Hinojosa Engineering Inc.
- M2 Engineering PLLC
- Javier Hinojosa Engineering
- SAMES, Inc.
- Izaguirre Engineering Group LLC

**Structural Engineering:**

- Chanin Engineering, LLC
- Hinojosa Engineering, Inc.
- Izaguirre Engineering Group LLC

**Architecture/Design:**

- EGV Architects, Inc.
- PBK Architects
- Izaguirre Engineering Group LLC
- TWG-The Warren Group Architects Inc.

**Mechanical/Electrical/Plumbing Engineering (MEP):**

- Leaf Engineering (PBK)
- Half & Associates, Inc.
- Trinity MEP Engineering
- Izaguirre Engineering Group LLC
- Ethos Engineering

- DBR Engineering

**Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:**

- Izaguirre Engineering Group LLC
- Millennium Engineers Group (MEG)
- Raba Kistner
- Terracon Consultants, Inc.

At the Regular Board Meeting held on March 10, 2021, the Board approved the following, to enter into negotiations with the top ranked firm Javier Hinojosa Engineering for civil engineering and Chanin Engineering, LLC. for structural engineering. These disciplines when ranked did not have a tie between firms submitting qualifications thus we could proceed into the negotiations phase.

The disciplines of Architectural Design, Mechanical, Electrical and Plumbing (MEP) and Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services had firms with equal rankings. Due to equal scoring of top firms in these three disciplines Administration recommended that these firms present in an interview format to the Administration Ranking Committee. This additional step needed to be done to distinguish a top ranked firm for these services, there can be no ties. However, this award of on-call professional services does not mean that selected firms will have exclusive rights to all MCISD projects.

**ADMINISTRATIVE CONSIDERATIONS**

Initial negotiation letters were sent on March 25, 2021 for Mr. Javier Hinojosa for civil engineering and Mr. Miguel Chanin for structural engineering for on-call professional services fees.

Administration presents Consideration and Approval to Accept and Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services. BAFO's will be presented at the Board Work Shop.

The Board of Trustees has the option to accept this BAFO, or to decline the offer and direct Administration to enter into negotiations with the next vendor or to reject all offers and re-advertise.

**FUNDING SOURCE AND AMOUNT**

General Funds

**RECOMMENDATION**

Administration recommends Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services.

**EXHIBIT**

Request for Best and Final Offer Letter(s)  
Javier Hinojosa Engineering – BAFO to be presented at the Board Work Shop  
Chanin Engineering, LLC - BAFO to be presented at the Board Work Shop

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations  
Dora Garcia, Purchasing Coordinator

**Ricardo Rivera**

Assistant Superintendent for Operations  
520 Holland Avenue - Mission, Texas 78572-4399  
Office (956) 323-8963 - Fax (956) 323-8997  
E mail: rriver49@mcisd.org - [www.mcisd.net](http://www.mcisd.net)



Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

SENT VIA CERTIFIED MAIL

SENT VIA EMAIL

March 25, 2021

Javier Hinojosa Civil Engineering  
416 E. Dove Avenue  
McAllen, TX 78504

Re: On-call Professional Services Proposal

At the Regular Board of Trustees meeting held on Wednesday, March 10, 2021 Administration presented and the Board approved entering into negotiations with the top ranked firm for professional on-call civil engineering services, Hinojosa Civil Engineering was selected as the top ranked firm. Please submit to my office your on-call civil engineering services proposal for any project under the \$500,000.00 threshold. We will need an hourly rate proposal for complete services along with a tiered proposal by percentage of a proposed project cost. Please provide a tier percentage fee by \$100,000.00 valuation. We ask that your proposal be submitted to our office by close of business Wednesday, March 31, 2021. Your proposal will be reviewed by Administration with a presentation at the April Board Work Shop meeting and the subsequent Regular Board of Trustees meeting. If you have any questions please feel free to contact my office. Thank you.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ricardo Rivera", is written over a blue horizontal line.

Ricardo Rivera, Assistant Superintendent for Operations

Cc: Ms. Lorena Garcia, Deputy Superintendent for Support Services  
Mr. Joel Garcia, Executive Director for Technology, Information Systems and Operations  
File

**Ricardo Rivera**  
Assistant Superintendent for Operations  
520 Holland Avenue - Mission, Texas 78572-4399  
Office (956) 323-8963 - Fax (956) 323-8997  
E mail: rriver49@mcisd.org - [www.mcisd.net](http://www.mcisd.net)



Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

SENT VIA CERTIFIED MAIL

SENT VIA EMAIL

March 25, 2021

Chanin Engineering, LLC  
400 Nolana, Suite H2  
McAllen, TX 78504

Re: On-call Professional Services Proposal

At the Regular Board of Trustees meeting held on Wednesday, March 10, 2021 Administration presented and the Board approved entering into negotiations with the top ranked firm for professional on-call structural engineering services, Chanin Engineering LLC was selected as the top ranked firm. Please submit to my office your on-call structural engineering services proposal for any project under the \$500,000.00 threshold. We will need an hourly rate proposal for complete services along with a tiered proposal by percentage of a proposed project cost. Please provide a tier percentage fee by \$100,000.00 valuation. We ask that your proposal be submitted to our office by close of business Wednesday, March 31, 2021. Your proposal will be reviewed by Administration with a presentation at the April Board Work Shop meeting and the subsequent Regular Board of Trustees meeting. If you have any questions please feel free to contact my office. Thank you.

Respectfully,

A handwritten signature in blue ink, appearing to be "Ricardo Rivera", written over a light blue horizontal line.

Ricardo Rivera, Assistant Superintendent for Operations

Cc: Ms. Lorena Garcia, Deputy Superintendent for Support Services  
Mr. Joel Garcia, Executive Director for Technology, Information Systems and Operations  
File

**SUBJECT:** Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project

**PRESENTER:** Ricardo Rivera  
Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The Tom Landry Stadium electronic scoreboard was constructed with a final completion date of December 16, 2010. Typically, electronic scoreboards have a successful functional life of ten years. Within the past couple of years, we have continued to experience system failures such as speaker/audible issues and outages concerning the timekeeping and the other needed functions for game information. One major maintenance item that was a concern and affects the life span of the scoreboard is that it faces direct sunlight. The Tom Landry Stadium football field was constructed going east to west while most stadiums are built north to south. Thus, the scoreboard faces west and directly into the sun during the hottest part of the day and the heat contributes to limiting the useful life of the electronic board and screen, this information was provided by electronic scoreboard vendors.

The scoreboard not only facilitates game functions it also allows the District to obtain advertisement revenue from business sponsors during various sporting events and events such as band competitions. The board can also be used to promote district educational programs, promote district awareness on different matters and showcase student and staff accomplishments for our community to view.

At the Regular Board of Trustees meeting held on Wednesday, December 18, 2019 the Board approved the following:

The project and proposed budgets for the Scoreboard Project for Tom Landry Stadium Scoreboard. At this time only an estimated budget was presented, however, a more detailed estimated budget is the responsibility of the selected design architect/structural engineering.

Consideration and Approval of Design-Build as the Procurement Method, Selection Criteria, Review, Ranking Committee, and Wage Rate of the Scoreboard Project for Tom Landry Stadium Scoreboard.

Consideration and Approval to Advertise for Request for Qualifications (RFQ) for Architect/Structural Engineering Assessment and Final Scoreboard Project for Tom Landry Stadium Scoreboard.

Administration is currently exploring options of a new scoreboard possibly utilizing existing structures and equipment, however, a structural assessment to assure that these will be adequate needs to be conducted for safety purposes. In addition to the assessment, an architect and/or engineer will be required for a complete project should it be approved. If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

For the current stadium scoreboard, Rick Hinojosa Structural Engineering provided all the engineering reviews, assessment and project administration.

The Purchasing Department advertised for Request for Qualifications for all seven recommended projects and received those RFQ's on or about Wednesday, January 15, 2020. To Include Project #52020-3 Structural assessment & Scoreboard Project.

The process is for the submittals to be reviewed by the Purchasing Department Staff and the Director for Maintenance to assure that firms meet the criteria based on demonstrated expertise, competence and qualifications. After the review Administration will then recommend those firms to the Committee to be reviewed and ranked in order of selection. The recommendations will then be presented for approval to the Board of Trustees and Administration will then enter into negotiations in the order of selection.

At the Regular Board of Trustees meeting held on Wednesday, January 22, 2020, Ms. Rumalda Ruiz, Assistant Superintendent for Business & Finance presented to the Board Consideration and Approval of Tom Landry Hall of Fame Stadium Scoreboard Project Funding. The Board approved an estimated cost of \$1.6 million from general fund balance.

A Special Facilities and Environmental Committee meeting was held on Wednesday, January 29, 2020 to review and rank the firms that submitted their qualifications for district wide construction projects. A subsequent Special Board of Trustees meeting was held to approve the rankings and authorized for Administration to enter into negotiations in the order of the rankings for each individual project, included was Project #52020-3 Structural Assessment & Scoreboard Project. Initial negotiations were held on Friday, February 7, 2020 and Monday, February 10, 2020 with the selected firms, included was Project #52020-3 Structural Assessment & Scoreboard Project.

At the Regular Board of Trustees meeting held on Wednesday, February 12, 2020 the Board approved the Consideration and Approval of Negotiated Contracts for Professional Services for District-Wide Construction Projects. Project #52020-3 Structural Assessment & Scoreboard Project was awarded to PBK Architects.

“Design Build” is a project delivery method by which a governmental entity contracts with a single entity to provide both design and construction services for the construction, rehabilitation, alteration, or repair of a facility. Govt. Code 2269.301.

In using this method, the district shall enter into a single contract with a design-build firm for the design and construction of the building or associated structure in accordance with applicable legal requirements.

On Wednesday, February 12, 2020, the Board selected PBK Architects as the districts independent firm of the design-build firm to act as the district’s representative for the duration of the project.

On March 18<sup>th</sup> and 25<sup>th</sup>, 2020, the district prepared and advertised a request for qualifications that included general information on the project site, project scope of work, budget, special systems, selection criteria and the weighted value for each criterion, and other information that may assist potential design-build firms in submitting proposals for the project.

Six firms responded to the request for qualifications, they are:

- Daktronics, Inc. (70 pts.)
- Southpaw Live, LLC. (58 pts.)
- Prismview, LLC. (42 pts.)
- Watchfire Signs (42 pts.)
- Icon HD, LLC. (35 pts.)
- VCR Now (19 pts.)

On Tuesday, May 05, 2020 a committee consisting of Mr. Roosevelt Rios, Mr. Noe Pena, Mr. Carlos Lerma, Ms. Rumalda Ruiz, Ms. Lorena Garcia and Mr. Rick Rivera evaluated the firms experience, technical competence, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except cost-related or price-related evaluation factors. The committee qualified four (4) responders to submit proposals that contain additional information. For this criteria evaluation seventy (70) points was the maximum points. The remaining thirty (30) points will be evaluated on the offers.

The committee shall evaluate the additional information submitted by the offerors on the basis of the selection criteria stated in the RFQ’s. The committee shall rank each proposal submitted on the basis of the criteria set forth in the RFQ’s and in accordance with Gov’t Code 2269.307(f).

At the Regular Board of Trustees meeting held on May 06, 2020, the Board approved the following.

Administration is recommending that the Board of Trustees select the design-build firm that submits the proposal offering the best value for the district on the basis of the published selection criteria and on the ranking evaluations.

Administration is also recommending that the Board of Trustees delegate to the Superintendent the authority to negotiate and approve the resulting contract to

ensure that the scoreboard is installed prior to the first football game of the 2020-2021 season.

Administration shall first attempt to negotiate a contract with the selected firm. If the district is unable to negotiate a satisfactory contract with the selected firm, the district shall, formally and in writing end all negotiations with that firm and proceed to negotiate with the next firm in the order of the selection ranking until a contract is reached or negotiations with all ranked firms end. Daktronics was the first ranked firm and after negotiations was awarded the contract.

At the Regular Board of Trustees meeting held on September 09, 2020, the Board approved the following, Tom Landry Stadium Scoreboard Project – Conceptual Design. At this same meeting it was recommended that we add “Mission CISD” above the Tom Landry Stadium both in front and in the back structure. A negotiated cost with Daktronics was \$36,870.00 and was approved.

On December 01, 2020, Dr. Perez, Superintendent signed the negotiated contract for the Tom Landry Stadium Scoreboard at a cost of \$1,060,176.00.

On December 14, 2020, Mr. Carlos Lerma, Director for Maintenance/Facilities/Construction sent Mr. Chase Hagen, Daktronics Inc. the Notice to Proceed (NTP). The NTP was effective Wednesday, December 16, 2020 with a construction time of 90 calendar days for substantial completion that will conclude on March 15, 2021. Final completion will be due 30 calendar days after substantial completion which will be on April 14, 2021 if on schedule.

Demolition of the scoreboard by A-1 Skylite began Wednesday, January 06, 2021.

### **ADMINISTRATIVE CONSIDERATIONS**

As per the construction contract MCISD is responsible for installing electrical power to the base of the scoreboard. The maintenance department electrical crew installed the required power pole and underground distribution service to the scoreboard. Final power connection from AEP service provider was installed on or about Tuesday, March 30, 2021.

Daktronics is requesting for Change Order (CO #1) of fourteen 14 delay days due to the installation of the electrical meter from AEP and weather.

Administration recommends Consideration and Approval for Change Order (CO #1) for Delay Days for the Tom Landry Stadium Scoreboard Project. If approved, substantial completion will be on or about April 14, 2021.

### **FUNDING SOURCE**

General Funds

Cost: \$1,060,176.00

### **RECOMMENDATION**

Administration recommends Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project.

**EXHIBIT**

Daktronics Change Order #1

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Lorena Garcia, Deputy Superintendent for Support Services

# DAKTRONICS CHANGE ORDER

CHANGE ORDER # 1

Project Name	<u>Tom Landry Stadium</u>	Change Order Amount	<u>\$0.00</u>
CCN Location	<u>1</u>	Daktronics Contract #	<u>306807</u>
Customer	<u>Mission CISD</u>	Purchase Order #	<u></u>
Currency	<u>Dollars</u>		

This Change Order is for items as delineated below:

This change order is to request a new substantial completion date to be 14 days from the date we are notified that the electrical meter is installed. We have been been delayed due to weather and waiting for the main electrical feed to be completed so we can proceed with our work.

1/20/21 – weather delay  
 2/11/21-2/19/21 – weather delays  
 3/5/21-present – delayed due to electrical work

The original Order Sum was.....	<u>1,060,176.00</u>
Previously Approved Change Orders.....	<u></u>
Order Sum After Previous Change Orders.....	<u>1,060,176.00</u>
The Order Sum will be increased (or decreased) by this Change Order.....	<u>0.00</u>
The new Order Sum including this Change Order will be.....	<u>1,060,176.00</u>

Not valid until signed by all parties.

Signature of the customer indicates agreement herewith, including any adjustments in the Order Sum or Order Time.

**Customer**

Authorized/Approved:

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

Printed Name/Title: \_\_\_\_\_

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

**Daktronics**

Authorized/Approved:

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Chase Hagen

Printed Name

Printed Name

3/23/2021

Date:

Date:

Daktronics Internal Routing:  
 Standard Orders: Project Coordinator  
 Contracts: Change Orders email



**SUBJECT:** Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Tom Landry Stadium Repairs Project and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter into Contract

**PRESENTER:** Ricardo Rivera  
Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

#### **STADIUM:**

Tom Landry Stadium was built in approximately 1976 and additional seating was installed in approximately 1989. It currently has only four (4) handicap seating spaces on both the home and visitors side. The home side has a seating capacity for 5000 persons and the visitor's side has a seating capacity for 4000 persons.

At the Regular Board of Trustees meeting held on Wednesday, August 11, 2010 the Board approved a structural assessment to be conducted by Rick Hinojosa Structural Engineering. A report was completed on August 27, 2010. No further action was taken.

At a football game on September 26, 2013 and at the Regular Board of Trustees meeting of Wednesday, October 09, 2013, a concerned citizen brought to attention the fact that Tom Landry Stadium was not in compliance with the American Disabilities Act (ADA) current code concerning the required handicap seating spaces. As per ADA the breakdown for seating is 6 spaces for 1 – 500 seats then 1 seat for every 150 additional seats. As per calculations required additional seating on the home side will be 36 ADA seats and on the visitors side will be an additional 30.

On October 08, 2013 I contacted Mr. Tim Petty, Program Specialist V with the Texas Education Agency (TEA) to discuss this issue and he confirmed that we were not in compliance with current codes and standards concerning stadium seating.

At the Regular Board of Trustees meeting held on Wednesday, December 11, 2013 and after consultation with our legal counsel, the Board approved for renovations to the Tom Landry Stadium Press Box and for the additional required ADA stadium seating.

The current press box is approximately 30 years old and has never been renovated. When new bleacher seating was installed the press was moved by crane to its current location. With the installation of a new scoreboard additional staff will need to be placed in the press box to operate the system. Currently approximately nine persons are in the box, however, it is now estimated that up to twenty-two persons may be in the box at any given time. This added weight along with the additional weight of chairs and equipment may cause a stress on the structure. As per our legal counsel, there is no legal law that states that the structure needs to be evaluated, however, for safety precautions

Administration is considering a structural assessment study to be conducted on the press box to ensure that the structure is capable of sustaining the additional weight.

At the Regular Board of Trustees meeting held on Wednesday, March 20, 2013 Administration presented and the Board approved Consideration and Approval to Contract with Rick Hinojosa Engineering for a Re-Assessment of the Tom Landry Stadium Press Box.

At the Regular Board of Trustees meeting held on Wednesday, April 10, 2013 the Board was advised that due to concerns and possible code regulations requiring an elevator to be installed for the press box, inquiries were made to Mr. David Hansen, Legal Counsel. As per building code an elevator is required should the square footage of a press box be larger than 500 sq.ft.. Our current press box is approximately 40' X 8' which is 320 sq.ft.. However, should only renovations be required without the addition of sq. footage the initial structural assessment will need to be considered. Furthermore, it is the responsibility of the structural engineer to make the decisions of what is currently within building codes and regulations even if it is only renovations. The possible recommendation of constructing adjacent press boxes may still require an elevator to be installed. The sq. footage requirement applies to the "aggregate" total sq. footage of all press boxes. Again, it will be the responsibility of the structural engineer to make that determination. Renovations to include floor support, the construction of an interior wall, counter tops, sliding windows.

At the February 05, 2014 Facilities Committee meeting, a presentation by Rick Hinojosa Structural Engineering stated that current plans to improve the press box must include the installation of an elevator or a ramp access to the press box as per the State of Texas current code. At this meeting the committee decided to cancel the press box renovation project.

At the Special Board of Trustees Meeting held on Wednesday, April 20, 2016, the Board approved the following:

Administration is again exploring the possibility of a stadium renovation to include a new press box, new reserve section seating with back rests, new concession stands, new concrete base under the bleachers along with new bleachers to meet current ADA rules and regulations. New bleachers to also include those at Leo Najó Baseball Park.

Administration is requesting approval to advertise for Request for Qualifications (RFQ's) for architectural/civil engineer services as the recommended process for the selection.

The ranking of Request for Qualifications responses must be on the basis of demonstrated competence, qualifications, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except that cost-related or price related evaluation factors are not permitted as provided by Section 2254.004, Government Code.

If approved, Administration will begin advertising for architects and then begin the process of reviewing the firms as per the RFQ's and schedule presentations for the Board to review and possibly select a firm.

Advertisements for Request for Qualifications (RFQ's) for architects were advertised in the local newspaper on Wednesday, June 1<sup>st</sup> and June 8<sup>th</sup>, 2016 along with being posted on the MCISD website. RFQ's were due at Central Office on Thursday, June 23, 2016 at 2:00 p.m...

Three (3) architectural firms submitted an RFQ and they were reviewed for completeness and adherence to the instructions of the request by Mr. Roosevelt Rios, Purchasing Coordinator and Ms. Tammy Tijerina, Project Manager on Thursday, July 28, 2016. The firms are listed below:

PBK Architects GIGNAC  
& Assoc.  
Alvarado Architects

This agenda item and presentation(s) were originally scheduled for Wednesday, August 03, 2016, however, they were postponed for a later date and time.

At the Facilities/Environment Committee held on Wednesday, August 24, 2016, the three ranked firms were invited to make a presentation to a Special Facilities/Environment Committee meeting and those Board members in attendance. The Committee allowed the firms a 15 minute presentation session along with a 15 minute question and answer session. The Committee along with Mr. Ricardo Rivera evaluated and ranked the firms on the basis of demonstrated competence and qualifications pursuant to the Professional Services Procurement Act as per the presentations. The rankings were then presented at the Special Board of Trustees meeting for consideration and approval for the selection of services.

At the Special Board Meeting held on Wednesday, August 24, 2016, the Board approved the rankings and selection of Alvarado Architects for services for the Tom Landry Stadium Renovations Project.

At the Regular Board Meeting held on Wednesday, September 14, 2016, the Board approved the contract for Alvarado Architects for the Tom Landry Stadium Renovations Project.

At the Regular Board Meeting held on Wednesday, November 09, 2016, the Board approved the project and budget, the procurement method and Alvarado Architects request of Schematic Design and Design Development for the Tom Landry Stadium Renovations Project. Alvarado Architects, District Staff and Coaches have been working on the design due to the extremely tight timeline, this project has to be completed by late July 2017. Current design will have new concession stands, new parking, new parking over-lay where needed, concrete area below home side, new stadium fascia, new complete seating bleachers at both home and visitor side, home side reserved

seating to have back rests, seating and ramps to be ADA compliant, new ticket booths, press box with elevator as recommended design, new stadium lighting as required along with other required items needed for the project.

At the Regular Board meeting held on Wednesday, December 14, 2016, the Board approved Alvarado & Associates final design and Approval for 24 inch Wide Seats in the Reserved Section for the Tom Landry Stadium Renovations Project.

Advertisements in the local newspapers and at the Association of General Contractors Office (AGC) were posted on December 18, 2016 and December 25, 2016 for the new design. A pre-proposal meeting was held on Tuesday, January 10, 2017 at 2:00 P.M. at Central Office.

Proposals were publicly opened on Tuesday, January 17, 2017 at 4:00 P.M. at Central Office. Pre-ranking of the proposals were conducted by Mr. Roosevelt Rios, Mr. Albert Rodriguez and Mr. Adrian Hernandez, Project Manager on Tuesday, January 17 and Wednesday, January 18, 2017.

At the Facilities Committee meeting the Committee reviewed the pre-ranking of firms and then proceeded to officially rank the firms proposals. These rankings will then be presented to the Board of Trustees for consideration and approval for entering into negotiations in the order of ranking recommended at a special called meeting on Monday, January 23, 2017 at 7:30 a.m..

Pre-ranking of proposals by Administration is merely a district process to pre-check if all requested documents and information in the Request for Proposals (RFP) was submitted prior to the Evaluation and Selection Committee formal evaluation. The pre-ranking of proposals is strictly unofficial. The Request for Proposal (RFP) package includes document CSP – 00350 Evaluation and Selection Criteria for Competitive Sealed Proposals which defines this portion of the procurement process. The District Evaluation and Selection Committee is comprised of three (3) Board of Trustees Facilities Committee Members and one (1) appointed Administration Staff. The Evaluation and Selection Committee will evaluate, rank and publish all proposals. The Evaluation and Selection criteria has been approved by the Mission C. I. S. D.'s Board. Once the M. C. I. S. D. Board of Trustees approves the ranking, the District Evaluation and Selection Committee will then proceed to negotiate a contract with the highest-ranking Proposer.

### Pending

The Finance department in conjunction with the districts finance consultants have been designing a funding package for this project. In order to ensure this project under this funding source be securely financed Administration is recommending to adjust the contingency budget by an increase of \$2 million. Thus, the total construction budget to include all soft-costs will not exceed \$10 million.

Three proposals were submitted for this project and were ranked by the Facilities Committee as per MCISD guidelines and procedures. The Board must now consider

the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Alt. #1</u>	<u>Days</u>
Holchemont Const. (291)	\$7,463,000.00	(\$287,000.00)	235
E-Con Const. (287.6)	\$7,450,000.00	\$210,000.00	180
Central Builders (260.2)	\$8,000,000.00	\$500,000.00	180

**Note:**

Alternate #1 is for a larger custom built press box of which Administration recommends approving. Both E-Con Construction and Central Builders have an additional cost for this alternate, as per Holchemont Construction their base bid includes the larger custom press box. Should MCISD select the smaller pre-fabricated press box Holchemont has a \$287,000.00 deduct from their base bid. The intention is for a notice to proceed (NTP) to be issued on or before February 01, 2017 with a substantial completion date of July 31, 2017, which is 180 days, Holchemont has a substantial completion date of September 24, 2017. Proposals and days are all prior to negotiations.

At a Special Board of Trustees meeting to be held on Monday, January 23, 2017, the Board will consider and possibly approve the rankings to allow negotiations to begin. It is Administrations intent to bring forward at the Regular Board of Trustees meeting to be held on Wednesday, January 25, 2017 an approval and recommendation for a best and final offer (BAFO) and to enter into contract with the selected general contractor. It is MCISD's construction procurement process to present all items for Facilities Committee discussion prior to presenting to the Board of Trustees for final approval.

At the Regular Board of Trustees meeting held on Wednesday, January 25, 2017, the board approved the best and final offer (BAFO) from Holchemont in the amount of \$7,463,000.00 with alternate #01 custom press box included as part of the contract. Notice to proceed (NTP) was issued on February 02, 2017 with a substantial completion date of August 21, 2017.

At the Regular Board of Trustees meeting held on Wednesday, April 12, 2017, the board approved and pulled the following items:

Consideration and Approval of AEA #01 for CPR #02 to Furnish and Install Sports Lighting for the Tom Landry Stadium Renovations Project.

Sports Lighting Allowance:	\$600,000.00	AEA
#01 Sports Lighting:	<u>\$580,392.00</u>	
Balance:	\$ 19,608.00	

Consideration and Approval of AEA #02 for CPR #03 to Furnish and Install a Scoreboard Sound System for the Tom Landry Stadium Renovations Project. Item was pulled for further pricing on additional speakers throughout the stadium.

Consideration and Approval of AEA #03 for CPR #04 to Furnish and Install Football Safety Netting System for the Tom Landry Stadium Renovations Project. Item was pulled due to MCISD having the netting and poles and only required pricing for the installation.

Consideration and Approval of AEA #04R to "Credit" the Allowances for the Tom Landry Stadium Renovations Project. Item was pulled due to other items being pulled thus not being able to present an accurate balance total.

Consideration and Approval of CPR #06 to Change the Size of the Bronze Statue for the Tom Landry Stadium Renovations Project.

Bronze Statue Allowance:	\$ 50,000.00
CPR#06 Bronze Statue:	<u>\$129,400.00</u>
Bronze Statue Allowance Balance:	(\$ 79,400.00)

Due to inclement weather in the month of March Holchemont Construction requested additional delay days, thus, they presented Consideration and Approval of CPR #09 for Seven (7) Delay Days for the Tom Landry Stadium Renovations Project. The new substantial completion date is August 28, 2017.

Administration presented Consideration and Approval of Selection of Color and Pattern for the Reserved Seating on Home Side for the Tom Landry Stadium Renovations Project. The Board approved option #1 alternating colors.

At the Regular Board of Trustees meeting held on Wednesday, May 10, 2017, the Board approved and pulled the following items:

Contingency Allowance:	\$100,000.00
AEA #01 Sports Lighting:	\$ 19,608.00
CPR #6 Bronze Statue:	<u>\$ (79,400.00)</u>
Contingency Balance:	\$ 40,208.00

Consideration and Approval of AEA #03R for CPR #04 to Furnish and Install Football Safety Netting System for the Tom Landry Stadium Renovations Project.

Football Safety Net System Allowance:	\$10,000.00
AEA#03 Football Safety Net System:	<u>(\$ 7,500.00)</u>
Balance:	\$ 2,500.00

Consideration and Approval of CPR #08 to Construct a Riser Room / Fire Pump for the Tom Landry Stadium Renovations Project.

Fire Suppression Pump Allowance Balance:	\$ 50,000.00
CPR # 08 Riser Room:	<u>\$ 110,428.53</u>
Balance:	36 (\$ 60,428.53)

Contingency Balance:	\$40,208.00
CPR #8 Riser Room:	(\$60,428.53)
Plus Overhead and Profit	<u>(\$2730.47)</u>
Contingency Balance:	(\$22,951.00)

Due to inclement weather in the month of April and MCISD testing Holchemont Construction requested additional delay days, thus, they presented Consideration and Approval of CPR #09 for Eight (8) Additional Delay Days for the Tom Landry Stadium Renovations Project. The new substantial completion date is September 05, 2017.

Note: The first scheduled football game is for Friday, September 01, 2017 with VMHS vs Harlingen. Substantial completion is granted when the facility can be utilized for its intended use. The City of Mission Fire Marshal must approve the facility to include all fire systems are inspected and tagged “approved” along with all ADA inspections and approvals and to include the inspection and approval of the elevator system and to include any other inspections required. Coaches are working on a Plan “B” should the stadium not be completed on time.

Administration recommended Consideration and Approval of Re-naming for the Tom Landry Stadium Renovations Project as “Tom Landry Hall of Fame Stadium”.

Administration recommended Consideration and Approval of Selection of Color for Reserved Seating on Home Side for the Tom Landry Stadium Renovations Project.

Recommendation is based on the colors selected by Coach Detmer, Coach Gilpin, Athletic Director Joe Sanchez and Athletic Director Leticia Ibarra.

Royal Blue  
Texas A&M – Maroon

After a lengthy discussion on possible color dis-coloration of the royal blue and maroon seats the Board approved “grey” for the reserved seating.

Alvarado Architects presented a “pose” selection on the statue. At the Facilities Committee meeting held on Wednesday, May 03, 2017, the Committee along with members of the Campus Construction Over-Sight Committee members reviewed and discussed the five (5) options of poses brought forward by Mr. Alvarado. By virtue of the discussion and by show of hands, options #1 and #4 were selected for presentation to the Board. The Board approved Consideration and Approval of Tom Landry Statue Pose for the Tom Landry Stadium Renovations Project Option #1.

At the Facilities/Environment Committee meeting held on Wednesday, June 07, 2017 several CPR’s were presented and discussed. These CPR’s may become change orders should current available allowances not cover the over-budget of the project when it is finalized. MCISD Administration stressed to Alvarado Architects and

Holchemont Construction the discontent of change orders and requests for additional construction time. Administration stressed the importance of having the project completed as per the original substantial completion date.

At a Special Board of Trustees meeting held on Wednesday, June 07, 2017, the Board granted Superintendent Dr. Ricardo Lopez authority to approve change orders/change proposal request for the Tom Landry Stadium Renovations Project in the amount not to exceed a total of \$250,000.00. This action was to facilitate the change order/CPR process and not delay the general contractor waiting for a decision.

The following Change Orders/CPR's were approved by Superintendent Dr. Ricardo Lopez on Wednesday, June 07, 2017:

Supt. Approval Balance:	\$250,000.00
CPR#05R Structural Steel:	\$ 31,824.00
CPR#06R Bronze Statue Foundation:	\$ 12,161.00
CPR#11 for MEP changes at the Press Box:	\$ 8,674.00
CPR#14 for HVAC at the Gift Shop:	\$ 12,268.00
CPR#19 for Additional Gates for Eagle Drive:	<u>\$ 1,816.00</u>
Supt. Approval Balance:	\$183,257.00

Consideration and Approval of CPR#05R for Structural Steel between Grandstands and Custom Press Box for the Tom Landry Stadium Renovations Project.

Contingency Balance:	(\$22,951.00)
Structural Steel Additions Cost:	<u>\$31,824.00</u>
Contingency Balance:	(\$54,775.00)

Consideration and Approval of CPR#06R for Bronze Statue Foundation and Base for the Tom Landry Stadium Renovations Project.

Contingency Balance:	(\$54,775.00)
Bronze Statue Base Foundation Cost:	<u>\$12,131.00</u>
Contingency Balance:	(\$66,906.00)

Consideration and Approval of CPR#11 for MEP changes at the Press Box for the Elevator for the Tom Landry Stadium Renovations Project. Holchemont, LTD is requesting eight (8) additional day, if approved, the new substantial completion date is September 13, 2017. As per Alvarado Architects additional days will not be submitted.

Contingency Balance:	(\$66,906.00)
Electrical at press box Cost:	<u>\$ 8,674.00</u>
Contingency Balance:	(\$75,580.00)

Consideration and Approval of CPR#14 for HVAC at the Gift Shop for the Tom Landry Stadium Renovations Project.

Contingency Balance:	(\$75,580.00)
HVAC at gift shop Cost:	<u>\$12,268.00</u>
Contingency Balance:	(\$87,848.00)

Consideration and Approval of CPR#19 for Additional Gates for Eagle Drive for the Tom Landry Stadium Renovations Project

Contingency Balance:	(\$87,848.00)
Gates at Eagle Drive Cost:	<u>\$ 1,816.00</u>
Contingency Balance:	(\$89,664.00)

At the Regular Board of Trustees meeting held on Wednesday, June 21, 2017, The Board did not approve Consideration and Approval of CPR#20 for Additional Four (4) Rain Days for the Month of May for the Tom Landry Stadium Renovations Project.

\*Note: After meeting with Alvarado Architects and Holchemont LTD, they were advised that Administration will be questioning any further delay days submitted and that Holchemont should continue working on a recovery schedule plan to attempt to bring this project at the initial substantial completion date of August 21, 2017.

The following Change Orders/CPR's were approved by Superintendent Dr. Ricardo Lopez on Thursday, June 29, 2017 in order to have the project continue without contractor delays:

Supt. Approval Balance Granted:	\$183,257.00
CPR#12 Track Timing System:	<u>\$ 45,322.00</u>
Supt. Approval Balance:	\$137,935.00

Change Order Amount to Date: (\$134,986.00)

Note: General Contractor has added 12% overhead and profit and 1.5% for project bonding on all change order amounts.

Soil Stabilization Allowance:	\$10,000.00
CPR #16 Soil Stabilization:	<u>\$10,000.00</u>
Balance:	\$ 0.00

Utility Allowance:	\$20,000.00
CPR #21 Boring & Trenching:	<u>\$16,830.00</u>
Balance:	\$3,170.00

At the Special Board of Trustees Meeting to be held on Thursday, July 27, 2017, Administration presented to the Board Consideration and Approval of CPR#15 for

Graphics for the Tom Landry Stadium Renovations Project. This amount is to be taken from the graphics allowance already included in the original contract.

Graphics Allowance Balance:	\$100,000.00
Banner system:	(\$ 51,148.50)
Identification signage:	(\$ 26,815.00)
Bleacher section signage:	(\$ 13,625.00)
Traffic signage:	(\$ 2,136.00)
Fire lane striping:	<u>(\$ 3,700.00)</u>
Balance:	\$ 2,575.50

At the Regular Board of Trustees meeting held on Wednesday, August 09, 2017, the Board considered and approved some of the following items:

As per our Legal Counsel, the Board did not need to vote on agenda item, Consideration and Approval of Additional Seven (7) Delay Days for AEA#11 for CPR #21 for the Tom Landry Stadium Renovations Project which was previously denied but being brought forward by Holchemont, LTD. once again for consideration. The Board had stated it would possibly revisit this request and no action was taken.

Consideration and Approval of AEA#12 for CPR #22 for Landscaping and Irrigation for the Tom Landry Stadium Renovations Project.

Landscape/Irrigation Allowance:	\$20,000.00
CPR#22 Landscape & Irrigation:	<u>\$17,383.00</u>
Balance:	\$ 2,617.00

Consideration and Approval of AEA#13 for CPR #24 to Up-grade the Scoreboard System for the Tom Landry Stadium Renovations Project.

Scoreboard Sound System Allowance:	\$55,000.00
CPR#24 Scoreboard System:	<u>\$34,934.00</u>
Balance:	\$20,066.00

Consideration and Approval of CPR #23 for Speaker System for the Tom Landry Stadium Renovations Project. This agenda item was pulled.

At the Regular Board of Trustees meeting held on Wednesday, September 13, 2017, the Board revisited and approved Consideration and Approval of Additional Seven (7) Delay Days for AEA#11 for CPR #21 for the Tom Landry Stadium Renovations Project. As of the date of this Board of Trustees meeting Holchemont LTD will be into possible liquidated damages as per contract of \$1,500.00 per day of not meeting the substantial completion date. Administration brought forward this request, the new substantial completion date is September 12, 2017.

At the Regular Board of Trustees meeting held on Wednesday, October 11, 2017, the Board took the following actions for the following items:

Consideration and Approval of CPR #12R3 for Additional Power for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra four (4) days. If approved, the new substantial completion date is September 16, 2017. This item was pulled until further review.

Note: MCISD does not agree with this pricing, however, there will be a cost associated with installing conduits within the concrete slab which was done earlier. If the revised pricing is not approved MCISD Maintenance will complete the electrical connections.

Contingency Balance:	(\$134,986.00)
CPR#12R3 for Additional Power:	\$ <u>0.00</u> (Org. price \$10,134.42)
Change Order Amount to Date:	(\$134,986.00)

Consideration and Approval of CPR #12R5 for Additional Cabling for Track Timing System for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra fourteen (14) days. If approved, the new substantial completion date is September 30, 2017. This item was pulled until further review.

Contingency Balance:	(\$134,986.00)
CPR#12R5 Additional Cabling:	\$ <u>0.00</u> (Org. price \$54,468.65)
Change Order Amount to Date:	(\$134,986.00)

Consideration and Approval of CPR #17 to "Credit" Two (2) Wireless Access Points, Shortel Phone and Video Server for the Tom Landry Stadium Renovations Project. This item was approved.

Contingency Balance:	(\$134,956.00)
CPR#17 "Credit" on Technology:	\$ <u>5,000.00</u> "Credit"
Change Order Amount to Date:	(\$129,986.00)

Consideration and Approval of CPR #18 to "Credit" Fire Alarm and Intrusion Systems for the Tom Landry Stadium Renovations Project. This item was approved.

Contingency Balance:	(\$129,986.00)
CPR#18 "Credit" Fire Alarm System:	\$ <u>2,800.00</u> "Credit"
Change Order Amount to Date:	(\$127,186.00)

Consideration and Approval of CPR #25 to Relocate Cross Bracing at Concession Stands for the Tom Landry Stadium Renovations Project. This item was approved with the cost change to \$5,221.00

Contingency Balance:	41	(\$127,186.00)
----------------------	----	----------------

CPR #25 to Relocate Cross Bracing: (\$ 5,221.00) (Org. price \$10,442.00)  
Change Order Amount to Date: (\$132,407.00)

Consideration and Approval of CPR #26 to Remove and Replace Concrete from the Ramps for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra two (2) days. If approved, the new substantial completion date is October 2, 2017. This item was pulled, Javier Hinojosa Civil Engineer will take care of this item.

Contingency Balance: (\$132,407.00)  
CPR #26 to Remove and Replace Concrete: \$ 0.00 (Org. price \$4,483.25)  
Change Order Amount to Date: (\$132,407.00)

Consideration and Approval of CPR #27 to Add IDF Rack, Quad Receptacles and Data Drops on the Visitor's Side Bleachers for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra three (3) days. If approved, the new substantial completion date is October 5, 2017. This item was pulled, MCISD will take care of this item.

Contingency Balance: (\$132,407.00)  
CPR #27 to Add IDF Rack: \$ 0.00 (Org. price \$18,357.49)  
Change Order Amount to Date (\$132,407.00)

Consideration and Approval of CPR #29 for Additional Eleven (11) Delay Days for the Tom Landry Stadium Renovations Project. If approved, the new substantial completion date is October 16, 2017 pending all other CPR's being submitted. The Board took no action on this item.

Consideration and Approval to Grant Administration Authority to Approve Substantial Completion for the Tom Landry Stadium Renovations Project. Dr. Lopez, Superintendent will have the authorization. This item was approved.

Note: No additional delay days were approved at this meeting. Substantial completion continues to be approximately September 12, 2017.

At the Regular Board of Trustees meeting held on Wednesday, November 08, 2017, the Board took the following actions for the following items:

Consideration and Approval of CCD#01 for CPR#30 for Modifications to the Elevator Equipment Room for the Tom Landry Stadium Renovations Project. No additional days were approved.

Contingency Balance: (\$132,407.00)  
CCD#01/CPR#30 Elevator Equipment Room: \$ 3,957.00  
Change Order Amount to Date (\$136,364.00)

Consideration and Approval of CPR#31 to "Credit" for Use of Owners Utilities for the Tom Landry Stadium Renovations Project. MCISD presented a "credit" for \$5,900.00, however, Holchemont offered only a credit amount of \$900.00.

Contingency Balance:	(\$136,364.00)
CPR#31 Use of Owners utilities:	<u>\$ 5,900.00</u> "Credit"
Change Order Amount to Date:	(\$130,464.00)

Consideration and Approval of CPR#32 for HVAC Test and Balance for the Tom Landry Stadium Renovations Project.

Test and Balance Allowance:	\$5,000.00
CPR#32 HVAC Test & Balance:	<u>\$2,500.00</u>
Balance:	\$2,500.00

Consideration and Approval of CPR#33 for Two (2) Additional Fire Extinguishers for the Tom Landry Stadium Renovations Project.

Contingency Balance:	(\$130,464.00)
CPR#33 Fire Extinguishers:	<u>\$ 268.00</u>
Change Order Amount to Date	(\$130,732.00)

At the Regular Board of Trustees meeting held on Wednesday, December 13, 2017, the Board took the following actions for the following items:

Consideration and Approval of CPR #12R3 for Additional Power for the Tom Landry Stadium Renovations Project. This item was approved.

Contingency Balance:	(\$130,732.00)
CPR#12R3 additional power:	<u>\$ 6,327.00</u>
Balance:	(\$137,059.00)

Consideration and Approval of CPR#34 for "Credit" for the VIP Chair Allowance for the Tom Landry Stadium Renovations Project. VIP Chair Allowance "Credit" is \$5000.00. This item was approved.

Discussion and Possible Action on Paving Repair Schedule for the Tom Landry Stadium Renovations Project.

Consideration and Approval for Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Tom Landry Stadium Renovations Project. This item was pulled due to punch list items and other contractual obligations were noncompliance.

At the Regular Board of Trustees meeting held on Wednesday, April 11, 2018 the Board took the following actions for the following items:

Consideration and Approval of CPR#23 for Sound System Raceways for the Tom Landry Stadium Renovations Project. Holchemont LTD is requesting fourteen (14) additional delay days for this work, if approved the new substantial completion date is September 26, 2017.

Contingency Balance:	(\$137,059.00)
CPR#23 for Sound System:	<u>\$ 39,839.37</u>
Balance:	(\$176,898.37)

Consideration and Approval of Grievance Agreement for Use of Owners Utilities for the Tom Landry Stadium Renovations Project. As per the November approved CPR #31, MCISD approved an owners credit for utility use of \$5,900.00. As per grievance agreement the amount was reduced to \$2,350.00, thus an adjustment needed to be made.

Previous: \$5,900.00  
Final approved as per Grievance: \$2,350.00  
Adjustment: \$3,550.00

Contingency Balance:	(\$180,448.37)
----------------------	----------------

Discussion and Possible Legal Action Regarding Parking Lot Repairs for the Tom Landry Stadium Renovations Project. At this time the Board invoked the "Self Help Provision" of the contract authorizing Administration to make necessary parking lot repairs utilizing a different contractor.

2GS and Earthworks re-paving Cost: \$24,700.00 - Parking Lot Re-paving completion date was achieved on August 06, 2018.

At the Regular Board of Trustees meeting held on Wednesday, May 08, 2019, the Board took no action on the following item: Consideration and Approval for Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Tom Landry Stadium Renovations Project. At this meeting Administration also recommended to authorize Administration and Dr. Perez to approve final completion at a later time, this was rejected with direction from the Board that they wanted this brought forward when the time came for consideration and approval.

At the Regular Board of Trustees meeting held on Tuesday, June 11, 2019 the Board took the following actions

Administration, Mr. Eli Alvarado, Architect, and Mr. Michael Montalvo, General Contractor have met six times since April 25, 2019 with the latest meeting held on Tuesday, June 04, 2019, to discuss what is required from all parties to bring this project for final recommendation and to possibly come to a mutual agreement and present to the Board of Trustees Consideration and Approval for Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Tom Landry Stadium Renovations Project. At the latest meeting Mr. Montalvo was not able to attend and for many of these meetings Dr. Perez, Superintendent was present. A 1 ½ year warranty project walk-through was conducted as per contract specifications on

Friday, May 03, 2019 with Mr. Alvarado, his design staff, Mr. Montalvo, his sub-contractors and MCISD personnel present to identify any warranty items that are still pending and need correction. The meetings that are being conducted are to balance and agree on all financial/accounting matters and pending correction of work if applicable. Any matters that concern additional request for time or matters that may concern any deduction from the remaining balance owed to the contractor such as additional fees/costs or possible liquidated damages incurred the general contractor will need to follow the process as written in his contract.

As noted, Administration and Alvarado Architects believes it has tried, with due diligence, to work on all pending accounting/fiscal matters with Mr. Montalvo, however, we continue to not agree on a mutual amount. Administration presents Discussion with Legal Counsel Regarding Closeout for the Tom Landry Stadium Renovations Project with MCISD processing any possible pay applications to Holchemont Construction with monies being withheld that are not in contention.

Note: Additional structural assessment is continuing by Rick Hinojosa, Structural Engineering and is pending completion. They are pending additional concrete test results.

#### **Tom Landry Stadium Project Timeline:**

Notice to Proceed (NTP) – 02/01/2017

Original Substantial Completion Date – 08/21/2017

36 delay days Board approved due to testing, weather, change orders

New substantial completion date – 09/26/2017

Approved substantial completion date – 11/10/2017 (45 days late)

Original Final Completion Date – 12/10/2017

New Final Completion Due Date – 04/20/2018 (131 days late)

Possible LD's for not meeting Subst. Completion: 45 days X \$1,500.00 = \$67,500.00

Possible LD's for not meeting Final Completion: 131 days X \$500.00 = \$65,500.00

Possible LD's for delay in re-paving of parking lot: 7 days x\$500.00 per day = \$3,500.00

Possible LD's Incurred: \$136,500.00

#### **Other Possible Fees/Costs:**

Re-paving of parking lot = \$24,700.00

Structural Engineering cursory inspection = \$5,000.00 (Rick Hinojosa, Structural Engineering)

Hinojosa full structural assessment = \$30,000.00 (if applicable)

TDLR re-inspections = \$285.00

Terracon Structural additional services = \$15,000.00

Pending "credit" for three (3) parking lot poles not installed = \$53,489.08

Approximate Possible Total Amount of addtl. fees/costs: \$128,474.08

Additional Architect Fees: \$85,695.00 (if applicable/pending)

Balance on contract:	\$416,406.11
Possible LD's:	\$136,500.00 Possible
addtl. Costs:	\$128,474.08
Possible addtl. Arch. Fees:	\$ 85,695.00
Paid Holchemont:	\$ 43,189.25 (07/24/19 Pay App. #10 rev.3)

Est. Current Balance on Contract: \$380,251.23

At the Regular Board of Trustees meeting held on Wednesday, August 14, 2019 the Board took the following actions.

At this meeting the Mr. Rick Hinojosa Structural Engineering Assessment report was not available for the Board of Trustees to review, however, Administration had preliminary verbal discussions with Hinojosa on what he was to submit, the report was to be finalized on Friday, August 16, 2019. Should the report state that repairs were required Administration presented Consideration and Possible Action Regarding Procurement of Design and Construction Services for the Tom Landry Stadium Repairs in advance.

After conducting field reviews and inspections Mission CISD contracted with Rick Hinojosa Structural Engineering to conduct a third party Visual Cursory Observation on the bleachers for the visitors side of Tom Landry Stadium. On September 06, 2018 the observation report with conclusions and recommendations was submitted. In brief, Hinojosa stated that the cracked piers did not affect the immediate load carrying capacity of the structure and the stadium could be used. However, the recommendations were to conduct a complete assessment of all piers and repair all necessary items addressed in the complete assessment.

Administration was approved to contract with Hinojosa to conduct a full stadium assessment to include not only concrete piers but to inspect the entire structure of the stadium. On August 08, 2019, Hinojosa Engineering submitted a preliminary assessment letter for our review noting possible reinforcement required.

On August 16, 2019, Hinojosa Structural Engineering submitted their Visual Structural Condition Assessment of Tom Landry Stadium for our review.

At the September 11, 2019 Regular Board of Trustees meeting and based on Mr. Hinojosa's report, Administration presented Consideration and Approval of Design and Construction Services for the Tom Landry Stadium Repairs.

The Board of Trustees must take the necessary action in accordance with Texas Education Code 44.035 which consisted of the selection/designation of an architect and/or engineer to prepare construction documents for this project. The engineer and/or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statues) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statues) as applicable.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code. The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

Current and/or past structural engineers that have worked with MCISD are listed below, the Board of Trustees may select from one of these engineers on the basis of demonstrated competence and qualifications or may direct Administration to seek for Request for Qualifications (RFQ's) on an engineer or architect.

Rick Hinojosa Structural Engineering (conducted assessments)  
Channin Structural Engineering (original project structural engineer)

The Board of Trustees selected Mr. Rick Hinojosa Structural Engineering to conduct a thorough third-party structural assessment of the Tom Landry Stadium Project.

On or about January 27, 2020, Mr. Hinojosa submitted to Administration a proposal for forensic engineering services from MEG Engineers. The Forensic Engineering Services will include Ground Penetrating Radar (GPR) Scans of one-hundred and fifty-six (156) piers by scanning four (4) grids at each pier location. A grid will consist of a three (3) foot by two (2) foot rectangle made up of thirty-five (35) gridlines spaced at six (6) inches on center. Total linear footage of scanning will be eighteen thousand and ninety-six (18,096) feet. The report will include detailed rebar locations of the piers. The proposal cost for this service was \$56,000.00.

At the Facilities/Environment Committee Meeting of February 05, 2020 this proposal and engineering service was presented and discussed. At this time the decision was made for Administration to proceed with Hinojosa Structural Engineering and MEG Engineers to conduct only seventy-eight (78) GPR Scans on the stadium. These scans would be divided between the home and visitors side piers at a proposal cost of \$34,988.00.

At the Regular Board of Trustees meeting held on April 08, 2020 the Board approved the following, Preliminary reports from both engineering firms indicate that a complete GPR Scan of all piers would be advisable to have a complete pier assessment on the stadium. Thus, Administration recommends Consideration and Approval of Additional Ground Penetrating Radar (GPR) Scans for Piers at the Tom Landry Stadium Bleacher Project. The estimated proposal cost would be the difference from the original proposal to what has been approved for the first phase. Estimated proposal \$21,012.00.

At the Regular Board of Trustees meeting held on September 09, 2020, as an informational Board Item, a presentation was given by Rick Hinojosa Structural Engineering, Mr. Albert Trevino, on the Tom Landry Stadium Renovation Project status. Mr. Trevino reported on the findings for the GPR scans conducted and has stated, "the scans in the report indicate that the majority of the piers do not have pier reinforcement per the shop/erection drawings provided by Sturdi Steel who provided the bleachers".

At the meeting of September 09, 2020, Hinojosa Structural Engineering was to provide a final and complete comprehensive report on the findings and recommendations for

correction on all items indicated on the assessment. Findings and recommendations were to include and not limited to the disciplines of Structural, Mechanical, Electrical, Plumbing (MEP) and Civil. At this meeting Hinojosa Structural Engineering was directed to provide this comprehensive report and not only the GPR scans report.

Since this initial directive, Hinojosa Structural Engineering has been contacted both on October and December 2020 for the final report and we continue to have no response. Administration will continue to utilize all avenues to request the final report so that we may move forward with repairs required.

On January 14, 2021, Rick Hinojosa Structural Engineering was sent both an email correspondence and a certified letter requesting his personal appearance at the Wednesday, January 20, 2021 Board of Trustees Work Shop to present the final project findings. At 4:01 p.m. on that day Mr. Hinojosa contacted us that he had a family emergency and would try to attend. With this correspondence he attached "Mission CISD Tom Landry Stadium Ground Penetration Radar (GPR) Scanning Findings Letter". This letter referenced the GPR scanning done at the stadium.

In discussion at the Work Shop of January 14, 2021, the Board instructed our legal counsel to draft a letter to request Mr. Hinojosa's presence and to once again present his findings at the Board Work Shop of Wednesday, February 03, 2021. Legal counsel sent a certified letter and emailed the letter to Mr. Hinojosa's attention on Tuesday, January 26, 2021. My office then proceeded to re-send this letter to Mr. Hinojosa the following day. A "read receipt" message was received from his office on Friday, January 29, 2021 at approximately 12:10 p.m. acknowledging receipt of our request to be present.

At this Work Shop of Wednesday, February 03, 2021, the Board will hear the presentation and may have a question and answer session with Mr. Hinojosa on the findings and recommendations. At this time the Work Shop may have a Discussion and Possible Action to Procure Engineering Services for Analysis and Remediation for the Tom Landry Stadium Project and to Grant Administration Authorization to Procure Services. The presentation was not held at the Work Shop and was presented at a Special Board of Trustees Meeting after.

At the Special Board of Trustees meeting of Wednesday, February 03, 2021, Mr. Rick Hinojosa presented his "Mission CISD Tom Landry Structural Comprehensive Assessment Report". After discussion with the Board of Trustees and Administration, Mr. Hinojosa was directed to once again present at the Regular Board of Trustees meeting of Wednesday, February 10, 2021. This presentation is to mainly address all the viable options on how to correct the issue of the piers found to be not safe and not constructed as per code as noted in the report and reported by Mr. Hinojosa at the meeting. He is to also present a scope of work and a phasing plan of repairs beginning with the most safety critical items. What will also need to be addressed is if any other areas will be damaged while repairing the piers, such as the flatwork. Each option(s) will need to satisfy all building and structural codes along with satisfying all safety compliance codes. At this meeting Mr. Hinojosa was advised that time was critical for the usage of the stadium since graduation ceremonies have already been scheduled. Mr. Hinojosa stated that plans and <sup>48</sup>specifications should be finalized soon and we may

be able to advertise for competitive sealed proposals (CSP's) within the next couple of weeks and possibly have a contractor begin repairs as quickly as the procurement process allows, that is the goal.

The procurement process will be Competitive Sealed Proposals (CSP's) of which the Board adopted as the method of delivery. The Board approved the Hidalgo County Prevailing Wage Rate of which is an exhibit and was attached. The Board also adopted the selection criteria of which proposals are evaluated and ranked. Administration also recommended that the Board authorized the Superintendent to rank the proposals and to negotiate an agreement with the highest ranked contractor.

On February 10, 2021, the Board approved Consideration and Possible Action Regarding Permanent and Emergency Repairs for the Tom Landry Stadium to Include the Wage Rate, Selection Criteria, and Authorization to Dr. Perez as mentioned under the Administrative considerations.

### **ADMINISTRATIVE CONSIDERATIONS**

Advertisements in the local newspapers for Competitive Sealed Proposals (CSP's) were posted on March 24, 2021 and March 31, 2021. Proposals will be opened April 8, 2021 and firms will be able to view remotely. Pre-ranking of the proposals will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rimalda Ruiz and Ms. Daisy Cuevas. The virtual pre-proposal meeting is Thursday, April 01, 2021 at 2:00 p.m. to allow all prospective contractors the opportunity to ask questions concerning the project plans and specifications.

Pre-ranking of proposals by Administration is a district process to pre-check if all requested documents and information in the Competitive Sealed Proposal (CSP) was submitted. However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Tom Landry Stadium Repairs Project.

CSP's will be submitted on April 8, 2021, and will be reviewed and ranked by the Administration Committee. This Administrative review will be presented at the Regular Board of Trustees Meeting of Wednesday, April 14, 2021.

Due to the timeline to begin permanent and emergency repairs Administration presents Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Tom Landry Stadium Repairs Project and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter into Contract.

Administration will inform the Board of Trustees immediately so as to be informed of the project status.

## **FUNDING SOURCE**

General Funds and Possible other funding sources to be determined by the Finance Dept. (TBD)

Est. Construction Costs:	\$6,000,000.00
Est. Total Construction w/Soft Costs:	\$8,000,000.00

BAFO Const. Cost:	\$7,463,000.00
Change Orders:	<u>\$ 142,020.37</u>
Final Const. Cost:	\$7,605,020.37

Architect Fees:	\$485,095.00	6.5% of Construction Cost
Addtl. Arch. Fees for C/O's:	<u>\$9,231.32</u>	
Architect Fees:	\$494,326.32	(excluding addtl. Fees pending)

## **RECOMMENDATION**

Administration presents Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Tom Landry Stadium Repairs Project and Delegate Authority to the Superintendent to Enter Into Negotiations and to Accept the Best and Final Offer (BAFO) and to Enter into Contract.

Note: CSP's will not be available until after the Board Work Shop Meeting, thus they will be presented at the Regular Board of Trustees meeting.

## **EXHIBIT**

Ranking Sheet – Pending

## **CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

**PRESENTER:** Ricardo Rivera  
Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

District marquees not only enhance the campus but gives them the ability of posting notices and information for the community served by the school. Mims Elementary is requesting a new marquee for their campus due to its lack of visibility to the public and its age.

At the Regular Board of Trustees meeting held on June 24, 2020, the Board approved Project, Proposed Budget and Procurement Method, Selection Criteria, Review and Ranking Committee, Wage Rate, and Authorization to Seek Proposals/Bids for the Mims Elementary Marquee Project.

If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

Current and/or past engineer or architects that have worked with MCISD are listed below, the Board of Trustees may select from one of these architects on the basis of demonstrated competence and qualifications or may direct Administration to seek for Request for Qualifications (RFQ's).

Ricardo Hinojosa Structural Engineering  
Javier Hinojosa Civil Engineering  
Chanin Engineering  
PBK - Leaf Engineers

The Board approved, Javier Hinojosa Civil Engineering for this project.

### **ADMINISTRATIVE CONSIDERATIONS**

Advertisements in the local newspapers were posted on March 31, 2021 and April 07, 2021. Proposals will be opened April 12, 2021 at 2:00 p.m. and firms will be able to view remotely. Pre-ranking of the proposals will be conducted by

Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rimalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of proposals by Administration is a district process to pre-check if all requested documents and information in the Competitive Sealed Proposal (CSP) was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

CSP's will be submitted on April 12, 2021, and will be reviewed and ranked by the Administration Committee. This Administrative review will be presented at the Regular Board of Trustees Meeting on Wednesday, April 14, 2021.

**FUNDING SOURCE**

General Fund	\$22,909.00
Student Activity Funds	<u>\$34,766.00</u>
Total:	\$57,675.00

**RECOMMENDATION**

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project.

Note: RFP's will not be available until after the Board Work Shop Meeting, thus they will be presented at the Regular Board of Trustees meeting.

**EXHIBIT**

Ranking Sheet - Pending

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Recommendation of the New Employment Position through Repurposing of Vacancies  
(a) Information Security Analyst

**PRESENTER:** Lorena Garcia, Deputy Superintendent for Support Services

### **BACKGROUND INFORMATION**

The cybersecurity discipline concerns itself with ensuring the confidentiality, integrity, and availability of information technology (IT) systems and the data they collect and process. School IT systems collect and manage sensitive data about students, parents, guardians, families, educators and other school staff, and school district operations. In some cases, these IT systems are locally hosted on school district premises or in a hosted ecosystem of vendors 'in the cloud' on systems accessible by any internet-connected device. While there are myriad benefits to the adoption and use of IT systems by school districts and the collection and sharing of education-related data with trusted partners, we must acknowledge that any technology adoption also introduces cybersecurity risk.

In 2020, the K-12 Cyber Incident Map cataloged 408 publicly-disclosed school incidents, including student and staff data breaches, ransomware and other malware outbreaks, phishing attacks and other social engineering scams, denial-of-service attacks, and a wide variety of other incidents. This is 18 percent more incidents than were publicly-disclosed during the prior calendar year. This equates to a rate of more than two incidents per school day throughout 2020.

The district is recommending one new employment position for an information security analyst. An information security analyst is necessary to ensure our district continuously improves its information security posture. The information security analyst will focus on all district security systems (Network Security, Data Security, Cyber Security), disaster recovery, and business continuity through proper planning, proactive monitoring, report analysis, and coordination of service support when necessary.

### **ADMINISTRATIVE CONSIDERATIONS**

Administration is recommending one new employment position for an information security analyst.

As per TASB recommendation, the position of Information Security Analyst is proposed for placement on the Administrative Professional Salary Schedule, \$288.36 minimum daily rate (\$65,169.36) daily rate, 226 calendar days. Please see attachment for job description.

**FUNDING SOURCE/AND AMOUNT**

Administration is recommending to close the following two vacancies through attrition:

• Vacancy - Network Specialist	\$48,042.45
• Vacancy - Information Systems Secretary	<u>\$32,930.46</u>
Total estimated salaries	\$80,972.91

The funding source is the General Fund, by repurposing savings from closing the two vacancies noted above.

**RECOMMENDATION**

That the Board of Trustees approve new employment of one (1) Information Security Analyst.

**CONTACT PERSON(S)**

Lorena Garcia, Deputy Superintendent for Support Services  
Ricardo Rivera, Assistant Superintendent for Operations  
Joel Garcia, Executive Director for Technology, Information Systems, and Facilities Operations  
Elisa Pacheco, Director for Human Resources  
Noe Pena, Director for Technology Systems



## Office of Human Resources

### JOB DESCRIPTION

<b>Job Title:</b>	Information Security Analyst	<b>Wage/Hour Status:</b>	Exempt
<b>Reports to:</b>	Director for Technology Services	<b>Pay Grade:</b>	AP3
<b>Dept./School:</b>	Administration Offices	<b>Length of Work Year:</b>	226
<b>Funding:</b>	<input type="text"/>	<b>Date Revised:</b>	4/07/21

#### PRIMARY PURPOSE:

Provide leadership, training and technical assistance to the Mission Consolidated Independent School District. Ensure the optimal performance of all district security systems (Network Security, Data Security, Cyber Security) and networking equipment (Routers, Switches, Gateways, Access Points, and UPS equipment) through proper planning, proactive monitoring, report analysis and coordination of service support when necessary.

#### QUALIFICATIONS:

##### Education/Certification:

- Bachelor's degree from an accredited university
- Industry Certification in one or more of the following areas:
  - Networking: CCNA, CCNP, CCIE, N+
  - Systems Management: MCP, MCSE, Server+
  - Technical Trades: A+, RCDD
  - Security: Security+, CISSP
- Master's degree, preferred

##### Experience:

- 3 years of experience in network administration
- Experience with Cisco firewalls or enterprise next generation firewall
- Experience in information security in any of the following areas: enterprise email security system administration, enterprise backup solution administration, LAN, WLAN, and WAN network design, installation or cybersecurity best practices administration, preferred

##### Knowledge/Skills:

- Knowledge of threat management tools.
- Knowledge of physical security systems.
- Knowledge of VMWare, virtual infrastructure management, and hyperconverged datacenter technologies.
- Knowledge of VoIP, digital call center manager, UPS/generators, and related datacenter equipment.
- Knowledge of Active Directory and domain management.
- Knowledge of the Children's Internet and Protection Act.
- Knowledge of Texas Open Meetings Act.

- Knowledge of Federal USAC E-rate program.
- The ability to prioritize activities and deliver projects on time
- Ability to utilize technology for teaching, learning and communication
- Ability to function as a member of a team
- Effective organizational and presentation skills
- Strong communication, public relations, and interpersonal skills; Bilingual (English/Spanish), preferred

## **MAJOR RESPONSIBILITIES AND DUTIES:**

### **Planning:**

1. Develop and oversee implementation and maintenance of security for all systems and networks
2. Develop and implement backup procedures to ensure that all network and workstation backups are performed on a regular basis and district data is restored as needed
3. Develop and implement of a disaster recovery plan
4. Develop and implement an information security policy
5. Develop incident response plan and implement and coordinate incident response activities
6. Develop and implement systems for patch distribution, security, and server/network monitoring
7. Develop and prepare training materials and presentations

### **Communication:**

8. Disseminate information by phone, email, mail or in-person on responsibilities assigned
9. Effectively communicate with staff to accomplish department and district goals
10. Serve as liaison to software and hardware vendors to maintain appropriate product support
11. Serve as liaison to vendors working on district security

### **Collaboration:**

12. Collaborate with staff across departments to attain department and district goals
13. Monitor compliance with the district's information security policies and procedures among employees, contractors, alliances, and other third parties, and refer problems to appropriate department managers or administrators

### **Budget/Fiscal Responsibility:**

14. Maintain fiscal responsibility for budget or expenditures assigned
15. Follow established safety procedures and techniques to perform job duties

### **Customer Service/Delivery:**

16. Provide training sessions on assigned topics utilizing current best practice research and materials
17. Provide guidance and technical assistance to school personnel, parents and community as requested

### **Leadership:**

18. Provide leadership for implementing best practices, processes, and technologies
19. Provide leadership, training, and assistance on assigned responsibilities
20. Develop and implement process maps, standard operating procedures, and training on the standard operating procedures to maintain quality control
21. Maintain confidentiality of information
22. Perform other duties as assigned by the appropriate supervisors
23. Complies with policies established by federal and state law, State Board of Education rule and local board policy.

**Problem Solving:**

- 24. Manage and ensures effectiveness of security solutions, including firewalls, anti-virus, malware and ransomware solutions, and intrusion detection systems
- 25. Monitor internal control systems to ensure that appropriate information access levels and security clearances are maintained
- 26. Monitor and analyze Intrusion Detection Systems (IDS), Intrusion Prevention Systems (IPS), and Security Information and Event Management (SIEM)
- 27. Perform network security monitoring and incident response activities
- 28. Perform information security risk assessments
- 29. Perform analytical, technical and administrative work to develop cyber threat assessments.
- 30. Research and evaluate hardware and software and make recommendations as appropriate

**Innovation:**

- 31. Assist the district to develop, evaluate and improve services and programs to improve student achievement
- 32. Initiate or lead department innovations that improve and/or enhance district processes, products or services to support increased student achievement and system effectiveness.

**Goal Setting:**

- 33. Engage in the collaborative development of department SMART goals and measure progress toward goals.

**Professional Development:**

- 34. Participate in staff development activities to improve job-related skills
- 35. Provide staff development as needed

**SUPERVISORY RESPONSIBILITIES:**

None

**EQUIPMENT USED:**

Personal computer, printer, copier, fax machine, shredder, scanner, iPads, data projector

**WORKING CONDITIONS:**

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Standard office equipment including personal computer and peripherals; standard instructional equipment. Ability to communicate effectively (verbal and written); interpret policy, procedures and data; ability to maintain objectivity.

**Posture:** Prolonged sitting and standing; occasional bending/stooping, pushing/pulling, and twisting

**Motion:** Repetitive hand motions, frequent keyboarding and use of mouse; occasional reaching

**Lifting:** Occasional light lifting and carrying (less than 15 pounds)

**Environment:** Occasional district and out-of-district travel; occasional prolonged and irregular hours

**Mental Demands:** Work with frequent interruptions; maintain emotional control under stress

---

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. I acknowledge I received a copy of this job description.

Employee's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date \_\_\_\_\_

The Mission Consolidated Independent School District does not discriminate against any employee or applicant for employment because of race, color, gender, age, national origin, disability, military status, or on any other basis prohibited by law.

DRAFT

**SUBJECT:** Personnel Employments, Resignations, Transfers and Compensation Changes

**PRESENTER:** Dr. Carol G. Perez, Superintendent

**BACKGROUND INFORMATION**

Professional employees and support staff members have been employed by the Mission Consolidated Independent School District. Employees requested and were granted transfers that affected their campus, position title and/or pay grade, or were reassigned, which affected their campus, position title and/or pay grade.

Letters of resignation and letters of retirement were received from Mission CISD employees.

Changes in compensation to employees after performance on the contract or duties for the job assignment have begun (subsequent to the January 20, 2021, report to the Board) are also included, as an addendum, for staff members.

**FUNDING SOURCE:**

See Attachments

**RECOMMENDATION:**

No recommendation or action required. For Information Only.

**CONTACT PERSON(S):**

Lorena Garcia, Deputy Superintendent for Support Services

**SUBJECT:** Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Years 2021-2022 and 2022-2023

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

At the May 13, 2015 Regular Board Meeting, the Board approved BBVA Compass Bank as the District's depository. Texas Education Code (TEC), Section 45.205 requires, each school district's depository contract be renewed every two years.

As of September 1, 2017, Senate Bill 754 has amended the Texas Education Code (TEC) §45.205(b) by allowing the school district depository contract to be extended a total of three (3) two-year terms. In addition, the changes to the law allows the depository contract to be modified for each two-year extension if both the school district and the district's depository bank mutually agree to the terms.

Mission CISD and BBVA Bank have a long standing working relationship. BBVA Bank has been very responsive to the needs of Mission CISD. The Bank has also assisted us to expand our credit card processing program as well as growing our Purchasing Card Program.

**ADMINISTRATIVE CONSIDERATIONS**

In discussion with BBVA Bank officials, the Bank and MCISD Administration agree to extend the current depository contract for an additional two (2) year term, starting July 1, 2021. This will serve as the third extension as allowed under the Texas Education Code (TEC). The extended contract commencement shall be for the period of July 1, 2021 to June 30, 2023.

**FUNDING SOURCE AND AMOUNT:**

N/A

**RECOMMENDATION:**

Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Years 2021-2022 and 2022-2023

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna M. Zuniga, CPA, Director for Finance  
Gina Lobato, BBVA Bank, Deposit Services Relationship Manager

**SUBJECT:** Approval to Extend the District's Legal Services Contract

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

MCISD desires to protect its funds from loss due to unnecessary and burdensome claims, wishes to provide itself with the best possible system of employee relations and student affairs, protect MCISD's legal interests by having a General Counsel on retainer and wants to provide its Board, administrators and staff with current and timely advice on personnel, student and employee matters, and upon school law in general, and the Firm is willing to perform such services.

Eichelbaum Wardell Hansen Powell & Muñoz, P.C. has served Mission CISD as its Legal Counsel since 1998.

The Firm's current annual retainer is \$220,752.48 to be paid in twelve monthly installments of \$18,396.04. This agreement covers up to 1200 (one thousand two hundred) hours of service rendered by the Firm from July 1<sup>st</sup> through June 30<sup>th</sup>. The District's current contract expires on June 30, 2021. The

**ADMINISTRATIVE CONSIDERATIONS**

Chapter 2254 of the Texas Government Code requires Professional Services selections made on the basis of demonstrated competence and qualifications as determined by the District.

**FUNDING SOURCE and AMOUNT:**

General Fund

**RECOMMENDATION:**

Approval to Extend the District's Legal Services Contract

**CONTACT PERSON (S)**

Carol G. Perez, Ed. D., Superintendent of Schools  
Rumalda Ruiz, Assistant Superintendent for Finance

**SUBJECT:** Approval of Statement of Impact from Horizon Montessori Public Schools

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

Horizon Montessori Public Schools intends to submit an expansion amendment request to the Commissioner of Education. As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the change.

Texas Education Agency guidelines require that the Statement of Impact Form be sent to each district that may be affected. Information is requested if proposed change may adversely impact a district financially or if the proposed change may impact the student enrollment of a district in a manner that impairs the district's ability to comply with a court order.

Attached is the Statement of Impact form indicating the type of amendment request that is being made.

**ADMINISTRATIVE CONSIDERATIONS**

Horizon Montessori Public Schools intends to expand geographic boundaries and grade levels to be served at their new campuses with an effective date of August 1, 2021 in the McAllen, Weslaco, Harlingen and Pearland Texas area.

Maximum Enrollment 9<sup>th</sup> -12<sup>th</sup>: 80 each campus

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Respond to Statement of Impact form for Horizon Montessori Public Schools

The proposed change for the open-enrollment charter school is expected to impact the school district to a significant degree.

**CONTACT PERSON(S)**

Carol G. Perez, Ed. D., Superintendent of Schools  
Rumalda Ruiz, Assistant Superintendent for Finance



# Horizon Montessori Public Schools

*"Tomorrow's Education Today"*

2402 E. Business Hwy. 83 • Weslaco, Texas 78596

February 19, 2021

Alim U. Ansari, Superintendent  
South Texas Educational Technologies, Inc.  
DBA. Horizon Montessori Public Schools  
2402 E. Business 83  
Weslaco, Texas 78596

**MISSION C.I.S.D.**

**MAR 11 2021**

**SUPT'S OFFICE**

Dear Superintendent and/or Board President:

This is to inform you that our charter school, County-District #108-802, intends to submit an expansion amendment request for consideration by the commissioner of education to add a new campus:

Horizon High School – McAllen  
320 N Main St  
McAllen, Texas 78501

Horizon High School – Weslaco  
1222 W Sugarcane Dr  
Weslaco, Texas 78596

Horizon High School – Harlingen  
2802 S. 77 Sunshine Strip  
Harlingen, Texas 78550

Horizon High School – Pearland  
2319 N Grand Blvd  
Pearland, Texas 77581

As part of the amendment process, charter schools are required to notify any school districts that are likely to be affected by the new campus.

Sincerely,

Alim U. Ansari, Superintendent  
South Texas Educational Technologies, Inc.  
DBA. Horizon Montessori Public Schools

**STATEMENT OF IMPACT**  
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 320 N Main St, McAllen, TX 78501

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: McAllen, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

*Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.*

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: \_\_\_\_\_

Proposed additional school districts:

**-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT**

Please submit forms **electronically** to [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov) within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

Expected to impact the school district to a significant degree

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers , Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

64

Date Received by School District

**STATEMENT OF IMPACT**  
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 1222 W Sugarcane Dr, Weslaco, TX 78596

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Weslaco, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

*Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.*

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: \_\_\_\_\_

Proposed additional school districts:

**-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT**

Please submit forms **electronically** to [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov) within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

**Expected to impact the school district to a significant degree**

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

65

Date Received by School District

**STATEMENT OF IMPACT**  
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 2802 S. 77 Sunshine Strip, Harlingen, TX 78550

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Harlingen, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

*Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.*

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: \_\_\_\_\_

Proposed additional school districts:

**-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT**

Please submit forms **electronically** to [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov) within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

**Expected to impact the school district to a significant degree**

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

66

Date Received by School District



## Horizon Montessori Public Schools

*"Tomorrow's Education Today"*

2402 E. Business Hwy. 83 • Weslaco, Texas 78596

February 19, 2021

Alim U. Ansari, Superintendent  
South Texas Educational Technologies, Inc.  
DBA. Horizon Montessori Public Schools  
2402 E. Business 83  
Weslaco, Texas 78596

Dear Superintendent and/or Board President:

This is to inform you that our charter school, County-District #108-802, intends to submit an expansion amendment request for consideration by the commissioner of education to add geographic boundaries:

Alvin ISD, Galena Park ISD, Pasadena ISD, and Angleton ISD

As part of the amendment process, charter schools are required to notify any school districts that are likely to be affected by the new campus.

Sincerely,

Alim U. Ansari, Superintendent  
South Texas Educational Technologies, Inc.  
DBA. Horizon Montessori Public Schools

**STATEMENT OF IMPACT**  
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 2319 N Grand Blvd, Pearland, TX 77581

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Pearland, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

*Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.*

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: 8/1/2021

Proposed additional school districts:

Galena Park ISD, Alvin ISD, Pasadena ISD, Angleton ISD

**-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT**

Please submit forms **electronically** to [charteramendments@tea.texas.gov](mailto:charteramendments@tea.texas.gov) within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

**Expected to impact the school district to a significant degree**

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

68

Date Received by School District

**SUBJECT:** Approval of the Interlocal Agreement with Houston ISD as the Medicaid Billing Agent

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

School Health And Related Services (SHARS) is a Medicaid financing program and is a joint effort of the Texas Education Agency (TEA) and the Texas Health & Human Services Commission (HHSC). SHARS allows local school districts to obtain Medicaid reimbursement for certain health-related services provided to children in special education. Using existing state and local special education allocations as the state match, SHARS providers are reimbursed the federal share or approximately 60% of the established billing rate.

**ADMINISTRATIVE CONSIDERATIONS**

Administration has reviewed the proposed SHARS Interlocal Agreement and reached the following conclusions:

- (1) The District would benefit from entering into an Interlocal agreement with HISD
- (2) Using an inter-local agreement complies with purchasing requirement of Texas Education Code 44.031a(5)

**FUNDING SOURCE AND AMOUNT:**

General Fund                      4%

**RECOMMENDATION:**

Approval of the Interlocal Agreement with Houston ISD as the Medicaid Billing Agent.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance

**SUBJECT:** Consideration and Approval of Purchase of Electronic Translators

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

Our English Learners make up thirty-six percent of the student population at Mission CISD. In addition, many of our English Learners’ parents do not speak English. For many of our parents, language seems to be a barrier that keeps them from participating in their child’s academic tasks. By providing campuses with a handheld translator that can be checked out to parents, we will decrease this language barrier to better meet the needs of our English learners and their parents. Translators will be distributed as follows: 30 for each elementary, 50 for each Junior High, and 100 for each High School

**ADMINISTRATIVE CONSIDERATIONS**

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a).

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$55,000</b>
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Electronic Translators.

Deadline for bid submissions will be April 12, 2021 and a recommendation will be brought to the regular board meeting next week.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Award Purchase of Bilingual/ESL Program Evaluation

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

Every year, the Bilingual/ESL department conducts an internal evaluation in accordance with Texas Education Code (a) All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success.

In order to support program planning and identify areas of opportunity, the Bilingual/ESL department is requesting an elaborate external program evaluation.

**ADMINISTRATIVE CONSIDERATIONS**

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a).

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$50,000</b>
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Bilingual/ESL Program Evaluation.

Deadline for bid submissions will be April 12, 2021 and a recommendation will be brought to the regular board meeting next week.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Purchase of Bilingual Classroom Supplies

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

The PreK to 5<sup>th</sup> Grade Dual Language program is in need of resources that are beneficial to English learners due to the specific learning children need to learn a new language, while learning science, math, social studies and language arts at the same time. Students are expected to use language in relevant and real world ways.

A teacher survey was conducted to determine what resources would be beneficial our English Learners in the classroom. Based on the teacher survey results, input from elementary content coordinators, and input from the Bilingual department, the proposed resources were deemed necessary to enrich our Bilingual Dual Language program.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded renewals of catalog contracts for Classroom Supplies 240-21-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$510,000</b>
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Bilingual Classroom Supplies.

Administration recommends classroom supplies be purchased using vendors awarded on the listed tabulation sheet.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2020 Term Contract:	Classroom Supplies Catalog #240-20-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>ACE Educational Supplies</u></li> <li>2. <u>Advantage Imaging Supply</u></li> <li>3. <u>American Ceramic Supply Company</u></li> <li>4. <u>Audio Resource Group Inc.</u></li> <li>5. <u>Barnes and Noble Booksellers Inc.</u></li> <li>6. <u>Brilliant Education</u></li> <li>7. <u>Carolina Biological Supply Co.</u></li> <li>8. <u>Cascade School Supplies</u></li> <li>9. <u>Cielo Office Products</u></li> <li>10. <u>Copy Plus</u></li> <li>11. <u>Demco Inc.</u></li> <li>12. <u>Don Johnston Incorporated</u></li> <li>13. <u>EAI Education</u></li> <li>14. <u>Early Childhood LLC DBA Discount School Supply</u></li> <li>15. <u>Evan-Moor Educational Publishers</u></li> <li>16. <u>Follet School Solutions Inc.</u></li> <li>17. <u>Gateway Printing &amp; Office Supply, Inc.</u></li> <li>18. <u>Hand2Mind</u></li> <li>19. <u>Heinemann DBA Greenwood Publishing</u></li> <li>20. <u>High End Advertising</u></li> <li>21. <u>Indoff Inc.</u></li> <li>22. <u>Kamico Instructional Media, Inc.</u></li> <li>23. <u>Lakeshore Learning Materials</u></li> <li>24. <u>Lamac</u></li> <li>25. <u>Lectorum Publications Inc.</u></li> <li>26. <u>Maxi Aids</u></li> <li>27. <u>Mentoring Minds LP</u></li> <li>28. <u>Music in Motion</u></li> <li>29. <u>NASCO Education LLC</u></li> <li>30. <u>National Education Systems</u></li> <li>31. <u>Pioneer Valley Education Press Inc.</u></li> <li>32. <u>Positive Promotions, Inc.</u></li> <li>33. <u>Rally! Education</u></li> <li>34. <u>Ray's Business Products</u></li> <li>35. <u>Really Good Stuff</u></li> <li>36. <u>S&amp;S Worldwide</u></li> <li>37. <u>Scholastic Library Publishing Inc.</u></li> <li>38. <u>School Health Corporation</u></li> <li>39. <u>School Specialty, Inc.</u></li> <li>40. <u>TouchMath LLC</u></li> <li>41. <u>Youthlight Inc.</u></li> </ol>
Term:	One Year / One Year Renewal Option
Term Period :	April 2020 – March 2021

**Mission Consolidated Independent School District  
Awarded Vendors  
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: ACE Educational Supplies Contact: Rebeka Holand Address: 6919 W. Broward Blvd. 210 Plantation, FL 33317 VID# 7468 Phone: (800) 432-0213 Fax: (954) 756-6139 Email: <a href="mailto:bids@aceeducational.com">bids@aceeducational.com</a> Website: <a href="http://www.aceeducational.com">www.aceeducational.com</a>	33%			33%		www.aceeducational.com Online Catalog: <a href="https://www.aceeducational.com/Flips/2019/">https://www.aceeducational.com/Flips/2019/</a> Orders over \$50 after discount from current catalog or website receive free shipping. Add 20% discount of the retail price to items with UPS, Truck, or FX-GRD symbols.
Vendor: Advantage Imaging Supply Contact: James Reid Address: 32234 Paseo Adelanto #F San Juan Capistrano, CA 92675 VID# Phone: (800) 805-7720 Fax: (949) 388-6304 Email: <a href="mailto:jamesr@aisink.com">jamesr@aisink.com</a> Website: <a href="http://www.aisink.com">www.aisink.com</a>		2%	2%	2%		www.aisink.com Click here for Price List. Free shipping orders over \$100, \$8.75 shipping if less than \$100.
Vendor: American Ceramic Supply Company Contact: Ginger Famigletti Address: 2442 Ludelle Street Fort Worth, TX 76105 VID# 104458 Phone: (866) 535-2651 Fax: (817) 536-7120 Email: <a href="mailto:sales@americanceramics.com">sales@americanceramics.com</a> Website:	0%					Click here for Bisque Catalog. Click here for Educator's Ceramic Catalog. Click here for Glass Catalog.
Vendor: Audio Resource Group, Inc Contact: Malonie Olson Address: 405 Main Ave West Unit 4G West Fargo, ND 58078 VID# Phone: (888) 468-4552 Fax: (888) 373-4819 Email: <a href="mailto:vendor-req@argaudio.com">vendor-req@argaudio.com</a> Website: <a href="http://www.argaudio.com">www.argaudio.com</a>		25%	25%	25%		www.argaudio.com Click here for Price List. Free shipping.
Vendor: Barnes & Noble Booksellers, Inc. Contact: Madeline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# Phone: (212) 352-3769 Fax: Email: <a href="mailto:businessdevelopmentbids@bn.com">businessdevelopmentbids@bn.com</a> Website: <a href="http://www.bn.com">www.bn.com</a>		0-35%				www.bn.com (Displays product offerings only. Online pricing does not apply.) Click here for Discount Structure. Shipping is free unless expedited shipping is requested.
Vendor: Brilliant Education Contact: Nancy Barocio Address: 1908 South Standard Ave. San Juan, TX 78589 VID# 12285 Phone: (888) 556-0363 Fax: (888) 708-8793 Email: <a href="mailto:winning_ssrw@gmail.com">winning_ssrw@gmail.com</a> Website:	10%					Click here for Catalog. Shipping and handling is 10%.
Vendor: Carolina Biological Supply Company Contact: Lori A. Durham Address: 2700 York Road Burlington, NC 27215 VID# 12919 Phone: (800) 334-5351 Fax: (336) 538-6330 Email: <a href="mailto:quotations@carolina.com">quotations@carolina.com</a> Website: <a href="http://www.carolina.com">www.carolina.com</a>				5%		www.carolina.com Reference "Proposal No. P105949" on all orders. Click here for instructions/exclusions.
Vendor: Cascade School Supplies Contact: Todd E. Shafer Address: 1 Brown Street North Adams, MA 01247 VID# 103112 Phone: (800) 628-5078 Fax: (866) 298-6578 Email: <a href="mailto:todd@cascadeschoolsupplies.com">todd@cascadeschoolsupplies.com</a> Website: <a href="http://www.cascadeschoolsupplies.com">www.cascadeschoolsupplies.com</a>		<b>15% Furniture &amp; Drop Ship 35% Materials &amp; Supplies</b>		15-35%		www.cascadeschoolsupplies.com Contact Purchasing for Catalog. \$9.95 shipping on orders under \$50. 15% shipping on furniture & drop ship items.
Vendor: Cielo Office Products Contact: Eloy Olivarez Address: 1408 E. Jasmine Ave. Ste. A McAllen, TX 78501 VID# 3225 Phone: (956) 688-6001 Fax: (956) 688-6012 Email: <a href="mailto:eolivarez@cieloooffice.com">eolivarez@cieloooffice.com</a> Website: <a href="http://www.cieloooffice.com">www.cieloooffice.com</a>	0-20%			0-20%		www.cieloooffice.com Contact Purchasing for Catalog. 4/8/2021 1:42:21 PM Board Meeting

**Mission Consolidated Independent School District  
Awarded Vendors  
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Copy Plus Contact: Lorissa Pecina Address: 4500 N. 10th St., Ste 240 McAllen, TX 78504 VID# 7349 Phone: (956) 668-7587 Fax: (956) 668-7590 Email: <a href="mailto:lorissa@copyplusonline.net">lorissa@copyplusonline.net</a> Website: <a href="http://www.copyplusonline.net">www.copyplusonline.net</a>	0-92%	0-92%		0-92%	0-50%	www.copyplusonline.net Digital Catalog: <a href="http://www.activepoint.com/Contract_2020_spa0027cdf/enterprev.html">http://www.activepoint.com/Contract_2020_spa0027cdf/enterprev.html</a> Retail Address: 4500 N. 10th Suite 240 McAllen, TX 78504 No fee on delivery service.
Vendor: Demco, Inc. Contact: Amy Terbilcox Address: PO Box 7488 Madison, WI 53707-7488 VID# Phone: (866) 558-9068 Fax: (888) 320-0288 Email: <a href="mailto:contracts@demco.com">contracts@demco.com</a> Website: <a href="http://www.demco.com">www.demco.com</a>	0-14%			0-14%		www.demco.com For digital catalog, must log in to see contract pricing. Use "Discount Code C77046" on all orders. Click here for Discount, Shipping, and Exclusion Details.
Vendor: Discount School Supply Contact: Jennifer Sabado-Rios Address: 20 Ryan Ranch Rd., Suite 200 Monterey, CA 93940 VID# Phone: (800) 836-9515 Fax: (800) 993-3609 Email: <a href="mailto:bids@discountschoolsupsupply.com">bids@discountschoolsupsupply.com</a> Website: <a href="http://www.discountschoolsupsupply.com">www.discountschoolsupsupply.com</a>	18%			18%		www.discountschoolsupsupply.com Contact Purchasing for Catalog. Online Catalog: <a href="https://editions.mydigitalpublication.com/publication/?m=58717&amp;i=641802&amp;p=10">https://editions.mydigitalpublication.com/publication/?m=58717&amp;i=641802&amp;p=10</a> Reference "Bid 240-20-0" on all orders. Promotions and curriculum may be excluded. Free shipping on stock orders \$99 or greater, if under \$10 for shipping. Drop Ship 15% charge.
Vendor: Don Johnston Incorporated Contact: Baylee Royal Address: 26799 West Commerce Drive Volo, IL 60073 VID# 87092 Phone: (847) 740-0749 Fax: (847) 740-7326 Email: <a href="mailto:bids@donjohnston.com">bids@donjohnston.com</a> Website: <a href="http://www.donjohnston.com">www.donjohnston.com</a>				0%		www.donjohnston.com Click here for shipping and handling information.
Vendor: EAI Education Contact: Kathy Franks Address: 118 Bauer Dr. Oakland, NJ 07436 VID# 2196 Phone: (800) 770-8010 Fax: (201) 891-5689 Email: <a href="mailto:sales@eaieducation.com">sales@eaieducation.com</a> Website:	15% Manipulatives, Books & Games					Contact Purchasing for Catalog. Click here for Exceptions and Shipping Information.
Vendor: Evan-Moor Educational Publishers Contact: Lorin Tash Address: 18 Lower Ragsdale Drive Monterey, CA 93940 VID# 23920 Phone: (800) 777-4362 Fax: (800) 777-4332 Email: <a href="mailto:bids@evan-moor.com">bids@evan-moor.com</a> Website:	5%	5%		0%		www.evan-moor.com Click here for Catalog. Shipping and handling is 5% of the order amount. Discount does not apply to TeacherFileBox.com, sale items, ebooks, site or Student Licenses.
Vendor: Follet School Solutions, Inc Contact: Bid Administrator Address: 1340 Ridgeview Drive McHenry, IL 60050 VID# 101189 Phone: (877) 899-8550 Fax: (800) 852-5458 Email: <a href="mailto:fssorders@follett.com">fssorders@follett.com</a> Website: <a href="http://www.titlewave.com/">http://www.titlewave.com/</a>	0%			0%		<a href="http://www.titlewave.com/">http://www.titlewave.com/</a> Click here for Catalog and Discount Summary. Reference "Classroom Supplies - 240-20-0" on all orders.
Vendor: Gateway Printing & Office Supply, Inc. Contact: Rudy Castilleja Address: 315 S Closner Edinburg, TX 78539 VID# 30290 Phone: (956) 383-3861 Fax: (956) 316-0253 Email: <a href="mailto:rudy@gatewayp.com">rudy@gatewayp.com</a> Website:	up to 88%					Online Catalog: <a href="http://shopgatewayp.com/Search?cri=Category^_182^_0^_Classroom+Teaching+%26+Learning+Materials^_Category^_True">http://shopgatewayp.com/Search?cri=Category^_182^_0^_Classroom+Teaching+%26+Learning+Materials^_Category^_True</a>
Vendor: hand2mind, Inc. Contact: Rashonda Carroll Address: 500 Greenview Ct Vernon Hills, IL 60061 VID# Phone: (800) 445-5985 Fax: (800) 382-9326 Email: <a href="mailto:bids@hand2mind.com">bids@hand2mind.com</a> Website:	15%					Contact Purchasing for Catalog. Click here for Exclusions and Shipping Information. Reference "Bid 240-20-0" on all orders.

**Mission Consolidated Independent School District  
Awarded Vendors  
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Heinemann Contact: Lori P. Lampert Address: 361 Hanover Street Portsmouth, NH 03801 VID# Phone: (800) 225-5800 Fax: (877) 234-6980 Email: <a href="mailto:lori.lampert@heinemann.com">lori.lampert@heinemann.com</a> Website: <a href="http://www.heinemann.com">www.heinemann.com</a>	0%			0%		www.heinemann.com Digital Catalog in their website. Click here for Deviations and Shipping Information.
Vendor: High End Advertising Contact: Mariano Nuñez Address: 2504 Santa Paula Mission, TX 78572 VID# 101587 Phone: (956) 600-7777 Fax: Email: <a href="mailto:mnunez@highendad.com">mnunez@highendad.com</a> Website:				0%		www.highendad.com
Vendor: Indoff, Inc. Contact: Joe Saldana Address: 11816 Lackland Road St. Louis, MO 63146 VID# 94273 Phone: (314) 997-1122 Fax: (314) 558-9248 Email: <a href="mailto:joe.saldana@indoff.com">joe.saldana@indoff.com</a> Website:	5-30%					Contact Purchasing for Catalog.
Vendor: KAMICO Instructional Media, Inc. Contact: Kathy Michael Address: PO Box 1143 Salado, TX 76571 VID# 42348 Phone: (254) 947-7283 Fax: (254) 947-7284 Email: <a href="mailto:kmichael@kamico.com">kmichael@kamico.com</a> Website: <a href="http://www.kamico.com">www.kamico.com</a>	0%	0%		0%		www.kamico.com Contact Purchasing for Catalog. KAMICO provides a 100% discount on shipping.
Vendor: Lakeshore Learning Materials Contact: Malissa Ramos Address: 2695 E. Dominguez Street Carson, CA 90895 VID# 43509 Phone: (800) 421-5354 Fax: (310) 537-7990 Email: <a href="mailto:biddept@lakeshorelearning.com">biddept@lakeshorelearning.com</a> Website: <a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a>	5%			5%	5%	www.lakeshorelearning.com Contact Purchasing for Catalogs. Click here for Retail Address Listing. Free shipping on all orders. Reference "Per RFP #240-20-0" on all orders.
Vendor: Lamac Contact: Trey Gonzalez Address: PO Box 1629 McAllen, TX 78505 VID# 89326 Phone: (956) 682-0552 Fax: (956) 682-6271 Email: <a href="mailto:lamacmcallen@gmail.com">lamacmcallen@gmail.com</a> Website: <a href="http://www.orientaltrading.com">www.orientaltrading.com</a>	10% Oriental Trading & Raymond Geddes			10%	10%	www.orientaltrading.com Contact Purchasing for Catalogs. Retail Address: 212 South Broadway, McAllen, TX 78501 Free shipping for orders over \$150.
Vendor: Lectorum Publications, Inc. Contact: Alex Correa Address: 205 Chubb Avenue Lyndhurst, NJ 07071 VID# 79239 Phone: (800) 345-5946 Fax: (877) 532-8676 Email: <a href="mailto:acorrea@lectorum.com">acorrea@lectorum.com</a> Website:	0%	20%		20%		Contact Purchasing for Catalog. Click here for Deviations and Shipping Information. 20% discount is already reflected in current catalog prices highlighted in red.
Vendor: Maxi Aids Contact: Anthony Bernardini Address: 42 Executive Blvd Farmingdale, NY 11735 VID# 100686 Phone: (800) 522-6294 Fax: (631) 752-0689 Email: <a href="mailto:bids@maxiaids.com">bids@maxiaids.com</a> Website: <a href="http://www.maxiaids.com">www.maxiaids.com</a>	10%			10%		www.maxiaids.com Contact Purchasing for Catalog. Click here for Exclusions and Shipping Information.
Vendor: Mentoring Minds, L.P. Contact: Shad A. Madsen Address: PO Box 8843 Tyler, TX 75711 VID# 99928 Phone: (800) 585-5258 Fax: (800) 838-8186 Email: <a href="mailto:bids@mentoringminds.com">bids@mentoringminds.com</a> Website: <a href="http://www.mentoringminds.com">www.mentoringminds.com</a>	0-35%			0-35%		www.mentoringminds.com Contact Purchasing for Catalog. We honor FOB and sipping charges not included. They will be 10% of the total order amount and will be separate line item 4/8/2024 3:52:02 PM Board Meeting 4/8/2024 3:52:02 PM Board Meeting minimum quantity.

**Mission Consolidated Independent School District  
Awarded Vendors  
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Musin in Motion Contact: Kristi Graham Address: 1601 E Plano Pkwy #100 Plano, TX 75074 VID# 44687 Phone: (800) 445-0649 Fax: (866) 943-8906 Email: <a href="mailto:bids@musicmotion.com">bids@musicmotion.com</a> Website: <a href="http://www.musicmotion.com">www.musicmotion.com</a>	6%			6%		<a href="http://www.musicmotion.com">www.musicmotion.com</a> Online Catalog found in website. Click here for Shipping Information. Reference "Bid #240-20-0" on all orders.
Vendor: Nasco Education LLC Contact: Michelle Au Address: 901 Janesville Avenue Fort Atkinson, WI 53538 VID# 55510 Phone: (800) 558-9595 Fax: (800) 372-1236 Email: <a href="mailto:quotes@enasco.com">quotes@enasco.com</a> Website: <a href="http://www.eNasco.com">www.eNasco.com</a>	15-20%					Click here for Catalogs: Agricultural Art Elementary Family & Consumer Sciences Math PE and Health Science Click here for Discount Specifications, Shipping, and Instructions.
Vendor: National Educational Systems Contact: Sylvia Cantu Address: 5405 Bandera Rd., Ste. 110 San Antonio, TX 78238 VID# 93836 Phone: (210) 558-6888 Fax: (210) 699-4674 Email: <a href="mailto:customerservice@shopnes.com">customerservice@shopnes.com</a> Website: <a href="http://www.shopnes.com">www.shopnes.com</a>		5%		5%	5%	<a href="http://www.shopnes.com">www.shopnes.com</a> Retail Address: 5405 Bandera Rd., Ste. 110, San Antonio, TX 78238 Free standard shipping on orders over \$800; under \$800 a 15% fee of merchandise will be added with a minimum of \$9.95
Vendor: Pioneer Valley Educational Press, Inc. Contact: Kristen Gernux Address: 155A Industrial Drive Northampton, MA 01060 VID# Phone: (888) 482-3906 Fax: (413) 727-8211 Email: <a href="mailto:vendor@pioneervalleybooks.com">vendor@pioneervalleybooks.com</a> Website:	10%			10%		<a href="http://www.pioneervalleybooks.com">www.pioneervalleybooks.com</a> <a href="http://www.resourcesforreading.com">www.resourcesforreading.com</a> Contact Purchasing for Catalogs. Shipping and Handling: 10% for \$1,200 and under, 8% for \$1,201-\$3,000, 5% for \$3,01-\$5,000, free shipping for over \$5,000 <b>77</b>
Vendor: Positive Promotions, Inc Contact: Mike Texel Address: 15 Gilpin Ave Hauppauye, NY 11788 VID# 58825 Phone: (877) 258-1225 Fax: (877) 258-1226 Email: <a href="mailto:bids@positivepromotions.com">bids@positivepromotions.com</a> Website: <a href="http://www.positivepromotions.com">www.positivepromotions.com</a>	5%			5%		<a href="http://www.positivepromotions.com">www.positivepromotions.com</a> Online Catalog: <a href="https://www.positivepromotions.com/virtual-catalog-flip-book-page/a/374-r/">https://www.positivepromotions.com/virtual-catalog-flip-book-page/a/374-r/</a> Click here for Exceptions and Shipping Information.
Vendor: Rally! Education Contact: Fran Mure Address: 22 Railroad Avenue Glen Head, NY 11545 VID# 2128 Phone: (888) 997-2559 Fax: (516) 671-7900 Email: <a href="mailto:fran@rallyeducation.com">fran@rallyeducation.com</a> Website: <a href="http://www.rallyeducation.com">www.rallyeducation.com</a>	0%			0%		<a href="http://www.rallyeducation.com">www.rallyeducation.com</a> Contact Purchasing for Catalog.
Vendor: Ray's Business Products Contact: Ray Cano Address: 200 E. Interstate 2 Ste. I Pharr, TX 78577 VID# Phone: (956) 782-1554 Fax: (956) 782-1560 Email: <a href="mailto:raycano60@yahoo.com">raycano60@yahoo.com</a> Website:		10%				
Vendor: Really Good Stuff, LLC Contact: Tisha Jacquot Address: 5 Research Drive Suite 150 Shelton, CT 06484 VID# 99625 Phone: (877) 877-1920 Fax: (203) 268-8120 Email: <a href="mailto:purchaseorders@reallygoodstuff.com">purchaseorders@reallygoodstuff.com</a> Website: <a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a>	3%			3%		<a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a> Contact Purchasing for Catalog. Reference "Account # 0013211" on all orders.
Vendor: S & S Worldwide Contact: Keith A. Snow Address: 75 Mill Street Colchester, CT 06415 VID# Phone: (800) 642-7354 Fax: (800) 432-2842 Email: <a href="mailto:bids@ssww.com">bids@ssww.com</a> Website: <a href="http://www.ssww.com">www.ssww.com</a>	20%			20%		Contact Purchasing for Catalog. Reference "Bid #240-20-0" on all orders. Discount cannot be combined with Sale Prices, Offer Codes, In-Store Promotions, or Special Pricing.

**Mission Consolidated Independent School District  
Awarded Vendors  
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Scholastic Library Publishing, Inc. VID# Contact: Kathy Brown Phone: (800) 621-1115 Ext. 4 Address: 90 Old Sherman Turnpike Fax: (203) 797-3478 Danbury, CT 06810 Email: <a href="mailto:kmbrown@scholastic.com">kmbrown@scholastic.com</a> Website:	0%	0-40%				Contact Purchasing for Catalogs. 5% shipping for orders less than \$350, Free shipping on orders of \$350 or more.
Vendor: School Health Corporation VID# Contact: Eric Haysack Phone: (866) 323-5465 Address: 5600 Apollo Drive Fax: (800) 235-1305 Rolling Meadows, IL 60008 Email: <a href="mailto:bids@schoolhealth.com">bids@schoolhealth.com</a> Website:	11%			11%		<a href="http://www.schoolhealth.com">www.schoolhealth.com</a> Contact Purchasing for Catalog. Reference "School Health Bid #3721866" on all orders. \$9.95 Shipping for orders under \$90, free shipping for orders over \$90. Click here for Exclusions.
Vendor: School Specialty, Inc. VID# Contact: Customer Service Phone: (888) 388-3224 Address: W6316 Design Dr Fax: (888) 388-6344 Greenville, WI 54942 Email: <a href="mailto:orders@schoolspecialty.com">orders@schoolspecialty.com</a> Website: <a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>	14% Furniture, AV & Equipment 33% Supply Items			14% Furniture, AV & Equipment 33% Supply Items		<a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a> Digital Catalog: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a> Reference "Bid #7791658305" on all orders. Click here for Exclusions and Shipping Information.
Vendor: TouchMath LLC VID# 104452 Contact: Nancy Lawrence Phone: (800) 888-9191 Address: 5445 Mark Dabling Blvd, Ste 200 Fax: (719) 593-2446 Colorado Springs, CO 80918 Email: <a href="mailto:contracts@touchmath.com">contracts@touchmath.com</a> Website: <a href="http://www.touchmath.com">www.touchmath.com</a>	0-10%	0-10%		0-10%		<a href="http://www.touchmath.com">www.touchmath.com</a> Contact Purchasing for Catalog. Shipping 8% of total, minimum charge of \$8. Click here for Discount and Shipping Details.
Vendor: YouthLight Inc VID# 92359 Contact: Sandra C. McCarthy Phone: (800) 209-9774 Address: P O Box 115 Fax: (803) 345-0888 Chapin, SC 29036-0115 Email: <a href="mailto:smccarthy@youthlightbooks.com">smccarthy@youthlightbooks.com</a> Website: <a href="http://www.youthlight.com">www.youthlight.com</a>	5-20%			0%		Contact Purchasing for Catalog. 5% discount for orders \$500-\$749.99, 10% discount for orders \$750-\$999.99, 15% discount for orders \$1,000-2,499.99, 20% discount for orders \$2,500+. Shipping Fees \$0-\$69.99 = \$6.95, \$70-\$299.99 = 10%, \$300-\$999.99 = 6%, \$1,000+ = 4%.

**SUBJECT:** Award Purchase of Bilingual/ESL Classroom Library Books

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

Research shows that strong native language skills contribute to English Learners' academic success throughout their education – in their native language and in English. Providing our English Learners with culturally relevant books in their native language will promote the continued development of their native language skills, as well as biliteracy and bilingualism.

A teacher and librarian survey identified a need for more culturally relevant Books in Spanish. Campus librarians made the selection of books that would meet their campus English Learners' specific needs. These books will be made available to all Dual Language and ESL students PK-12th grade.

**ADMINISTRATIVE CONSIDERATIONS**

On June 24, 2020, the Board of Trustees awarded renewals of catalog contracts for Library Books 261-20-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	<b>\$252,000</b>
Estimated Expenditure	

**RECOMMENDATION**

Approval of Purchase of Bilingual/ESL Classroom Library Books.

Administration recommends classroom library books be purchased using vendors awarded on the listed tabulation sheet.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Angelina Martinez, Director for Bilingual Education/ESL  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Library Books Catalog #261-20-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Barnes &amp; Noble Bookseller INC</u></li> <li>2. <u>Bound to Stay Bound Books</u></li> <li>3. <u>CAAB Tree Publishing</u></li> <li>4. <u>Capstone</u></li> <li>5. <u>Cengage Learning INC</u></li> <li>6. <u>Central Programs INC dba Gumdrop Books</u></li> <li>7. <u>Children's Plus INC</u></li> <li>8. <u>Complete Book &amp; Media Supply INC</u></li> <li>9. <u>Delaney Educational Enterprises</u></li> <li>10. <u>Follett School Solutions INC</u></li> <li>11. <u>Garrett Book Company</u></li> <li>12. <u>Gateway Printing &amp; Office Supply INC</u></li> <li>13. <u>Keystone Books and Media</u></li> <li>14. <u>Lakeshore Equipment Company dba Lakeshore Learning Materials</u></li> <li>15. <u>Lectorum Publications INC</u></li> <li>16. <u>Lektro INC bda Escue &amp; Associates</u></li> <li>17. <u>Mackin Educational Resources</u></li> <li>18. <u>National Highlights INC</u></li> <li>19. <u>Perma-Bound Books</u></li> <li>20. <u>QEP Professional Books</u></li> <li>21. <u>Rainbow Book Company</u></li> <li>22. <u>School Specialty INC</u></li> <li>23. <u>Solution Tree INC</u></li> <li>24. <u>World Book INC</u></li> </ol>
Term:	One Year / One-year option to renew
Term Period :	June 2020 - July 2021

Mission Consolidated Independent School District  
 Awarded Vendors  
 Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Barnes & Noble Booksellers INC Contact: Madeline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# Phone: 212-352-3769 Fax: Email: <a href="mailto:businessdevelopmentbids@bn.com">businessdevelopmentbids@bn.com</a> Website: <a href="http://www.bn.com">www.bn.com</a>	0-35 %	0-35%	N/A	N/A	N/A
Vendor: Bound to Stay Bound Books Contact: Lori Smith Address: 1880 West Morton Jacksonville IL 62650 VID# Phone: 800-637-6586 Fax: Email: <a href="mailto:sales@btsb.com">sales@btsb.com</a> Website: <a href="http://www.btsb.com">www.btsb.com</a>	N/A	30%	N/A	N/A	N/A
Vendor: CAAB TREE Publishing Contact: Greg Escue Address: 347 Fifth Avenue Ste 1402-145 New York NY 10016 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: <a href="mailto:greg@escuebooks.com">greg@escuebooks.com</a> Website: <a href="http://www.caabtreebooks.com">www.caabtreebooks.com</a>	N/A	25%	N/A	25%	N/A
Vendor: Gateway Printing & Office Supply INC Contact: Rudy Castilleja Address: 315 S Closner Edinburg TX 78539 VID# Phone: 956-383-3861 Fax: 956-316-025 Email: <a href="mailto:rudyp@gateway.com">rudyp@gateway.com</a> Website: <a href="http://www.gateway.com">www.gateway.com</a>	15-27%	N/A	N/A	15-27%	N/A
Vendor: Lakeshore Equipment Company Contact: Rafael Muro Address: 2695 E Dominguez St Carson CA 90895 VID# Phone: 800-421-5354 Fax: 310-537-7990 Email: <a href="mailto:diddept@lakeshorelearning.com">diddept@lakeshorelearning.com</a> Website: <a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a>	5%	N/A	N/A	5%	5%
Vendor: Lektro INC dba Escue & Associates Contact: Greg Escue Address: 4309 River Ranch Circle Robstown TX 78380 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: <a href="mailto:greg@escuebooks.com">greg@escuebooks.com</a> Website: <a href="http://www.escuebooks.com">www.escuebooks.com</a>	N/A	10-30%	N/A	10-30%	N/A
Vendor: National Highlights INC Contact: Greg Escue Address: 450 Parkway Dr Ste D Broomall PA 19008 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: <a href="mailto:greg@escuebooks.com">greg@escuebooks.com</a> Website: <a href="http://www.masoncrest.com">www.masoncrest.com</a>	N/A	25%	N/A	25%	N/A
Vendor: Perma-Bound Books Contact: Carol Foster Address: 617 E Vandalia Road Jacksonville IL 62650 VID# Phone: 800-637-6581 Fax: 800-861-8143 Email: <a href="mailto:fosterc@perma-bound.com">fosterc@perma-bound.com</a> Website: <a href="http://www.perma-bound.com">www.perma-bound.com</a>	3%	N/A	N/A	3%	N/A

Mission Consolidated Independent School  
 District Awarded Vendors  
 Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Solution Tree INC Contact: Jim Watson Address: 555 N Morton Street Bloomington IN 47404 VID# Phone: 800-733-6786 Fax: Email: <a href="mailto:bids@solutiontree.com">bids@solutiontree.com</a> Website:	N/A	N/A	N/A	N/A	N/A
Vendor: Capstone Contact: Doug Smith Address: 1710 Roe Crest Drive North Mankato MN 56003 VID# Phone: 800-747-4992 Fax: 888-262-0705 Email: <a href="mailto:bids@capstonepub.com">bids@capstonepub.com</a> Website: <a href="http://www.capstonepub.com">www.capstonepub.com</a>	N/A	N/A	N/A	N/A	N/A
Vendor: Cengage Learning INC Contact: Lauren Thomson Address: 27500 Drake Road Farmington Hills MI 48331 VID# Phone: 513-229-1906 Fax: Email: <a href="mailto:lauren.thomson@cengage.com">lauren.thomson@cengage.com</a> Website: <a href="http://www.gale.com/schools">www.gale.com/schools</a>	N/A	N/A	N/A	N/A	N/A
Vendor: Central Programs INC dba Gumdrop Books Contact: Nancy Crovetti Address: PO Box 505 Bethany MO 64424 VID# Phone: 800-821-7199 Fax: Email: <a href="mailto:wecare@gumdropbooks.com">wecare@gumdropbooks.com</a> Website: <a href="http://www.gumdropbooks.com">www.gumdropbooks.com</a>	N/A	N/A	N/A	N/A	N/A
Vendor: Children's Plus INC Contact: Michael Beechin Address: 1387 Butch American Way Beecher IL 60401 VID# Phone: 800-230-1279 Fax: Email: <a href="mailto:bids@childrensplusinc.com">bids@childrensplusinc.com</a> Website: <a href="http://www.hellocpi.com">www.hellocpi.com</a>	0-30%	N/A	N/A	0-30%	N/A
Vendor: Complete Book & Media Supply INC Contact: Kendall Montiegel Address: 1200 Tom Grande Dr Ste 200 Cedar Park TX 78813 VID# Phone: 800-986-1775 Fax: 512-616-0410 Email: <a href="mailto:kendall@completebook.com">kendall@completebook.com</a> Website: <a href="https://completebook.com">https://completebook.com</a>	N/A	N/A	N/A	5-50%	N/A
Vendor: Delaney Educational Enterprises Contact: Dominic Garza Address: 1387 Dutch American Way Beecher IL 60401 VID# Phone: 800-788-5557 Fax: Email: <a href="mailto:bids@deebooks.com">bids@deebooks.com</a> Website: <a href="http://www.deebooks.com">www.deebooks.com</a>	0-30%	N/A	N/A	0-30%	N/A
Vendor: Follett School Solutions INC Contact: Lisa Gorena Address: 1340 Ridgeview Drive McHenry IL 60050 VID# Phone: 888-511-5114 Fax: 800-852-5458 Email: <a href="mailto:fssbidadmin@follett.com">fssbidadmin@follett.com</a> Website:	N/A	N/A	N/A	N/A	N/A

Mission Consolidated Independent School  
 District Awarded Vendors  
 Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Garrett Book Company Contact: Cherly York Address: 130 E 13th Street Ada OK 74820 VID# Phone: 800-654-9366 Fax: Email: <a href="mailto:cherly.york@garrettbooks.com">cherly.york@garrettbooks.com</a> Website: <a href="http://www.garrettbooks.com">www.garrettbooks.com</a>	30%	N/A	N/A	30%	N/A
Vendor: Keystone Books and Media Contact: Joe Walsh Address: 1387 Butch American Way Beecher IL 60401 VID# Phone: 866-231-7780 Fax: Email: <a href="mailto:cs@keystonebooksmedia.com">cs@keystonebooksmedia.com</a> Website: <a href="http://www.keystonebooksmedia.com">www.keystonebooksmedia.com</a>	0-30%	N/A	N/A	0-30%	N/A
Vendor: Lectorum Publications INC Contact: Alex Correa Address: 205 Chubb Avenue Lyndhurst NJ 07071 VID# Phone: 800-345-5946 Fax: 877-532-8676 Email: <a href="mailto:acorrea@lectorum.com">acorrea@lectorum.com</a> Website: <a href="http://www.lectorum.com">www.lectorum.com</a>	20%	20%	20%	20%	N/A
Vendor: Mackin Educational Resources Contact: Grace Mundt Address: 3505 Country Road 42 West Burnsville MN 55306 VID# Phone: 800-245-9540 Fax: 800-369-5490 Email: <a href="mailto:bids@mackin.com">bids@mackin.com</a> Website: <a href="http://www.mackin.com">www.mackin.com</a>	5%	N/A	N/A	5%	N/A
Vendor: QEP Professional Books Contact: Catherine McGough Address: 3273 Independence Parkway Plano TX 75075 VID# Phone: 972-985-0025 or 800-323-6787 Fax: 972-964-2104 Email: <a href="mailto:cmcgough@qepbooks.com">cmcgough@qepbooks.com</a> Website: <a href="http://www.qepbooks.com">www.qepbooks.com</a>	N/A	0-35%	N/A	20%	N/A
Vendor: Rainbow Book Company Contact: Michael Beechin Address: 1387 Dutch American Way Beecher IL 60401 VID# Phone: 800-255-0965 Fax: Email: <a href="mailto:sales@rainbowbookcompany.com">sales@rainbowbookcompany.com</a> Website: <a href="http://www.rainbowbookcompany.com">www.rainbowbookcompany.com</a>	0-30%	N/A	N/A	0-30%	N/A
Vendor: School Specialty INC Contact: Amy Fuss Address: W6316 Design Drive Greenville WI 54942 VID# Phone: 888-388-3224 Fax: 888-388-6344 Email: <a href="mailto:bidnotices@schoolspecialty.com">bidnotices@schoolspecialty.com</a> Website: <a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>	14-33%	N/A	N/A	N/A	N/A
Vendor: World Book INC Contact: Jeff Williamson Address: 180 N LaSalle Street, Suite 900 Chicago IL 60601 VID# Phone: 312-350-0778 Fax: 888-922-3766 Email: <a href="mailto:jeff.williamson@worldbook.com">jeff.williamson@worldbook.com</a> Website: <a href="https://worldbook.com">https://worldbook.com</a>	N/A	N/A	N/A	N/A	N/A

**SUBJECT:** Award Purchase of Advanced Placement Exams

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

Each year, students enrolled in Advanced Placement courses take the AP exam for the respective course in May. After testing, campuses submit their invoices for payment. College Board exams are \$94 each, however, a School Site Waiver Fee of \$9 is deducted, resulting in a cost of \$85 per exam. Students identified as lower SES receive additional fee reductions totaling \$60 (College Board fee reduction of \$32 and Texas fee reduction of \$28) resulting in a cost of \$25; lower SES students pay \$15. All other students pay \$40 per exam, while the district covers the difference. For 2021, the invoices are anticipated to exceed \$50,000, with the district's cost being approximately \$63,573 for approximately 1,613 AP exams.

This year, AP will allow campuses to test students across three different testing windows in order to ensure a safe testing environment. The first window will be from May 3-17 and be exclusively for pen and paper tests conducted on the campus. The second window will be from May 18-28 and be a combination of pen and paper tests conducted on campus and digital versions of the exams, which can be administered at home or on the campus. The third window will be from June 1-11 and will primarily be digital versions of the exams that can be administered at home or on the campus. The one exception will be the Spanish Language and Culture exam, which is required to be taken on the campus. Campuses can choose to test during all three windows, allowing small group testing.

**ADMINISTRATIVE CONSIDERATIONS**

The requesting department has submitted a Sole Source Justification. As per Texas Educational Code 44.031(j) a Sole Source Purchase would be exempt from complying with TEC 44.031(a) requiring an approved purchasing method for contracts valued at \$50,000 or more.

Purchasing Department's review of the purchase request reached the following conclusion:

1. The District has attempted to solicit proposals but competition is limited.

**FUNDING SOURCE / AMOUNT**

174 Account and AP Funds / Approximately \$63,573.

**RECOMMENDATION:**

Approval of the purchase of Advanced Placement Exams from College Board.

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Asst. Supt. for Curriculum and Instruction  
Cynthia Wilson, Executive Director for Secondary Education  
John Hill, Director for Advanced Academics/UII/College Readiness  
Edilberto Flores, Mission High School Principal  
Fidel Garza, Veterans Memorial High School Principal  
Ana Lisa Flores, Mission Collegiate High School Principal  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Award Purchase of Desktop Computers

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In 2019-2020, the district began to assess the technology inventory at all campuses in order to address the large number of computers that had become obsolete. The State & Federal Programs Department collaborated with the District Technology and Instructional Technology Departments as well as campus administrators. Based on information provided, it was determined that there was a district wide need for desktop computer stations to be used as instructional tools in the core content areas. Computers purchased were used as replacements for obsolete or non-functioning computers. In order to continue an annual replacement rotation and ensure that campuses have highly functional student desktop stations, the district is now looking to replace all 9010 and 9020 models currently allocated for student use. Desktop computer stations will be purchased for replacement of student 9010 and 9020 models at applicable Elementary, Jr. High, and High Schools. This includes Roosevelt and Options Academy. These models are 6+ years old. Inventory records indicate the need for 730 replacements.

**ADMINISTRATIVE CONSIDERATIONS**

This purchase will be made using Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

**FUNDING SOURCE AND AMOUNT**

State Compensatory Funds	<b>\$750,000</b>
Estimated Expenditure	

**RECOMMENDATION:**

A recommendation will be brought to the regular board meeting next week.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs & School Improvement  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Purchasing Coordinator  
Joel Garcia, Executive Director for Technology & Information Systems  
Noe Pena, Director of Technology Systems

**SUBJECT:** Approval of Donations

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In accordance with Board Policy CDC (Legal), all bequest of property for the benefit of the public schools shall, when not otherwise directed by the grantor, vest the property in the Board. Funds or other property donated, or the income therefrom, may be expended:

1. For any purpose designated by the donor that is in keeping with the lawful purposes of the schools that are to benefit from the donation; or
2. For any legal purpose if the donor designated no specific purpose.

The district receives donations from various sources throughout the school year. The majority of donations are given to the student activity funds to be used for student travel and awards. Some donations are in cash and some are non-cash, such as equipment, food, and services.

**AMINISTRATION CONSIDERATION**

The total donations received were \$21,981.86. These donations benefit our students.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Approval of donations

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna Zuniga, CPA, Director for Finance  
Rosalinda Rodriguez, Accountant

Mission Consolidated Independent School District  
 Donations through March 2021

Date	Campus / Scholarship	Cash	Non-Cash	Donor	Purpose
03/09/21	Health Services / Central Office		20,468.76	Mylan / BioRidge Pharma, LLC	Donation of 46 EpiPen injector units to be used as needed in case of an anaphylaxis emergency.
03/24/21	Mission Veterans High School		1,513.10	Mission Veterans Boys Basketball Booster Club	Donation of two door wraps and a window wrap with improvements to the boys basketball locker room.
	Total donations	\$ -	\$ 21,981.86		

**SUBJECT:** Approval of Budget Amendment for the Month of April 2021

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In accordance with TEA budget and accounting procedures guidelines, the District’s official budget includes the General Fund and Debt Service. The adoption of the budgets associated with these funds, and subsequent amendments, should be approved by the Board of Trustees. The authority to approve a budget or a budget amendment for a grant program, however, lies with the granting agency and not with the District’s Board.

The budget amendments are broken down into the following two categories:

1. Programmatic or policy changes – amendments that are necessary because of policy changes or program revisions that increase/decrease the budget.
2. Adjustment of original estimates – amendments that are necessary because the original amounts required adjustments but do not increase/decrease the budget.

**ADMINISTRATIVE CONSIDERATIONSE**

All requests for budget amendments have been reviewed and are justified for the programmatic or policy changes and adjustments of original estimates.

**FUNDING SOURCE AND AMOUNT**

General Fund \$852,794 increase in expenditures budget for anticipated expenditures related to the Tom Landry Stadium Repairs Project.

Debt Service \$350,000 increase in expenditures.

Total General Fund expenditures budget \$180,855,479.

Total Debt Service Fund expenditures budget \$9,944,602

**RECOMMENDATION:**

Approval of budget amendment as presented.

**CONTACT PERSONS**

Rumalda Ruiz, Assistant Superintendent for Finance

**Mission Consolidated Independent School District**  
**GENERAL FUND**  
**Budget Amendment for the Month of April 2021**  
**Fiscal Year 2020 - 2021**

Description	Amended Budget March 20, 2021	April Amendments	Amended Budget April 14, 2021
<b>Audited Beginning Fund Balance</b>	<b>76,331,591</b>		<b>\$ 76,331,591</b>
Revenues:			
5700 - Local	\$ 27,604,245		\$ 27,604,245
5800 - State	128,226,929		128,226,929
5900 - Federal	16,344,257		16,344,257
<b>Total Revenues</b>	<b>\$ 172,175,431</b>	<b>\$ -</b>	<b>\$ 172,175,431</b>
Expenditures:			
11 Instruction	\$ 90,470,236	\$ 177,300	\$ 90,647,536
12 Inst. Res. & Media Services	2,514,248	0	2,514,248
13 Curriculum Dev. & Inst. Staff Dev.	3,332,145	0	3,332,145
21 Inst. Leadership	2,472,555	0	2,472,555
23 School Leadership	9,725,032	0	9,725,032
31 Guid., Counseling & Eval. Ser.	5,783,699	(54,000)	5,729,699
32 Social Work Services	603,119	0	603,119
33 Health Services	1,688,003	0	1,688,003
34 Student (Pupil) Trans.	4,649,631	0	4,649,631
35 Food Services	13,877,053	0	13,877,053
36 Curricular/Extracurricular Act.	7,157,092	(123,300)	7,033,792
41 General Administration	5,407,752	0	5,407,752
51 Plant Maint. & Operations	20,854,846	0	20,854,846
52 Security and Monitoring Serv.	2,780,084	0	2,780,084
53 Data Processing Services	3,242,416	0	3,242,416
61 Community Services	288,057	0	288,057
71 Debt Service	1,031,520	0	1,031,520
81 Fac. Acquisition & Const.	3,747,107	852,794	4,599,901
95 Pmt. to Juv. Justice Alt. Ed. Prg.	20,000	0	20,000
99 Other Intergovernmental Charges	358,090	0	358,090
<b>Total Expenditures</b>	<b>\$ 180,002,685</b>	<b>\$ 852,794</b>	<b>\$ 180,855,479</b>
7900 - Other Sources	\$ 15,627,924		\$ 15,627,924
8900 - Other Uses	\$ (15,727,793)		\$ (15,727,793)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ (99,869)</b>	<b>\$ -</b>	<b>\$ (99,869)</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 68,404,468</b>	<b>\$ (852,794)</b>	<b>\$ 67,551,674</b>

**Mission Consolidated Independent School District**

**DEBT SERVICE**

**Budget Amendment for the Month of April 2021**

**Fiscal Year 2020 - 2021**

Description	Amended Budget February 10, 2021	April Amendments	Amended Budget
<b>Audited Fund Balance</b>	<b>\$ 5,239,599</b>		<b>5,239,599</b>
Revenues:			
5700 - Local	\$ 4,202,708	-	4,202,708
5800 - State	4,684,522	-	4,684,522
<b>Total Revenues</b>	<b>\$ 8,887,230</b>	<b>\$ -</b>	<b>\$ 8,887,230</b>
Expenditures:			
71 Debt Service	\$ 9,594,602	\$ 350,000	\$ 9,944,602
<b>Total Expenditures</b>	<b>\$ 9,594,602</b>	<b>\$ 350,000</b>	<b>\$ 9,944,602</b>
7900 - Other Sources:	\$ 52,476,308	\$ -	\$ 52,476,308
8900 - Other Uses	(51,951,550)	0	(51,951,550)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ 524,758</b>	<b>\$ -</b>	<b>\$ 524,758</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 5,056,985</b>	<b>\$ (350,000)</b>	<b>\$ 4,706,985</b>

**SUBJECT:** Financial Report for the Month of February 2021

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In accordance with Board Policy CFA (LEGAL), The Board shall prepare an annual financial statement that shows the following for each fund subject to its authority during the fiscal year:

1. The total receipts of the fund, itemized by source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived.
2. The total disbursements of the fund, itemized by the nature of the expenditure.
3. The balance in the fund at the close of the fiscal year.

Monthly financial reports are prepared throughout the year by Administration for information purposes only.

**ADMINISTRATIVE CONSIDERATIONS**

The General Fund Financial reports compare the budgeted revenues and expenditures. Actual revenues for February 2021 totaled \$113,702,934 and actual expenditures totaled \$89,907,944. The excess revenues, other resources and other uses over expenses was \$23,848,920. This number does not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Fund financial report is also attached.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Information item only

**CONTACT PERSON(S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna Zuniga, CPA Director for Finance

Mission Consolidated Independent School District

General Fund

February 28, 2021

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 27,604,245	\$23,068,060	\$ (4,536,185)	83.57%
5800	State Program Revenues	128,226,929	\$82,879,674	(45,347,255)	64.64%
5900	Federal Program Revenues	16,344,257	\$7,755,201	(8,589,056)	47.45%
	<b>Total Revenues</b>	<b>\$ 172,175,431</b>	<b>\$ 113,702,934</b>	<b>\$ (58,472,497)</b>	
<b>Expenditures</b>					
11	Instruction	\$ 90,470,236	\$42,848,643	\$ 47,621,593	47.36%
12	Instrucional Resources & Media Services	2,514,248	\$1,118,872	1,395,376	44.50%
13	Curriculum and Personnel Development	3,332,145	\$1,695,713	1,636,432	50.89%
21	Instructional Administration	2,472,555	\$1,544,114	928,441	62.45%
23	School Administration	9,725,032	\$5,371,666	4,353,366	55.24%
31	Guidance and Counseling Services	5,783,699	\$3,071,659	2,712,040	53.11%
32	Attendance and Social Work Services	603,119	\$449,642	153,477	74.55%
33	Health Services	1,688,003	\$1,020,408	667,595	60.45%
34	Pupil Transportation	4,649,631	\$2,589,891	2,059,740	55.70%
35	Food Services	13,877,053	\$6,990,788	6,886,265	50.38%
36	Co-Curricular Activities	7,157,092	\$3,039,454	4,117,638	42.47%
41	General Administration	5,407,752	\$3,232,479	2,175,273	59.77%
51	Plant Maintenance and Operations	20,854,846	\$10,626,455	10,228,391	50.95%
52	Security and Monitoring	2,780,084	\$1,204,077	1,576,007	43.31%
53	Data Processing Services	3,242,416	\$2,059,411	1,183,005	63.51%
61	Community Services	288,057	\$45,299	242,758	15.73%
71	Debt Service	1,031,520	\$861,918	169,602	83.56%
81	Facilities Acquisition and Construction	3,747,107	\$1,995,484	1,751,623	53.25%
95	Juvenile Justice Alt. Education	20,000	\$0	20,000	0.00%
99	Other Intergovernmental Charges	358,090	\$141,970	216,120	0.00%
	<b>Total Expenditures</b>	<b>\$ 180,002,685</b>	<b>\$89,907,944</b>	<b>\$ 90,094,741</b>	<b>0</b>
1100	<b>Excess (Deficiency)</b>	<b>\$ (7,827,254)</b>	<b>\$23,794,990</b>	<b>\$ 31,622,244</b>	
<b>Non-Operating Revenue</b>					
7912	Sale of Real or Personal Property	\$ 53,000	\$ 53,930	\$ 930	101.76%
7915	Operating Transfers In	15,574,924	\$ -	(15,574,924)	0.00%
	<b>Total Non-Operating Revenue</b>	<b>\$ 15,627,924</b>	<b>\$ 53,930</b>	<b>\$ (15,573,994)</b>	
<b>Non-Operating Expenses</b>					
8911	Other Uses	\$ (15,727,793)	\$ -	\$ (15,727,793)	0.00%
	<b>Total Non-Operating Expenses</b>	<b>\$ (15,727,793)</b>	<b>\$ -</b>	<b>\$ (15,727,793)</b>	
1200	<b>Excess (Deficiency)</b>	<b>\$ (7,927,123)</b>	<b>\$ 23,848,920</b>	<b>\$ 320,457</b>	
0100	<b>Fund Balance - Beginning Audited</b>	<b>\$ 76,331,591</b>	<b>\$ 76,331,591</b>	<b>\$ -</b>	
3000	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 68,404,468</b>	<b>\$ 100,180,511</b>	<b>\$ 320,457</b>	

Mission Consolidated Independent School District

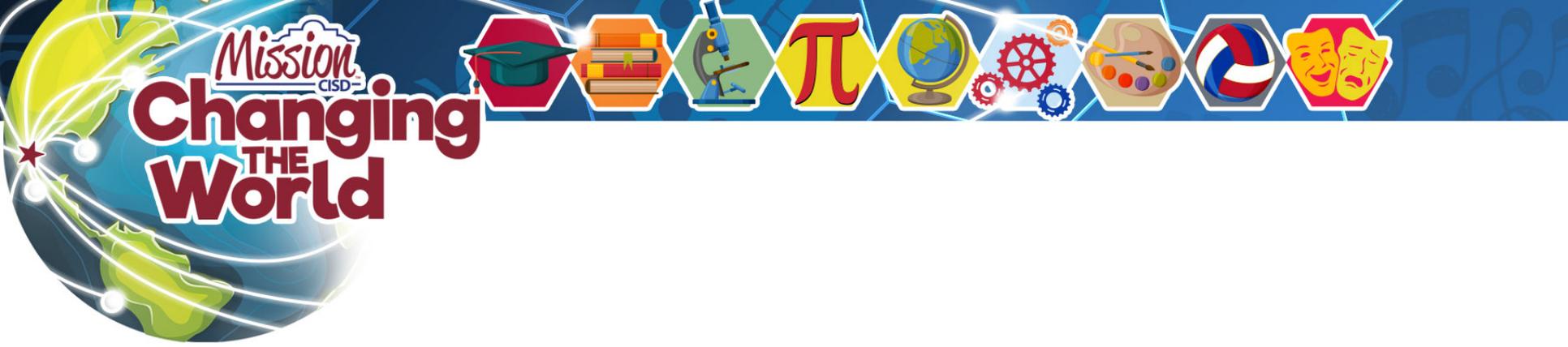
February 28, 2021

DEBT SERVICE FUND 599

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 4,202,708	\$ 3,684,190	\$ (518,518)	87.66%
5800	State Program Revenues	4,684,522	4,834,219	149,697	103.20%
	<b>Total Revenues</b>	<b>\$ 8,887,230</b>	<b>\$ 8,518,409</b>	<b>\$ (368,821)</b>	
<b>Expenditures</b>					
71	Debt Services	\$ 9,594,602	\$ 9,895,553	\$ (300,951)	103.14%
	<b>Total Expenditures</b>	<b>\$ 9,594,602</b>	<b>\$ 9,895,553</b>	<b>\$ (300,951)</b>	
1100	<b>Excess (Deficiency)</b>	<b>\$ (707,372)</b>	<b>\$ (1,377,144)</b>	<b>\$ (669,772)</b>	
<b>Non-Operating Revenue</b>					
7900	Operating Transfers In	\$52,476,308	\$52,476,307	(\$1)	0.00%
<b>Non-Operating Expenses</b>					
8900	Operating Transfers Out	\$ 51,951,550	\$ 51,951,549	\$ (1)	0.00%
1200	<b>Excess (Deficiency)</b>	<b>\$ (182,614)</b>	<b>\$ (852,386)</b>	<b>\$ (669,772)</b>	
0100	Fund Balance - Beginning Audited	\$ 5,239,599	\$ 5,239,599	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 5,056,985	\$ 4,387,212	\$ (669,772)	

**Mission Consolidated Independent School District**  
**Self Funded Health Insurance Fund**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
**February 2021**

<b>Operating Revenues</b>		
5700	Local and Intermediate Sources	\$ 8,822,940
	<b>Total Revenues</b>	<b>\$ 8,822,940</b>
<b>Operating Expenditures</b>		
6100	Payroll Expenditures	\$ 9,644,669
6200	Professional & Contracted Services	-
6300	Supplies & Materials	-
6400	Other Operating Costs	-
6500	Debt Service	-
6600	Capital Outlay	-
	<b>Total Expenses</b>	<b>\$ 9,644,669</b>
	<b>Operating Income (Loss)</b>	<b>\$ (821,729)</b>
<b>Non-Operating Revenues (Expenses)</b>		
5700	Interest Revenue	\$ 639
	<b>Total Non-Operating Revenues (Expenses)</b>	<b>\$ 639</b>
	<b>Income (Loss) Before Contributions &amp; Transfers</b>	<b>\$ (821,089)</b>
<b>Contributions &amp; Transfers</b>		
7900	Transfers In	\$ -
8900	Transfers Out	-
<b>1300</b>	<b>Change in Net Position</b>	<b>\$ (821,089)</b>
<b>0100</b>	<b>Total Net Position - Beginning Unaudited</b>	<b>\$ 956,250</b>
<b>3300</b>	<b>Total Net Position - Ending Unaudited</b>	<b>\$ 135,161</b>



# Self-Funded Group Health Plan

95

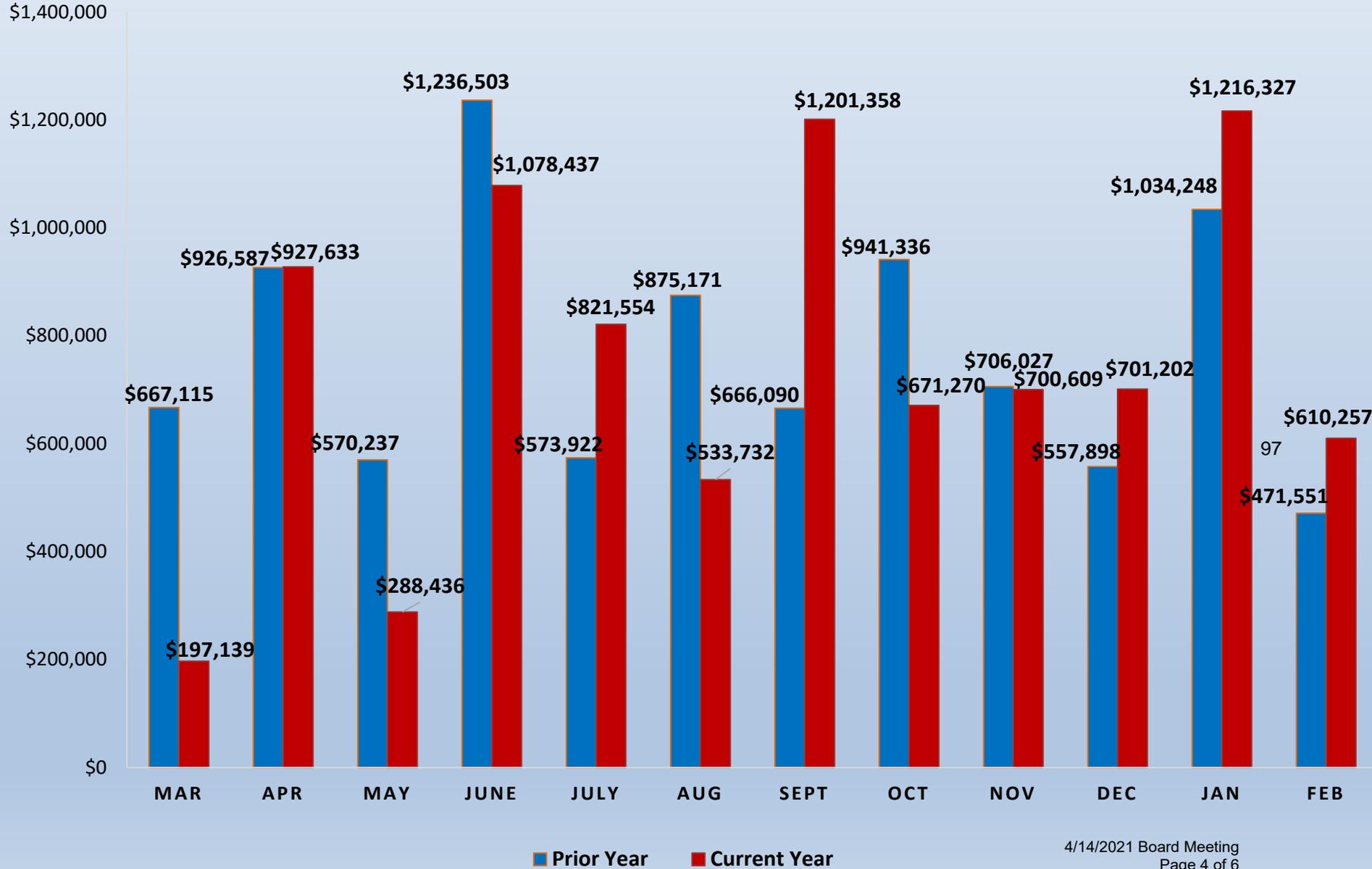
## February 2021

**Mission Consolidated Independent School District  
Self Funded Health Insurance Fund  
Statement of Revenues, Expenses, and Changes in Net Position  
February 2021**

Operating Revenues	Actual	%
<i>Premiums:</i>		
Medical - Employee	\$ 2,025,845	22.96%
Medical - Employer	6,756,043	76.57%
Administrative Fees-Refunds	1,440	0.02%
Claim Credits	519	0.01%
Pharmacy Credits/Rebates	66	0.00%
Stop Loss Insurance	36,511	0.41%
Cobra	2,517	0.03%
Non - Operating Revenues		
Interest Revenue	\$ 639	0.01%
<b>Total Revenues</b>	<b>\$ 8,823,580</b>	<b>100.00%</b>
Operating Expenses		
<i>Claims:</i>		
Medical	\$ 6,456,310	66.94%
Pharmacy - RX	2,414,711	25.04%
<i>Administrative Fees:</i>		
Medical	132,998	1.38%
Aggregate Stop Loss	73,397	0.76%
Specific Stop Loss	495,804	5.14%
Independent External Review Fees	700	0.01%
Vendor Fees	14,897	0.15%
PCORI Fees	857	0.01%
Consulting Fees	45,000	0.47%
Non-Operating Expenses		
Other Expenses	\$ 9,995	0.10%
<b>Total Expenses</b>	<b>\$ 9,644,669</b>	<b>100.00%</b>
Operating Income (Loss)	\$ (821,089)	
Income (Loss) Before Contributions & Transfers	\$ (821,089)	
Contributions & Transfers		
Transfers In	\$ -	
<b>Change in Net Position</b>	<b>(821,089)</b>	
<b>Total Net Position - Beginning Unaudited</b>	<b>956,250</b>	
<b>Total Net Position - Ending Unaudited</b>	<b>\$ 135,161</b>	

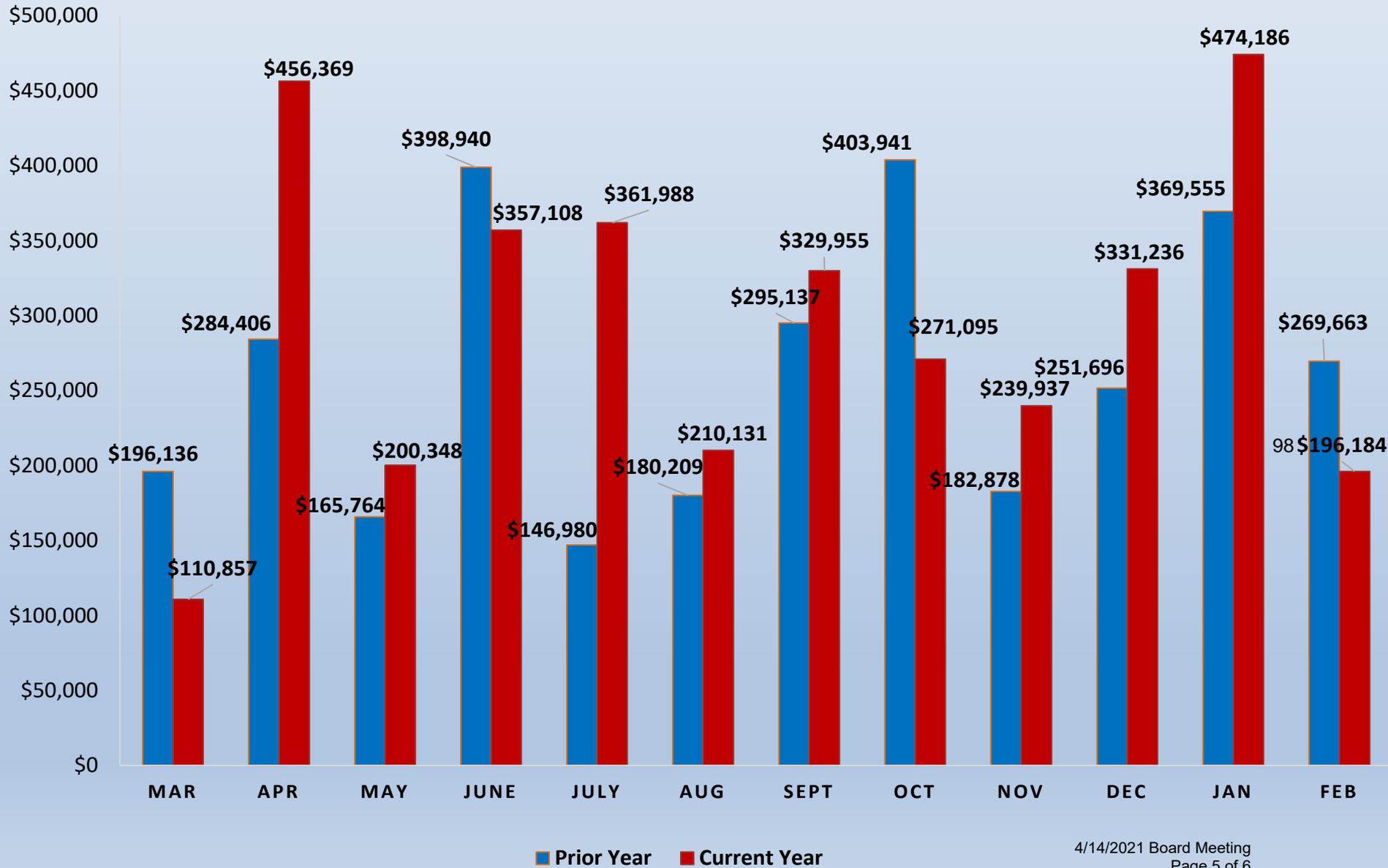
# Medical Claims Expense Overview

## 12 Month Trend – February 2021



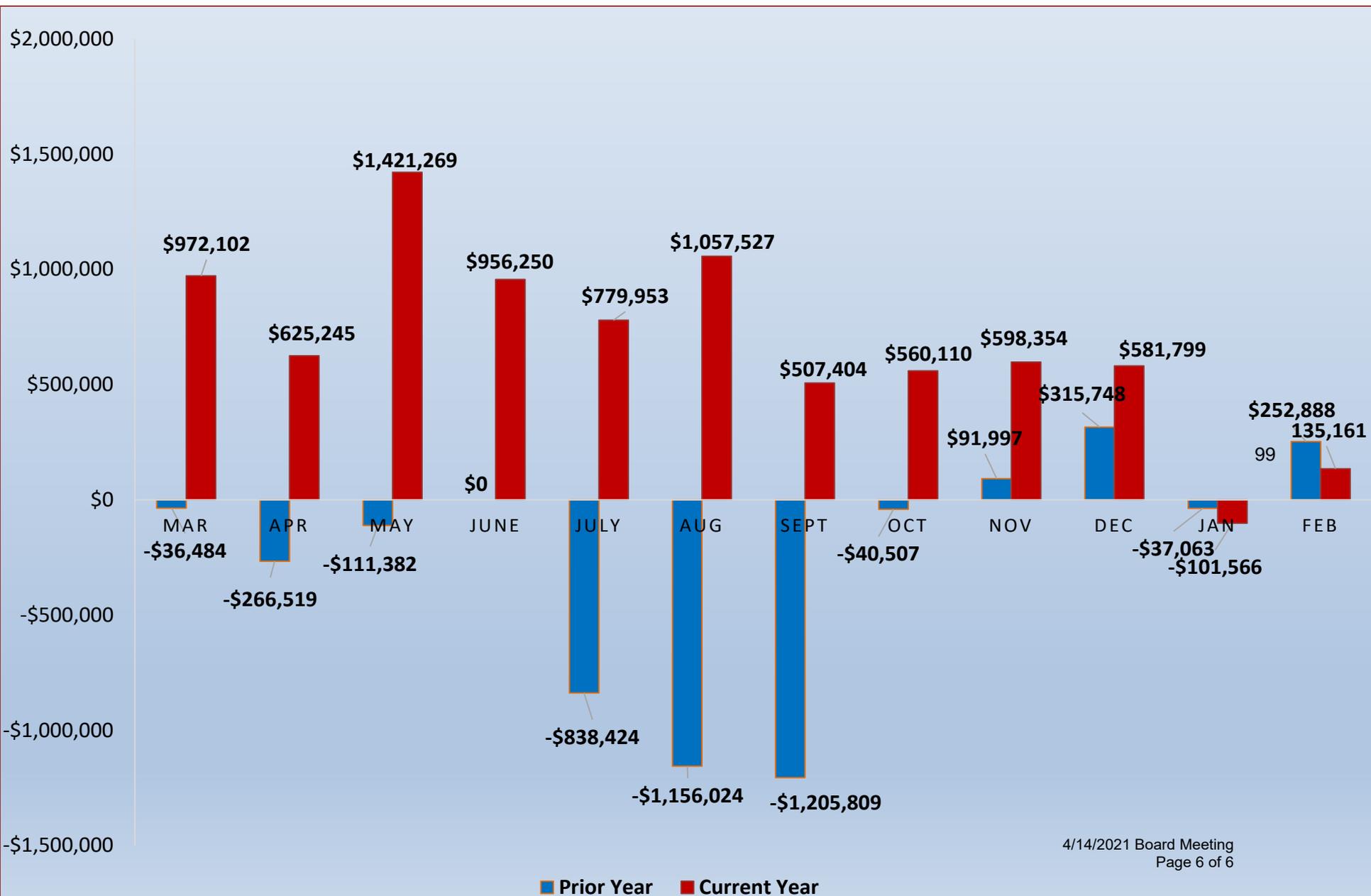
# Pharmacy Claims Expense Overview

## 12 Month Trend - February 2021



# Net Position Overview

## 12 Month Trend – February 2021



**SUBJECT:** Tax Levy Adjustments for the Month of February 2021

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The Hidalgo County Assessor & Collector has been collecting the District's taxes since December 1999. Both current and delinquent taxes are collected by Hidalgo County on our behalf.

**ADMINISTRATIVE CONSIDERATIONS**

Tax roll adjustments due to corrections, rollbacks, homesteads, dropped years, etc., resulted in a net decrease of \$252,961.43. Adjustments are reviewed and posted to the general ledger on a monthly basis. These modifications are included as part of the monthly tax report.

Collections totaled \$2,259,036.84. The monthly fee for this service is \$6,271.00.

Attached is the February 2021 Tax Collection Report

**FUNDING SOURCE AND AMOUNT**

Local Maintenance Levy Modification \$(221,182.38)  
Debt Service Levy Modification \$(36,797.10)  
Rollbacks \$5,018.05

**RECOMMENDATION:**

Informational item

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna Zuniga, CPA, Director of Finance  
Rosalinda Rodriguez, Accountant

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR  
MISSION C.I.S.D. TAXES COLLECTED FOR:  
FEBRUARY 2021

COMPARATIVE RATE OF COLLECTIONS

MISSION C.I.S.D. SMS - 48	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2020/2021	COLLECTED 2019/2020
2020 TAX ROLL	28,040,951.26	24,592,124.81		19,605.66	3,468,432.11	87.64%	87.19%
2019 & PRIOR YRS	4,957,234.99	1,184,843.14	(24,143.03)	(134,737.66)	3,613,511.16	24.69%	21.87%
ROLLBACK	-	15,175.00	-	20,193.05	5,018.05	75.15%	100.00%
TOTALS	32,998,186.25	25,792,142.95	(24,143.03)	(94,938.95)	7,086,961.32		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF FEBRUARY 2021

	MISSION C.I.S.D.	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	2,043,079.63	(252,671.91) CURRENT
CURRENT YEAR-P&I	74,101.97	
PRIOR YEARS-BASE TAX	84,037.32	(5,307.57) PRIOR
PRIOR YEARS-P&I	31,712.32	
ROLLBACK	8,882.84	5,018.05 ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	17,222.76	- PURGED
TOTAL COLLECTIONS	2,259,036.84	(252,961.43)
LESS TRANSFERRED	1,281,382.72	
LESS IN TRANSIT	971,138.19	
LESS DUE TO HCAD COMM FEES	244.93	
LESS DUE TO CO TREASURER	6,271.00	
BALANCE	(0.00)	

\*\*\*\*\*AFFIDAVIT\*\*\*\*\*

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE MISSION C.I.S.D., DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF FEBRUARY IS CORRECT.

*Pablo Paul Villarreal Jr.*  
\_\_\_\_\_  
ASSESSOR-COLLECTOR OF TAXES FOR MISSION C.I.S.D., TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 10TH DAY OF MARCH 2021 A.D.

*Jose E Jaramillo*  
\_\_\_\_\_  
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**HIDALGO COUNTY TAX OFFICE  
MISSION CISD**

**MODIFICATIONS FOR THE MONTH OF FEBRUARY 2021**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.19930	1.02800	85.72%	(252,671.91)	(216,581.94)	0.1713	14.28%	(36,089.97)
2019	1.23955	1.06835	86.19%	(3,029.21)	(2,610.83)	0.1712	13.81%	(418.38)
2018	1.3398	1.1700	87.33%	(2,278.36)	(1,989.61)	0.1698	12.67%	(288.75)
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
2016	1.3582	1.1700	86.14%	-	0.00	0.1882	13.86%	0.00
2015	1.3672	1.1700	85.58%	-	0.00	0.1972	14.42%	0.00
2014	1.3300	1.1700	87.97%	-	0.00	0.1600	12.03%	0.00
2013	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2012	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2011	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2010	1.3000	1.0400	80.00%	-	0.00	0.2600	20.00%	0.00
2009	1.2800	1.0400	81.25%	-	0.00	0.2400	18.75%	0.00
2008	1.2400	1.0400	83.87%	-	0.00	0.2000	16.13%	0.00
2007	1.1800	1.0400	88.14%	-	0.00	0.1400	11.86%	0.00
2006	1.4574	1.3374	91.77%	-	0.00	0.1200	8.23%	0.00
2005	1.5632	1.4632	93.60%	-	0.00	0.1000	6.40%	0.00
2004	1.5691	1.4632	93.25%	-	0.00	0.1059	6.75%	0.00
2003	1.5841	1.4632	92.37%	-	0.00	0.1209	7.63%	0.00
2002	1.5841	1.4500	91.53%	-	0.00	0.1341	8.47%	0.00
2001	1.5341	1.4394	93.83%	-	0.00	0.0947	6.17%	0.00
2000	1.5341	1.4000	91.26%	-	0.00	0.1341	8.74%	0.00
1999	1.5050	1.4208	94.41%	-	0.00	0.0842	5.59%	0.00
<b>TOTAL</b>				<b>(257,979.48)</b>	<b>(221,182.38)</b>			<b>(36,797.10)</b>

	M&O	I&S
2020	(252,671.91)	(36,089.97)
2019 & PRIOR	(5,307.57)	(707.13)
<b>TOTAL</b>	<b>(257,979.48)</b>	<b>(36,797.10)</b>

**ROLLBACK MODIFICATIONS FOR THE MONTH OF FEBRUARY 2021**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	0.0000	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	#DIV/0!
2019	1.2396	1.0684	86.19%	1,658.18	1,429.16	0.1712	13.81%	229.02
2018	1.3398	1.1700	87.33%	1,637.30	1,429.80	0.1698	12.67%	207.50
2017	1.3502	1.1700	86.65%	1,722.57	1,492.67	0.1802	13.35%	229.90
<b>TOTAL</b>				<b>5,018.05</b>	<b>4,351.63</b>			<b>666.42</b>

	M&O	I&S
CURRENT	-	-
DELINQUENT	5,018.05	666.42
<b>TOTAL</b>	<b>5,018.05</b>	<b>666.42</b>

03/08/2021 16:41:50 3707998  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 02/01/2021 THRU 02/28/2021  
 JURISDICTION: 0048 MISSION CISD

PAGE: 69  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2020	M & O	1.028000	1,751,259.80	.00	63,517.73	.00	1,814,777.53	.00	.00	.00	1,814,777.53
	I & S	.171300	291,819.83	.00	10,584.24	.00	302,404.07	.00	.00	.00	302,404.07
	TOTAL	1.199300	2,043,079.63	.00	74,101.97	.00	2,117,181.60	.00	.00	.00	2,117,181.60
2019	M & O	1.068350	45,182.34	.00	10,811.13	.00	55,993.47	9,306.40	.00	.00	65,299.87
	I & S	.171200	7,240.36	.00	1,732.51	.00	8,972.87	.00	.00	.00	8,972.87
	TOTAL	1.239550	52,422.70	.00	12,543.64	.00	64,966.34	9,306.40	.00	.00	74,272.74
2018	M & O	1.170000	18,362.71	.00	6,261.73	.00	24,624.44	3,772.03	.00	.00	28,396.47
	I & S	.169800	2,664.95	.00	908.74	.00	3,573.69	.00	.00	.00	3,573.69
	TOTAL	1.339800	21,027.66	.00	7,170.47	.00	28,198.13	3,772.03	.00	.00	31,970.16
2017	M & O	1.170000	10,283.58	.00	3,680.02	.00	13,963.60	1,938.99	.00	.00	15,902.59
	I & S	.180200	1,583.84	.00	566.75	.00	2,150.59	.00	.00	.00	2,150.59
	TOTAL	1.350200	11,867.42	.00	4,246.77	.00	16,114.19	1,938.99	.00	.00	18,053.18
2016	M & O	1.170000	1,425.58	.00	867.05	.00	2,292.63	398.42	.00	.00	2,691.05
	I & S	.188200	229.31	.00	139.50	.00	368.81	.00	.00	.00	368.81
	TOTAL	1.358200	1,654.89	.00	1,006.55	.00	2,661.44	398.42	.00	.00	3,059.86
2015	M & O	1.170000	619.07	.00	411.44	.00	1,030.51	167.49	.00	.00	1,198.00
	I & S	.197200	104.36	.00	69.34	.00	173.70	.00	.00	.00	173.70
	TOTAL	1.367200	723.43	.00	480.78	.00	1,204.21	167.49	.00	.00	1,371.70
2014	M & O	1.170000	842.76	.00	715.28	.00	1,558.04	265.08	.00	.00	1,823.12
	I & S	.160000	115.26	.00	97.82	.00	213.08	.00	.00	.00	213.08
	TOTAL	1.330000	958.02	.00	813.10	.00	1,771.12	265.08	.00	.00	2,036.20
2013	M & O	1.170000	656.20	.00	578.31	.00	1,234.51	176.01	.00	.00	1,410.52
	I & S	.130000	72.93	.00	64.26	.00	137.19	.00	.00	.00	137.19
	TOTAL	1.300000	729.13	.00	642.57	.00	1,371.70	176.01	.00	.00	1,547.71
2012	M & O	1.170000	257.20	.00	280.34	.00	537.54	89.59	.00	.00	627.13
	I & S	.130000	28.58	.00	31.14	.00	59.72	.00	.00	.00	59.72
	TOTAL	1.300000	285.78	.00	311.48	.00	597.26	89.59	.00	.00	686.85
2011	M & O	1.170000	243.85	.00	290.47	.00	534.32	88.45	.00	.00	622.77
	I & S	.130000	27.08	.00	32.28	.00	59.36	.00	.00	.00	59.36
	TOTAL	1.300000	270.93	.00	322.75	.00	593.68	88.45	.00	.00	682.13
2010	M & O	1.040000	48.09	.00	63.60	.00	111.69	20.94	.00	.00	132.63
	I & S	.260000	12.03	.00	15.90	.00	27.93	.00	.00	.00	27.93
	TOTAL	1.300000	60.12	.00	79.50	.00	139.62	20.94	.00	.00	160.56
2009	M & O	1.040000	2,105.53	.00	2,994.15	.00	5,099.68	931.30	.00	.00	6,030.98
	I & S	.240000	485.90	.00	690.95	.00	1,176.85	.00	.00	.00	1,176.85
	TOTAL	1.280000	2,591.43	.00	3,685.10	.00	6,276.53	931.30	.00	.00	7,207.83

03/08/2021 16:41:50 3707998  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 02/01/2021 THRU 02/28/2021  
 JURISDICTION: 0048 MISSION CISD

PAGE: 70  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2007	M & O	1.040000	232.11	.00	267.12	.00	499.23	54.12	.00	.00	553.35
	I & S	.140000	31.25	.00	35.96	.00	67.21	.00	.00	.00	67.21
	TOTAL	1.180000	263.36	.00	303.08	.00	566.44	54.12	.00	.00	620.56
2004	M & O	1.463200	1.29	.00	1.54	.00	2.83	.00	.00	.00	2.83
	I & S	.105900	.09	.00	.11	.00	.20	.00	.00	.00	.20
	TOTAL	1.569100	1.38	.00	1.65	.00	3.03	.00	.00	.00	3.03
2003	M & O	1.463200	8.03	.00	11.79	.00	19.82	1.76	.00	.00	21.58
	I & S	.120900	.66	.00	.97	.00	1.63	.00	.00	.00	1.63
	TOTAL	1.584100	8.69	.00	12.76	.00	21.45	1.76	.00	.00	23.21
2001	M & O	1.439400	51.81	.00	86.43	.00	138.24	12.18	.00	.00	150.42
	I & S	.094700	3.41	.00	5.69	.00	9.10	.00	.00	.00	9.10
	TOTAL	1.534100	55.22	.00	92.12	.00	147.34	12.18	.00	.00	159.52
ALL	M & O		1,831,579.95	.00	90,838.13	.00	1,922,418.08	17,222.76	.00	.00	1,939,640.84
ALL	I & S		304,419.84	.00	14,976.16	.00	319,396.00	.00	.00	.00	319,396.00
ALL	TOTAL		2,135,999.79	.00	105,814.29	.00	2,241,814.08	17,222.76	.00	.00	2,259,036.84
DLQ	M & O		80,320.15	.00	27,320.40	.00	107,640.55	17,222.76	.00	.00	124,863.31
DLQ	I & S		12,600.01	.00	4,391.92	.00	16,991.93	.00	.00	.00	16,991.93
DLQ	TOTAL		92,920.16	.00	31,712.32	.00	124,632.48	17,222.76	.00	.00	141,855.24
CURR	M & O		1,751,259.80	.00	63,517.73	.00	1,814,777.53	.00	.00	.00	1,814,777.53
CURR	I & S		291,819.83	.00	10,584.24	.00	302,404.07	.00	.00	.00	302,404.07
CURR	TOTAL		2,043,079.63	.00	74,101.97	.00	2,117,181.60	.00	.00	.00	2,117,181.60

**SUBJECT:** Disbursements for the Month of March 2021

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION:**

The District's disbursements list all of the checks and other payments made during the reporting month. The check registers, wire transfers, and automated clearing house (ACH) transactions are available for inspection at the office of the Assistant Superintendent for Finance.

Monthly disbursement reports are prepared throughout the year by administration for information purposes only.

**ADMINISTRATIVE CONSIDERATIONS:**

The District's total disbursements for the Month of March totaled \$15,211,770.14 as follows:

<b>Disbursement Type</b>	<b>Amount</b>
Accounts Payable Vendor Checks	\$ 2,651,497.79
District Purchasing Cards	\$ 619,936.96
ACH	\$ 4,452,652.97
Wire Transfers	\$ 384,172.25
Payroll	\$ 7,103,510.17
<b>TOTAL</b>	<b>\$ 15,211,770.14</b>

**FUNDING SOURCE AND AMOUNT:**

N/A

**RECOMMENDATION:**

Information Item.

**CONTACT PERSON (S):**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna Zuniga, CPA, Director for Finance  
Odon Garcia Jr, Accountant